# City of Brookland, Arkansas

## Planning and Zoning Commission

### Planning & Zoning Commission Meeting:

Date of Meeting: **June 3, 2025**
Type of Meeting: **Regular**
Called to order at: **7:00 PM** by Chairman Steve Phillips

| COMMISSIONER ATTENDANCE: (P = Present   A = Absent) | | | | | |
|---|---|---|---|---|---|
| Samantha Sparks | P | Gary Hill | P | City Clerk Julie Thomas | P |
| Lachelle Sipes | P | Martin Crain | P | | |
| Sonny Crain | P | Steve Phillips | P | | |

### Previous meeting minutes:

**Motion by:** Martin Crain
**Second by:** Sonny Crain
**To:** Approve the meeting minutes dated May 6, 2025, as written
**Discussion:** None
**For: 5**          **Against: 0**          **Motion: Passed 5-0**

### Agenda:

1. **Grayco Homes – Lot Split @ 100/102 E. Hinkley:**
   John Gray, with Grayco Homes, came before the commission to request a lot split on property located at 100/102 E. Hinkley. This would create 3 lots instead of 2.
   **Motion by:** Sonny Crain
   **Second by:** Martin Crain
   **To:** Approve lot split @ 100/102 E. Hinkley Street
   **Discussion:** None
   **For: 5**          **Against: 0**          **Motion: Passed 5-0**

2. **Cris Morgan – Food Truck Permit @ 99 Holman Street (Tarver Property):**
   Cris Morgan came before the commission to request a permit to place a food truck on the property located @ 99 Holman Street. Chairman Phillips asked Morgan if he had completed all requirements to receive a permit. Morgan stated he had completed almost everything, with the exception of needing one specific signature to complete a requirement for full operation. Phillips explained to Morgan the zoning requirements for the HWY 49 Overlay district, including needing asphalt parking and a brick, stucco, or some type of masonry façade on the front side. James Walden, Planning Consultant for the City of Brookland, joined the discussion to ascertain the nature of the proposed food truck business, whether it would be a temporary or permanent placement. Walden explained that, if it is intended to operate on a permanent basis at the proposed location, the business would then fall under the guidelines of the HWY 49 Overlay

district zoning code. Walden explained that, as long as the food truck could be regarded as operating on a temporary basis, it would not have to abide by the Overlay District zoning code. Phillips explained to Morgan that, since there is no sanitary sewer available at the site, that once he had completed all the requirements and got the necessary signature from the property owner, who is going to allow Morgan to dump wastewater at the property owner's location within the City of Brookland, the commission could then vote on granting him a permit for operation.

3. **James Walden:**

   James Walden, Planning Consultant for the City of Brookland, was present to speak to the commission. Walden discussed state legislation that is set to take effect in August 2025 and January 2026. Walden explained how each piece of legislation affects municipalities the potential impact it could have. In addition, Walden presented to the commission a draft of the 2040 Building Brookland Comprehensive Plan for review. Walden discussed some key points in the comprehensive plan, including the potential growth in population, proposals to address city goals, and needs for the city to accommodate future growth. Walden also explained to the commission the difference between granting a variance vs. a waiver. Walden told the commission that a variance can be granted on a request for something that falls outside of the zoning requirements. On the other hand, Walden explained, a waiver can be granted for a request to omit or leave off a piece of zoning requirements.

4. **Mayor Jones:**

   Mayor Jones informed the commission that the 2 small city parks are completed and open to the public. Jones included that the city had received reimbursement for the grant money for the parks. Jones added that the sidewalk projects are continuing with expansion down Holman Street to Jessica Lane and then down to the Whispering Hills subdivision.

**Chairman Steve Phillips asked for a motion to adjourn the meeting.**
**Motion by:** Martin Crain
**Second by:** Lachelle Sipes
**To:** Adjourn the meeting
**For: 5          Against: 0      Motion: Passed 5-0**
**Meeting adjourned at: 7:55 PM**