

Pea Ridge Planning Commission
Board of Adjustments
October 3rd, 2023
6:00 p.m.

1. Open Meeting

The October 3rd, 2023, Pea Ridge Planning Commission meeting was called to order at 6:00 p.m. by, Chairman Al Fowler.

2. Roll Call

Roll call was taken by Planning Director, Jessica Grady.

Roll Call:

Chairperson Al Fowler - Present

Vice Chairperson Greg Pickens - Present

Commissioner Chris Johnson - Absent

Commissioner Dr. Karen Sherman – Present

Commissioner Michael Wilhelm – Present

Commissioner Carolyne Wendel – Present

Commissioner Juan Arriola - Present

(Additional attendees are listed on the sign-in sheet)

3. Review Minutes from the September 5th, 2023, Planning Commission Meeting.

Commissioner Carolyne Wendel motioned to approve the September 5th, 2023, planning commission minutes as presented.

Commissioner Dr. Karen Sherman seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Abstained

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola - Yes

Motion to approve passed. Yes-5, Abstained-1

4. Announcements

Planning Director, Jessica Grady, announced the following:

- A Resolution for a ULI Grant will be on the October City Council agenda along with a Resolution for a Master Service Agreement with Garver.
- The Pea Ridge City Council, Planning Commission, and Department Heads met on September 26th, 2023, with CDI, based out of Conway Arkansas, to discuss strategic development plans. Mayor See plans to hold strategy meetings in the Spring and Fall each year.
- Project for Public Spaces and the Pea Ridge City Park project update, the Planning Department is continuing to work on concepts and budgets. We will meet with them this week to go over the most recent concepts.
- The Pea Ridge Christmas parade will be December 2, 2023, at 5:30p.
- The Pea Ridge Main Street Subcommittee will be hosting a holiday event, please be on the lookout for future announcements.
- Two typos were identified in the planning agenda, Pinky Ridge Boutique is located at 476 Baker Street not 479 Baker Street and Cody Alexander was misspelled.

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5. Public Hearing

Chairperson Al Fowler opened the Public Hearing and welcomed public comments.

- Alexander, Cody- Home Occupation; 380 Washburn Dr.
Cody Alexander, Big Bounce NWA inflatable company, stood to discuss his home occupation request, located at 380 Washburn Dr. He has several inflatables that are stored in his garage or in an enclosed trailer, he has small temporary style signage out front, a couple times a week he sets up the inflatables for cleaning/drying/repairing, no customers at the property, and no deliveries.
No public comments were made.
- Roberts, Diana – Home Occupation; 476 Baker St.
Diana Roberts, Pinky Ridge Boutique an online boutique store, stood to discuss her home occupation request, located at 476 Baker St. She will have a maximum of 5 customers a week stop by to pick up an order, minimal deliveries, and a small temporary style signage by the front door for order pickups.
No public comments were made.
- Rounds Revocable Trust – Rezone; from Ag to R4; 1910 Slack St.; Parcel # 13-03082-000 & 13-03083-000
Daniel Freide, with Expedient Engineering, the representative for the Rounds Joint Revocable Trust, stood to discuss the rezone request, from Ag to R4, located at 1910 Slack St. They are requesting the rezone for a potential multi-family development. The access point is a 40' access easement for Mabel Lane.
Public comments from:
Scott Metz, located at 1950 Slack St., stated he has concerns about traffic, where will they be accessing the development, how many units will be developed, and the location of the utility lines. He further explained Mabel Lane is a private lane, it only has an access agreement.
Scott Jacobs, located at 1938 Slack St., stated his main issue is the location of the utility lines along Mabel Lane will not allow road improvements without creating additional issues. He is concerned they will need to be relocated and if they do get relocated what would that look like on his property.
Gary Tillman, located at 14582 It'll Do Rd., stated he has concerns about the increase in density, the strain the traffic will have on that area, and if the utilities can support the increase in density.
Tim Bertschy, located at 14449 It'll Do Rd., stated doesn't feel the area can support a multi-family development.
No additional public comments were made.
- Code changes – Large-Scale Development, Home Occupation, and Accessory Uses
Shelia asked if the changes made the codes stricter.

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Commissioner Dr. Karen Sherman stated the code changes were being proposed to provide clarity and to align with updated state statutes.

Chairperson Al Fowler closed the public hearing and re-opened the Planning Commission meeting.

6. Old Business

- None

7. New Business

- Alexander, Cody- Home Occupation; 380 Washburn Dr.

Cody Alexander, Big Bounce NWA inflatable company, stood to discuss his home occupation request, located at 380 Washburn Dr. He has several inflatables that are stored in his garage or in an enclosed trailer, he has small temporary style signage out front, a couple times a week he sets up the inflatables for cleaning/drying/repairing, no customers at the property, and no deliveries.

Commissioner Dr. Karen Sherman motioned to approve the Home Occupation Permit for Big Bounce NWA located at 830 Washburn Dr.

Commissioner Michael Wilhelm seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Yes

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola - Yes

Motion to approve passed unanimously.

- Roberts, Diana – Home Occupation; 476 Baker St.

Diana Roberts, Pinky Ridge Boutique an online boutique store, stood to discuss her home occupation request, located at 476 Baker St. She will have a maximum of 5 customers a week stop by to pick up an order, minimal deliveries, and a small temporary style signage by the front door for order pickups.

Commissioner Dr. Karen Sherman motioned to approve the Home Occupation Permit for Pinky Ridge Boutique located at 476 Baker Street.

Commissioner Michael Wilhelm seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Yes

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola - Yes

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Motion to approve passed unanimously.

- Rounds Revocable Trust – Rezone; from Ag to R4; 1910 Slack St.; Parcel # 13-03082-000 & 13-03083-000

Daniel Freide, with Expedient Engineering, the representative for the Rounds Joint Revocable Trust, stood to discuss the rezone request, from Ag to R4, located at 1910 Slack St. They are requesting the rezone for a potential multi-family development. The access point is a 40' access easement for Mabel Lane.

The Commissioner's had several questions that were not answered. After discussions came to an end, Daniel Freide requested the commission to table the rezone request. The Commissioner's request for additional information pertaining to the proposed use, infrastructure improvements the developer is proposing, and requested information be provided for any recorded protective covenants.

Motion to table the rezone request while further research is done for Rounds Joint Revocable Trust passed unanimously.

- Code changes – Large-Scale Development and Home Occupation Ordinance 815 Accessory Uses

Commissioner Michael Wilhem motioned to recommend ordinance 815 that proposes Accessory Uses code changes.

Vice Chairperson Greg Pickens seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Yes

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola - Yes

Motion to recommend passed unanimously.

Ordinance 818 Large-Scale Development

Commissioner Michael Wilhem motioned to recommend ordinance 818 that proposes Large-Scale Development code changes.

Vice Chairperson Greg Pickens seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Yes

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola - Yes

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Motion to recommend passed unanimously.

- Today's Bank – Final Development Plat
Planning Director, Jessica Grady, stated all comments had been addressed and asset dedications have been approved by City Council.
Commissioner Michael Wilhelm motioned to approve the Final Development Plat for Today's Bank.
Vice Chairperson Greg Pickens seconded the motion.

Votes:

Chairperson Al Fowler - Yes
Vice Chairperson Greg Pickens – Yes
Commissioner Dr. Karen Sherman – Yes
Commissioner Michael Wilhelm – Yes
Commissioner Carolyne Wendel – Yes
Commissioner Juan Arriola - Yes

Motion to approve passed unanimously.

- Wellington Hills Subdivision – Phase 1 Final Plat
Commissioner Dr. Karen Sherman motioned to recommend the Final Plat for Wellington Hills Ph 1.
Commissioner Michael Wilhelm seconded the motion.

Votes:

Chairperson Al Fowler - Yes
Vice Chairperson Greg Pickens – Yes
Commissioner Dr. Karen Sherman – Yes
Commissioner Michael Wilhelm – Yes
Commissioner Carolyne Wendel – Yes
Commissioner Juan Arriola - Yes

Motion to recommend passed unanimously.

8. Board of Adjustments

None

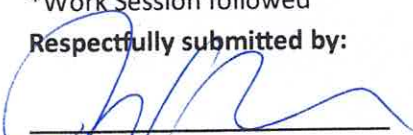
9. Adjourn

Commissioner Dr. Karen Sherman motioned to adjourn.
Vice Chairperson Greg Pickens seconded the motion.

Motion to adjourn passed unanimously.

*Work Session followed

Respectfully submitted by:



Jessica Grady
Planning Director

Approved by:



Al Fowler
Chairperson