

Pea Ridge Planning Commission  
Board of Adjustments  
September 3, 2024  
6:00 p.m.

1. Open Meeting

The September 3, 2024, Pea Ridge Planning Commission meeting was called to order by, Chairperson Michael Wilhelm.

2. Roll Call

Roll Call was taken by Planning Director Jessica Grady.

Roll:

Chairperson Michael Wilhelm – Present

Vice Chairperson Dr. Karen Sherman – Present

Commissioner Carolyne Wendel – Present

Commissioner Juan Arriola – Present

Commissioner Shelia Wilkerson – Present

Commissioner Sean Rooney – Present

Commissioner Adam Stokes - Present

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

3. Review Minutes from August 6, 2024, Planning Commission Meeting.

Commissioner Shelia Wilkerson made a motion to approve the August 6, 2024, Planning Commission minutes as presented.

Commissioner Dr. Karen Sherman seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Sean Rooney – Yes

Commissioner Adam Stokes - Yes

**Motion passed unanimously.**

Review Minutes from August 15, 2024, Special Planning Commission Meeting.

Commissioner Shelia Wilkerson made a motion to approve the August 19, 2024, Special Planning Commission minutes as presented.

Commissioner Dr. Karen Sherman seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Sean Rooney – Yes

Commissioner Adam Stokes - Yes

**Motion passed unanimously.**

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4. Announcements

5. Public Hearing

- None

6. Old Business

None

7. New Business

- Pea Ridge Heights - Large-Scale Development; located on W. Patton St./Hoffman St.; Parcel # 13-00260-000

Representative for Pea Ridge Heights, Molly Robb with Odyssey Engineering, stood to discuss the Large-Scale Development request. This project contains 42 Townhome units, is located on W. Patton St. She stated the cross-access easement to the west of the property was not granted by the adjoining property owner. This change required a different layout on the south portion of the development. The change includes no cross-access connectivity to the west property, a stub out to meet fire code, access easement agreement to the north property, and to move a unit to the east.

Commissioner Dr. Karen Sherman stated she has concerns due to the lack of connectivity. She recalled previous conversations that discussed possible easement agreement for the property to the west. It was requested to have the Patton Place Multi-Family Large-Scale Development approval be reviewed to verify if this was accurate.

Staff noted the request. City Engineer Robbie Bullis, with MCE, reviewed the approved plat and confirmed the Patton Place Multi-Family Large-Scale Development approved plan set did not contain an easement agreement.

Planning Dir. Jessica Grady stated she will research the Planning minutes from the Patton Place Multi-Family Large-Scale Development approval and follow up with the commissioners to confirm.

Commissioners discussed their recollection of the Patton Place Multi-Family Development review with Dan Cole, representative for Patton Place Multi-Family and Sand Creek Engineering, who happened to be in the audience.

Chair Michael Wilhelm requested Pea Ridge Heights provide an access easement agreement on the north property line for future connectivity. He also requested they address the drainage issue by placing a pipe and finish the road to the north property line.

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Commissioner Shelia Wilkerson motioned to approve the Pea Ridge Heights Large-Scale Development contingent upon access easement agreement to the north property line with improvements and ADH approval.

Commissioner Carolyn Wendell seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – No

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Sean Rooney – Yes

Commissioner Adam Stokes - Yes

**Motion to approve passed. Yes- 6; No -1**

- NWA LD LLC - Walnut Hill Subdivision Phase 6 Preliminary Plat; Andy Buck Rd.; Parcel # 13-00183-129 & 13-00183-110.

Zack Bates with Rausch Column, presenting Walnut Hill Subdivision Phase 6 Preliminary Plat changes. They are proposing an increase of two lots.

Commissioner Dr. Karen Sherman motioned to approve the Walnut Hill Subdivision Phase 6 Preliminary Plat changes contingent on ADH approval.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Sean Rooney – Yes

Commissioner Adam Stokes - Yes

**Motion passed unanimously.**

- Wellington Hills LLC - Wellington Hills Subdivision Ph. 2 Final Plat; W. Pickens Rd., Parcel # 13-00152-011

Dan Cole with Sand Creek Engineering, representative for Wellington Hills Subdivision Phase 2 Final Plat, stood to discuss their request.

Staff reported this request has no outstanding comments.

Commissioners discussed their comments.

Commissioner Juan Arriola motioned to approve the Wellington Hills Subdivision Phase 2 Final Plat as presented.

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Commissioner Sean Rooney seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carlyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Sean Rooney – Yes

Commissioner Adam Stokes - Yes

**Motion passed unanimously.**

8. Board of Adjustments

None

9. Adjourn

Commissioner Dr. Karen Sherman motioned to adjourn.

Commissioner Carlyne Wendell seconded.

**Motioned to adjourn was approved unanimously.**

**Respectfully submitted by:**

**Approved by:**

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\_\_\_\_\_  
**Jessica Grady**  
Planning Director

\_\_\_\_\_  
**Michael Wilhelm**  
Chairperson

