

**Ward Planning Commission  
Regular Meeting Minutes  
September 23, 2019**

**Call to Order**

Chairman Gary Meadows called the meeting to order.

**Roll Call**

Members

Gary Meadows –present  
Sidney “Shane” Phillips – absent  
Helen Huitt –present  
Tyler Madding – present  
Wayne Knight – present  
Mike Montalbano – absent  
William Tremaine, Jr. - present

Guest

Mayor Gastineau	Michael Shamsie
Bill Crutchfield	JoAnn Barrentine
Bruce Jones	Randy Staley
Deborah Staley	Gabe and Crystal Beatty

**Minutes**

Chairman Meadows presented the minutes for August 2019 regular monthly meeting for approval. Wayne Knight motioned; Helen Huitt seconded to accept September 2019 regular monthly minutes as printed. On voice vote all approved.

**New Business**

**Site Plan for Legacy Farm Subdivision**

Chairman Meadows presented the site plan for Legacy Farm by Elk Development. Engineer Company is Landmark Engineering Group, Inc. The developer Gabe and Crystal Beatty were present along with Michael Shamsie the engineer for Landmark Engineering Group, Inc. of Illinois. Mr. Shamsie took the floor and introduced himself. Mr. Shamsie stated that he has been a civil engineer for 30 years and joined Rick Harrison out of Minnesota about 5 years ago. They have projects in Mississippi, Louisiana, Alabama, Tennessee, Texas, and Missouri. This is a different concept than what we have seen before it is called Prefurbia Neighborhoods. The process is quite different from the grid style that has been used since the 1950’s. This process is all about the livability of the subdivision and the occupants that will be occupying these homes over the next century. The focus is on how the subdivision is laid out for pedestrian connectivity, walkability, and drivability, placement of the home and buildings, and enmities. The view corridor is considered with the placement of the windows of the home to take advantage of the outside living space.

This style of planning generally has a 10% to 30% reduction on infrastructure, such as pavement, water, and sewer but generally gives you the same lot density. On the streets there

will not be a one sided loading unless there is a park, green space, open space for a retention area for wetlands or flood control. With the introduction of computers and other IT technology we are able to be more precise on our street placement and other staking such as the house placement on the lot. This helps with eliminating waste like the single loaded streets. The reduction of infrastructure is helpful in the future with maintenance of the infrastructure that will be the responsibility of the City.

With this type of planning the first step is to consider the pedestrian connectivity. This means the sidewalks and trails which make the development more conducive to a friendly neighborhood. The next is to look at the flow of traffic. The elimination of stop signs decrease the carbon footprint for the environment while making the flow of traffic more conducive to less stop and go which is good for the environment. Instead you have one way cul-de-sacs, divided streets with a green space which are before the stop sign to allow for the pedestrian to cross before the stop sign allowing the use of the green space to cross one lane at a time giving more safety for all concerned.

The cul-de-sacs have extended setbacks for more green space. Longer driveways and larger turn radius that is helpful for first responder vehicles. The longer driveways allow for more parking in the driveway and not on the street. This also allows for the storm water to be cleaned before it is discharged. Making for an environmental friendly situation. With this development cleaning the storm water is important because of the wet land that joins the property. The roads are the last item that is considered in this process. This is the process that has been used in designing this subdivision which is much different from the grid approach.

Along with the PowerPoint presentation there was a 3-D slide show of the property and the house designs of the concept of the layout and what you will see when the development is completed.

There is a subdivision in Benton Arkansas owned by Ron Hill called West Lake Village. It is near Hurricane Lake. About one half of the subdivision is sold at this time.

There will be multi phases for Legacy Farms. Phase I is in the southern area of the subdivision because it does not have any flood plain issues like the northern area. Mr. Bill Crutchfield has property on Cross and Milam Street. He is wondering what will be done about the tree line that borders his property. The tree line will be cleaned out but not necessarily have all of the trees removed. The initial house designs have been designed by Gabe and Crystal Beatty. The decision has not been made on what kind of fencing that will be allowed. Since this is all about the view it will not be a privacy fence. Maybe no fence, space pickets or iron fence.

There were several questions on various items. The subdivision will be a POA or HOA committee. The Association will be responsible for the green spaces upkeep and any sidewalks that are not in the right of way. The homes will be of the design of modern farm house with a minimum of 2000 square feet. The approved designs will fit on the pad that will be in the design of the subdivision. The Bill of Assurance will contain the specifications for the building materials, energy efficiency and design. Other builders will be encouraged to build in the subdivision but if the builder or home owner wants to use a different design other than the preapproved designs they will be required to go to the architectural committee for approval. Mr. Beatty is hoping to have some of the homes occupied before the April 2020 Census. There may be an issue with the frontage of some of the lots like in the cul-de-sacs. It is narrower than the zoning regulations but is correct at the building set back line. This may need to be addressed by the City Attorney and the City Council.

Part of the subdivision is in the flood plain. This will be addressed and the house pads will be taken out of the flood plain with LOMR's that will be made available to the City. With removing some of the lots out of the flood plain the additional storm water will need to be addressed also.

Randy Staley reminded Chairman Meadows of the Cluster Box Units required by the Postal Service. The Developer will need to contact the Postmaster for the requirements. Mr.

Shamsie stated he was aware of the regulation and they would be contacting the Postmaster during this design phase.

Randy Staley ask about street names. Mrs. Beatty stated that the main street would be Legacy Way and she had checked the area and she did not find that name anywhere. Balding Street will need to be widened. The City will need to check the easements for widening the street.

Bruce Jones, Water/Wastewater Manager ask if there were plans for the water and wastewater. Mr. Shamsie stated that they should start the plans for the water and wastewater soon. He will be keeping in touch with Mr. Jones. Mr. Jones prefers gravity lines to pump stations. There may need to be an upgrade for the Balding Road pump station and maybe the Morrison Street pump station.

Chairman Meadows ask for further discussion and none was offered. Helen Huitt motioned; Tyler Madding seconded to accept the site plan with the condition the lot frontage would be taken to the City Attorney, Chris Lacy for a ruling if there will need to be a variance approved by the City Council. All of the Planning Commission members agreed with this condition. On voice vote all approved. Chairman Meadows explained to Mr. Beatty and Mr. Shamsie the next step was to prepare the Preliminary Plat to submit to the Commission for approval. The Preliminary Plat will show the lots, streets, sidewalks, water, sewer, public easements, fire hydrants, etc.

### **Waiver for 1999 Mobile Home – Move from Emily to Palm Dr.**

Chairman Meadows presented the next agenda item a waiver or variance to move a 1999 Mobile Home from Emily Circle to Palm Drive. This mobile home is over the 10 year age requirement. Mayor Gastineau explained that the current owner of both mobile home parks wants to set the mobile home at the end of Palm Drive. The question was ask if this home was going to cross a plated property line. If so the plat of the two lots will need to be replated. With the owner not being present or Jason McKee or Code Enforcement present it was suggested to table the item. Helen Huitt motioned; Tyler Madding seconded to table the request for a waiver on the 1999 mobile home to the next meeting. On voice vote all approved.

### **Old Business**

#### **Development District and other property for rezoning**

Mayor Gastineau presented the suggestions from Metroplan for the issue for the Development District. He is working with them and they have a few question. Mayor will request that a representative come to the next meeting.

Mayor gave an update on the Census progress. We have received a packet of 222 homes that the census bureau has questions about and needs proof of those houses being within City of Ward. The work has been started and should be completed within the allotted time frame. Of the total house count turned in over 700 homes were allowed.

### **Announcements**

Next Planning Commission meeting Monday, October 28, 2019 at 7:00 PM  
Council Meeting Monday, October 21, 2019 at 6:30 PM  
Remember April 1, 2020 is Census Day !!BE COUNTED!!

### **Adjournment**

Helen Huitt motioned; Tyler Madding, seconded to adjourn the meeting. On voice vote all approved. Meeting was adjourned.

Date Accepted: \_\_\_\_\_

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Secretary