

August 17, 2026

The regular meeting of the Conway Planning Commission was held, in person, Monday, August 17th at the Conway City Hall. The following members, being a quorum, were present and acting: Ethan Reed, Alexander Baney, Mark Ferguson, Keena Haygood, Cassidy Cook, Kevin Gambrill and Lori Quinn. Jensen Thielke and Grace Rains were absent.

Minutes from the July 20th meeting were approved on a motion made by Kevin Gambrill and seconded by Alexander Baney. Passed 7-0, with the chairman voting.

I. Subdivision Review

A. Request for preliminary plat approval, Orr's Subdivision (SUB-0726-0104)

Lauren Hoffman, Planner, explained the applicant is requesting preliminary plat approval of an 8-lot subdivision located at what is currently the terminus of Penny St. The proposed buildable lots range from 0.16 acres to 0.26 acres, consistent with the requirements for the R-2 zone. All lots, excluding Lot 8, will likely consist of duplex development fronting on the extension of Penny St with a southern cul-de-sac termination. Lot 8 will be unbuildable. The new street shall have 5-foot sidewalks with both a proposal for back of curb and 6.5' greenspace location requirements. There will be some development constraints due to the narrowness of the property, the new extension of Penny St, and the construction of a bridge to extend Penny St from the north and service the property. These constraints have necessitated the 3 requested waivers: **1) Conway Subdivision Regulation, Section 5(A)7.**- The existing parcels are narrow. The developer is proposing to dedicate a 50' ROW street with 120' ROW dedication for a cul-de-sac. Lot 8 to the east is being marked as undevelopable and does not deny access to adjacent property owners. Granting this boundary street dedication waiver will allow the use of property that has been historically landlocked for many years. **2) Conway Subdivision Regulations, Section 5(A)8c.**- The cul-de-sac as proposed terminates approximately 11.5' at its closest point from the eastern property line. With site narrowness, the existing road location of Penny St, and the amount of ROW required for cul-de-sacs by the current Fire Code, any cul-de-sac at this site would not be able to meet this standard. To fully comply with street design standards with appropriate lot size and ROW dedication, 220' would be the minimum depth required for the entire site and the site is 120'. **3) Conway Subdivision Regulations, Section 5(A)8d.** Due to required lot depth and ROW requirements, 120' of cul-de-sac dedication would cause the loss of more than one developable lot. It is in staff's opinion that granting this waiver will allow the retention of at least 2 lots (4 units) which creates more residential property within this area.

An administrative waiver for the lot depth of Lot 4 was granted by staff as the applicant was trying to adhere to the lot depth standards set by the Conway Zone Code as part of preliminary plat approval of Orr's Subdivision. With this development comprising 2 already narrow and landlocked parcels, staff find a reduced depth from 100' to 91.77' for this lot appropriate. The shifting of the proposed cul-de-sac to the west allows for sidewalk continuation. The lot will still conform to all other requirements of the R-2 zoning district. Addresses will be established prior to the submittal of the Final Plat. A 5-foot developer required sidewalk shall be constructed along with infrastructure for all street frontage, excluding Lots 1-7. Sidewalks along Lots 1-7 will be required to be constructed at the time of building permitting. For the bulb portion of the cul-de-sac, 5-foot sidewalks may be placed back of curb. All remaining sidewalks shall be 5-foot sidewalks with a 6.5' greenspace. The development is consistent with the rezoning application approved in December of 2025, adhering to Comprehensive Plan goals: *"Provide opportunities for a variety of housing choices both suitable and affordable situated throughout the City in desirable surroundings which reflect the needs for all citizens."* *"Protect established residential areas from encroachment of incompatible uses and provide a high standard for development and redevelopment of residential areas."*

Bobby French (1021 Front St, Conway, AR) spoke in favor of the request.

A motion to approve the preliminary plat with the below corrections and conditions made by Cassidy Cook and seconded by Lori Quinn passed 7-0, with the chairman voting.

August 17, 2026

CORRECTIONS NEEDED ON THE PLAT

1. Show location of all fire hydrants.
2. Show location/configuration of all sidewalks.
3. Corrections as noted on the Preliminary Plat and Street & Drainage Plans as provided to the applicant.

CONDITIONS

1. The Street and Drainage Plans/Drainage Report shall be modified to meet the requirements necessary for approval by the City Engineer.
2. Preliminary Plat approval from all reviewing agencies shall be obtained prior to work commencing.
3. Fire hydrants must be placed so that the furthest point of a lot in a residential subdivision is not more than 600 feet from the hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.
4. Utility easements as required by Conway Corporation are needed.
5. Drainage easements as required by the City Engineer are needed.
6. Wheelchair ramps shall be installed by the developer/subdivider in accordance with the City of Conway Transportation Department Standard Details.
7. A 5-foot developer required sidewalk shall be constructed along with infrastructure for all street frontage, excluding Lots 1-7. Sidewalks along Lots 1-7 will be required to be constructed at the time of building permitting. For the bulb portion of the cul-de-sac, 5-foot sidewalks may be placed back of curb. All remaining sidewalks shall be 5-foot sidewalks with a 6.5' greenspace.
8. A Property Owners' Association shall be required to be formed and operate in perpetuity to maintain all common areas and improvements such as streets, sidewalks, greenspace, and drainage infrastructure.
9. A Bill of Assurance/Covenants and Restrictions proposed for the subdivision generally describing proposed covenants, restrictions and conditions applicable to the property included in the submitted plat. All other applicable provisions of the City of Conway Subdivision Ordinance (O-00-03) shall be satisfied and accounted for prior to issuance of authorization to proceed.
10. Receipt of an approved, signed copy of the Preliminary Plat along with approved Street & Drainage Plans shall constitute authorization by the Planning Commission for the developer to proceed with installation of improvements and preparation of the Final Plat.

II. Public Hearings**A. Conditional use permit to allow an Automobile Wash Service in a C-2 zoning district (CUP-0626-0090)**

Tara Jackson, Assistant Director, explained the project was tabled at the July 20, 2026, Planning Commission meeting to be heard at the August 17, 2026 meeting. An Automobile Wash Service is not allowed by right in a C-2 district. It is allowed via a Conditional Use Permit. The Comprehensive Plan designates the site as multi-family. Much of this area south of Dave Ward Dr (DWD) is reserved for multi-family use by the Comprehensive Plan, however the plan does not reflect the extent of commercial development which has occurred along this portion of DWD in recent years. There is a concurrent minor subdivision application review in process (SUB-0626-0087). The applicant has proposed splitting the 4.11 acres into two lots: Lot 1 (1.54 acres) and Lot 2 (2.57 acres). The site is located along the Dave Ward Drive Access Management Plan. Per the plan: All intersections must be 300 feet apart (This applies to driveways, public streets, and private streets); The applicant has indicated retention of an existing curb cut along DWD; and The curb cut is approximately 200ft from the intersection of DWD and S Donaghey Ave. To utilize the existing DWD curb cut, the applicant must apply for an amendment to the DWD Access Management Plan. This requires concurrence from the City of Conway Planning Department, Metroplan, and the Arkansas Department of Transportation. Access is further regulated by Article IX of the Conway Zoning Code which stipulates that along Major Arterials, driveways shall be placed at least 250 feet from other driveways or intersections and that no driveways may be placed within 125 feet of a property line adjoining another property, unless placed at the property line and subject to a joint access agreement. Additionally, properties with less than 300 feet of street frontage along a major arterial shall be required to have joint

August 17, 2026

access with an adjoining property. When properties abut 2 public streets, access from the public street of lower classification shall be utilized unless the property has at least 250 feet or more of street frontage along the major arterial. DWD and S Donaghey Ave are both Major Arterials. Silver Springs Circle is the public street of lower classification. Access is proposed on both DWD and Silver Springs Circle. The site has 190.28' of frontage along DWD. The closest driveway to the east of the proposed access on DWD is 214'. The site has 347.64' of frontage along S Donaghey Ave. Because it has only 347' of frontage on S Donaghey, it is not feasible to place a driveway 250' from both the intersection of DWD and S Donaghey and the intersection of S Donaghey Ave and Silver Springs Circle. The applicant is not proposing any access from S Donaghey Ave. The applicant is proposing cross-access along DWD through SUB-0626-0087 (approval pending). The Zoning Code prescribes the following for the Automobile Wash Service Use, *"Automobile wash service establishments shall provide paved parking space on the lot for not less than five (5) automobiles plus stacking space for no less than ten (10) vehicles. Where any such use is located on a zoning lot abutting an R district and where any part shall be built along such line, any entrance to such establishment, or exist therefrom shall be by way of a major street"*. The proposed site is separated from an R-2 district by Silver Springs Circle. The change in use from a church to an Automobile Wash Service will be significant in terms of traffic within the site. However, due to the current traffic counts in the area and the commercial uses on adjacent properties, it is not anticipated that the proposal will not have a significant impact on the area. Kurt Jones, Engineering Director for the City of Conway has provided the following assessment: "Our preference and recommendation is that the secondary access to the site be provided on Silver Springs Circle, and not on S. Donaghey Avenue. We are concerned that any access provided on Donaghey, closer to the intersection, might interfere with the traffic flow and operation of the signal." The intersection referred to by Mr. Jones is the intersection of Dave Ward Drive and S. Donaghey Ave.

Kurt Daniels (8 East Main St, Wentzville, MO), Brent Rohrer (63 Kings Hwy, Conway, AR), and Allen West (8 Sharon Lane, Conway, AR) spoke in favor of the request.

Joshua Draper (826A S Donaghey Ave, Conway, AR) spoke in opposition of the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to add condition #19 and approve the request. A motion to add condition #19 made by Cassidy Cook and seconded by Alexander Baney passed 7-0, with the chairman voting. A motion to approve the Conditional Use Permit with the below modified conditions made by Alexander Baney and seconded by Keena Haygood passed 7-0, with the chairman voting.

CONDITIONS

1. Development is limited to an automated Automobile Wash Service.
2. Hours of operations shall be from 7 a.m. to 8 p.m. Monday through Saturday and 8 a.m. to 8 p.m. on Sundays.
3. The carwash and vacuums shall only operate during business hours while employees are present.
4. The property shall be platted in accordance with the Conway Zoning Code and the Subdivision Ordinance
5. An access easement shall be recorded from the existing curb cut along DWD on Lot 2 of SUB-0626-0087. It shall connect and provide access to Lot 1. This shall be shown on the final plat.
6. There shall be a joint access easement along the southern property lines of Lot 1 and Lot 2 to mitigate the need for any further curb cuts along Silver Springs Circle. This shall be shown on the final plat.
7. The existing curb cut on S Donaghey Ave shall be closed.
8. The existing curb cut on Silver Springs Cir shall be closed.
9. All signage shall conform to the Conway Sign Code.
10. A DWD Access Management amendment for access from DWD must be approved prior to issuance of building permits.
11. Vacuum bays and parking shall face the interior of the site (east) and the carwash building shall face the public streets (west & north).
12. Existing mature, significant (trees over 8" in diameter at breast height) shall be incorporated into landscape plans to maintain the existing street canopy.

August 17, 2026

13. Screening measures shall be implemented between vacuum bays and the eastern property line.
14. Development standards not addressed through [CUP-0626-0087] review shall be governed by the City of Conway Zoning, Subdivision and Building Code regulations to the extent they are not in conflict with the intent or text of [CUP-0626-0087].
15. This CUP is associated with Lot 1 of SUB-0626-0087 (not yet recorded). Should SUB-0626-0087 not be filed, this CUP becomes null and void.
16. The conditional use permit shall expire if the use ceases for a consecutive period of greater than 18 months.
17. Any changes to or expansion of the approved use shall require an amended or new conditional use permit.
18. The conditional use approval shall become null and void if construction for the use does not commence within 18 months from the date of approval of this permit.
19. 8 foot brick fence shall be constructed on the south property border at the 25 foot landscape buffer mark.

B. Conditional use permit to allow up to 18 units per acre, single lot in a C-2 district (CUP-0726-0096)

Rebecca Alexander, Planner, explained the applicant is requesting a conditional use permit to allow up to 18 units per acre in a C-2 district. The Comprehensive Plan identifies this property as Single-Family. The request does not conform with this designation. There is an existing Conditional Use Permit for a Commercial Recreation Golf Practice Range [Permit No. 1081], which was permitted in 1997; that CUP covers the subject property along with some adjacent land. Because the CUP covers some undeveloped land, it will remain in effect. Given development review standard requirements, including parking and setback constraints, that gross will not be achievable. Site design and density are subject to change but will not exceed the requested allotment of 18 units per acre. Based solely on acreage and accounting for an allowance of up to 18 units per acre, this property could accommodate a gross of 93 units. The applicant intends for each unit to be single-story and have a footprint of 1,000sf; based on this, as well as the maximum 35% building coverage allotted for the C-2 zone, the property could have a gross of 79 units. The site is presently vacant. Adjacent and nearby uses include: Curtis Walker Park and a storage/warehouse building that appears to be unoccupied at the time of this report; a medical clinic for Arkansas Dermatology. Country Gardens, a 27-home single-family neighborhood, is nearby, abutting the rear of the Dermatology Clinic. The adjacent property on the southern side of Andrews Dr is presently undeveloped. The property across Museum Rd, to the west, is part of the Conway Human Development Center property; the portion nearest Museum is largely vacant. Due to the adjacent zoning classifications and developed land uses being non-residential in nature, a moderately high-density multi-family development is appropriate and would not likely cause harm to adjacent areas. Staff is amenable to allowing the development to conform to the C-2 zone's reduced setbacks with the concession that a portion of the open space on the property be designated for recreational use by the development's residents; this does not include greenspace in the setbacks (front, rear, side). All access to units should be from internal streets/private roads; no dwellings should access directly from Andrews or Museum. If developed on a single lot as shown, the development will be subject to site development review and platting. Site development review will determine the final number of units allowed on the site as it will account for lot coverage allotments, greenspace, parking, and detention requirements. Some uses which are allowed by-right in the C-2 zone include: Animal Clinic, Bank Daycare, Dental/Medical Clinic, Grocery Store, All Retail – Restricted (bakery, clothing store, pharmacy, etc.).

Landon Sanders (306 Salem Rd, Conway, AR) spoke in favor of the request.

There was no opposition to the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve the Conditional Use Permit with the below conditions was made by Alexander Baney and seconded by Cassidy Cook passed 7-0, with the chairman voting.

August 17, 2026

CONDITIONS

1. The development shall be subject to site development review in accordance with Articles 9 and 10 of the Conway Zoning Code.
2. The fronts of all units shall be oriented to and take access from internal access drive(s); no direct access to a unit shall be derived from Andrews Dr nor Museum Rd.
3. The development must include a connection to the Connect Conway trail system.
4. The development shall abide by C-2 zoning regulations (e.g. setbacks, lot coverage) but shall also include a designated open space for recreational use by the residents (examples include park, playground area, gazebo); this recreational space must be distinct (i.e. the area for it cannot be comprised of space within setbacks).
5. All signage shall conform to the Conway Sign Code, Section 1205.2 - Residential Zones.
6. No zoning variance, which could result from the commencement of the conditional use, may be considered.
7. Any changes to or expansion of the approved use shall require an amended or new conditional use permit.
8. The conditional use approval shall become null and void if the use is not commenced within 18 months from the date of approval of this permit.
9. The conditional use permit shall expire if the use ceases for a consecutive period of greater than 18 months.

I. ANNOUNCEMENTS/ADDITIONAL BUSINESS**A. Commissioner Resignation**

Anne Tucker, Director, announced Planning staff and the Tree Board, in collaboration with Davey Group, are working towards a forest plan with a 20 year outlook on the city's urban canopy.

B. Next Meeting

The next Planning Commission meeting will be at 5:30 PM on September 21st at Conway City Hall.

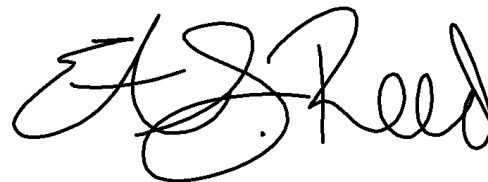
ITEMS NOT REQUIRING PLANNING COMMISSION ACTION**A. Plats filed for record (Lot Splits, Lot Mergers, and Final Plats)**

1. (P2026-00037) HDZ Ash Street Replat
2. (P2026-00038) Dance Replat
3. (P2026-00039) Encore Subdivision Phase I

Adjournment

There being no further business to conduct, the meeting was adjourned by unanimous vote on a motion made by Lori Quinn and seconded by Alexander Baney.

Approved:

*2026 Chairman, Ethan Reed*