

**Agenda for the Meeting –**

- 1. Call to Order and Roll Call.**
- 2. Pledge of Allegiance.**
- 3. Approval of Previous Meeting Minutes from 10-30-2023.**
- 4. Old Business.** – None.
- 5. New Business.**
  - a) **Case Number/Title: 2023-27 SDFP** - A request for a 1-lot subdivision final plat (SDFP) known as Westberry Square South, for a commercial development in the form of a restaurant with a drive-through land use at 4323 Goodman Road West within the City of Horn Lake by Dale Wilson, landowner; and Mendrop Engineering, Greg Smith, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 3.78 acres +/-.
  - b) **Case Number/Title: 2023-29 SPDR** - A request for site plan design review (SPDR) for a proposed Chik-Fil-A restaurant with a drive-through land use at 4323 Goodman Road West within the City of Horn Lake by Dale Wilson, landowner; and Carter Engineering, Mark Campbell, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 3.78 acres +/-.
- 6. Other Business.**
  - a) Comprehensive Plan update.
  - b) Other Issues on the Planning Commissioners' minds.
- 7. Adjournment.**

**Start of the Items/Cases Portion of the Minutes –**

**City Planning Commissioners present** – Chad Engelke (Chair), Janice Vidal, Clara Kirkley, William Egner, Jessie Ware, and Bill Mercer. **Absent** – Jimmy Stokes (Vice-Chair), Linda McGan (Secretary)  
**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: Mark Campbell, Carter Engineering firm. Those in attendance, but not signed-in: Dale Wilson and Austin Wilson.

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. 2<sup>nd</sup> = 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 6:01 p.m. The Secretary took roll call with all planning commissioners present except for Commissioners Stokes and McGan. The Pledge of Allegiance was led by the chair and recited by those in attendance.

**Item 3.** Approval of minutes from the 10-30-23 PC meeting.

**Motion** to approve minutes as mailed – Kirkley. **2<sup>nd</sup>** – Ware. **Vote:** Motion passed, 5-0.

**4. Old Business.** – None.

**5. New Business.**

- a) **Case Number/Title: 2023-27 SDFP** - A request for a 1-lot subdivision final plat (SDFP) known as Westberry Square South, for a commercial development in the form of a restaurant with a drive-through land use at 4323 Goodman Road West within the City of Horn Lake by Dale Wilson, landowner; and Mendrop Engineering, Greg Smith, engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 3.78 acres +/-.

The Assistant Director presented a PowerPoint presentation on the case with only three (3) items needing addressing of the plat:

- 1. Update the water and sewer providers both on the plat and in the plat note section.
- 2. Add a note or call-out detail to the plat to show the existing driveway access apron will be removed and relocated to the west of its current location for clarity purposes.
- 3. Add sidewalk location(s) to the plat to be consistent with the site plan and design review case.

Discussion ensued about the plat. The Chair called for any motions. A **motion** was made by Ware and a **second** was made by Egner to **recommend approval** of the final plat request with the **three conditions suggested by staff listed above. Motion passed, 5-0.**

- b) **Case Number/Title: 2023-29 SPDR** - A request for site plan design review for a proposed Chik-Fil-A restaurant with a drive-through land use at 4323 Goodman Road West within the City of Horn Lake by Dale Wilson, landowner; and Carter Engineering, Mark Campbell,

engineering company; for land zoned as Planned Unit Development (PUD), consisting of approximately 3.78 acres +/-.

The Assistant Director presented a PowerPoint presentation on the case. He detailed the aspects of the design and project as submitted by the applicant, giving attention to the following items: garbage dumpster screening, flat or nearly flat roof design, using glass as an acceptable exterior design feature, and interior lot landscaping. He said the only item not meeting the city architectural standards was the flat or near flat roof design, but the applicant requested a formal Design Exception via Article XIII, Item K, #1 of the city zoning ordinance on that issue.

Commissioner Egner asked about the proposed tree types.

D.E. about the proposed tree types. The Assistant Director said generally, they were fine, but added that the proposed ten (10) crepe myrtles were non-native species, thus a native species could prove to be a better selection over time.

The Chair asked for any input from the applicant, Mr. Campbell. Mr. Campbell said the proposed roof was not completely flat, but would be hidden behind a design of a parapet wall. He added the screening intended for the dumpster enclosure was one of the best he had seen.

Mr. Dale Wilson spoke on behalf of the use of crepe myrtles in the area and thought they would be an acceptable selection for use in the project.

More DE amongst the planning commissioners.

A **motion** was made by Mercer and a **second** was made by Ware to **approve** of the submitted site plan and review case with no conditions attached to it, and to grant a Design Exception per Article XIII, Item K, #1 of the city zoning ordinance to allow the flat or near-flat roof behind a parapet design. **Motion passed, 5-0.**

## 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 after the first of the year in January, and then if the schedule stays together, the planning commission would be able to review and consider the *Plan* in February or March. 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 fourth or fifth delay now over the past few months.

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

Discussion was about the fact that the PC had approved at least four (4) design exceptions for the flat or near flat roofs on the smaller commercial builders, e.g., fast-foods restaurants, etc.

over the past year or so and thus, created the question should the city take up the issue to amend the zoning ordinance to end that requirement/standard.

**7. Adjournment.**

**Chair** – Called for a motion to adjourn. **Motion** – Kirkley. **2<sup>nd</sup>** – Vidal. **Vote:** Motion to adjourn the meeting at 6:47 p.m. **passed, 5-0.**

**(Scrivener's Note:** These minutes were prepared in first draft form by C. Bahr, Planning Director, on 11-28-2023. The second draft was completed at 12:41 p.m. on 11-29-2023, upon review by Billy Simco, Planner I, Storm Water Specialty.)