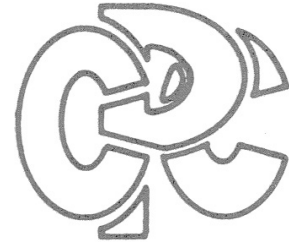




PLANNING COMMISSION MEETING

District Court Building
810 Parkway Street
Conway, AR 72034



Conway Planning Commission

October 19, 2015, 7:00 pm

The regular meeting of the Conway Planning Commission was held Monday, October 19, 2015 in the Russell L. "Jack" Roberts District Court Building. Present: Chairman Lee Washington, Vice-Chairman Mark Lewis, Bryan Quinn, Anne Tucker, Wendy Shirar, Jerry Rye and Justin Brown. Marilyn Armstrong and Stan Hobbs were absent.

Chairman Washington called the meeting order.

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 October 27, 2015.

Chairman Washington requested that the Commission members introduce themselves to the audience present.

Minutes from the September 21st and October 5th meetings were approved unanimously on a motion made by Justin Brown and seconded by Wendy Shirar.

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.

Chairman Washington reminded the audience to be respectful to and considerate of their fellow citizens.

As there was only one Subdivision related item, the PC addressed the item during their regular meeting.

I. SUBDIVISION

- A. The Cambridge Village request to pay in-lieu of for sidewalks along Meadowlake Road was approved 7-0 on a motion made by Bryan Quinn and seconded by Justin Brown. Bobby French of Central Arkansas Professional Surveying, 1021 Front Street, presented

the request for developer, Watson & Watson. Mr. French explained that, per the City Engineer, it is planned for Meadowlake Road to be reconstructed from Donaghey Ave. to West St. and that the reconstruction of Meadowlake from West St. to Washington Ave. would likely follow soon after thus causing any sidewalks installed at this point to be demolished. Director of Planning, Bryan Patrick, explained that with Meadowlake Road's pending reclassification to a Collector Street, it will be widened significantly and any existing sidewalks will be demolished and rebuilt after the reconstruction.

II. BOARD OF ZONING ADJUSTMENT¹

- I. Ritter Communications' request for a building setback variance and minimum lot size variance was approved 7-0 on a motion made by Anne Tucker and seconded by Wendy Shirar. John Peterson, 2400 Ritter Drive, presented the request. He explained that Ritter Communications wishes to construction a telecommunications hut on a small portion of the property. Mr. Ritter went on to describe that the building would be fenced with a hedgerow in front of the portion of fence that will face Highway 64.

The specific variances requested are:

1. Variance to allow the reduction of the minimum required front building setback to 30 feet and rear building setback to 5 feet.
2. Variance to allow the reduction of the minimum required lot size to approximately 2613 sf.

- II. Lance Johnston's request for a lot depth variance and minimum lot size variance was approved 6-2 with the staff suggested condition on a motion made by Bryan Quinn and seconded by Mark Lewis with commissioners Anne Tucker and Lee Washington voting in opposition. The condition accompanying this variance request is that the new lot is limited to one single family residence. Lance Johnston, 344 Conway Boulevard, presented the request. Mr. Johnston would like to construct a new single-family residence on the new lot that will be created. He feels that the infill of this large lot is in keeping with the downtown/old conway vision and would favorably impact property values. Donna Stephens, 2055 Scott Street, spoke in opposition to the variance requests stating that the smaller lots do not fit with the character of the surrounding block. She also commented that Mr. Johnston had not visited with any of the nearby residents regarding his plans to subdivide the large lot and subsequently construct a new residence. She expressed her concern for short-term, renter residents that are not committed to the neighborhood. She is concerned that subdividing the lot into small lots will discourage good, long-term residents. Dustin Botsford, 2056 Scott Street, also spoke in opposition explaining that what drew his family to this neighborhood is their large back yard. His home purchase has made him committed to the City of Conway and he plans to stay here, probably in his current residence, for a long time. Anne Tucker commented that further opposition was received via email. The PC questioned Mr. Johnston as to whether he had discussed his plans with the nearby residents and if not, why. Mr. Johnson replied he had not and this was due to the short time frame during which he made the variance request submittal and that he was busy. He also mentioned that he had not expected so much opposition and that he could have done a better job in talking with the area residents. Following the vote, Chairman Washington admonished Mr.

¹ Review of of Board of Zoning Adjustment (BZA) items are final with Planning Commission [acting as the Board of Zoning Adjustment] and are not forwarded to City Council for approval.

Johnston stating that he could have done better by speaking with the area residents out of respect for their properties and investment in the area.

The specific variances are:

1. Variance to allow a reduction of the minimum lot depth to 75 feet.
2. Variance to allow a reduction of the minimum lot size to no less than 5,600 sf.

III. PUBLIC HEARINGS

- A. Chris Thornton and John Blasioli's request to annex 22.5 acres located south of Bronnie Lane and west of Interstate 40 with an A-1 (Agricultural) zoning designation was approved 7-0 on a motion made by Justin Brown and seconded by Wendy Shirar. Bobby French of Central Arkansas Professional Surveying, 1021 Front Street, presented the request. Mr. French explained that ultimately, Mr. Thornton would like to develop offices on 1 acre lots. The PC questioned the island of county property that would be created by this annexation. It was discussed that the City of Conway could annex the island if it wants to.
- B. Letitia McMaster's request to amend conditional use permit no. 1323 to extend restaurant operating hours from 11:00 am - 11:00 pm to 6:00 am - 11:00 pm was approved 7-0 on a motion made by Bryan Quinn and seconded by Anne Tucker. Brandy Reed, General Manager of Local Legends restaurant, presented the request. Ms. Reed explained that the restaurant would like to open earlier in order to serve breakfast. She also mentioned that she thought it would be a good addition for that part of the City as there aren't many nearby breakfast options available.

IV. DISCUSSION

- A. An update on the status of the 2016 Planning Commission nomination process was discussed. The City Clerk has received 3 nominations to date, but more are expected as we near the October 30th deadline. The commissioners asked to receive copies of the current nomination forms. Some promising nominees from previous years were discussed. Justin Brown explained that he would likely be traveling during the time period set aside for nominee interviews and asked if another commissioner should take over the interview committee that he is currently chairman of. Chairman Washington agreed that it was a good idea and asked Jerry Rye to chair that committee. Mr. Rye agreed.
- B. An audience member inquired about a notice he received regarding a rezoning for property on Amity Road owned by Bill Lewis. Beth Sketoe, Planning Technician, explained that the original public hearing notice sent included the wrong public hearing date as the applicant failed to meet the notification/submission deadline and that he should expect to receive a second notice with the correct public hearing date.

V. ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

- A. Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)
 1. Wren Replat, Lot 1
 2. Shaver's Hayes Street Lot Merger
 3. South CBC Subdivision Lot Merger
 4. Ramada Inn Replat, Lot 2A
 5. Hatten Subdivision
 6. Ritter Addition

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