



**SALINE COUNTY PLANNING BOARD
MINUTES MARCH 14, 2019**

Meeting Called to Order at the SALINE COUNTY COURTHOUSE, COURTROOM #1 AT 5:30 P.M.

ROLL CALL:

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|-----------------------|---------|------------------------|---------|
| Layne Penfield | Present | Eric Krebs | Present |
| Sherry Spann | Present | Justin McCauley | Present |
| Kevin Barham | Present | Randy Ives | Present |
| Matt Nalley | Present | | |

NON-VOTING:

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|------------------------|-------------|------------------------|-------------|
| Audrey Villegas | Present | Clay Ford | Present |
| JR Walters | Present | Renee Richard | Not Present |
| John Wofford | Not Present | Judge Jeff Arey | Present |

PRESENTATION OF MINUTES: February 14, 2019; Motion to approve by Randy, second by Justin and approved by all

OLD BUSINESS

NEW BUSINESS

- **GLENWOOD SPRINGS, PH. 1 & 2 FINAL** **-DONNIE HOLLAND**
 Board Member Randy Ives has abstained from the Board for this agenda item. Donnie Holland is here to present the plat. Matt stated everything looks in order for the plat. This was sent out to the West Pulaski Volunteer Fire Department Chief and he requested a fire hydrant at the entrance of the development, but the development meets the fire hydrant regulations set out in the Subdivision Rules and Regulations. Health Department approval documentation has been provided to the staff. Matt mentioned that in talking with Randy he still is needing to get asphalt done due to the asphalt plant being shut down and the rain. Motion to approve by Justin contingent upon asphalt being laid once asphalt plant is running again, second by Sherry and approved by all.
- **NORTHVIEW LOT 61 PH. 2, REPLAT** **-DONNIE HOLLAND**
 Board Member Randy Ives has abstained from the Board for this agenda item. Donnie Holland is here to present the plat. Matt asked if the residence on this lot has already been constructed and it has. Matt asked if he had notified the neighbors and Mr. Holland notified according to the rules and regulations; Randy had some neighbors call and he explained what happened. Matt asked if there were any bill of assurance issues and there were not. Matt asked since it will be butted up against the easement itself if there would be any issues with the utilities easement and Donnie said it was not an issue with the utilities easement. No one in the audience for comment on the replat. Motion to approve by Matt, second by Kevin and approved by all.

NOT OFFICIAL MINUTES UNTIL APPROVED AT NEXT SCHEDULED MONTHLY MEETING



- **PARKWAY TRAILS PH. 1, PRELIMINARY**

-JOE WHITE

Joe White is here to present the plat. Matt had a question on the drainage plan for the road since he does not see any easements to send the drainage across; they are putting curb and gutter on the garden style lots. They will have drainage in future phases as well. Parkway Trails will have open ditch and the small lots will have curb and gutter. Matt wanted to ensure there is no water running on the street for more than four hundred (400) feet and wanted to make sure they were going to do correct drainage to accommodate that especially with this being a fifty (50) foot road. They are working on permitting for the sewer treatment plant and Bauxite has approached them about sewer possibilities of pumping to Bauxite. Matt would like to see drainage plans and specifics for the development and a good solution for the sewer and how it will be handled. They are going to listen to what Bauxite can propose for the sewer and are considering going that direction. Motion to approve by Matt with a contingency on the submittal of a drainage plan being provided to the County for the sixty (60) foot lots, second by Justin and approved by all.

- **THE MEADOWS PH. 3, FINAL**

-JASON BOUWKNEGT

Mark Rickett is here to present the plat for Mr. Bouwknegt. Matt asked what the road situation is for this development. Per the road superintendent the asphalt is down, but they are lacking the four (4) foot gravel shoulders; the owner has provided the County with an Irrevocable Letter of Credit in the amount of \$55,800 for the asphalt and the cost of the shoulder work. Health Department approval has been provided to the staff. Nothing has been changed from the preliminary to final stage of the development. Sherry Spann noted that the owners name and address need to be corrected on the plat and the Bill of Assurance before signatures and filing. Motion to approve by Sherry contingent upon the owner name and address information being corrected on the plat, second by Matt and approved by all.

- **RULES AND REGULATIONS AMENDMENTS** **-STAFF ATTORNEY CLAY FORD**

The following are the changes the staff would like to make to the current Rules and Regulations to clarify the process we already do:

Section 2.2.4 (7): Added-Applicable only if the roads in the subdivision are to be County maintained.

Section 2.2.20: Defined Master Road Plan; had not been previously defined.

Section 2.2.29: Subdivision Definition- Clarification on what actually defines how many new lots or parcels qualify to be defined as a subdivision. Clarified it to be "3 or more lots or parcels, which means the creation of three (3) new lots or parcel numbers" as we believe this is what the intent of the Board has been.

Section 2.2.31: Same as 2.2.29-changed to say three instead of two

Section 2.2.34: Private Road Subdivision definition-clarifying definition with regard to road requirements for these developments.

Section 3.2.1.4: Notice Requirements: keeping previous notification requirements the same and adding, "Posting of a sign at least 21 days prior to the Planning Board meeting in a conspicuous place to notify adjoining landowners and other affected landowners. The sign shall read as follows: THIS PROPERTY PROPOSED FOR DEVELOPMENT. The Saline Count Planning Board will hold a public meeting on (Date and Time). For more Information 501-303-5701. This sign shall be at least 48" x 48" with at least 3" black lettering." Replat notification requirements will stay the same.

Section 3.3.3: In reference to preliminary approval staff is concerned about this being confused and filed as a final when it is not, therefore staff would like to remove that certificate and word

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this as, “Approval of the Preliminary Plat by the Planning Board shall be verified by the Board minutes and by a stamp on the preliminary plat.”

Section 3.3.6.3: Same change as 3.3.3

Section 3.5.8: No longer need 5 copies of the final plat, need 2 files for Circuit Clerk and 1 for Planning Board. Still require .DWG, .DXF or a .SHAPE file for Assessor’s office.

Section 3.6: No change to replat notification requirements

Section 4.1.1: Requesting electronic copies of plats instead of 15 hard copies, hard copies requested by staff if needed

Section 4.8.1: Remove Certificate of Preliminary Plat Approval

Section 5.6: Reworded, no letter just approval from Renee

Section 6.1.4: Should be updated to thirty foot instead of twenty-five

Section 6.4.1: Removing Signature of Sanitarian requirement, Health Department does not do that and provides letter instead. Added, “...shall have a percolation test or soil morphology test conducted on each proposed lot in a subdivision and indicate the location and result of each test, if required by the Saline County Health Department.”

Section 7.1.7: Removing Code Enforcement Officer, “...variance may be given by the Planning Board or County Engineer.”

Section 9.1: Second paragraph seems like it serves no purpose, remove

Section 11: Correcting and clarifying process of accepting new County roads for new developments.

Section 17: Correcting order of road acceptance

Section 18: Section references private road standards and we do not have private road standards

Section 19: No notification requirements for commercial developments, staff would like for the notification requirements for plats to be mirrored for commercial developments as well.

Section 19.8: Remove “of Sections 7 through 17” and reword to say, “shall follow all provisions of the Saline County Subdivision Rules and Regulations or as amended by the Quorum Court of Saline County.”

Motion to approve suggested changes by Justin, second by Sherry and approved by all.

OPEN DISCUSSION

MEETING ADJOURNMENT

- Matt made a motion to adjourn, second by Justin and approved by all. Adjourn 6:10 pm.