

Agenda for the Meeting -

1. **Call to Order and Roll Call.**
2. **Pledge of Allegiance.**
3. **Approval of Previous Meeting Minutes from 1/30/2023.**
4. **Old Business – No items.**
5. **New Business**
 - a) **Case # 2122 SDFP:** A request for a subdivision final plat (SDFP) named “Spacebox West PUD,” to take a newly platted property and divide it into two (2) lots for development, located at 4500 Goodman Road West (address unofficial and unassigned) in Horn Lake by York Developments, applicant and purchasing party; Dale Wilson, etux, landowner; IPD, LLC, designer, and engineer; consisting of 7.89 acres +/- . The subject parcel is currently zoned as PUD, Planned Unit Development.
 - b) **Case # 2023-2 SDFP:** A request for a subdivision final plat (SDFP) named ‘Revision of Lot 19 Center Street Industrial Park,’ to combine two (2) existing industrially zoned lots for industrial development, located at the southeast (SE) corner of East Center Street and Hobbs Drive in Horn Lake by HLMS Recycling Services, LLC, applicant & landowner; IPD, LLC, engineer; consisting of 0.70 acres =/-. The subject parcel is currently zoned as M-1, Light Industrial District.
 - c) **Case # 2023-3 SDFP:** A request for a 1-lot subdivision final plat (SDFP) located at approximately 6180 Interstate Boulevard in the City of Horn Lake by Creative Constructions, LLC, developer, and owner; and Houston Engineering, PLLC, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 5.2 acres =/-. (Address has not officially been assigned by Desoto County as of 1/21/23.) Proposed land use is for a convenience store/gas station. A subdivision plat for this same land was approved by the City of Horn Lake on 9/20/2022, but this case is to expand that original plat to the north.
 - d) **Case # 2023-4 SS:** A study session (SS) to look at the question of too many certain commercial land uses and zonings as a topic/issue within the City of Horn Lake and to present options to address the subject.
 - e) **Case # 2023-5 CP:** Initial meeting/presentation on the update of the city’s land use comprehensive plan (CP) by the city’s planning consultant, Orion Planning and Design Group. This presentation will be to discuss the need for a comprehensive plan how Orion does a comprehensive plan update. (This is a public hearing.)
6. **Other Business:**
 - a) Planning department hirings/personnel update.

- b) Comprehensive plan update.
- c) Discussion and/report from the planning commissioner training opportunity by the Desoto County Economies Council held on February 22, 2023, in Southaven.

Start of the Cases Portion of the Minutes -

1. **City Planning Commissioners present** – Chad Engelke (Chair), Angie Little, Linda McGan, William Egner, Janice Vidal, Bill Mercer, Jesse Ware. **Absent** – Jimmy Stokes (Vice-Chair).
2. **City Staff** – Chad Bahr, AICP, Planning Director; Daniel Feinstone, City Information Technology (IT); Andrew Hockensmith, Planner 1; and Tammy Woods, Rental Housing Quality Control Coordinator (RHQC for short), to take minutes.
3. **Gallery** – Chance Walker, IPD, LLC; Byron Houston, Houston Engineering; Frances J. Miller, resident and voting member of Horn Lake for 14 years; the Orion Planning and Design Group, including Bob Barber and Bert Kuykendall.

Note: For brevity, the following representations may be used as abbreviations in these minutes.

- a. Chair = Chairperson of the Planning Commission
- b. Plgn Dir = City Planning Director
- c. RZ = Rezoning or Zoning amendment case
- d. CU = Conditional Use
- e. Mtn = Motion
- f. 2nd = Second to a main or primary motion
- g. V = Vote or result upon a made motion
- h. PC = Planning Commission or Commissioner
- i. DE = Discussion ensued at some length upon the topic or subject indicated
- j. & = And
- k. PUD = Planned Unit Development type zoning classification
- l. MS = Mississippi Items

4. Old Business. None

5. New Business.

- a) **Case # 2122 SDFP:** A request for a subdivision final plat (SDFP) named “Spacebox West PUD,” to take a newly plated property and divide it into two (2) lots for development, located at 4500 Goodman Road West (address unofficial and unassigned) in Horn Lake by York Developments, applicant and purchasing party; Dale Wilson, etux, landowner; IPD, LLC, designer, and engineer; consisting of 7.89 acres +/- . The subject parcel is currently zoned as PUD, Planned Unit Development.
 1. Discussion ensued about minor subdivisions, the recent platting history for the subject parcel(s), the PUD zoning, erosion, and sidewalks. Lot 1 is planned for a storage facility. A suggested motion of approval by Plgn. Dir. with the following conditions:

- i. Increase rear yard utility easement for Lot 2 (the smaller lot) to be 10 feet in width.
- ii. Add location of public water service and main lines on the plat.
- iii. Clarification to either add the required sidewalk on the plat or within the note section of the plat.

2. Applicant – Chance Walker / IPD LLC, ensured that the items would be met.

Motion – Angie Little, 2nd - Janice Vidal,

Approved – 6-0, with one (1) member absent.

b) Case # 2023-2 SDFP: A request for a subdivision final plat (SDFP) named “Revision of Lot 19 Center Street Industrial Park,” to combine two (2) existing industrially zoned lots for industrial development, located at the southeast (SE) corner of East Center Street and Hobbs Drive in Horn Lake by HLMS Recycling Services, LLC, applicant & landowner; IPD, LLC, engineer; consisting of 0.70 acres +/- . The subject parcel is currently zoned as M-1, Light Industrial District.

1. The Planner 1 gave a power point presentation on the many items that were found and met on the plat and its layout. This led into the expansion of HLMS Recycling Service facility by the applicant. A possible motion for approval by the Planner 1 with the following conditions:

- i. Change the water provider from City of Horn Lake to the Horn Lake Water Association, Inc. on the plat (Note #4).
- ii. Add location of public water and sewer mains to the plat.
- iii. Correct building setbacks on the plat so they are consistent with Plat Note #1 and the orientation of the property.

2. Applicant – Chance Walker / IPD Solutions ensured that conditions a –c would be met.

Motion – William Egner, 2nd – Jesse Ware

Approved – 5-1, with Mr. Mercer abstaining and one (1) member absent.

c) Case # 2023-3 SDFP: A request for a 1-lot subdivision final plat (SDFP) located at approximately 6180 Interstate Boulevard in the City of Horn Lake by Creative Constructions, LLC, developer, and owner; and Houston Engineering, PLLC, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 5.2 acres +/- . (Address has not officially been assigned by Desoto County as of 1/21/23.) Proposed land use is for a convenience store/gas station. A subdivision plat for this same land was approved by the City of Horn Lake on 9/20/2022, but this case is to expand that original plat to the north.

1. Plng Dir gave a power point presentation on the request. Discussion ensued about the previous plat approval from last year, but the developer now wanting to make the area larger to the north for parking. Also, stated was that the desire was to locate the new

building outside of the designated flood plain (100-year). A possible motion for approval was made by Plgn Dir with the following conditions, a –f, seen below.

- a. Please adjust on both sheets to the following: 10’ wide rear (East), 5’ wide side lot line (North), and 10’ wide utility easements are called for the two frontages (West and South).
 - b. Update Survey Note number 2 to the new correct acreage of 5.2 acres.
 - c. Please add a line for the signature of the Secretary to the Planning Commission on Sheet 1.
 - d. Please check with the Chancery Clerk’s Office for plat style/format and substance, etc. **prior** to submitting for signatures on mylars.
 - e. Please show the location of utility lines that will supply the subdivision and supply a “will serve” letter from the Horn Lake Water Association, Inc. for public water service, but from the Interceptor Service for public sanitary sewer.
- 2. Applicant** – Byron Houston, engineer ensured items a – f would be met.

Motion - Angie Little, 2nd - Egner

Approved – 6-0, with one member absent.

d) Case # 2023-4 SS: A study session (SS) to look at the question of too many certain commercial land uses and zonings as a topic/issue within the City of Horn Lake and to present options to address the subject.

1. Study session was held by the PC, but read from a memo by the Plgn Dir about commercial land uses and zonings within Horn Lake. Five (5) options were presented, explained, graded and discussed.
2. The planning commissioners discussed the alternatives, but in the end, a motion was made to table the subject in favor of rolling it into the current new comprehensive plan process.

Motion – Jesse Ware, 2nd – Angie Little

Approved – 6-0, with one member absent.

e) Case # 2023-5 CP: Initial meeting/presentation on the update of the city’s land use comprehensive plan (CP) by the city’s planning consultant, Orion Planning and Design Group. This presentation will be to discuss the need for a comprehensive plan how Orion does a comprehensive plan update. (This was a public hearing.)

1. Orion Planning & Design Group gave a power point presentation about the “*Forward to 2044*” Comprehensive Plan for the City of Horn Lake. This explained

the systems of cities, e.g., transportation issues, economics, land uses, housing, etc., and contained how Orion does comprehensive (sometimes called general or master) plans. They said this first week was planning “discovery” week, but there would be additional steps, including planning “rush” week to be held July 10-14, where citizens would be given more opportunities to give their input and express their ideas.

6. Other Business.

a) Planning department hirings/personnel update.

The Plng Dir. updated the PC by saying the recent hiring of the storm water coordinator position, where that individual started 1-3-2023, ended on 2-14-23, by the person resigning from the position. Director said he would rethink some job descriptions within the department. He said the city was searching for the fourth (4th) code enforcement officer (CEO) position to be filled soon.

b) Comprehensive plan update.

See above for recent developments, but the Director said their also would be stakeholder meetings, the community comprehensive plan “kickoff” meeting, and a planner’s tour with the Orion Planning Team, with all those items to be held February 28 and March 1.

c) Discussion and/report from the planning commissioner training opportunity by the Desoto County Economies Council held on February 22, 2023, in Southaven.

Director thanked those who were able to attend the above-named training event.

7. Adjournment.

Chair – Called for a motion to adjourn.

Motion – A. Little, 2nd – W. Egner.

Approved – 6-0, with one member absent.

The meeting adjourned @ 7:54 PM.

(Scrivener’s Note: These minutes were prepared in first draft form by T. Woods, Rental Housing Quality Control Coordinator, on 2-28-23, and then updated by C. Bahr, Planning Director, from 3-1 to 3-3-2023. The second draft was completed at 1:25 p.m. on 3-3-2023.)