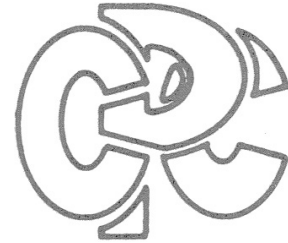




PLANNING COMMISSION MEETING

District Court Building
810 Parkway Street
Conway, AR 72034



Conway Planning Commission

January 19, 2016, 7:00 pm

The regular meeting of the Conway Planning Commission was held Tuesday, January 19, 2016 in the Russell L. "Jack" Roberts District Court Building. Present: Chairman, Mark Lewis, Vice-Chairman Matthew Brown, Marilyn Armstrong, Wendy Shirar, Justin Brown, Dalencia Hervey, and Brooks Freeman. Bryan Quinn was absent.

Chairman Lewis called the meeting order and recognized the two new Planning Commissioners, Dalencia Hervey and Brooks Freeman.

The Conway Planning Commission (PC) makes recommendations to the City Council on public hearing items. The City Council will make a final decision on these items using the PC's recommendation as a guide. Items not approved by the PC may be appealed to the City Council within 30 days after the PC's denial. If an item is appealed to the City Council a public hearing sign must be placed on the property no less than 7 days prior to the City Council meeting and a public notice will be placed on the City's website at www.cityofconway.org. Items reviewed by the PC on this agenda may be considered by the City Council as early as January 26, 2016.

Minutes from the December meeting were approved unanimously on a motion made by Wendy Shirar and seconded by Jerry Rye.

The procedure followed for public hearing portion of the meeting is to allow the first representative to speak in favor of a request for ten minutes and each subsequent favorable speaker for two minutes each. Then, if there is any opposition, the first speaker opposed to the request may speak for ten minutes and each subsequent opposed speaker for two minutes each. Anyone wishing to speak either for or against an item may do so on any public hearing issue presented. Once all public parties have spoken the item will be brought back into committee for discussion.

I. PUBLIC HEARINGS

- A. Salter, Inc.'s request to rezone property located at 711 & 723 Factory Street and 700 & 714 First Street from R-2A to C-3 was approved 9-0 on a motion made by Anne Tucker and seconded by Matthew Brown. Gene Salter, 2915 St. Charles Drive, presented the request explaining that his family now owns these properties and wishes to rezone them to C-3 to match the current zoning of the remainder of the block. He explained that there is no immediate plan to develop the properties, but would like to have the rezoning in place so when the time comes it will be ready for development. Bryan Patrick, Director of Planning clarified that as the property falls within the Old Conway Design Overlay District any structures planned for the property will have to be reviewed and receive Historic District Commission approval. There was some comment from the Planning

Commission regarding C-2 in lieu of C-3 zoning, but as the remainder of the block is zoned C-3, the Salter's request is understandable.

2. Eagle Bank & Trust's request for a conditional use permit to allow a bank in O-1 and O-3 zoning districts was approved, with the conditions listed below, 9-0 on a motion made by Matthew Brown and seconded by Marilyn Armstrong. Barry Williams of Crafton Tull, 1000 LedgeLawn Drive, presented the request. He addressed each of the staff suggested condition, stating that Eagle Bank & Trust would adhere to all of them, including the removal of the planned dumpster. Mr. Williams also commented on the projected traffic impact specifically related to an Eagle Bank & Trust branch, which it is estimated will be closer to 100 or fewer trips per day, than the generic projected traffic impact included in the staff report. He added that the client had previously sought the same conditional use permit for a different property, but that did not work out. Jordan Bittle, 2150 Prince Street, spoke in favor of the request. She commented on the unique makeup of this neighborhood, as it includes commercial, institutional and residential in very close proximity. She expressed that she agrees a bank is an appropriate use for this property and that the lack of nearby resident opposition is evidence of such. Jeff Lynch, Eagle Bank & Trust CEO, 436 Gulf Drive, Heber Springs, spoke in favor of the request. Planning Commissioner Anne Tucker noted for the record that one email in opposition to this request had been received, but the sender was not in attendance. Following, there was some discussion regarding the allowable construction hours as well as the estimated length of construction, considering potential weather delays. Mr. Lynch clarified that though the conditional use permit approval would hopefully be completed soon, his priority would be to complete the purchase of the property and that construction beginning would not necessarily be immediate.

Conditions attached to the motion are:

1. Lobby and Drive-through hours are limited to 7:00am - 7:00pm, Monday-Friday. The drive-through may also operate 8:00am-2:00pm on Saturday. The ATM may operate 24 hours per day, 7 days per week.
2. A reduction in the required 20-foot residential landscape buffer on the south side adjacent to the drive through lanes is allowed.
3. Double the amount of development review required landscaping along the south residential boundary. One half of the required trees are to be evergreen species to provide additional buffering to the neighboring residence. An eight-foot wooden privacy fence shall be constructed on the south residential property line. The privacy fence shall stop at an appropriate distance from the street right of way to not cause traffic sight problems.
4. Exterior construction hours are limited to 7:00am-7:00pm, Monday-Friday, and 8:00am-2:00pm on Saturdays. No exterior construction is permitted on Sundays.
5. No dumpster is allowed. Roll cart trash receptacles shall be used.
6. 2515 Prince Street, identified as parcel number 710-08420-000 shall be removed from the approved 2008 conditional use permit number 1277. Permit 1277 shall be amended with all other conditions remaining the same.
7. Conditional Use Permit is limited to applicant, Eagle Bank & Trust.

II. DISCUSSION

- A. The Planning Commissioners discussed committee assignments for 2016 and decided on the following:
 1. Annexation Committee
 - a) Anne Tucker, Chairman

- b) Justin Brown
- c) Matthew Brown
- d) Brooks Freeman
- e) Mark Lewis
- 2. Conditional Use Committee
 - a) Matthew Brown, Chairman
 - b) Dalencia Hervey
 - c) Bryan Quinn
 - d) Jerry Rye
 - e) Wendy Shirar
- 3. Subdivision Committee
 - a) Marilyn Armstrong, Chairman
 - b) Justin Brown
 - c) Brooks Freeman
 - d) Bryan Quinn
 - e) Anne Tucker
- 4. Zoning
 - a) Jerry Rye, Chairman
 - b) Marilyn Armstrong
 - c) Dalencia Hervey
 - d) Mark Lewis
 - e) Wendy Shirar

III. ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

- A. Development Reviews
 - 1. Central Baptist Church, Children's Building Addition, 3333 Dave Ward Drive
- B. Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)
 - 1. Hatten Subdivision; filed [L-271]
 - 2. Douglas Subdivision; filed [L-272]
 - 3. Conway Marketplace East, Lot 2D Replat; filed [L-273]
 - 4. Ritter Addition, Lot 1; filed [L-274]
 - 5. Winterbrook Subdivision; filed [L-275]

There being no further business to conduct, the meeting was adjourned by a unanimous vote on a motion made by Anne Tucker and seconded by Brooks Freeman.