

Conway Planning Commission
STAFF REPORT

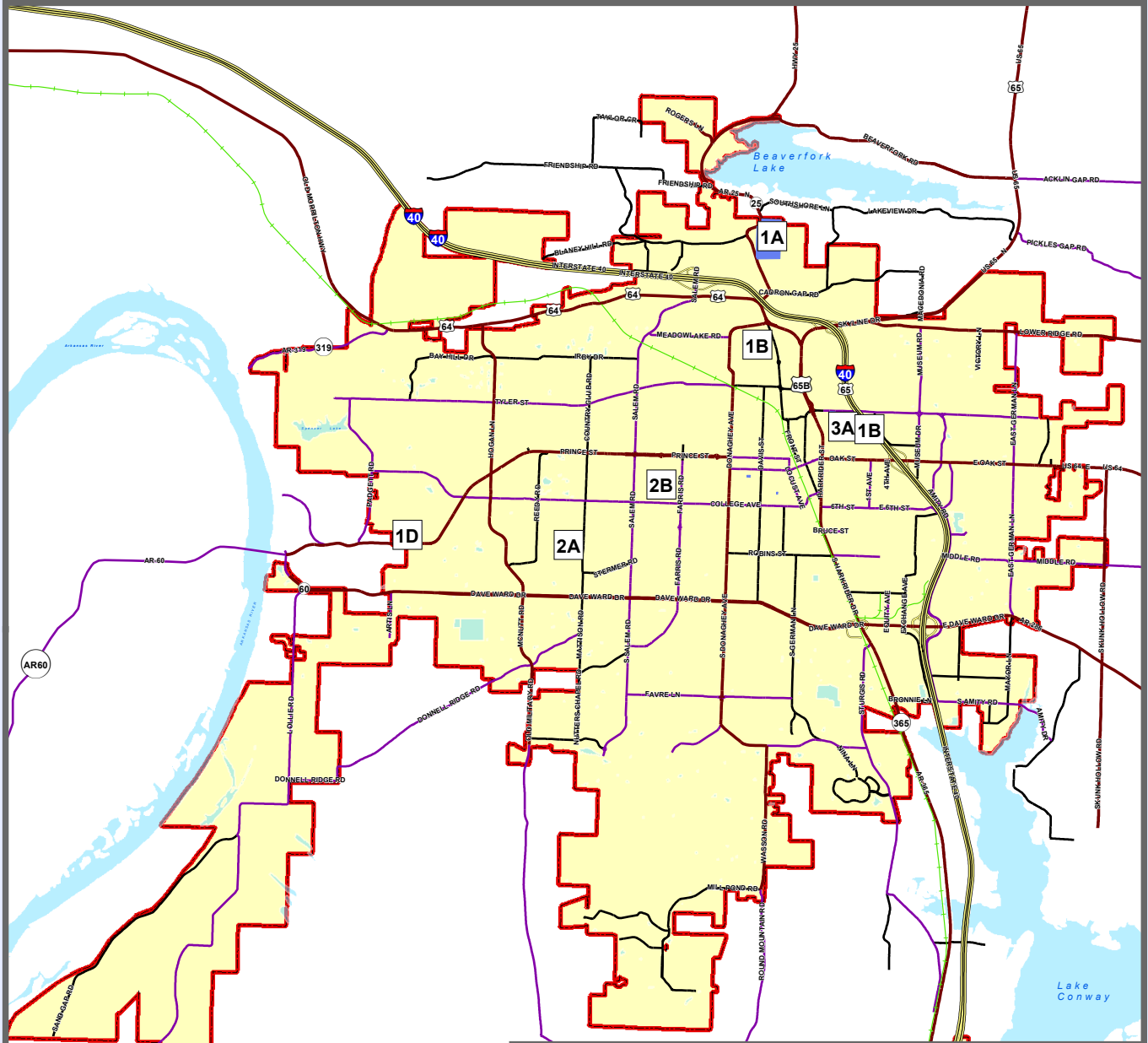
August 2015



7:00pm
Monday, August 17, 2015
810 Parkway Avenue

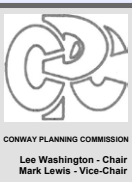
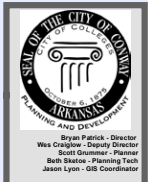
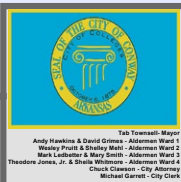
CITY OF CONWAY

AUGUST 2015 PLANNING COMMISSION ITEMS

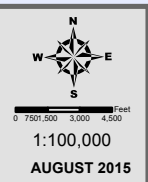


AUGUST 2015 AGENDA ITEMS:

- 1A. NORTH WOODS ESTATES -- PRELIMINARY SUB
- 1B. CAMBRIDGE VILLAGE SUB -- PRELIMINARY SUB
- 1C. COTTAGE COURT -- PRELIMINARY SUB
- 1D. CASTLEBERRY MEADOWS SUB -- VARIANCE REQUEST
- 2A. SPEARS -- CONDITIONAL USE
- 2B. ORION CAPITAL -- CONDITIONAL USE
- 3A. NEOCA AMENDMENT



<ul style="list-style-type: none"> INTERSTATE MAJOR ARTERIAL MINOR ARTERIAL COLLECTOR RESIDENTIAL PRIVATE ROAD INTERSTATE RAMP RAILROADS 	<ul style="list-style-type: none"> LOT LINE STREAMS LAKES & PONDS CITY LIMITS 	<p>Residential</p> <ul style="list-style-type: none"> R-1 R-2A R-2 HR SR <p>Commercial Office</p> <ul style="list-style-type: none"> C-1 C-2 C-3 C-4 	<p>Industrial</p> <ul style="list-style-type: none"> MF-1 MF-2 MF-3 RMH <p>Special</p> <ul style="list-style-type: none"> I-1 RU-1 I-3 SP S-1 A-1 PUD TJ
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CONTACT INFORMATION
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gis.cityofconway.org (UNDER DEVELOPMENT)
 E-MAIL: Jason.Lyon@CityOfConway.org

CONWAY, ARKANSAS PLANNING COMMISSION MEETING AGENDA

7:00 pm • Monday • August 17, 2015
District Court Building • 810 Parkway

SUBDIVISION COMMITTEE WILL MEET AT 6:00 PM
in the downstairs conference room at City Hall, 1201 Oak Street

Call to Order

Introduction & Chairperson Remarks

Minutes: July 20, 2015

1. **Subdivision and Replat (Subdivision Committee will review at 6:00 pm)**
 - A. North Woods Estates Preliminary Subdivision
 - B. Cambridge Village Preliminary Subdivision
 - C. Cottage Court Preliminary Subdivision
 - D. Castleberry Meadows Sidewalks in-lieu of Variance Request
2. **Annexation, Zoning and Conditional Use (Requires Public Hearing)**
 - A. Spears Conditional Use Permit Request
 - B. Orion Capital Partners Conditional Use Permit Request
3. **Discussion**
 - A. Amendment to the Northeast Old Conway Area Specific Plan
4. **Discussion**
 - A. Additional items as decided by the Planning Commission

Adjourn

Planning Staff Development Review/ Minor Subdivision Reports to the Planning Commission

The following items have been reviewed and approved by the Director of Planning and Development and are being reported to the Planning Commission as required by the Zoning and Subdivision Ordinances:

- A. **Development Reviews**
 - None
- B. **Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)**
 - Marty's Replat

The Conway Planning Commission makes recommendations to the City Council on public hearing items. The City Council will make a final decision on these items using the Planning Commission recommendations as a guide.

Items not approved by the Planning Commission may be appealed to the City Council within 30 days after Planning Commission denial. If an item is appealed to the City Council, a public notice sign will be placed on the property at least 7 days prior to the City Council meeting. A public notice will also be placed on the City's website: www.cityofconway.org.

Items reviewed at tonight's Planning Commission meeting may be considered by the City Council as early as August 25, 2015.

Planning Commissioners

Lee Washington, Chairman
Mark Lewis, Vice-Chairman
Marilyn Armstrong
Justin Brown
Matthew Brown

Stan Hobbs
Bryan Quinn
Jerry Rye
Wendy Shirar
Anne Tucker

Contact the Planning Commission by email at conwayplanning@gmail.com

1A NORTH WOODS ESTATES SUBDIVISION PRELIMINARY SUBDIVISION

NORTH WOODS ESTATES PHASES I & II PRELIMINARY SUBDIVISION

APPLICANT

Hawks Investments

STAFF REVIEW BY

Scott Grummer, City Planner
1201 Oak Street
Conway, AR 72032

SITE DATA

Location: Property to the east of AR Hwy 25, south of Southshore Lane, west of Vineyard Drive and north of Cypress Creek

Legal Description: On file

Site Area: 63.5 acres +/-

Current Zoning: A-1 (Agricultural) and R-1 (One-family Residential)

Existing Structures: None

Overlay: None

STAFF COMMENTS

This plat has a lack of street connectivity and other technical issues regarding street design; the angled entrance street connection to Highway 25 and required cul-de-sac diameters. The Commission may consider the subdivision as submitted or require a resubmit of the design for review at the September meeting.

STAFF RECOMMENDATIONS

The Planning Commission must consider items 35, 36, 38, 42, 44, 49, 64 and 65.

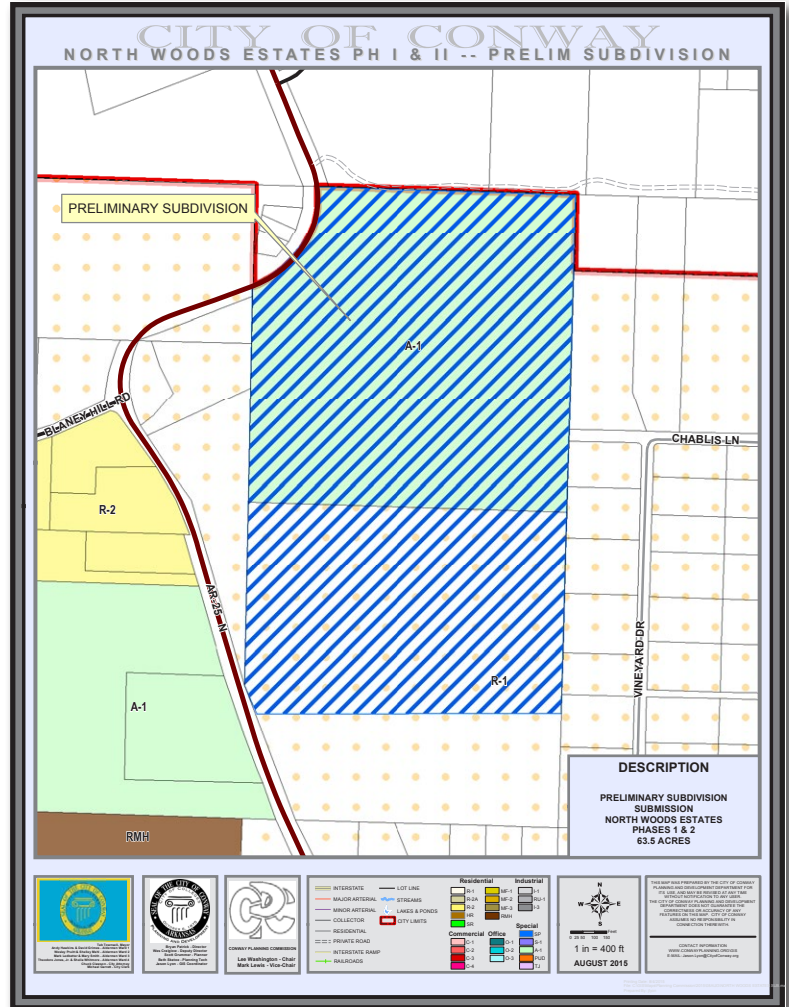
Planning Staff recommends approval of this subdivision subject to the amended punch list.

CONWAY CITY PLANNING DEPARTMENT REVIEW NORTH WOODS ESTATES PRELIMINARY PLAT SUBMITTED BY HAWKS INVESTMENTS

This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for preliminary plat approval.

BASIC INFORMATION NEEDED ON THE PLAT

1. A legal description of the property with exact boundary lines, bearings and distances is needed. *The Legal does not match the boundary measurements.*
2. If any portion of the land being subdivided is subject to flooding, the limit of such flooding shall be noted and the appropriate 100 year floodplain and/or floodway shall be identified. *Drainage Plans should be provided.*



3. The present zoning classification, if any, of the land to be subdivided/replatted and of the adjoining land contiguous to the boundary of the proposed subdivision/replat is needed.
4. Street names that are not similar to existing street names are needed for all proposed streets. *Consideration to change Sawyer Street to Chablis.*
5. Proposed easements are needed.
6. Land to be used for purposes other than residential must be shown. *Change Green Space Area to Drainage Easement.*
7. The source of water supply must be shown.
8. The method of disposal of waste water must be shown.
9. A phasing plan outlining the boundaries for each phase and the location of all CAGIS monuments for the subdivision is needed. A minimum of two CAGIS monuments shall be placed in each subdivision or subdivision phase exceeding ten (10) acres. For subdivisions of ten (10) acres or less in size, no new CAGIS monumentation is required. However, these smaller subdivisions must all be tied to CAGIS monumentation.

ADDITIONAL INFORMATION NEEDED, BUT NOT ON THE PLAT

10. Natural features within the proposed subdivision including drainage channels, bodies of water, wooded areas and other significant features are needed.

11. The direction of flow of all water courses entering the tract shall be indicated.
12. The direction of flow of all water courses leaving the tract shall be indicated.
13. The drainage area of all water courses above the points of entry shall be noted.
14. The downstream drainage channel and drainage structures substantially impacted by the subdivision/replat shall be shown.
15. Existing streets, buildings, water courses, railroads, culverts, utilities and easement on and adjacent to the tract are needed.
16. Where the method of disposal of waste water is other than connection to a public waste water system, detailed information shall accompany the plat.
17. State Health Department approval of any new water supply and/or sewage system, if the requirement of the subdivision is to be met by any other means than by connecting to the water supply or sewage system operated by the City of Conway and/or the Conway Corporation is needed.
18. Improvement plans for each new utility system are needed.
19. If the proposed subdivision/replat is a portion of a tract that is owned by the applicant, a preliminary master sketch plan for the entire tract must be submitted with the Preliminary Plat. The sketch plan must contain sufficient detail to allow the Planning Commission to determine general road alignments and lot configurations.
20. Improvement plans, including typical cross sections and centerline profiles for any new street system, are needed.
21. Improvement plans for any new drainage system, including location, size and construction of drainageways and structures and typical cross sections and centerline profiles are needed.
22. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
23. A draft of any Bill of Assurance proposed for the subdivision generally describing proposed covenants, restrictions and conditions applicable to the property included in the submitted plat is needed.
24. Where a subdivision/replat involves property other than entire lots that have already been through the subdivision process, copies of a deed or deeds dated on a date no less than ten years prior to the filing of the plat are needed to assure that no parcels less than five acres in area are being created through this platting.

GENERAL DESIGN REQUIREMENTS

25. The development plans shall include and identify a prepared and dedicated flowage path or floodway that will accommodate a one hundred (100) year frequency storm event across and through the development. The floodway shall be uniformly graded along the length of the floodway such that water will not pond or accumulate on the surface due to humps or depressions along the route. Computations for the quantity of storm water runoff, sizing of the floodway and elevation of the one hundred (100) year flood shall be prepared by a registered professional engineer and submitted to the City Engineer for review and approval. The computations shall be made using usual and accepted methods and procedures as approved by the City Engineer. A floodway will not be required where less than five (5) acres

of adjacent lands drains onto the developed property and the total drainage area is less than five (5) acres.

26. An easement of adequate width to accommodate the required floodway shall be provided on the plat. The easement shall clearly identify the easement as a "100-year Floodway". The plat shall have a note that reads as follows: "No structures, fill or obstructions shall be placed in the 100 year Floodway easement. No reshaping of the surface within the 100 year Floodway easement shall be made without the approval of the City Engineer. No fences shall be in the floodway easement."
27. Minimum floor elevations shall be placed on the plat for all lots less than three (3) feet above the computed one hundred (100) year flood elevation. The minimum finished flood elevation shall be established at one (1) foot above the computed one hundred (100) year flood elevation.
28. Storm water detention or another storm water flow reduction measures shall be provided where existing downstream subdivisions or developments have storm drainage systems with a capacity of less than a ten (10) year frequency storm. The requirement does not apply to the inadequate natural streams or creeks flowing through undeveloped areas. The storm water detention facilities shall be designed to provide a holding area such that storm water runoff can be accumulated and released through at an outlet structure. The required storage volume and outlet structure shall be sized to release the storm water at a rate that does not exceed the capacity of the downstream storm drainage system or a computed runoff rate equal to that of the pre-development conditions of the proposed development, whichever is the greater. The detention facilities shall be based on a twenty-five (25) year frequency storm event. Computations for the sizing of the detention facilities and outlet structure shall be prepared by a registered professional engineer and submitted to the City Engineer for review and approval. The computations shall be made using usual and accepted methods and procedures as approved by the City Engineer.
29. Detention basins may be either wet basins having a permanent pool of water for aesthetic purposes or a dry basin that retains no water other than that required during the storm event. A dry basin shall be graded and shaped to provide for the positive drainage of surface water from all portions of the basin. A concrete paved channel may be required from the inlet pipe to the outlet pipe to provide a maintainable bottom area.
30. An easement shall be placed around the high water limits of the detention area.

ACCESS DESIGN REQUIREMENTS

31. Every subdivision or replat shall be served by a publicly dedicated street system that meets the access requirements of the Subdivision Ordinance. Additional Access is needed for Phase I or Variance Request should be submitted.

STREET DESIGN REQUIREMENTS

32. The maximum grades of all streets must conform to the Master Street Plan and the requirements of Table 1, Street Classification & Design Standards, City of Conway in the Subdivision Ordinance.

33. Variances for grades up to 12% for residential and 15% for minor residential require approval by the Fire Chief and Planning Commission.
34. The rights-of-way of all streets must conform to the Master Street Plan and the requirements of Table 1, Street Classification & Design Standards, City of Conway in the Subdivision Ordinance. *Additional ROW will not be required for HWY 25.*
35. *The proposed street layout should be integrated with the street system in the adjoining subdivisions. Sawyer Lane should be extended to connect with Chablis Drive right of way in Falconcrest Subdivision. The Planning Commission must approve this lack of connectivity or the condition must be corrected.*
36. Proposed through streets shall be extended to the boundary lines of the tract to be subdivided/replatted unless the Planning Commission has determined that such extension is not necessary or desirable for the coordination of the layout of the subdivision/replat with existing and adjoining parcels. *Sawyer Lane should be extended to connect with Chablis Drive right of way in Falconcrest Subdivision. The Planning Commission must approve this lack of connectivity or the condition must be corrected.*
37. A subdivider may not retain a parcel of land lying between a newly created boundary street and a former property line, the purpose of which would be to deny access by abutting owners.
38. Proper access in the form of stub streets or temporary deadend streets shall be provided to adjacent unplatted property unless, in the judgment of the Planning Commission, topographic conditions or physical constraints preclude reasonable provision of such access or alternate routes are or will be available in the future. *Sawyer Lane should be extended to connect with Chablis Drive right of way in Falcon Crest Subdivision. The cul-de-sac at Lot 3 Phase II should be designed to allow connectivity to the north. The Planning Commission must approve this lack of connectivity or the condition must be corrected.*
39. Cul-de-sac streets tend to reduce the number of connections and choices available for people traveling by automobile and increase congestion on other streets. Where cul-de-sacs are utilized, pedestrian and bicycle pathways to allow linkages with like abutting properties and the street system may be provided. Construction standards for the pedestrian and bicycle pathways shall be the same as for sidewalks. For instance, pathways could be provided linking the backs of lots fronting on the termination of cul-de-sacs and providing access to sidewalks along through streets.
40. Cul-de-sac streets or courts designed to have one end permanently closed or streets or street loops with a single access shall have a distance no greater than 650 feet from the point of access to the nearest point of the furthest lot with the distance measured along the shortest route within the street right-of-way. Exceptions: 1. A street may be 1120 feet in length with a right-of-way of 60 feet in width and with a paved width from back of curb to back of curb of 40 feet if it meets all other cul-de-sac requirements. 2. A residential street may be 1120 feet in length with 50 feet of right-of-way and 27 feet of paved width from back of curb to back of curb if all lots provide no less than 90 feet of width at the building line per dwelling unit and it meets all other cul-de-sac requirements.
41. Any cul-de-sac over 750 feet in length must have fire department approval.
42. A street that does not extend to the boundary of a subdivision shall be no closer than 50 feet to that boundary. *Lot 3, Phase II Cul-De-Sac should connect to property to the North. The Planning Commission must approve this lack of connectivity or the condition must be corrected.*
43. Cul-de-sac turnarounds shall have a right-of-way diameter of 120 feet and a pavement diameter of 96 feet. Measurements assume back of curb to back of curb for a roll curb. Cul-de-sacs are shown with a 100 foot right of way. These cul-de-sacs should be enlarged to a 120 foot ROW diameter to meet fire code.
44. Street intersections shall be laid out as nearly at right angles as possible. No intersection shall be at an angle of less than seventy-five (75) degrees. Where residential streets intersect with other residential, collector or arterial streets, the curb radii at the intersection shall not be less than twenty-five (25) twenty-eight (28) feet. *Connection to Hwy 25 on the South should be corrected. The Planning Commission must approve this street intersection angle and radius or the condition must be corrected.*

EASEMENT DESIGN REQUIREMENTS

45. Easements across lots or centered on rear or side lot lines shall be provided for utilities and shall be at least 10 feet in width.
46. Easements shall be provided for utilities where a subdivision is traversed by a water course, drainageway, channel or stream, or there shall be provided a storm water easement conforming substantially with the lines of the water course and shall be adequate for such intended purpose.
47. Utility easements as required by Conway Corporation are needed.
48. Drainage easements as required by the City Engineer are needed.
49. Where possible, pedestrian trail and pathway systems shall link open space corridors through major utility, drainage and other easements and another easement for the pathways shall be established within that easement. *If the lack of connection from Sawyer Lane to Chablis Drive is approved, a Pedestrian Pathway easement is needed and should be constructed from Sawyer Lane to Chablis Drive connecting Falcon Crest Subdivision to the East. The Planning Commission must approve this lack of connectivity or the condition must be corrected.*

LOT DESIGN REQUIREMENTS

50. Every lot must slope to a street or to a drainage easement.

UTILITY DESIGN REQUIREMENTS

51. All subdivisions containing more than four lots within the corporate limits shall be provided with a water supply and distribution system approved by the Conway Corporation and meeting the requirements of the State Health Department.
52. Fire hydrants must be placed so that the furthest point of a lot in a residential subdivision is no more than 600 feet from the hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.

53. Minimum clearance of twenty-six (26) feet must be provided around a fire hydrant.
54. Where a public sanitary sewer is within 300 feet of any point of a subdivision, the subdivider shall install a system of sewer lines and provide connection to each lot.
55. Where a public sanitary sewer is not readily accessible, an alternative method of sewage disposal for each lot or a community sewage disposal system may be used when in compliance with the standards of the Health Department and the Subdivision Ordinance.
56. If a sanitary sewage treatment system or septic tank system is to be installed, plans for such system shall be approved by the State Department of Health and the Conway Corporation prior to approval of the Final Plat by the Planning Commission.

SIDEWALK DESIGN REQUIREMENTS

57. Sidewalks are required along both sides of all streets within all zoning districts within Conway city limits and within the Conway Territorial Jurisdiction.
58. All sidewalks shall be handicapped accessible to public streets at street corners and at designated mid-block public service drives/alleyways. Sidewalks shall meet American Disability Act Standards.
59. Sidewalks Along Residential Streets: Sidewalks along streets with residential lots shall be constructed by the homeowner/builder. The sidewalk shall be installed prior to the final inspection and issuance of a certificate of occupancy.
60. Sidewalks along streets on unbuildable, green space, and other permanently vacant lots will be the responsibility of the developer.
61. When a developer creates double frontage lots with one side along a street classified as a collector or above, the developer shall construct sidewalks along the collector or greater street frontage.
62. Any developer required sidewalk shall be constructed concurrently with other subdivision infrastructure. Such construction shall be completed or assurance for construction shall be required along with other infrastructure improvements prior to filing of the final plat.
63. All sidewalk construction location, and responsibility for construction shall be clearly identified on the final plat. Detailed sidewalk construction drawings coordinating sidewalks with other street/lot/easement infrastructure shall be shown on or included with the final plat.
64. *The property owner/developer may request a waiver from the required sidewalk construction. The Planning Commission should grant this money in-lieu of sidewalk construction only in extreme circumstances. The Planning Commission shall review the following factors to determine whether or not to grant this waiver:*
 - A. Pedestrian traffic generators such as parks and schools in the area.
 - B. The existence of a sidewalk network in the area.
 - C. The density of current and future development in the area.
 - D. The amount of pedestrian traffic likely to be generated by the proposed development.
 - E. Whether the terrain is such that a sidewalk is physically practical and feasible, and the extent to which trees, ground cover, and natural areas would be adversely impacted by the construction of the sidewalk.
- F. The design of the subdivision such that utilities, the location of structures, rights-of-way, easements, etc., create conditions making sidewalks impractical
- G. The overall need for a sidewalk to be constructed on the lot.
65. *If a waiver is granted, the developer shall contribute an amount of money in lieu of construction equal to \$15 per linear foot of the required sidewalk. This in-lieu fee shall be subject to a maximum fee equivalent to one hundred twenty five (125) feet per street frontage. This maximum in-lieu fee will be retroactive to subdivisions filed after January 1, 2008.*
66. This money shall be deposited into a general sidewalk fund to be used solely for the addition of new sidewalks and maintenance of the existing sidewalk network. The dispersal of money from this sidewalk fund shall be at the discretion of the Conway City Council. Contributions to this fund are to be expended within two (2) years to serve a sidewalk project. This in-lieu fee shall be reviewed by the City Council at least every five (5) years. The Planning commission may also grant a waiver to construct an internal pedestrian trail system in lieu of the required sidewalks. The pedestrian trail right-of-way shall be clearly noted on the final plat. Specifications for the right-of-way width, trail pavement, and other specifications shall be determined by the City Engineer and Director of Planning and Development.
67. A developer may appeal the sidewalk construction requirement/in-lieu fee to the City Council. The City Council shall use the above waiver factors to determine if an exception may be made. If the Council makes an exception, the developer shall construct an equivalent amount of sidewalk in a location designated by the City Council.
68. Aside from the required sidewalks along collectors and arterials, an, internalized pedestrian circulation system in the form of pathways, either along streets or not, may be constructed within subdivisions upon the request of the applicant and the approval of the Planning Commission. The system may be allowed to deviate from the construction requirements set out otherwise in this section, as long as the minion dimensional requirements are met.
69. Sidewalks are to be constructed as required within the Conway city limits and within the Conway Territorial Jurisdiction. Subdivisions developed with open ditch design standards as addressed in Table 2, "Street Classifications and Design Standards", are also required to construct sidewalks.
70. Sidewalks must be a minimum of five feet wide and located within the public right-of-way, with the edge closest to the street located five and one-half feet from the back of the curb. Sidewalks are not required to be constructed in a straight line, if such straight line construction would damage trees, or if an aesthetic effect is desired and the Planning Commission approves.
71. Sidewalk elevation. The sidewalk elevation shall be two (2) percent above the top of the curb, sloping two percent towards the curb (one-fourth inch in each foot). This elevation shall be continuous through the driveway approach.

1A NORTH WOODS ESTATES SUBDIVISION PRELIMINARY SUBDIVISION

- 72. Driveway approach. The area remaining between the sidewalk and the flow-line of the gutter, called the approach to the driveway, shall slope up to the elevation of the sidewalk.
- 73. Garage Elevation. The elevation the garage or carport will need to be established to allow for the transition of the driveway from the street curb to the sidewalk, and from the sidewalk to the garage without adversely affecting the required 2% cross-slope of the sidewalk.
- 74. Sidewalks shall link sidewalks of adjoining lots so as to provide a continuous "ribbon" of pedestrian access throughout the community.
- 75. If, during the construction of a building or any other improvements upon a lot or by any other actions, the sidewalk(s) are damaged, the party responsible for the construction or other actions shall repair the sidewalk(s) to the satisfaction of the City.

OTHER REQUIREMENTS

- 76. In addition to the requirements established herein, all subdivision plats shall comply with all other applicable rules, regulations and laws including but not limited to the Growth Plan (Comprehensive Plan), the Conway Zoning Ordinance,

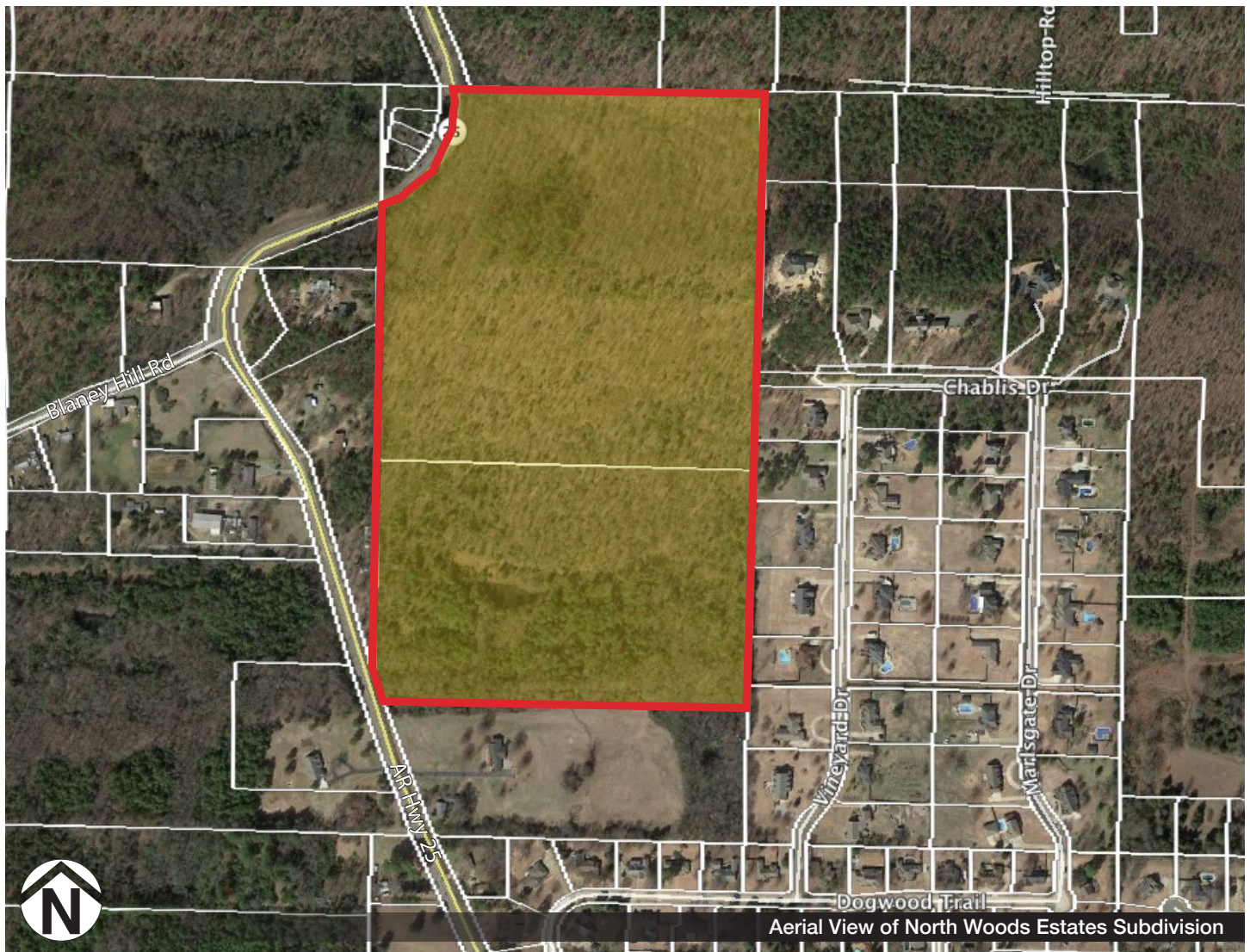
building and housing codes, and any other regulations adopted by the City Council and any regulations or special requirements of the State Health Department, State Highway & Transportation Department, or other appropriate State agencies.

AUTHORIZATION TO PROCEED

- 77. Receipt of an approved or conditionally approved copy of the Preliminary Plat, together with an approved copy of the Improvements Plan shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat, the installation of improvements, and the staking out of lots and blocks. The developer, after conditional approval of the Preliminary Plat, shall complete all improvements required under this regulation.

EXPIRATION OF PLAT

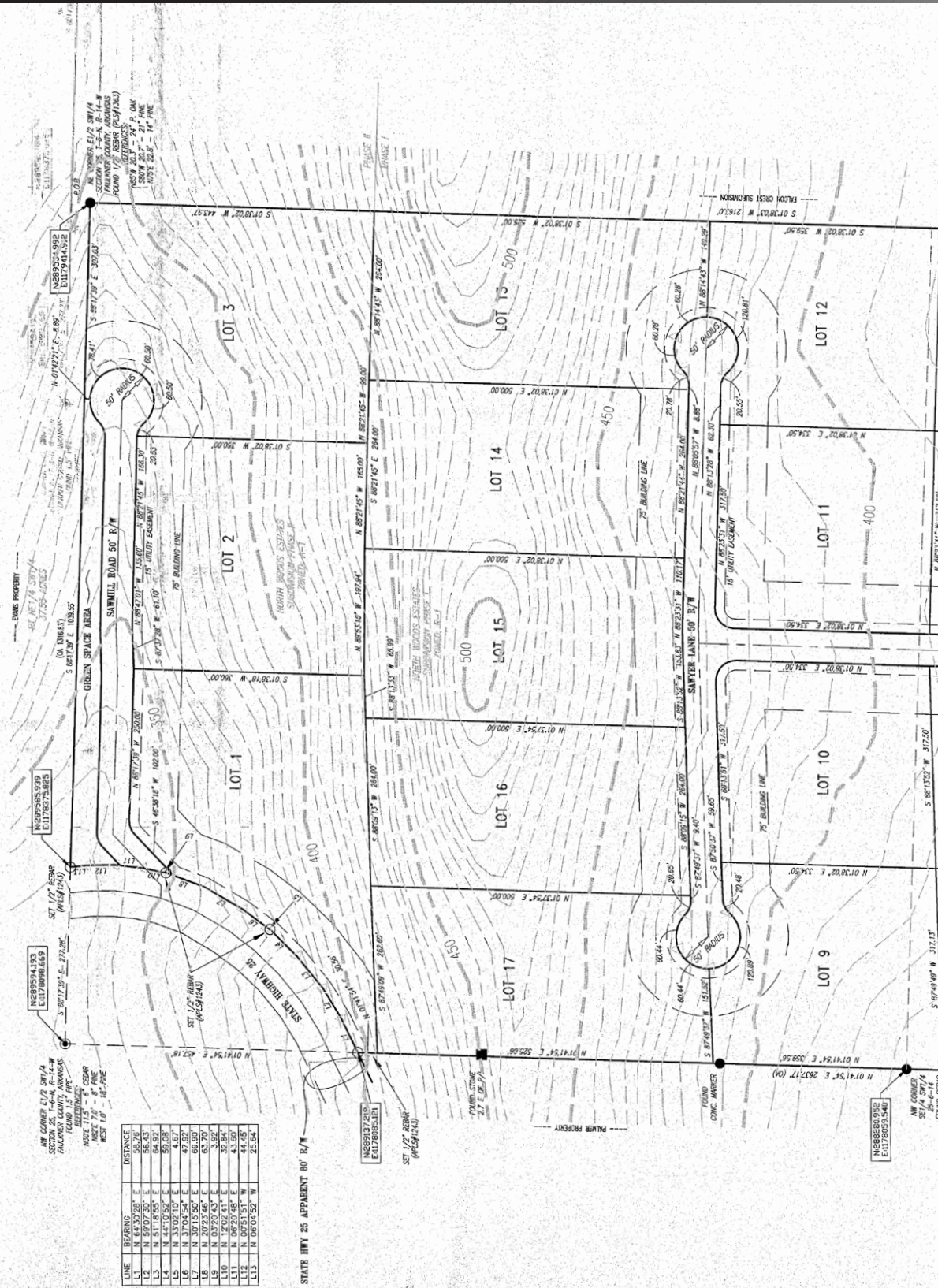
- 78. Plats will expire at the end of one year from acceptance of the Preliminary Plat unless an extension is requested and granted by the Planning Commission. The (North Woods Estates) will expire on 07/30/2016.



Preliminary Plat

NORTH WOODS ESTATES

Contours based on Conway & Greenbrier
Quad Maps



1B CAMBRIDGE VILLAGE PRELIMINARY SUBDIVISION

CAMBRIDGE VILLAGE PRELIMINARY SUBDIVISION REPLAT OF LOT 7B NORTH MARKET PLAZA

APPLICANT

Central Arkansas Professional Surveying
1201 Front Street
Conway, AR 72032

DEVELOPERS

Watson Family Properties, LLC

STAFF REVIEW BY

Scott Grummer, City Planner
1201 Oak Street
Conway, AR 72032

SITE DATA

Location: 1975 Ott Memorial Boulevard

Legal Description: On file

Site Area: 1.38 acres +/-

Current Zoning: Part of the North Market Plaza PUD

Existing Structures: None

Overlay: None

STAFF COMMENTS

This plat will create 1 commercial lot and 19 “attached single-family” town home fee simple lots. The townhouses would share common walls but the underlying land and homes would be sold as individual units. This type of residential design was approved as part of this PUD, North Market Plaza, in 2007.

STAFF RECOMMENDATIONS

The Planning Commission must consider items 14, 15, 16, and 17.

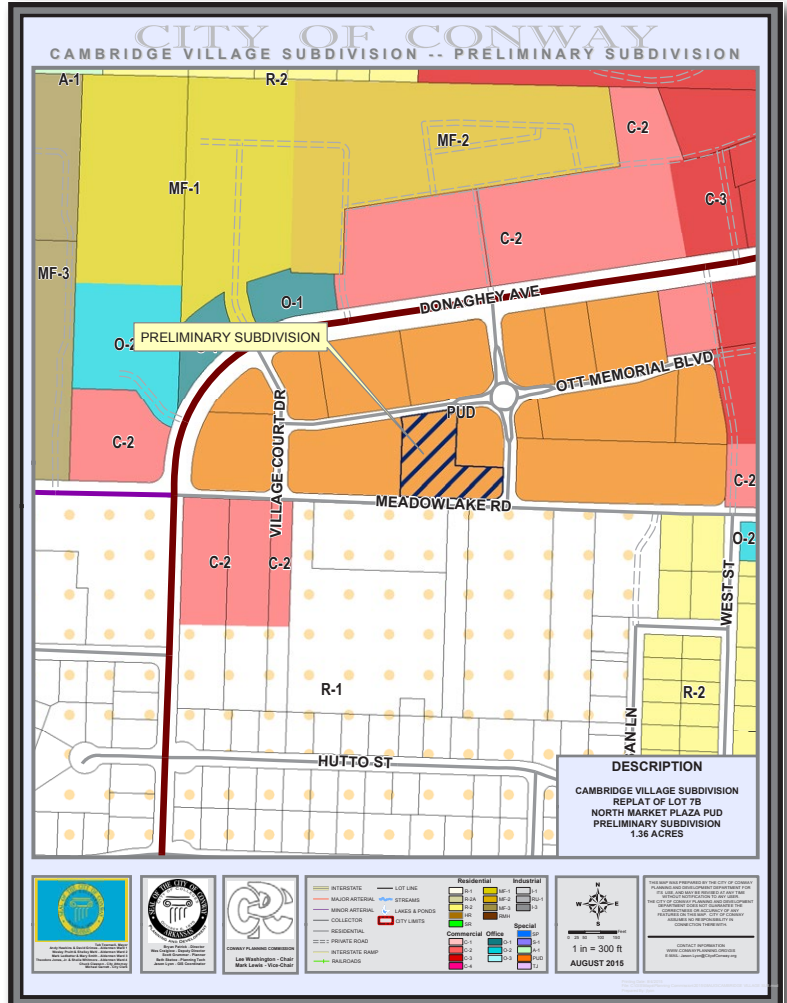
Planning Staff recommends approval of this subdivision subject to the amended punch list.

CONWAY CITY PLANNING DEPARTMENT REVIEW CAMBRIDGE VILLAGE PRELIMINARY REPLAT OF LOT 7B NORTH MARKET PLAZA SUBMITTED BY: CITY OF CONWAY JULY 30, 2015

This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for preliminary plat approval.

ADDITIONAL INFORMATION NEEDED, BUT NOT ON THE PLAT

1. Contour intervals of the property of not more than two feet where the overall average slope is less than 4% grade and not more than five feet where the slope is greater than 4% are needed.



2. The direction of flow of all water courses entering the tract shall be indicated.
3. The direction of flow of all water courses leaving the tract shall be indicated.
4. The drainage area of all water courses above the points of entry shall be noted.
5. The downstream drainage channel and drainage structures substantially impacted by the subdivision/replat shall be shown.
6. Improvement plans for each new utility system are needed.
7. Improvement plans, including typical cross sections and centerline profiles for any new street system, are needed.
8. Improvement plans for any new drainage system, including location, size and construction of drainage ways and structures and typical cross sections and centerline profiles are needed.
9. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
10. A draft of any Bill of Assurance proposed for the subdivision generally describing proposed covenants, restrictions and conditions applicable to the property included in the submitted plat is needed.

STREET DESIGN REQUIREMENTS

11. In the case of temporary dead end streets, less than 150 feet in length, which are stub streets designed to provide future connections with unsubdivided adjacent areas, the Planning Commission may require a temporary easement for a turnaround.

EASEMENT DESIGN REQUIREMENTS

12. Utility easements as required by Conway Corporation are needed.
13. Drainage easements as required by the City Engineer are needed.

LOT DESIGN REQUIREMENTS

14. A minimum lot size of approximately .05 acre in area shall be allowed as per the intent of the PUD Final Development Plan. *The Planning Commission must approve this lot area or the condition must be corrected.*
15. A minimum lot depth of approximately 88 feet shall be allowed as per the intent of the PUD Final Development Plan. *The Planning Commission must approve this lot depth or the condition must be corrected.*
16. A minimum lot width of approximately 23 feet shall be allowed as per the intent of the PUD Final Development Plan. *The Planning Commission must approve this lot width or the condition must be corrected.*
17. The minimum building setback (building line) shall be no less than 20 feet from the Meadowlake Road right-of-way. This is a 5 foot reduction from the original PUD Final Development Plan. All other setbacks shall be 0 feet with the exception of the 25 foot setback along North Market Plaza Drive. *The Planning Commission must approve these setbacks or the condition must be corrected.*

OTHER REQUIREMENTS

18. In addition to the requirements established herein, all subdivision plats shall comply with all other applicable rules, regulations and laws including but not limited to the Growth Plan (Comprehensive Plan), the Conway Zoning Ordinance, building and housing codes, and any other regulations adopted by the City Council and any regulations or special requirements of the State Health Department, State Highway & Transportation Department, or other appropriate State agencies.

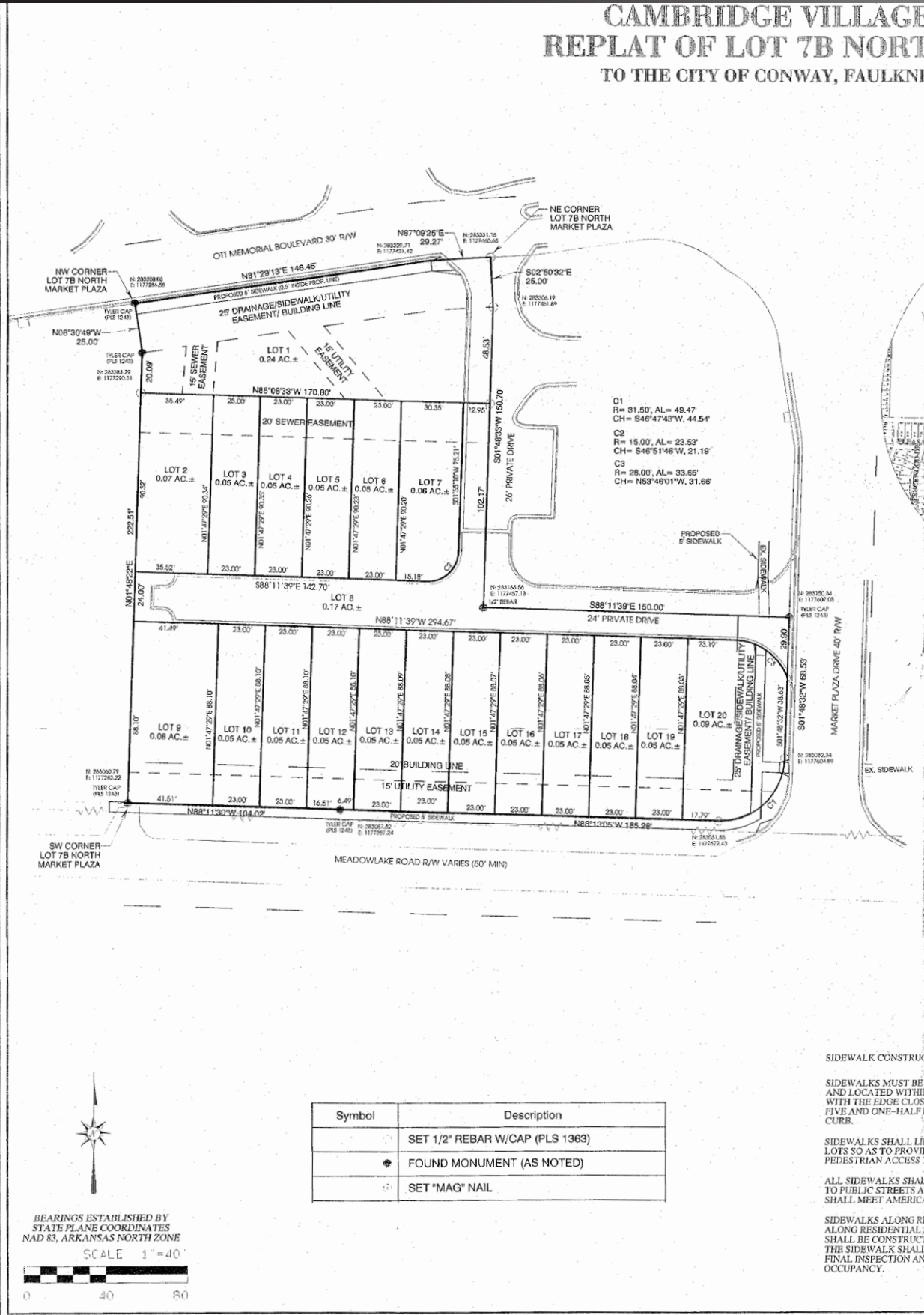
AUTHORIZATION TO PROCEED

19. Receipt of an approved or conditionally approved copy of the Preliminary Plat, together with an approved copy of the Improvements Plan shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat, the installation of improvements, and the staking out of lots and blocks. The developer, after conditional approval of the Preliminary Plat, shall complete all improvements required under this regulation.

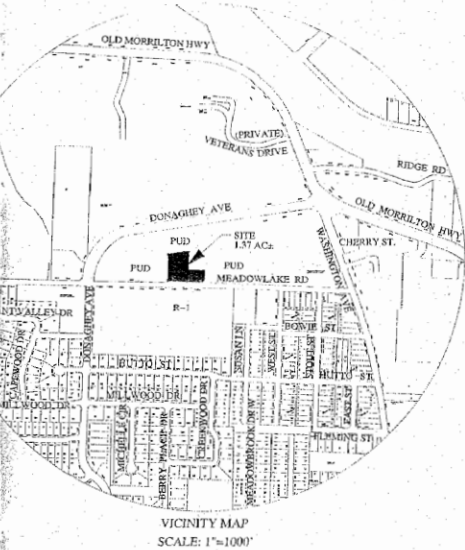
EXPIRATION OF PLAT

20. Plats will expire at the end of one year from acceptance of the Preliminary Plat unless an extension is requested and granted by the Planning Commission. The Cambridge Village Replat will expire on 07/30/16.

CAMBRIDGE VILLAGE
REPLAT OF LOT 7B NORTH
TO THE CITY OF CONWAY, FAULKNER COUNTY, ARKANSAS



**THE SUBDIVISION
NORTH MARKET PLAZA
FAULKNER COUNTY, ARKANSAS**



**OWNER:
SUBDIVIDER:**

WATSON FAMILY PROPERTIES, LLC

700 PADGETT RD
ADDRESS
CONWAY, AR 72034

SURVEYOR:

ROBERT FRENCH

1000 FRONT ST.
ADDRESS
CONWAY, ARKANSAS 72032

CERTIFICATE OF PRELIMINARY SURVEYING ACCURACY

I, ROBERT D. FRENCH, HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS A BOUNDARY SURVEY MADE BY ME AND ALL MONUMENTS SHOWN HEREON ACTUALLY EXIST AND THEIR LOCATION, TYPE, AND MATERIAL ARE CORRECTLY SHOWN.

DATE OF EXECUTION: _____

SIGNED: _____
REGISTERED LAND SURVEYOR
NO. 1363
STATE OF ARKANSAS

STATE OF ARKANSAS
REGISTRATION No. 1363

CERTIFICATE OF PRELIMINARY PLAT APPROVAL

THIS PLAT HAS BEEN GIVEN PRELIMINARY PLAT APPROVAL ONLY AND HAS NOT BEEN APPROVED FOR RECORDING PURPOSES AS A PUBLIC RECORD. THIS CERTIFICATE SHALL EXPIRE ON _____ (date).

DATE OF EXECUTION: _____

SIGNED: _____
CHAIRMAN, CONWAY PLANNING
COMMISSION

LEGAL DESCRIPTION:

LOT 7B NORTH MARKET PLAZA AS RECORDED IN PLAT BOOK L,
ON PAGE 55, IN THE RECORDS OF FAULKNER COUNTY, ARKANSAS.

GENERAL NOTES:

1. LOT DIMENSIONS GIVEN ON CORNER LOTS ARE TO THE POINT OF INTERSECTION.
2. ALL ROUNDED CORNERS ARE 28' RADII UNLESS OTHERWISE NOTED.
3. THIS PROPERTY SURVEYED ON 02/11/15 WITH A CLOSURE ERROR OF 1:40,000.
4. THIS PROPERTY ZONED P.U.D.
5. THIS PROPERTY SERVICED BY CONWAY CORPORATION UTILITIES - WATER, SEWER AND ELECTRIC.
6. ALL LOTS SHALL SLOPE TO A STREET AND/OR DRAINAGE EASEMENT.
7. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON FIRM MAP 05045C0277H, DATED DECEMBER 19, 2006.
8. NO OVERLAY DISTRICT DISCOVERED.
9. NO PART OF THE SITE LOCATED WITHIN THE ASA P. ROBINSON HISTORIC DISTRICT.
10. NO PART OF SITE IS LISTED ON THE NATIONAL REGISTER OF HISTORIC PLACES.

RECEIVED
JUL 30 2015
By *ReNat Submittal*



CONSTRUCTION REQUIREMENTS:
A MINIMUM OF FIVE FEET WIDE IN THE PUBLIC RIGHT-OF-WAY, ADJACENT TO THE STREET LOCATED AT LEAST FIVE FEET FROM THE BACK OF THE LOT.
SIDEWALKS OF ADJOINING LOTS SHALL BE A CONTINUOUS "RIBBON" OF CONCRETE THROUGHOUT THE COMMUNITY.
SIDEWALKS SHALL BE HANDICAPPED ACCESSIBLE AT STREET CORNERS. SIDEWALKS SHALL MEET ALL DISABILITY ACT STANDARDS.
SIDEWALKS ON RESIDENTIAL STREETS: SIDEWALKS SHALL BE INSTALLED PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY.

IF, DURING THE CONSTRUCTION OF A BUILDING OR ANY OTHER IMPROVEMENTS UPON A LOT OR BY ANY OTHER ACTIONS, THE SIDEWALK(S) ARE DAMAGED, THE PARTY RESPONSIBLE FOR THE CONSTRUCTION OR OTHER ACTIONS SHALL REPAIR THE SIDEWALK(S) TO THE SATISFACTION OF THE CITY.
SIDEWALK ELEVATION. THE SIDEWALK ELEVATION SHALL BE (2) PERCENT ABOVE THE TOP OF CURB, SLOPING TWO PERCENT TOWARDS THE CURB (ONE-FOURTH INCH IN EACH FOOT). THIS ELEVATION SHALL BE CONTINUOUS THROUGH THE DRIVEWAY APPROACH.
DRIVEWAY APPROACH. THE AREA REMAINING BETWEEN THE SIDEWALK AND THE FLOW-LINE OF THE GUTTER, CALLED THE APPROACH OF THE DRIVEWAY, SHALL SLOPE UP TO THE ELEVATION OF THE SIDEWALK.
GARAGE ELEVATION. THE ELEVATION THE GARAGE OR CARPORT WILL NEED TO BE ESTABLISHED TO ALLOW FOR THE TRANSITION OF THE DRIVEWAY FROM THE STREET CURB TO THE SIDEWALK, AND FROM THE SIDEWALK TO THE GARAGE WITHOUT ADVERSELY AFFECTING THE 2% CROSS-SLOPE OF THE SIDEWALK.

**CAMBRIDGE VILLAGE SUBDIVISION
REPLAT LOT 7B NORTH MARKET PLAZA
CITY OF CONWAY**

CENTRAL ARKANSAS PROFESSIONAL SURVEYING OFFICE (501) 613-4800 MOBILE (501) 478-2882 FAX (501) 613-9900 P.O. BOX 288 CONWAY, AR 72033 ROBERT D. FRENCH P.L.S. 1363	SHEET NO.	1 OF 1
	SCALE	1"=40'
	DATE	07/29/15

1C COTTAGE COURT PRELIMINARY SUBDIVISION

COTTAGE COURT PRELIMINARY SUBDIVISION BURNS ADDITION, BLOCK 7 REPLAT

APPLICANT

City of Conway

STAFF REVIEW BY

Scott Grummer, City Planner
1201 Oak Street
Conway, AR 72032

SITE DATA

Location: Property south of Siebenmorgen Rd, west of Hamilton St, north of Spruce St and east of Factory St.

Legal Description: On file

Site Area: 1.74 acres +/-

Existing Structures: One single-family residence

Current Zoning: SP (Specific Plan)

Overlay: Northeast Old Conway Area Specific Plan

STAFF COMMENTS

The City of Conway has been working to develop a small cottage courtyard development in the Pine Street Neighborhood through a public/private partnership. This type of development is commonly referred to as a "pocket neighborhood", "cluster neighborhood", or similar. The development is a cluster of small single family detached dwelling units (cottages) constructed in a group built around a common open space with minimal private yards. The cottages will be set on for sale, fee simple lots with a community owned courtyard and parking area. This plat would create the lots and necessary infrastructure easements. Later in the report, an amendment to the Northeast Old Conway Specific Plan is up for consideration. The amend meant along with this plat would allow the development.

STAFF RECOMMENDATIONS

The Planning Commission must consider item 31.

Planning Staff recommends approval of this subdivision subject to the amended punch list.

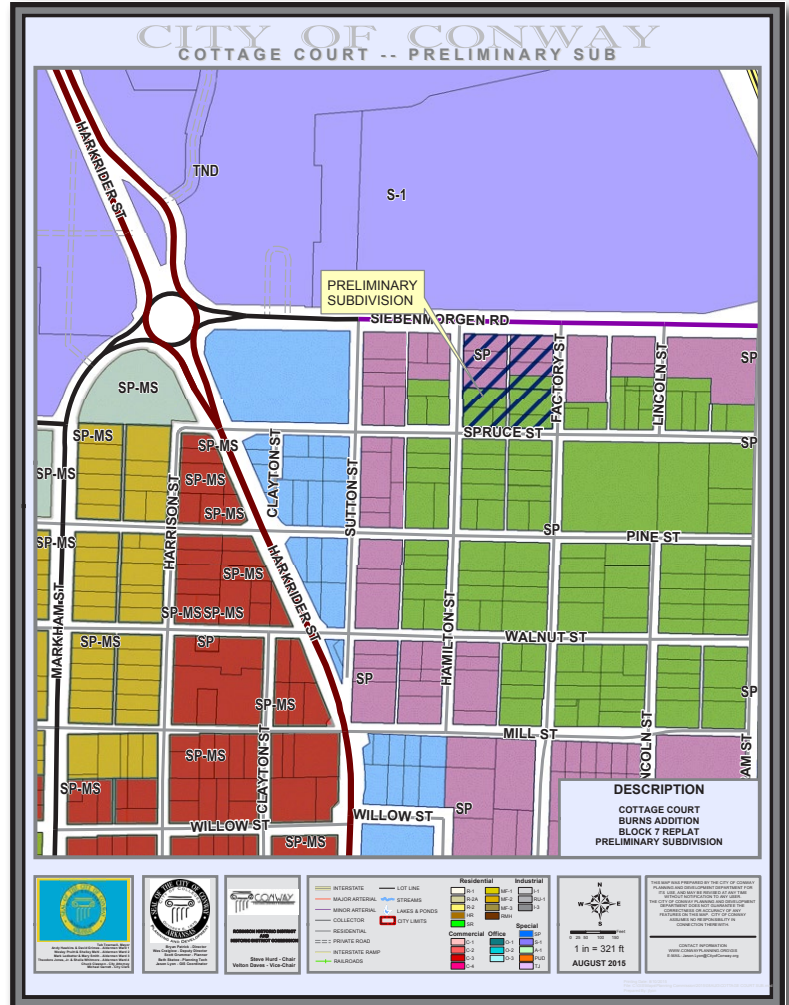
CONWAY CITY PLANNING DEPARTMENT REVIEW

COTTAGE COURT PRELIMINARY PLAT
BURNS ADDITION, BLOCK 7 REPLAT
SUBMITTED BY: CITY OF CONWAY
JULY 31, 2015

This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for preliminary plat approval.

BASIC INFORMATION NEEDED ON THE PLAT

1. The name of the subdivision/replat is needed.



2. Application for review and approval of the preliminary plat is needed.
3. The name and address of the subdivider are needed. *City of Conway is the Subdivider*
4. A vicinity map showing the location and acreage of the subdivision/replat must be shown. *Add Acreage*
5. A legal description of the property with exact boundary lines, bearings and distances is needed. *Add Acreage to the end.*
6. The acreage to the nearest one-tenth of an acre is needed.
7. The present zoning classification, if any, of the land to be subdivided/replatted and of the adjoining land contiguous to the boundary of the proposed subdivision/replat is needed. *Modify Zoning as follows: Lot 1: SP-T4; Lot 2: SP-T4; Lots 3-14: SP-T3*
8. The layout of all proposed sidewalk systems are needed, along with relevant dimensions and bearings. *Add 6' sidewalk inside the 15' Utility & Pedestrian Access Easement on the North Boundary Line*
9. Proposed easements are needed. *Add Pedestrian Access Easement to the Center Courtyard Area. Add Pedestrian Access Easement to the 15' Utility Easement on the North Boundary line of lots 1 & 2*
10. Any proposed open space must be shown. *Hash Courtyard Area as designated Open Green Space*
11. The Certificate of Preliminary Plat Approval is needed. *Change "Final" to "Preliminary"*

ADDITIONAL INFORMATION NEEDED, BUT NOT ON THE PLAT

12. A draft of any Bill of Assurance proposed for the subdivision generally describing proposed covenants, restrictions and conditions applicable to the property included in the submitted plat is needed.

GENERAL DESIGN REQUIREMENTS

13. The development plans shall include and identify a prepared and dedicated flowage path or floodway that will accommodate a one hundred (100) year frequency storm event across and through the development. The floodway shall be uniformly graded along the length of the floodway such that water will not pond or accumulate on the surface due to humps or depressions along the route. Computations for the quantity of storm water runoff, sizing of the floodway and elevation of the one hundred (100) year flood shall be prepared by a registered professional engineer and submitted to the City Engineer for review and approval. The computations shall be made using usual and accepted methods and procedures as approved by the City Engineer. A floodway will not be required where less than five (5) acres of adjacent lands drains onto the developed property and the total drainage area is less than five (5) acres. *Add note to Plat that property does not lie in a 100 yr Flood Plain.*
14. Storm water detention or another storm water flow reduction measures shall be provided where existing downstream subdivisions or developments have storm drainage systems with a capacity of less than a ten (10) year frequency storm. The requirement does not apply to the inadequate natural streams or creeks flowing through undeveloped areas. The storm water detention facilities shall be designed to provide a holding area such that storm water runoff can be accumulated and released through at an outlet structure. The required storage volume and outlet structure shall be sized to release the storm water at a rate that does not exceed the capacity of the downstream storm drainage system or a computed runoff rate equal to that of the pre-development conditions of the proposed development, whichever is the greater. The detention facilities shall be based on a twenty-five (25) year frequency storm event. Computations for the sizing of the detention facilities and outlet structure shall be prepared by a registered professional engineer and submitted to the City Engineer for review and approval. The computations shall be made using usual and accepted methods and procedures as approved by the City Engineer.
15. Detention basins may be either wet basins having a permanent pool of water for aesthetic purposes or a dry basin that retains no water other than that required during the storm event. A dry basin shall be graded and shaped to provide for the positive drainage of surface water from all portions of the basin. A concrete paved channel may be required from the inlet pipe to the outlet pipe to provide a maintainable bottom area.
16. An easement shall be placed around the high water limits of the detention area.

ALLEY DESIGN REQUIREMENTS

17. All alleys must be paved with concrete or asphalt with the center depressed to carry water. *Add an Alley Notes Section and add this item to that note.*
18. Curbs and gutters are not required for alleys. *Add to Alley Notes Section*
19. Alleys must have a paved width of no less than 15 feet. *Add to Alley Notes Section*

EASEMENT DESIGN REQUIREMENTS

20. Easements shall be provided for utilities where a subdivision is traversed by a water course, drainageway, channel or stream, or there shall be provided a storm water easement conforming substantially with the lines of the water course and shall be adequate for such intended purpose.
21. Utility easements as required by Conway Corporation are needed.
22. Drainage easements as required by the City Engineer are needed.
23. Where possible, pedestrian trail and pathway systems shall link open space corridors through major utility, drainage and other easements and another easement for the pathways shall be established within that easement. *Expand the Utility Easement to encompass the entire courtyard area on the southern section of the block, and add Pedestrian Access to this Easement.*

LOT DESIGN REQUIREMENTS

24. Lots must abut upon a public street except where private streets are approved by the Planning Commission in Planned Unit Developments or where a dedicated access easement 25' in width in C-1, C-3 or O-1 zones has been approved by the Planning Commission. Street frontage width must comply with the Zoning Ordinance requirements. *An Amendment to the Specific Plan is needed for lots that do not abut a public street.*
25. Minimum lot depth must conform with the requirements of the Zoning Ordinance. *An Amendment to the Specific Plan needed for Pocket Neighborhood Style Arrangement.*
26. The minimum building setback (building line) shall be no less than 25 feet from the right-of-way of the front street, or as required by the Zoning Ordinance. *Add Building Setback of 18' to north boundary line along lots 1 & 2. Amendment to the Specific Plan needed for 5' Building Set back on lots 3 thru 14 bordering public streets.*
27. All existing buildings must be shown to meet the minimum setback requirements from all lot lines or they must be modified or moved to meet those setback requirements. Amendments to the Specific Plan required for reduced setbacks as needed for lots 3-14. *Add Building Setback of 18' to north boundary line along lots 1 & 2.*
28. At the Planning Commission's discretion, a fence or wall may be substituted for the planting easement and planting screen, but access is denied in the same manner as for the planting easement with the same requirements for noting the restriction. *Add a 5' Planting Screen Easement running along the southern boundary of the proposed Alley.*

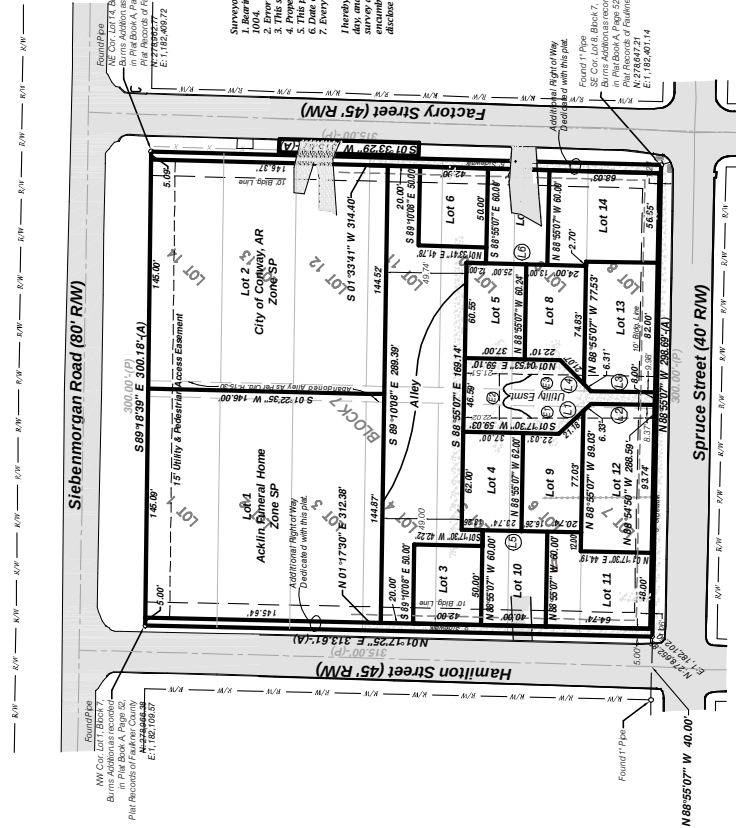


Preliminary Plat



VICINITY MAP N.T.S.

PRELIMINARY PLAT
COTTAGE COURT



LEGEND

- SET # REBAR W/ CAP
- COMPUTED POINT
- ▲ PLATTED MEASUREMENT CORNER
- POWER POLE
- SEWER MANHOLE
- WATER METER
- WATER VALVE
- GRADE INLET

(A) ACTUAL MEASUREMENT
(P) PLATTED MEASUREMENT

ESSEMENT LINE TABLE

LINE	BEARING	DISTANCE
L1	S 43°50'07" E	27.50'
L2	S 00°03'00" E	97.28'
L3	N 07°01'59" E	97.75'

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 43°50'07" E	27.50'
L2	S 00°03'00" E	97.28'
L3	N 07°01'59" E	97.75'
L4	N 00°59'50" W	39.53'
L5	N 46°04'53" E	27.37'
L6	N 01°17'30" E	74.00'
L7	S 01°39'41" W	74.00'

Lot Acreage Table

Lot No.	Acreage	Sq. Feet
Lot 1	0.49 +/-	21,189.59
Lot 2	0.49 +/-	21,159.79
Lot 3	0.05 +/-	2,100.01
Lot 4	0.05 +/-	2,294.02
Lot 5	0.05 +/-	2,234.79
Lot 6	0.05 +/-	2,100.07
Lot 7	0.05 +/-	2,384.26
Lot 8	0.05 +/-	2,406.53
Lot 9	0.06 +/-	2,400.02
Lot 10	0.08 +/-	3,390.70
Lot 11	0.08 +/-	4,118.07
Lot 12	0.08 +/-	3,688.80
Lot 13	0.08 +/-	3,692.59
Lot 14	0.08 +/-	3,692.59

Certificate of Owner
I, the undersigned, owner of the real estate shown and described herein do hereby certify that I have had off, marked and subdivided, and do hereby layoff, plat and subdivide the real estate in accordance with the within plat, and do hereby dedicate to the use of the public, the streets as shown on said plat.

Date of execution _____
City of Conway, 1201 Oak Street, Conway, AR 72032

Date of execution _____
Acklin Forward Home, 910 Walnut Street, Conway, AR 72032

Source of Title: D.R. 000000 Page 000000
Certificate of Surveying Accuracy
I, Just in Dad Harmon, hereby certify that this plat correctly represents a boundary survey made by me and boundary markers and lot corners shown hereon actually exist and their location, type and minimum requirements of the Arkansas Minimum Standards for Land Surveyors have been met.

Date of Execution _____
Just in Dad Harmon, Arkansas Professional Land Surveyor No. 1356

Certificate of Final Approval
I, _____, Planning Director of the City of Conway, Arkansas, hereby certify that this plat complies with the minimum requirements of the Arkansas Minimum Standards for Land Surveyors and that the same have been accepted and this certificate is hereby accepted and this certificate is hereby accepted under the authority of such regulations.

Date of Execution _____
Bryan Patrick, Planning Director

This property is serviced by Conway City Water and Conway City Sewer System.

Certificate of Recording
This document filed for record _____ day, 2015 in Plat Book _____ Page _____
For Bill of Assurance see Deed Record Book _____ Page _____

Khonda Wharton, Faulkner County Circuit Clerk, Faulkner County, Arkansas.

Surveyor's Note:

1. Bearings are based on CHRS HARN coordinate system relative to CAGS.
2. Error of Closure 1:172,545.
3. This survey was based on information provided to me by my client.
4. Property is Zoned SP (Special Plan District).
5. Property is Zoned SP (Special Plan District).
6. Date of survey is 11/4/14.
7. Every lot must slope to a street or drainage easement.

I hereby certify that the above plat represents a survey made by me on this day, and all easements, encroachments, and improvements disclosed by this plat are shown hereon. I warrant that the same are true and correct to the best of my knowledge, information, and belief, and that no other facts which an accurate title search may disclose were performed.

Sidewalk Notes

1. Sidewalks are required along both sides of all streets within Conway City limits and within the Conway Embury Jurisdiction.
2. All sidewalks shall be handicapped accessible to the public. Sidewalks shall be constructed to meet the minimum requirements of the Americans with Disabilities Act (ADA) and the Arkansas Minimum Standards for Land Surveyors. Sidewalks shall meet American Disabilities Act (ADA) requirements. Sidewalks shall meet American Disabilities Act (ADA) requirements. Sidewalks shall meet American Disabilities Act (ADA) requirements.
3. Use of Development: Sidewalks shall be constructed, multi-family, and mixed use subdivisions shall be constructed. Sidewalks shall be constructed. Sidewalks shall be constructed.
4. Sidewalks shall meet the minimum requirements of the Arkansas Minimum Standards for Land Surveyors. Sidewalks shall meet the minimum requirements of the Arkansas Minimum Standards for Land Surveyors. Sidewalks shall meet the minimum requirements of the Arkansas Minimum Standards for Land Surveyors.
5. During the construction of a building or any other construction or other actions that require the sidewalk to be constructed or other actions that require the sidewalk to be constructed or other actions that require the sidewalk to be constructed.
6. Locate 2' sidewalks 3'-1/2 feet from back of curb along highway. Sidewalks shall be constructed. Sidewalks shall be constructed.
7. Sidewalk and 5'-1/2 feet from back of curb along front of lot. Sidewalks shall be constructed. Sidewalks shall be constructed.
8. Sidewalk shall be constructed to meet the minimum requirements of the Arkansas Minimum Standards for Land Surveyors. Sidewalks shall be constructed. Sidewalks shall be constructed.
9. Sidewalk shall be constructed to meet the minimum requirements of the Arkansas Minimum Standards for Land Surveyors. Sidewalks shall be constructed. Sidewalks shall be constructed.

Legal Description
Lots 1-14, Block 7, Burns Addition, to the City of Conway, Faulkner County, AR, as recorded in Plat Book A, Page 52, Plat Records of Faulkner County.

HARMON SURVEYING, INC.
2570 Ginger Kerry Lane
Phone: (501) 730-1518
Fax: (501) 730-0657

Down By: D. Harmon
Checked By: D. Harmon
SCALE: 1" = 50'
DME: 0804/15

REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF ARKANSAS
NO. 1356

CERTIFICATE OF AUTHORIZATION
HARMON SURVEYING, INC.
AUTHORIZATION NO. 1440

SIDEWALK DESIGN REQUIREMENTS

29. Sidewalks As Part of Commercial, Multi-Family, and Mixed Use Developments: Sidewalks along streets in commercial, multi-family, and mixed use subdivisions shall be constructed concurrently with building construction as part of site development review. Sidewalks shall be the responsibility of the builder/owner and not the developer. The sidewalk shall be installed prior to the final inspection and issuance of a certificate of occupancy. However, the developer of commercial subdivisions/replats with pre-existing development shall be required to meet the sidewalk provisions of Article 1101 Development Review of the Conway Zoning Ordinance. *Add to Sidewalk Note #3: City of Conway responsible for sidewalks along Siebenmorgen Rd., to be constructed in the 15' Utility & Pedestrian Access Easement.*
30. Sidewalks along streets on unbuildable, green space, and other permanently vacant lots will be the responsibility of the developer. *Add to Sidewalk Note #4: City of Conway responsible for all public sidewalk construction on Block 7.*
31. Aside from the required sidewalks along collectors and arterials, an, internalized pedestrian circulation system in the form of pathways, either along streets or not, may be constructed within subdivisions upon the request of the applicant and the approval of the Planning commission. The system may be allowed to deviate from the construction requirements set out otherwise in this section, as long as the minimum dimensional requirements are met. *Sidewalks in common courtyard area require approval by Planning Commission.*
32. Sidewalks are to be constructed as required within the Conway city limits and within the Conway Territorial Jurisdiction. Subdivisions developed with open ditch design standards as addressed in Table 2, "Street Classifications and Design Standards", are also required to construct sidewalks. *City Commitment to Drainage & half ROW Improvements to the South portion of Siebenmorgen Rd. required before filing plat.*
33. Sidewalks must be a minimum of five feet wide and located within the public right-of-way, with the edge closest to the street located five and one-half feet from the back of the curb. Sidewalks are not required to be constructed in a straight line, if such straight line construction would damage trees, or if an aesthetic effect is desired and the Planning Commission approves. *Show proposed 6' sidewalk inside north boundary line across lots 1 & 2.*

OTHER REQUIREMENTS

34. In addition to the requirements established herein, all subdivision plats shall comply with all other applicable rules, regulations and laws including but not limited to the Growth Plan (Comprehensive Plan), the Conway Zoning Ordinance, building and housing codes, and any other regulations adopted by the City Council and any regulations or special requirements of the State Health Department, State Highway & Transportation Department, or other appropriate State agencies.

AUTHORIZATION TO PROCEED

35. Receipt of an approved or conditionally approved copy of the Preliminary Plat, together with an approved copy of the Improvements Plan shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat, the installation of improvements, and the staking out of lots and blocks. The developer, after conditional approval of the Preliminary Plat, shall complete all improvements required under this regulation.

EXPIRATION OF PLAT

36. Plats will expire at the end of one year from acceptance of the Preliminary Plat unless an extension is requested and granted by the Planning Commission. The Conway Cottage Court Replat Burns Addn Block 7 will expire on (07/31/2016).

VARIANCE REQUEST TO ALLOW PAYMENT OF SIDEWALKS IN LIEU OF FEE FOR SIDEWALKS ON

APPLICANT

Central Arkansas Professional Surveying, LLC
 1021 Front Street
 Conway, AR 72032

DEVELOPERS

Trinity Development and Four Winds, Inc.

STAFF REVIEW BY

Bryan Patrick, Director of Planning
 1201 Oak Street
 Conway, AR 72032

SITE DATA

Location: Property located north of Prince St directly west of Chapel Creek Subdivision

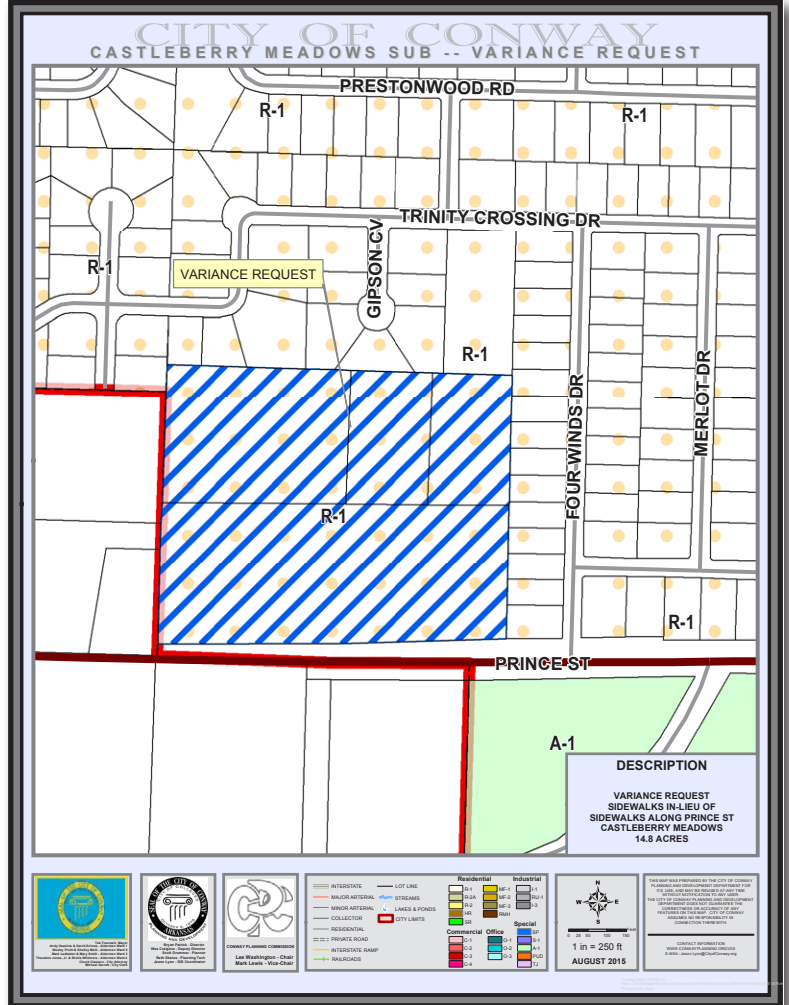
Site Area: 14.8 acres +/-

Current Zoning: R-1 (One-Family Residential)

Existing Structures: None

Requested Variance: To pay sidewalks in-lieu of fee for sidewalks planned along Prince Street

Overlay: None



**Central
Arkansas
Professional
Surveying, LLC**

1021 Front Street
Conway, AR 72032
501.513.4800
501.513.0900-fax

July 30, 2015

City of Conway Planning Dept
1201 Oak St.
Conway, AR 72032
Re: Castleberry Meadows

To Whom It May Concern:

Please accept our request to be put on the August 17th, 2015, planning commission meeting agenda to pay in lieu of 800 feet +/- sidewalks on Prince Street for Castleberry Meadows Subdivision.

If you have any questions, please call me at 501-472-2862.

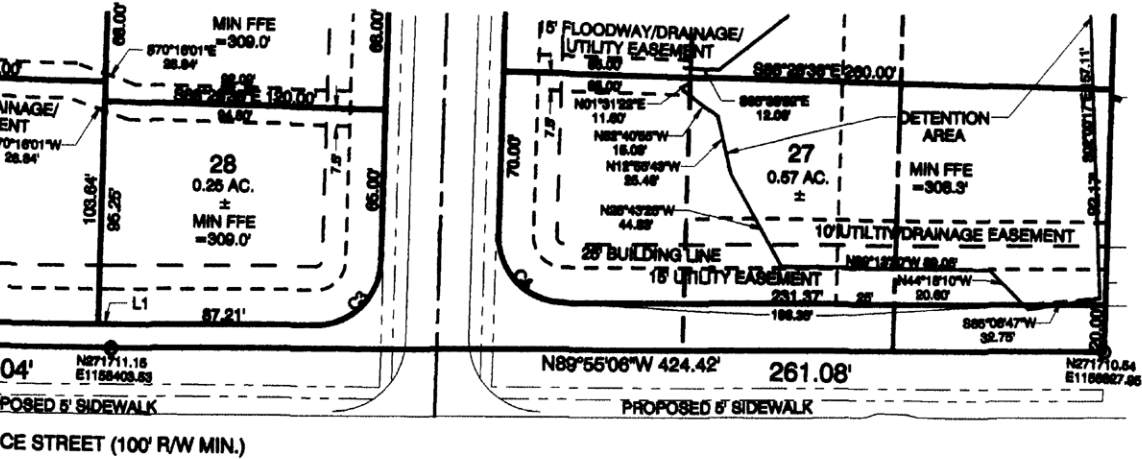
Sincerely,



Robert French, P.S. #1363
Central Arkansas Professional Surveying, LLC

FOUR WINDS SUBDIVISION

CONWAY, ARKANSAS



**SIDEWALK ALONG PRINCE STREET
IN LIEU OF.**

<p>CENTRAL ARKANSAS PROFESSIONAL SURVEYING</p> <p>OFFICE (501) 513-4800 MOBILE (501) 472-2862 FAX (501) 513-0900</p> <p>P.O. BOX 298 ROBERT D. FRENCH CONWAY, AR 72033 P.L.S. 1363</p>		<p>EXHIBIT FOR: TRINITY DEVELOPMENT & FOUR WINDS, INC.</p>
		<p>OFFICE BY:</p> <p>TDH</p>
		<p>DATE:</p> <p>08/03/15</p>
		<p>SCALE: 1"=100'</p>

SURVEYOR'S NOTES:

SAID TRACT IS SUBJECT TO ALL RIGHTS OF WAY, COVENANTS, EASEMENTS, AND RESTRICTIONS ON RECORD OR PHYSICALLY IN PLACE.

2A SPEARS CONDITIONAL USE PERMIT REQUEST

LINDSEY SPEARS CONDITIONAL USE PERMIT REQUEST TO ALLOW A HOME OCCUPATION OF A SINGLE-OPERATOR HAIR SALON

APPLICANT

Lindsey Spears
44 Kensington Drive
Conway, AR 72034

OWNER

Gary and Jonita Tatum

STAFF REVIEW BY

Bryan Patrick, Director of Planning
1201 Oak Street
Conway, AR 72032

SITE DATA

Location: 44 Kensington Drive

Site Area: 0.61 acres +/-

Current Zoning: R-1 (One-Family Residential)

Existing Structures: Single-family home

Requested Conditional Use Permit: Home Occupation (Single Operator/Chair Beauty Salon)

Overlay: None

Comprehensive Plan: The Comprehensive Plan shows this area as appropriate for single family residential.

Project Traffic Impact: A single family residence generates around 10 vehicle trips per day. The addition of a single operator hair salon on premise would not likely not add significant traffic generation.

Utility Infrastructure: There will be no need for any utility upgrades.

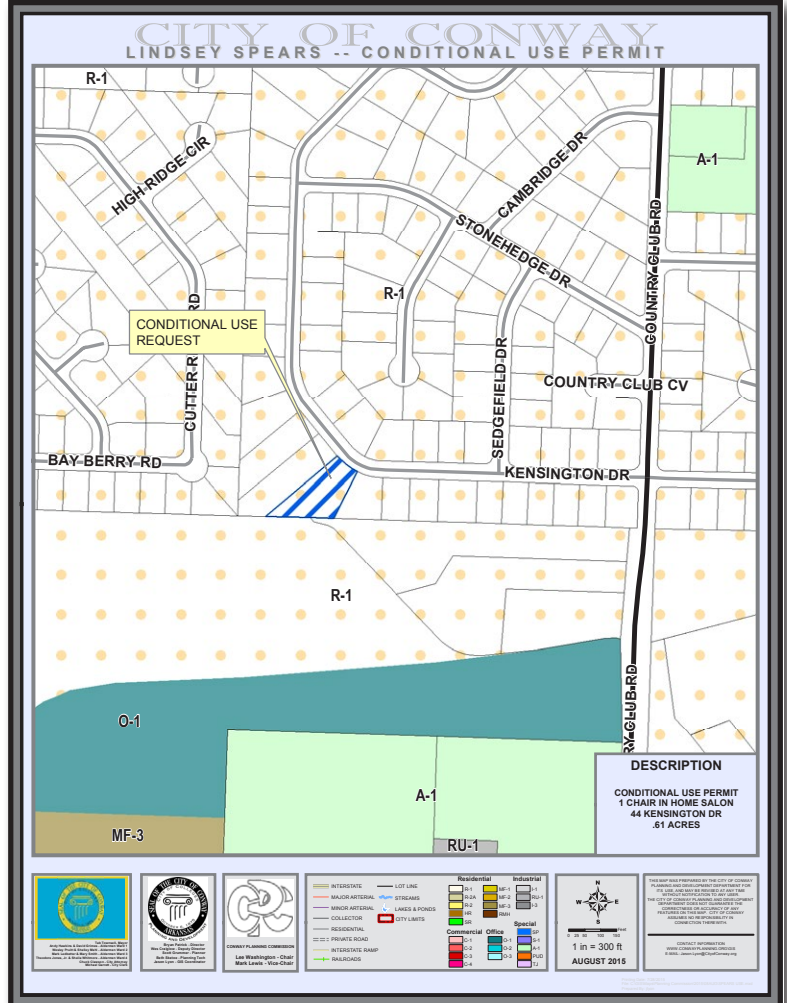
Flood/Drainage: The property is not within any flood plain or flood way.

Street Improvements: There are no area street improvements planned in the near future.

Conway 2025: Not directly applicable.

STAFF COMMENTS

The applicant would like to single operator hair salon home occupation in the existing residence. The zoning ordinance allows a single operator hair salon as a home occupation. In the R-1 zone, a home occupation is allowed with the through a conditional use permit. The home occupation is limited to no more than 25% of the existing residence, and no signage is allowed other than a 2 square foot non-illuminated wall sign attached to the main structure. The question of neighborhood covenants and restrictions has been raised. The City does not regulate C & R's. However,



it appears that the Bainbridge Neighborhood restricts commercial activity.

STAFF RECOMMENDATIONS

Planning Staff recommends approval of this conditional use permit if favorable conditions can be developed to make the home occupation compatible with neighboring residences.

SUGGESTED CONDITIONS

The Zoning Ordinance lists certain specifications for a home occupation. To be clear, these regulations could be made evident as conditions:

1. The hair salon shall not occupy more than 25% of the gross floor area of the residence.
2. The hair salon shall not require external alterations, construction features, or mechanical equipment not customary in dwellings.
3. Signage is limited to 1 non-illuminated identification sign not more than 2 square feet in area attached to the main or accessory building.
4. Permit is limited to the applicant, Lindsey Spears.



2B ORION CAPITAL PARTNERS CONDITIONAL USE PERMIT REQUEST

ORION CAPITAL PARTNERS CONDITIONAL USE PERMIT REQUEST TO ALLOW A CHILDCARE FACILITY IN AN O-2 ZONE

APPLICANT

Orion Capital Partners
2200 N Rodney Parham, Ste 206
Little Rock, AR 72212

OWNER

Goode Family Properties
2600 College Ave
Conway, AR 72034

STAFF REVIEW BY

Bryan Patrick, Director of Planning
1201 Oak Street
Conway, AR 72032

SITE DATA

Location: At the eastern termination of Allyson Lane - 2850 Allyson Lane (temporary address)

Site Area: 4.24 acres +/-

Current Zoning: O-2 (Quiet Office)

Existing Structures: None

Requested Conditional Use Permit: Childcare facility - Early Education Facility

Overlay: None

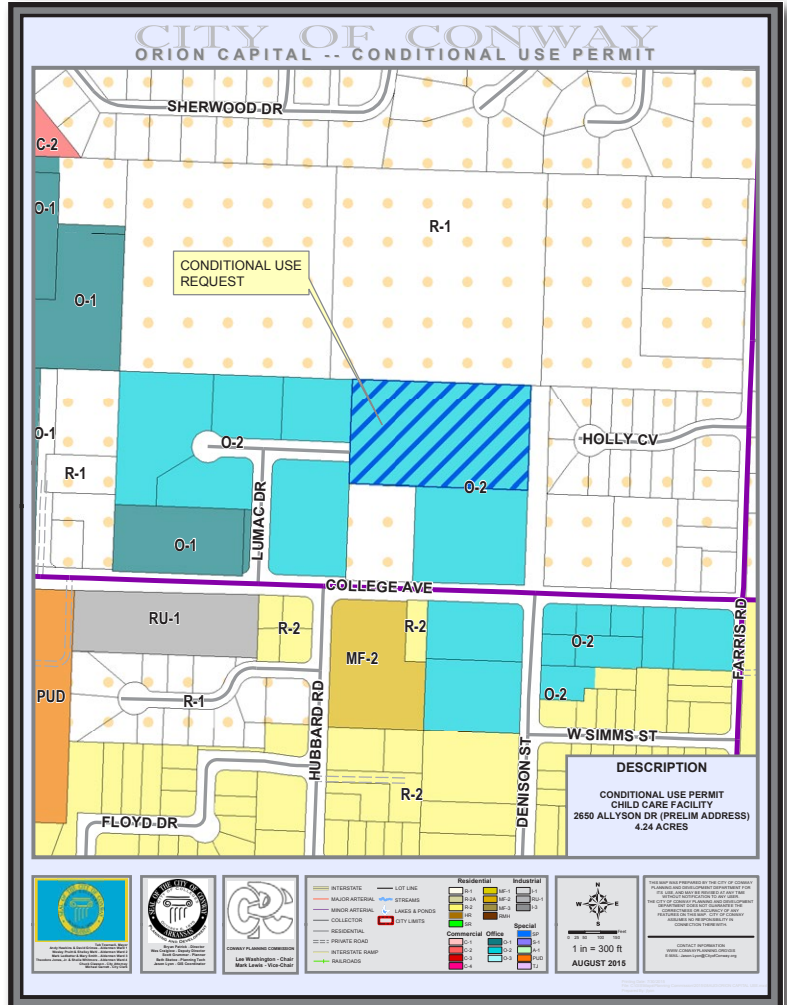
Comprehensive Plan: The Comprehensive Plan shows this area as appropriate for single family residential. However, the Plan shows the area abutting on the west as appropriate for office and the property is currently zoned O-2 Office.

Project Traffic Impact: An early education facility could be expected to generate peak drop off and pick up traffic. The ITE traffic generation manual shows that peak PM traffic would be around 200 vehicle trips for a day care. For comparison, a medical office would generate around 62 vehicle trips during this same time frame.

Utility Infrastructure: Conway Corporation Engineering will review and consider the adequacy of existing infrastructure. Extensions and re-routing of utilities may be required. Easements will likely be required to provide for future area development.

Flood/Drainage: The property is not within any flood plain or flood way.

Street Improvements: There are no area street improvements planned in the near future. However, the applicant will be required to continue Allyson Lane to the property line as part of platting. Based on the supplied site plan, Allyson Lane will be extended to the vacant property to the north.



Conway 2025: Not directly applicable.

STAFF COMMENTS

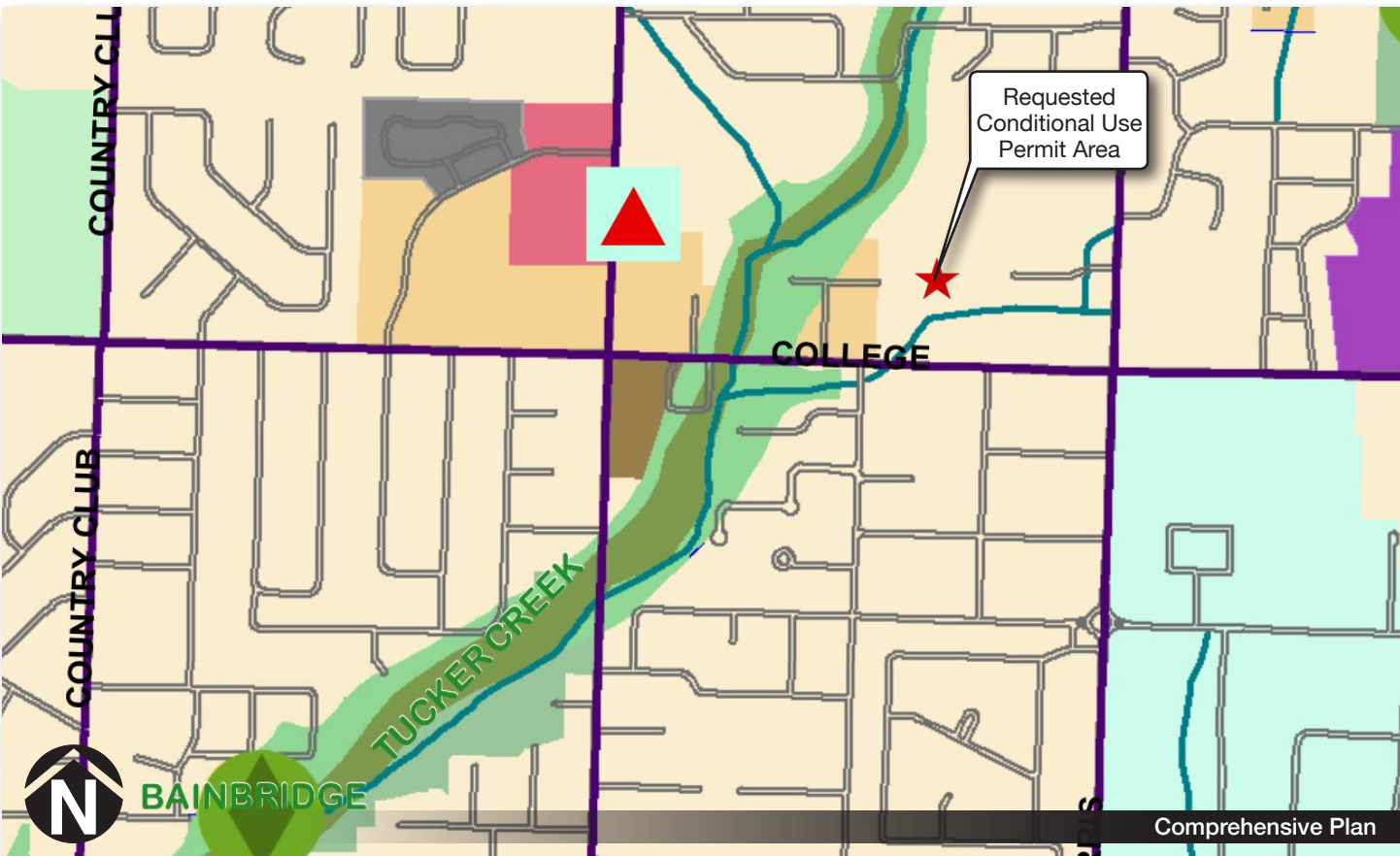
The applicant is proposing to construct a 15,435 square foot early child education facility. The property is zoned O-2 Quiet Office. Childcare requires the approval of a conditional use permit in O-2. This requirement is largely due to the required exterior playground. The applicant is proposing to construct the playground area on the northeast side of the property abutting vacant land.

STAFF RECOMMENDATIONS

Planning Staff recommends approval of this conditional use permit.

SUGGESTED CONDITIONS

- Hours of operation



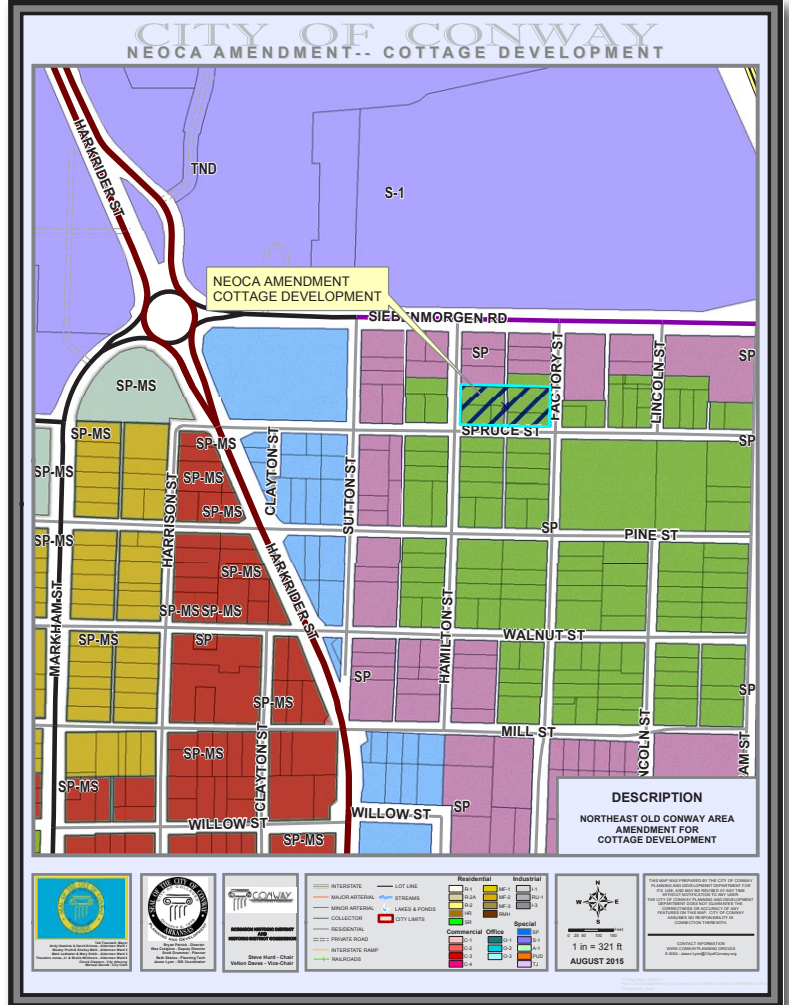
3A AMENDMENT TO NORTHEAST OLD CONWAY AREA SPECIFIC PLAN

AMENDMENT TO THE NORTHEAST OLD CONWAY AREA SPECIFIC PLAN (NEOCA) TO CREATE REGULATIONS FOR A COTTAGE COURTYARD DEVELOPMENT

The City of Conway has been working to develop a small cottage courtyard development in the Pine Street Neighborhood through a public/ private partnership. This type of development is commonly referred to as a “pocket neighborhood”, “cluster neighborhood”, or similar. The development is a cluster of small single family detached dwelling units (cottages) constructed in a group built around a common open space with minimal private yards. The cottages will be on for sale fee simple lots with a community owned courtyard and parking area.

The majority of funding for the public investment in this development has been through federal HUD (Housing and Urban Development) funds. Public funds are being used to buy the property and provide adequate infrastructure. The private developer will construct the cottages, courtyard, and other structures. There has also been extensive neighborhood involvement and support of the project through several public meetings.

The property is within the Northeast Old Conway Area Specific Plan (NEOCA). The NEOCA plan was created and adopted in 2009. At that time, there were no plans for this type of development in the area and no regulations were adopted for its allowance. The proposed amendment would create specific regulations to allow the cottage courtyard development in Block 7 of the Burns Addition. The amended regulations include reduced setbacks, lot sizes, lack of lot street frontage, and a right of way dedication waiver. Additional requirements include maximum structure square footages, sidewalk connectivity, minimum lot size, minimum courtyard size, structure height restriction, and minimal porch sizes. As part of the NEOCA Plan, the structure’s design must be approved by the Historic District Commission.





Proposed Ordinance



City of Conway, Arkansas
Ordinance No. O-15-__

AN ORDINANCE AMENDING THE NORTHEAST OLD CONWAY AREA SPECIFIC PLAN; AND FOR OTHER PURPOSES:

WHEREAS, The City of Conway would like to amend the Northeast Old Conway Area Specific Plan to allow the development of a Cottage Courtyard in Block 7 of the Burns Addition and;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY, ARKANSAS THAT:

SECTION 1. The Northeast Old Conway Area Specific Plan adopted by Ordinance O-09-101 shall be amended as follows with the following text inserted into the document immediately prior to the definitions section of the ordinance:

Specific Amendment to Allow a Cottage Courtyard Development on Block 7, Burns Addition (Ordinance O-15-__ amended per Council Actions __-__-2015)

A cottage courtyard development commonly referred to as a “pocket neighborhood”, “cluster neighborhood”, or similar, shall be allowed on Block 7, Burns Addition.

The property shall be platted into individual fee simple and common ownership lots. A common open space lot shall be created with a minimum size equivalent of one residential lot. No additional street right of way dedication shall be required as part of platting.

The development shall consist of 12 detached single family cottages maximum not to exceed 1200 square feet in gross floor area. One cottage is allowed per each fee simple lot. Larger lots with street frontage may have an outbuilding/garage. Interior courtyard lots shall be allowed without street frontage. The front facade of each structure shall face a street or interior courtyard and/or pathways. Minimum lot size shall be 1400 square feet. Community owned structures may also be constructed subject to building setbacks and separation. Residences and outbuildings shall be designed and located to provide the most privacy.

Parking shall be supplied at a ratio of 1 space per dwelling unit. Street and interior sidewalks shall be required and shall be 4 feet wide minimum.

Street setbacks shall be 5 feet minimum. Structures shall have 10 feet minimum separation. 0 foot side setbacks shall be allowed with a 3 foot minimum preferred. Interior courtyard/pathway front setbacks shall be 5 feet minimum. All setbacks are measured from the property lines. Maximum height shall be 2 stories.

Each cottage must have a covered porch at least 60 square feet in area and 6 feet in depth.

A property owners association shall be formed to own, maintain, and collect maintenance fees for common landscaping, parking areas, and structures. Common open space and pathways shall be for the exclusive use of cottage residents.

As many existing trees as possible shall be preserved.

Due to the detailed nature of this compact development, the Director of Planning may issue minor variances due to unforeseen technical development difficulties such as setbacks, easements, etc. The City Council shall be notified of any Director of Planning issued variances.

SECTION 2. The Northeast Old Conway Area Specific Plan adopted by Ordinance O-09-101 shall be amended with the following text added alphabetically to the definitions section of the ordinance:

Cottage Courtyard Development - Commonly referred to as a “pocket neighborhood”, “cluster neighborhood”, or similar. This development is a cluster of small single family detached dwelling units (cottages) constructed in a group built around a common open space with minimal private yards.

SECTION 3. That any ordinance which conflicts with this ordinance is hereby repealed to the extent of the conflict.

PASSED this ___ day of ____, 2015.

APPROVED:

Mayor Tab Townsell

ATTEST:

Michael O. Garrett, City Clerk/Treasurer

Proposed Site Plan

