

**CITY OF GENTRY  
PLANNING & ZONING COMMISSION  
REGULAR MEETING**

**THURSDAY, JULY 21, 2022**

**PLANNING COMMISSION**

- Roll Call
  - Review of Minutes- June 16, 2022
- 
- Vanatta, Richard & Rocklynn; Lot Line Adjustment: Parcel# 18-13877-001
  - Philpott, David & Cindy; Lot Line Adjustment: Parcel# 10-00637-000
- \*Landscaping Ordinance- City Attorney Joel Kurtz\* this is a tentative item\*

**CITY OF GENTRY  
PLANNING & ZONING COMMISSION**

**THURSDAY, JUNE 16, 2022**

The Planning and Zoning Commission of the City of Gentry, Arkansas met on June 16, 2022 at 7:00 p.m. for a regular meeting in the Gentry Court Chambers. Chairman Mike Parks called the meeting to order announcing a Public Hearing:

**PUBLIC HEARING**

RLP Investments to Rezone:

Parcel# 10-00070-001 from C-2 & R-1 to SP

Parcel# 10-00086-000 from C-2 to SP

Parcel# 10-00087-000 from C-2 to SP

Parcel# 10-00088-000 from R-1 to SP

Parcel# 10-00089-000 from C-2 & R-1 to SP

There being no questions or comments, this portion of the public hearing was closed.

**PUBLIC HEARING**

Zoning on certain lands being considered for annexation into the City of Gentry

Parcel# 18-13905-000, 18-13906-001 & 15-13907-000

City Attorney Joel Kurtz provided explanation to the commission members, of the area being requested for annexation and, the reasons for the request. There being no further questions/comments, this portion of the public hearing was closed.

**PLANNING COMMISSION:**

**ROLL CALL:**Church- Present  
Feemster-Present  
Kooistra- Present  
Williams- Absent  
Meyer- Present  
Parks- Present  
Runyan- Present

Others present: Mark Smithson; City Attorney-Joel Kurtz; City Clerk-Jenny Trout; Janie Parks, Bruce & Carol Potter and others.

**Review of the Minutes of the May 19, 2022 Regular Meeting:** After review:

**Motion:** Church- to accept the minutes as written

**Second:** Kooistra

**Roll Call:** Church-yes            Feemster-yes            Kooistra-yes  
                 Parks-yes            Meyer-pass            Runyan-pass

**Motion passed.**

**1). RLP Investments to Rezone:**

- a) Parcel# 10-00070-001 from C-2 & R-1 to SP
- b) Parcel# 10-00086-000 from C-2 to SP
- c) Parcel# 10-00087-000 from C-2 to SP
- d) Parcel# 10-00088-000 from R-1 to SP
- e) Parcel# 10-00089-000 from C-2 & R-1 to SP

After discussion:

**Motion:** Church- to recommend to Council for approval of the RLP Properties

**Second:** Meyer

**Roll Call:** Church-yes            Feemster-yes            Kooistra-yes  
                 Parks-yes            Meyer-yes            Runyan-yes

**Motion passed.**

**2). Zoning on certain lands being considered for annexation into the City of Gentry  
Parcel# 18-13905-000, 18-13906-001 & 15-13907-000**

After discussion:

**Motion:** Meyer- to recommend to council to rezone Parcel# 18-13905-000 as industrial and the remaining parcels as agricultural

**Second:** Kooistra

**Roll Call:** Church-abstain    Feemster-yes            Kooistra-yes  
                 Parks-yes            Meyer-yes            Runyan-yes

**Motion passed.**

**3). Whelchel Family Revocable Trust- Iris A.; Informal Plat: Parcel#: 18-13302-000:**

After discussion:

**Motion:** Meyer- to approve the lot split

**Second:** Runyan

**Roll Call:** Church- yes            Feemster-yes            Kooistra- yes  
                 Meyer-yes            Runyan-yes            Parks-yes

**Motion passed.**

**4). Goslee, Julian & Roxanne: Subdivision Sketch 1 (Dawn Hill Place); Parcel# 10-00148-424:**

This portion of the agenda was removed for various reasons and, should return at a later date to be presented as a lot split, instead of a subdivision.

**a). Goslee, Julian & Roxanne: Subdivision 2 Preliminary (Dawn Hill Place); Parcel# 10-00148-424      Also removed**

**5). Landscaping Ordinance (City Attorney Joel Kurtz):** City Attorney Joel Kurtz presented members with options and examples of neighboring city's landscaping ordinances, asking members for further guidance as to their wishes and desires for something similar, or altogether different. Many ideas were discussed and commission members asked Joel to draft a "basic ideas" ordinance for further consideration.

At this time Mark Smithson addressed the commission regarding his concerns that setbacks regarding A-1 zones, were nonexistent and needed to be added. After further discussion, it was decided this matter should be revisited again when commission member Jay Williams is present.

There being no further business, Chairman Mike Parks entertained a motion to adjourn:

**Motion:** Church  
**Second:** Meyer  
**All in favor, none opposed.**  
**Motion passed. Meeting adjourned.**

Jenny Trout: Planning Commission Secretary/City Clerk

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Mike Parks, Planning Committee Chairman

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# Informal Plat Permit Application

City of Gentry  
101 W. Main St.  
Gentry, AR 72734  
(479)-736-2555  
(479)-736-2877 Fax



**Application Instructions** - Please fill this form out completely and submit all required information. Please Email plat map to [Cityhall@cityofgentry.com](mailto:Cityhall@cityofgentry.com).

(At least one copy of the 11" by 17" with signatures for online recording) Ten (10) copies of the plat/lot-split/lot line adjustment must be submitted with application.

## PROPERTY INFORMATION: (If unknown leave blank)

Property Address: 21409 Shady Grove Rd, Siloam Springs, AR 75761

Property Zone: \_\_\_\_\_ Parcel #'s: \_\_\_\_\_

## APPLICANT CONTACT INFORMATION:

Applicant Name: Richard Vanatta Email Address rockinv2@yahoo Phone Number: 479-220-9216

Address: 21409 Shady Grove Rd, City/State: Siloam Springs, AR

## Criteria for Approval:

1. Compliance with applicable City ordinances including those related to lot size, setback requirements, parking, easements, access, zoning, master street plan, etc.
2. Adequate access of resulting lots to public roads, utilities, and other infrastructure.
3. Inclusion of all required information on submitted plat.
4. Other appropriate considerations based on the unique nature and location of the property to be divided or resized and any existing or proposed structures or development.

The following information shall be included on any informal plat submitted to the City of Gentry:

1. Names, addresses, parcel numbers, zoning, and property lines of all property owners adjacent to the exterior boundaries of the site.
2. The names and addresses of the site owner(s).
3. A written legal description for each lot or tract being created or resized including an area in square feet or acres.
4. For each lot or tract being created or resized, include general layout, area in square footage or acreage to the nearest 1/100th acre, a unique number or letter, and building setback lines.
5. Show 100-year floodplain, if applicable
6. Location of all existing structures.
7. Location of all existing utilities, wells, springs, and septic systems, including drain fields if known.
8. Location, name, and width of all bordering streets.
9. Location of all existing easements, including name of easement holder, purpose of easement, and book and page number for the easement.
10. North arrow, appropriately sized scale (graphic and written), current zoning.
11. Title block in lower right-hand corner indicating the name and type of project, firm or individual preparing the drawing, scale, date, and revisions.
12. Complete and accurate legend.
13. Vicinity map showing the location of the property to be subdivided within the City's Planning Area.
14. Written description of any requested waivers or variances.
15. Any other information as deemed necessary for project review by the City Code Officer or Planning Commission.
16. Signature block for Planning Commission approval.
17. Owner's certification for recording. (Owner/Owner's signature block with notary)

*The Planning Commission meets the 3<sup>rd</sup> Thursday of every month. You will be notified when the meeting will be and of any additional requirements requested (if any) after the Planning Commission reviews your request.*

Applicant Signature: \_\_\_\_\_

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

6/17/22

**PLANNING COMMISSION/STAFF USE ONLY**

Date of application: \_\_\_\_\_

Notes from plan/project review:

VANATTA - Property Line Adjustment  
- AT edge of Gentry Planning  
- Had new owner sign document.

**Checklist for Lot -Split**

- Names, addresses, parcel numbers, zoning, and property lines of all property owners adjacent to the exterior boundaries of the site.
- The names and addresses of the site owner(s).
- A written legal description for each lot or tract being created or resized including an area in square feet or acres.
- For each lot or tract being created or resized, include general layout, area in square footage or acreage to the nearest 1/100th acre, a unique number or letter, and building setback lines.
- Show 100-year floodplain, if applicable *N/A*
- Location of all existing structures.
- Location of all existing utilities, wells, springs, and septic systems, including drain fields if known.
- Location, name, and width of all bordering streets.
- Location of all existing easements, including name of easement holder, purpose of easement, and book and page number for the easement.
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- Complete and accurate legend.
- Vicinity map showing the location of the property to be subdivided within the City's Planning Area.
- Written description of any requested waivers or variances. *N/A*
- Any other information as deemed necessary for project review by the City Code Officer or Planning Commission.
- Signature block for Planning Commission approval.
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**PLANNING COMMISSION REQUEST, CHANGES OR NOTES:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# Pre-Planning Meeting

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PC Meeting Date: 7/21/22

Project Name: Philpott lot split.

## NOTES:

1. Need owners signature
2. Need surveyor signature
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

## Staff Approval

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Mayor: Kevin Johnston                 | <input checked="" type="checkbox"/> Building Inspector: Mark Smithson | <input checked="" type="checkbox"/> Fire Chief: Vester Cripps |
| <input checked="" type="checkbox"/> Public Works Director: Laymon Donohew | <input checked="" type="checkbox"/> Water Forman: Rick Craft          |   |



# Informal Plat Permit Application

City of Gentry  
101 W. Main St.  
Gentry, AR 72734  
(479)-736-2555  
(479)-736-2877 Fax



PERMIT # 3487

**Application Instructions** - Please fill this form out completely and submit all required information. Please Email plat map to [Cityhall@cityofgentry.com](mailto:Cityhall@cityofgentry.com).

(At least one copy of the 11" by 17" with signatures for online recording) Ten (10) copies of the plat/lot-split/lot line adjustment must be submitted with application.

## PROPERTY INFORMATION: (If unknown leave blank)

Property Address: 6000 N ROBIN RD, GENTRY AR 72734

Property Zone: \_\_\_\_\_ Parcel #'s 10-00637-000 (current#)

## APPLICANT CONTACT INFORMATION:

Applicant Name: DAVID'S GINNY PHILPOTT Email Address cindy.philpott@cox.net Phone Number: 479-531-2723

Address: 6000 N ROBIN RD City/State: GENTRY AR 72734

## Criteria for Approval:

1. Compliance with applicable City ordinances including those related to lot size, setback requirements, parking, easements, access, zoning, master street plan, etc.
2. Adequate access of resulting lots to public roads, utilities, and other infrastructure.
3. Inclusion of all required information on submitted plat.
4. Other appropriate considerations based on the unique nature and location of the property to be divided or resized and any existing or proposed structures or development.

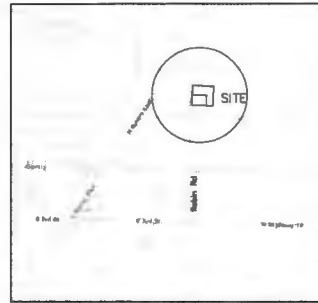
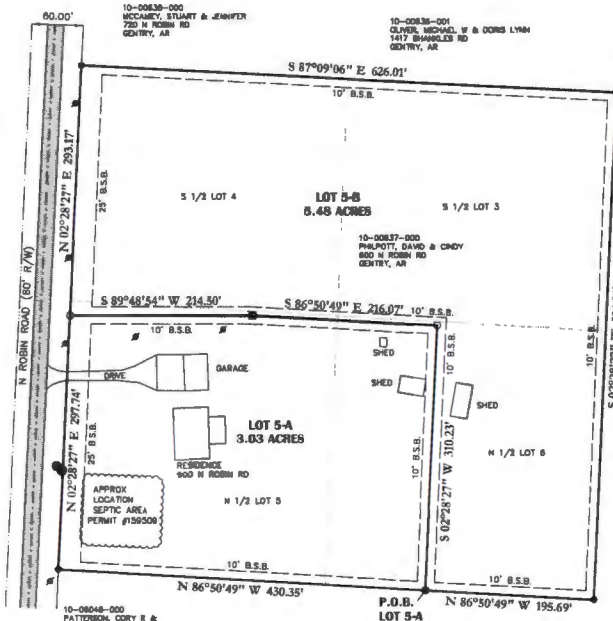
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2. The names and addresses of the site owner(s).
3. A written legal description for each lot or tract being created or resized including an area in square feet or acres.
4. For each lot or tract being created or resized, include general layout, area in square footage or acreage to the nearest 1/100th acre, a unique number or letter, and building setback lines.
5. Show 100-year floodplain, if applicable
6. Location of all existing structures.
7. Location of all existing utilities, wells, springs, and septic systems, including drain fields if known.
8. Location, name, and width of all bordering streets.
9. Location of all existing easements, including name of easement holder, purpose of easement, and book and page number for the easement.
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The Planning Commission meets the 3<sup>rd</sup> Thursday of every month. You will be notified when the meeting will be and of any additional requirements requested (if any) after the Planning Commission reviews your request.

Applicant Signature: \_\_\_\_\_

Date: 6-15-2008



VICINITY MAP

FLING BLOCK



NORTH



( IN FEET )  
1 inch = 100 ft.

**LEGEND**

- These standard symbols may be found in the drawing.
- FOUND STONE
  - 3" METAL FENCE POST
  - FOUND IRON PIN
  - SET IRON PIN
  - △ RAILROAD SPIKE
  - ⊕ FOUND PIPE
  - WATER METER
  - GAS METER
  - ⚡ POWER POLE
  - PROPANE TANK
  - ⊙ TELEPHONE PEDESTAL
  - ⊕ FIRE HYDRANT
  - CENTERLINE
  - - - - - RIGHT OF WAY (R/W)
  - - - - - BUILDING SETBACKS:
  - 10' ALONG SIDE LINES
  - 25' ALONG ROAD FRONTAGE

**GENTRY PLANNING COMMISSION:**

This plot is hereby approved by the Gentry Planning Commission this \_\_\_ day of \_\_\_\_\_

- Secretary \_\_\_\_\_
- Utilities \_\_\_\_\_
- Street Department \_\_\_\_\_
- Fire Marshal \_\_\_\_\_

**OWNER'S CERTIFICATION**

As owners, we hereby certify that we have caused the land to be surveyed, divided, plotted, dedicated and access rights reserved as represented on this plat and attachments.

Owner: JOSE MOTA Date: \_\_\_\_\_  
Owner: MARGARITA SOTO Date: \_\_\_\_\_

STATE OF ARKANSAS  
COUNTY OF BENTON  
CITY OF GENTRY

Subscribed and sworn before me this \_\_\_ day of \_\_\_\_\_

My commission expires \_\_\_\_\_

Notary Public \_\_\_\_\_

**DEED REFERENCES:**

BOOK	PAGE
2004	47110

ZONING: R-2

**LEGAL DESCRIPTION OF PARENT TRACT (PARCEL #10-00637-000):**

THE SOUTH HALF OF LOTS 3 & 4 AND THE NORTH HALF OF LOTS 5 & 6, HORNBECK HEIGHTS TO THE CITY OF GENTRY, ARKANSAS.

**SURVEY DESCRIPTION OF LOT 5-A:**

A REPLAT OF PART OF THE NORTH HALF OF LOTS 5 & 6, HORNBECK HEIGHTS TO THE CITY OF GENTRY, ARKANSAS, INTO LOT 5-A OF HORNBECK HEIGHTS TO THE CITY OF GENTRY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT N 86°50'49" W 195.69' FROM THE SE CORNER OF THE NORTH HALF OF SAID LOT 6; THENCE N 86°50'49" W 430.35'; THENCE N 02°28'27" E 297.74'; THENCE N 89°48'54" E 214.50'; THENCE S 88°50'48" E 216.07'; THENCE S 02°28'27" W 310.23' TO THE POINT OF BEGINNING AND CONTAINING 3.034 ACRES. PROPERTY IS SUBJECT TO ANY EASEMENT OF RECORD.

**SURVEY DESCRIPTION OF LOT 5-B:**

A REPLAT OF THE SOUTH HALF OF LOTS 3 & 4 AND PART OF THE NORTH HALF OF LOTS 5 & 6, HORNBECK HEIGHTS TO THE CITY OF GENTRY, ARKANSAS, INTO LOT 5-B OF HORNBECK HEIGHTS TO THE CITY OF GENTRY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NE CORNER OF THE SOUTH HALF OF SAID LOT 3, THENCE S 02°28'27" W 594.24'; THENCE N 86°50'49" W 195.69'; THENCE N 02°28'27" E 310.23'; THENCE N 89°48'54" E 216.07'; THENCE S 88°50'48" W 214.50'; THENCE N 02°28'27" E 293.17'; THENCE S 87°09'06" E 626.01' TO THE POINT OF BEGINNING AND CONTAINING 5.482 ACRES. PROPERTY IS SUBJECT TO ANY EASEMENT OF RECORD.

**FLOOD CERTIFICATION:**

THIS PROPERTY IS NOT LOCATED WITHIN ANY PRESENTLY ESTABLISHED 100-YEAR FLOOD PLAIN, AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP FOR BENTON COUNTY, ARKANSAS AND INCORPORATED AREAS. MAP NUMBER: 05007COXXI J. EFFECTIVE DATE: SEPTEMBER 28, 2007.

**SURVEYOR'S CERTIFICATION:**

I HEREBY CERTIFY THAT THE HEREON PLATTED AND DESCRIBED SURVEY WAS COMPLETED AND MONUMENTS WERE FOUND OR SET AS SHOWN ON XXX, 2021.

**NOTES:**

- THIS SURVEY IS VALID ONLY IF THE DRAWING INCLUDES THE SEAL AND SIGNATURE OF THE SURVEYOR.
- BASIS OF BEARINGS: ARKANSAS STATE PLANE COORDINATES-NORTH ZONE PER GPS OBSERVATION
- THIS SURVEY MEETS CURRENT MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AND PLATS FOR THE STATE OF ARKANSAS.
- NO CURRENT ABSTRACT OR TITLE OPINION WAS FURNISHED TO THE SURVEYOR AT THE TIME OF THIS SURVEY, THEREFORE ALL EASEMENTS, RIGHTS-IN-WAY, OR RESTRICTIONS, OF RECORD, MAY NOT BE SHOWN HEREON.
- APPROVAL OF THIS PLAT CARRIES NO ASSURANCE THAT THESE TRACTS WILL QUALIFY FOR SEPTIC PERMITS FROM THE ARKANSAS DEPARTMENT OF HEALTH.
- APPROVAL OF THIS PLAT DOES NOT IN ANY WAY INDICATE THAT ANY OF THE LOTS ON THIS PLAT ARE BUILDABLE ACCORDING TO THE PLANNING REGULATIONS OF BENTON COUNTY, ARKANSAS, NOR AN ENDORSEMENT BY THE PLANNING BOARD OF SAID BUILDABILITY OF SAID LOTS.
- THE APPROXIMATE LOCATION OF THE SEPTIC AREA, IF APPLICABLE, IS SHOWN AS INDICATED BY OWNER OR SCALED FROM ADH PERMIT. APPROVAL OF THIS PLAT DOES NOT IN ANY WAY INDICATE THE TRUE LOCATION OF ANY PART OF THE SEPTIC SYSTEM, NOR SHOULD IT BE RELIED UPON FOR ANY FUTURE EXCAVATION, BUILDING OR CONSTRUCTION PROJECTS OR PROCEDURE.
- ADH SEPTIC PERMIT #195009.

PROPERTY ADDRESS: 600 N ROBIN ROAD, GENTRY, AR. 72734 PARCEL #10-00637-000	
REVISION #1:	500-18N-33W-0-02-410-04-0985
REVISION #2:	
REVISION #3:	
DRAWN BY: KEJ	
CHECKED BY: MEJ	
<p>IF THE SIGNATURE ON THIS PLAT IS NOT SET OR COPIED, THE PLAT IS A COPY THAT SHOULD BE RETURNED TO THE SURVEYOR. ANY ALTERATIONS CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES UNLESS APPROVED BY THE PROFESSIONAL LAND SURVEYOR WHOSE SIGNATURE APPEARS TO THE SIDE.</p>	
<p>MICHAEL E. JAMES, PLS #985 BENTON COUNTY SURVEYOR</p>	
<p><b>REPLAT FOR DAVID &amp; CINDY PHILPOTT</b></p> <p>S 1/2 OF LOTS 3 &amp; 4 AND N 1/2 LOTS 5 &amp; 6 HORNBECK HEIGHTS GENTRY, ARKANSAS</p>	
James Surveying P.O. Box 817 Gentry, Arkansas 72734 (479)736-8416 Fax (479)736-8838	DATE: JULY 6, 2022 SCALE: 1"=100' JOB NUMBER: JS7110A FILE NAME: JS7110A.DWG