



NOVEMBER

Conway Planning Commission
Staff Report

7:00pm • November 18, 2019 • 810 Parkway Avenue

CONWAY PLANNING COMMISSION

Justin Brown, Chairman

Brandon Ruhl, Vice-Chairman

Dalencia Hervey, Secretary

Brooks Freeman

Arthur Ingram

Bryan Quinn

Latisha Sanders-Jones

Brian Townsend

Anne Tucker

Rhea Williams

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Contact the Conway Planning Commission at planningcommission@conwayarkansas.gov

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 reviewed at tonight's Planning Commission meeting may be considered by the City Council as early as **December 10, 2019**.

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 and a public notice will be placed on the City's website, conwayarkansas.gov.



City of Conway PLANNING COMMISSION Agenda • November 18, 2019

Call to Order. Chairman, Justin Brown

Approval of Minutes. October 21, 2019

I. Subdivision Committee Report *Subdivision Committee will NOT meet*
None

II. Public Hearings - Rezoning, Conditional Use Permit, Zoning Variance, etc.

- A. Request to annex +/- 31.18 acres located north and south of Empy Trail (ANN2019NOV01)
- B. Request to rezone from R-2A to PUD property located at 472 Ingram Street (REZ2019NOV01)
- C. Request to rezone from A-1 to C-3 +/-7.0 acres located at 2505 & 2890 Salem Road (REZ2019NOV02)
- D. Request to rezone from A-1 to R-1 property located at 105 Eve Lane (REZ2019NOV03)
- E. Request to amend the Conway Zoning Code and Subdivision Ordinance pertaining to signage relocation requirements, submission deadlines, and changes to the Planning Area Boundary map.

III. Discussion

- A. Selection of 2020 Planning Commissioners

Adjourn

Planning Staff Review reports to the Planning Commission

The following items (development reviews, minor subdivisions, plats filed for record, etc.) 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:

Development Reviews

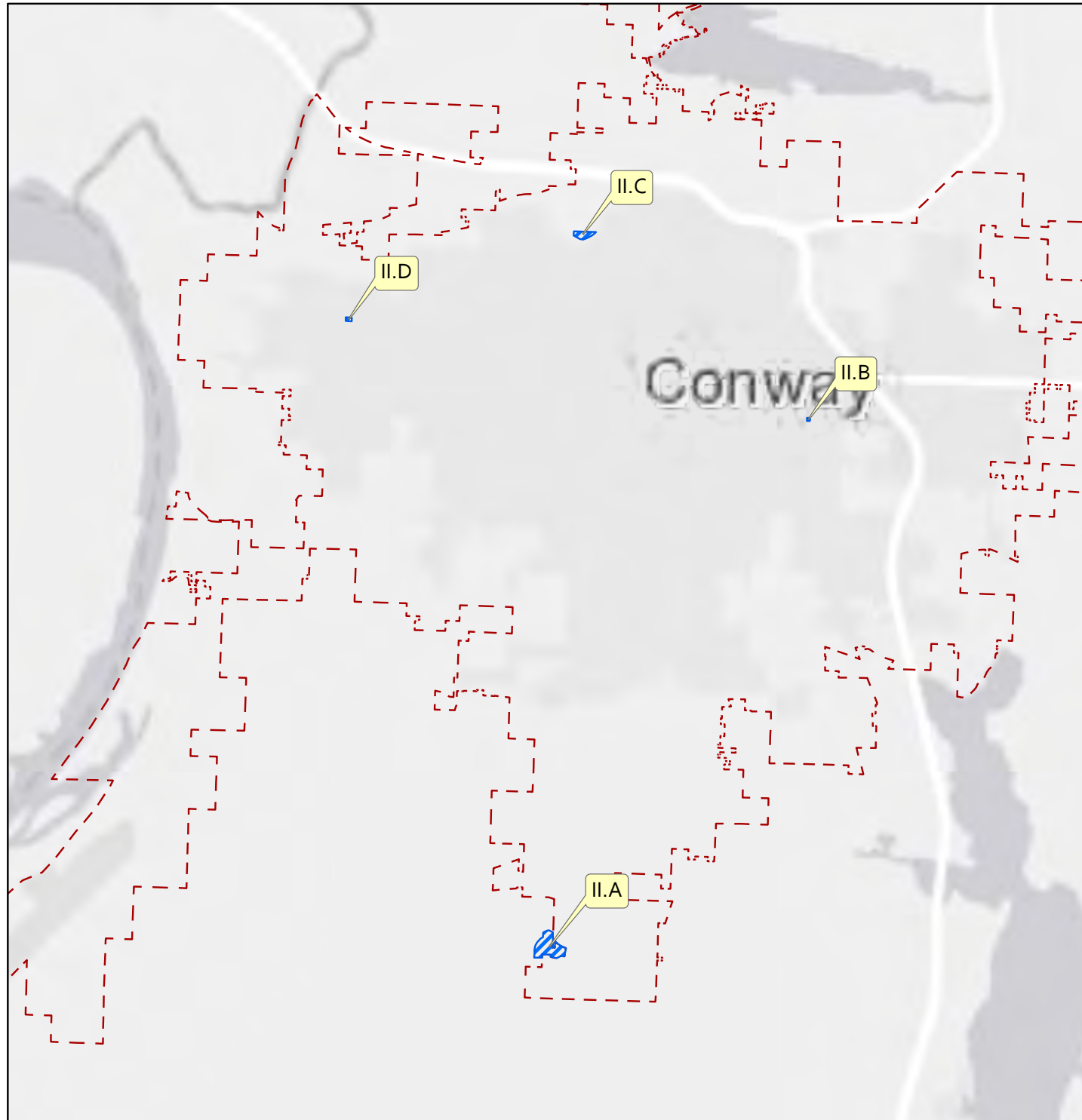
- None

Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)

- Talley Subdivision (P2019-00057)
- Sunset Point Replat Lots 3-4 (P2019-00059)
- Hart Plaza Subdivision (P2019-00060)
- Eubanks Lot Merger (P2019-00061)

Lot Splits, Lot Mergers, Minor Subdivisions, and Major Finals (submitted for review)

- Eubanks Lot Merger SUB2019OCT03
- Hart Plaza Subdivision SUB2019OCT04
- Woodland Cove PUD SUB2019OCT05
- Replat Lots 9-13 Adcock Subdivision SUB2019OCT06
- Sunset Point Replat Lots 3-4 SUB2019OCT07
- Talley Subdivision SUB2019OCT09
- Hurd Lot Merger SUB2019OCT10
- Lewis Ranch Phase 1 Replat SUB2019NOV02



I. Subdivision Committee Report Subdivision Committee will NOT meet
None

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- E. Request to amend the Conway Zoning Code and Subdivision Ordinance pertaining to signage relocation requirements, submission deadlines, and changes to the Planning Area Boundary map.

II.A REQUEST TO ANNEX +/-31.18 ACRES ALONG EMPY TRAIL

REQUEST TO ANNEX +/-31.18 ACRES ALONG EMPY TRAIL, WEST OF ORCHARD PARK & ROUND MOUNTAIN SUBDIVISIONS

APPLICANT/OWNER

Frank Shaw
Tyler and Ashley Roberts
Carol and Jerald James
Cathy Engelkes, Holly Marr, Richard Collins

STAFF REVIEW BY

James Walden, AICP

SITE DATA

Location. Empy Trl.

Site Area. ±31.18 acres.

Current Zoning. County, none.

Existing Structures. None.

Overlay. None.

Requested Rezoning. A-1 (Staff recommends A-1).

Comprehensive Plan. Single-family.

Projected Traffic Impact. Based on the likely use of the property for single-family residential, the property would likely generate approximately 260 vehicle trips per typical weekday. The traffic impact of the development should be minimal.

Flood\Drainage. The site is not within any FEMA Flood Zones.

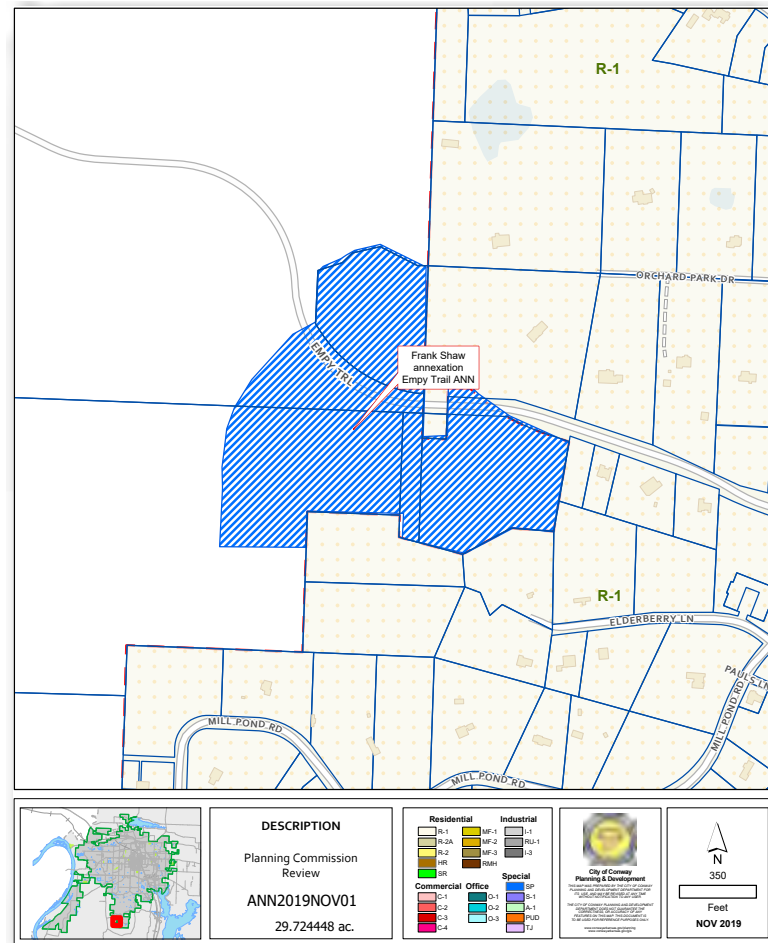
Utilities. The applicant will need to coordinate utilities with Conway Corporation.

Street Improvement. Empy Trl was recently improved. If subdivision occurs on any annexed property, the developer shall be responsible for road construction.

STAFF COMMENTS

The applicants are seeking annexation of multiple properties comprising a total 31.18 acre site. Previously, one applicant (Frank Shaw) requested plat review and received approval for a 10-lot subdivision. The following comments and findings have been made:

1. The proposed properties are primarily vacant land with access to Empy Trl.
2. Sewer service is not available to these properties, but Conway Corporation does provide water service in the area. As such development potential is very limited.
3. A-1 zoning is appropriate for the property in the area.



4. The applicants are requesting police protection, fire protection, street maintenance, and the ability to connect to Conway Corporation Utilities.
5. The annexation request complies with the requirements of ordinance #O-99-95 specifying procedures for annexations.

STAFF RECOMMENDATIONS

Fire Department. Recommends Annexation

Conway Corporation. Recommends Annexation

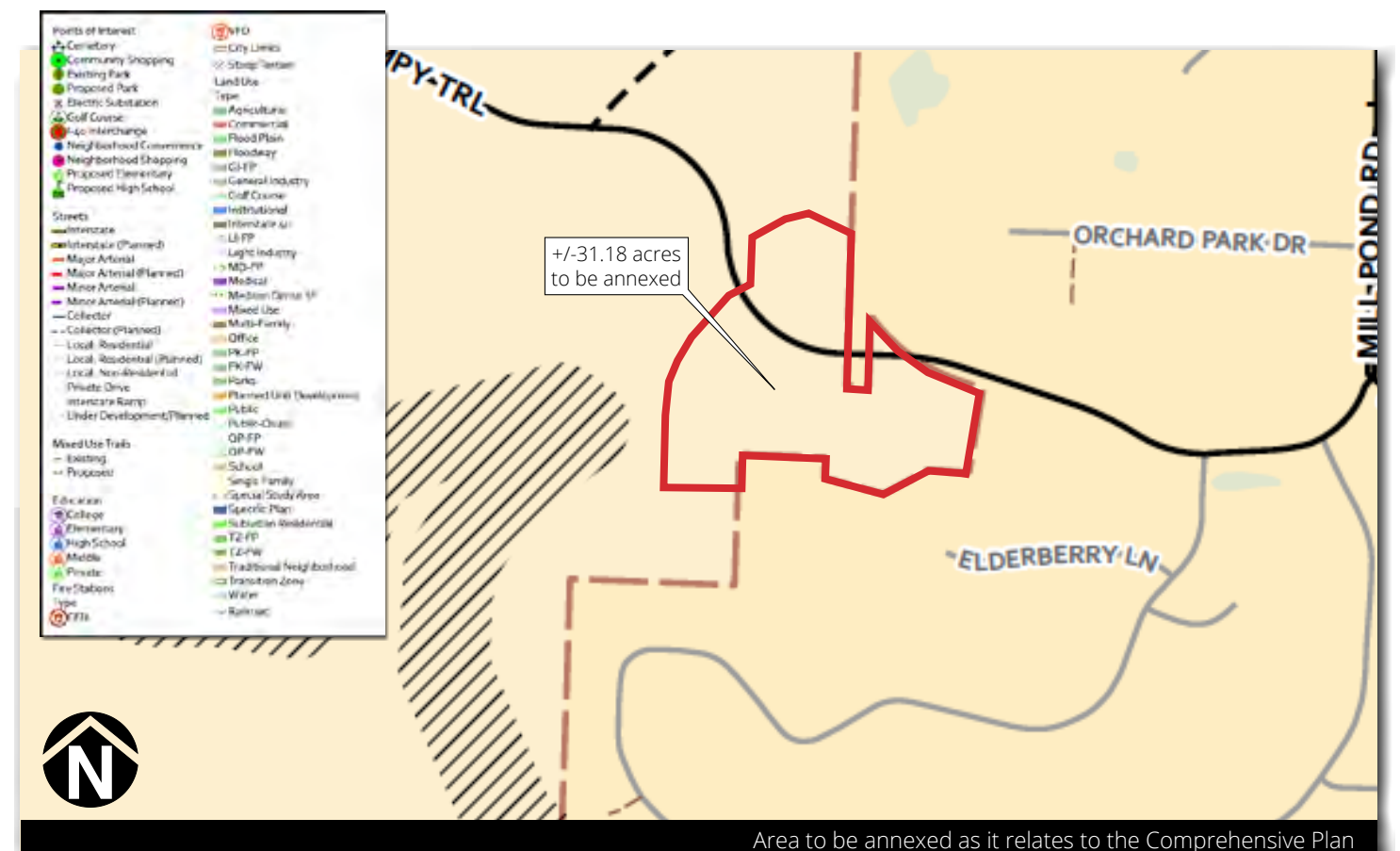
Planning & Development Department. Recommends Annexation

Transportation Review. Recommends Annexation

Staff recommends approval of this request. The annexation would have limited impact on current city services offered in the area. Annexation will result in new residential development at the site and be a valuable asset to the area.



Aerial View of Proposed Annexation



Area to be annexed as it relates to the Comprehensive Plan

II.A REQUEST TO ANNEX +/-31.18 ACRES ALONG EMPY TRAIL

A portion of the property to be annexed as Preliminary Plat of Orchard Hills Subdivision, Ph 1

PRELIMINARY PLAT ORCHARD HILLS SUBDIVISION PH 1 FAULKNER COUNTY, ARKANSAS

Legal Description (Orchard Hills Subdivision Lots 1-9 & 20R)

Being a part of the NE 1/4 SE 1/4 and a part of the SE 1/4 of the NE 1/4, all in Section 3, T-4-N, R-14-W, Lot 20 Round Mountain Subdivision, Faulkner County Arkansas more particularly described as follows:

Commencing at a stone for the Southwest corner of the NE 1/4 SE 1/4 of said Section 3; thence N 01° 40' 00" E along the West line of said NE 1/4 SE 1/4 207.50 feet to a 3/4 inch Crimped Pipe; thence leaving said West line 88° 15' 02" E 798.81 feet to a 3/4 inch Crimped Pipe; thence N 01° 47' 54" E 469.75 feet to the point of beginning thence West 411.68 feet; thence N 05° 42' 07" E 395.95 feet; thence N 10° 35' 55" E 248.30 feet; thence N 37° 37' E 431.80 feet to the South Right of Way of EmPy Trail; thence along said Right of Way S 49° 48' 01" E 48.31 feet to a curve to the left having a radius of 622.96 feet; thence along said curve and said right of way a chord bearing and distance of S 54° 33' 40" E 565.44 feet to a rebar and cap; thence leaving said Right of Way S 01° 34" W 563.38 feet; thence S 68° 01' 03" E 300.00 feet; thence S 20° 48' 19" E 48.50 feet to the center of Elderberry Lane; thence S 88° 06' 23" W 727.50 feet; thence N 01° 47' 54" E 150.20 feet to the point of beginning, contains 16.10 acres, more or less.

Certificate of Owners:

We the undersigned, owners of the real estate shown and described herein, do hereby certify that we have laid off, platted, and subdivided and do hereby lay off, plat, subdivide said real estate in accordance with this plat.

Date of Execution: _____

Owner/Developer: _____

Frank Show
1327 Main Street
Conway, AR 72032

Source of Title: _____

Document Number: 2010-16752

Deed Book E Page 72

Deed Book Page

Certificate of Preliminary Surveying Accuracy:

I, Timothy P. Tyler, hereby certify that this plat correctly represents a boundary survey made by me and all monuments shown hereon actually exist their location, size, type and material are correctly shown.

Date of Execution: _____

Tim P. Tyler, Arkansas Professional Land Surveyor #1243

Certificate of Preliminary Plat Approval

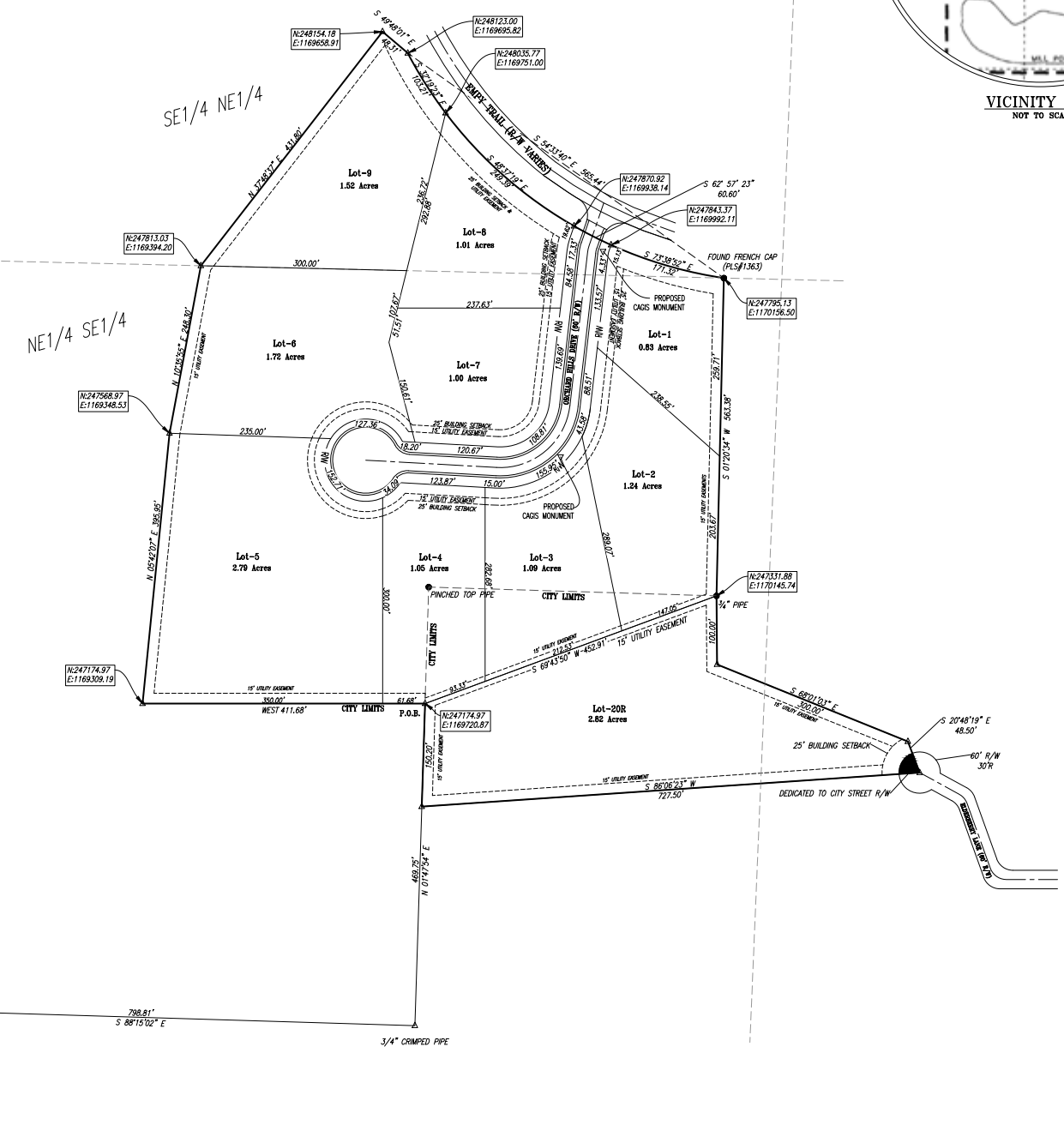
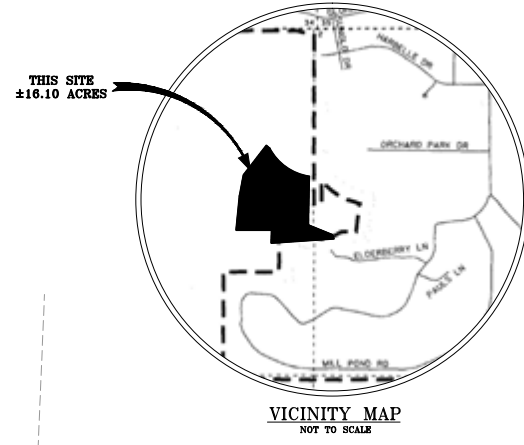
This plat has been given preliminary plat approval only and has not been approved for recording purposes as a public record. This certificate shall expire on _____

Signed _____

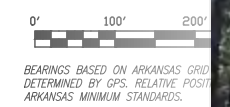
Date of Execution Conway Planning Commission

Date of Survey: 6-27-19

Notes:
Zoning of this property is R-1.
This property is serviced with Conway Corporation Water - Conway, Arkansas, Faulkner County. Sewer is by individual septic system on each lot.



LEGEND	
○	SET 1/2" REBAR & CAP #1243
●	FOUND 3/4" PIPE
▲	COMPUTED POINT
■	FOUND STONE



View of EmPy Trl from Orchard Hills Dr looking west



View of EmPy Trl from Orchard Hills Dr looking west



View of Orchard Hills Dr looking south

II.B REQUEST TO REZONE FROM R-2A TO PUD - 472 INGRAM STREET

REQUEST TO REZONE FROM R-2A TO PUD
PROPERTY LOCATED AT 472 INGRAM STREET

APPLICANT

Central Arkansas Professional Surveying
1021 Front St
Conway, AR 72032

OWNER

Theodore Baughn
3 River Rd
Mayflower, AR 72106

STAFF REVIEW BY

Levi Hill, Assistant Director

SITE DATA

Location. 472 Ingram St; immediately east of the intersection of 4th St and Ingram St.

Site Area. ±0.44 acres.

Current Zoning. R-2A (Two-family residential).

Existing Structures. Single family residence.

Overlay. None.

Requested Rezoning. PUD (Planned Unit Development).

Comprehensive Plan. Medium Density Single-Family Residential.

Projected Traffic Impact. With a rezoning to PUD, the likely increase in traffic impact would be minimal. The applicant is proposing a total of five residential units. If approved the anticipated traffic increase is expected to be between 15-30 average daily trips more than the current use.

Current Traffic Counts. Ingram St – 2,700 average daily traffic.

Flood/Drainage. None.

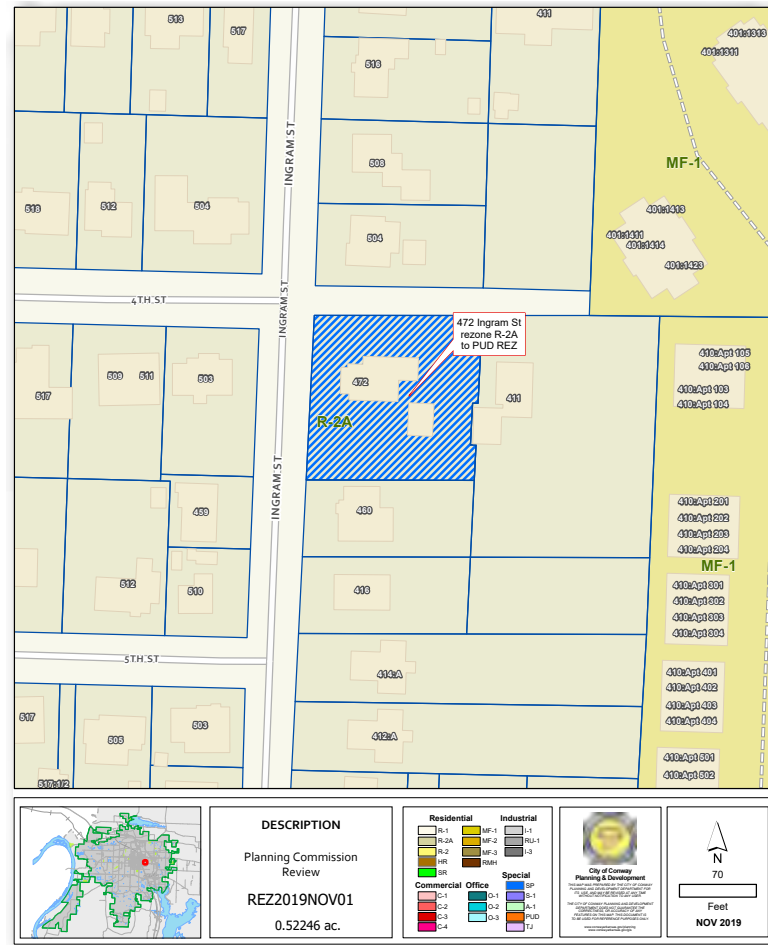
Utilities. The site is currently served by utilities.

Master Street Plan. Ingram St – Collector.

Street Improvement. No current improvement plans.

STAFF COMMENTS

1. The site has been previously used as for single-family residential uses. The applicant is requesting approval of a Planned Unit Development to accommodate a low-density multi-family development.



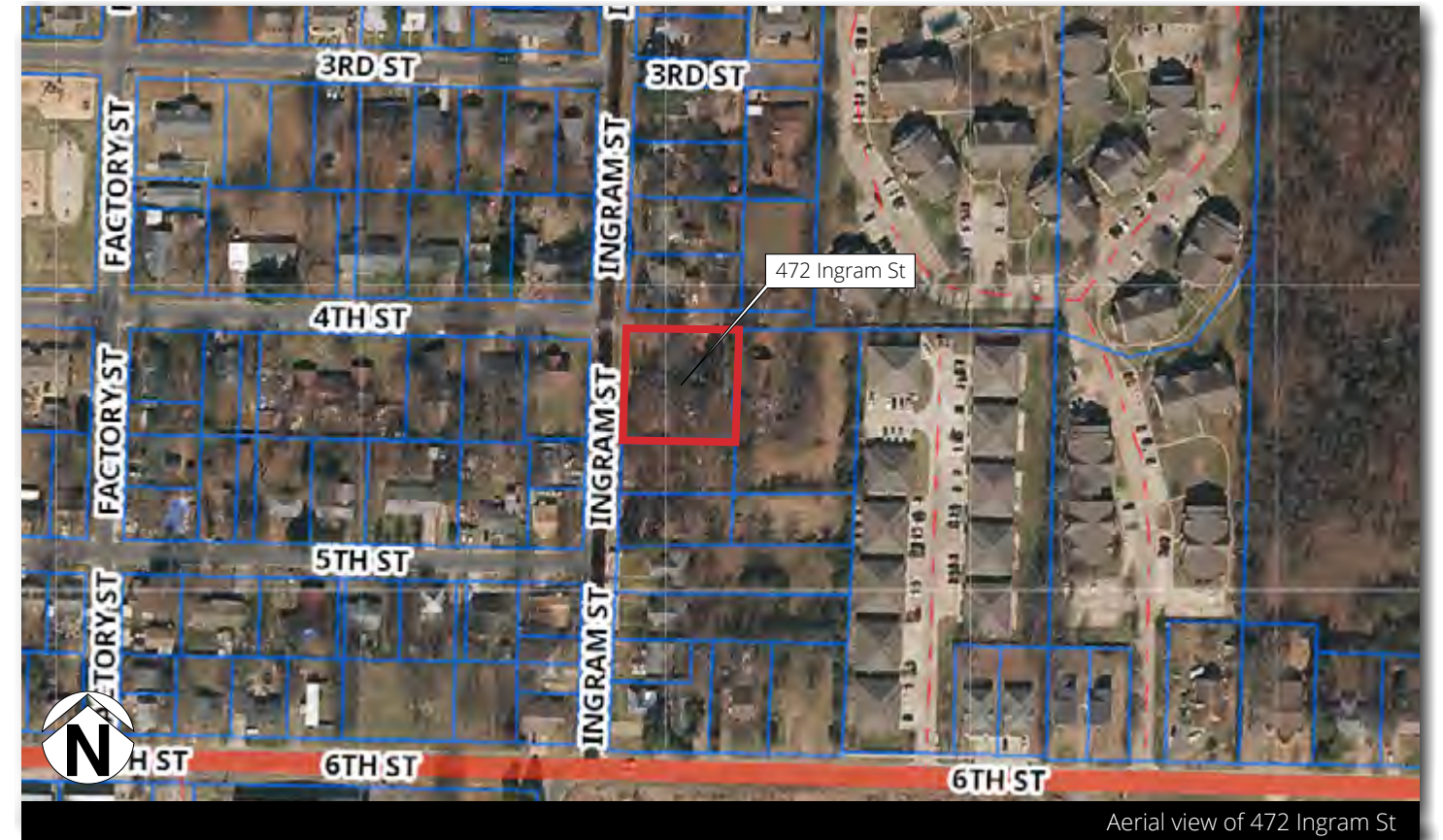
2. The plan proposes 2 townhouse style duplexes and a standalone residence for a total of 5 units. Access would be provided by a private drive from 4th Ave. The plan proposes parking in individual garages located to the rear of the proposed buildings.
3. 15 feet of right of way would be dedicated for Ingram St.
4. The plan proposes setbacks as follows:
 - Front – 15'
 - Side – 10'
 - Rear – 15'
5. Both perimeter and interior landscaping is proposed.
6. Staff concurs with the proposed uses.

STAFF RECOMMENDATIONS

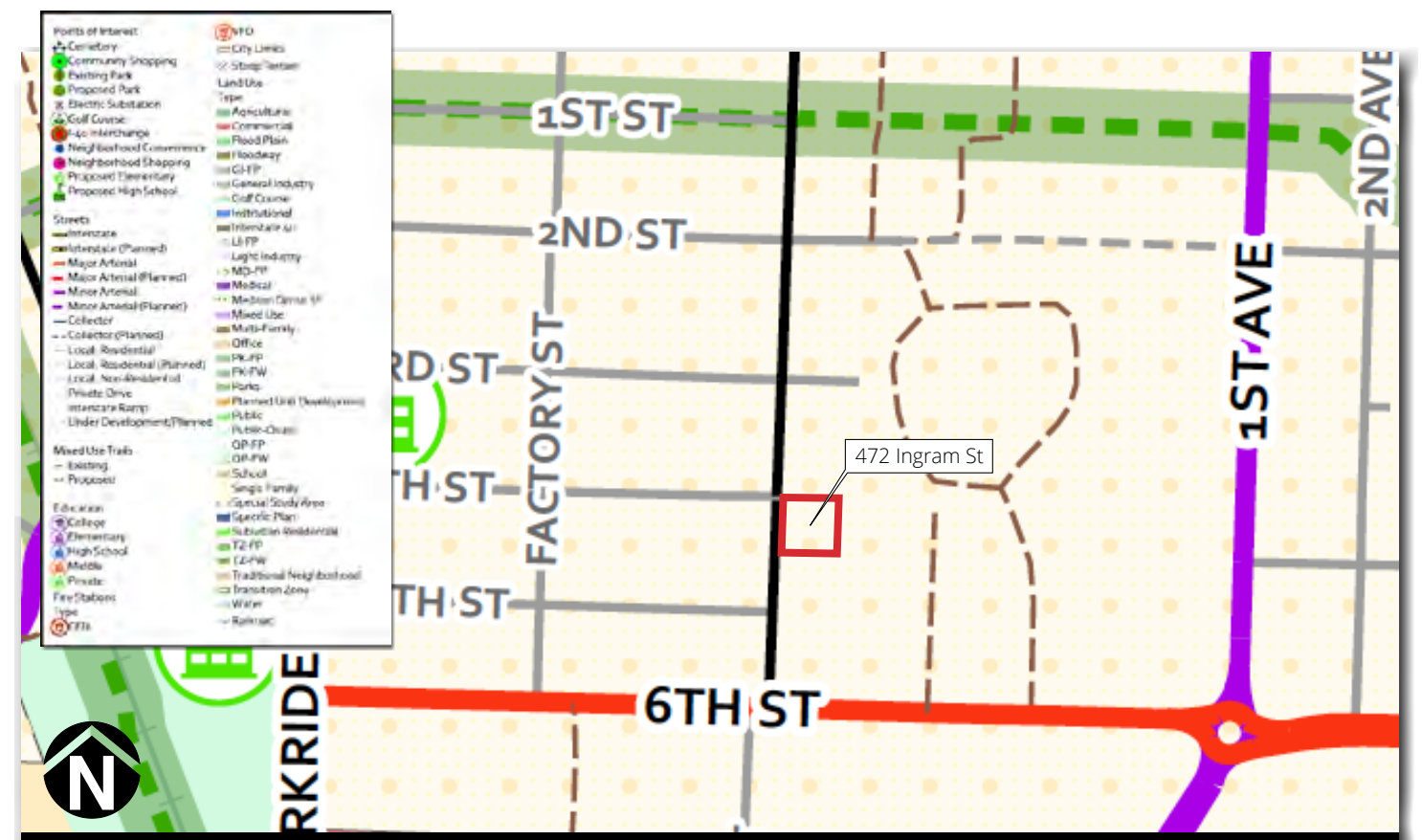
Staff recommends approval of the rezoning with conditions. The proposed use is compatible with the surrounding uses and will not represent a significant increase of intensity on the site.

1. Permitted uses shall be limited to 5 residential units.
2. Buildings shall be of the following materials:
 - a. Brick/stone
 - b. Cement Fiber Board (Hardie Board)
 - c. Wood
 - d. Other materials as approved by the Planning Director

conditions continued on page 9



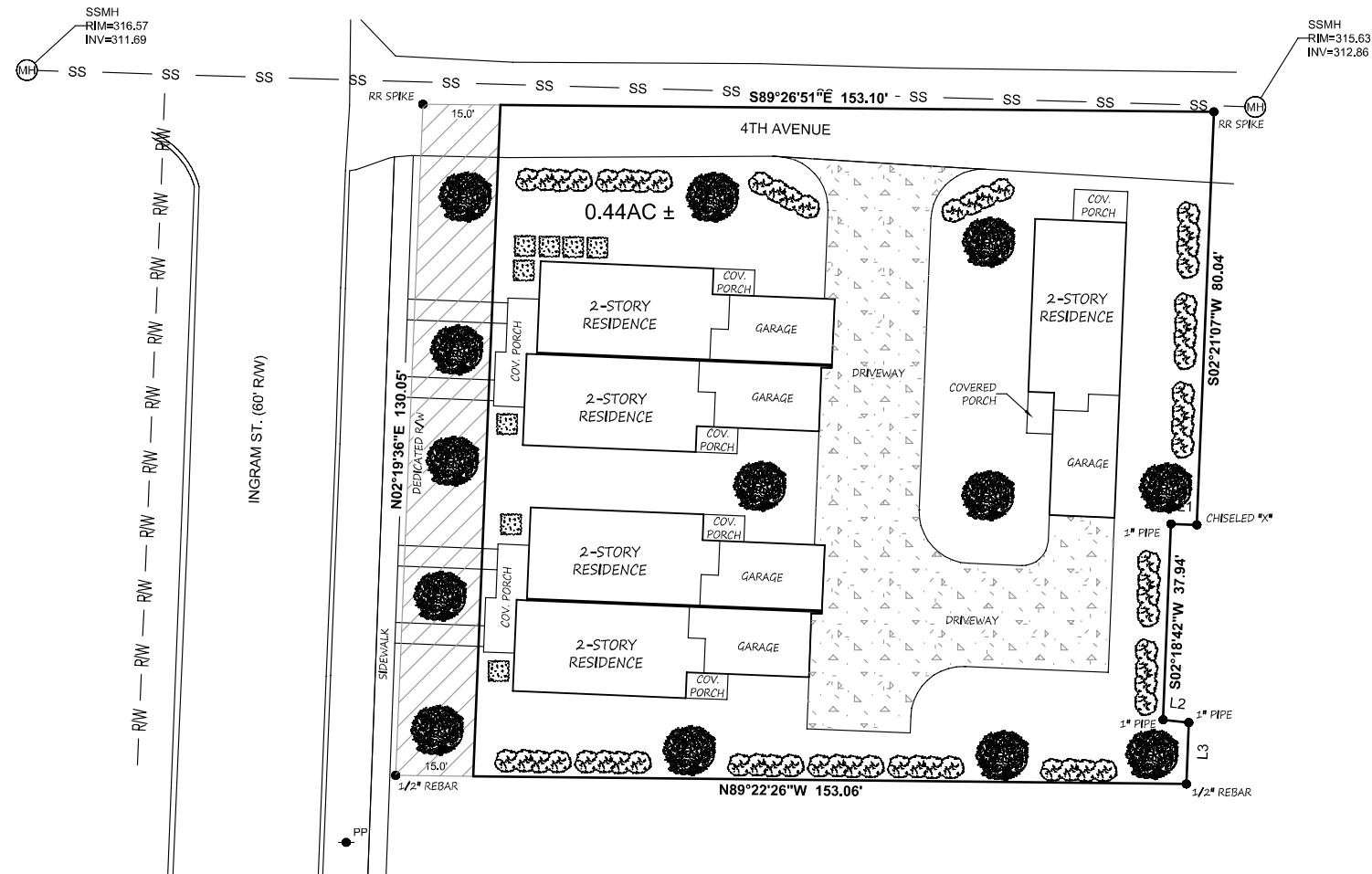
Aerial view of 472 Ingram St



472 Ingram St in the Comprehensive Plan

II.B REQUEST TO REZONE FROM R-2A TO PUD - 472 INGRAM STREET

THEO BAUGHN ESTATES P.U.D.



- No fences are allowed to exceed 3 feet in the front yard setback area.
- No accessory structures shall be permitted.
- Applicant shall plat the property in accordance with the Subdivision Regulations.
- Applicant shall submit plans for Development Review for all proposed site improvements in accordance with Section 1101 of the Zoning Code.



View of subject property from Ingram St looking east



View of subject property from Ingram St looking northeast



View of subject property from Ingram St looking southeast

LINE	BEARING	DISTANCE
L1	N87°57'27\"/>	

LEGEND

- FOUND MONUMENT (AS NOTED)
- POWER POLE
- BOUNDARY
- RW — RIGHT-OF-WAY

LEGAL DESCRIPTION (PER DEED):

PART OF LOT 217 B.G. WILSON TO THE CITY OF CONWAY, ARKANSAS, AS SHOWN ON PLAT OF RECORD IN PLAT BOOK A, PAGE 46, RECORDS OF FAULKNER COUNTY, ARKANSAS, DESCRIBED AS BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 217; THENCE RUN EAST 153.06 FEET TO THE NORTHEAST CORNER OF SAID LOT 17; THENCE SOUTH 80 FEET; THENCE WEST 38 FEET; THENCE SOUTH 38 FEET; THENCE EAST 12 FEET; THENCE SOUTH 12 FEET; THENCE WEST 185 FEET; THENCE NORTH TO THE POINT OF BEGINNING.

SURVEYOR'S NOTES:

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

CONTOUR INTERVALS ARE GIVEN AT 0.2 FEET.

SITE INFORMATION

- 0.44 ACRES
- GROSS S.F. OF BUILDINGS: 8,605 S.F.
- PARKING SPACE: 10x20'
- DRIVE AISLE 20' MINIMUM
- LOT SLOPE TO BE LESS THAN 5%
- PROPOSED NUMBER OF BUILDINGS: 3
- MAXIMUM PROPOSED HEIGHT OF BUILDINGS: 21'

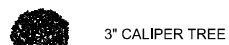
SITE AREA

TOTAL AREA = 19,722.70 SQUARE FEET
 IMPERVIOUS AREA = 10,256.05 SQUARE FEET 52%
 GREEN AREA = 9,466.65 SQUARE FEET 48%

TOTAL VEHICULAR USE AREA = 16,134 SQUARE FEET

ZONING: PUD

NOTE:
 LANDSCAPING AREA TO BE GRASS WITH TREES PLANTED AT A RATIO OF ONE TREE PER 30 FEET OF FRONTAGE.



3\"/>

PRELIMINARY

BEARINGS ESTABLISHED BY STATE PLANE COORDINATE SYSTEM HARN 97 (NAD 83) ARKANSAS NORTH ZONE

THEO BAUGHN ESTATES P.U.D. CITY OF CONWAY LOT 17

CENTRAL ARKANSAS PROFESSIONAL SURVEYING
 OFFICE (501) 513-0800
 MOBILE (501) 472-2862
 FAX (501) 513-0800
 P.O. BOX 288 CONWAY, AR 72033 ROBERT D. FRENCH P.L.S. 1383



II.C REQUEST TO REZONE FROM A-1 TO C-3 - 2505 & 2890 SALEM ROAD

REQUEST TO REZONE FROM A-1 TO C-3 +/-7.0 ACRES
LOCATED AT 2505 & 2890 SALEM ROAD

APPLICANTS

Central Arkansas Professional Surveying
1021 Front St
Conway, AR 72032

Tom Watson
2699 Overcup Dr
Conway, AR 72034

OWNER

John and Linda Irby
2575 Salem Rd
Conway, AR 72032

STAFF REVIEW BY

Levi Hill, Assistant Director

SITE DATA

Location. Portions of 2505 and 2890 Salem Road; Directly west of the intersection of Salem Rd and Meadowlake Rd.

Site Area. ±7.02 acres.

Current Zoning. A-1 (Agricultural).

Existing Structures. Single Family Residence.

Overlay. None.

Requested Rezoning. C-3 (Highway Service & Open Display Commercial).

Comprehensive Plan. Single Family.

Projected Traffic Impact. With a rezoning from A-1 to C-3, the traffic impact would likely be significant. The highest traffic generating use allowed in C-3 is a fast-food restaurant which could yield up to 2,000 additional vehicle trips per typical week day. Trips would be distributed onto Salem Rd.

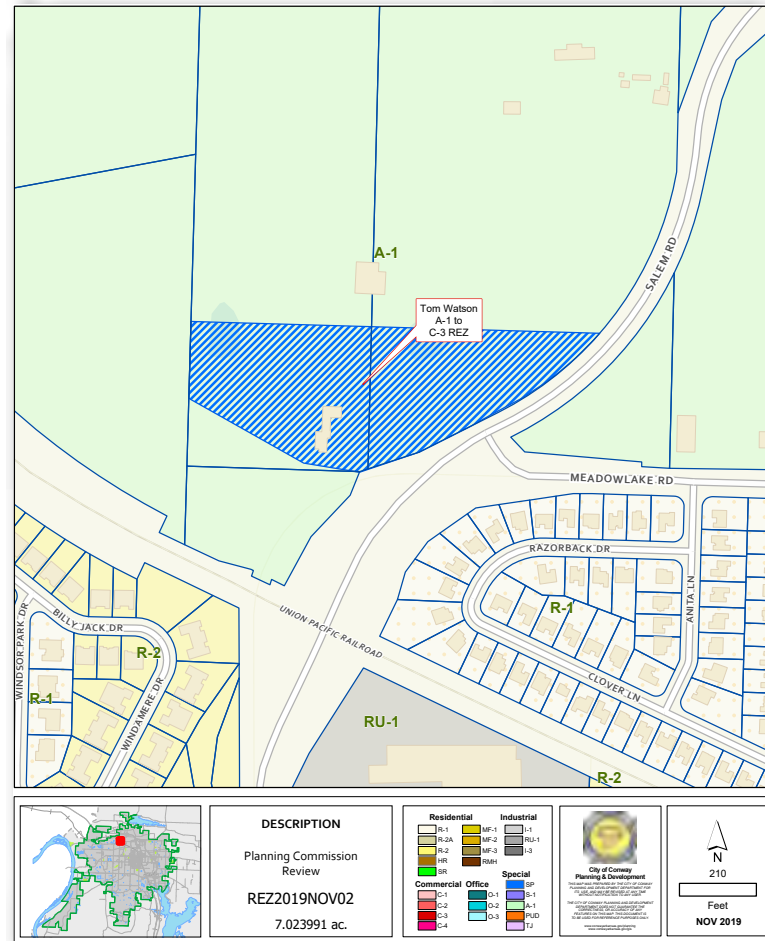
Current Traffic Counts. Salem Rd – 11,000 vehicles per day.

Flood/Drainage. The site is not within any regulated floodplains or floodways.

Utilities. At time of development, the site will be served by Conway Corp for all utilities

Master Street Plan. Salem Rd – Major Arterial.

Street Improvement. No current improvement plans.



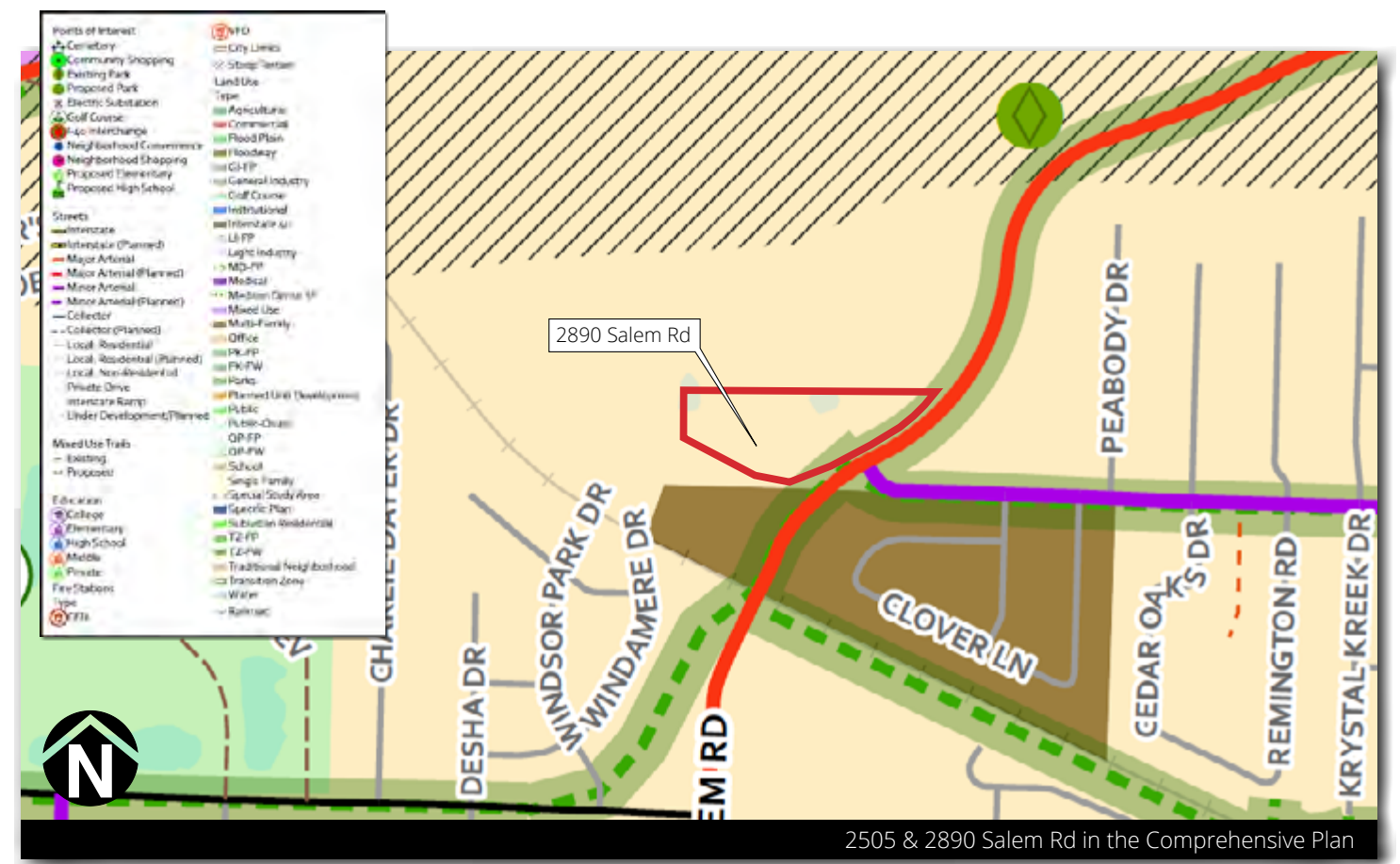
STAFF COMMENTS

1. The applicant intends to develop the property for a self-storage facility and general office uses, however many other intense uses would be permitted under the requested zoning district.
2. The property is in close vicinity to multiple major arterials including Salem Road, Old Morrilton Highway, however the vast majority of the surrounding properties are developed with single-family residential development.
3. Commercial development at this location could potentially fill a void in an area that is predominantly developed with residential uses, however the intensity of uses allowed in the C-3 district could result in harm to adjacent property.
4. The zoning change is not consistent with the land use plan. However, this is due to the fact that most large vacant properties were designated for single-family development without consideration to proximity to major arterials and utility access.

Staff Recommendation on page 12



Aerial view of 2505 & 2890 Salem Rd



2505 & 2890 Salem Rd in the Comprehensive Plan

II.C REQUEST TO REZONE FROM A-1 TO C-3 - 2505 & 2890 SALEM ROAD

STAFF RECOMMENDATIONS

Staff recommends denial of the requested C-3 zoning district due to the range of intense commercial uses allowed by right that could potentially become a nuisance to the surrounding residential properties. While some level of commercial development may be appropriate in this location, the C-3 district would eliminate any future opportunities for additional consideration prior to development. *Staff recommends approval of C-2 district (Neighborhood Commercial) in lieu of the requested zoning district.*



View of subject property from Salem Rd looking north



View of subject property from Salem Rd looking north



View of subject property from Salem Rd looking northwest



View of subject property from Salem Rd looking west

II.D REQUEST TO REZONE FROM A-1 TO R-1 - 105 EVE LANE

REQUEST TO REZONE FROM A-1 TO R-1 PROPERTY LOCATED AT 105 EVE LANE

APPLICANT/OWNER

Bryce McGhee
19 Tucker Creek Rd
Conway, AR 72034

STAFF REVIEW BY

James Walden, AICP

SITE DATA

Location. 105 Eve Ln.

Site Area. ±1.29 acres.

Current Zoning. A-1 (Agricultural).

Existing Structures. 1,716 sf Single Family Home, 16' concrete driveway.

Overlay. None.

Requested Rezoning. R-1 (One-Family District).

Comprehensive Plan. Single-Family Residential.

Projected Traffic Impact. With a rezoning to R-1, the likely increase in traffic impact would be minimal. The zoning would allow for an additional single-family residential lot and structure. It is estimated another structure would generate approximately 10 vehicles trip per average weekday at a maximum.

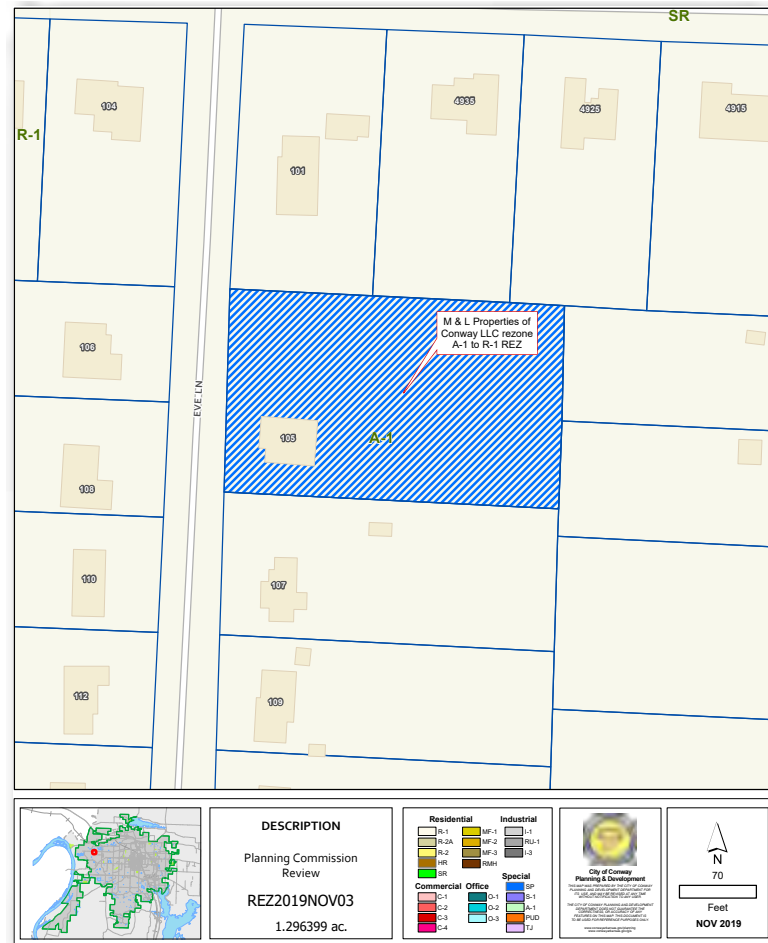
Current Traffic Counts. N/A (Estimated to likely be less than 500 vehicles per day for Eve Ln).

Flood\Drainage. The site is not within any regulated floodplains or floodways.

Utilities. The site is currently served by utilities. There is a sewer manhole on-site.

Master Street Plan. Eve Ln - Local.

Street Improvement. No current improvement plans. The street currently is approximately 18' wide without curb and gutter and does not meet city standards.



STAFF COMMENTS

1. The applicant intends to plat the existing property into two lots to accommodate construction of an additional single-family residence. This will result in two lots that don't meet the area standards for A-1.
2. A-1 zoning is generally reserved for rural land that is not programmed for or cannot be served by a city wastewater service. The area is serviced by sewer.
3. The zoning change is consistent with the land use plan.
4. The zoning would not likely result in harm to adjacent property.

STAFF RECOMMENDATIONS

Staff recommends approval of the rezoning. The proposed zoning would accommodate a use appropriate to the area, and the change is consistent with the city's Comprehensive Plan.

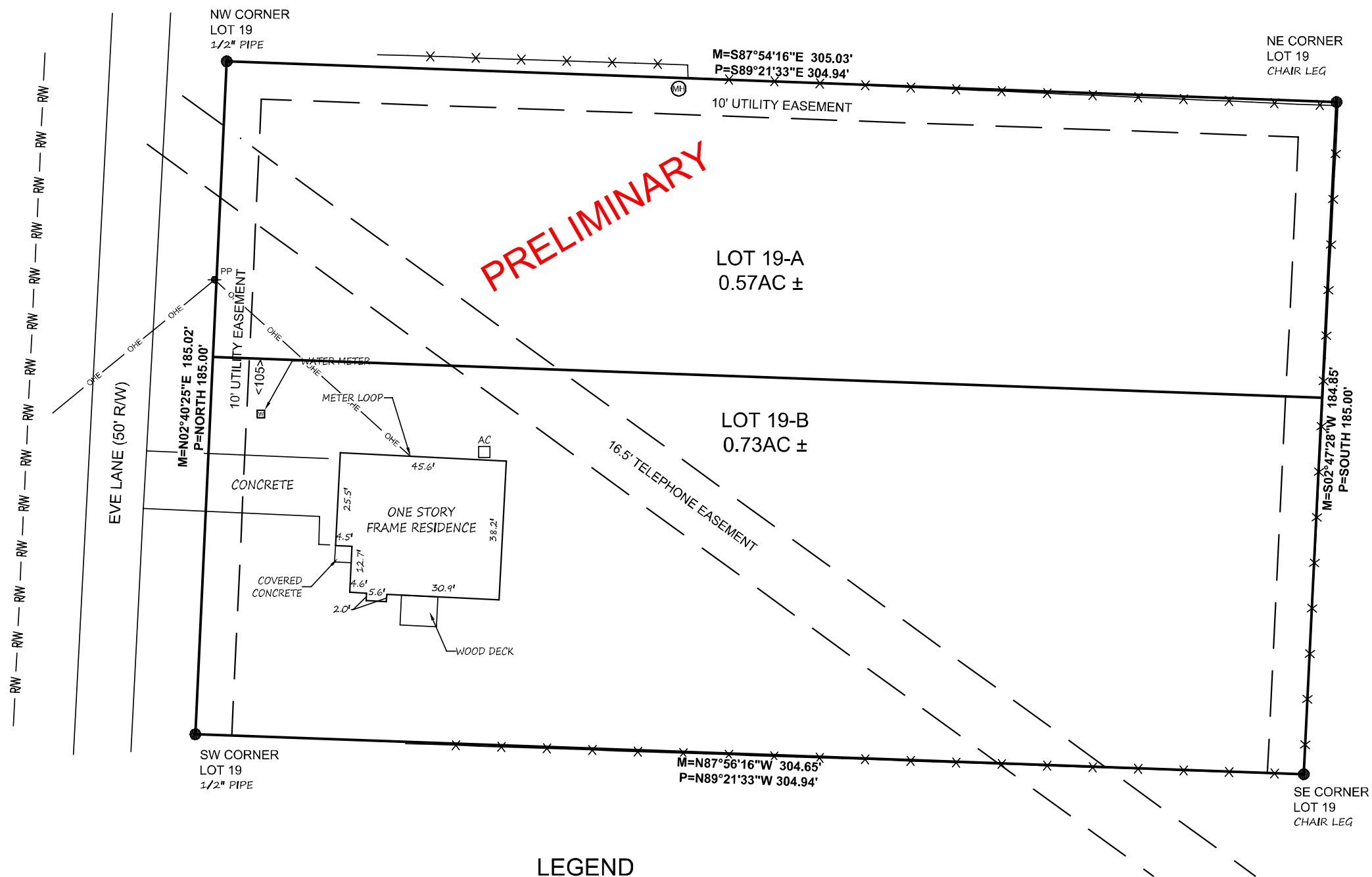


Aerial View of 105 Eve Ln



105 Eve Ln in the Comprehensive Plan

II.D REQUEST TO REZONE FROM A-1 TO R-1 - 105 EVE LANE



LEGAL DESCRIPTION:
 LOT 19 OF GOLDEN MEADOWS SUBDIVISION AS SHOWN IN BOOK E, PAGE 91, IN THE RECORDS OF FAULKNER COUNTY, ARKANSAS.

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

LEGEND

- FOUND MONUMENT (AS NOTED)
- SET 1/2" REBAR W/ CAP (1363)
- ⊙ POWER POLE
- ⊙ TELEPHONE PEDISTAL
- BOUNDARY
- FENCE
- OHE — OVERHEAD ELECTRIC
- RW — RIGHT OF WAY



CENTRAL ARKANSAS PROFESSIONAL SURVEYING
 OFFICE (501) 513-4800
 MOBILE (501) 472-2888
 FAX (501) 513-0900
 P.O. BOX 298 ROBERT D.
 CONWAY, AR 72033 P.L.S. 136
 STATE CO
 PLATTED SUBD



View of subject property from Eve Ln looking east



View of subject property from Eve Ln looking east



View of subject property from Eve Ln looking east

PROPOSED AMENDMENT TO CONWAY ZONING CODE ARTICLES 401, 801, 901, & 1101 and SUBDIVISION ORDINANCE ARTICLE 1, SECTION 5

In an effort to meet the goal of all reviews being completed within 45 days, with most less than 30 days, an adjustment to the submission deadline for Planning Commission applications is being proposed.

Planning Staff is proposing to move from a deadline of 17 days out from Planning Commission to 30 days out from Planning Commission. This submission deadline extension will establish defined deadlines for 1) submission, 2) completion of first review by staff and comments returned to the applicant, 3) completion of revisions and resubmission by applicant, all prior to the Planning Commission meeting.

Planning Staff believes these changes will speed up review times immensely, reduce the number of contingency items, and make Planning Commission approval more meaningful.

Many times applicants are confused that the review process has not ended upon Planning Commission approval. This is often because the application may have contingencies for revisions that can drag on for several months. Extending the submission deadline is about moving more of the review to occur before Planning Commission and decreasing review times.

In researching this issue, Planning Staff consulted several cities in Central Arkansas. It appears most larger cities (20K+) have submission deadlines of 30 days or greater for Planning Commission items. The goal is for reviews/approvals to be timely and clear.

City	Days before Planning Commission
Maumelle	21
Little Rock	42
North Little Rock	30-45
Sherwood	40-45
Cabot	30
Bryant	30
Benton	20
Hot Springs	30

The proposed extended submission calendar is included for review. **Planning Staff recommends that these changes become effective March 20, 2020, for the April 2020 Planning Commission meeting.**



1111 Main Street • Conway, AR 72032
T 501.450.6105 • F 501.450.6144 • www.conwayarkansas.gov

2020 Conway Planning Commission Schedule

Application Deadline	Review Comments Available Applicant	Revisions Deadline	Staff Report Published	Planning Commission Meeting
January 3, 2020	January 15, 2020	-	January 16, 2020	January 21, 2020 ¹
January 31, 2020	February 12, 2020	-	February 13, 2020	February 18, 2020 ²
February 28, 2020	March 11, 2020	-	March 12, 2020	March 16, 2020
March 20, 2020 ³	April 1, 2020	April 9, 2020	April 16, 2020	April, 20, 2020
April 17, 2020	April 29, 2020	May 7, 2020	May 14, 2020	May 18, 2020
May 15, 2020	May 27, 2020	June 4, 2020	June 11, 2020	June 15, 2020
June 19, 2020	July 1, 2020	July 9, 2020	July 16, 2020	July 20, 2020
July 17, 2020	July 29, 2020	August 6, 2020	August 13, 2020	August 17, 2020
August 21, 2020	September 2, 2020	September 10, 2020	September 17, 2020	September 21, 2020
September 18, 2020	September 30, 2020	October 8, 2020	October 15, 2020	October 19, 2020
October 16, 2020	October 28, 2020	November 5, 2020	November 12, 2020	November 16, 2020
November 20, 2020	December 2, 2020	December 10, 2020	December 17, 2020	December 21, 2020

- Conway Planning Commission meetings are held the 3rd Monday of each month at 7:00pm.
- Planning Commission Subdivision Committee meets monthly, as needed, prior to the regularly scheduled Planning Commission meeting (at 6:30pm unless otherwise noted).
- All meetings are held in City Hall Council Chambers at 1111 Main Street.
- All applications/submissions are due by 3:00pm on the submission deadline date.
- Incomplete applications will be deferred to another month's agenda. (*refer to applications checklists*)
- The Planning Commission Meeting date associated with the Application Deadline is the earliest an item can be heard by the Planning Commission if Staff determines that all comments have been addressed.

¹ Meeting moved due to Martin Luther King Jr. Day observance

² Meeting moved due to Presidents' Day observance

³ New submission deadlines effective

PROPOSED AMENDMENT TO CONWAY ZONING CODE ARTICLE 1301

In an effort to resolve conflicting language in the Conway Sign Ordinance (Conway Zoning Code Article 1301) pertaining to the loss of nonconforming status, Planning Staff proposes the following change to **Article 1301, Section 4.02 - Loss of Legal Nonconforming Status:**

A legal nonconforming sign shall lose this designation:

(1) Existing signs outside the interstate zone:

(a) If the sign face is damaged or destroyed, the face may be replaced. The sign face supporting structure may be temporarily placed on the ground in order to immediately replace the sign face or service the structure.

(b) If the structural components of the sign including the face structure is damaged or destroyed, the structure and face may be replaced with a new face and structure of no more than sixty four (64) square feet in area. In no case, may a sign face be replaced with a face larger than the damaged face.

(c) If the sign is damaged to the extent of more than fifty percent (50%) of the replacement cost. The determination for this percent of damage shall be based on the average of three (3) estimates from three (3) separate sign companies.

(2) Interstate signs: Existing on-premise, freestanding pole signs previously allowed up to 672 square feet in area will be allowed replacement as follows:

(a) If the sign face is damaged or destroyed, the face may be replaced. The sign face supporting structure may be temporarily placed on the ground in order to immediately replace the sign face or service the structure.

(b) If the structural components of the sign including the face structure is damaged or destroyed, the structure and face may be replaced with a new face and structure of no more than 300 square feet in area. In no case, may a sign face be replaced with a face larger than the damaged face.

(3) If the size of the sign is altered in any way except toward compliance with this ordinance. This does not refer to change of copy, face of the sign, or normal maintenance. Normal maintenance does not include the replacement of structural elements.

(4) If the sign(s) advertising a building/development contains the majority of the businesses/tenants and the building/development undergoes major redevelopment such as demolition or expansion requiring a building permit.

Exceptions:

(a) A remodel of an existing building will not cause the loss of legal non-conformity.

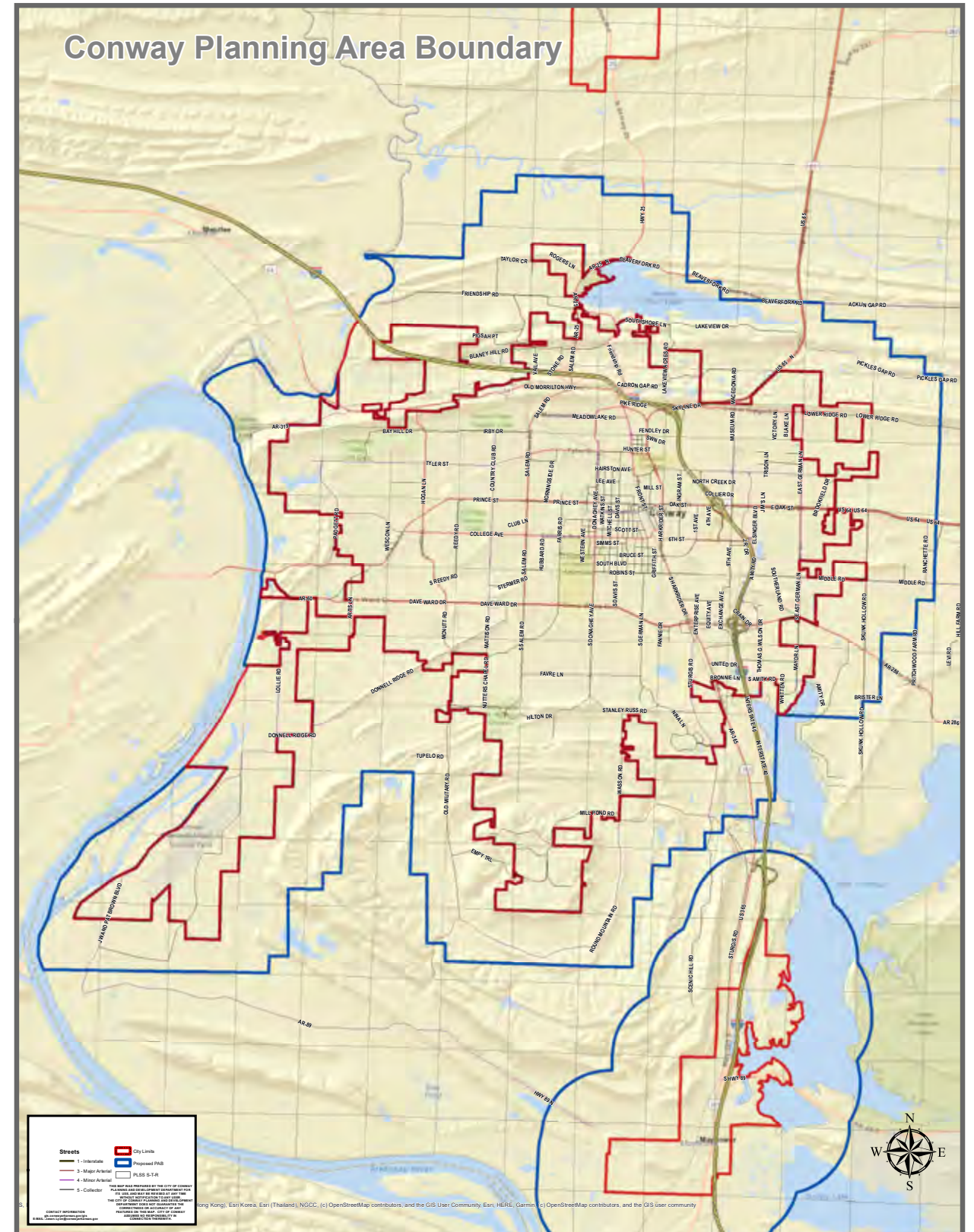
(b) The construction of an additional building on the same property shall not cause the loss of legal non-conformity.

(5) A billboard is allowed to change the advertising copy without loss of legal non-conforming status.

(6) The sign is relocated, ~~except in the case of street relocation.~~

PROPOSED AMENDMENT TO PLANNING AREA BOUNDARY

In an effort to reconcile inconsistencies to the City's Planning Area boundary and the established Territorial Jurisdiction, Staff is proposing an expansion to the Planning Area. This update would provide for a clearer representation of the City's regulatory jurisdiction as it applies to the development of land in areas outside the City limits.



III.A 2020 PLANNING COMMISSIONER SELECTION SCHEDULE

The Planning Commission Nominating Committee interviewed nominees on Wednesday, November 13, 2019 and selected 2 candidates and 1 alternate.

STEP	DATE	ACTION	DAYS PRIOR TO TERM EXPIRATION	DAYS REQ'D PRIOR TO TERM EXPIRATION
1	October 1, 2019 (Tuesday)	Planning Commission advertises for nominations	92	90
2	October 21, 2019 (Monday) October Planning Commission Meeting	Planning Commission discusses nomination process and creates nomination committee(s)	72	N/A
3	October 31, 2019 (Thursday)	Planning Commission closes nomination period	61	60
4	November 1, 2019 (Friday)	All Planning Commission nomination forms received by the deadline are sent to current Planning Commissioners		
5	November 1 to November 17, 2019	Nominee interviews, discussion and selection		
6	November 18, 2019 (Monday) November Planning Commission Meeting	Planning Commission selects and submits nominees to the City Council. Nominee choices are released to the media	44	30
7*	December 10 to December 17, 2018	City Council takes under advisement for 14 Days	?	10
8*	Meeting date not yet set Second December City Council Meeting	City Council notifies Planning Commission of action	?	----

**Second City Council meeting in December is scheduled for Christmas Eve and will be rescheduled, but the new meeting date has not been announced yet.*



