

## Agenda for the Meeting

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Previous Meeting Minutes from 4-29-2024**
4. **Old Business**
  - a) Case Number 2024-040 is a public hearing and a request for a Conditional Use for a discount store located at 6396 US Highway 51 under C-4 Zoning.
5. **New Business**
  - a) Case Number 2024-086 is a request to amend the text regulating electronic changeable message signs in the zoning chapter of the Horn Lake Code of Ordinances. The applicant requesting this text amendment is Prentiss Mitchell.
  - b) Case Number 2024-008 is a request for a Conditional Use for a daycare center at 1986 Goodman Road West, on land consisting of 0.60 acres under C-4 zoning by applicant Shakeya Evans.
  - c) Case Number 2024-093 is a site plan review for a new animal shelter at 6870 East Center Street, on land consisting of 7.85 acres, under A-R zoning, being developed by the City of Horn Lake, Womble Engineering, LLC.
  - d) Case Number 2024-094 is a request to approve a final plat to subdivide the parcel at 3821 Nail Road West, under A-R zoning, consisting of approximately 5.69 acres, into three lots by IPD Engineering and Surveying.
6. **Other Business – Comprehensive Plan Update**
7. **Adjournment.**

## Start of the Items/Cases Portion of the Minutes –

**Planning Commissioners present** – Chad Engelke (Chair), Kirby Carter, Janice Vidal, and Clara Kirkley, Chigger White, and Jessie Ware. **Absent** – Linda McGan and Jimmy Stokes.

**City Staff** – Andrew Hockensmith, Planning Director; Jonathan Ryan, City Information Technology (IT); and Billy Simco, Planner I – Stormwater

**Attendees** – Ben Womble, Prentiss Mitchell, Shakeya Evans, and Chance Walker

**Items 1 and 2.** The Chair called the meeting to order at 6:00 p.m. The Secretary took roll with all planning commissioners present except for Stokes and McGan. The Chair acknowledged Chigger White as a new Planning Commissioner to replace William Egner. The Pledge of Allegiance was led by the Chair and recited by those in attendance.

**Item 3.** Approval of minutes from the 4-29-24 Planning Commission meeting.

**Motion** - approve minutes with no revisions – Kirkley. **2<sup>nd</sup>** – Ware. **Vote:** Motion passed, 5-0 with one abstention (White).

**4. Old Business**

- a) Case Number 2024-040 is a public hearing and a request for a Conditional Use for a discount store located at 6396 US Highway 51 under C-4 zoning.

The Chairman announced Case Number 2024-040 to be heard and called upon the applicant to be acknowledged. Seeing that no one was present at the meeting to represent the applicant, Commissioner Ware made a motion to table the case until the next meeting.

**Motion – Ware, 2<sup>nd</sup> – White, Vote Passed 5-0**

**5. New Business.**

- a) Case Number 2024-086 is a request to amend the text regulating electronic changeable message signs in the zoning chapter of the Horn Lake Code of Ordinances. The applicant requesting this text amendment is Prentiss Mitchell.

The Chairman announced Case Number 2024-086 to be heard and called upon the applicant, but he had not yet arrived. Director Hockensmith confirmed with the applicant that he was on his way to the meeting, so the case was moved to the end of the docket. After hearing cases b through d, the Chairman reintroduces Case Number 2024-086 and Director Hockensmith gave a presentation on the merits of the case. The applicant wishes to build an electronic changeable message sign on his property, with the intent of having the full face of the sign be electronic. Currently the maximum size of any electronic changeable message sign is 20% of the overall face of the sign. The applicant finds that this would be impractical for his property because multiple businesses rent the property for different uses throughout the year, necessitating different advertising on the same sign at different times of the year. The applicant wishes to make a sign like the one installed by the City of Horn Lake at the corner of Goodman Road and Tulane Road. The applicant requests removal of the requirement stated in Article VI. D. 12. a. of the Horn Lake Code of Ordinances. The text proposed to be removed states, “The ECMS shall be part of the detached business identification sign and shall not exceed twenty (20) percent of the total allowed sign face area. This shall not apply to billboard signs.”

Upon completion of the staff presentation, Mr. Mitchell was asked to field questions from the Planning Commission about the case. Mr. Mitchell stated that the sign would be behind the right-of-way on the property and would conform to all other sign regulations in the Code of Ordinances. Commissioner Carter expressed concern that an electronic sign like

this could pose a safety hazard to drivers as it would be located near a busy intersection along an already busy road. Commissioner Vidal lead a discussion with other Commissioners about why it would be necessary to change the ordinance to accommodate this one property, when other businesses were made to comply with the ordinance.

**Motion – Carter:** After review of Case Number 2024-086, the Planning Commission recommends Denial of the request to repeal the text in Article VI. D. 12. a., which states “The ECMS shall be part of the detached business identification sign and shall not exceed twenty (20) percent of the total allowed sign face area. This shall not apply to billboard signs.

**2<sup>nd</sup> - Vidal. Vote Passed, 5-0**

**b)** Case Number 2024-008 is a request for a Conditional Use for a daycare center at 1986 Goodman Road West, on land consisting of 0.60 acres under C-4 zoning, by applicant Shakeya Evans.

The Chairman announced Case Number 2024-0008 to be heard and noted that the applicant was present at the meeting. Director Hockensmith gave the staff presentation on the case and reviewed the requirements for a Conditional Use as stated in the Code of Ordinances. In her application, Ms. Evans provided answers to the questions as required for a Conditional Use, stating that the use will not violate any of the stipulations put forth in the ordinance. Director Hockensmith concluded the presentation stating that planning staff have been in communication with Ms. Evans and the State of Mississippi to ensure compliance with all state and city regulations pertaining to daycare facilities.

Ms. Evans was asked to come before the Planning Commission to speak on her case. She detailed her experience in running previous daycare operations and that the building’s previous tenant was also running a daycare. Discussion ensued regarding the state of the facility and how inspection procedures would be carried out.

**Motion – Vidal:** After review of Case Number 2024-008, the Planning Commission recommends Approval of the request for a Conditional Use for a daycare center at 1986 Goodman Road West, on Land consisting of 0.60 acres under C-4 zoning, by applicant Shakeya Evans, on the condition that the Conditional Use come before the Planning Commission for review in five years.

**2<sup>nd</sup> – Kirkley. Vote Passed, 5-0**

**c)** Case Number 2024-093 is a site plan review for a new animal shelter at 6870 East Center Street, on land consisting of 7.85 acres, under A-R, being developed by the City of Horn Lake, Womble Engineering, LLC.

Director Hockensmith presented the details of the case to the Planning Commission including the zoning of surrounding properties and the location of flood zones within the site boundaries. The presentation covered the rules and procedures necessary for site plan reviews and building permits. The site plan and building elevations were presented and were shown to be compliant with the regulations set forth in the City of Horn Lake Code of Ordinances with one exception. The general site plan shows that parking spaces will be 9 feet wide; however, the requirements for parking at a 90-degree angle require them to be 10 feet wide. Additionally, handicapped parking spaces shall be 12.5 feet by 20 feet; however, their dimensions are not specified on the plan. Director Hockensmith concluded his presentation by stating that adjustments need to be made to the dimensions of the parking spaces on the site plan.

Ben Womble, representing Womble Engineering, was available for questions regarding the site plan upon conclusion of the presentation. He stated that the parking dimensions could be changed to conform to the requirements of the ordinance.

**Motion – Ware:** After reviewing Case Number 2024-093, a site plan review for a new animal shelter at 6870 East Center Street, on land consisting of 7.85 acres, under A-R zoning, being developed by the City of Horn Lake, Womble Engineering, LLC. the Planning Commission Approves the presented site plan on the condition that the required parking dimensions be met.

**2<sup>nd</sup> – White. Vote Passed, 4-1**

**d)** Case Number 2024-094 is a request to approve a final plat to subdivide the parcel at 3821 Nail Road West, land zoned A-R, consisting of approximately 5.69 acres, into three lots by IPD Engineering and Surveying.

Director Hockensmith presented the details of the case to the Planning Commission including the zoning of surrounding properties and the requirements of reviewing a plat. The presentation covered proposed changes to the plat, which would see the property divided into three lots of similar size, all with frontage to Nail road and meeting the dimension requirements in the zoning district regulation chart. The center lot already has a home located on it, but this change will allow for a new house to be built on the east and west lots. Director Hockensmith detailed the subdivision design standards in the City of Horn Lake Code of Ordinances and concluded that the proposed changes to the plat do not violate those requirements.

Chance Walker, IPD Engineering and Surveying, was available for questions from the Planning Commission. Discussion ensued about driveway access for each parcel, and Mr. Walker confirmed that each lot will have its own driveway and access to Nail Road.

**Motion – Vidal:** After reviewing Case Number 2024-094, the Planning Commission recommends Approval of the request for a final plat to subdivide the parcel at 3821 Nail Road West, land zoned A-R, consisting of approximately 5.69 acres, into three lots by IPD Engineering and Surveying.

**2<sup>nd</sup> – Carter. Vote Passed, 5-0**

**6. Other Business – Comprehensive Plan Update**

Director Hockensmith informed the Planning Commission that planning staff are in the process of reviewing the initial draft of the Comprehensive Plan and are hopeful to send comments back to Orion Planning and Design prior to the next Planning Commission meeting.

**7. Adjournment.**

**Chair –** Called for a motion to adjourn.

**Motion – Kirkley:** Adjourn the meeting at 7:05 p.m. **2<sup>nd</sup> – Ware. Vote:** Motion passed, **5-0.**