Planning Commission
Minutes
June 10, 2014

The City of Sherwood Planning Commission met for their regular scheduled meeting on June 10, 2014 at 5:00 p.m. at 2201 East Kiehl Avenue, Sherwood, Arkansas.

Members Present
Lucien Gillham – Chairman
Forrest Penny
Albert Harris
Scott Miller
Michele Phillips

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 Penny made a motion to approve the minutes of the regular meeting on May 13, 2014. Commissioner Harris seconded the motion. The roll call vote was unanimous to approve the minutes.

A Preliminary Plat for Millers Crossroads Commercial Subdivision Lots 1-3. Clayton Engineering, Agent. Michael Clayton was present to discuss his request along with Brooks McRae. Staff Comments: City Engineer, Ellen Norvell stated that she was concerned about the platting of Miller's Park Drive. Mr. Clayton stated that it would be extended on the plat to the West end of Lot 3. City Planner, Dwight Pattison stated that no sidewalks were shown on the proposed plat as he had requested. Mr. McRae stated that they were shown on the site plan and could have Mr. Clayton show them on the plat. Mrs. Norvell stated that the sidewalks on Oakdale would be completed with street improvements but she was concerned that they be done on Hwy 107. Chairmen Gillham stated that sidewalks were required on both Oakdale and Hwy 107. Mrs. Norvell said that typically the sidewalks and utilities are put in prior to the final plat. She also stated that

she was aware that a letter of credit for the utilities had been proposed for the two lots but she said that they needed to be discussed. Mr. McRae stated that the half street improvements and sidewalks had been completed on Lot 1. Mr. Pattison stated that on the East side of the property line where the proposed parking lot ends is required to have a landscape easement. Mr. Pattison said that he is proposing to have a landscape easement instead on the West side of Lots 1 and 2 to ensure landscaping was there before future development. Mr. Pattison said the required width is 6ft but they could put a 10ft utility and landscape easement. Mr. Clayton shared that he had some concerns about constructing the required sidewalks on Hwy 107 due to the existing Highway Department's Right-of-Way. Mrs. Norvell suggested getting permission from the Highway Department to do the sidewalk adjacent to their Right-of-way. Mrs. Norvell stated that at the time the development of Lots 1 and 2 is put in, it might be a more appropriate time to address it. Mr. McRae stated that they hadn't anticipated doing it at this time but once they develop Lots 1 and 2, they would certainly do that. Mrs. Norvell suggested that since they have already agreed to do a letter of credit for the utilities that they could also include one for the sidewalks so that we can ensure that it is completed at the time of development. Commissioner Penny made a motion to approve the Preliminary Plat for Millers Crossroads Commercial Subdivision Lots 1-3 with sidewalks being completed on Hwy 107 and Oakdale. Commissioner Harris seconded the motion. The roll call vote was unanimous to approve the Preliminary Plat.

A Final Plat for Millers Crossroads Commercial Subdivision Lots 1-3. Clayton Engineering, Agent. Michael Clayton was present to discuss his request. Staff Comments: There were no additional comments regarding the approval of the final plat. Commissioner Penny made a motion to approve the Final Plat for Millers Crossroads Commercial Subdivision Lots 1-3. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the Final Plat.

A Site Plan for Harps Food Stores, Inc. ESI, Agent. Bo Wilkins was present to discuss this request. Staff Comments: City Engineer, Ellen Norvell said that most everything had been worked out. She stated that they are building the road to access Lots 1and 2. She also said the landscaping issue had been resolved with the landscape easement and she would recommend for approval. She also shared that Bo had submitted some additional information for her to discuss after Dwight's comments. City Planner, Dwight Pattison stated that his comments had been addressed with

the extension of Miller's Park road. He said he recommends for approval of the Site Plan. Mrs. Norvell stated that there were two requests that had been made. The first request was that in lieu of building the half street improvements on Oakdale that they would provide a letter of credit so that all the improvements could be done at one time instead of a chopped up road section. She said that it was something the Commissioner's had to approve. She also said that another request they made was for a waiver to our Master Street Plan. It was listed to be a Boulevard street within our Master Street Plan. She said that they were requesting to only do the five lanes without a median section through it. She also said that this would need to go to City Council but she wanted to discuss it before it was on next month's agenda. She also shared that Bo had proposed a Variance to our Sign Ordinance but said that it would need to be presented at a later time so that there was adequate time to advertise. It should be noted that there was no public comment on the Site Plan for Harps Food Stores, Inc. Commissioner Penny made a motion to approve the Site Plan for Harps Food Stores, Inc. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the Site Plan.

A Site Plan for Eagle Bank at 14600 Hwy 107. Crafton Tull, Agent. Brad Peterson was present to discuss this request. Staff Comments: City Engineer, Ellen Norvell stated that she recommended for approval. City Planner, Dwight Pattison stated that he also recommended for approval. Mrs. Norvell stated that they wanted to remain in operation while they were under construction so they would be back next month for an approval of a temporary site plan for the facility they will use in the interim. Commissioner Penny made a motion to approve the Site Plan for Eagle Bank at 14600 Hwy 107. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the Site Plan.

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

ATTEST:

Stephanie Timaná, Secretary

Lucien Gillham, Chairman