

Pea Ridge Planning Commission
Board of Adjustments
November 7th, 2023
6:00 p.m.

1. Open Meeting

The November 7, 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 Carlyne Wendel – Present

Commissioner Juan Arriola - Present

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

3. Review Minutes from the October 3rd, 2023, Planning Commission Meeting.

Commissioner Micheal Wilhelm motioned to approve the October 3, 2023, planning commission minutes as presented.

Commissioner Carlyne Wendell seconded the motion.

Votes:

Chairperson Al Fowler - Yes

Vice Chairperson Greg Pickens – Yes

Commissioner Dr. Karen Sherman – Yes

Commissioner Michael Wilhelm – Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola - Yes

Motion to approve passed.

4. Announcements

Planning Director, Jessica Grady, announced the following:

- The ULI Place Summit will be this month. We will have staff attending to represent the city of Pea Ridge for our Open and Green Space Master Plan.
- Pea Ridge Veterans Parade will be this coming Friday
- Pea Ridge Holiday Market is Nov. 11 from 10a to 4p
- Pea Ridge Christmas Parade will be on Dec. 2 at 5:50 p
- Mainstreet Subcommittee will be hosting the First Pea Ridge Festival of Lights this holiday season

5. Public Hearing

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

- Code changes – Subdivision Regulations
Proposed changes were made to the Subdivision Regulations to include “All building setbacks are designated drainage/utility easements” and “911 addresses should be included.”

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No public comments were made.

- Evalene Mae Myrick Living Trust – Rezone from R1 to C1; 190 Smith Street; Parcel # 13-00659-000

Steven Douglas, representative for Evalene Mae Myrick Living Trust, stood to discuss their requests for a rezone from R1 to C1. The request is to align the historical use of the property with the correct zone.

No public comments were made.

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

6. Old Business

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

Planning Director, Jessica Grady, stated the planning department received a request from the Rounds Revocable Trust representative to remove their request from the agenda.

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 remove agenda item for Rounds Revocable Trust rezone was approved unanimously.

7. New Business

- Wellington Hills Subdivision - Ph. 3 Grading Changes

No representative was in attendance.

Commissioner Dr. Karen Sherman motioned to table the item.

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 table passed unanimously.

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- Code changes – Subdivision Regulations

Proposed changes were made to the Subdivision Regulations to include “All building setbacks are designated drainage/utility easements” and “911 addresses should be included.”

Commissioner Dr. Karen Sherman motioned to recommend subdivision code changes as presented.

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.

- Evalene Mae Myrick Living Trust – Rezone from R1 to C1; 190 Smith Street; Parcel # 13-00659-000

Steven Douglas, representative for Evalene Mae Myrick Living Trust, stood to discuss their requests for a rezone from R1 to C1. The request is to align the historical use of the property with the correct zone so the property could be listed at some point.

Planning staff recommended the rezone be approved based on the Land Use Plan and to align the use with the correct zone. The discovery was found after researching 190 Smith Street, the results showed the property was zoned residential instead of commercial, even though the property had been used as commercial since the early 2000s.

Commissioner Dr. Karen Sherman motioned to recommend the rezone request for 190 Smith Street from R1 to C1.

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.

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- Preliminary Plat Concord – Ar 72 HWY; Parcel # 13-0014-500
Jake Chavis, with Bates NWA, stood as a representative for the Preliminary Plat request for Concord Subdivision. Jake did state there were concerns about the ten-foot trail requirements. He went on to state they would like to meet with the city to discuss possible options if there are any.
Planning staff stated all comments had been addressed. If there are lingering questions about the trail requirements, the applicant can schedule a meeting to go over concerns at a future date. It was also stated if the plans are accepted as presented then what is approved will be required.
The representative stated they would like to move forward with their request in good faith.
Vice Chairperson Greg Pickens motioned to approve the Preliminary Plat for Concord Subdivision as presented contingent on ADH approval.
Commissioner Michael Wilhelm seconded the motion.
Votes:
Chairperson Al Fowler - Yes
Vice Chairperson Greg Pickens – Yes
Commissioner Dr. Karen Sherman – Abstain
Commissioner Michael Wilhelm – Yes
Commissioner Carolyne Wendel – Yes
Commissioner Juan Arriola - Yes

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

8. Board of Adjustments

None

9. Adjourn

Commissioner Michael Wilhelm motioned to adjourn.
Commissioner Carolyne Wendell seconded the motion.

Motion to adjourn passed unanimously.

*Work Session followed

Respectfully submitted by:

Approved by:

Jessica Grady
Planning Director

Greg Pickens
Vice Chairperson