

Planning Commission
Board of Adjustment
December 3, 2024
6:00 p.m.

1. Open Meeting

The December 3, 2024, Pea Ridge Planning Commission meeting was called to order by, Chairperson Michael Wilhelm.

2. Roll Call

Roll Call was taken by Planning Director Jessica Grady.

Roll:

Chairperson Michael Wilhelm – Present

Vice Chairperson Dr. Karen Sherman – Present

Commissioner Carolyne Wendel – Present

Commissioner Juan Arriola – Present

Commissioner Shelia Wilkerson – Present

Commissioner Sean Rooney – Absent

Commissioner Adam Stokes - Present

(Additional attendees are listed on the sign-in sheet)

3. Review Minutes from November 5, 2024, Planning Commission Meeting.

Vice Chairperson Dr. Karen Sherman made a motion to approve the November 5, 2024, Planning Commission minutes as presented.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyne Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion passed unanimously.

4. Announcements

None

5. Public Hearing

Chairperson Michael Wilhelm opened the Public Hearing and welcomed public comments.

- Baioni Property Holdings LLC Rezone – R1 (Single Family Residential) to C2 (General Commercial); 123 W. Patton St.; Parcel # 13-00330-000

Clayton Duff with Crafton Tull, representative for Baioni Property Holdings LLC, stood to discuss the rezone request. They are requesting to rezone from R1 low density residential to C2 general commercial.

There were no public comments.

- Clark, Amber & Brian Rezone – R1 (Single Family Residential) to C1 (Neighborhood Commercial); 443 S. Curtis Ave.; Parcel # 13-00086-000

Amber and Brian Clark, owners, stood to discuss their rezone request. They are requesting to rezone their property from R1 low density residential to C1 neighborhood commercial.

There were no public comments.

- Master Plan updates – Comprehensive/Land Use, Master Street Plan, and Open/Parks Plan
Mike Seay, developer in the Pea Ridge community, asked what certain use classifications on the proposed Master Land Use plan meant. He also encouraged the Commissioners to consider the impact the changes would have developers.

Garver, Urban Planning Consultants, have been working with the city of Pea Ridge to update the Master Plans, stood to discuss the recent comments and changes that were made. Council member Jeff Neil was in attendance and stated, he feels the changes to the Master Land Use plan are more of what we were requesting. He would like to see further review be done.

No additional public comments were made.

Chairman Michael Wilhelm requested to move this item to the end of the agenda.

Master Plan updates were unanimously voted on to be moved to the end of the agenda items.

Chairperson Michael Wilhelm closed the Public Hearing and re-opened the Planning Commission meeting.

6. Old Business

None

7. New Business

- Baioni Property Holdings LLC Rezone – R1 (Single Family Residential) to C2 (General Commercial); 123 W. Patton St.; Parcel # 13-00330-000

Clayton Duff with Crafton Tull, representative for Baioni Property Holdings LLC, stood to discuss the rezone request. They are requesting to rezone from R1 low density residential to C2 general commercial.

Staff reported no comments were received.

Commissioner Carolyn Wendell motioned to recommend the rezone for Baioni Property Holdings LLC, located at 123 W. Patton St., from R1 to C2.

Commissioner Juan Arriola seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion to recommend was unanimously.

- Clark, Amber & Brian Rezone – R1 (Single Family Residential) to C1 (Neighborhood Commercial); 443 S. Curtis Ave.; Parcel # 13-00086-000

Amber and Brian Clark, owners, stood to discuss their rezone request. They are requesting to rezone their property from R1 low density residential to C1 neighborhood commercial.

Staff reported no comments were received.

Vice Chairperson Dr. Karen Sherman motioned to recommend the rezone for Amber and Brian Clark, located at 443 S. Curtis Ave., from R1 to C1.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion to recommend was unanimously.

- Flash Properties LLC Large-Scale Development – 10785 E. McNelly Rd.; Parcel #

13-00184-532

EDSA, representatives for the Flash Properties LLC, stood to discuss the Large-Scale Development project. They are requesting a fee-in-lieu of option for the sidewalk improvements and requesting to use a low impact hard surface option called NDS. Additional information can be found on page C5.01. It was also noted they are proposing to use native plants that are not listed in our Landscape Regulations. Robbie Bullis with MCE, Pea Ridge City Engineer, reported he has reviewed their proposed list of native plants, and they are noninvasive species. The complete list of native plants being used for the project can be found in their Landscape plan on page L1.00. He also reported there were no outstanding comments.

Vice Chairperson Dr. Karen Sherman motioned to approve the Flash Properties LLC Large-Scale Development to include the fee-in-lieu of (with the understanding if the city needs additional time to implement the sidewalk improvements the owners will grant the timeframe extension) and allow them to use the proposed low impact hard surface.

Commissioner Adam Stokes seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion passed unanimously.

- Concord Subdivision Final Plat – HWY 72/E. Pickens Rd.; Parcel # 13-00014-500
Braden Wise, with Bates and Associates, representative for Kinny Creek Development, stood to discuss the Concord Subdivision Final Plat request.

City Engineer, Robbie Bullis, with MCE, stated there were no outstanding comments.

Staff also reported there were no outstanding comments.

Vice Chairperson Dr. Karen Sherman motioned to recommend the Concord Subdivision Final Plat.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendel – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion to recommend was unanimously.

- Master Plan updates – Comprehensive/Land Use, Master Street Plan, and Open/Parks Plan
Master Parks and Open Space plan was presented by Planning Director Jessica Grady. This was made possible by the small cities initiative grant the city of Pea Ridge received from Urban Land Institute of Northwest Arkansas. EDSA, consultants for the Pea Ridge Parks and Open Space Master plan, worked with the city over the past six months to put together this proposed plan.

Staff reported there were no outstanding comments received following the closure of the online public survey.

The Commission discussed the proposed Parks and Open Space Master plan. There were no additional questions.

Chairperson Michael Wilhelm motioned to approve the Parks and Open Space Master plan as presented.

Commissioner Carolyn Wendell seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion to recommend was unanimously.

Future Land Use/Comprehensive Plan and the Master Street Plan

There were several comments and questions received. The Commissioner expressed concerns stating the proposed plans need an additional review.

Vice Chairperson Dr. Karen Sherman motioned to table the Future Land Use/Comprehensive Plan and Master Street Plan updates.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion to table was unanimously.

- 2025 Chair Elections

The 2025 Chairperson Election

Vice Chairperson Dr. Karen Sherman motioned to appoint Michael as the 2025 Chairperson.

Commissioner Shelia Wilkerson seconded the motion.

Votes:

Vice Chairperson Dr. Karen Sherman – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion passed unanimously.

The 2025 Vice Chairperson

Chairperson Michael Wilhelm motioned to appoint Dr. Karen Sherman as the 2025 Vice Chairperson.

Commissioner Juan Arriola seconded the motion.

Votes:

Chairperson Michael Wilhelm – Yes

Commissioner Carolyn Wendell – Yes

Commissioner Juan Arriola – Yes

Commissioner Shelia Wilkerson – Yes

Commissioner Adam Stokes - Yes

Motion passed unanimously.

8. Board of Adjustments

None

9. Adjourn

Vice Chairperson Dr. Karen Sherman motioned to adjourn.

Commissioner Carolyn Wendell seconded the motion.

All in favor. 6 - Yes

Motioned to adjourn was approved unanimously.

Respectfully submitted by:

Approved by:

Jessica Grady
Planning Director

Michael Wilhelm
Chairperson

