

REDFIELD BOARD OF ZONING ADJUSTMENT
AGENDA
January 22, 2026

Call to Order

Minutes: None

Old Business: None

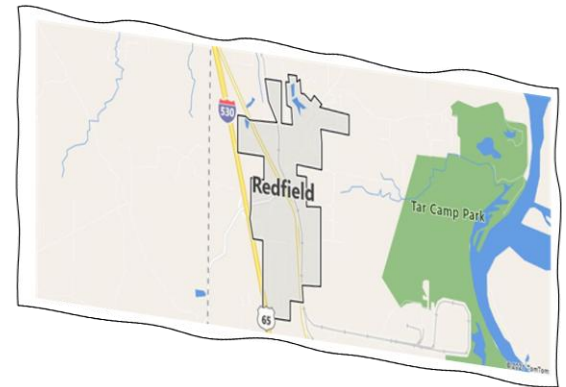
New Business:

1. Variance request by Gurpreet Singh to erect a sign closer the property line than allowed by ordinance. The property is zoned C-2, General Commercial and is located at 1001 Sheridan Road.

Additional Discussion

Comments

Adjournment



This application comes before the Board of Zoning Adjustment
RECOMMENDATION
TO THE
REDFIELD BOARD OF ZONING ADJUSTMENT

SUBJECT: Variance request by Gurpreet Singh build closer to the rear property line than allowed by ordinance. The property is located at 1001 Sheridan Road and is zoned C-2, General Commercial.

APPLICANT: Gurpreet Singh

ZONING AND LAND USES: C-2, General Commercial

ZONING:	North:	C-2, General Commercial	LAND USE:	North:	Trailer park
	South:	C-2, General Commercial		South:	Retail – Dollar General
	East:	C-2, General Commercial		East:	Trailer park
	West:	C-2, General Commercial		West:	Retail - Restaurant

REVIEW COMMENTS

Applicant requests Variance approval from the Board of Zoning Adjustment to Erect a sign closer to the property line than allowed by ordinance. The intent is to relocate the existing pole sign located within the current drive and parking access area to improve vehicle movement within the site's parking area. The city's sign ordinance adopted in 1998 requires that permits be issued for installation and placement of signs within the city. Section 7.60.02 (G) states, “ *All structural pylons and supports must be setback from the property line or right-of-way line a distance of at least one-fourth the required building setback of the zoned area or other distance as specified within this article whichever distance is greater. All structural pylons and supports must be setback a distance of five (5) feet from any easement.*”

This parcel is zoned C-2, General Commercial with a minimum building front setback of 45 feet and a minimum side yard building setback of 10 feet. Based on those requirements the minimum setbacks for a pylon (pole) sign would be:

Front = 11.25 feet
Side = 2.5 feet.

The drawing included in the application indicates a proposed front setback of 9 feet from the utility pole. No side setback is noted; however, from site visits and a previously supplied survey it does not appear that there is very much side setback

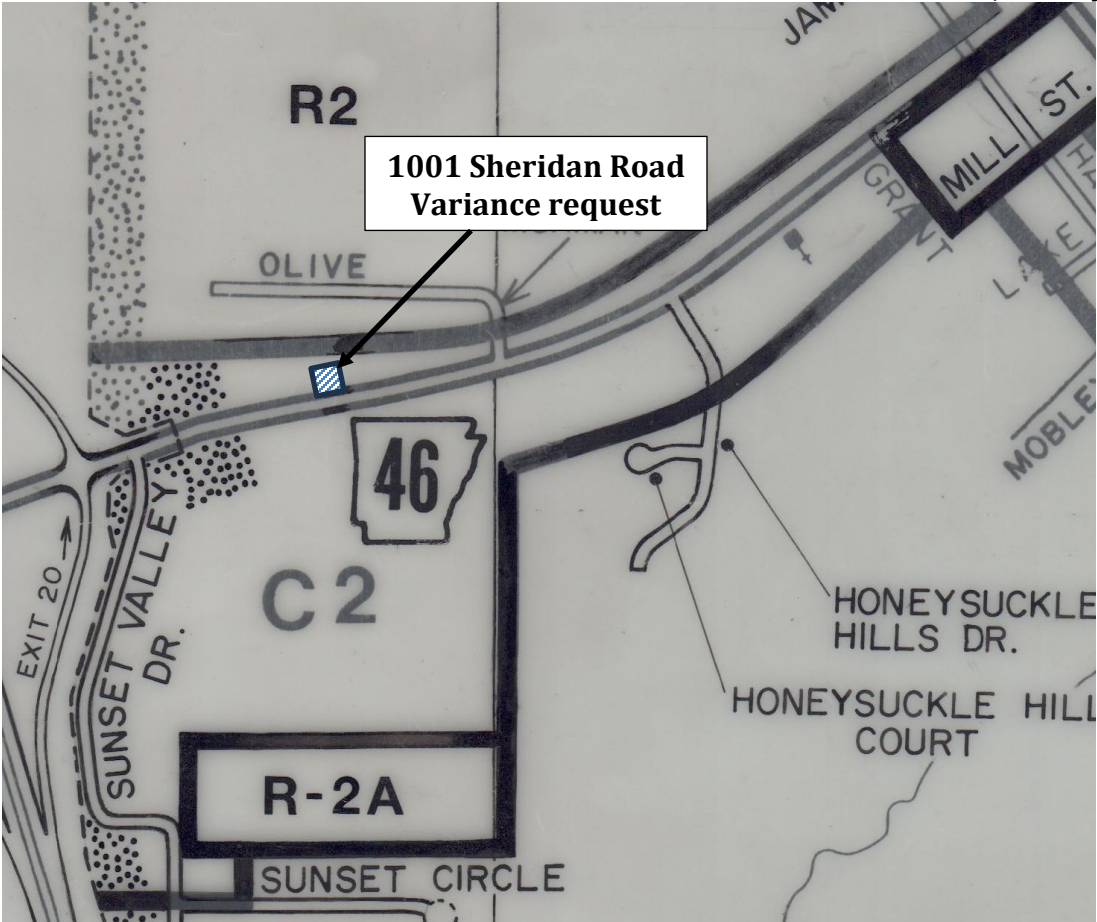
available. This is primarily due to the arrangement of the existing building and lot layout.

Most ordinances include a “Description and Intent” explanation at the beginning of a new section to clarify the reason for the provisions. No such description was included in this sign ordinance. Staff did find one provision within the ordinance that is consistent with most sign ordinances Description and Intent wording which states, “... signs must be located so that they do not obstruct the view of traffic from any intersection, street or driveway.”

Utilizing the attached survey and aerial shown on page 5 of this review it appears that at least 18 feet exists between the property line and the building walk path. The parking in this spot currently requires backing out onto Sheridan Road.

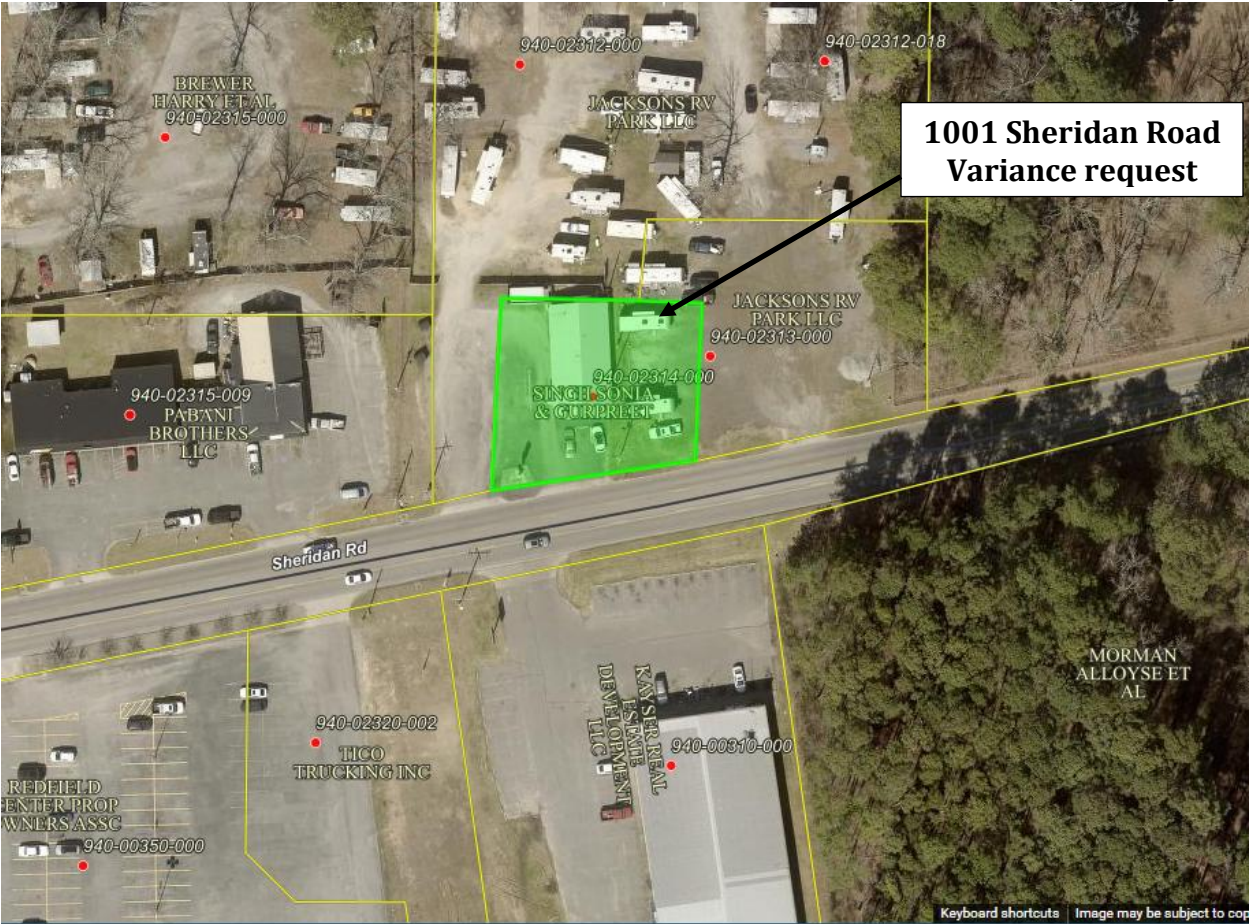
RECOMMENDATION

The Board at its July 2025 meeting already acknowledged the nonconformity of the existing building and site when approving an addition request for the applicant. Given the lack of a more detailed Description and Intent section and the general provision that visibility not be obstructed, staff could see the variance approval for the sign relocation with a minimum of at least 9 feet from the front property line as long as the bottom of the sign structure is at a minimum of 10 feet above grade similar to the existing sign and contained within the applicant’s property lines.



VARIANCE

AGENDA ITEM #1
1001 Sheridan Road
January 22nd, 2026









APPLICATION FOR A VARIANCE
CITY OF REDFIELD, ARKANSAS

DATE: 12/17, 2025

1. Applicant name Gurpreet Singh email: [REDACTED]
Primary Phone #: [REDACTED] Alternate #: [REDACTED]
Address [REDACTED]

If
Applicant is not the property owner, give name and address of owner:
9600 Cliffside Drive, Sherwood, AR-72120
Phone # [REDACTED]

2. Street address of property covered by the application: 1001 Sheridan Road,
Redfield, AR-72132
3. Legal description of property (attach additional pages as necessary and/or include professional survey)
and or parcel number:

Reason for the Variance request:

Relocate Liquor Sign

The
following items must accompany this application in order to be accepted by the City as a complete
application.

- a. Drawing, to scale, of the property requiring the Variance, showing all property dimensions and any existing and proposed structures and improvements on the property and their exact location on the parcel, including all paved surfaces and all easements, and indicating the location of the existing or proposed structure or improvement causing the need for the Variance.
- b. Property Summary sheet(s) for the property for which the Variance is being requested (subject property) that shows the recorded owner of the property. (The Summary Sheet(s) must be obtained from the Real Estate Division of the Jefferson County Assessor's Office, Jefferson County Courthouse, Baroque and Main Street, Pine Bluff, Arkansas.)
- c. Sectional Map sheet from Real Estate Division (see "b" above) that shows subject property and adjoining/surrounding properties by parcel number.
- d. Filing Fee (\$60.00)
- e. Proof that certified return receipt letters have been sent to all property owners owning property that adjoins the subject property, including those properties across the street(s) from the subject property. The property owners who are to be notified as owners shall be those property owners as recorded in the County Assessor's Office as owners. The letter shall state what the existing zoning classification is, what use is being proposed for the property, and the time and place where the public hearing will be held. An example letter that may be used for this purpose is attached, or you may prepare your own as long as the required information is included.

Gurpreet Singh
APPLICANT'S SIGNATURE

PROPERTY OWNER'S SIGNATURE
IF APPLICANT IS NOT THE OWNER

If issued, this permit does not in any way relieve the owner or any other person or persons in possession or control of the land or building or any part hereof, for the uses or purpose for which the land or building is designed or intended from complying with any lawful order issued with the object of maintaining the building or land in a safe or lawful condition, nor from complying with all other codes, ordinances, or regulations in force and effect with the City of Redfield, Arkansas.

CITY OF REDFIELD, ARKANSAS
VARIANCE APPLICATION PROCEDURE

- Individual property owners desiring a Variance to a specific zoning regulation on his/her property must submit a completed Application containing all the required information and supporting documentation thirty (30) days prior to the scheduled monthly meeting in order to be heard by the Board of Zoning Adjustment at its meeting the following month. A list of Meeting dates and filing deadline is available from the City Clerk.
- All Variance Applications must be submitted in their entirety to the City of Redfield, at 202 N. Brodie, Redfield, AR 72132. Applications may be mailed to the same address, however, it is the responsibility of the applicant to ensure that the application is received by the City on or prior to the date specified above including filing fee.
- A filing fee of \$60.00 is required at the time of Application submission. The filing fee must be paid at Redfield City Hall and the receipt attached to the application.

- All applications will be reviewed for completeness by the City. Incomplete applications will not be scheduled for the next month's Board of Zoning Adjustment meeting.
- Proof that certified return receipt letters have been sent to all property owners owning property that adjoins the subject property, including those properties across the street(s) from the subject property. The property owners who are to be notified as owners shall be those property owners as recorded in the County Assessor's Office as owners. The letter shall state what the existing zoning classification is, what use is being proposed for the property, and the time and place where the public hearing will be held. An example letter that may be used for this purpose is attached, or you may prepare your own as long as the required information is included.
- The City will hold a public hearing at City Hall, 202 N. Brodie, on the third (3rd) Thursday of the following month at 7:00 p.m., which is the regularly scheduled meeting of the Redfield Board of Zoning Adjustment, for the purpose of hearing any and all persons interested in the Variance request as set forth in the application. The applicant or his or her representative must be present at the public hearing to explain the request and answer any questions.
- Following the public hearing, the Board of Zoning Adjustment may approve the Variance request as presented or in a modified form and/or place conditions on the Variance request to insure that the request is compatible with the existing uses in the neighborhood and the intended uses listed in the Zoning Ordinance.
- Appeals of Variance decision of the Board of Zoning Adjustment shall be to a court of record within 30 days from the decision of the Board of Zoning Adjustment in accordance with Act 186 of 1957 General Assembly as amended.

Note: Property records may be searched at: www.acldata.com.

NOTICE OF NOTIFICATION

I/WE, Gurpreet Singh, PROPOSE TO
(Please print or type names(s) of applicant and owner)

(Summary of proposed use of property)

AT

(Property address or location)

WHICH IS ZONED

C2 General Commercial
(Insert current zoning classification of subject property)

THE REDFIELD PLANNING COMMISSION WILL MEET TO DISCUSS THIS

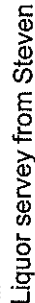
REQUEST ON 01/15/2026 AT 7:00 P.M.
(Date of Planning Commission Meeting) (Time)

AT REDFIELD CITY HALL, 202 N. BRODIE, REDFIELD, AR.

YOU ARE INVITED TO ATTEND THIS MEETING, AT WHICH YOU MAY OFFER
COMMENTS CONCERNING THE PROPOSED USE.

****THIS IS NOT A PETITION FOR APPROVAL OR DISAPPROVAL OF THE
PROPOSED REQUEST, BUT FOR NOTICE TO YOU AS AN ADJOINING
PROPERTY OWNER.**

12/5/25, 7:52 AM



nsas.

9' x 6' from
utility pole

new sign
is 2' x
6' from
water
meter

proposed new
sign

Pole -
4' deep

ch=all&permthid=thread-f:1850908643720490794&simpl=msg-f:1850908643720490794

From Redfield Sign Ordinance

- E. Variances Fee Two Hundred Dollars (\$200.00). No variances are allowed for prohibited signs of this ordinance. Request for sign variances shall be in writing and shall be submitted along with the sign application. Such request shall demonstrate that special conditions or circumstances exist that are not applicable to other lands, structures or buildings such that an interpretation of the ordinance would result in an undue hardship. The Board of Zoning Adjustment shall review the request to determine if the variance should be granted. If the Board of Zoning Adjustment denies the request, the applicant may appeal to Circuit Court. (Ord. No. 2010-9, Sec. 7.)