

The regular meeting of the Conway Planning Commission was held Monday, September 16, 2019 in the Russell L. "Jack" Roberts District Court Building. The following members, being a quorum, were present and acting: Chairman Justin Brown, Dalencia Hervey, Arthur Ingram, LaTisha Sanders-Jones, Bryan Quinn, Brandon Ruhl, Brian Townsend, and Anne Tucker. Brooks Freeman and Rhea Williams were absent.

Minutes from the August meeting were approved 8-0 on a motion made by Bryan Quinn and seconded by Anne Tucker.

I. SUBDIVISION REVIEW

The Commission voted 8-0 to approve the report from the Subdivision Committee meeting as presented by Brandon Ruhl.

A. Request for preliminary plat approval – Campbell Cove, Phase III

The preliminary plat for Campbell Cove Subdivision, Phase III was reviewed and approved, with conditions, by the Subdivision Committee subject to completion of the amended punch list.

Waiver granted:

1. Creation of double frontage lots [Article IV: §7(f)(7)]

The following items required correction on the plat:

1. Show all hydrant locations.
2. Corrections as noted on the Preliminary Plat.

Conditions:

1. Approval of the requested rezoning to R-2 shall be obtained from City Council prior to receiving authorization to proceed with construction.
2. Preliminary Plat approval from all reviewing agencies shall be obtained.
3. 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.
4. 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.
5. Minimum clearance of twenty-six (26) feet must be provide around a hydrant.
6. Utility easements as required by Conway Corporation are needed.
7. Drainage easements as required by the City Engineer are needed.
8. All other applicable provisions of the City of Conway Subdivision Ordinance (#O-00-03) shall be satisfied and accounted for prior to Preliminary Plat approval.
9. 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.

B. Request for preliminary plat approval – Hum's Hardware Subdivision

The preliminary plat for Hum's Hardware Subdivision was reviewed and approved, with conditions, by the Subdivision Committee subject to completion of the amended punch list.

The following items required correction on the plat:

1. Show all hydrant locations.
2. Corrections as noted on the Preliminary Plat.

3. Department of Health shall approve all septic systems prior to filing of final plat.

Conditions:

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. Approved improvement plans for each new utility system shall be obtained prior to submission of final plat and authorization to proceed.
3. 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.
4. State Fire Code 503.5.5 states that dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Anything other than the following cul-de-sac requirement must be approved by the Conway Fire Marshall.
Preliminary Plat approval conditioned upon Fire Department approval of access and turn around requirements for new street.
5. Minimum clearance of twenty-six (26) feet must be provided around fire hydrant.
6. Utility easements as required by Conway Corporation are needed.
7. Drainage easements as required by the City Engineer are needed.
8. All other applicable provisions of the City of Conway Subdivision Ordinance (#O-00-03) shall be satisfied and accounted for prior to Preliminary Plat approval.
9. 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.

C. Request for preliminary plat approval – Orchard Hills Subdivision, Phase I

The preliminary plat for Orchard Hills Subdivision, Phase I was reviewed and approved, with conditions, by the Subdivision Committee subject to completion of the amended punch list.

The following items required correction on the plat:

1. Show all hydrant locations.
2. Corrections as noted on the Preliminary Plat.
3. Department of Health shall approve all septic systems prior to filing of final plat.

Conditions:

1. Adjust lot lines as necessary to accommodate a minimum lot area of 1 acre and minimum street frontage requirement of 150 feet for all lots. Lot 20-R shall be exempt from the frontage requirement as its existing platted frontage length is not proposed to change.
2. Preliminary Plat approval from all reviewing agencies shall be obtained.
3. Approved improvement plans for each new utility system shall be obtained prior to submission of final plat and authorization to proceed.
4. 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.
5. State Fire Code 503.5.5 states that dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Anything other than the following cul-de-sac requirement must be approved by the Conway Fire Marshall.
Preliminary Plat approval conditioned upon Fire Department approval of access and turn around requirements for new street.
6. 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.
7. Minimum clearance of twenty-six (26) feet must be provide around a hydrant.

8. Utility easements as required by Conway Corporation are needed.
9. Drainage easements as required by the City Engineer are needed.
10. All other applicable provisions of the City of Conway Subdivision Ordinance (#O-00-03) shall be satisfied and accounted for prior to Preliminary Plat approval.
11. 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.

II. PUBLIC HEARINGS

- A. Request for zoning variance to allow reduced interior building setback at 2455 Donaghey Avenue**
Levi Hill, Assistant Director of Planning, explained that the applicant is requesting a zoning variance to allow reduced (from 15' to 7') interior building setbacks and increased parking allowances (from 70 spaces to 80 spaces). The Planning Staff recommends approval as granting the variance will allow appropriate development of the property without harming adjacent property owners and the zoning code parking requirements do not account for 3-bedroom multi-family units. Jim Rankin (1307 Main St) spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was approved 7-0-1 on a motion made by Arthur Ingram and seconded by Anne Tucker; Brandon Ruhl abstained.

- B. Request for conditional use permit to allow a cellular transmission tower in the C-3 zoning district for property located at 3800 Prince Street**
James Walden explained that this was a continuation from the August meeting and during that time the applicant had provided additional information as requested which demonstrated thorough due diligence. Based on this, the Planning Department feels this is the best location in the given area and recommends approval. Randy Frazier, attorney for Verizon, spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval, including the conditions listed below, 8-0 on a motion made by Bryan Quinn and seconded by Brian Townsend.

Conditions:

1. Obtain proper floodplain permit prior to construction.
2. Require concrete paving of the driveway.
3. Construct the transmission tower as submitted in the plans. Changes to the plan shall require reapproval by the Planning Commission.

- C. Request to rezone from R-2A to R-2 property located at 2012 Martin Drive**
James Walden explained the applicant's desire to operate a childcare facility from the property, but this is only allowed by conditional use permit (item II.D) in the R-2 zoning district. He noted the various multi-family uses in the vicinity and that a childcare facility at this location would be advantageous given its proximity to the University of Central Arkansas and Conway Regional Medical Center. As such the Planning Staff recommends approval of the request. Brandy Hansberry (3500 Bay Berry Dr) spoke in favor of the request. Ms. Hansberry would be the Director of the childcare facility. She cited a wait list of 200 applicants at the Grace United Methodist Church childcare facility, which she currently manages, as a primary reason for the application. The center can accommodate up to 45 preschool age children on the first level and 18 school age children on the second level.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval 8-0 on a motion made by Bryan Quinn and seconded by Brandon Ruhl.

D. Request for conditional use permit to a childcare facility in the R-2 zoning district for property located at 2012 Martin Street

James Walden explained the request, which would allow the applicant to operate a childcare facility at the property. Planning Staff recommends approval of the conditional use permit. Estimated traffic increase would likely be modest, but Martin Street has adequate capacity. Given the parking area that has been added to the front yard, Planning Staff is recommending the applicant complete the Development Review process to insure changes to the property comply with required standards. Brandy Hansberry (3500 Bay Berry Dr) spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval, including the conditions listed below, 8-0 on a motion made by Anne Tucker and seconded by Dalencia Hervey.

Conditions:

1. The use shall be subject to Development Review prior to being commenced due to unauthorized construction occurring on the site.
2. The applicant shall submit a traffic management plan for drop-off and pick-ups as part of the Development Review process.
3. All off street parking shall meet the standards set forth in Articles 501 and 1101 of the Zoning Code.
4. Any expansions or additions to the structure as well as any changes to the use shall require an amended or new conditional use permit.

E. Request to annex +/-8.0 acres west of the terminus of Muskogee Road

James Walden provided an overview of the request. The applicant is seeking to annex the property to develop a 2-lot subdivision and to construct a 20,000 retail hardware store and for the property to be zoned C-3 upon annexation, which is consistent with the current zoning in Cimarron Park. The proposed annexation, zoning, and use is compatible with other uses in the area. All reviewing agencies approved the annexation request so Planning Staff recommends approval. Bryan Buns (3484 Rippy Dr) spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval, pending release by Faulkner County, 8-0 on a motion made by Latisha Sanders-Jones and seconded by Arthur Ingram.

F. Request to rezone from I-1 to R-2 +/-10.75 acres located the intersection of London Road and McNutt Road

James Walden provided an overview of the request, noting that the requested change is consistent with the Comprehensive Plan for the area. He explained the potential traffic impact and routing as well as the proposed number of lots and units. The proposed zoning change would reduce the number of allowable uses (downzoning) from the current industrial zoning thus further protecting surrounding properties. The Planning Staff recommends approval of the request. Landon Sanders (2355 Springcrest) spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval 8-0 on a motion made by Brian Townsend and seconded by Anne Tucker.

G. Request to amend the master street plan to realign streets in the Central Landing area

James Walden explained that some realignment of streets is needed based on the PUD development

plan for the Central Landing area and to better serve potential developments by Conway Development Corporation. The north-south connectivity would be maintained, but realigned.

The public hearing was closed and presented to the Commission for discussion. The request was recommended for approval 8-0 on a motion made by Bryan Quinn and seconded by Brian Townsend.

III. ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

A. The following Development Reviews were completed since the last meeting

1. The Plaza at Centerstone Phase III, 2235 Dave Ward Dr (SIT2019JUN02)

B. Lot Splits, Lot Mergers, and Minor Subdivisions were filed for record since the previous meeting.

1. Homestead at the Gap, Phase I (P2019-00042)
2. Lewis Ranch, Replat of Lot 4 (P2019-00043)
3. 5th Avenue Replat (P2019-00044)
4. Matthews Meadows PUD, Phase II (P2019-00045)
5. Miles Crossing (P2019-00047)

C. Lot Splits, Lot Mergers, and Minor Subdivisions were submitted for review since the previous meeting.

1. Miles Crossing (SUB2019AUG04)
2. Matthews Meadows PUD, Phase II (SUB2019AUG05)
3. Franciso Replat (SUB2019AUG06)
4. Cedar Ridge (SUB2019AUG09)
5. North View Estates PUD Phase I (SUB2019AUG10)

Adjournment

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

Approved:



2019 Chairman, Justin Brown