

City of Arkadelphia
Board of Zoning Adjustment and
Planning Commission Meeting
February 21, 2019 at 5:30 p.m.
City Hall Boardroom, 700 Clay Street
Arkadelphia, Arkansas 71923

AGENDA

1. Call the Board of Zoning Adjustment to order.
2. Public hearing to consider Jeremy and Hayley Hughes' requests from the sign regulations at 2407 Pine Street.
3. Adjourn Board of Zoning Adjustment.
4. Call the Planning Commission to order.
5. Consider the January 17, 2019 minutes.
6. Other Business
7. Adjourn the Planning Commission.



City of Arkadelphia
Building Department
700 Clay Street, Suite 121
Arkadelphia, Arkansas 71923
Phone 870-246-1818 • Fax 870-245-3553

Date: February 15, 2019

To: Board of Zoning Adjustment

Cc: Gary Brinkley, City Manager; City Board of Directors; and Ed McCorkle, City Attorney

From: DeAnna Graves, Permit Coordinator

Re: Public hearing to consider Jeremy & Hayley Hughes' request for a variance from the sign regulations at 2407 Pine Street.

Jeremy Hughes Insurance Agency is relocating to 2407 Pine Street. Mr. Hughes plans on moving the pole sign from his current location to his new location. He is requesting a variance to reduce the required setback on the adjoining property line from ten (10) feet to three (3) feet and to reduce the required setback on the street right-of-way from ten (10) feet to six (6) feet due to the parking lot layout and the telephone pole located on the lot.

As required, a legal notice was published in The Standard and adjacent property owners were notified. Staff has received no objections to the requests.

Land Use Ordinance B-425, Art. 7-4, Variance

- A. The Board shall hear requests for variance from the literal provisions of the zoning ordinance in instances where strict compliance to the provision of the ordinance would cause undue hardship due to the circumstances unique to the individual property under consideration.*
- B. The Board may grant variances only when it is demonstrated that such action will be in keeping with the spirit and intent of the zoning ordinance.*
- C. The Board shall not permit as a variance any use in a zone that is not permitted under this ordinance.*
- D. The Board may impose conditions in the granting of the variance to insure compliance and to protect adjacent property.*

Staff has no basis for recommending the granting on this variance request.

CITY OF ARKADELPHIA
APPLICATION FOR HEARING

TO THE ARKADELPHIA BOARD OF ZONING ADJUSTMENT:

Application is hereby made to the Arkadelphia Board of Zoning Adjustment pursuant to the Arkansas laws, Act of 186 of 1957, Acts of Arkansas, as amended, requesting a hearing related to the following described property:

- 1) Please attach legal description: TWIN OAKS ADDN W/4 OF 5 ALL 6
- 2) Street address or approximation thereof 2407 Pine Street
- 3) Title of this property is vested in Jeremy & Hayley Hughes

Address: 20 The Oaks Circle

- 4) There are no deed restrictions pertaining to the variance or appeal requested herein. Any restrictions are described _____

- 5) The hearing is requested for the following reason:
 - () Appeal from a decision of the City Engineer concerning his interpretation of the zoning regulations.
Explain: _____

Zoning Article #

- () Request for a variance from the zoning regulations due to unique characteristics of the property.
Explain: Requesting to reduce the required setback from 10 feet to 3 feet from the adjoining property line and reduce the required setback from 10 feet to 6 feet from front property line.

Zoning Article # 5-12.M.2.b

- 6) A map of the subject property is enclosed herewith as a means of illustrating the problem of concern. Where applicable, the map shows (1) the approximate dimensions of property lines and adjoining rights-of-way, (2) approximate outline location of buildings with appropriate dimensions, and (3) land uses and owners' names of adjacent properties.
- (7) It is understood that the Notice of Public Hearing will be published at least 7 days prior to said hearing in a newspaper of general circulation in the City. A publication fee of fifty dollars (\$50.00) and a filing fee of five dollars (\$5.00) will be paid to the Building Department. Total fees \$55.00.

\$55.00 received on 2/11/19
Check # 649
Receipt # 7633
By: Debra Brown

- 8) It is understood by the applicant that the Board of Zoning Adjustment may request that additional notice of said public hearing be given to certain interested persons and organizations.
- 9) Submit original with attachments to the City Engineer at least **ten working days prior to hearing date**. Use Additional sheets if above spaces are inadequate.
- 10) Under penalties of perjury, I declare that I have examined this petition, including accompanying materials and statements, and to the best of my knowledge and belief, it is true, correct and complete.

Respectfully submitted,

Signature of applicant *[Handwritten Signature]*

Signature of applicant *Hayden Hughes*

Address: 20 The Oaks Circle Arkadelphia, AR 71923

Telephone (870) 703-4958

(Do not write below this line)

CITY ENGINEER:

Date 2/11/19 Filing Date _____

Are all ten points of application in order? yes

Required number of copies mailed? yes

Time and date of public hearing 5:30 pm 2/21/19

Notice published (newspaper and date) The Standard 2/14/19

Copy attached? _____

Application approved by the Board of Zoning Adjustment? _____

Date _____ Reasons _____

Board's action was () was not () appealed to a court of record:

Date appealed _____

Court of record action on appeal _____

Signature of City Engineer _____

Date _____



2107 AR ST marks location for sign

As of: 2/7/2019

Property Owner**Name:** SMITH, MARTHA SUE**Mailing Address:** 2501 W PINE ST
ARKADELPHIA, AR 71923**Type:** (RI) Res. Improv.**Tax Dist:** (1AR) ARKADELPHIA**Millage Rate:** 56.25**Extended Legal:** HILLS REPLAT 4 & PT LOT 3-N 20' OF 3**Property Information****Physical Address:** 2501 W PINE ST**Subdivision:** HILLS REPLAT OF TWIN OAKS ADDN**Block / Lot:** 3 / 4+**S-T-R:** N/A**Size (Acres):****Market and Assessed Values****Taxes**

	Estimated Market Value	Full Assessed (20% Mkt Value)	Taxable Value	Estimated Taxes:	\$29
Land:	\$9,750	\$1,950	\$1,070	Homestead Credit:	\$350
Building:	45550	9110	5660		
Total:	\$55,300	\$11,060	\$6,730		

Note: Tax amounts are estimates only. Contact the county/parish tax collector for exact amounts.

Land

Land Use	Size	Units
106X69 106 X 69	106.000	Front.Ft
106X69 106 X 69	20.000	Front.Ft
Total	126.000	

Deed Transfers

Deed Date	Book	Page	Deed Type	Stamps	Est. Sale	Grantee	Code	Type
1/18/2014	648	90	N/A			SMITH, MARTHA SUE	N/A	N/A
12/31/2013			N/A			SMITH, MARTHA SUE	N/A	N/A
10/29/2013			N/A			SMITH, MARTHA SUE	N/A	N/A
10/1/1995	563	148	Quit Claim			SMITH, MARTHA SUE	Not Open	N/A
1/1/1901	295	169	Warr. Deed			ETAL SMITH, DWAYNE & MARTHA SUE	Market N/A	N/A

Reappraisal Value History

Tax Year	Total Value	Total Assessed
2015	\$55,300.00	\$6,730.00
2016	\$55,300.00	\$6,730.00
2017	\$55,300.00	\$6,730.00
2018	\$55,300.00	\$6,730.00

Not a Legal Document.

Subject to terms and conditions.

www.actDataScout.com



City of Arkadelphia
Building Department
700 Clay Street, Suite 121
Arkadelphia, Arkansas 71923
Phone 870-246-1818 • Fax 870-245-3553

February 11, 2019

Martha Sue Smith
2501 Pine Street
Arkadelphia, AR 71923

Dear Property Owner:

You are receiving this letter since you own property adjacent to property owned by Jeremy and Hayley Hughes address as 2407 Pine Street. This letter is to notify you that Jeremy & Hayley Hughes have requested variances to reduce the required pole sign setback from ten (10) feet to three (3) feet from the adjoining property line and reduce the required setback from ten (10) feet to six (6) feet from the front property line and street right-of-way line.

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on February 21, 2019 at 5:30 p.m. in the City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Jeremy and Hayley Hughes variance requests to reduce the required pole sign setbacks at 2407 Pine Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street. Dated this 11th day of February 2019. By Jessica Davis, City Clerk.

Please feel free to call the Building Department for additional information.

Sincerely,

DeAnna Graves
Permit Coordinator
Enc. (2)

7017 2400 0000 3154 2721

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com .	
OFFICIAL USE	
Certified Mail Fee \$3.50	0924
Postage \$0.55	07
Total Postage and Fees \$6.85	Postmark Here
02/12/2019	
Sent To Martha Sue Smith	
Street and Apt. No., or PO Box No. 2501 Pine Street	
City, State, ZIP+4® Arkadelphia, AR 71923	
PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions	

As of: 2/7/2019

Property Owner

Name: FELLOWSHIP CHURCH OF ARKADELPHIA

Mailing Address: P O BOX 1332 ARKADELPHIA, AR 71923

Type: (EX) Exempt

Tax Dist: (1AR) ARKADELPHIA

Millage Rate: 56.25

Extended Legal: TWIN OAKS ADDN IMP ONLY SUITE F

Property Information

Physical Address: 2401 PINE ST

Subdivision: TWIN OAKS ADDN

Block / Lot: N/A / N/A

S-T-R: N/A

Size (Acres):

Market and Assessed Values

	Estimated Market Value	Full Assessed (20% Mkt Value)	Taxable Value
Land:			
Building:			0
Total:			

Taxes

Estimated Taxes:	\$0
Homestead Credit:	\$0

Note: Tax amounts are estimates only. Contact the county/parish tax collector for exact amounts.

Land

Land Use	Size	Units
	0.790	Acres
Total	0.790	

Deed Transfers

Deed Date	Book	Page	Deed Type	Stamps	Est. Sale	Grantee	Code	Type
3/28/2011	639	64	Warr. Deed	825.00	\$250,000	FELLOWSHIP CHURCH OF ARKADELPHIA	Sales Questionnaire Sent	Bldg Only

Reappraisal Value History

Tax Year	Total Value	Total Assessed
2015	\$0.00	\$0.00
2016		
2017		
2018		

Details for Commercial Card 1

Business Name(s): TWIN OAKS VILLAGE HORIZONTAL

Number of Units:

Total Floor Area: 10554

Site Work: Prep;

Floor Cover: None

Foundation: Concrete

Ceilings: None

Floor Struct: Elevated Slab

Interior Finish: None



City of Arkadelphia
Building Department
700 Clay Street, Suite 121
Arkadelphia, Arkansas 71923
Phone 870-246-1818 • Fax 870-245-3553

February 11, 2019

Fellowship Church of Arkadelphia
P.O. Box 1332
Arkadelphia, AR 71923

Dear Property Owner:

You are receiving this letter since you own property adjacent to property owned by Jeremy and Hayley Hughes address as 2407 Pine Street. This letter is to notify you that Jeremy & Hayley Hughes have requested variances to reduce the required pole sign setback from ten (10) feet to three (3) feet from the adjoining property line and reduce the required setback from ten (10) feet to six (6) feet from the front property line and street right-of-way line.

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on February 21, 2019 at 5:30 p.m. in the City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Jeremy and Hayley Hughes variance requests to reduce the required pole sign setbacks at 2407 Pine Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street. Dated this 11th day of February 2019. By Jessica Davis, City Clerk.

Please feel free to call the Building Department for additional information.

Sincerely,

DeAnna Graves
Permit Coordinator
Enc. (2)

7017 2400 0000 3154 2738

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee \$3.50	0924
Extra Services & Fees (check box, add fee to postage)	07
<input type="checkbox"/> Return Receipt (hardcopy) \$2.80	
<input type="checkbox"/> Return Receipt (electronic) \$0.00	
<input type="checkbox"/> Certified Mail Restricted Delivery \$0.00	
<input type="checkbox"/> Adult Signature Required \$0.00	
<input type="checkbox"/> Adult Signature Restricted Delivery \$	
Postage \$0.55	
Total Postage and Fees \$0.85	02/12/2019
Sent To Fellowship Church of Arkadelphia	
Street and Apt. No., or PO Box No. P.O. Box 1332	
City, State, ZIP+4® Arkadelphia, AR 71923	

PS Form 3800, April 2015 www.usps.com See Reverse for Instructions

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on February 21, 2019 at 5:30 p.m. in the City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Jeremy and Hayley Hughes variance requests to reduce the required pole sign setbacks at 2407 Pine Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street. Dated this 11th day of February 2019. By Jessica Davis, City Clerk.

Please publish the attached legal notice one time on Thursday, February 14, 2019. Please send bill to the attention of DeAnna Graves, City of Arkadelphia Building Department, 700 Clay Street.

LEGAL NOTICE

The Board of Zoning Adjustment will hold a public hearing on February 21, 2019 at 5:30 p.m. in the City Hall Boardroom, 700 Clay Street, Arkadelphia, Arkansas to consider Jeremy and Hayley Hughes variance requests to reduce the required pole sign setbacks at 2407 Pine Street. All interested parties may be heard at said time and place or may notify the Board of Zoning Adjustment by letter of their views on this matter. The application is on file for public inspection in the Building Department at 700 Clay Street. Dated this 11th day of February 2019. By Jessica Davis, City Clerk.

City of Arkadelphia
 Planning Commission Meeting
 January 17, 2019 at 5:30 p.m.
 City Hall Boardroom, 700 Clay Street
 Arkadelphia, Arkansas 71923

MINUTES

Attending Members	Attending Members	Attending Citizens
George Franks, Vice-Chairman	Lawrence Phillips	Irwin Seale
Gracie Neal	Bill Phelps	DeAnna Graves, Recorder
Tom Tobin, Chairman	Llewellyn Terry	

Tom Tobin called the Planning Commission to order at 5:32 p.m.

The December 20, 2018 minutes were considered. Bill Phelps, moved, seconded by Lawrence Phillips, to approve the minutes as written. The motion passed unanimously.

The Commissioners were to consider determining and approving any necessary restrictions upon review, in a Non-Urban District, on the construction of a pavilion near the DeSoto Bluff Trail.

Irwin Seale, of Seale Construction, addressed the Planning Commission on behalf of The Ross Foundation. He explained the Ross Foundation is proposing to build the pavilion on City property and then donating the structure to the City. Mr. Seale presented the plans for the site and structure to the Planning Commission and suggested one minor alteration to the plans. The suggestion was to extend the railing by the river’s edge one or two sections for safety reasons.

DeAnna Graves explained within the NU Zoning District, all area regulations, yard requirements, off-street parking and loading requirements, screening requirements and other necessary restrictions are not regulated in the Land Use Ordinance. The Planning Commission’s role is to review and approve those zoning requirements.

After some discussion, *Bill Phelps, moved, seconded by Gracie Neal, to approve the plans as submitted with the stipulation the railing would be extended one section beyond the pavilion.* The motion passed unanimously by a roll call vote.

George Franks	“Yes”	Gracie Neal	“Yes”
Tom Tobin	“Yes”	Lawrence Phillips	“Yes”
Bill Phelps	“Yes”	Llewellyn Terry	“Yes”

Other business discussed was the scheduling of the Planning Commission / Board of Zoning Adjustment meeting dates. The Planning Commissioners agreed to meet on the third Thursday of the month for the remainder on the year. DeAnna will send out a memo to the Planning Commissioners listing the meeting dates.

With no other business, *George Franks moved, seconded by Lawrence Phillips, to adjourn the Planning Commission.* The motion passed unanimously. Planning Commission was adjourned at 5:46 p.m.

Tom Tobin, Chairman

DeAnna Graves, Recorder