

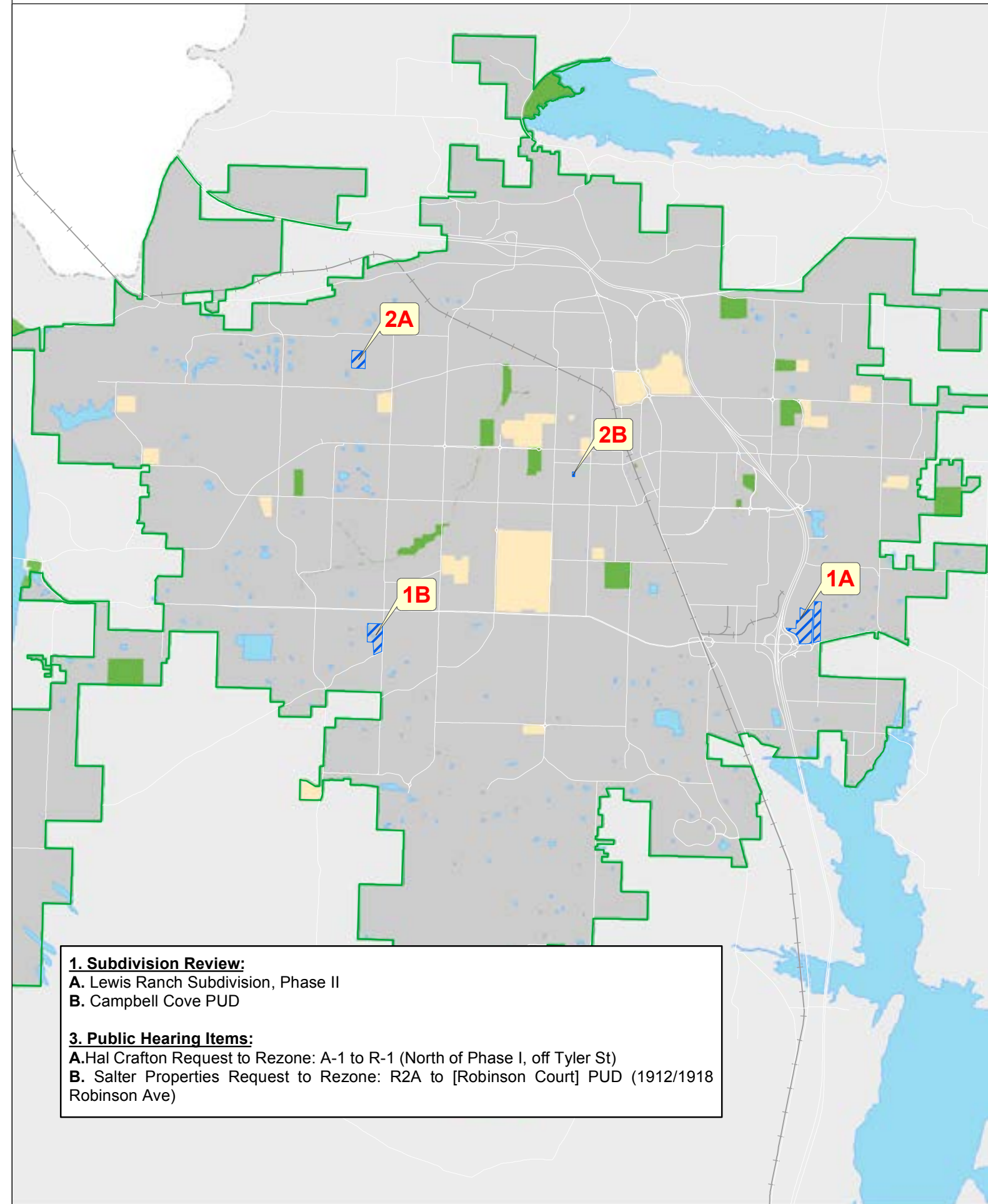
An abstract painting featuring a close-up of a person's face on the left, rendered in warm tones of red, orange, and yellow. To the right, a tall, vertical structure resembling a tower or a stack of books is depicted with cool tones of blue and purple. The background is a mix of these colors with visible brushstrokes.

# FEBRUARY

**Conway Planning Commission  
Staff Report**

**7:00pm • February 21, 2017 • 810 Parkway Avenue**

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**CONWAY, ARKANSAS PLANNING COMMISSION MEETING AGENDA**  
**7:00 pm • Tuesday • FEBRUARY 21, 2017**  
**District Court Building • 810 Parkway**

**SUBDIVISION COMMITTEE WILL MEET AT 6:30PM**

**Call to Order**

**Introduction & Chairperson Remarks**

**Minutes: January 17, 2017**

- 1. Subdivision and Replat**
  - A. Lewis Ranch Subdivision, Phase II
  - B. Campbell Cove PUD
- 2. Public Hearings\***
  - A. Hal Crafton Request to Rezone: A-1 to R-1, Winterbrook Subdivision, Phase 2 (North of Phase 1, off W Tyler St)
  - B. Salter Properties Request to Rezone: R-2A to [Robinson Court] PUD (1912 & 1918 Robinson Ave)
- 3. Discussion**
  - A. 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**
  - Safely Tucked Away Mini-Storage; 720 S. Harkrider Street
  - JLofts Downtown Apartments; 1050 Spencer Street
  - Downtown Self-Storage Addition; 1510 Mill Street
  - Hideaway Pizza; 1170 S. Amity Road
- B. Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)**
  - Woodsland Edge Subdivision, filed L-316
  - Guy Murphy Industrial Park, Phase 2 Replat Lot 8A, filed L-315
  - The Reserve at Tucker Creek, filed L-313
  - MNB Replat, filed L-312
  - Hart Place PUD, Replat L1C, filed L-311



Anne Tucker, Chairman	Dalencia Hervey
Jerry Rye, Vice-Chairman	Arthur Ingram
Justin Brown, Secretary	Bryan Quinn
Marilyn Armstrong	Brandon Ruhl
Brooks Freeman	Wendy Shirar

Contact the Conway Planning Commission by email at [planningcommission@cityofconway.org](mailto:planningcommission@cityofconway.org)

*\*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 be placed on the City's website: [www.cityofconway.org](http://www.cityofconway.org).*

*Items reviewed at tonight's Planning Commission meeting may be considered by the City Council as early as **February 28, 2017**.*

# 1A LEWIS RANCH PHASE 2, PRELIMINARY SUBDIVISION

## LEWIS RANCH, PHASE 2, PRELIMINARY SUBDIVISION

### APPLICANT

William Major Lewis Trust  
P.O. Box 10646  
Conway, Arkansas 72033

### STAFF REVIEW BY

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

### SITE DATA

**Location.** Property located East of I-40 and north of Dave Ward Drive

**Site Area.** ±43.0 acres

**Current Zoning.** C-3 (Highway Service and Open Display District)

**Existing Structures.** An existing double wide mobile home/ office sits at the existing South Amity road, on the south east corner of lot 4, but is not impacted by this plat.

**Overlay.** None

### STAFF COMMENTS

The Plat creates 5 commercial lots along the newly designed South Amity Road starting at the eastern most roundabout north of the Lewis Crossing Development, heading north and intersecting with the old South Amity road north of the newly constructed Crain Buick/GMC.

### STAFF RECOMMENDATIONS

Staff recommends approval of the preliminary plat subject to the completed punch list.

### CONWAY CITY PLANNING DEPARTMENT REVIEW LEWIS RANCH PHASE II PRELIMINARY PLAT SUBMITTED BY: WILLIAM MAJOR LEWIS TRUST

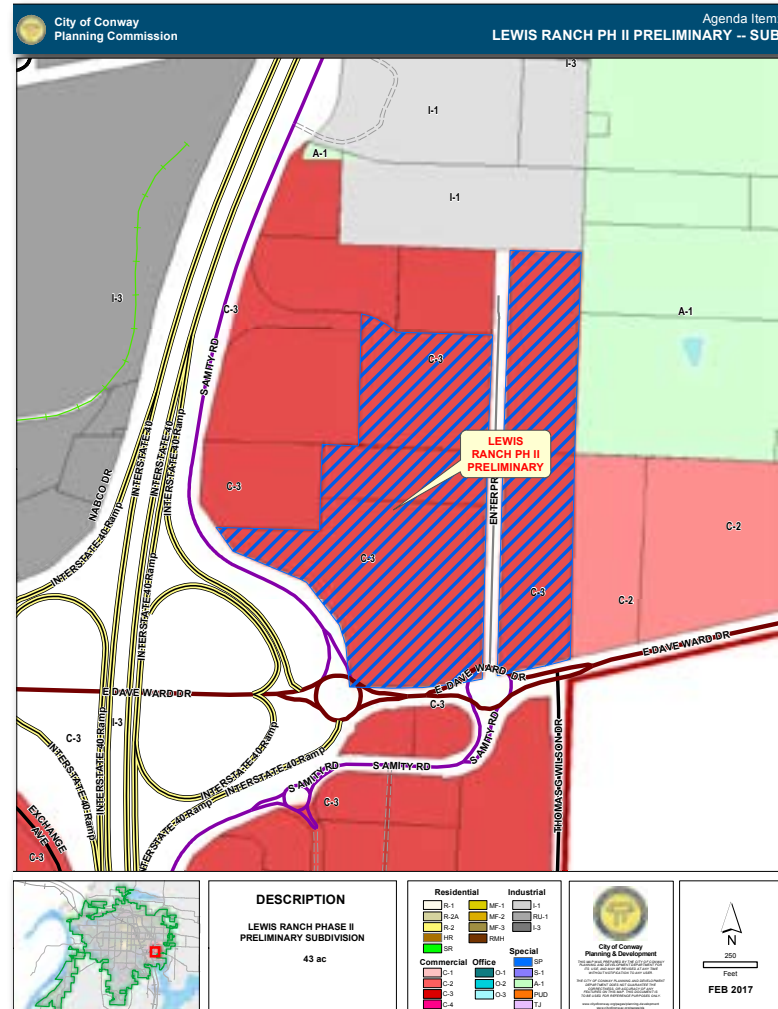
This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for **preliminary** plat approval.

### BASIC INFORMATION NEEDED ON THE PLAT

1. The 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.
2. The Certificate of Preliminary Plat Approval is needed. Change Signor to "Anne Tucker, Chairman"

### ADDITIONAL INFORMATION NEEDED, BUT NOT ON THE PLAT

1. 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

1. 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.
2. 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."



Aerial View of Lewis Ranch, Phase 2

3. 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.
4. 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.
5. An easement shall be placed around the high water limits of the detention area.

### EASEMENT DESIGN REQUIREMENTS

6. Utility easements as required by Conway Corporation are needed.
7. Drainage easements as required by the City Engineer are needed.

### LOT DESIGN REQUIREMENTS

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

### UTILITY DESIGN REQUIREMENTS

9. Fire hydrants shall be placed so that the furthest point of a lot in a commercial subdivision is no more than 400 feet from the nearest hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.
10. Minimum clearance of twenty-six (26) feet must be provided around a fire hydrant.

### SIDEWALK DESIGN REQUIREMENTS

11. 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.
12. 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.
13. Sidewalks shall link sidewalks of adjoining lots so as to provide a continuous "ribbon" of pedestrian access throughout the community.

**1A LEWIS RANCH PHASE 2, PRELIMINARY SUBDIVISION**

**OTHER REQUIREMENTS**

14. 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.

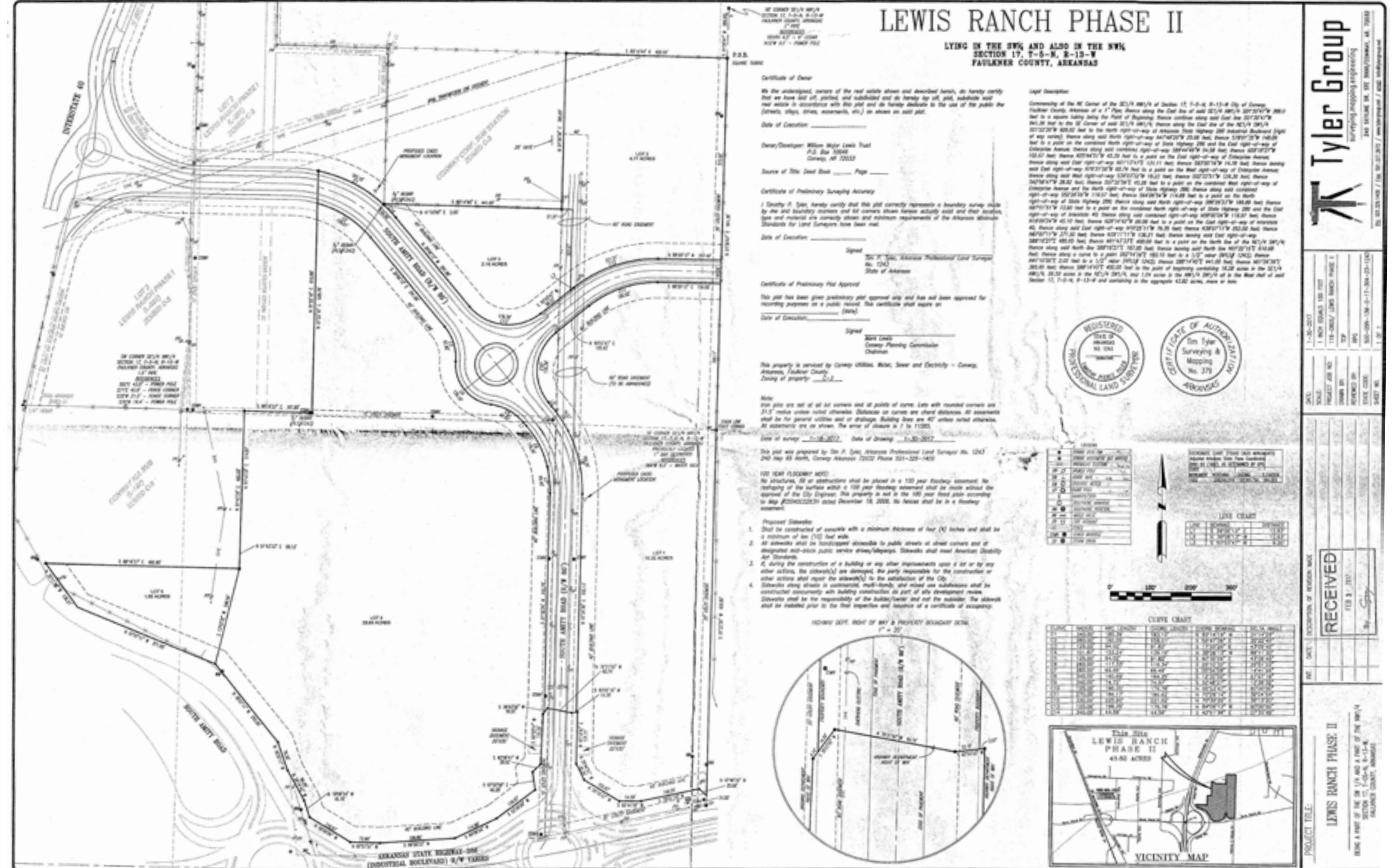
**AUTHORIZATION TO PROCEED**

15. 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**

16. 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 Lewis Ranch Phase II will expire on 02/3/2018.

Preliminary Plat



CAMPBELL COVE PUD, PRELIMINARY SUBDIVISION

APPLICANT

Hal Crafton  
 Rush-Hal Development, Inc.  
 3200 Tyler Street  
 Conway, AR 72034

STAFF REVIEW BY

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

SITE DATA

**Location.** Property located south of Central Baptist Church, west of Mattison Road, north of Donnell Ridge Road

**Site Area.** ±10.07 acres

**Current Zoning.** R-1 (Single-family residential)

**Existing Structures.** None

**Overlay.** None

STAFF COMMENTS

This is a follow up plat for PUD approved by the Planning Commission and City Council in January 2017.

STAFF RECOMMENDATIONS

Planning Commission approval is needed for items 12 and 20. Staff recommends approval of the preliminary plat subject to the completed punch list.

CONWAY CITY PLANNING DEPARTMENT REVIEW  
 CAMPBELL COVE PUD PRELIMINARY PLAT  
 SUBMITTED BY: HAL CRAFTON

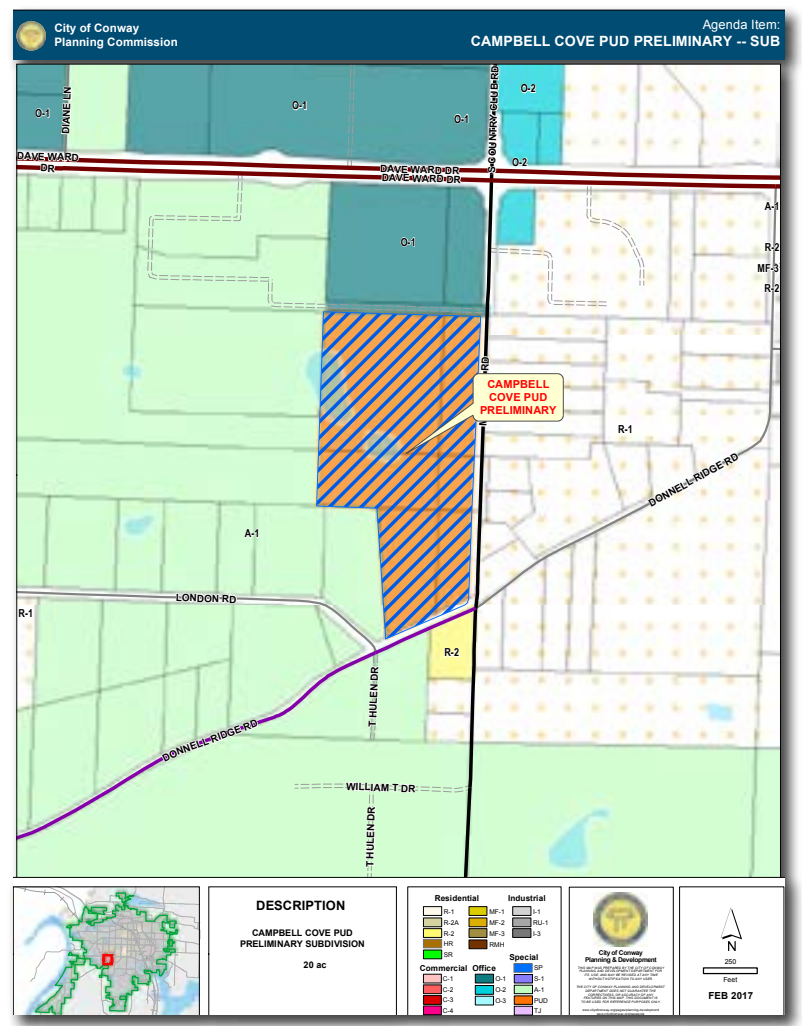
This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for preliminary plat approval.

BASIC INFORMATION NEEDED ON THE PLAT

1. Lot lines with appropriate dimensions are needed.
2. 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

3. Improvement plans for each new utility system are needed.
4. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.



5. 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

6. 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.
7. 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-

8. 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.
9. 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

10. An easement shall be placed around the high water limits of the detention area.

STREET DESIGN REQUIREMENTS

11. 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. *Donnell Ridge Road requires 80' ROW, so additional dedication of 15' is required.*
12. Property line corners at street intersections shall be rounded with a radius of at least 28 feet. ***A variance request has been received to allow corner radii of 25 feet due to the approved PUD reduced street rights of way. The Planning Commission must approve this variance or this condition must be corrected.***

ALLEY DESIGN REQUIREMENTS

13. All alleys must be paved with concrete or asphalt with the center depressed to carry water.
14. Curbs and gutters are not required for alleys.
15. Alleys must have a paved width of no less than 16 feet.
16. Alley intersections and sharp changes in alignment shall be avoided.

EASEMENT DESIGN REQUIREMENTS

17. 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

2A CAMPBELL COVE PUD, PRELIMINARY SUBDIVISION

water easement conforming substantially with the lines of the water course and shall be adequate for such intended purpose.

18. Utility easements as required by Conway Corporation are needed.

19. Drainage easements as required by the City Engineer are needed.

**LOT DESIGN REQUIREMENTS**

20. Double frontage lots other than corner lots fronting on two streets shall not be platted except under extreme circumstances, as may be approved by the Planning Commission. **Planning Commission must approve lot 87 as a double frontage lot or this condition must be corrected.**

**SIDEWALK DESIGN REQUIREMENTS**

21. Sidewalks are required along both sides of all streets within all zoning districts within Conway city limits and within the Conway Territorial Jurisdiction. *A minimum green space of three (3) feet should be provided between the sidewalk and curb along residential streets for developer required street trees.*

**OTHER REQUIREMENTS**

22. 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.

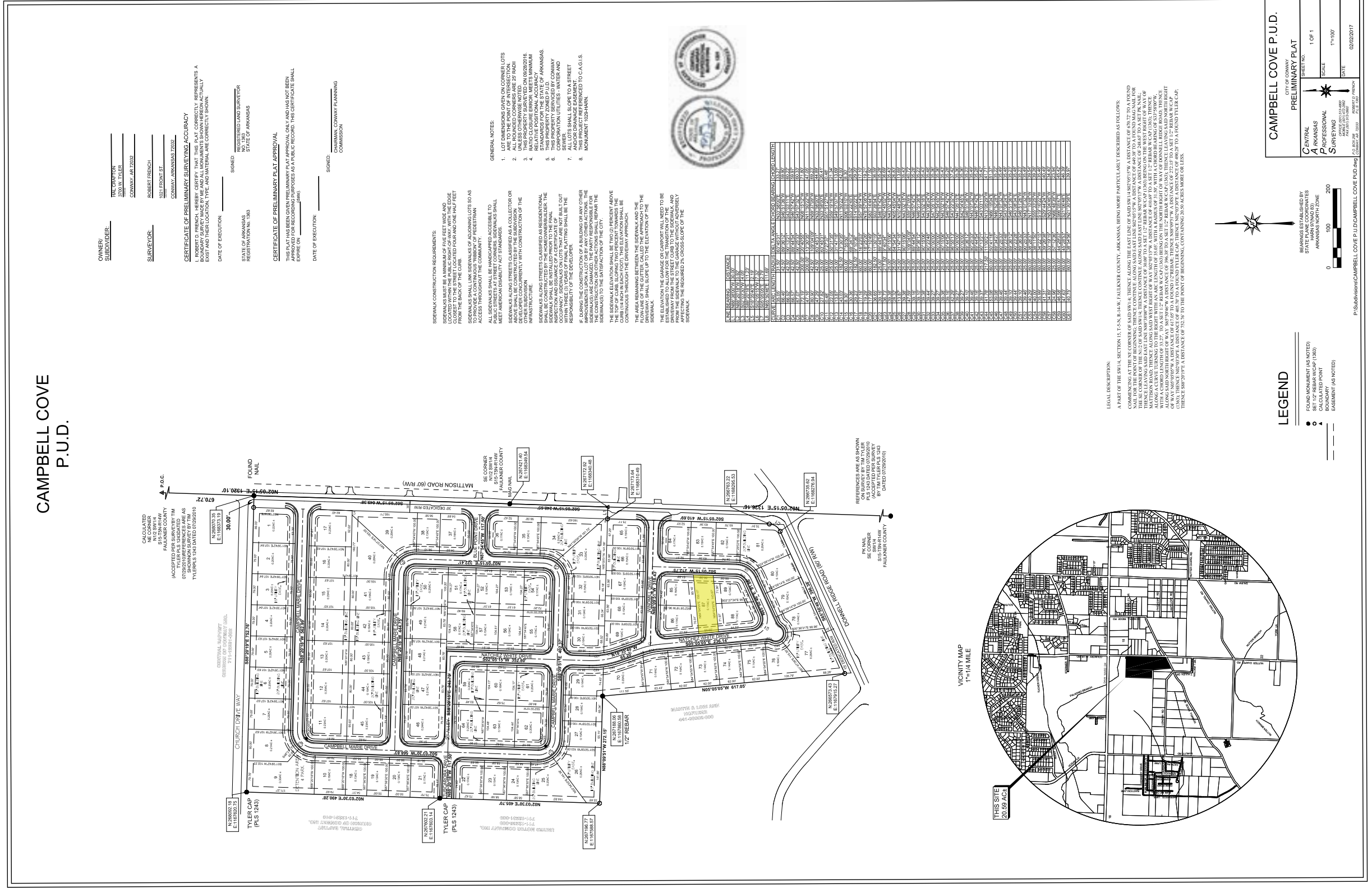
**AUTHORIZATION TO PROCEED**

23. 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**

24. Plats will expire t the end of one year from acceptance of the Preliminary Plat unless an extension is requested and granted by the Planning Commission. The Campbell Cove PUD will expire on 02/03/2018.

Preliminary Plat



CAMPBELL COVE  
P.U.D.

OWNER/  
SUBDIVIDER:  
TRACRYPTON  
3700 W. TYLER  
CONWAY, AR 72032

SURVEYOR:  
ROBERT FRENCH  
1024 FRONT ST.  
CONWAY, ARKANSAS 72032

CERTIFICATE OF PRELIMINARY SURVEYING ACCURACY  
I, ROBERT FRENCH, HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS A SURVEY OF THE LAND SHOWN HEREON AND THAT THE DIMENSIONS AND ANGLES ACTUALLY EXIST AND THEIR LOCATION, TYPE, AND MATERIAL ARE CORRECTLY SHOWN.

DATE OF EXECUTION: \_\_\_\_\_ SIGNED: \_\_\_\_\_ REGISTERED LAND SURVEYOR  
NO. 11321  
STATE OF ARKANSAS

CERTIFICATE OF PRELIMINARY PLAT APPROVAL  
THIS PLAT HAS BEEN GIVEN APPROVAL AS A PRELIMINARY PLAT AND SHALL BE ACTUALLY EXPLORED ON \_\_\_\_\_ (MM/DD/YYYY)

DATE OF EXECUTION: \_\_\_\_\_ SIGNED: \_\_\_\_\_ CHAIRMAN, CONWAY PLANNING  
COMMISSION

**GENERAL NOTES**

1. LOT DIMENSIONS GIVEN ON CORNER LOTS ARE TO THE POINT OF INTERSECTION.
2. ALL ROADED CORNER LOTS ARE TO BE CONVEYED WITHIN 25' RADIUS.
3. THIS PROPERTY SURVEYED ON 06/28/2016.
4. THIS PROPERTY SURVEYED ON 06/28/2016.
5. THIS PROPERTY SURVEYED ON 06/28/2016.
6. THIS PROPERTY SURVEYED ON 06/28/2016.
7. THIS PROPERTY SURVEYED ON 06/28/2016.
8. THIS PROJECT REFERENCED TO C.G.L.S. ADJACENT TOWNSHIP.

**SIDEWALK CONSTRUCTION REQUIREMENTS:**

SIDEWALKS MUST BE A MINIMUM OF FIVE FEET WIDE AND LOCATED WITHIN THE PUBLIC RIGHT OF WAY WITH THE EDGE OF THE CURB. SIDEWALKS SHALL BE CONSTRUCTED WITHIN THE PUBLIC RIGHT OF WAY WITH THE EDGE OF THE CURB. SIDEWALKS SHALL BE CONSTRUCTED WITHIN THE PUBLIC RIGHT OF WAY WITH THE EDGE OF THE CURB. SIDEWALKS SHALL BE CONSTRUCTED WITHIN THE PUBLIC RIGHT OF WAY WITH THE EDGE OF THE CURB.



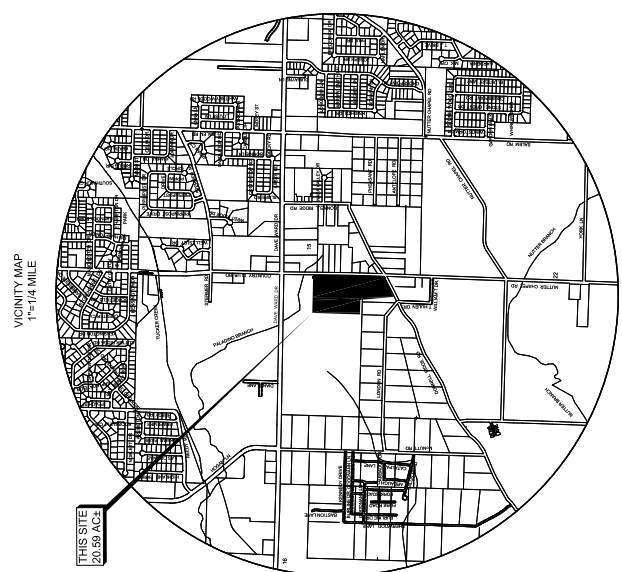
LINE	BEARING	DISTANCE	CURVE	ARC LENGTH	CHORD	CHORD BEARING	CHORD LENGTH
1	N 27° 17' 34" E	122.59					
2	S 22° 15' 41" W	100.00					
3	N 00° 00' 00" E	100.00					
4	S 67° 45' 00" W	100.00					
5	N 22° 15' 41" W	100.00					
6	N 00° 00' 00" E	100.00					
7	S 22° 15' 41" W	100.00					
8	N 67° 45' 00" E	100.00					
9	N 27° 17' 34" E	122.59					

LEGAL DESCRIPTION:  
A PART OF THE SW/4, SECTION 15, T-5N, R-14W, FAULKNER COUNTY, ARKANSAS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE CORNER OF SAID SW/4, THENCE ALONG THE EAST LINE OF SAID SW/4 82° 50' 00" W A DISTANCE OF 657.72 TO A POINT  
THE CORNER OF THE N/2 OF SAID SW/4, THENCE ALONG SAID EAST LINE 82° 50' 00" W A DISTANCE OF 246.65 TO A SET POINT;  
THE CORNER OF THE N/2 OF SAID SW/4, THENCE ALONG SAID EAST LINE 82° 50' 00" W A DISTANCE OF 246.65 TO A SET POINT;  
MATTISSON ROAD, THENCE ALONG SAID WEST RIGHT OF WAY 5° 08' 29" W A DISTANCE OF 440.97 TO A SET POINT (1/2" REBAR WCA 2118); THENCE  
ALONG SAID WEST RIGHT OF WAY 5° 08' 29" W A DISTANCE OF 440.97 TO A SET POINT (1/2" REBAR WCA 2118); THENCE  
ALONG SAID WEST RIGHT OF WAY 82° 50' 00" W A DISTANCE OF 396.38 TO A SET 1/2" REBAR WCA 2118; THENCE ALONG SAID WEST RIGHT  
OF WAY 82° 50' 00" W A DISTANCE OF 396.38 TO A SET 1/2" REBAR WCA 2118; THENCE ALONG SAID WEST RIGHT OF WAY 82° 50' 00" W  
A DISTANCE OF 485.20 TO A POINT (1/2" REBAR WCA 2118); THENCE ALONG SAID WEST RIGHT OF WAY 82° 50' 00" W A DISTANCE OF 485.20  
TO A POINT (1/2" REBAR WCA 2118); THENCE ALONG SAID WEST RIGHT OF WAY 82° 50' 00" W A DISTANCE OF 485.20 TO A POINT (1/2" REBAR  
WCA 2118); THENCE ALONG SAID WEST RIGHT OF WAY 82° 50' 00" W A DISTANCE OF 485.20 TO A POINT (1/2" REBAR WCA 2118);

CAMPBELL COVE P.U.D.  
PRELIMINARY PLAT  
SHEET NO. 1 OF 1  
SCALE 1"=100'  
DATE 02/22/2017

BEARINGS ESTABLISHED BY  
STATE PLAT 148,000  
ARKANSAS NORTH ZONE  
PROFESSIONAL SURVEYOR  
ROBERT FRENCH  
NO. 11321

LEGEND  
FOUND MONUMENT (AS NOTED)  
CALCULATED POINT (AS NOTED)  
BOUNDARY  
EASEMENT (AS NOTED)



**2A RUSH-HAL REQUEST TO REZONE FROM A-1 TO R-1**

**RUSH-HAL DEVELOPMENT REQUEST TO REZONE FROM A-1 (AGRICULTURAL) TO R-1 (SINGLE-FAMILY RESIDENTIAL) FOR PROPERTY LOCATED NORTH OF THE EXISTING PHASE 1, WINTERBROOK SUBDIVISION, WEST TYLER STREET**

**APPLICANT**  
 Hal Crafton  
 Rush-Hal Development, Inc.  
 3200 Tyler Street  
 Conway, AR 72034

**STAFF REVIEW BY**  
 Jason Lyon, Assistant Director of Planning & Development  
 1201 Oak Street  
 Conway, AR 72032

**SITE DATA**  
**Location.** Winterbrook Phase 2, 3300 Block Tyler Street  
**Site Area.** 12.90 acres +/-

**Current Zoning.** A-1 (Architectural)  
**Requested Zoning.** R-1 (Single-family residential)

**Existing Structures.** Single Family Home on west side of property

**Overlay.** None

**Comprehensive Plan.** The Comprehensive Plan this area as appropriate for single family residences. The surrounding area is all single family homes and open pasture.

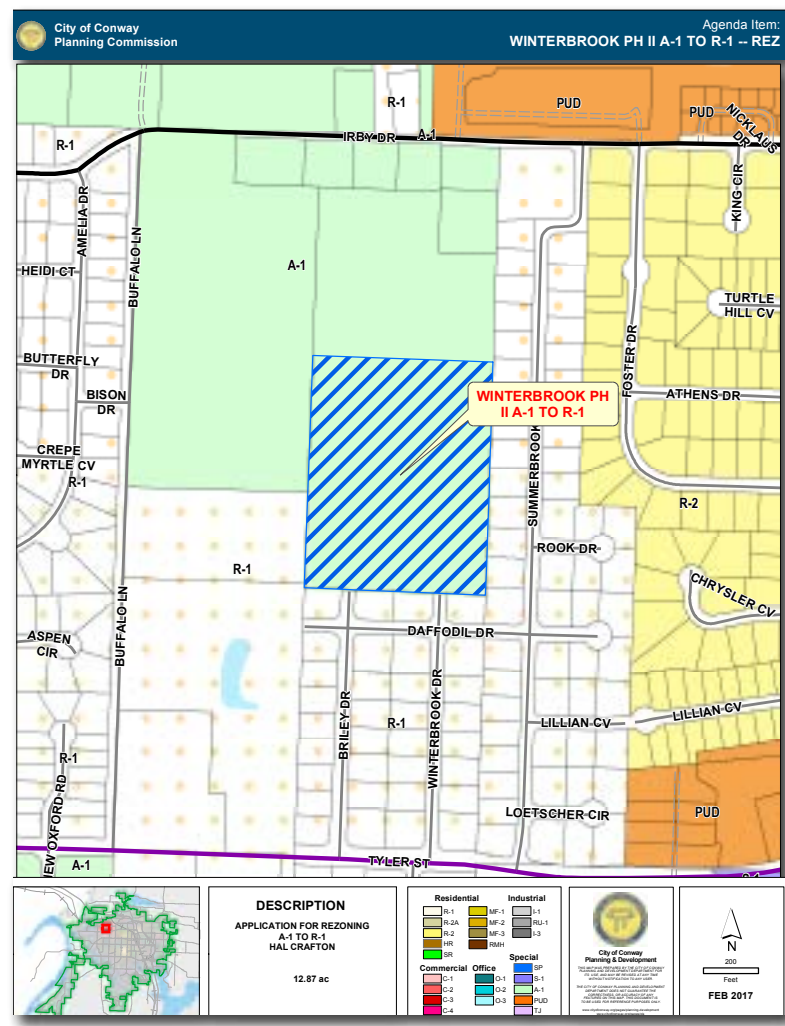
**Projected Traffic Impact.** With a rezoning to R-1, traffic impact would be potentially 330 trips per day with a full build out of 33 homes. Subdivision access is through Briley or Winterbrook Drives onto Tyler Street which has capacity for additional car trips.

**Flood\Drainage.** No flood problems on this property.

**Utilities.** The proposed rezoning should have no utility service problems. Area utilities were expanded with the addition of Winterbrook Phase 1.

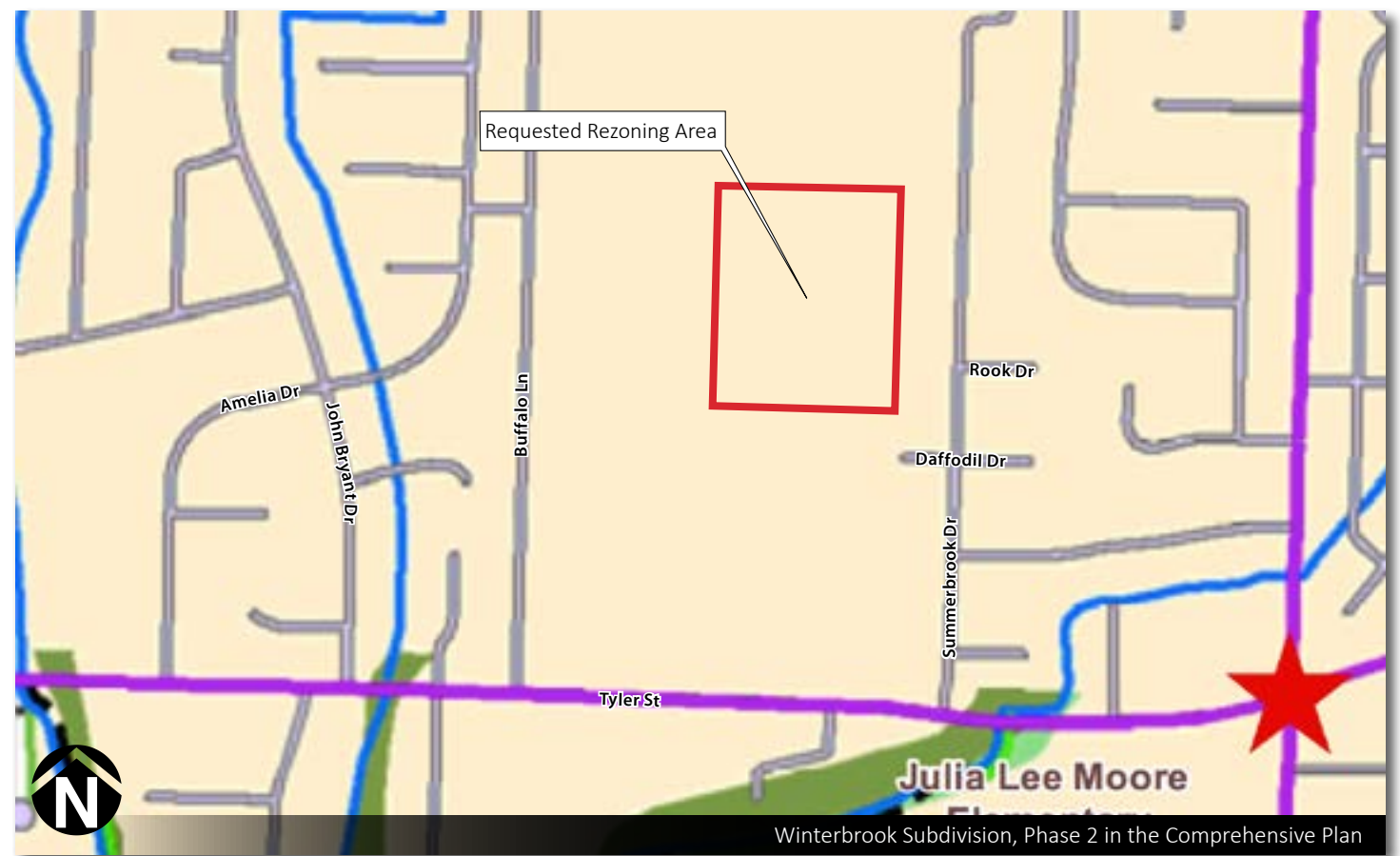
**Street Improvement.** There are no current plans for any area street improvements.

**Conway 2025.** Not applicable.



**STAFF COMMENTS**  
 The applicant is seeking a rezoning from A-1 (Agricultural District) to R-1 (Single-Family Residential District) with plans to potentially build a new 33 lot subdivision; Winterbrook Phase 2. This subdivision was approved by the Planning Commission in January 2017 contingent on rezoning. The proposed rezoning and subdivision are an expansion of Winterbrook Phase 1. Subdivision access will be provided by extensions of Winterbrook, Briley, and Daffodil Drives. Additional street connections should be considered during the platting of future phases to connect St John's Subdivision to the west and Irby Street to the north.

**STAFF RECOMMENDATIONS**  
 Planning Staff recommends approval of this request, the rezoning is for the second phase of Winterbrook Subdivision. Developer will extend Briley and Winterbrook Drives for neighborhood access.





## 2B SALTER PROPERTIES REQUEST TO REZONE FROM R-2A TO PUD

**SALTER PROPERTIES REQUEST TO REZONE FROM R-2A (LARGE LOT DUPLEX) TO PUD (PLANNED UNIT DEVELOPMENT) FOR PROPERTY LOCATED AT 1912 & 1918 ROBINSON AVENUE**

**APPLICANT**

Brent Salter  
Salter Properties, LLC  
P.O. Box 11778/201 Lee Andrew Lane  
Conway, Arkansas 72034

**STAFF REVIEW BY**

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

**SITE DATA**

**Location.** 1912 and 1918 Robinson Avenue

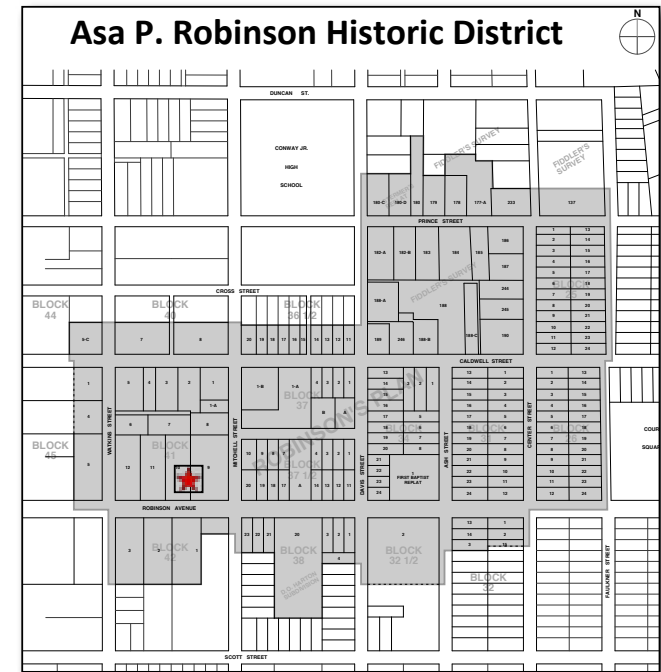
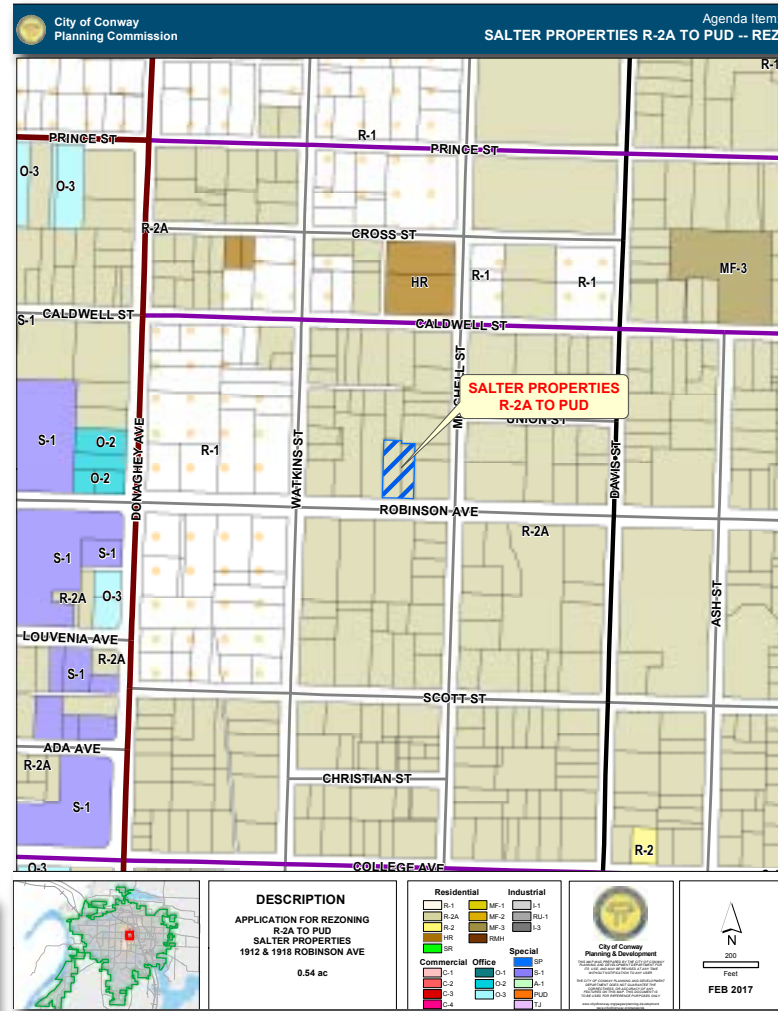
**Site Area.** +/- 0.54 acres

**Current Zoning.** R-2A (Large Lot Duplex)

**Requested Zoning.** PUD (Planned Unit Development)

**Existing Structures.** Two duplexes; 1408 s.f. and 1344 s.f., and one small rear yard cottage; 728 s.f. (5 living units total)

**Overlay.** The property is within the Asa P. Robinson Historic District.



**Comprehensive Plan.** The Comprehensive Plan shows this area as appropriate for single family residential. However, the property is currently used as duplexes and a cottage rental.

**Projected traffic Impact.** Under current R-2A zoning with the existing number of residential units, approximately 50 vehicle trips per day would be typical. With a rezoning to PUD and developed as proposed with 9 units, around 90 vehicle trips per day are projected.

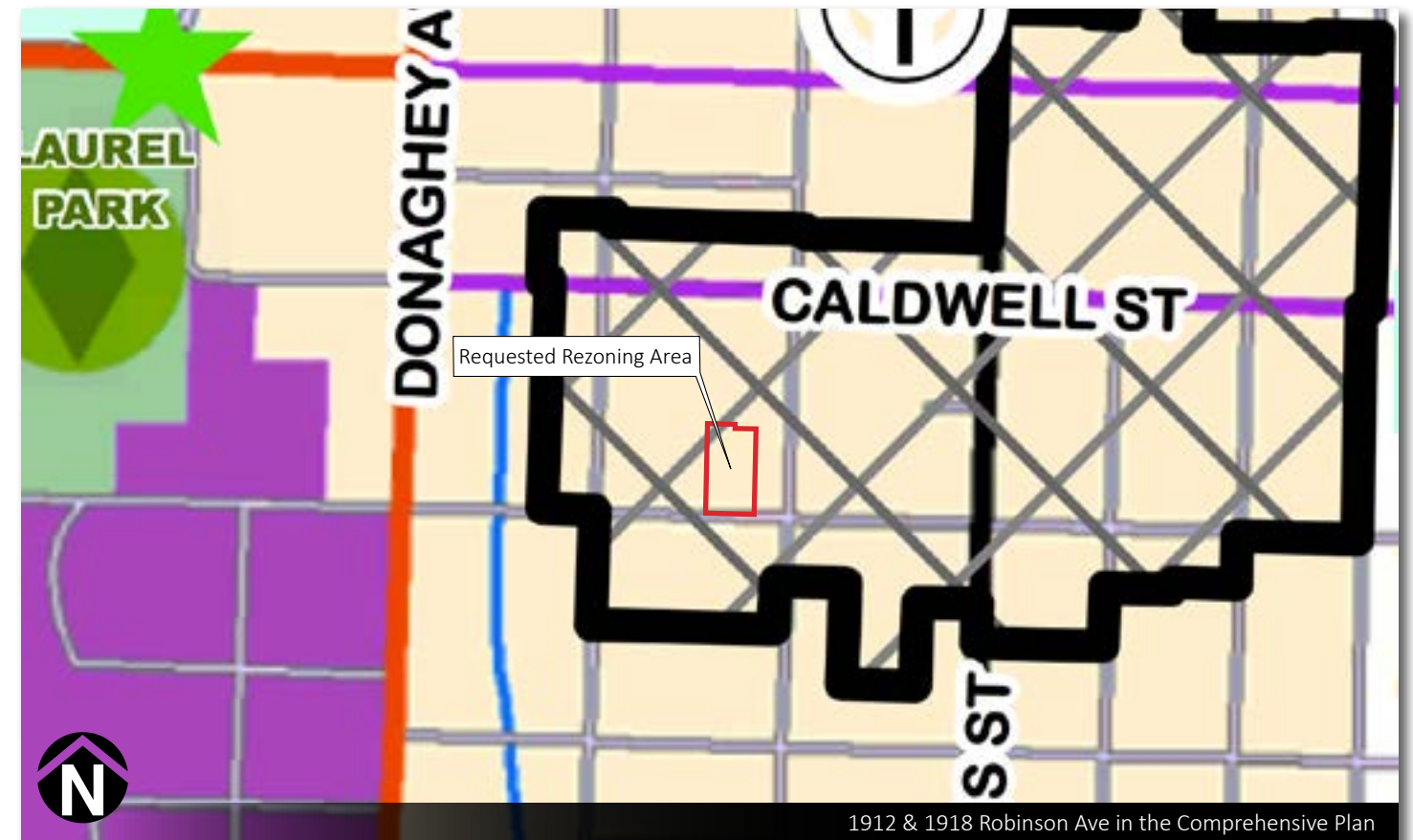
**Utility Infrastructure.** Conway Corporation Engineering will review and consider the adequacy of existing infrastructure. Extensions and re-routing of utilities may be required.

**Flood / Drainage.** This property is not within the 100 year floodplain or floodway.

**Street Improvements.** No area street improvements are planned in the near future.

**Conway 2025.** Conway 2025 has several statements applicable to the proposed development:  
In 2025, Conway has a number of walkable/livable “villages” that were developed using planning tools such as Traditional Neighborhood Development and form-based zoning.

In 2025, mixed use developments are prevalent throughout Conway. The city has moved away from its previous “subdivision ordinance” style of planning.



In 2025, the city of Conway has a planning ordinance that accommodates truly high density residential developments.

In 2025, Conway’s historic architecture and landscape features are preserved and interpreted by its citizens.

**STAFF COMMENTS**

**General Description.** The proposed development would retain the existing duplexes facing Robinson Avenue. No changes are planned for the exterior of the duplexes. The small cottage behind 1918 Robinson is planned to be demolished. Two new buildings are proposed at the rear of the duplexes; 1 with 3 residential units above 3 garages, the other, will have 2 residential units above 5 garages. Including the two existing duplexes, the total number of residential units would be 9. There will be 8 garages. The proposed structures would have a first floor area footprint of around 2136 s.f. and 1776 s.f. Total square footage including the first floor garages would be doubled to 4272 s.f. and 3552 s.f.

The property is zoned R-2A which allows duplexes, but they must be on 100 foot wide lots. The lots are 65 and 50 feet wide. Therefore, the duplexes are pre-existing, non-conforming uses (grandfathered). A small 728 s.f. cottage sits at the rear of 1918 Robinson. This gives the lot a grandfathered multi-family status. If the duplexes were converted to single family use or the small cottage demolished, the duplex/multi-family grandfathered status would be lost.

Both duplexes were constructed around 1925. It appears that 1912 Robinson has been used as a duplex since 1947. 1912 Robinson is 1408 s.f. and 1918 Robinson is 1344 s.f.

**PUD Specific Requirements.** Below is an examination of requirements specific to PUD zoning requests:

- **Relation to Utilities and Major Roads.** A PUD shall be located in relation to utility systems, drainage systems, and major roads so that neither extension or enlargement of public facilities shall be at the public’s expense. *The proposal would not create any additional expense to the public. All required utility extension and construction will be the developer’s expense.*
- **Internal Street Network.** A PUD shall include an internal system of streets, parking aisles, and/or cross access drives that can safely and efficiently accommodate vehicular traffic generated by the PUD. *The proposed PUD would use the existing gravel driveway to access a larger gravel driveway/parking area at the rear of the lot between the two new structures.*
- **Sidewalk System.** Unless there are outstanding reasons that warrant otherwise, all internal streets within the PUD shall include pedestrian sidewalks. *There is an existing sidewalk along Robinson Avenue. However, the sidewalk appears to be partially in disrepair. If approved, the sidewalk should be repaired as part of this project. There is no internal street; rather, a gravel driveway. No internal sidewalks are proposed. The gravel driveway would serve as pedestrian access.*

- **Common Space.** The incorporation of plazas, courtyards, and other outdoor spaces for people to gather is encouraged. *No common gathering area is proposed.*
- **Green Space.** Planned Unit Developments less than three acres shall dedicate a minimum of 5 percent to 20 percent of the total project area to pervious surface typically reserved for green space and/or landscaping. *Around 40% permeable green space is shown.*
- **Property Owners Association.** PUDs may require the formation of a property owners association to oversee the upkeep of common areas and green spaces. *No information has been presented concerning a property owners association at this time.*
- **Required Meetings.** A PUD request requires two specific meetings prior to the Planning Commission public hearing; a development review meeting and a public informational meeting. *The development review meeting was held on February 8, 2017 at City Hall. This meeting is a technical meeting between the applicant and city officials to determine any technical development issues. The Fire Department noted that the dead end access lane is over 150 feet in length and would require fire approved turnaround. Utility main extensions might be required at the developer’s expense. Sanitation service would not be a problem.*

*On February 16, 2017 a public information meeting is scheduled at Conway City Hall at 5:30 pm. A followup email will be sent to Planning Commissioners on Friday, February 17, 2017.*

- **Signage.** Unless specified otherwise, a PUD is subject to current Conway sign regulations. However, as part of the PUD’s final development plan, signage may deviate from these requirements. *There are no special sign variance requests as part of the PUD. Signage must be approved by the Historic District Commission.*
- **Platting, Development Review.** *If approved, the proposed PUD must be re-platted into one lot as it currently occupies two lots.*

**STAFF RECOMMENDATION**

The proposed PUD would introduce a level of residential density that is not typically found within the Asa P. Robinson Historic District. The District consists mainly of single family and duplex residences. Of 135 residential structures in the district, 4 multi-family structures have a similar level of density; 1618 and 1622 Robinson (3 blocks east), and 915 and 931 Faulkner Street (.4 miles northwest). These structures were originally built as walkup multifamily dwellings and are the sole structure on each lot. They have a density equal to MF-1 (12 units/acre).

The proposed PUD occupies property in a block, bounded by Caldwell, Mitchell, Watkins, and Robinson. This block has 16 single family residences and 3 duplexes. Several lots within the block are narrow and deep similar to the proposed development lots.

The proposed PUD is on two lots that have been under common ownership for many years. There are currently 5 rental units; 2 duplexes and 1 rear cottage unit. The proposed PUD would demolish the cottage unit. 5 units total would be constructed for a total of 9 living units (4 additional new units). Density would be equivalent of MF-2. (18 units/acre)

Any demolition, exterior remodeling, or new construction must have Historic District Commission approval within the Asa P. Robinson Historic District. 1918 Robinson is listed as a “contributing” structure in the district. A contributing structure has retained its historic materials, windows, etc and is seen as historically intact. 1912 Robinson is non-contributing.


There is possible overlap of conditions made by the Planning Commission/City Council and the Historic District Commission. The Historic District Commission approves any existing structure renovations, demolition, and new construction. The Planning Commission decides land use such as the appropriate residential density. The Planning Commission may also consider the site, structure locations, landscaping, etc. However, if approved, the Historic District Commission will consider the structures, materials, and landscaping in depth. The developers intend to use higher quality materials such as brick and cement board siding (Hardie plank). However, an extensive review of exterior materials will be part of the HDC review.

If approved by the Planning Commission/City Council and the Historic District Commission, the project is also subject to Planning Staff development review.

In general, Planning Staff is supportive of denser infill developments. However, this proposal is in the heart of a local certified historic district. One of the key roles of this historic district designation is preservation. There is no historic precedent or context for a development of this type and density within the Robinson District. The proposed structures are somewhat similar to “carriage houses” with a living unit above a garage. However, they are very large for carriage houses. There are several examples of small living units above a garage in the Robinson District and the Old Conway area. There is no precedent for multiple living units above multiple garages in Conway’s historic areas. The proposed new structures are 2 story in height. As proposed, the structures will be visible above the one story duplex’s rooftops. The developer has indicated that the proposed structures are very similar to existing garage apartment units at Centerstone Apartments at Dave Ward Drive and Moix Boulevard.

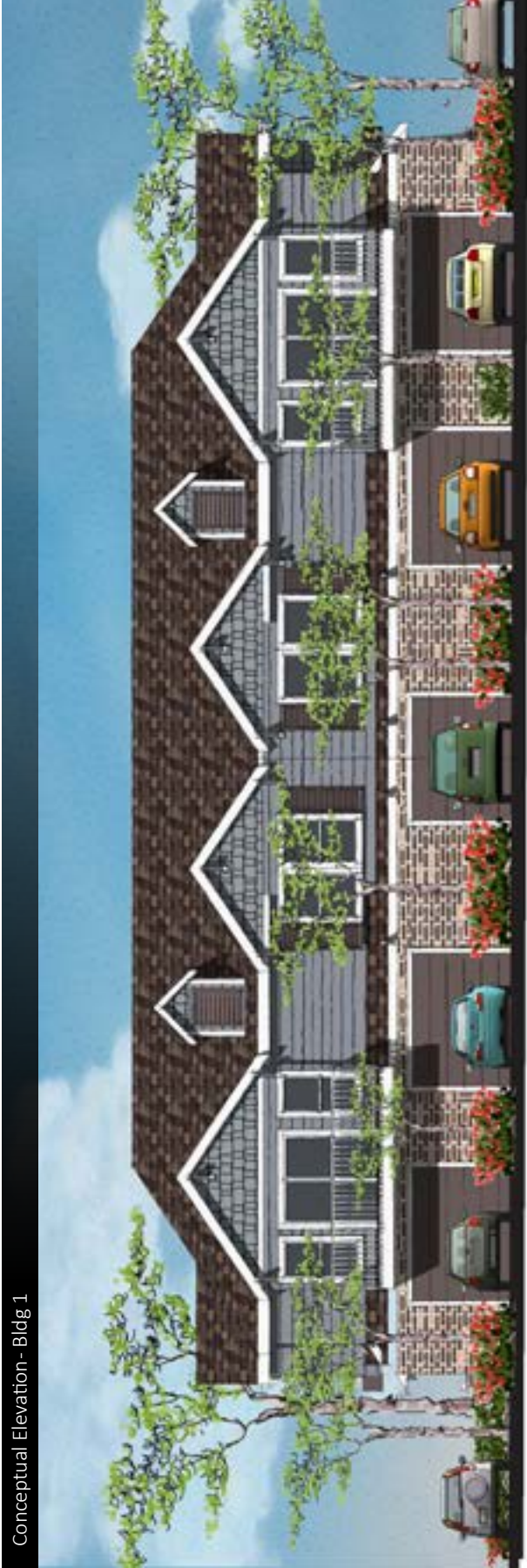
There will be a much opposition to this proposal from area neighbors and those in the Conway historic preservation community. The Planning Commission may choose to approve this request, deny this request, or approve with conditions.

**Suggested PUD Final Development Plan Conditions.** A list of possible conditions is presented below. These conditions are provided for consideration by the Commission only if the Commission feels that the requested land use is appropriate. Conditions 1 and 2 concerning density are likely the most important conditions for consideration. Condition 5 is crafted to specify general parameters, without limiting the Historic District Commission’s review. The Planning Commission should examine these suggested conditions and delete, modify, or add to as needed.

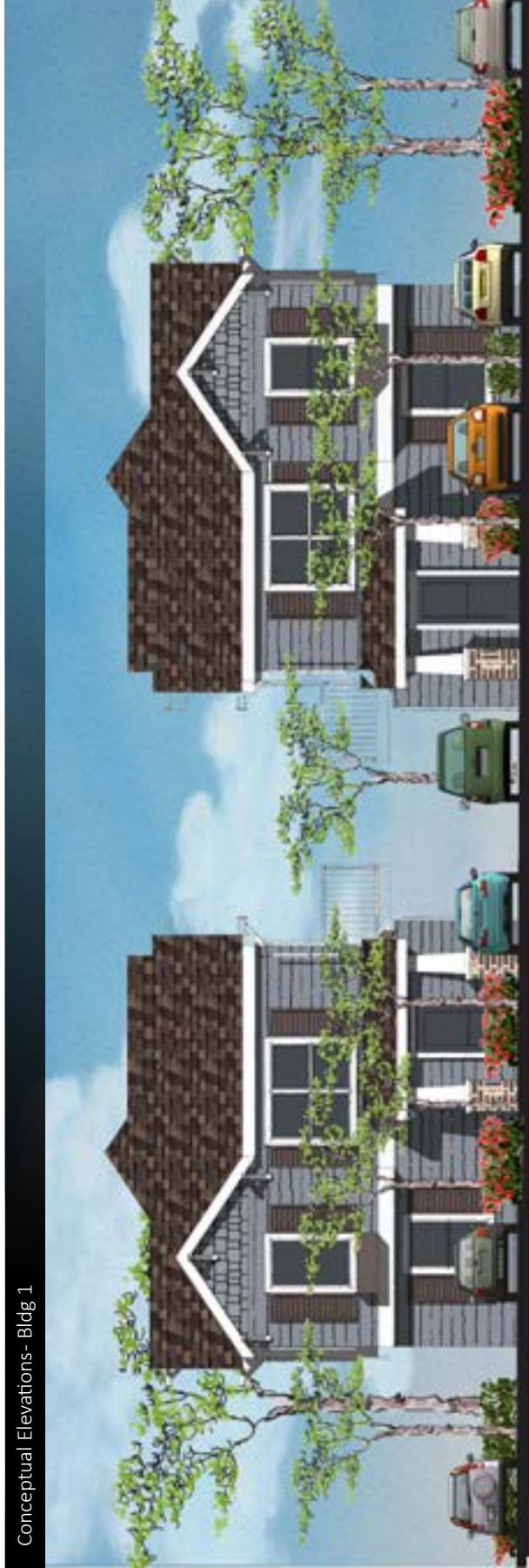
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Planning Staff created illustration demonstrating massing



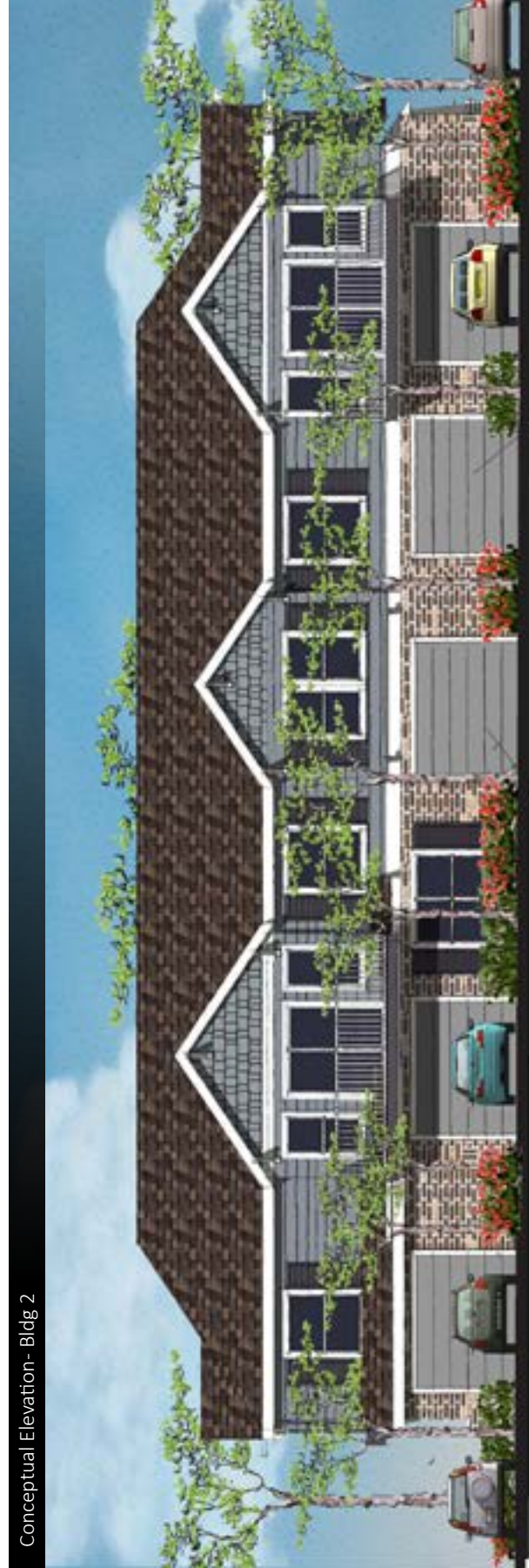
WEST ELEVATION



NORTH ELEVATION

Conceptual Elevations- Bldg 1

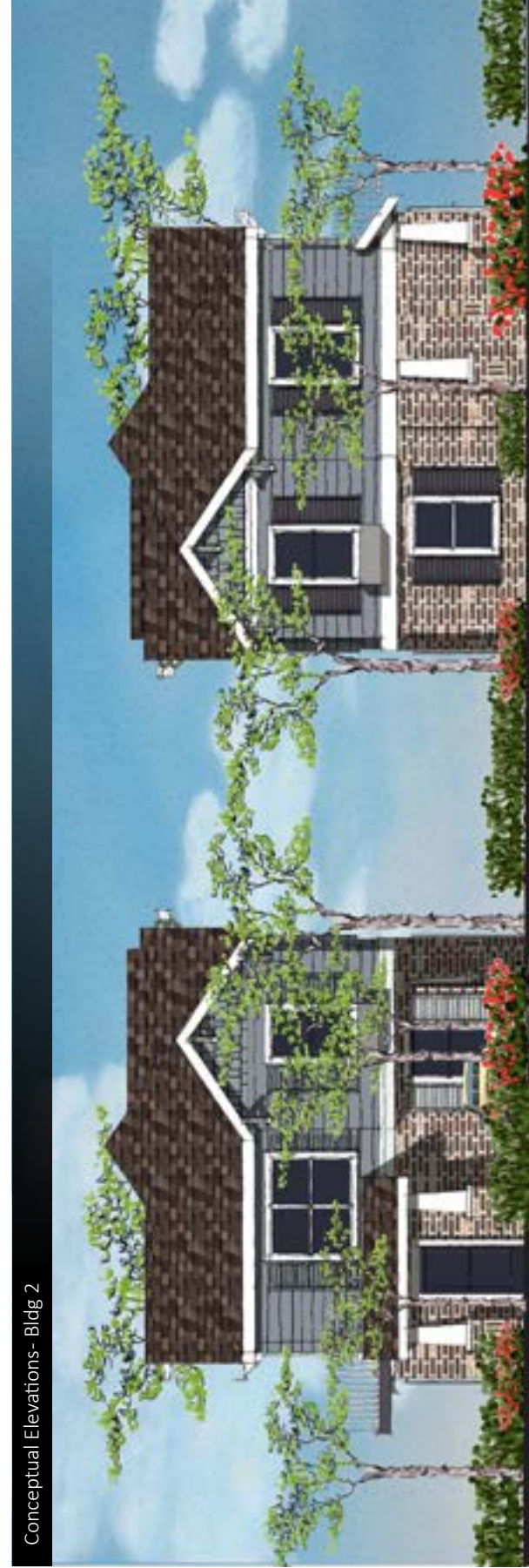
SOUTH ELEVATION



EAST ELEVATION

FAUX GARAGE DOORS

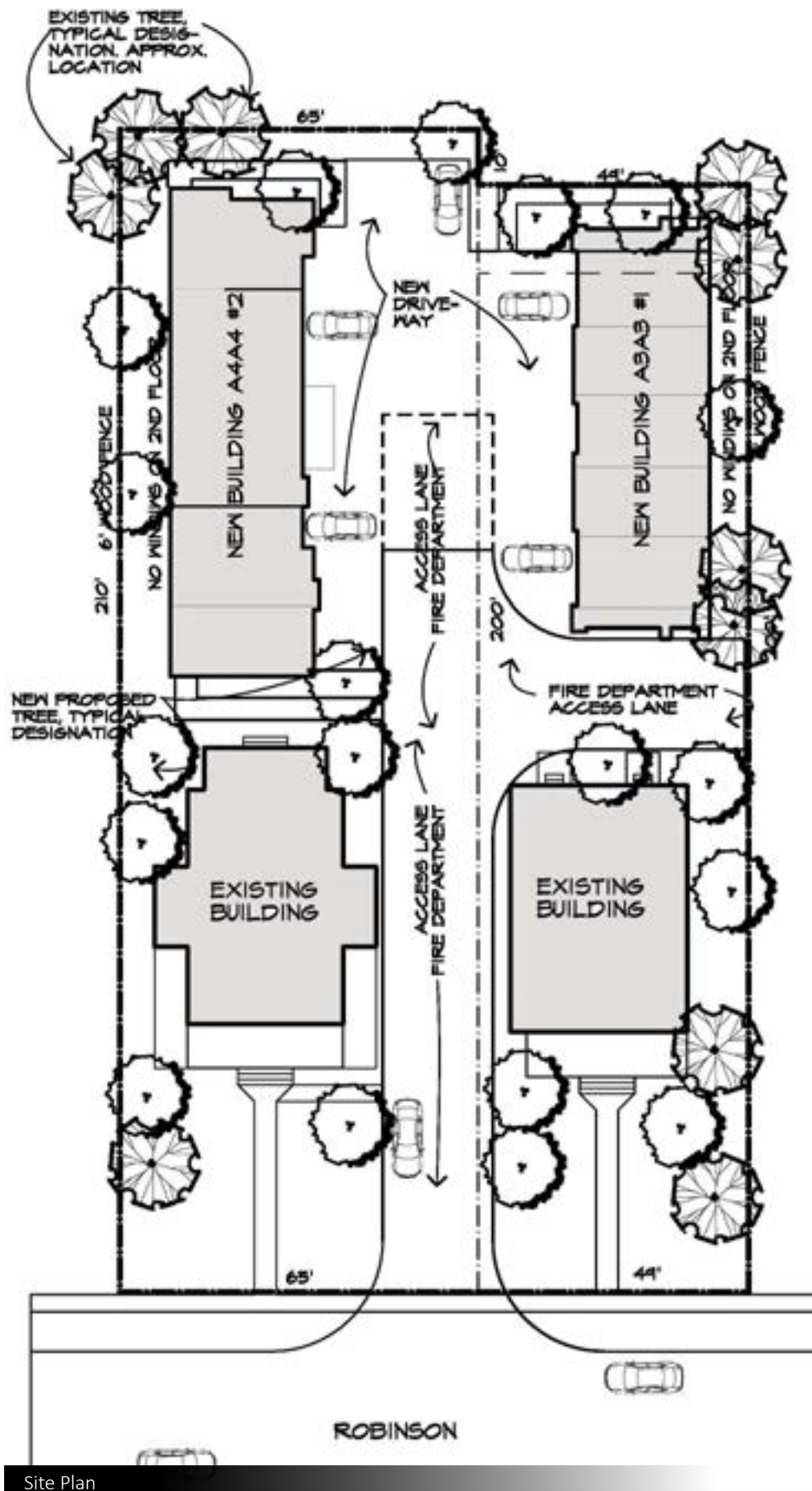
Conceptual Elevation- Bldg 2



SOUTH ELEVATION

NORTH ELEVATION

Conceptual Elevations- Bldg 2



Site Plan

**Staff Suggested Conditions:**

1. The PUD shall allow a maximum of 9 (or less) residential units. (A possible compromise might be (1) additional residential unit per lot behind each existing duplex or (6) units maximum)
2. The PUD shall have a maximum of 8 (or less) garage units. (A possible compromise might be (1) additional 2 car garage per each existing duplex for a maximum of (2) 2 car garages)
3. New structures must be situated to minimize visibility from Robinson Avenue.
4. Any signage must be approved by the Historic District Commission.
5. The PUD shall be generally developed as shown on site plan. Specific structure design, materials, landscaping, and variations from the submitted plan shall be allowed per Historic District Commission review. However, the density and intent of the site plan shall be followed.
6. Platting shall be required.
7. Setbacks, easements, etc shall be defined in the final development plan and PUD documents. Some dimensions, such as setbacks, shall be determined during Historic District Commission review.

**Planned Unit Development?**

A Planned Unit Development (PUD) district is intended to accommodate developments that might otherwise be impractical or impossible to implement through traditional zoning.

A PUD project allows the creation of specific development standards to address each PUD's unique characteristics. The PUD district also allows variances and/or the setting of conditions by the Planning Commission / City Council including, but not limited to; land use, building setbacks, parking, density, common space, green space, ingress/egress points, architectural design, and landscaping/buffering. Any conditions placed on a PUD request are incorporated into the PUD Final Plan. The PUD Final Plan typically consist of a site plan, a text document including conditions, variances, and any additional drawings or information defining the PUD. The Final PUD Plan is kept on file with the Planning Department and becomes the regulating document for the PUD.

Three planning meetings are involved in a PUD rezoning request. The first meeting is a technical meeting between the developer and various City Departments; Planning, Engineering, Permits, Sanitation, Fire, and Conway Corporation. The second meeting is a public information meeting to allow the public a chance to receive information and ask questions in an informal setting. At the third meeting, the Planning Commission meeting, the Commission reviews the PUD request. The Planning Commission may deny or approve the request with appropriate variances and conditions.

The Planning Commission recommendation is passed onto the City Council for approval or denial. The Council again takes public input at the Council meeting. The City Council makes the final decision which includes; denial, approval as recommended by the Planning Commission, or approval with conditions as amended by the City Council.

Once approved, the Final PUD Plan is created. The developer must plat any unplatted property. The PUD is also subject to Planning Staff Development Review. Development Review examines a project's ingress/egress, landscaping, parking requirements, lighting, architectural standards, drainage, etc. Once development review is complete, the Permits Department may begin review for life safety/building codes. A building permit is issued upon completion of the building code review.

PUDs may be granted minor amendments without re-opening the PUD to Commission/Council review. A minor amendment may be granted by the Director of Planning. A minor amendment may not expand the specifically allowed land uses, nor change the character or function of approved driveways or streets, nor cause any foreseeable significant increase in traffic volume or negative impacts on traffic flow, nor significantly reduce the amount and/or distribution of common space or green space, nor create any significant change to the nature or character of the approved PUD.

A major amendment is any change beyond the scope of a minor amendment and must have City Council approval. Additionally, the Director of Planning and Development may elect to follow the major modification method for approval of any amendment if the amendment is deemed to be in the public interest.

PUD amendments that require public review must be submitted to the Planning Commission and City Council. Notifications must be posted and the PUD amendment must begin PUD approval procedures as if it were a new PUD rezoning request. A re-opening of the PUD for a major amendment does not make the entire PUD subject for review, only that portion being modified.

At its discretion, the Planning Commission may periodically review a Planned Unit Development's implementation status. If the Planning Commission determines that the PUD is not being implemented in accordance with the Final PUD Plan, the Planning Commission may recommend that the City Council review the progress of the project. The City Council may allow the project to continue uninterrupted, may require the applicant and/or developer to submit a revised PUD plan, or take any other reasonable action to ensure that the subject property is developed in an appropriate manner.