

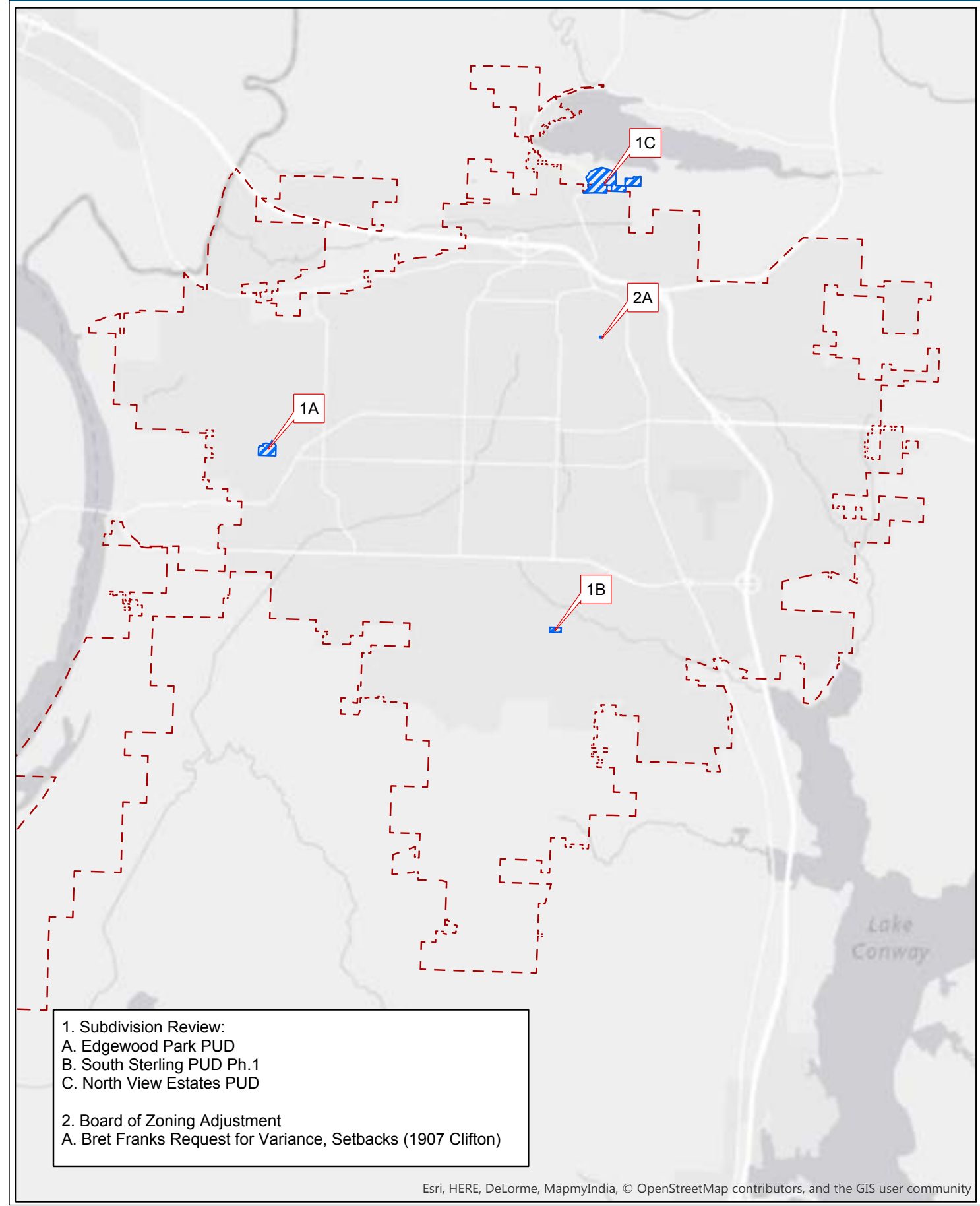


# APRIL

**Conway Planning Commission  
Staff Report**

**7:00pm • April 17, 2017 • 810 Parkway Avenue**

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**CONWAY, ARKANSAS PLANNING COMMISSION MEETING AGENDA**  
**7:00 pm • Monday • April 17, 2017**  
**District Court Building • 810 Parkway**

**SUBDIVISION COMMITTEE WILL MEET AT 6:00PM**

**Call to Order**

**Introduction & Chairperson Remarks**

**Minutes: March 13, 2017**

- 1. Subdivision and Replat**
  - A. Edgewood Park PUD
  - B. South Sterling PUD, Phase 1
  - C. North View Estates PUD
- 2. Board of Zoning Adjustment\***
  - A. Bret Franks Construction request for Zoning Variance to allow reduced building setbacks
- 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**
  - Superior Manor Nursing Home, 625 Tommy Lewis Drive
  - St. Joseph Church Multi-Purpose Building, 1115 College Avenue
  - Life Choices, Inc., 1330 S. Donaghey Avenue
  - Arkansas Box Office Addition, 1210 William J. Clark Drive
- B. Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)**
  - Woodlands Edge Correction Plat, L-322
- C. Lot Splits, Lot Mergers, and Minor Subdivisions (submitted for review)**
  - Robinson Plan, Replat Lots 1 & 2, Block 47
  - Superior Manor Replat
  - Reedy Road Estates Replat
  - Carwash USA Subdivision



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 only public hearing item on the April agenda is a Board of Zoning Adjustment review.*

*\*Decisions made by the Planning Commission, acting as the Board of Zoning Adjustment, are final. No appeal may be made to the City Council. Any aggrieved party may pursue litigation should they feel the decision is unfair.*

**EDGEWOOD PARK PUD  
PRELIMINARY SUBDIVISION**

**APPLICANT**

Reform Development Group  
Lance Johnston  
344 Conway Boulevard  
Conway, Arkansas 72034

**STAFF REVIEW BY**

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

**SITE DATA**

**Location.** Property at the southwest corner of the intersection of Wescon Lane and College Avenue. Immediately north of Westin Park Subdivision.

**Site Area.** ±14.38 acres

**Current Zoning.** PUD

**Existing Structures.** Two single-family residences and accessory buildings.

**Overlay.** None

**STAFF COMMENTS**

This plat is a followup to the Edgewood Park PUD approved in September 2016.

**STAFF RECOMMENDATIONS**

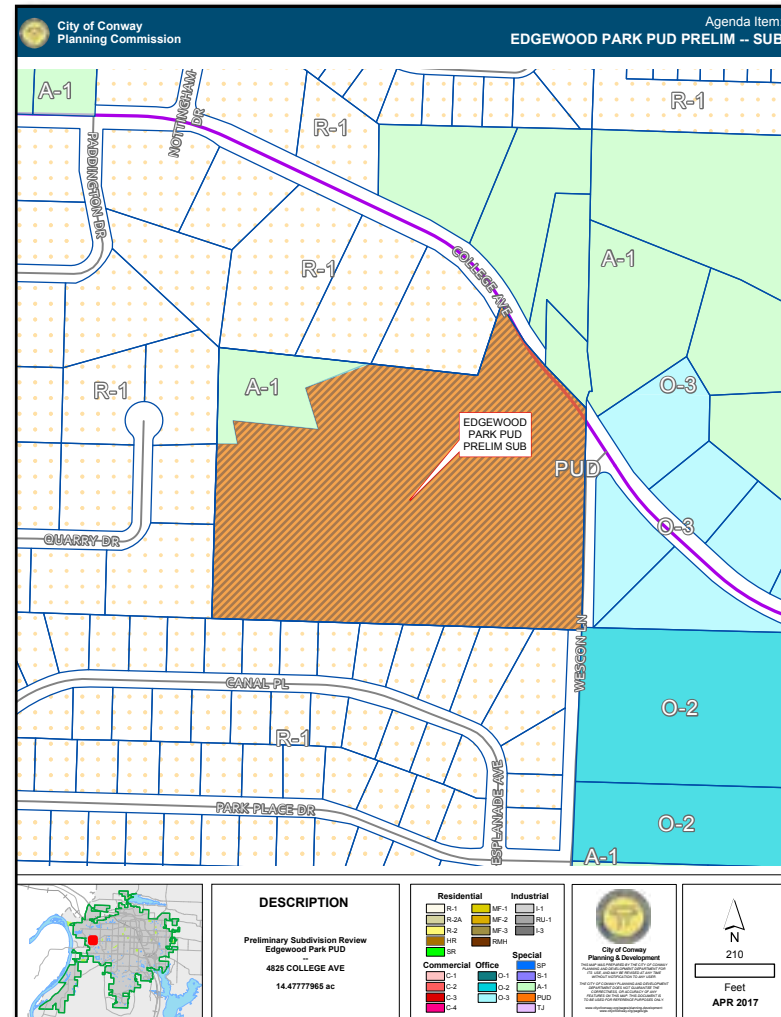
Staff recommends approval of the preliminary plat subject to the completed punch list.

**CONWAY CITY PLANNING DEPARTMENT REVIEW  
EDGEWOOD PARK PUD  
SUBMITTED BY: REFORM DEVELOPMENT GROUP**

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 name and address of all the owners of record are needed.
2. A legal description of the property with exact boundary lines, bearings and distances is needed. *Corrections per red mark copy.*
3. 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. *Additions and Modifications per red mark copy.*
4. The layout of all proposed sidewalk systems are needed, along with relevant dimensions and bearings.
5. Street names that are not similar to existing street names are needed for all proposed streets.
6. Proposed easements are needed. *Modifications to Easements per red mark copy.*



7. The source of water supply must be shown.
8. The method of disposal of waste water must be shown.
9. 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.
10. The Certificate of Preliminary Survey Accuracy is needed. *Add "Preliminary"*
11. The Certificate of Preliminary Plat Approval is needed. *Add "Preliminary"*
12. *Lot numbers for the Green Space, unbuildable lots and lake are needed.*

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

13. Contour intervals of the property of not more than two feet where the overall average slope is less than 4% grade and not more than five feet where the slope is greater than 4% are needed.
14. The direction of flow of all water courses entering the tract shall be indicated.
15. The direction of flow of all water courses leaving the tract shall be indicated.
16. The drainage area of all water courses above the points of entry shall be noted.



Aerial View of proposed Edgewood Park PUD

17. The downstream drainage channel and drainage structures substantially impacted by the subdivision/replat shall be shown.
18. Improvement plans for each new utility system are needed.
19. Improvement plans, including typical cross sections and centerline profiles for any new street system, are needed.
20. Improvement plans for any new drainage system, including location, size and construction of drainageways and structures and typical cross sections and centerline profiles are needed.
21. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
22. 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**

23. If the Planning Commission considers this land is subject to flooding or topographically unsuitable for residential occupancy, it shall not be platted for any use that may increase the danger to health, life, property or aggravate erosion or flood hazard and shall be set aside for such land uses as will not be affected by these problems unless adequate corrective measures are formulated by the developer and approved by the Planning Commission.
24. Where proposed community or public facilities of the municipal plan are located in whole or in part in a proposed subdivision, the Planning Commission shall require that land for those public facilities to be reserved as a condition of preliminary plat approval. Such reservations shall be referred to the appropriate body to

- take appropriate action.
25. 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.
26. 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."
27. Minimum floor elevations shall be placed on the plat for all lots less than three (3) feet above the computed one hundred (100) year flood elevation. The minimum finished floor elevation shall be established at one (1) foot above the computed one hundred (100) year flood elevation.



28. 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.
29. 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.
30. An easement shall be placed around the high water limits of the detention area.

**STREET DESIGN REQUIREMENTS**

31. The maximum grades 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.
32. 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. *Note Reduced 44' ROW per PUD.*
33. The width 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.
34. The designers of residential streets are encouraged to lay them out to require the minimum length of pavement necessary to provide convenient and safe access to property.
35. Cul-de-sac turnarounds shall have a right-of-way diameter of 120 feet and a pavement diameter of 96 feet. Measurements assume back of curb to back of curb for a roll curb. *Preliminary Plat approval contingent on Fire Department approval for the Private Drive and proposed street turn arounds.*
36. Property line corners at street intersections shall be rounded with a radius of at least 28 feet. *Lot 1 Phase I and Lot 1 & 16 Phase II.*

**EASEMENT DESIGN REQUIREMENTS**

37. Utility easements as required by Conway Corporation are needed.
38. Drainage easements as required by the City Engineer are needed.

**LOT DESIGN REQUIREMENTS**

39. Corner lots shall have a setback of 25 feet from the front lot line and 25 feet from the exterior side lot line, or as required by the Zoning Ordinance. *Lots 1 & 16 of phase II to be a 0' building setback using the 20' unbuildable lot as the setback.*
40. Corner lots shall be at least 75 feet in width at the building line. *Lots 1 & 16 of Phase II incorporates the 20' unbuildable lot as part of the required width for building setback.*
41. Building lines shall be established for both front and rear lot lines for double frontage lots. *Final plat should incorporate building setback lines for all lot sides in every lot.*
42. On double frontage lots, a planting screen easement of at least 10 feet shall be provided along the portion of the lot abutting a traffic artery (College & Wescon) or other use where screening is required. *There shall be no right of access across the planting screen easement and such restriction shall be clearly designated on the plat and within any Bill of Assurance.*
43. Every lot must slope to a street or to a drainage easement. *Add to Surveyor Notes Section.*

**UTILITY DESIGN REQUIREMENTS**

44. All subdivisions containing more than four lots within the corporate limits shall be provided with a water supply and distribution system approved by the Conway Corporation and meeting the requirements of the State Health Department.
45. 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.
46. Where a public sanitary sewer is within 300 feet of any point of a subdivision, the subdivider shall install a system of sewer lines and provide connection to each lot.

**SIDEWALK DESIGN REQUIREMENTS**

47. Sidewalks are required along both sides of all streets within all zoning districts within Conway city limits and within the Conway Territorial Jurisdiction. *A. Exception: Street Dept. concession to allow drainage improvement west of the parcel as substitution for pay in lieu fee along College and Wescon.*
48. All sidewalks shall be handicapped accessible to public streets at street corners and at designated mid-block public service drives/alleyways. Sidewalks shall meet American Disability Act Standards. *Add to sidewalk notes.*
49. Sidewalks Along Residential Streets: Sidewalks along streets with residential lots shall be constructed by the homeowner/builder. The sidewalk shall be installed prior to the final inspection and issuance of a certificate of occupancy. *Add to Sidewalk Notes*

50. All sidewalk construction location, and responsibility for construction shall be clearly identified on the final plat. Detailed sidewalk construction drawings coordinating sidewalks with other street/lot/easement infrastructure shall be shown on or included with the final plat.
51. Aside from the required sidewalks along collectors and arterials, an, internalized pedestrian circulation system in the form of pathways, either along streets or not, may be constructed within subdivisions upon the request of the applicant and the approval of the Planning commission. The system may be allowed to deviate from the construction requirements set out otherwise in this section, as long as the minion dimensional requirements are met.
52. Sidewalks must be a minimum of five feet wide and located within the public right-of-way, with the edge closest to the street located five and one-half feet from the back of the curb. Sidewalks are not required to be constructed in a straight line, if such straight line construction would damage trees, or if an aesthetic effect is desired and the Planning Commission approves. *Add Sidewalk note to plat.*
53. 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. *Add Sidewalk note to plat.*
54. 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. *Add Sidewalk note to plat.*
55. Garage Elevation. The elevation the garage or carport will need to be established to allow for the transition of the driveway from the street curb to the sidewalk, and from the sidewalk to the garage without adversely affecting the required 2% cross-slope of the sidewalk. *Add Sidewalk note to plat.*

56. Sidewalks shall link sidewalks of adjoining lots so as to provide a continuous "ribbon" of pedestrian access throughout the community. *Add Sidewalk note to plat.*
57. If, during the construction of a building or any other improvements upon a lot or by any other actions, the sidewalk(s) are damaged, the party responsible for the construction or other actions shall repair the sidewalk(s) to the satisfaction of the City. *Add Sidewalk note to plat.*

**OTHER REQUIREMENTS**

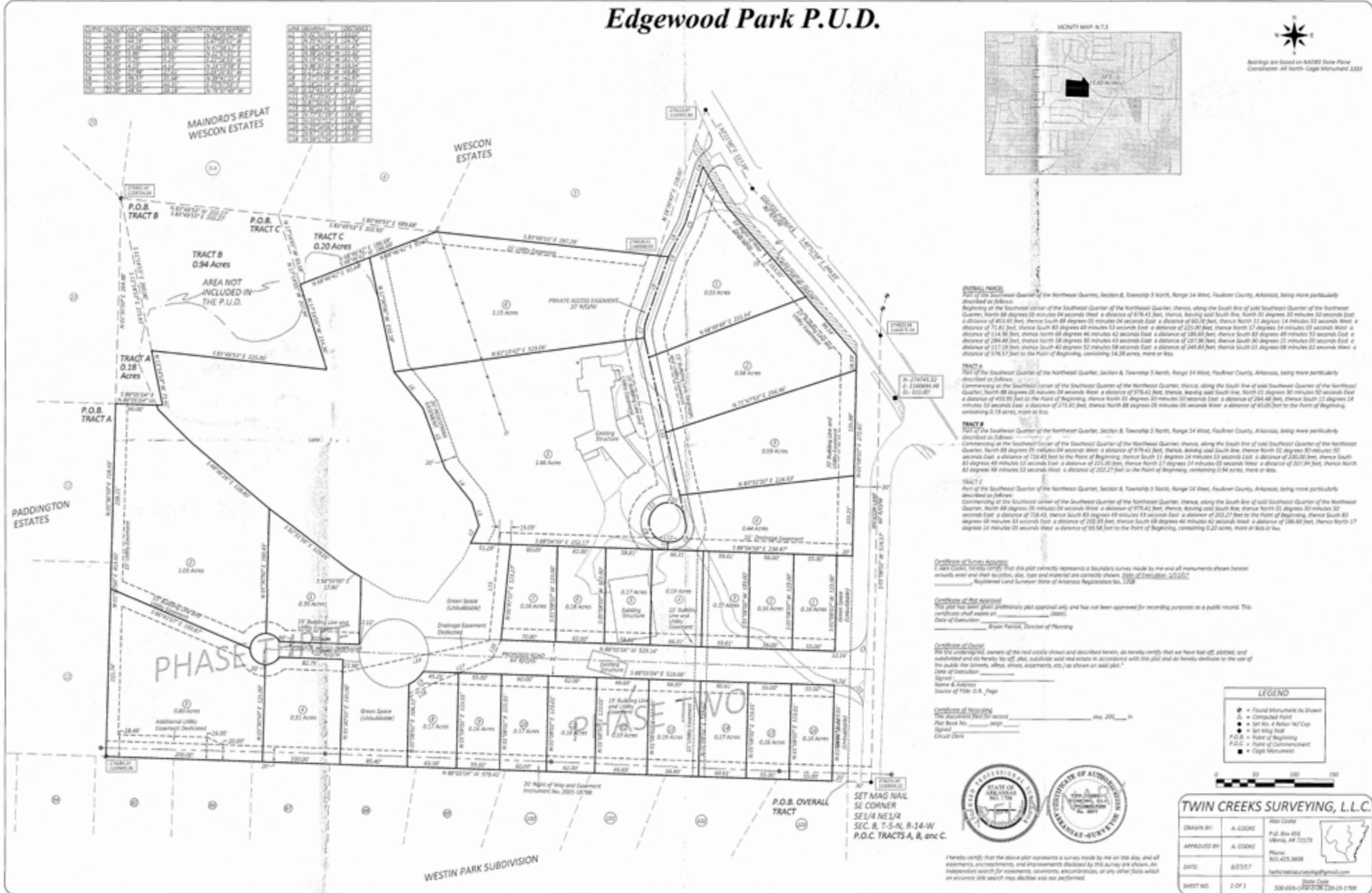
58. In addition to the requirements established herein, all subdivision plats shall comply with all other applicable rules, regulations and laws including but not limited to the Growth Plan (Comprehensive Plan), the Conway Zoning Ordinance, building and housing codes, and any other regulations adopted 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**

59. 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**

60. 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 Edgewood Park PUD will expire on 3/30/2018.





# 1B SOUTH STERLING PUD, PHASE 1

## SOUTH STERLING PUD, PHASE 1 PRELIMINARY SUBDIVISION

### APPLICANT

Hambuchen Properties  
 Richie Hambuchen  
 86 Richland Hills Drive  
 Conway, Arkansas 72034

### STAFF REVIEW BY

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

### SITE DATA

**Location.** Property east of South Donaghey Avenue, immediately south of Gardens at Southridge Subdivision and west of Stratford Place Subdivision.

**Site Area.** ±3.63 acres

**Current Zoning.** PUD

**Existing Structures.** None

**Overlay.** None

### STAFF COMMENTS

**Planning Commission action is required for items 21, 23, AND 24.** This plat is a followup to the South Sterling PUD approved in March 2017.

### STAFF RECOMMENDATIONS

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

### CONWAY CITY PLANNING DEPARTMENT REVIEW SOUTH STERLING PUD, PHASE 1 SUBMITTED BY: HAMBUCHEN PROPERTIES

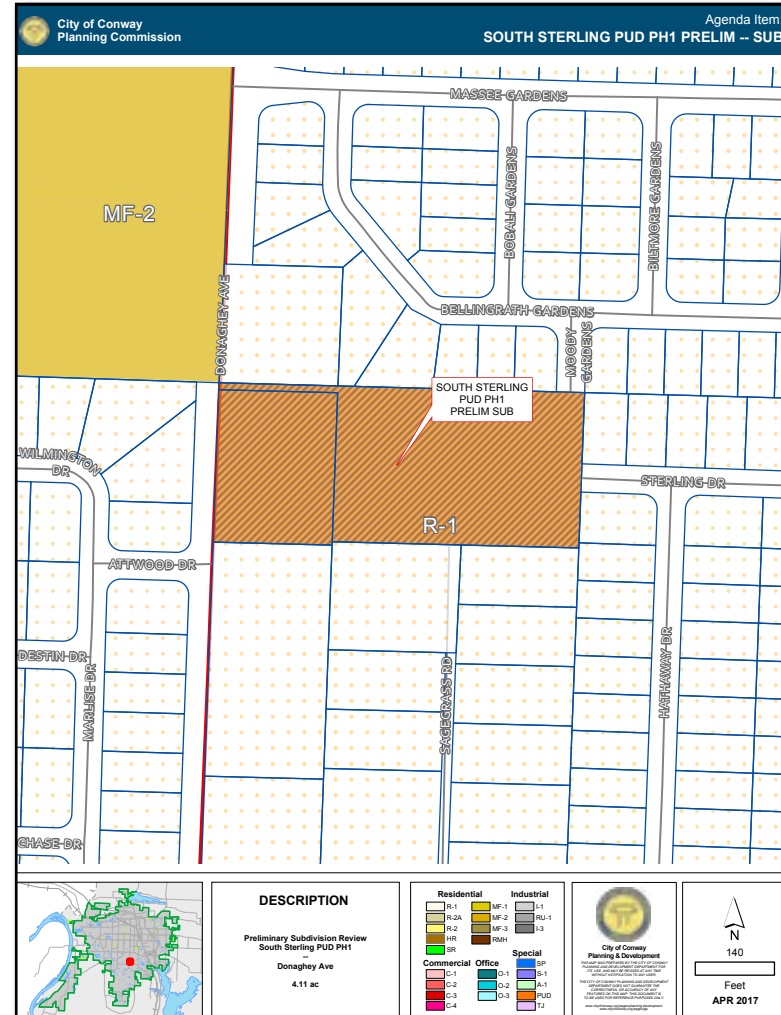
This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for **preliminary** plat approval.

### BASIC INFORMATION NEEDED ON THE PLAT

1. The address of the owner of record is needed.
2. 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. *Update Surveyor Notes to reflect PUD as zoning of subject property. Add zoning for adjacent properties.*
3. The layout of all proposed sidewalk systems are needed, along with relevant dimensions and bearings.

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

4. Contour intervals of the property of not more than two feet where the overall average slope is less than 4% grade and not more than five feet where the slope is greater than 4% are needed.



5. Natural features within the proposed subdivision including drainage channels, bodies of water, wooded areas and other significant features are needed.
6. The direction of flow of all water courses entering the tract shall be indicated.
7. The direction of flow of all water courses leaving the tract shall be indicated.
8. The drainage area of all water courses above the points of entry shall be noted.
9. The downstream drainage channel and drainage structures substantially impacted by the subdivision/replat shall be shown.
10. Existing culverts, utilities and easement on and adjacent to the tract are needed.
11. Improvement plans for each new utility system are needed.
12. If the proposed subdivision/replat is a portion of a tract that is owned by the applicant, a preliminary master sketch plan for the entire tract must be submitted with the Preliminary Plat. The sketch plan must contain sufficient detail to allow the Planning Commission to determine general road alignments and lot configurations.
13. Improvement plans, including typical cross sections and centerline profiles for any new street system, are needed.



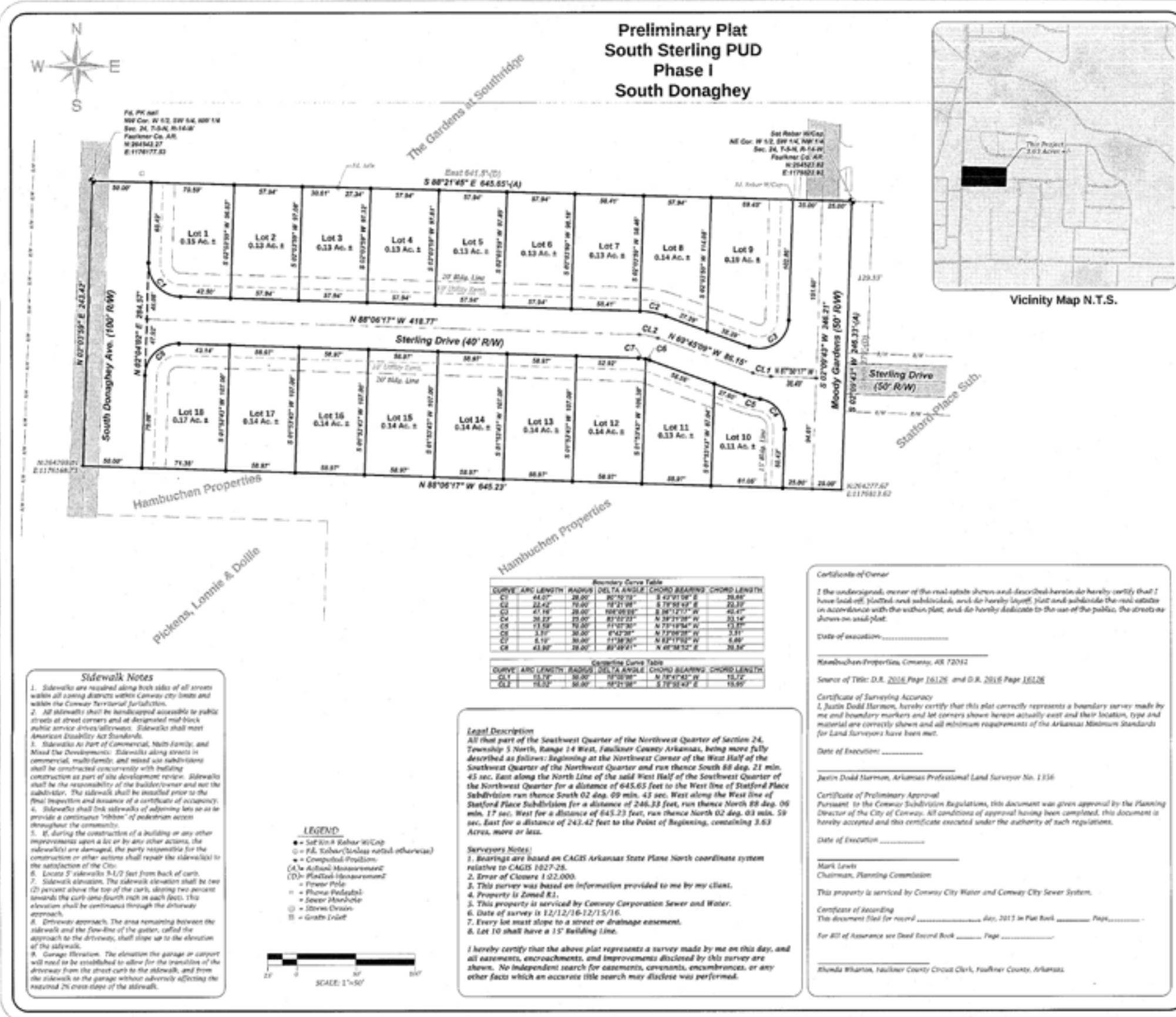
14. Improvement plans for any new drainage system, including location, size and construction of drainageways and structures and typical cross sections and centerline profiles are needed.
15. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
16. A 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

17. 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.

18. 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.
19. 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.





Revisions


**For Use and Benefit of:  
Hambuchen Properties  
Property Address:  
South Donaghey Ave.  
Conway, AR 72034**

**Harmon Surveying, Inc.**  
2310 Ginger Kerry Lane  
Conway, AR 72034  
Office: (501)730-1518 Fax: (501)730-0637

• land/lot/line/lot/line • boundary • ALTA • construction • topographic



Drawn By: D. Harmon

Checked By: D. Harmon

SCALE: 1"=50'

DATE: 03/30/17



# 1B SOUTH STERLING PUD, PHASE 1

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

### STREET DESIGN REQUIREMENTS

- 21. 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. **Sterling Drive has been requested to be a 40' ROW in lieu of 50'. Planning Commission approves, contingent on Engineering review and approval / does not approve this request.**
- 22. The width 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.
- 23. The Planning Commission may authorize a new boundary street when the subdivider agrees to dedicate the entire right-of-way and construct all the required improvements. **Moody Gardens to the south creates a boundary street. Planning Commission must approve this request or this condition must be corrected.**
- 24. Street intersections shall be laid out as nearly at right angles as possible, with no angle of less than 75 degrees. **Sterling Drive and Moody Gardens intersection appears to be less than 75 degrees. Planning Commission approves, contingent on Engineering review and approval / does not approve this request.**

### EASEMENT DESIGN REQUIREMENTS

- 25. Utility easements as required by Conway Corporation are needed.
- 26. Drainage easements as required by the City Engineer are needed.

### LOT DESIGN REQUIREMENTS

- 27. The minimum building setback (building line) shall be no less than 25 feet from the right-of-way of the front street, or as required by the Zoning Ordinance. *Building Setbacks of 20 feet matches plan approved by Counsel. Exception for Lot 10 is made below for a corner lot. Set back lines should be shown on the Final Plat for recording.*

### UTILITY DESIGN REQUIREMENTS

- 28. 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.
- 29. Minimum clearance of twenty-six (26) feet must be provided around a fire hydrant.

### SIDEWALK DESIGN REQUIREMENTS

- 30. Sidewalks are required along both sides of all streets within all zoning districts within Conway city limits and within the Conway Territorial Jurisdiction.
- 31. Sidewalks Along Residential Streets: Sidewalks along streets with residential lots shall be constructed by the homeowner/builder. The sidewalk shall be installed prior to the final inspection and issuance of a certificate of occupancy. *Replace sidewalk note #3 with this note.*

- 32. All sidewalk construction location, and responsibility for construction shall be clearly identified on the final plat. Detailed sidewalk construction drawings coordinating sidewalks with other street/lot/easement infrastructure shall be shown on or included with the final plat.
- 33. Sidewalks must be a minimum of five feet wide and located within the public right-of-way, with the edge closest to the street located five and one-half feet from the back of the curb. Sidewalks are not required to be constructed in a straight line, if such straight line construction would damage trees, or if an aesthetic effect is desired and the Planning Commission approves. *Sidewalk note #6 should be verified with Conway Corp / Street Department for proper sidewalk placement from back of curb in conjunction with utility placement.*

### OTHER REQUIREMENTS

- 34. 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

- 35. 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

- 36. 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 South Sterling PUD will expire on 3/31/2018.

# 1C NORTH VIEW ESTATES PUD

## NORTH VIEW ESTATES PLANNED UNIT DEVELOPMENT PRELIMINARY SUBDIVISION

### APPLICANT

Hawks Investment Company  
2111 E German Lane  
Conway, Arkansas 72032

### STAFF REVIEW BY

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

### SITE DATA

**Location.** ±59.35 acres east of AR Hwy 25 and south of Southshore Lane; immediately north of North Woods Estates PUD.

**Site Area.** ±59.35 acres

**Current Zoning.** Lots 13-16 are zone PUD. The remainder of the property is in the county. The developer plans to annex the remaining property once the development is complete.

**Existing Structures.** None

**Overlay.** None

### STAFF COMMENTS

**Planning Commission action is required for item 28.**

### STAFF RECOMMENDATIONS

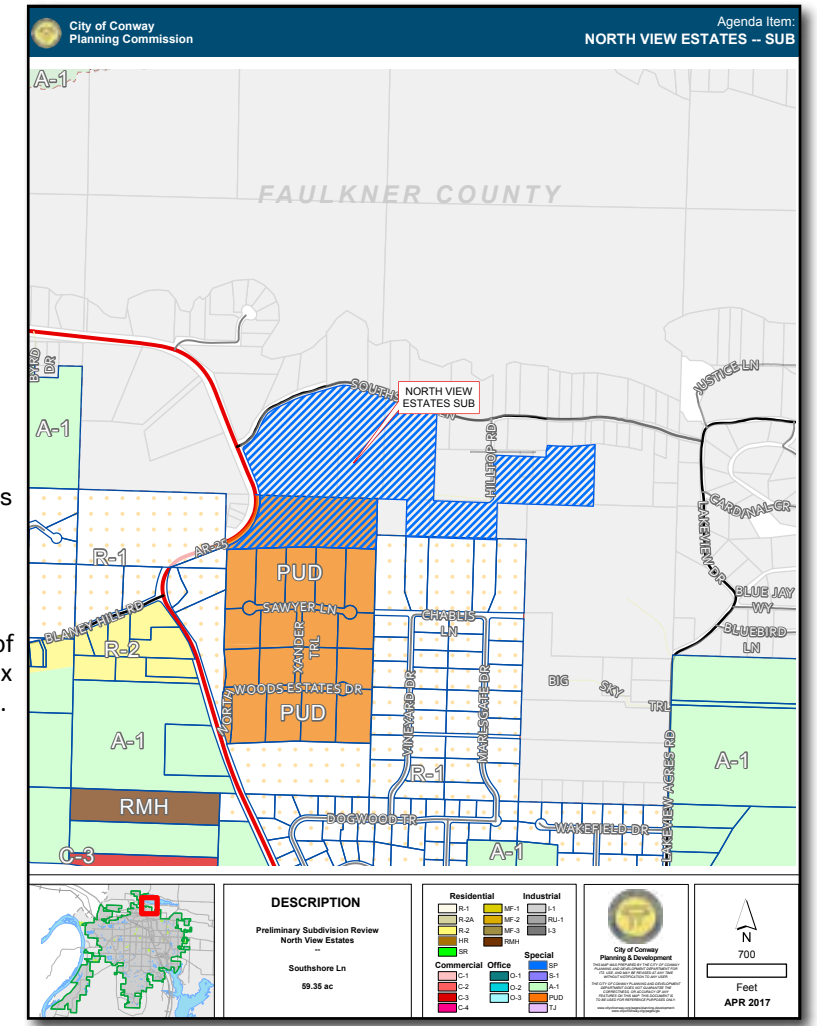
Staff recommends approval of the preliminary plat subject to the amended punch list.

### CONWAY CITY PLANNING DEPARTMENT REVIEW NORTH VIEW ESTATES PUD SUBMITTED BY: HAWKS INVESTMENT COMPANY

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. A legal description of the property with exact boundary lines, bearings and distances is needed. *Legal description needs to be corrected for the distance between L5 & L6; L6 is missing; L9 is missing.*
2. 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. *Lots 13-16 are PUD and inside City Limits. Remaining lots are in the county. Developer intends to annex remaining property into the city after platting is complete, with road improvements being Private Roads, not Public.*
3. Proposed easements are needed.
4. A minimum of two CAGIS monuments shall be placed in each subdivision or subdivision phase exceeding ten (10) acres.



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

5. Natural features within the proposed subdivision including drainage channels, bodies of water, wooded areas and other significant features are needed.
6. The direction of flow of all water courses entering the tract shall be indicated.
7. The direction of flow of all water courses leaving the tract shall be indicated.
8. The drainage area of all water courses above the points of entry shall be noted.
9. The downstream drainage channel and drainage structures substantially impacted by the subdivision/replat shall be shown.
10. Existing streets, buildings, water courses, railroads, culverts, utilities and easement on and adjacent to the tract are needed.
11. Where the method of disposal of waste water is other than connection to a public waste water system, detailed information shall accompany the plat.
12. State Health Department approval of any new water supply and/or sewage system, if the requirement of the subdivision is to be met by any other means than by connecting to the water supply or sewage system operated by the City of Conway and/or the Conway Corporation is needed.
13. Improvement plans for each new utility system are needed.





Aerial View of North View Estates PUD

14. Improvement plans, including typical cross sections and centerline profiles for any new street system, are needed.
15. Improvement plans for any new drainage system, including location, size and construction of drainageways and structures and typical cross sections and centerline profiles are needed.
16. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
17. 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**

18. If the Planning Commission considers this land is subject to flooding or topographically unsuitable for residential occupancy, it shall not be platted for any use that may increase the danger to health, life, property or aggravate erosion or flood hazard and shall be set aside for such land uses as will not be affected by these problems unless adequate corrective measures are formulated by the developer and approved by the Planning Commission.
19. Where proposed community or public facilities of the municipal plan are located in whole or in part in a proposed subdivision, the Planning Commission shall require that land for those public facilities to be reserved as a condition of preliminary plat approval. Such reservations shall be referred to the appropriate body to take appropriate action.
20. 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.

21. 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."
22. 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 out-

let 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.

23. 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.
24. An easement shall be placed around the high water limits of the detention area.

**STREET DESIGN REQUIREMENTS**

25. The maximum grades 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.
26. Variances for grades up to 12% for residential and 15% for minor residential require approval by the Fire Chief and Planning Commission.
27. A subdivider may not retain a parcel of land lying between a newly created boundary street and a former property line, the purpose of which would be to deny access by abutting owners. (1) Private Roads need to be identified as separate lots and Labeled as Access, Drainage and Utility Easements. If Access is to be restricted, provide a note listing allowable uses and permissions. (2) The 0.18 Acres between lots 16 and 17 south of North View Road should have a lot number and labeled "Unbuildable" with a note on the plat listing the allowable uses and permissions of this lot being restricted to Utility, etc. (3) North View Road ROW east of Lot 20 must be flush with Lot lines to the south and north, and describe on the plat allowable uses of the private road if it is to be restricted.
28. Cul-de-sac streets or courts designed to have one end permanently closed or streets or street loops with a single access shall have a distance no greater than 650 feet from the point of access to the nearest point of the furthest lot with the distance measured along the shortest route within the street right-of-way. Exceptions: 1. A street may be up to 1120 feet in length with a right-of-way of 60 feet in width and with a paved width from back of curb to back of curb of 40 feet if it meets all other cul-de-sac requirements. 2. A residential street may be 1120 feet in length with 50 feet of right-of-way and 27 feet of paved width from back of curb to back of curb if all lots provide no less than 90 feet of width at the building line per dwelling unit and it meets all other cul-de-sac requirements. **North View Road is over 1120 feet long. Planning Commission must approve the Cul-de-sac road length, or this condition must be corrected.**

29. Any cul-de-sac over 750 feet in length must have fire department approval.
30. Where residential streets intersect other residential, collector or arterial streets, the curb radii at the intersection shall not be less than 28 feet.
31. Property line corners at street intersections shall be rounded with a radius of at least 28 feet.
32. The layout of streets shall conform to existing and proposed land uses for the area. *The City will need confirmation from the county of road layout, names, connections and restrictions including potential conflicts between Hilltop road and North View Road with adjacent property owners to the south.*

**ALLEY DESIGN REQUIREMENTS**

33. All alleys must be paved with concrete or asphalt with the center depressed to carry water.
34. Curbs and gutters are not required for alleys.
35. Alleys must have no less than 20 feet of right-of-way.
36. Alleys must have a paved width of no less than 16 feet.
37. Deadend alleys shall be avoided where possible.

**EASEMENT DESIGN REQUIREMENTS**

38. Easements across lots or centered on rear or side lot lines shall be provided for utilities and shall be at least 10 feet in width.
39. Easements shall be provided for utilities where a subdivision is traversed by a water course, drainage way, channel or stream, or there shall be provided a storm water easement conforming substantially with the lines of the water course and shall be adequate for such intended purpose.
40. Utility easements as required by Conway Corporation are needed.
41. Drainage easements as required by the City Engineer are needed.

**UTILITY DESIGN REQUIREMENTS**

42. Where a public sanitary sewer is not readily accessible, an alternative method of sewage disposal for each lot or a community sewage disposal system may be used when in compliance with the standards of the Health Department and the Subdivision Ordinance.
43. If a sanitary sewage treatment system or septic tank system is to be installed, plans for such system shall be approved by the State Department of Health and the Conway Corporation prior to approval of the Final Plat by the Planning Commission.

**SIDEWALK DESIGN REQUIREMENTS**

44. Sidewalks are required along both sides of all streets within all zoning districts within Conway city limits and within the Conway Territorial Jurisdiction.
  - A. Exceptions: Large lot subdivisions outside the city limits and within Conway's Territorial Jurisdiction are not required to construct sidewalks. A large lot subdivision is defined as a subdivision having lots with greater than 150 feet of street frontage.



**FEE REQUIREMENTS**

45. Appropriate fees must be paid. *Balance of Review fee is \$200.*

**OTHER REQUIREMENTS**

46. 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.

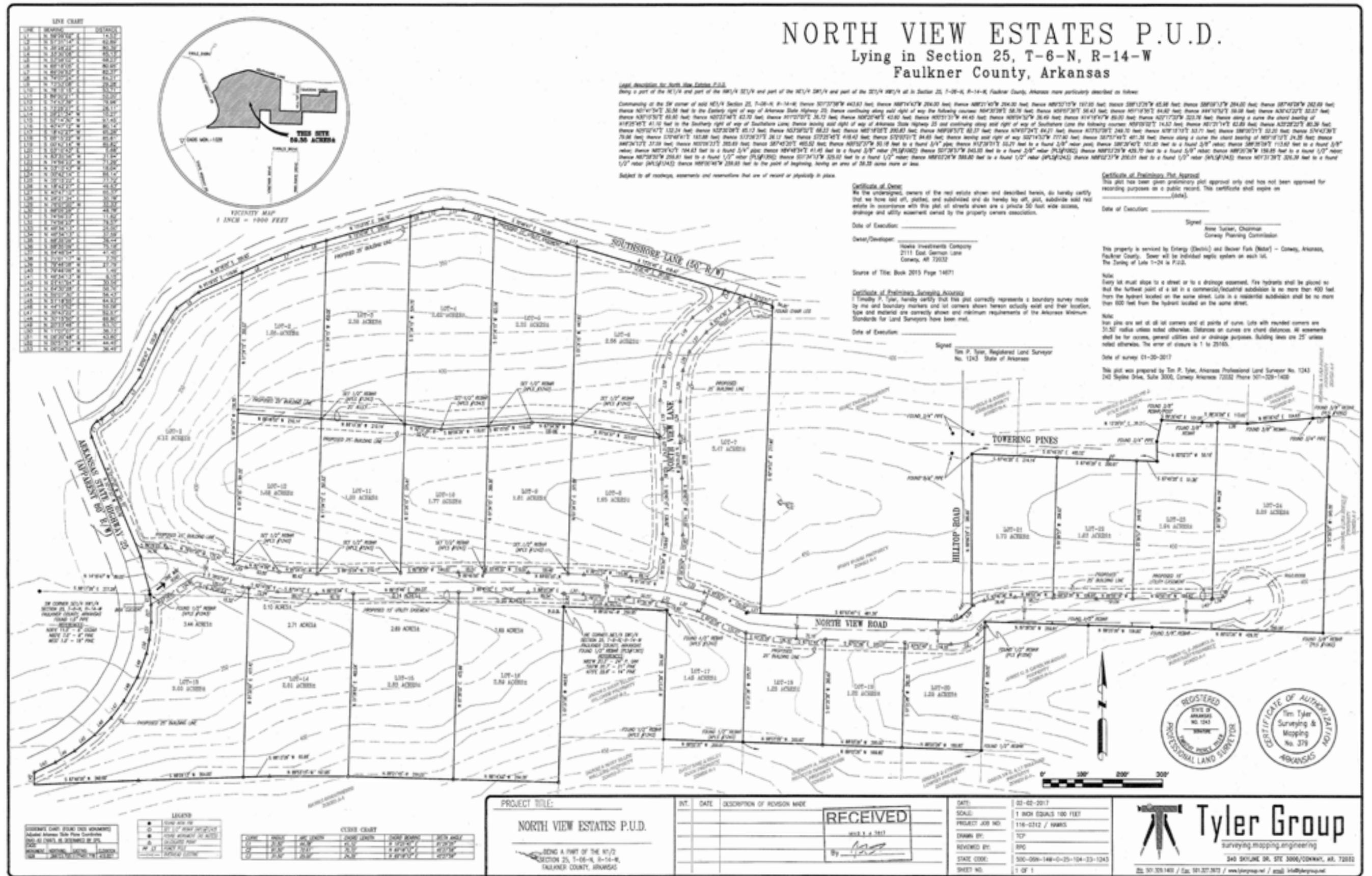
**AUTHORIZATION TO PROCEED**

47. 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**

48. 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 North View Estates PUD will expire on 04/03/2018.

Preliminary Plat





## 2A BRET FRANKS CONSTRUCTION ZONING VARIANCE REQUEST

### BRET FRANKS CONSTRUCTION REQUEST FOR BOARD OF ZONING ADJUSTMENT VARIANCE TO ALLOW REDUCED SIDE AND REAR BUILDING SETBACKS FOR PROPERTY LOCATED AT 1907 CLIFTON STREET

#### APPLICANT

Bret Franks  
Bret Franks Construction, Inc.  
P.O. Box 242030  
Little Rock, Arkansas 72223

#### STAFF REVIEW BY

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

#### SITE DATA

**Location.** 1907 Clifton Street

**Site Area.** +/- 0.32 acres

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

**Requested Zoning Variance.** To allow reduced setbacks on the exterior and rear setbacks of an approved residential development with 3 detached single family residences on the same lot.

**Existing Structures.** Single Family Home and multiple accessory buildings. The accessory buildings will be demolished. The existing single family home will be remodeled.

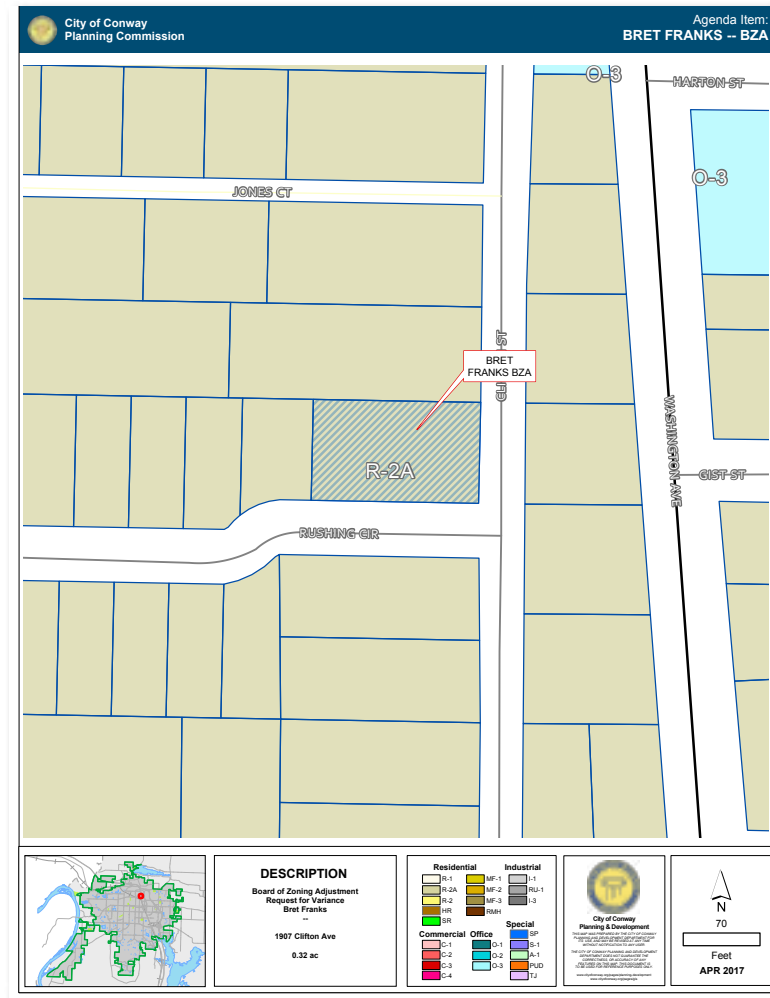
**Overlay.** None

**General Overview.** Mr. Franks was given approval for MF-1 (Multifamily - 12 units/acre) density in an R-2A (large lot duplex) zone at the March Planning Commission meeting. City Council approved this request at their March 28, 2017 meeting.

The following conditions were approved:

- 3 single family residential units maximum shall be allowed on property. All units must be detached single family residences.
- The primary building material must be brick or cement fiber board (i.e. Hardie board)
- Driveway curb cuts shall have 12 feet maximum width. Wider parking pad area are allowed further into the property.
- Planting of trees at a ratio of 1 per 30 feet along Rushing Circle; 2" caliper at time of planting, per development review standards shall be required.

In order to construct the proposed single family cottage courtyard development as proposed and approved, some variances in setbacks are required.



#### STAFF COMMENTS

The applicant is requesting a zoning variance to allow reduced setbacks along Rushing Circle (exterior setback) and along the rear/west lot line (rear setback). The proposed project includes the existing single family home on the north side of the lot, a new 2 story single family home on the west side of the property, and a new 2 story single family home on the south side of the property. The structures are arranged to create a courtyard area between the homes. 1 driveway from Clifton and 2 driveways from Rushing Circle provide access.

**Zoning Ordinance Regulations.** The current plan is out of compliance with regards to exterior (street side) and rear setbacks. The property is zoned R-2A Large Lot Duplex however, by conditional use permit, it is effectively granted MF-1 density. In this case, the R-2A setbacks will be used as the required setbacks.

#### R-2A Building setback requirements for single family dwellings:

Front: 25 feet  
Interior Side: 6 feet  
Rear: 20 feet  
Exterior (Street Side): 25 feet

#### Requested Variances

- An 11.36 foot variance on the exterior setback (Rushing Circle street side) of proposed house 1. *This reduced setback would leave approximately 25 feet of green space between the home and the Rushing Circle curb.*
- A 10 foot variance on the rear setback of proposed house 2. *This "rear" setback area could be seen as a "side" setback. If the lot were subdivided to allow a single family residence fronting Rushing Circle, a 6 foot side setback would be allowed. In effect, this "rear" setback is 4 feet wider than a required "side" setback.*

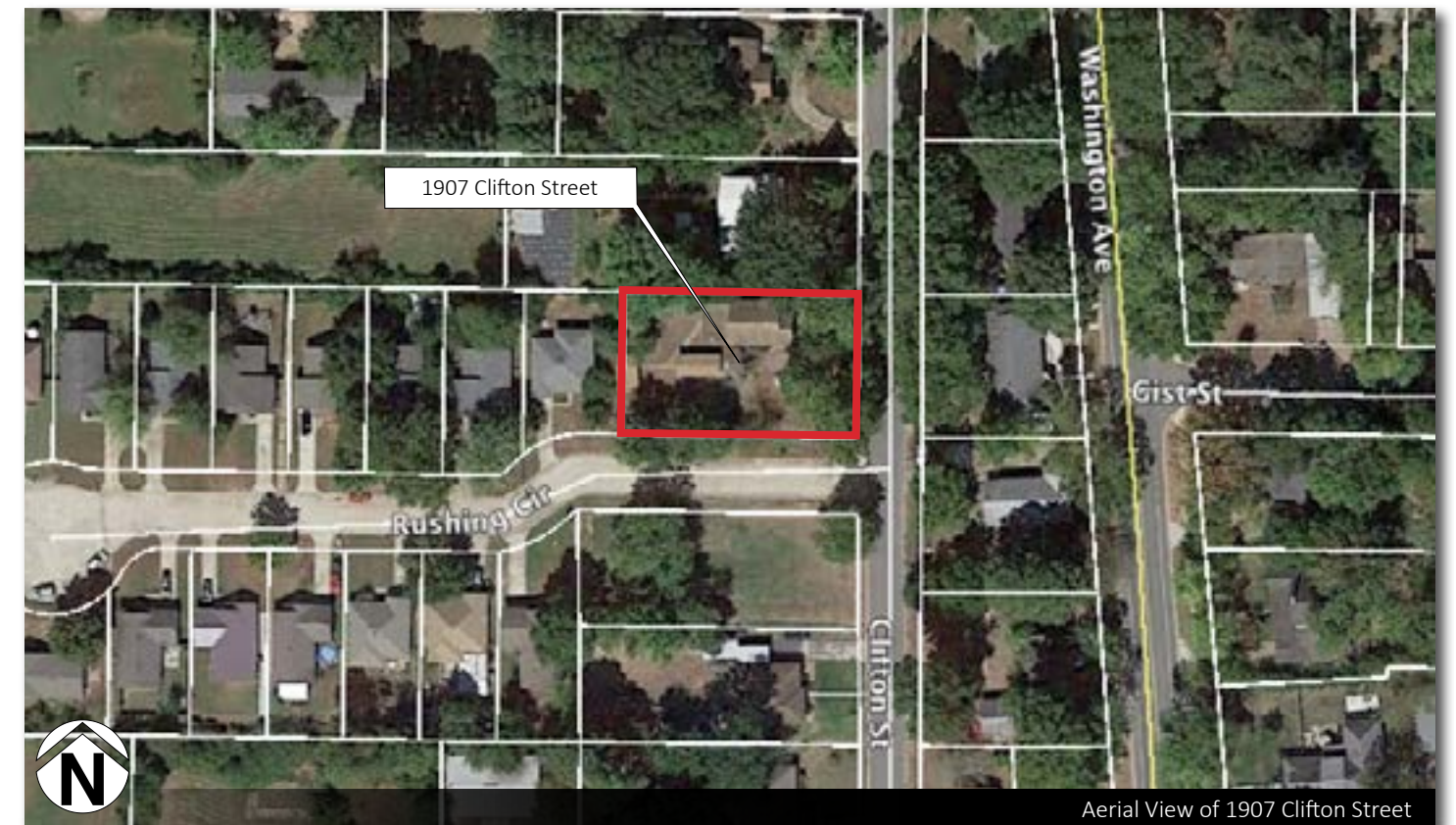
#### Suggested Variance

Due to the nature of the proposed cottage courtyard development, structure setbacks should be allowed as proposed. In order to effectively develop the approved denser development, these setbacks are necessary.

Reduced exterior and rear setbacks are common throughout the historic structures in the area. Examples include homes along Jones Court to the north and the Hendrix College Addition to the east. Unique setbacks are also prevalent in the double frontage lots between Clifton and Washington Streets.

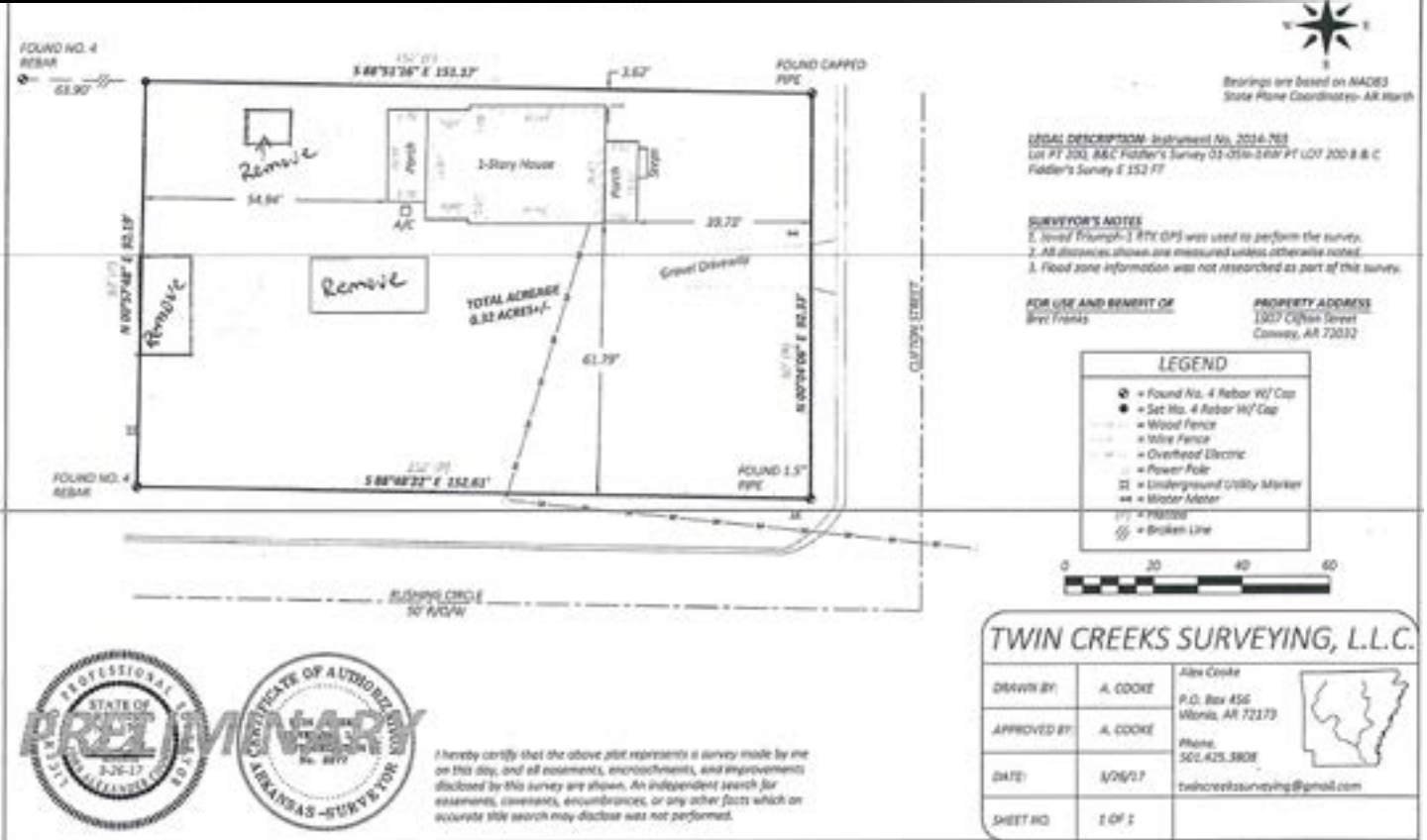
Due to the nature of the proposed development and historic reduced setbacks in the area, Planning Staff recommends the approval of the following variances:

- 11.36 foot variance on the exterior setback (street side against a Rushing Circle) of proposed House 1.
- 10 foot variance on the rear setback of proposed House 2.





Existing site plan



Proposed site plan

