

CITY OF HIGHLAND
PLANNING COMMISSION MEETING
October 3, 2017
AGENDA

- Call to Order

- Roll Call

- Consideration of September 5, 2017 Minutes

- Code Enforcement Officer Report

- Old Business
 - 1) Bill Matselboba– Variance to approve a mobile home older than 10 years.

- New Business
 - 1) Zack Mobley– Present plans for the NADC Early Head start Building.
 - 2) Introduction of Roy Johnson and Tim Evans to the Commission.
 - 3) Verizon Wireless– Requesting a Conditional Use Permit for Cell Tower.
 - 4) Reappointment of Commissioners terms.
 - 5) Election of Chairman.

- Announcements/Comments
 - 1) Jim Von Tungeln with the AR Municipal League will be present on November 7, 2017 at 6:30pm to host a workshop on how to build a street plan.

- Motion to Adjourn

- Adjournment to next meeting of November 7, 2017

**CITY OF HIGHLAND
PLANNING COMMISSION MEETING
October 3, 2017**

The regular meeting of the Planning Commission for Tuesday, September 5, 2017 was called to order at 5.30 pm by Commissioner Jayson Ozbun. The roll having been called and the following Commission Members answered to their names: Kenneth Massey, Larry Allen, Jayson Ozbun and Jeff Kamps. Also present City Clerk Chasity Hart. Absent: Lisa Auld, Michael Burton and Code Enforcement Robert Monroe.

Consideration of September 5, 2017 Minutes:

Commissioner Ozbun asked for approval of minutes of the September 5, 2017 meeting. Commissioner Massey made a motion to accept the minutes of the September 5, 2017 meeting and this was seconded by Commissioner Allen. All in Favor.

Code Enforcement Officer's Report:

The commission read over Code Enforcement Officer Robert Monroe's report for August.

NEW BUSINESS

Karen Matselboba presented the photos and information about the 2005 modular home that they want to put on the land located at 105 Dusty Trail in Highland. Karen is asking for a variance to move the home to Highland since it is older than the 10 year clause the City has for modular homes. The commission reviewed the photos and after a brief discussion Commissioner Allen made the recommendation to have Robert Monroe and Kal Dienst go look at the property and inspect it prior to the commission giving the approval at the next scheduled meeting for the home to be moved to Highland. This was seconded by Commissioner Kamps. Voice Vote:

Aye- Kamps, Ozbun, Massey, Allen

Nay- None

Absent- Auld, Burton

Mark Sprinkle presented the plans for the new building at Highland Assembly of God. The Commission briefly reviewed the plans and decided to accept the plans as submitted once they are approved by the State fire marshal. This motion was made by Commissioner Massey and seconded by Commissioner Allen. Voice Vote:

Aye- Kamps, Ozbun, Massey, Allen

Nay- None

Absent- Auld, Burton

The Commission will invite Tim Evans and Roy Johnson to attend the next meeting to express interest in filling the open seat on the Commission.

OLD BUSINESS

The Street plan was discussed and the Committee decided to see if the league would come to Highland and present a workshop at a scheduled meeting on how to put together a street plan. Secretary, Chasity Hart is going to contact the league and attempt to setup the workshop for the Commission.

Announcements:

Next scheduled meeting for the Planning and Zoning Commission is November 7, 2017. Jim VonTungeln will also be present at this meeting to present a workshop on how to build a street plan.

Motion to adjourn: made by Commissioner Kamps and seconded by Commissioner Allen.
Meeting adjourned at 6:16 pm.

Submitted by City Clerk, Chasity Hart

Passed and Approved This _____ Day Of _____ 2017

Minutes approved by:

Secretary, Chasity Hart

Chairperson, Jayson Ozbun

City of Highland

Code Enforcement Report

September 2017

Building Permits:

Aaron Wewers- 67 Highland Cove Trace/ New Porch

44 Dogwood Circle- Roof and Carport

Site Inspection:-

Electric Inspection:-

Framing Inspection:

Inspection/Cleanup:-

136 Ridgecrest- Trash all around property

Notes:

City of Highland

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Highland, AR 72542

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August 24, 2017

Jayson Ozbun
12 Stiney Corners
Highland, AR 72542

Dear Mr. Jayson Ozbun

Under state law, only a resident of the city of Highland can be a member of the Planning and Zoning Commission for the city. Since you have moved out of the city, we must remove you from the Commission. This removal is effective immediately. Thank you for your service to the city.

Sincerely,



Russell Truitt
Mayor

cc: Council Members

City of Highland

The City of Highland Planning Commission will host an open workshop on November 7, 2017 at 6:30pm on how to build a street plan for our city.

Jim VonTungeln, Planning and Zoning consultant for the Arkansas Municipal League will be present. The Commission will be looking into a 10-20-30 year plan on widening roads as our city continues to grow. There will also be a Q&A session for anything related to Planning within our city. We look forward to having our city employees, Commission and Council members present at this knowledgeable Planning & Zoning workshop.

