

# Sherwood Planning Commission Minutes

May 10<sup>th</sup>, 2022 – 5:00 p.m.  
2201 E. Kiehl Avenue, Sherwood, AR 72120  
Rob Middleton, Chairman

## Agenda Items

1. Call to Order
2. Roll Call
  - Middleton
  - Bruno
  - Gillham
  - Knight
  - Martin
3. Approval of April 12<sup>th</sup>, 2022 Meeting Minutes
  - Chairman stated that Item #6 stated that the Council voted unanimously to reject the mini-storage application for Wandering Ridge, that is incorrect. The vote was 7-1.
  - Martin made a motion to approve the April 12<sup>th</sup>, 2022 minutes as amended.
  - Gillham seconded.
  - Unanimous roll call vote to approve the April 12<sup>th</sup>, 2022 minutes as amended.
4. Approval of the Agenda
  - City Planner, Shelby Schmittou, stated that the applicant for Item #7, Preliminary Plat of 617 W. Kiehl has requested to defer to the June meeting.
  - Chairman declares the agenda set.
5. Preliminary Plat of Trammel Loop Addition, Phase 2. Thomas Engineering, Agent.
  - Ms. Schmittou stated that the applicant successfully addressed all planning and engineering comments. The Fire Marshal review states that regulatory requirements of fire hydrants be located every 500 feet. The draft Bill of Assurance was received and is in accordance with the requirements.
  - City Engineer, Richard Penn, asked if there are any specific questions about Stormwater. Staff is comfortable with the Drainage Analysis provided. Staff will be provided Construction plans that will be more detailed.
  - Chairman stated that there is floodplain located on a few lots. He asked, are there special requirements on those lots?
  - Mr. Penn stated that Final floor elevations will be added on the Final Plat side. Things can change in construction and will be added when required. The lots within the floodplain will be submitted to FEMA for a letter of map amendment and each lot will be noted.

- John Pownall, Thomas Engineering, will be submitting paperwork to FEMA and will obtain a letter stating they will no longer be in the floodplain.
  - Bruno made a motion to approve.
  - Martin seconded.
  - Unanimous roll call vote to approve the Preliminary Plat of Trammel Loop Addition, Phase 2.
6. Site Plan for 7517 Hwy 107. Thomas Engineering, Agent. [Public Hearing]
- Ms. Schmittou stated that the applicant has addressed all of Staff's comments.
  - Mr. Penn stated that the information is similar to the previous item, the difference is that this plan shows the drainage.
  - Chairman opened a Public Hearing.
  - There being no comments, Chairman closed the Public Hearing.
  - Bruno made a motion to approve.
  - Gillham seconded.
  - Unanimous roll call vote to approve the Site Plan for 7517 Hwy 107.
7. Preliminary Plat of 617 W. Kiehl Avenue. Crafton Tull, Agent.
- Item deferred to June Planning Commission Meeting.
8. Re-Plat of Lot 27R, Collins Subdivision. Thomas Engineering, Agent.
- Ms. Schmittou stated that the purpose of this replat is to clean up the boundary lines fronting Hwy 107. The setbacks shown are per the Zoning Code requirements for C-3 and the building will face Hwy 107. Staff sees no issues.
  - Chairman mentioned that the Certificate needs to be amended to state Chairman or Vice-Chairman.
  - Ms. Schmittou agreed that needs to be amended.
  - Chairman asked if the AHTD should be changed to ArDot.
  - Ms. Schmittou contacted the District 6 Engineer at ArDot and was told that when a property is platted, it should remain regardless of a name change by the agency.
  - Chairman asked about the rear yard setback requirements.
  - Ms. Schmittou explained that the plat has the correct setbacks on lot with dual frontage.
  - Chairman stated that there was reference to "Lots 27" instead of "Lot 27".
  - Martin made a motion to approve with 2 conditions.
  - Bruno seconded.
  - Unanimous roll call vote to approve the Re-Plat of Lot 27R, Collins Subdivision with 2 conditions.
9. Site Plan for 10000 Hwy 107 (Lot 27R, Collins Subdivision). Thomas Engineering, Agent. [Public Hearing]
- Ms. Schmittou stated that the applicant addressed all of Staff comments. Staff sees no issues.
  - Chairman opened a Public Hearing.

- There being no comments, Chairman closed the Public Hearing.
- Bruno made a motion to approve.
- Martin seconded.
- Unanimous roll call vote to approve the Site Plan for 10000 Hwy 107 (Lot 27R, Collins Subdivision).

10. Amending the Zoning Code with respect to Mini-Storages. [Public Hearing]

- Ms. Schmittou explained that due to some computer issues, the original changes did not reflect accuracy. She read through the proposed changes.
- Chairman opened a Public Hearing.
- There being no comments, Chairman closed the Public Hearing.
- Chairman made a mention of omitting Mini-warehouses in the Schedule of Uses, under Warehouses.
- Discussion was had regarding omitting mini-warehouses verses allowing it in I-1.
- Chairman reiterated the proposed changes; 1 – Delete “Conditional Use” in the C-3 zoning district column and the “Permitted Use” in the C-4 zoning district column and to add “Permitted” in the I-1” zoning district on the line “Mini-Storage” of the Schedule of Uses, 2 - Remove the wording “including mini-warehouses” from the Schedule of Uses, 3 – 14.05.07.B.2 is deleted and B.3 is renumbered to B.2, 4 – 14.10.03.F.3 is amended to delete the words “regardless of zone in which the mini-storage is located” and 5 – 14.10.03.F.5 is deleted in its entirety.
- Bruno made a motion to recommend the amendment to the City Council including 5 items listed by the Chairman.
- Martin seconded.
- Unanimous roll call vote to recommend the amendment to the City Council including 5 items listed by the Chairman.

11. Old Business

- Chairman stated that the Council rezoned 9900 Hwy 107 from R-1 to C-3.

12. New Business

- Jim von Tungeln –Zoning Code Revision Update
  - Mr. von Tungeln stated that he is still taking in comments on the Zoning Code. He brought up a few issues that are pressing around the state right now:
    1. Tiny homes, under 400 square feet, are being requested to be crates placed on concrete blocks with a garden hose for water. Now staff could approve a tiny home to be built in conformance with the building code.
    2. Conditional Use tend to be more prevalent and he’s willing to do a workshop.
    3. The Development Code in regard to the process from Preliminary to Final Plat.
    4. A zoning article about De-Regulation in conjunction with economic development.

- Chairman asked about the lack of comments on the Zoning Code and cleaning up the Code.
- Mr. von Tungeln stated that he discussed that last month and is still in the process of updating the document and will send out a clean version when it is completed.
- Martin has several grammatical and formatting corrections that he will send.
- Chairman stated that there are two issues to complete: Amending the Zoning Code and codifying the Subdivision Regulations.

13. Adjournment

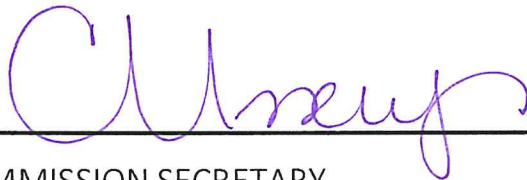
- Gillham made a motion to adjourn.
- Martin seconded the motion.
- Unanimous roll call vote to adjourn.

PASSED AND ADOPTED THIS 14<sup>th</sup> DAY OF June, 2022.



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PLANNING COMMISSION CHAIRMAN



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PLANNING COMMISSION SECRETARY