

Pea Ridge Planning Commission

Board of Adjustments

April 2, 2024

6:00 p.m.

1. Open Meeting

Planning Director Jessica Grady requested to vote for a meeting Chair in the absence of the Chair and a Vice Chair.

- Commissioner Carlyne Wendel motioned to appoint Dr. Karen Sherman as the April 2, 2024, Planning Commission meeting Chairperson.

Commissioner Shelia Wilkerson seconded the motion.

Dr. Karen Sherman was unanimously appointed as the meeting chair.

Votes:

Commissioner Al Fowler - Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

*Planning Director Jessica Grady requested to move the Vice Chair appointment to the first agenda item.

- Commissioner Al Fowler motioned to move the Vice Chair appointment to the first agenda item.

Commissioner Shelia Wilkerson seconded the motion.

Vice Chair was unanimously voted as the first agenda item.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

- Commissioner Al Fowler motioned to appoint Dr. Karen Sherman as the new Vice Chairperson.

Commissioner Shelia Wilkerson seconded the motion.

Dr. Karen Sherman was unanimously voted as the new Vice Chairperson.

Votes:

Commissioner Al Fowler - Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

2. Roll Call

Roll Call was taken by Planning Director, Jessica Grady.

Roll Call:

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Chairperson Michael Wilhelm – Absent

Vice Chairperson Dr. Karen Sherman – Present

Commissioner Al Fowler - Present

Commissioner Carolyne Wendel – Present

Commissioner Juan Arriola – Present

Commissioner Shelia Wilkerson – Present

Commissioner Chris Johnson – Absent

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

3. Review Minutes from March 5, 2024, Planning Commission Meeting and March 8, 2024, Special Planning Commission Meeting.

- Commissioner Carolyne Wendel motioned to approve the March 5, 2024, Planning Commission Minutes with corrections.

Commissioner Al Fowler seconded the motion.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Abstained

Commissioner Shelia Wilkerson - Abstained

Motion approved. 3 Yes; 2 abstained

- Commissioner Al Fowler motioned to approve the March 8, 2024; Special Planning Commission Minutes as presented.

Commissioner Juan Arriola seconded the motion.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Abstained

Motion approved. 4 Yes; 1 abstained

4. Announcements

Planning Director Jessica Grady announced all community events for the month of April.

5. Public Hearing

Vice Chairperson Dr. Karen Sherman opened the Public Hearing and welcomed public comments.

- Tillman, Daniel & Nicole - Rezone RE to R2; 2295 Hayden Rd.; Parcel # 13-00148-001
Nicole Tillman, property owner, stood to discuss their rezone request. They are requesting to rezone from RE to R2 for the purpose of single-family homes.
Nicole Blood, located at 2310 Hayden Rd., stood to ask questions about traffic and the impact the additional lots might have on that area of Hayden Rd.

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James Gibson stood to ask questions about the speed in that area and how it has been a lingering concern. He was told to contact City Hall and Community Development to discuss his issues further.

No other public comments were made.

Vice Chairperson Dr. Karen Sherman closed the Public Hearing and re-opened the Planning Commission meeting.

6. Old Business

None

7. New Business

- Tillman, Daniel & Nicole - Rezone RE to R2; 2295 Hayden Rd.; Parcel # 13-00148-001
Nicole Tillman, property owner, stood to discuss their rezone request. They are requesting to rezone from RE to R2 for the purpose of single-family homes. City Staff provided their assessment to the Commissioners. Points of concern were number of maximum lots for that location are 3, the property owners will need to work with Pea Ridge Water Utility about extended utility services, any/all easements, they will also need to receive permitting from state for their possible driveways should they be receiving their rezone.

Commissioners discussed their comments with no additional discussion.

Commissioner Juan Arriola motioned to recommend the rezone from RE to R2 for 2295 Hayden Rd. for the purpose of single-family homes.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion to recommend was approved unanimously.

- Rolling Meadows Subdivision – Preliminary Plat; N.E. Corner of Lee Town Rd. & Greer; Parcel # 13-00075-125
Justin Jorgenson, representative for Rolling Meadows Subdivision Preliminary Plat, stood to discuss their submission.
City Staff reported there are no outstanding comments.
There was one question from the audience, Vice Chairperson Dr. Karen Sherman invited Karen Harris to the podium. She had concerns about the density and traffic. She was informed the public hearing for this project had been held over a year ago. It was suggested she reach out to City Staff if she had any additional questions.
Commissioners discussed their comments with no additional discussion.

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Commissioner Al Fowler motioned to approve the Preliminary Plat for the Rolling Meadows Subdivision as presented.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

- Pea Ridge Commons Ph 3 - Large-Scale Development; Slack Street Libby Toppings, representative for Pea Ridge Commons Ph. 3, and Matt Sitton, property owner/developer, stood to discuss Large-Scale Development. Vice Chairperson Dr. Karen Sherman stated City Attorney Shane Perry has stepped out of the meeting room due to a conflict of interest. Commissioners made comments about the sign design not being included in their Large-Scale Development request. The developer requested to have their sign design reviewed administratively since the sign design and placement has not been decided on. After some further discussion, Vice Chairperson Dr. Karen Sherman entertained a motion. Commissioner Carlyne Wendell motioned to approve the Large-Scale Development for Pea Ridge Commons Ph. 3 with an administrative review of their sign design and contingent on Arkansas Health Department approval. Commissioner Juan Arriola seconded the motion.

Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

Vice Chairperson Dr. Karen Sherman stated City Attorney Shane Perry returned to the meeting after voting for this agenda item commenced.

- Walnut Hill Ph 3 Final Plat
Staff reported all comments have been addressed and the city is still waiting to receive the physical copies of the Maintenance Bonds.
Commissioner Shelia Wilkerson motioned to approve the Walnut Hill Ph. 3 Final Plat contingent on the city receiving the physical copies of the Maintenance Bonds.
Commissioner Al Fowler seconded the motion.

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Votes:

Commissioner Dr. Karen Sherman – Yes

Commissioner Al Fowler - Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson - Yes

Motion approved unanimously.

- Vice chair appointment

This item was moved to the beginning of the agenda.*

8. Board of Adjustments

None

9. Adjourn

Motioned to adjourn was approved unanimously.

Respectfully submitted by:

Approved by:

Jessica Grady
Planning Director

Michael Wilhelm
Chairperson