

**Planning Commission  
Minutes  
January 12, 2016**

The City of Sherwood Planning Commission met for their regular scheduled meeting on January 12, 2016 at 5:00 p.m. at 2201 East Kiehl Avenue, Sherwood, Arkansas.

**Members Present**

Lucien Gillham – Chairman  
Forrest Penny  
Michele Phillips  
Albert Harris

**Staff Present**

Ellen Norvell – City Engineer  
Steve Cobb – City Attorney  
Candi Ussery – Secretary

Chairman Gillham called the meeting to order.

Commissioner Phillips made a motion to approve the minutes of the regular meeting on December 8, 2015. Commissioner Penny seconded the motion. The roll call vote was unanimous to approve the minutes.

**A Preliminary Plat for Lot AR, AMF Subdivision. Thomas Engineering Company, Agent.** Basil Shoptaw, representative for the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that the plat meets the City's minimum requirements. However, the City needs a Bill of Assurance, and the owner is requesting a waiver to the requirement of half-street improvements on Rixie Road with this request. Commissioner Penny made a motion to approve the request. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the request.

**A Preliminary Plat for Lot 10 Woodruff Creek. Thomas Engineering Company, Agent.** John Pownall, representative for the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that the preliminary plat meets the City's requirements. Commissioner Harris made a motion to approve the request. Commissioner

Phillips seconded the motion. The roll call vote was unanimous to approve the request.

**A Final Plat for Lot 1A Millers Crossroads. McClelland Consulting Engineers, Agent.** Dan Bernek, representative for the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that none of the required improvements have been constructed at this time. If the plat is approved a cash deposit or bond needs to be deposited with the City prior to the plat being recorded. Commissioner Penny made a motion to approve the request. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the request.

**A Preliminary Plat for Lots 4 and 5 Millers Crossroads. Butler Surveying, Agent.** Brooks McRae, the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that the preliminary plat meets the City's requirements. Commissioner Penny made a motion to approve the request. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the request.

**A Site Plan for Lot AR, AMF Subdivision. Thomas Engineering Company, Agent.** Basil Shoptaw, was present to discuss the request. City Engineer, Ellen Norvell stated that staff comments had been addressed and would recommend for approval. There were no comments from the audience. Commissioner Penny made a motion to approve the request. Commissioner Phillips seconded the motion. The roll call vote was unanimous to approve the request.

**A Site Plan for Lot 10 Woodruff Creek. Thomas Engineering Company, Agent.** John Pownall, representative for the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that staff comments had been addressed and would recommend for approval. There were no comments from the audience. Commissioner Harris made a motion to approve the request. Commissioner Penny seconded the motion. The roll call vote was unanimous to approve the request.

**A Site Plan for Lot 1A Millers Crossroads. McClelland Consulting Engineers, Agent.** Dan Bernek, representative for the developer of the property was present to discuss the request. City Engineer, Ellen Norvell stated that the site plan meets all City requirements, but re-stated that the

infrastructure improvements had not been constructed at this time. Therefore, if the site plan is approved, no permits shall be issued until the improvements are conditions are met for the recording of the final plat. There were no comments from the audience. Commissioner Phillips made a motion to approve the request. Commissioner Harris seconded the motion. The roll call vote was unanimous to approve the request.

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

ATTEST:

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Candi Ussery, Secretary

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Lucien Gillham, Chairman