

Agenda for the Meeting

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Previous Meeting Minutes from 1-29-2024**
4. **Old Business** – None (The applicant for case 2024-002, which was tabled on January 29, does not wish to proceed with the project)
5. **New Business**
 - a) Case Number 2024-003 is a request for a site plan review for a building addition to the existing structure at 4150 Goodman Road West.
 - b) Case Number 2024-004 is a request for a site plan review for building additions to the existing structure at 6500 East Center Street.
 - c) Case Number 2024-005 is a proposed text amendment initiated by the Planning Commission to remove from the zoning ordinance the pitched roof requirement for buildings less than 10,000 square feet.
6. **Other Business.**
7. **Adjournment.**

Start of the Items/Cases Portion of the Minutes –

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

City Staff – Andrew Hockensmith, Planning Director; Jonathan Ryan, City Information Technology (IT); and Billy Simco, Planner I - Stormwater

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

Item 3. Approval of minutes from the 1-29-24 Planning Commission meeting pending the addition of William Egner to the list of Planning Commissioners present for that meeting.

Motion to approve minutes with revisions – Ware. **2nd** – Carter. **Vote:** Motion passed, 5-0.

4. **Old Business** – None
5. **New Business.**

- a) Case Number 2024-003 is a request for a site plan review for a building addition to the existing structure at 4150 Goodman Road West.

Director Hockensmith presented the details of the site plan including the requirements of what is to be included during the site plan review process. The presentation described the general site plan, details about the new addition to the property, parking data, building elevations, signs, and updated drainage plans. Gary Lebouef, Duplantis Design Group, answered questions on behalf of the applicant. Discussion ensued about parking requirements and the parking study done by the applicant. The result of that study found that the applicant will still be under the minimum parking requirement.

Motion – Ware: After review of Case Number 2024-003, a site plan review for a building addition to the existing structure at 4150 Goodman Road West, on land consisting of 29.02 acres, under C-4 zoning, being developed by Duplantis Design Group, owned by Walmart, the Planning commission approves the presented site plan.

2nd – Stokes. Vote Passed, 5-0

- b) Case Number 2024-004 is a request for a site plan review for building additions to the existing structure at 6500 East Center Street

Stokes – Called for a motion to table Case Number 2024-004 until the owner could be present. **2nd – Ware. Vote: passed, 5-0**

- c) Case Number 2024-005 is a proposed text amendment initiated by the Planning Commission to remove from the zoning ordinance the pitched roof requirement for buildings less than 10,000 square feet.

Director Hockensmith presented the proposed text amendment case as requested by the Planning Commission. In the Horn Lake Code of Ordinances, under Appendix A – Zoning, Article XIII Architectural Standards, E – General Requirements, 3. Roof Requirements, a. Pitched roofs, numeral “i.” states “All one-story buildings less than ten thousand (10,000) gross square feet must have a pitched roof (between 5:12 and 12:12) as much as possible. If a pitched roof is not possible, a combination of flat roof and pitched roof is required.” In the past few years, many commercial structures that have come before the Planning Commission have proposed to have roof pitches that do not meet the requirements in the ordinance. This regulation has consistently appeared before the Planning Commission during site plan reviews and has consistently been waived by the Planning Commission. The fact that this is specifically required yet waived so often shows that this regulation must be antiquated or impractical for businesses and is simply not a necessity for the general welfare of the community. At the conclusion of the presentation, the chair opened the floor for discussion. Commissioner Vidal expressed concern about a lack of guidelines for developers. Discussion ensued about the merits of “flat” vs pitched roofs. Commissioner Carter expressed concern about voting on the text amendment while two members of the Planning Commission are absent. The chair opened the floor for public comment. Francis J. Miller, FIFTEEN-year voting resident of Ward 5, spoke on the merits

of having all 7 members of the Planning Commission present before voting on the text amendment. Further discussion ensued until a **motion by commissioner Stokes** was made to table the motion until further research can be done on the topic. **2nd – Vidal**. Vote: Motion to table the amendment, **passed 5-0**

Other Business – Comprehensive Plan Update: Director Hockensmith relayed that Orion Planning and Design would be delivering a draft of the plan in the coming weeks.

6. Adjournment.

Chair – Called for a motion to adjourn. **Motion** – Stokes. **2nd – Kirkley**. **Vote:** Motion to adjourn the meeting at 6:48 p.m. **passed, 5-0.**

(Scrivener's Note: These minutes were prepared by Billy Simco, Planner I - Stormwater, on 3-21-2024 and reviewed by Andrew Hockensmith, Planning Director.)