

### **Agenda for the Meeting**

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance**
- 3. Approval of Previous Meeting Minutes**
  - a) July 28, 2025
- 4. Old Business -- None**
- 5. New Business**
  - a) **Case Number 2025-115:** A request from Smith Walker Engineering & Surveying to approve a preliminary plat for a subdivision of one parcel. Parcel Number 108932000 0003603.
- 6. Other Business**
  - a) Safe Streets For All Survey
- 7. Adjournment**

### **-- Start of the Items/Cases Portion of the Minutes --**

**Planning Commissioners Present** – Lakita Fox (Ward 1), Jessie Ware (Ward 2), Calvin Freeman (Ward 3), Kirby Carter (Ward 4), Morris Taylor (Ward 5), Mark Crawford (Ward 6), Chad Engelke (At Large), and Janice Vidal (Mayor)

**Planning Commissioners Absent** – None

**City Staff** – Andrew Hockensmith, Planning Director; Billy Simco, Assistant Planning Director; Jonathan Ryan, IT Systems Engineer II

**Items 1 and 2.** The Chairman called the meeting to order at 6:00 p.m. Chad Engelke, the previous Chairman of the Planning Commission. All Planning Commissioners were present. The Pledge of Allegiance was led by Chad Engelke.

**3. Approval of previous Planning Commission Meeting Minutes**

**Motion – Freeman:** Approve the minutes from Planning Commission Meetings from July 28, 2025.

**2<sup>nd</sup> – Fox**

**Vote Passed, 7-0**

**4. Old Business – None**

## 5. New Business

- a. Case Number 2025-115: A request from Smith Walker Engineering & Surveying to approve a preliminary plat for a subdivision of one parcel. Parcel Number 108932000 0003603.

The Chairman announced Case Number 2025-115 to be heard and called upon the Planning Director to begin the staff presentation. Director Hockensmith presented the details of the case, beginning with an aerial view of the property, surrounding properties, and the zoning designations of the area. The parcel wishing to be subdivided is listed as 4560 Nail Road West. There is currently a single-family residential structure on this lot. Access to this house from Nail Road West is made by using the privately-owned road to the west of this parcel. Two drainage areas run through this parcel. On the northern portion, there is a drainage area for the overflow of the pond in the Ravenwood G subdivision. On the southern portion, there is a stream that originates south of Nail Road West, enters the property, and exits on the western border of this parcel. This parcel is currently zoned A-R. The applicant has applied for a rezoning request to change this zoning to R-10 to build according to the plat being presented. After approval of the preliminary plat, a final plat showing any necessary corrections will be presented to the city as well as a separate rezoning request to ensure that the final plat and the zoning do not conflict in any way.

Director Hockensmith presented the submitted preliminary plat in its entirety and then zoomed in versions to show enhanced details within the plat. Additionally, proposed street right-of-way dimensions were described to show the City of Horn Lake's plans for a standardized residential street. A 50-foot right-of-way would include a street width of 34 feet, 2.5 feet of grass buffer and a sidewalk that is 5 feet wide on both sides. This standard is already in place for the Sage Creek PUD that was previously approved. This gives a uniform right-of-way design all throughout the city that makes it easy to determine where city property starts, gives a visual natural buffer between the sidewalk and the street for pedestrian and driver safety, and gives enough space for on-street parking.

Plats must conform to the Subdivision Design Standards of the City of Horn Lake Code of Ordinances, and Director Hockensmith read them aloud for the Planning Commission and the public with commentary on them as related to the proposed plat.

Regarding letter (a),

*The arrangement of streets in all new subdivisions shall make provisions for the continuation of the principal existing streets in the adjoining areas*

*or their proper projection and for any streets or roads shown on the city transportation plan.*

The proposed plat follows the requirement connecting to nearby streets by acting as a continuation of Jordan Drive.

Regarding letter (b),

*All proposed street names shall avoid duplication of other street names in the county unless the proposed street is obviously intended as an extension of another existing or proposed street, in which case the streets shall bear the same name.*

The proposed plat follows the requirement of keeping the same street name for the continuation of Jordan Drive. However, the cove at Lots 12, 13, 14, and 15 may need its own street name.

Regarding letter (c),

*The arrangement of streets and lots shall give due regard to topography and other physical features of the property.*

Planning staff cannot disprove that the proposed plat gives due regard to the topography and other physical features of the property. Based on complaints given to city staff by the neighboring property owners, there appears to be an issue with flooding in the area. However, as plats typically do not show specifics on drainage, planning staff cannot make any determination on the matter of water collection and drainage.

Regarding letter (d),

*The right-of-way widths and location of major and collector streets shall conform to the right-of-way widths and locations of such streets designated on the transportation plan. However, the planning commission may consider any other proposed street a major or collector street and require comparable right-of-way widths.*

The proposed plat follows the regulations on right-of-way widths and locations of those types within the city. The developer will build a 50-foot right-of-way, which is the smallest allowable right-of-way and which is the most appropriate for a local road.

Regarding letter (e),

*The minimum widths of street and road right-of-way, measured from lot line to lot line, shall be as shown on the transportation plan, or if not shown on such plan, shall not be less than the street type and right-of-way chart.*

The proposed plat does not conflict with anything in the Street Type and Right-of-Way chart in the Code of Ordinances under letter (e). It should be noted though

that this chart does not really address what letter (e) is regulating, which is street width. However, this proposed plat conforms to the new street width regulation adopted by the Board of Aldermen on August 19, 2025.

Regarding letter (f),

*The angle of intersection between streets should not vary by more than ten degrees from a right angle.*

Both of the proposed intersections appear to be right angles.

Regarding letter (g),

*The minimum corner radii at street intersections shall be 20 feet.*

Planning staff may need clarification on these dimensions.

Regarding letter (h),

*Street jogs resulting from failure to align streets on either side of an intersection are prohibited, with a minimum offset of 150 feet between centerlines of parallel streets being required.*

There are no street jogs proposed on this plat.

Regarding letter (i),

*Cul-de-sac streets may be provided if proper access is given to all lots from a dedicated street or court. All cul-de-sac streets shall terminate in a dedicated right-of-way space having a minimum radius of 50 feet, or other satisfactory arrangement for turning of vehicles. A cul-de-sac street shall not exceed 500 feet in length.*

The proposed plat appears to follow all regulations on cul-de-sac design.

Regarding letter (j),

*Minimum street grades of 0.5 percent will be required for adequate drainage; maximum street grades will be seven percent for all streets. Intersections will be a minimum feasible grade with sight distance of at least 100 feet in all directions. A minimum sight distance of 200 feet will be required in all curves.*

Planning staff may need clarification.

Regarding letter (k),

*Alleys shall not be provided in a residential block. In industrial or commercial subdivisions, paved alleys or driveway easements assuring permanent rear access may be required with a minimum width of 20 feet.*

There are no alleys proposed.

Regarding letter (l),

*To ensure a continuous circulation system in an area when all the land is developed the planning commission may require extension of a street*

*within a subdivision to the adjoining property, which street would be continued at the time the adjoining property would be developed. Temporary turnarounds with a 40-foot radius shall be provided at the termination of such streets unless waived by the planning commission.*

There does not appear to be a feasible way to allow for a future street connection from this proposed subdivision to any other lot. There is technically a possibility for a future connection to the private roadway to the west, but this was determined to not be financially feasible for the developer as well as for the city. Having the singular entrance across from Jordan Drive seems to be the only option when weighing all of the possibilities for connectivity.

Director Hockensmith detailed the section of the ordinances that contains design standards for easements.

Regarding letter (a),

*Easements of at least ten feet in width shall be dedicated on each side of all rear lot lines and at least five feet on each side lot line and at least ten feet on all lot lines adjoining a street, for poles, wires, conduits, storm and sanitary sewers, gas, water, or other utilities. The developer shall confer with all utility companies serving the property. Easements of greater width than normally required may be required as necessary. No side, rear or front yard easements will be required where the city zoning ordinance indicates no yard requirements.*

The proposed plat shows three lots with easements. One is a drainage easement on Lot 17 and the other two are sewer easements on Lots 5 and 18. Planning staff would like clarification on these easements as well as information on any potentially required easements for all other lots.

Regarding letter (b),

*Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving, or protecting the stream or drainage course. The adequacy of the easement shall be determined by the engineer.*

There are major concerns about two drainage courses running through his proposed subdivision. Planning staff would like clarification on what will be done regarding surface drainage.

Planning Staff found that the proposed plat appears to conform to the regulations on Block Design, and Lot Design.

Director Hockensmith detailed the section of the ordinances that contains design standards for public sites, facilities and open spaces.

This proposed plat provides adequate common open space in the center of the neighborhood. The mailbox cluster will be in this common open space. There will be a major water detention area in this common open space, but this will be in the far back, leaving plenty of recreational space available for the community.

Director Hockensmith concluded the presentation by saying, based on the criteria the Planning Department and Planning Commission must review, planning staff does not see any substantial reason to deny this preliminary plat

Upon completion of the staff presentation, the Chairman opened the floor for questions from the Planning Commissioners to the Director. Commissioner Freeman: Where does the road go to on the property? Discussion ensued about the layout of the street compared to the existing conditions on the site. Commissioner Vidal: The fee for the \$300 per lot, can we put it in our motion tonight? Hockensmith: yes, it can go in the motion tonight, but the Board of Aldermen will have the final say on the motion and any conditions listed after it. Commissioner Ware: Residents are concerned about flooding. Will the design of the neighborhood be adequate to address the stormwater needs of the site? Hockensmith: the engineers can address that, but we are looking at the overall design of the project. Commissioner Crawford: That's in my ward, and flooding is significant over there. It's a real thing that I've seen pictures and videos of, not something that's made up. Commissioner Carter: I drove down there myself on Friday. Is the developer responsible for clearing the drainage ditch that is clogged on the private road? Hockensmith: the engineer can address that tonight. Commissioner Carter: it looks terrible and holds water. I saw a Dominos delivery driver having a hard time even getting down that road because of the poor conditions back there. Hockensmith: we have to go by what is in the ordinance, and if you look at letter (c) about the arrangement of streets and lots will give due regard to topography and other physical features of the property. This will be up to the Planning Commission and the Board of Aldermen whether this plat adequately addresses that, specifically relating to the streets and the lots. Commissioner Carter: when you're at Jordan Drive, it is a dangerous area for traffic. How do you explain developing something in a valley where water collects? Hockensmith: yes, it is low and you could put a stop light there if it is warranted, but further investigation needs to be done to see the impacts of something like that. Commissioner Vidal: shouldn't flooding and traffic hazards be taken into account with this? Hockensmith: yes, but those things

are typically addressed after the preliminary plat process is completed. The preliminary plat just establishes where the lots and streets are going to go.

Chance Walker, representing the applicant, came forward. Walker: at this point in the process, the city does not let me submit drainage plans that account for everything that you are inquiring about. We are required to make our built design conform to all flooding and drainage regulations. At the rezoning part of this process, I will provide a full set of plans that will address flooding concerns. I know what it is like out there, and I know that the private drive to the west of the property is not within the boundaries of the lot and I have no control over that. We have no ability to do anything to that road because we do not own it. The existing house on this property has an easement to use that private drive, but has no ownership of the road. Commissioner Carter: I was just saying you can see how bad the flooding is when you drive down the private road. Walker: The detention pond will be maintained by the HOA and it will handle the drainage on site. We are proposing infill to flatten the land and correct the valley. Right now when you look at the site, the topography is not representative of what we plan to construct. Commissioner Crawford: so when you clear the property, what are the first construction steps? Walker: the first step is creating a construction entrance that complies with MDEQ standards. Commissioner Carter: don't you see problems with building in the valley? Walker: the only water that comes onto this site is the stream on the north end of the property coming from Ravenwood G. The only waterway we are disturbing is the 48" pipe that is currently clogged. Once we upgrade this pipe it will adequately convey the water through the property. Commissioner Crawford: you're raising the land up and going to flood the people down from there. Walker: Legally, I have to slow down every bit of water that comes onto the property. I can tell you that I will follow all regulations from the state and the city and it will result in a fully engineered subdivision. Chairman Engelke: To reiterate what has been said, this is just a preliminary plat, so we are just looking at what is presented and if it conforms with the city's code of ordinances.

**Motion – Vidal:** After review of Case Number 2025-115, the Planning Commission approves the request for the preliminary plat of Golden Eagle Estates on Parcel 1089320000003603 by Ben Smith of Smith Walker Engineering & Surveying LLC. With the following condition:

The proposed subdivision be assessed a fee of \$300 per lot in lieu of public land dedication.

**2<sup>nd</sup> – Freeman**

**Vote Passes, 4-3**



**6. Other Business – Safe Streets For All Survey**

Director Hockensmith provided an update for the ongoing Safe Streets For All Survey. The survey consists of three parts and allows for public input regarding traffic and pedestrian concerns. The survey is set to conclude on September 8<sup>th</sup>, 2025.

**7. Adjournment**

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

**Motion – Carter:** adjourn the meeting at 6:42 p.m.

**2<sup>nd</sup> – Ware**

**Vote Passed, 7-0**