



Planning Commission Meeting Minutes

For the Meeting on 31 August 2026

Planning Commission Meeting Agenda

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Previous Meeting Minutes**
 - a) July 27, 2026
4. **Old Business – None**
5. **New Business**
 - a) Case Number 2026-100: Fence Height Variance for 1615 Commerce Parkway
 - b) Case Number 2026-101: Site Plan Revision for 1615 Commerce Parkway
 - c) Case Number 2026-098: Site Plan for Horn Lake Soccer Complex
 - d) Case Number 2026-102: Site Plan for Legacy Holdings Mini-Storage Facility
6. **Other Business – None**
7. **Adjournment**

-- Start of the Items/Cases Portion of the Minutes --

Planning Commissioners Present – Lakita Fox (Ward 1), Stan Carroll (Ward 2), Calvin Freeman (Ward 3), Kirby Carter (Ward 4), Morris Taylor (Ward 5), Mark Crawford (Ward 6), and Janice Vidal (Mayor's Representative)

Planning Commissioners Absent – Chad Engelke (At Large)

City Staff – Billy Simco, Interim Planning Director; Jonathan Ryan, IT Systems Engineer II

Items 1 and 2. Vice-Chairman Carter called the meeting to order at 6:00 p.m. All Planning Commissioners were present except Chad Engelke (At Large). The Pledge of Allegiance was led by Commissioner Freeman.

3. Approval of previous Planning Commission Meeting Minutes

Motion – Fox: Approve the minutes from the July 27, 2026 Planning Commission meeting.

2nd – Freeman

Motion Passed, 6-0

4. Old Business – None

5. New Business

a) Case Number 2026-100: Fence Height Variance at 1615 Commerce Parkway

The Vice-Chairman announced Case Number 2026-100 to be heard and called upon the planning staff to present the staff report. Interim Director Simco read the executive summary for the case as follows:

Case Number 2026-100 is a request by Benjamin Hargest of BL Companies for a variance from the City's fence height regulations for the existing Amazon MEM3 facility at 1615 Commerce Parkway.

The property is approximately 50.9 acres and is zoned PBP, Planned Business Park. It is located within the DeSoto 55 Logistic Center at the end of Commerce Parkway. The other warehouse properties within the logistics center are also zoned PBP, while residential properties along Sharon Drive and Chelsea Circle are located to the west.

This request is related to Case Number 2026-101, which concerns proposed access-control and site-security improvements at the Amazon facility. As part of those improvements, the applicant proposes new fencing and gates that will connect to the existing security perimeter.

City regulations limit fences in side and rear yards to six feet in height. The applicant is requesting a two-foot variance to allow the new fencing and associated gates to be up to eight feet high.

The applicant states that the existing perimeter fence at the Amazon facility is already eight feet high and includes three strands of barbed wire. They are requesting the variance so that the new fencing and gates can match and connect to that existing security perimeter. The applicant also states that adjacent warehouse properties within the same logistics area have eight-foot-high chain-link fencing.

In reviewing the required variance criteria, Staff finds that the request is directly related to the existing configuration and security function of the property. Requiring the new fencing to remain at six feet would result in new fence sections and gates that are lower than the existing eight-foot perimeter they are intended to connect to. The requested variance does not seek fencing higher than what already exists on the property and is limited to the additional two feet necessary to maintain a consistent security perimeter. Based on the existing site conditions and the information submitted by the applicant, Planning Staff recommends approval of Case Number 2026-100, subject to compliance with all other applicable City requirements.

Vice-Chairman Carter thanked planning staff for the presentation and opened the floor for discussion from the Planning Commissioners. Seeing no questions for staff, Vice-Chairman Carter invited the applicant to come forward. Seeing no questions for the applicant, Vice-Chairman Carter called for a motion.

Motion – Fox: After review of Case Number 2026-100, the Planning Commission approves a variance to allow fencing and associated gates up to 8 feet in height at the Amazon MEM3 facility located at 1615 Commerce Parkway, as depicted in the Site Concept Plan, subject to compliance with all other applicable City requirements.

2nd – Vidal

Motion Passed, 6-0

b) Case Number 2026-101: a site plan revision at 1615 Commerce Parkway.

The Vice-Chairman announced Case Number 2026-101 to be heard and called upon the planning staff to present the staff report. Interim Director Simco read the executive summary for the case as follows:

Case Number 2026-101 is a request by Benjamin Hargest of BL Companies for approval of a site plan revision for the existing Amazon MEM3 facility located at 1615 Commerce Parkway.

The property is approximately 50.9 acres and contains the existing approximately 857,000-square-foot Amazon warehouse. The property is zoned PBP, Planned Business Park, as are the other warehouse properties within the DeSoto 55 Logistic Center to the east. R-30 residential zoning is located immediately west of the Amazon property along Sharon Drive and Chelsea Circle. This request does not involve an expansion of the warehouse or a change in the existing use of the property. Instead, the proposed revisions are primarily intended to improve access control, circulation, and security around the facility. The proposed improvements include a new guardhouse and revised controlled vehicle entrance, card readers with intercoms and arm bars protected by bollards, modifications to existing pavement and traffic striping, and the demolition and reconstruction of portions of the existing concrete islands. The plan also includes a new concrete ramp, relocation of existing lighting, and removal of several parking spaces to accommodate a new paved island. Additional improvements are proposed along the perimeter of the facility, including a designated drop-off area, pedestrian gates and a turnstile, as well as new sliding and swing gates and modifications to the existing fencing. The site plan also depicts the proposed eight-foot fence that was considered separately under Case Number 2026-100. Approval of this site plan does not replace the separate approval required for that fence. The submitted plan is identified as a Site Concept Plan, and the applicant notes that final

survey and construction information will be provided as the project moves forward. Final construction and permitting documents will therefore remain subject to City review.

Planning Staff finds that the proposed revisions are consistent with the continued operation of the existing facility and recommends approval of Case Number 2026-101, subject to the separate approval of the proposed eight-foot fence under Case Number 2026-100, final construction and permitting documents conforming to the approved site plan, and compliance with all other applicable City requirements.

Vice-Chairman Carter thanked planning staff for the presentation and opened the floor for discussion from the Planning Commissioners. Seeing no questions from the Planning Commission for planning staff or the applicant, the Vice-Chairman asked if there is a motion.

Motion – Fox: After review of Case Number 2026-101, the Planning Commission approves the site plan revision for the Amazon MEM3 facility located at 1615 Commerce Parkway, as depicted on the submitted Site Concept Plan, subject to separate approval of the proposed 8-foot fence under Case Number 2026-100.

2nd – Crawford

Motion Passed, 6-0

c) Case Number 2026-098: a request for a site plan revision for the Horn Lake Soccer Complex

The Vice-Chairman announced Case Number 2026-098 to be heard and called upon the planning staff to present the staff report. Interim Director Simco read the executive summary for the case as follows:

Case Number 2026-098 is a request by Roger Elvir for site plan approval for the proposed Horn Lake Soccer Complex on Lot 1 of Stansell Square, along Outback Drive East. The property is located just west of Highway 51 and north of Goodman Road and is zoned C-4, Planned Commercial. The surrounding area is also predominantly commercial. The proposed development consists of a 300-foot by 180-foot soccer field, together with spectator bleachers, team and coaching areas, a concession building, a field house, sidewalks, fencing and netting, landscaping, and lighting. The concession building and field house use a coordinated design consisting primarily of white masonry veneer, black standing-seam metal roofing, and black metal canopies. The property itself is not located within a designated floodplain. However, Horn Lake Creek borders the northern side of the site and has experienced erosion in this area. Because of the amount of grading and site work proposed near the creek, Staff believes creek-bank stability and erosion control should receive particular attention during final engineering review. Final grading, stormwater, and erosion-control plans will therefore need to be reviewed and approved by the City Engineer. Staff identified two other items that should be corrected on the final site

plan. First, one parking row currently contains twelve consecutive standard parking spaces. City regulations require a landscaped island to break up rows containing more than ten adjacent spaces, so an additional landscaped island will need to be incorporated into that row. Second, Staff recommends additional pedestrian infrastructure. The plans provide sidewalks within the complex, but McDonald's is located directly across Outback Drive East, and it is reasonable to expect pedestrians to travel between the soccer complex and nearby businesses. Staff therefore recommends sidewalks along the perimeter of the site as well as a clearly defined and accessible pedestrian connection from the internal sidewalk system to Outback Drive East. The submitted plans also include four 50-foot field-lighting poles and separate parking-lot lighting. These fixtures should be installed and aimed in accordance with the submitted photometric plans to minimize unnecessary light spillover onto surrounding properties and toward Horn Lake Creek. Overall, Planning Staff finds that the proposed soccer complex is compatible with the surrounding commercial area and can satisfy the City's site plan review criteria.

Staff recommends approval of Case Number 2026-098 subject to four conditions: final City Engineer approval of the grading, stormwater, and erosion-control plans; revision of the twelve-space parking row to include the required landscaped island; provision of the perimeter sidewalks and pedestrian connection to Outback Drive East; and submission and Planning Staff approval of the final landscape plan.

Vice-Chairman Carter thanked planning staff for the presentation and opened the floor for discussion from the Planning Commissioners. Commissioner Vidal: Have we approved this site plan before? Simco: Yes, but this is a revision to that approved plan. Greg Russell, representing the applicant, came forward to answer questions from the Planning Commission. Russell: There has always been erosion on that creek bank, so having the client regrade the bank is not appropriate. The grading work has already been completed, with the exception of the concession stand location. We left off the landscaped island because of the size of the landscaping adjacent from the parking area. The concession area picnic area tables would be for people to eat at during the games and tournaments. The facility is not going to be open to the public outside of scheduled game times. Mr. Elvir has connections to professional soccer players who would come to the facility to do clinics for youth players. Commissioner Freeman: How is the access to Highway 51 and Goodman Road? Russell: Outback Drive connects to both Goodman and 51. Commissioner Carroll: The concessions stand is glass on the side? So people will watch the game from there, but people at the picnic tables will have an obstructed view of the game? Russell: Yes, but there will be bleachers for viewing the games. Commissioner Carroll: Will access be controlled by gates? Russell: Yes, he might sell tickets to some games. Carroll: What is the ratio for ADA parking spaces to regular parking spaces? Russell: 150:1.

Motion – Vidal: After review of Case Number 2026-098, the Planning Commission approves the site plan for the proposed Horn Lake Soccer Complex on Lot 1, Stansell Square, along Outback Drive East, subject to the following conditions:

1. Final grading, stormwater, and erosion-control plans shall be reviewed and approved by the City Engineer
2. The final site plan shall provide sidewalks and a clearly defined, accessible pedestrian connection from the internal sidewalk system to Outback Drive East to facilitate safe pedestrian access to and from the property.
3. A final landscape plan shall be submitted to and approved by planning staff prior to construction.

2nd – Fox

Motion Passed, 5-1 (Carroll – Nay)

- d) Case Number 2026-102:** a request for approval of the site plan for a Mini-Storage Facility at 7850 Highway 301 North.

The Vice-Chairman announced Case Number 2026-102 to be heard and called upon the planning staff to present the staff report. Interim Director Simco read the executive summary for the case as follows:

Case Number 2026-102 is a request for site plan approval for the proposed Legacy Holdings Mini-Storage Facility at 7850 Highway 301 North. The approximately 8-acre property is located on the east side of Highway 301, south of DeSoto Road, along the western edge of the Baker Estates development. The property is zoned PUD as part of the Baker Estates Planned Unit Development. In 2021, the Board of Aldermen amended the PUD to specifically allow mini-warehouse and self-storage uses on this portion of the development. The proposed use is therefore consistent with the approved Baker Estates PUD. The development is proposed in phases. Phase One includes an approximately 58,000-square-foot indoor climate-controlled storage building. Later phases include conventional storage buildings, open-sided storage buildings, and accessory outdoor storage and parking areas. The site will have gated access from Highway 301, paved internal circulation, landscaping, and screening. Because the property adjoins existing residential development to the east and southeast, screening is an important component of the site plan. The submitted landscape plan provides substantial landscaping along the Highway 301 frontage. All landscaping should comply with the approved species list provided by the city. Planning Staff also discussed pedestrian access with the applicant. There are currently no sidewalks along this portion of Highway 301; however, the City expects new development to provide sidewalk infrastructure. Staff is therefore recommending that the final site plan include a sidewalk along the Highway 301 frontage as well as a pedestrian connection from that sidewalk into the storage facility. This will establish a new segment of pedestrian infrastructure that can eventually connect with future development along the corridor. The proposed climate-controlled building utilizes a combination of brick veneer and metal wall panels. A final exterior color and material

schedule will be required prior to construction. After review of the site plan, architectural plans, Baker Estates PUD amendment, and applicable development requirements, Planning Staff finds that the proposal is consistent with the PUD and the City's site plan review criteria.

Planning Staff recommends approval of Case Number 2026-102, subject to the addition of the Highway 301 sidewalk and pedestrian connection, staff approval of final perimeter fencing and screening details, approval of the final exterior color and material schedule, and compliance with all other applicable City requirements.

Vice-Chairman Carter thanked planning staff for the presentation and opened the floor for discussion from the Planning Commissioners. William Bowen, representing the applicant, came forward to answer questions from the Planning Commission. Vice-Chairman Carter: Are you good with the sidewalk and the conditions? Bowen: Yes, we discussed it with Director Simco, but it did not make it on to the drawing before we submitted it. Seeing no questions or discussion from the Planning Commission, Vice-Chairman Carter asked if there is a motion.

Motion – Fox: After review of Case Number 2026-102, the Planning Commission approves the site plan for the proposed Legacy Holdings Mini-Storage Facility at 7850 Highway 301 North, subject to revision of the final site plan to include a sidewalk along Highway 301 and a pedestrian connection from the sidewalk into the facility; submission and staff approval of final perimeter fencing/screening details; submission and approval of a final exterior color/material schedule; and compliance with all other applicable City requirements.

2nd – Carroll

Motion Passed, 6-0

6. Other Business – Discussion of future Planning Commissioner Training

7. Adjournment

Vice-Chairman Carter called for a motion to adjourn.

Motion – Crawford: Adjourn the meeting at 6:35 p.m.

2nd – Fox

Motion Passed, 6-0