

**Planning Commission
Minutes
January 10, 2012**

The City of Sherwood Planning Commission met for their regular scheduled meeting on January 10, 2012 at 7:00 p.m. at 2201 East Kiehl Avenue, Sherwood, Arkansas.

Members Present

Lucien Gillham – Interim Chairman
Forrest Penny
Rodney Freeman

Members Absent

Mike Berg
Albert Harris

Staff Present

Ellen Norvell – City Engineer
Dwight Pattison – City Planner
Steve Cobb – City Attorney
Ashley Taylor - Secretary

Chairman Gillham called the meeting to order.

Commissioner Penny made a motion to elect Commissioner Gillham as the interim chairman for the meeting. Commissioner Freeman seconded the motion. The roll call vote was unanimous to elect Commissioner Gillham to serve as interim chairman.

Commissioner Penny made a motion to approve the minutes of the December 13, 2011 meeting. Commissioner Freeman seconded the motion. The roll call vote was unanimous to approve the minutes.

A Preliminary Plat for 3400 E. Kiehl Avenue. CEI Engineering Associates, Agent. Mike Clotfelter was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell said Engineering Staff would recommend approval contingent upon the few items that were mentioned in the review being addressed. She said they have had correspondence with

them. She said the information is on other pages but needs to be put into the Preliminary Plat and we have been assured that it would be submitted. City Planner, Dwight Pattison said he concurs with the City Engineer's comments. Commissioner Penny made a motion to approve the Preliminary Plat for 3400 E. Kiehl Avenue. Commissioner Freeman seconded the motion. The roll call vote was unanimous to approve the Preliminary Plat.

A Zoning Request from C-1 to C-3 at 3400 E. Kiehl Avenue. CEI Engineering Associates, Agent. Mike Clotfelter was present to discuss the request. Staff Comments: City Engineer Norvell said Engineering Staff recommends for approval. She said it does follow our Master Land Use Plan for the area. City Planner, Dwight Pattison asked if there was a 6' privacy fence along the back for screening. Mr. Clotfelter said yes. City Planner Pattison said the proposal does meet the requirements for the Land Use Plan therefore Planning Staff recommends for approval. Commissioner Freeman made a motion to approve the zoning from C-1 to C-3 at 3400 E. Kiehl Avenue. Commissioner Penny seconded the motion. The roll call vote was unanimous to approve the zoning.

A Site Plan at 3400 E. Kiehl Avenue. CEI Engineering Associates, Agent. Mike Clotfelter was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell said all of her comments have been addressed and Planning Staff would recommend for approval. City Planner, Dwight Pattison said his comments have been addressed also. Chairman Gillham expressed concerns regarding the lighting of the development. He said they need to ensure that no light spills onto the apartment complex adjacent to the site. Mr. Clotfelter said that would not be a problem. Commissioner Penny made a motion to approve the Site Plan. Commissioner Freeman seconded the motion. The roll call vote was unanimous to approve the Site Plan.

A Site Plan for 14905 Highway 107. Bond Consulting Engineers, Agent. Mr. Bond was present to discuss the request. Staff Comments: City Engineer, Ellen Norvell said asked Mr. Bond if the boundary shown on the site plan is the platted lot. Mr. Bond said no. He said they would probably go ahead and re-plat it to show the parcel that they are developing. City Engineer Norvell said that was fine as long as the boundary shown on the Site Plan was the actual boundary so that setbacks would be clearly known. She said that there would need to be a final plat submitted before a building permit is issued. Mr. Bond said they would make the Site Plan a Final Plat. City Engineer Norvell asked Mr. Bond if he was planning on leaving the

existing vegetation to serve as a buffer to the residential area behind the site. Mr. Bond said they would leave it there. City Planner, Dwight Pattison said the Site Plan appears to meet the requirements therefore Planning Staff would recommend for approval. Commissioner Penny made a motion to approve the site plan at 14905 Highway 107. Commissioner Freeman seconded the motion. The roll call vote was unanimous to approve the site plan.

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

ATTEST:

Ashley Taylor, Secretary

Lucien Gillham, Interim Chairman