

CITY OF HIGHLAND  
PLANNING COMMISSION MEETING  
May 2, 2017  
AGENDA

- Call to Order
  
- Roll Call
  
- Consideration of February 7, 2017 Minutes
  
- Code Enforcement Officer Report
  
- Planning & Zoning Report from the Conference at the League 4/19/17
  
- New Business
  - 1) Putting a Cap on Building Permit Fees
  
- Old Business
  - 1) Charles Hance– Has decided they will no longer need to hold dogs at their facility. Request for the variance has been dropped.
  
- Announcements/Comments
  
- Motion to Adjourn
  
- Adjournment to next meeting of June 6, 2017

**CITY OF HIGHLAND  
PLANNING COMMISSION MEETING  
February 7, 2017**

The regular meeting of the Planning Commission for Tuesday, February 7, 2017 was called to order at 5.15 pm by Commissioner Jayson Ozbun. The roll having been called and the following Commission Members answered to their names: Michael Burton, Phyllis Gatewood, Kenneth Massey, Jayson Ozbun, Jeff Kamps and Lisa Auld. Also present City Clerk Chasity Farrar and Code Enforcement Officer Robert Monroe. Absent: None

**Consideration of November 1, 2016 Minutes:**

Commissioner Ozbun asked for approval of minutes of the November 1, 2016. Commissioner Burton made a motion to accept the minutes but to amend the wording to reflect that he submitted a request to step down from chairman. This was seconded by Commissioner Kamps. All in favor.

**Code Enforcement Officer's Report:**

The commission read over Code Enforcement Officer Robert Monroe's report for November, December & January.

**OLD BUSINESS**

Commissioner Ozbun advised there is no old business to discuss.

**NEW BUSINESS**

Charles Hance with Chances Are Your Pets presented his request for a variance to have the building located at 2325 Hwy 62/412 Suite A&B, approved for an animal shelter in working correspondence with Wiles Rescue Animal Shelter. Mr. Hance advised that they want to make a temporary drop off location at their store, being 7-30 days for animals and also have a quarantine room for the sick animals. Shirley Wiles advised that they want to do this because getting to her location, due to the road conditions is sometimes difficult. She would pick the animals up from Mr. Hance at his facility and take them to her shelter. The commission voiced their concerns about fencing for the dogs outside, the communication issues with getting ahold of Mr. Hance and the issue of who would be there to care for the animals during the day. They asked Mr. Hance if he wanted to move forward with his motion for a variance or if he would like to withdraw and think about what he wants to actually do with the facility. Mr. Hance advised he did not want to withdraw. The Commission decided to table this matter until next meeting so there is time to gather more information and do more research. This motion was made by Commissioner Burton and the motion was seconded by Commissioner Auld. Voice Vote. All in favor.

Commissioner Ozbun brought up putting a cap on building permit fees that will be discussed at the next meeting.

**Announcements:**

Next scheduled meeting for the Planning and Zoning Commission is June 6, 2017.

Motion to adjourn: Commissioner Gatewood and seconded by Commissioner Auld.  
Meeting adjourned at 6:00PM.

Submitted by City Clerk, Chasity Farrar

Passed and Approved This \_\_\_\_\_ Day Of \_\_\_\_\_ 2017

Minutes approved by:

\_\_\_\_\_  
Secretary, Phyllis Gatewood

\_\_\_\_\_  
Chairperson, Jayson Ozbun

# *City of Highland*

## *Code Enforcement Report*

*February & March 2017*

### Building Permits:

Entergy- Tower on Big Creek Road

Donna Anderson- 18 Mockingbird- Swim Spa

Don McWilliams- 3147 Hwy 62/412- Garage Building

### Site Inspection:-

### Electric Inspection:-

### Framing Inspection:

### Inspection/Cleanup:-

### Notes:

Tiny Homes:  
What are they not?



Time Homes:  
What they are?



>400sq. ft is considered a “Small Home”

.<400sq. ft is considered a “Tiny Home”

Housing remains one of the thorniest issues for urban planners, one that evades any effort to find common agreement. A city has to be really careful when it comes to the permits for these homes per discrimination purposes for low-income citizens. Attorney Mike Mosley with the Arkansas Municipal League advised of how serious the matter of discrimination is and there are several ways a city can get into legal issues quickly if the issue is not handled properly. There is also the issue of property value and a tiny home being built in a subdivision of larger homes. There is no actual notable evidence that a tiny home decreases the value of a larger home. There are differences in tiny homes, (as pictured above) and rules and guidelines that a person must follow if they want to build one. You can see that one is on wheels and looks more like a camper/RV type of home and the other is set up on land and looks cleaner and is built to look more like an actual cozy little home. Per the State of Arkansas, these homes must meet state fire code which helps to regulate them. The standard size for fire code is per 2 people = 220sq. ft and you can add 100sq.ft per each additional person. These homes also have to have accessory dwelling units such as a larger home/structure or garage next to the tiny home while also meeting standard health codes such as having a bathroom, kitchen, and living area, bedroom, etc.



# The 2020 Census

## Count Everyone, Only Once, in the Right Place

The 2020 Census: A New Design for the 21<sup>st</sup> Century

### Motivate People to Respond

Conduct a *nation-wide communications and partnership campaign*

- Maximize outreach using traditional and new media
- Target ads to specific audiences
- Work with trusted sources to inspire participation.



### Establish Where to Count

Identify all addresses where people could live

IN-FIELD



IN-OFFICE

- Conduct a 100% review and update of the nation's address list
- Minimize field work with in-office updating
- Use multiple data sources to identify areas with address changes
- Get local government input

### Count the Population

Collect data from all households, including group and unique living arrangements

- Make it easy for people to respond anytime, anywhere
- Encourage people to use the new online response option

TELEPHONE AND PAPER SELF-RESPONSE



NONRESPONSE FOLLOWUP



INTERNET SELF-RESPONSE



- Use the most cost-effective strategy to contact and count nonrespondents
- Knock on doors only when necessary
- Streamline in-field census-taking

### Release Census Results

Process and Provide Census Data

- Deliver apportionment counts to the President by December 31, 2020

Release counts for redistricting by April 1, 2021

- Make it easier for the public to get data

