

**Bull Shoals Planning and Zoning
Commission Minutes
November 20, 2024**

Meeting was called to order by David Higgins, Chairman, at 6pm. The recorder was found to be non-functioning. All cell phones ere silenced. Pledge of Allegiance was said.

Roll call of members: John Stauffer, Tim Koenig, David Higgins, Bonnie Sumner and Scott Scholes. All in attendance

October Minutes had been sent to all Commissioners. Scott Scholes motioned that the minutes be accepted, Tim Koenig seconded, all said "Aye".

New Business

1. **Citizen questions: Merle Fawcett inquired about a variance to change a C2 Zone to an Industrial Zone. Ordinance 2001-03, Art 7-4 thru Article 7-7, page 44, was shown to Mr Fawcett, and he was informed it could be found online. These Articles give instructions to determine need for a variance and how to obtain a variance.**

Old Business

- **Several open issues created over the past couple of years have been brought to light. These need to be "red flagged" in the PZ Tracking system and followed up on to determine status. Example- barb wire next to a residential zone.**
2. **The P&Z Operations Guide which is being developed for Bull Shoals Planning and Zoning needs to be reviewed and comments sent to chairperson by all commissioners by Dec 20. This guide is of particular importance for newly elected city leaders and new commissioners. The primary function is the effective operation/management and protection of critical information over time and through transitions of both elected officials and appointments of new Planning and Zoning Commissioners and/or Chairperson. A copy of this should be kept in the P&Z Library section on Planning and Zoning..**
 3. **John Stauffer will be attending the APAC sponsored Zoom classes for training for Planning And Zoning. Information obtained will be shared with the other commissioners and also provided to the Library section of Planning and Zoning. The primary purpose is to obtain knowledge of the mechanics of the commission and how to better serve the community.**
 4. **It would be beneficial for the Chief of Police and the Building Inspector to meet with the P&Z commission. There is a need to improve communication and coordination of the correct process in dealing with violations code and State regulations which would benefit all players. The date and time will be set and is planned for early January 2025.**

5. Objectives drafted for 2025.

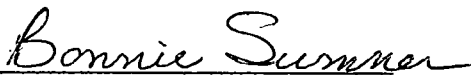
- **Complete the Expanded Zoning Map for the City of Bull Shoals to prepare for update of the 2001 map.**
- **Appointing a New Secretary**
- **Change Chairperson in July**
- **Publish the Operations Guide**
- **Visit and Small Home Development in Arkansas**
- **Develop proposed Management Reports for City Leadership from PZ Tracker**
- **Begin Revision and Upgrade of current Planning and Zoning Ordinance which is date 2001.**

6. On Line Research: Commissioner Scholes reported on his results to identify Permit related information and also mentioned that he had found an International Plat Map that grants access to Marion County deeds and property information. He stated that there was a fee to get to the level of detail but that it would be very helpful in working on issues related to property records. That fee is a one-time fee of \$7.95. The commissioners will follow up on this new information. Coordination with Beaman Realty was suggested and Commissioner Stauffer agreed to follow up on this matter with Beaman Realty.

7. We need to check into the State, County, and city permits. Also, the amount of the fees, what situations require a permit, and that they are being enforced.

8. Adjournment was at 6:55 PM after motion made by Tim Koenig and seconded by John Stauffer, all said "Aye" 1

These minutes are pending approval at the January 2025 Meeting


Bonnie Sumner
Secretary