

Agenda for the Meeting –

- 1. Call to Order and Roll Call.**
- 2. Pledge of Allegiance.**
- 3. Approval of Previous Meeting Minutes from 9-25-2023.**
- 4. Old Business.** – None.
- 5. New Business.**
 - a) Case No. 2023-21 SDFP** - A request for a 51-lot subdivision final plat (SDFP) known as Ravenwood, Section F, for single-family residential development located north of Nail Road West within the address block of 4000-4500 within the City of Horn Lake by Nail at Horn Lake, LLC, (Dustin Hamilton) developer and owner; and Nick Kreunen with Civil Link, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 16.65-acres +/-.
 - b) Case No. 2023-25 RZ:** A request for a zoning amendment (rezoning) from the C-1, Neighborhood Commercial District, to the M-1, Light Industrial District, at approximately 6480 Hurt Road by Stanley Thorne, landowner; and Chance Waker with IPD, Engineer/Designer; consisting of the western 1.04-acres +/- of a 2.50-acre parcel. (Note: The address number is unofficial and unassigned as of 9-14-2023.) **(This is a public hearing.)**
- 6. Other Business.**
 - a) Comprehensive Plan (*Plan*) update.
 - b) Other Issues on the Planning Commissioners’ minds. (This is for soliciting input.)
- 7. Adjournment.**

Start of the Items/Cases Portion of the Minutes –

City Planning Commissioners present – Chad Engelke (Chair), Jimmy Stokes (Vice-Chair), Clara Kirkley, Linda McGan (Secretary), William Egner, Jessie Ware, and Bill Mercer. **Absent** – Janice Vidal.

City Staff – Chad Bahr, AICP, Planning Director; Jonathan Ryan, City Information Technology (IT); Andrew Hockensmith, Assistant Planning Director; and Billy Simco, Planner I (Storm Water Specialty).

Gallery – Signed-in: Francis J. Miller, resident and voting member of Horn Lake for 14 years from Ward #5; Alex Gagne with Civil-Link Engineering firm. Those in attendance, but not signed-in: Chance Walker with IPD Engineering.

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

Items 1 and 2. The Chair called the meeting to order at 6:00 p.m. The Secretary took roll call with all planning commissioners present except for Commissioner Vidal. The Pledge of Allegiance was led by the chair and recited by those in attendance.

Item 3. Approval of minutes from the 9-25-23 PC meeting.

Motion to approve minutes as mailed – Kirkley. **2nd** – Mercer. **Vote:** Motion passed, 6-0.

4. Old Business. – None.

5. New Business.

- a) **Case No. 2023-21 SDFP** - A request for a 51-lot subdivision final plat (SDFP) known as Ravenwood, Section F, for single-family residential development located north of Nail Road West within the address block of 4000-4500 within the City of Horn Lake by Nail at Horn Lake, LLC, (Dustin Hamiliton) developer and owner; and Nick Kreunen with Civil Link, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 16.65acres +/-.

Assistant Director Hockensmith presented the case, detailing the subdivision final plat request. He suggested a motion with two possible conditions attached to the request:

- 1. Change the rear yard utility easement to 10 feet of width instead of the previously stated 5 feet.
- 2. Show sidewalks on both sides of Andon Circle and McSwain Drive.

The Planning Director said they had checked with city legal counsel on this subdivision, which has a long history as a part of the Ravenwood subdivision sections in the city, and counsel said then in July of 2021, the city approved the subdivision with certain conditions, one of them being a minimum heated house size of 1500 square feet per unit.

Alex Gagne, representing Civil-Link Engineering, spoke about the request. He said they would be fine with the 1500 square feet minimum size with most likely being built at 1800 square feet size of greater. He said they were also fine to expand the rear yard utility easement from the 5-foot width to 10-foot width, though he did mention concern whether the building envelopes for the two-eastern most lots (Lots 282 and 332) would be large enough. He said the developer would prefer a sidewalk along one side of the roads, not two sides.

Lengthy discussion ensued about the layout, sidewalk connectivity, the planned southside brick fence, house sizes and the utility easement.

In the end, a **motion** was made by Egner and a **second** was made by Ware to recommend approval of the request to the board of alderman, with the following two conditions:

1. Increase the width of the rear yard utility easement to the required 10-feet of width on the plat, and
2. Provide for a 5-foot wide sidewalk along the north side of McSwain Drive, including the proposed cul-de-sac in the eastern portion of the subdivision, but also upon the east sides of Andon Circle, Manchester Drive, and Banyan Drive in the subdivision, but also beyond the subdivision to the north on the properties of 4421, 4333 and 4147 Londen Drive, to provide connectivity with Ravenwood Sections D and E Subdivisions.

The motion passed, 6-0.

- b) Case No. 2023-25 RZ:** A request for a zoning amendment (rezoning) from the C-1, Neighborhood Commercial District, to the M-1, Light Industrial District, at approximately 6480 Hurt Road by Stanley Thorne, landowner; and Chance Walker with IPD, Engineer/Designer; consisting of the western 1.04-acres +/- of a 2.50-acre parcel. (Note: The address number is unofficial and unassigned as of 9-14-2023.) **(This is a public hearing.)**

The Assistant Director gave a PowerPoint presentation on the request for a zoning amendment from C-1 to M-1. He noted the current parcel has two different zoning classifications, the C-1 and M-1, but if approved, this would make the entire parcel (property) zoned as M-1 to allow for a small-sized light industrial shop building to be established upon it. It would be like the two other developments located directly east of the subject property, also developed by Mr. Thorne. Hockensmith detailed the items (factors) to evaluate a rezoning question as provided by the applicant/owner.

Chance Walker, with IPD Engineering, spoke briefly about the request. He said the landowner, Mr. Thorne, desires to establish a third small shop-type building on this parcel that were built like the other two to the east of the subject parcel, but since the parcel has two zoning classifications, this is an attempt zone the entire parcel with the M-1 zoning, the zoning that would be required to legally establish the desired land use.

Discussion ensued about the request and the zoning pattern in the area, and the design and layout of the request.

A **motion** was made by Egner and a **second** was made by Kirkley to recommend approval of the request as presented and submitted, finding the request would be in line with the factors for review as established within the city’s zoning ordinance (Article X, Item B, #5(a-d).

Motion passed, 6-0.

6. Other Business.

a) Comprehensive plan update.

The Planning Director said the draft of the *Plan* had fallen behind schedule again, and now is due to the advisory group in November or December, and then if the schedule stays together, the planning commission would be able to review and consider the *Plan* in December or January. This timeline was based upon input from the planning consultant, Orion Planning Group. He added the Department has become disappointed in the consultant due to the second or third delay now in the last couple of months.

b) Other Issues on the Planning Commissioners’ minds. (This is for soliciting input.)

No issues were raised.

7. Adjournment.

Chair – Called for a motion to adjourn. **Motion** – Egner. **2nd** – Mercer. **Vote:** Motion to adjourn the meeting at 7:22 p.m. **passed, 6-0.**

(**Scrivener’s Note:** These minutes were prepared in first draft form by C. Bahr, Planning Director, from 10-31 to 11-1-2023. The second draft was completed at 4:27 p.m. on 11-8-2023.)