

**Planning Commission
Minutes
October 8, 2013**

The City of Sherwood Planning Commission met for their regular scheduled meeting on October 8, 2013 at 5:00 p.m. at 2201 East Kiehl Avenue, Sherwood, Arkansas.

Members Present

Lucien Gillham – Chairman
Scott Miller
Andrew Phillips
Albert Harris

Members Absent

Forrest Penny

Staff Present

Ellen Norvell – City Engineer
Dwight Pattison – City Planner
Steve Cobb – City Attorney
Stephanie Timaná – Secretary

Chairman Gillham called the meeting to order.

Commissioner Harris made a motion to approve the minutes of the regular meeting on September 10, 2013. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the minutes.

A Preliminary Plat for Lot 1 Murtha Addition. James L. Butler, Surveyor, Agent. Chairman Gillham stated that a request had been made to table the Preliminary Plat for Lot 1 Murtha Addition, until next month's meeting. Commissioner Harris made a motion to table the item. Commissioner Miller seconded the motion. The roll call vote was unanimous to table the Preliminary Plat.

A Final Plat for Lot 1 Murtha Addition. James L. Butler, Surveyor, Agent. Chairman Gillham stated that a request had been made to table the Final Plat for Lot 1 Murtha Addition, until next month's meeting.

Commissioner Harris made a motion to table the Final Plat. Commissioner Miller seconded the motion. The roll call vote was unanimous to table the Final Plat.

A Final Plat of Lot 16R, Block 2 Sylvan Hills Addition. James L. Butler, Surveyor, Agent. James L. Butler was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell said the plat clarifies that the property is a single lot for a home to be built on. City Planner, Dwight Pattison said there is a request for a waiver of street improvements. Mr. Pattison said Planning Staff recommends for approval. Commissioner Harris made a motion to approve the Final Plat of Lot 16R, Block 2, Sylvan Hills Addition. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the Final Plat.

A Preliminary Plat of Lots 2 & 3 St. Vincent North Addition. Thomas Engineering Company, Agent. Thomas Pownall was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell recommends for approval. City Planner, Dwight Pattison said Planning Staff recommends for approval. Commissioner Harris made a motion to approve the Preliminary Plat of Lots 2 & 3 St. Vincent North Addition. Commissioner Miller seconded the motion. The roll call vote was unanimous to approve the Preliminary Plat.

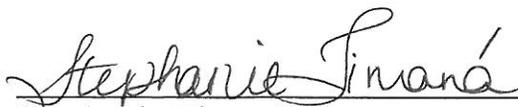
A Site Plan for Telcoe Federal Credit Union at 2201 Wildwood Avenue. Thomas Engineering Company, Agent. Thomas Pownall was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell stated Engineering Staff is concerned with the 2 driveways proposed. City Planner, Dwight Pattison stated Planning Staff recommends to maintain the one access easement. Mr. Pattison stated that it would serve both lots and there was no need for the one proposed next to the Post Office. Thomas Pownall stated that the proposed East driveway that was of concern would allow easy access to the Credit Union drive thru area. Mr. Pownall said that the access on Country Club Road should alleviate any concern for additional congestion on Wildwood. Commissioner Gillham stated that the request for the second driveway should be denied. Mr. Pownall asked that if the Commission would reconsider access on the East side if it was Right-In-Only. Commissioner Gillham agreed but stated that there would need to be signage indicating 'No Exit'. Mr. Pattison stated that this would be an acceptable solution. Ms. Norvell said it should be designed to make it

difficult for someone to turn into it from the left. She said she would be in support of it with those adjustments. There were no public comments on this request. Commissioner Miller made a motion to approve a Site Plan for Telcoe Federal Credit Union at 2201 Wildwood Avenue with the East Driveway amended as Right-In-Only. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the Site Plan.

A Discussion regarding Security Personnel Living Quarters. Staff Comments: City Engineer, Ellen Norvell said that it has been brought to the Staff's attention that it is now common to have on-site living quarters for managing, security, and maintenance of Mini-Storage facilities. Ms. Norvell said Engineering Staff recommends to amend the existing Zoning Ordinance to allow single family unit used for the purpose of providing living quarters for security personnel permitted by right within Mini Storage facilities. There were no public comments on this request. Commissioner Harris made a motion to recommend the Ordinance change to City Council. Commissioner Miller seconded the motion. The roll call vote was unanimous to recommend the change.

There being no further business, Commissioner Harris made a motion to adjourn. Commissioner Miller seconded the motion. The roll call vote was unanimous to adjourn.

ATTEST:


Stephanie Timaná, Secretary


Lucien Gillham, Chairman