

A white ceramic mug filled with dark coffee sits on a thick, grey, textured knitted blanket. The background is softly blurred, showing more of the blanket and the mug. The overall mood is cozy and warm.

JANUARY

Conway Planning Commission
Staff Report

7:00pm • January 17, 2017 • 810 Parkway Avenue

CONWAY, ARKANSAS PLANNING COMMISSION MEETING AGENDA
7:00 pm • Tuesday • JANUARY 17, 2017
District Court Building • 810 Parkway

SUBDIVISION COMMITTEE WILL MEET AT 6:20

Call to Order

Introduction & Chairperson Remarks

Minutes: December 19, 2016

1. Subdivision and Replat

- A. Fox Ridge Addition (held in committee at the December 2016 meeting)
- B. Winterbrook, Phase 2

2. Board of Zoning Adjustment

- A. HAVEN Variance Request to allow reduced building setbacks and landscape buffer (3225 Tyler Street)

3. Public Hearings*

- A. Mt. Carmel Community, LLC Request for Conditional Use Permit: Nursing Home (2505 Salem Road)
- B. Hal Crafton Request to Rezone: A-1 and R-1 to PUD, Campbell Cove PUD (3250 Donnell Ridge Road, 935 Mattison Road, and the property between)
- C. Tony VanPelt Request to Rezone: A-1 to R-1 (129 Eve Lane)

4. 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

- The Reserve at Tucker Creek, 2820 College Avenue

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

- Hart Place PUD, Lot 1C Replat
- The Reserve at Tucker Creek

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**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 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. A public notice will be placed on the City's website: www.cityofconway.org.

*Items reviewed at tonight's Planning Commission meeting may be considered by the City Council as early as **January 24, 2017**.*

Welcome New Planning Commissioners
Brandon Ruhl and Arthur Ingram

CONWAY PLANNING COMMISSION

Anne Tucker, Chairman
 Jerry Rye, Vice-Chairman
 Justin Brown, Secretary
 Marilyn Armstrong
 Brooks Freeman

Dalencia Hervey
 Arthur Ingram
 Bryan Quinn
 Brandon Ruhl
 Wendy Shirar

Contact the Conway Planning Commission by email at planningcommission@cityofconway.org

City of Conway
Planning Commission

Agenda:
JANUARY 2017

1. Subdivision Review:
A. Fox Ridge Addition
B. Winterbrook Phase 2

2. Board of Zoning Adjustment:
A. HAVEN Variance Request, Reduced Setbacks (3225 Tyler St)

3. Public Hearing Items:
A. Mt. Carmel Community, LLC Request for Conditional Use Permit: Nursing Home (2505 Meadowlake Road)
B. Hal Crafton Request to Rezone: A-1 and R-1 to PUD, Campbell Cove PUD (3250 Donnell Ridge Road, 935 Mattison Road, and the property between)
C. Tony VanPelt Request to Rezone: A-1 to R-1 (129 Eve Lane)

FOX RIDGE ADDITION PRELIMINARY SUBDIVISION

APPLICANT

Mike Elrod
37 Ranger Road
Edgemont, AR 72044

STAFF REVIEW BY

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

SITE DATA

Location. Property located at the northwest corner of the intersection of Nob Hill Road and Clearwell Road

Site Area. ±10.07 acres

Current Zoning. R-1 (Single-family residential)

Existing Structures. None

Overlay. None

STAFF COMMENTS

This plat creates 9 lots to the northwest of Nob Hill Subdivision. This item was held in committee at the December 2016 meeting due to questions regarding Clearwell Road.

STAFF RECOMMENDATIONS

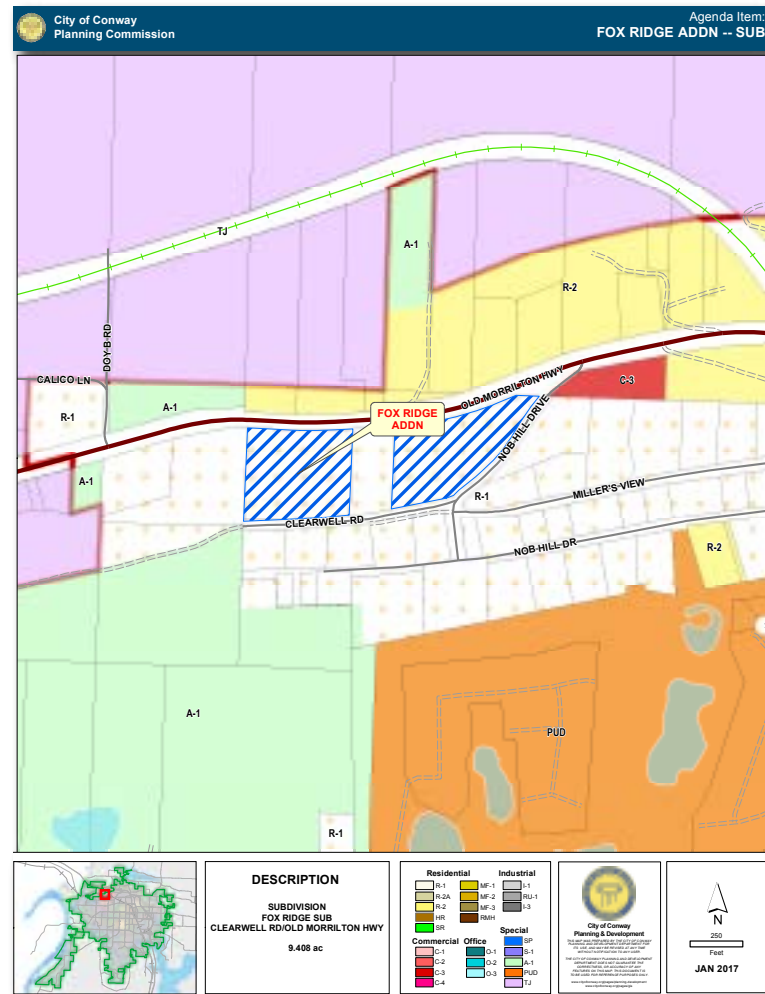
Planning Commission approval is needed for items 10, 11, 16, 22 and 26. Staff recommends approval of the preliminary plat subject to the amended punch list.

**CONWAY CITY PLANNING DEPARTMENT REVIEW
FOX RIDGE ADDITION PRELIMINARY PLAT
SUBMITTED BY: MIKE ELROD**

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 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.
2. The layout of all proposed streets are needed, along with relevant dimensions and bearings.
3. Proposed easements are needed.
4. 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. For subdivisions of ten (10) acres or less in size, no new CAGIS monumentation is required. However, these smaller subdivisions must all be tied to CAGIS monumentation.



- ADDITIONAL INFORMATION NEEDED, BUT NOT ON THE PLAT**
5. Where the method of disposal of waste water is other than connection to a public waste water system, detailed information shall accompany the plat.
 6. State Health Department approval of any new 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.
 7. Improvement plans for each new utility system are needed.
 8. The Certificate of Preliminary Engineering Accuracy is needed on each set of street and drainage plans.
- ACCESS DESIGN REQUIREMENTS**
9. Every subdivision or replat shall be served by a publicly dedicated street system that meets the access requirements of the Subdivision Ordinance.
- STREET DESIGN REQUIREMENTS**
10. 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. **The required Right of Way is 40' as recommended by the Street Department. A variance has been requested for a reduced Right of Way of 20'. The Planning Commission must approve this variance, or this condition must be corrected.**



11. 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. **The minimum Street Width for a Residential Street is 27'. A variance request for a street width of 20' has been received. The Planning Commission must approve this variance, or this condition must be corrected.**
12. Minimum clearance of twenty (20) feet must be provided on each side of an island within street right-of-way. Right-of-way must extend ten (10) feet beyond outside curbs where islands are used.
13. The designers of residential streets are encouraged to lay them out to permit efficient drainage.
14. The designers of residential streets are encouraged to lay them out to permit efficient utility systems.
15. 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.
16. State Fire Code 503.0.5 states that dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Anything other than the following cul-de-sac requirement must be approved by the Conway Fire Marshall. **A variance request has been received for a hammerhead built into the driveway of Lot 1 in lieu of a cul-de-sac. The Planning Commission must approve this variance, or this condition must be corrected.**
17. 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.

EASEMENT DESIGN REQUIREMENTS

18. 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.
19. Utility easements as required by Conway Corporation are needed.
20. Drainage easements as required by the City Engineer are needed.

LOT DESIGN REQUIREMENT

21. 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.
22. Double frontage lots other than corner lots fronting on two streets shall not be platted except under extreme circumstances, as may be approved by the Planning Commission. **Lots 1 thru 7 are plated as double frontage lots. The Planning Commission must approve this variance, or this condition must be corrected.**
23. Every lot must slope to a street or to a drainage easement.

UTILITY DESIGN REQUIREMENTS

24. 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.
25. 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.

1B WINTERBROOK PHASE 2, PRELIMINARY SUBDIVISION

WINTERBROOK PHASE 2 PRELIMINARY SUBDIVISION

APPLICANT

Hal Crafton
Rush-Hal Development, LLC
3200 Tyler Street
Conway, AR 72034

STAFF REVIEW BY

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

SITE DATA

Location. Property located north of Winterbrook Subdivision, Phase 1

Site Area. ±12.91 acres

Current Zoning. A-1 (Agricultural)

Existing Structures. None

Overlay. None

STAFF COMMENTS

This plat creates 34 lots to the north of the existing Phase 1 of Winterbrook Subdivision.

STAFF RECOMMENDATIONS

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

CONWAY CITY PLANNING DEPARTMENT REVIEW WINTERBROOK SUBDIVISION, PHASE 2 PRELIMINARY PLAT SUBMITTED BY: RUSH-HAL DEVELOPMENT, LLC

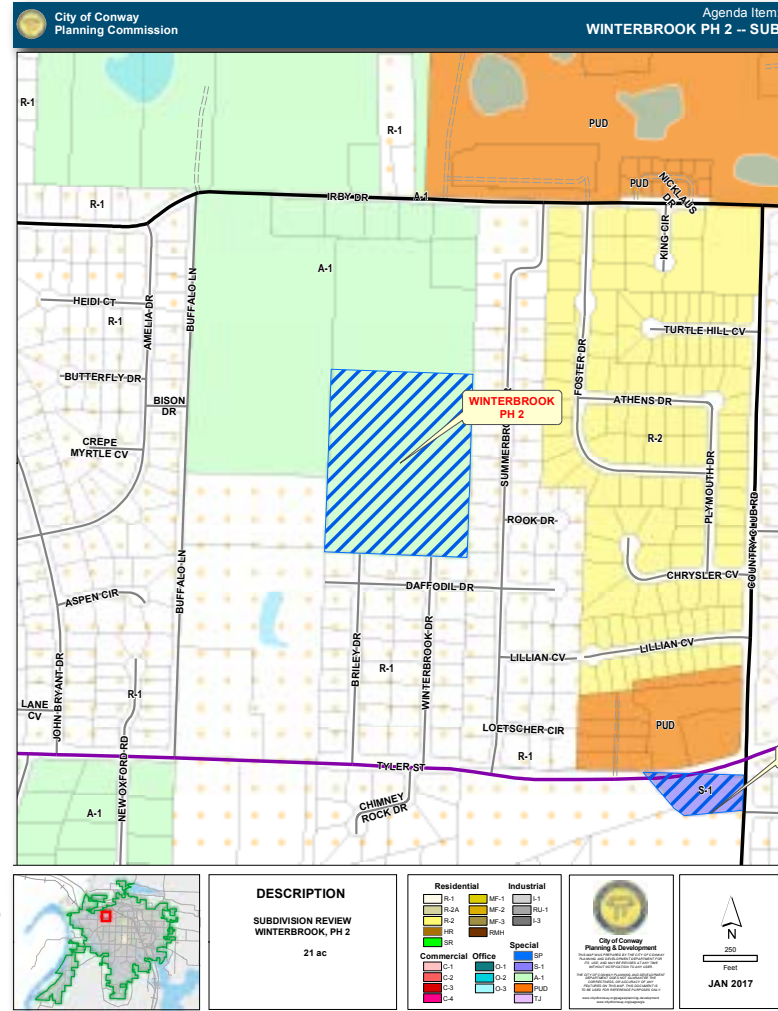
This review lists the changes and/or additions as required by the Conway Subdivision Ordinance for **preliminary** plat approval.

BASIC INFORMATION NEEDED ON THE PLAT

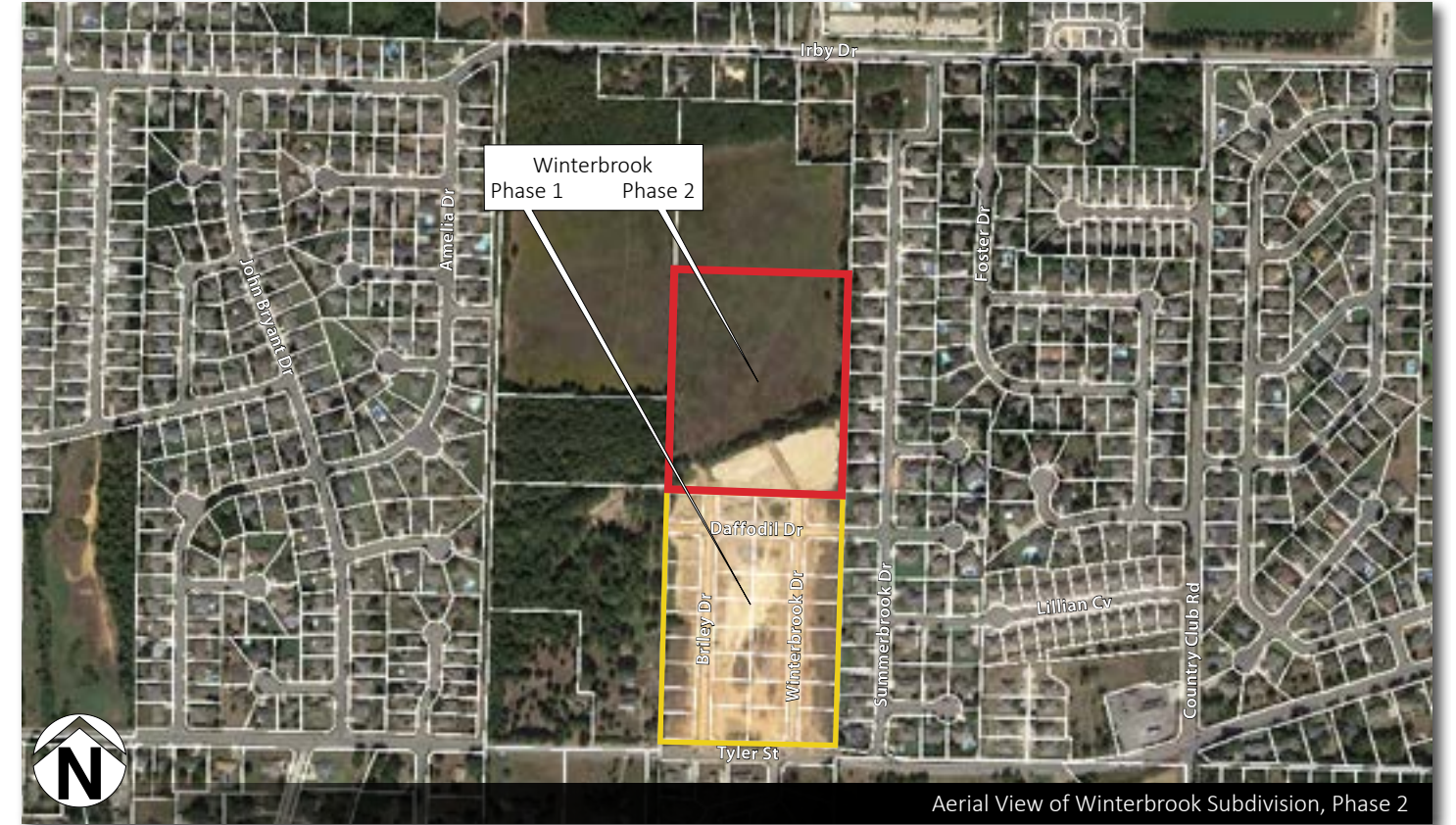
1. Lot lines with appropriate dimensions are needed.
2. A phasing plan outlining the boundaries for each phase and the location of all CAGIS monuments for the subdivision is needed. A minimum of two CAGIS monuments shall be placed in each subdivision or subdivision phase exceeding ten (10) acres. For subdivisions of ten (10) acres or less in size, no new CAGIS monumentation is required. However, these smaller subdivisions must all be tied to CAGIS monumentation.

GENERAL DESIGN REQUIREMENTS

3. 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



4. 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 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.



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.

STREET DESIGN REQUIREMENTS

5. The proposed street layout should be integrated with the street system in the adjoining subdivisions.
6. All methods to slow traffic must meet all relevant city regulations and must be approved by the City Engineer and the Planning Director.
7. Multiple uses of traffic slowing methods are encouraged in an area.

EASEMENT DESIGN REQUIREMENTS

8. Easements shall be provided for utilities where a subdivision is traversed by a water course, drainageway, 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.
9. Utility easements as required by Conway Corporation are needed.
10. Drainage easements as required by the City Engineer are needed.

LOT DESIGN REQUIREMENTS

11. 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.
12. 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.

UTILITY DESIGN REQUIREMENTS

13. 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.

SIDEWALK DESIGN REQUIREMENTS

14. 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.
15. 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.
16. 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.

1B WINTERBROOK PHASE 2, PRELIMINARY SUBDIVISION

OTHER REQUIREMENTS

17. 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 other regulations or special requirements of the State Health Department, State Highway & Transportation Department, or other appropriate State agencies.

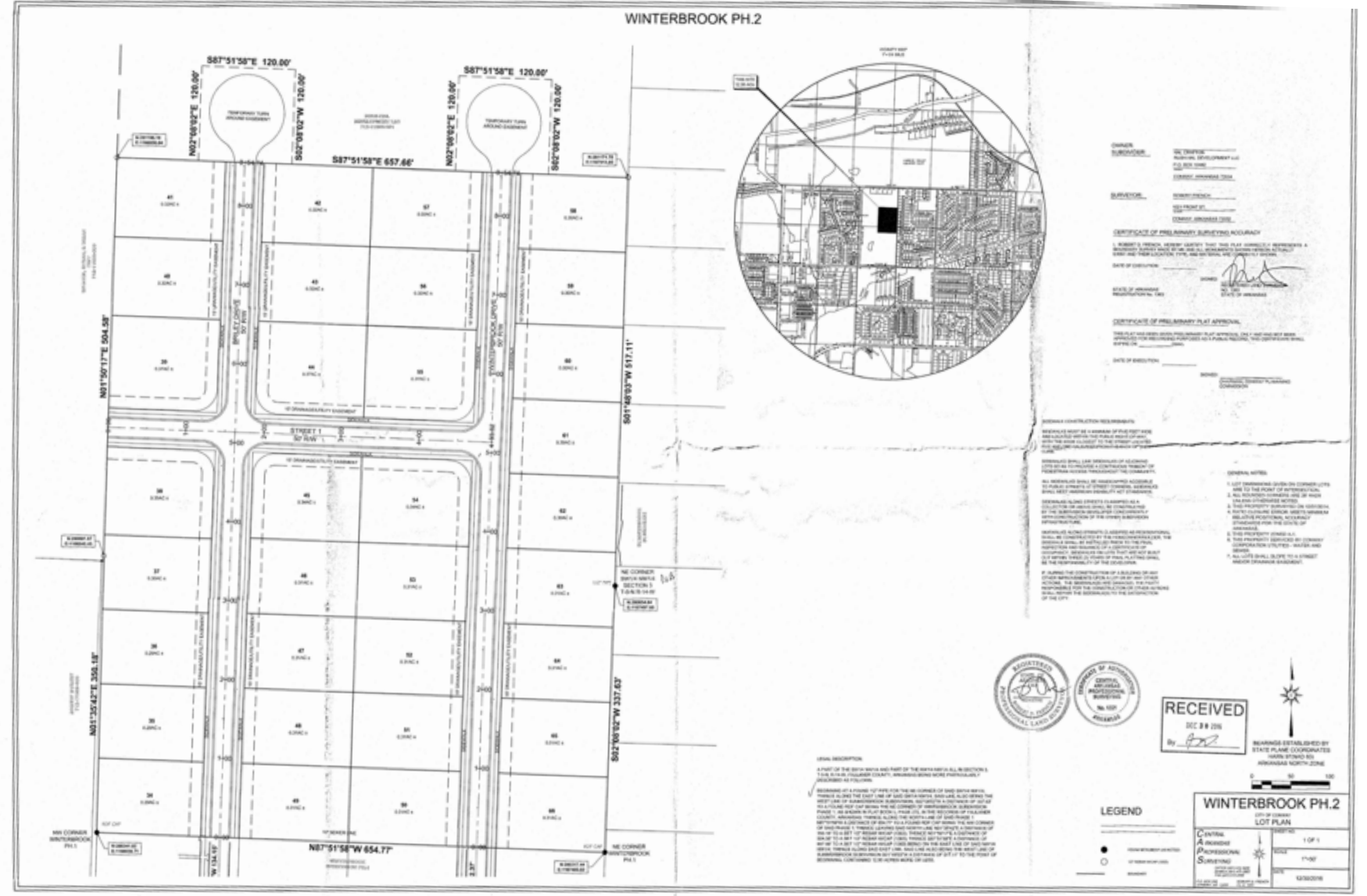
AUTHORIZATION TO PROCEED

18. 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

19. 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 Winterbrook Subdivision Phase II will expire on December 30, 2017.

Preliminary Plat



2A HAVEN REQUEST FOR VARIANCE FOR REDUCED BUILDING SETBACKS & LANDSCAPE BUFFER

BOARD OF ZONING ADJUSTMENT:
HAVEN REQUEST FOR ZONING VARIANCE TO ALLOW REDUCED BUILDING SETBACKS ON THE REAR AND SIDE SETBACKS AND LANDSCAPE BUFFER FOR PROPERTY LOCATED AT 3225 TYLER STREET

APPLICANT

Sowell Architects
 1315 North Street, Suite 100
 Conway, AR 72034

OWNER

HAVEN
 1701 Donaghey Avenue
 Conway, AR 72032

STAFF REVIEW BY

Jason Lyon, Assistant Director of Planning and Development
 1201 Oak St
 Conway, AR 72032

SITE DATA

Location. 3225 Tyler Street

Legal Description. on file

Site Area. ± 1.59 acres

Current Zoning. S-1 (Institutional)

Requested Zoning Variance. To allow reduced setbacks on the rear and side setbacks for the building and smaller landscape buffer along Tyler Street due to terrain issues.

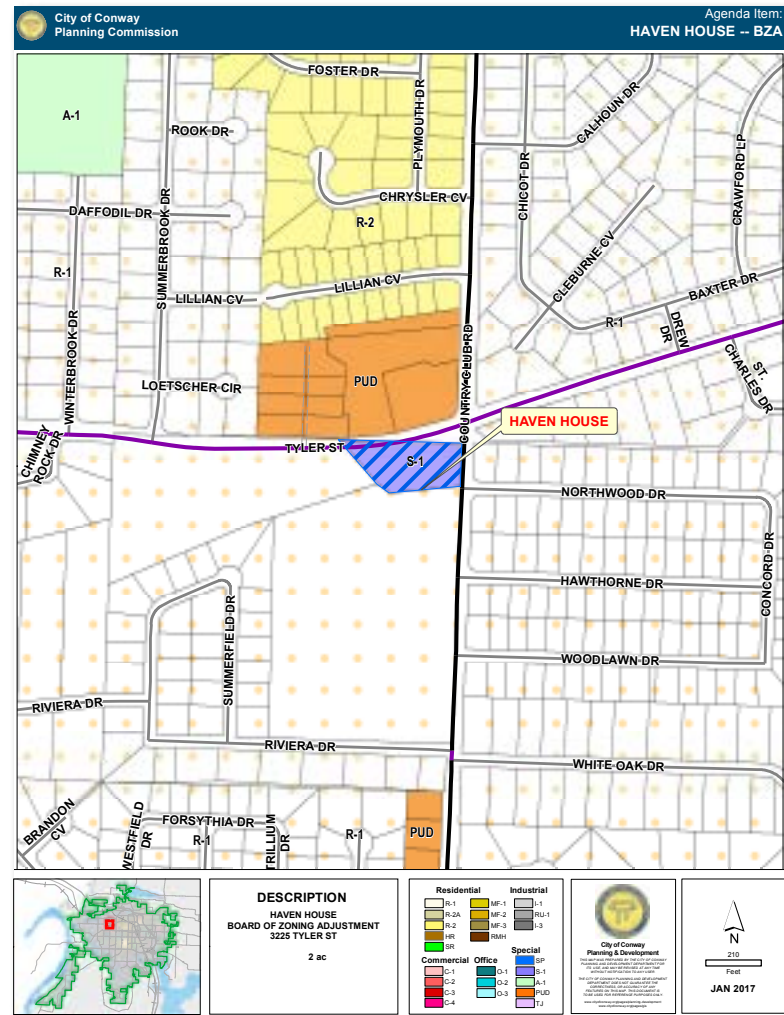
Existing Structures. None.

Overlay. None

General Overview. Haven House is designing a new facility at the SW corner of Tyler and Country Club. The applicant requested and was approved for an S-1 rezoning, however the setbacks in S-1 are 25 feet on all sides, due to the topography of the site, the applicant is requesting a variance to allow their covered porches to encroach into the 25 foot setback area. A very small portion of the actual building may also extend into the setback on the SW corner.

STAFF COMMENTS

The applicant is requesting a zoning variance to allow smaller setbacks on the side and rear lot lines. The proposed project includes covered porches that extend into the S-1 zoning 25 feet required setback. The reduced setback areas about the Julia Lee Moore Elementary School property which has an existing fence and an open field with no playground structures or buildings nearby.



The applicant is also requesting a variance for a slightly reduced landscape buffer along the Tyler Street frontage. This reduction request is due to topography and site layout difficulties. The current standards require a 10 feet buffer, however the proposed layout shows a varying 8 to 10 foot buffer.

The site is a triangular remnant property with a steep rise in rocky terrain. The requested setbacks and landscape reductions will make it possible to place an adequately sized structure and parking on the challenging lot.

Planning Staff sees no problem with the granting of this zoning variance.

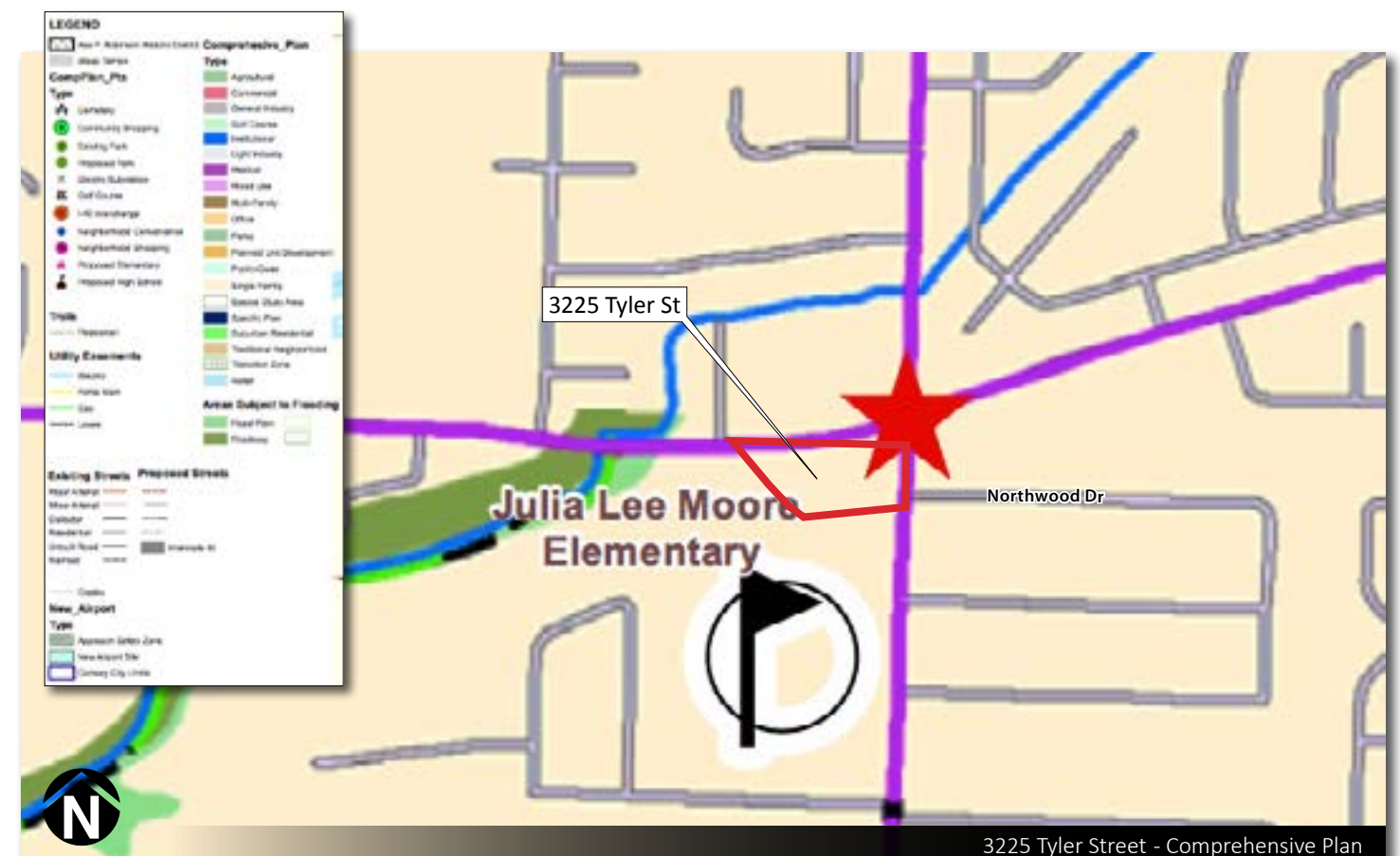
Zoning Ordinance Regulations. The current plan is out of compliance with regards to side and rear setbacks and landscape buffer along Tyler St:

S-1 Building setback requirements.

- Front: 25 feet
- Interior Side: 25 feet
- Rear: 25 feet
- Exterior (Street Side): 25 feet



Aerial View of HAVEN site at 3225 Tyler Street

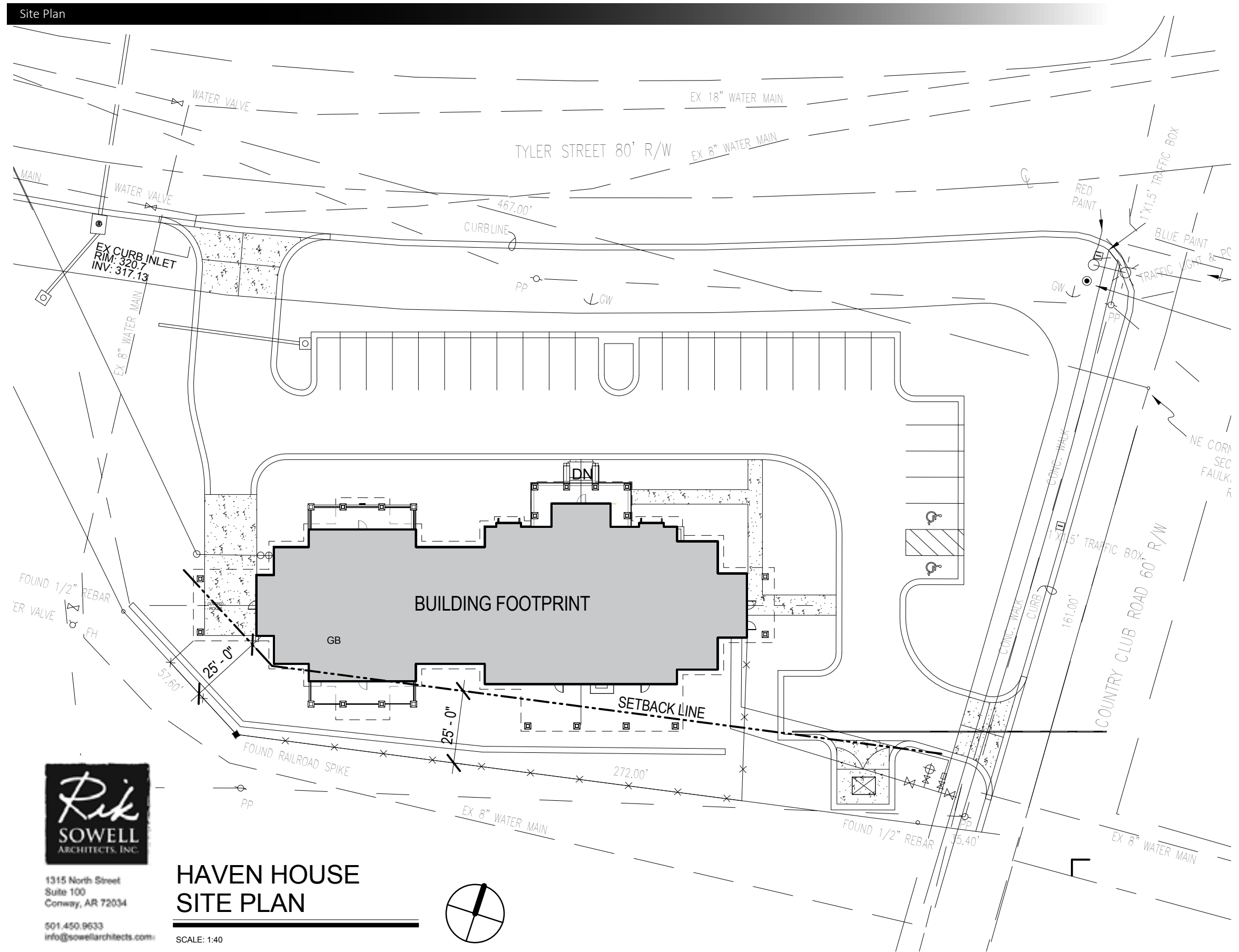


3225 Tyler Street - Comprehensive Plan

2A HAVEN REQUEST FOR VARIANCE FOR REDUCED BUILDING SETBACKS & LANDSCAPE BUFFER

Section 1101.07 I Development Standards - Landscaping.
 a. Street Frontages
 i. A minimum landscaped area of either ten feet or five percent of the average lot depth, whichever is greater, shall be provided along all property lines abutting any street, exclusive of right-of-way. The maximum width for any project shall be 40 feet.

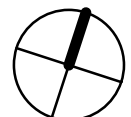
SUGGESTED VARIANCE
 Due to topographical difficulty and the lack of any adjacent structures;
 1. Setbacks on the side (southwest) and rear (south) shall be reduced from the required 25 feet to allow the structure and porches to encroach up to 16 feet into the required setback.
 2. Landscaping buffer along Tyler Street may be reduced from the required 10 feet to 7 feet as shown on proposed site plan.



Rik
 SOWELL
 ARCHITECTS, INC.
 1315 North Street
 Suite 100
 Conway, AR 72034
 501.450.9633
 info@sowellarchitects.com

**HAVEN HOUSE
 SITE PLAN**

SCALE: 1:40



3A MT. CARMEL COMMUNITY REQUEST FOR CONDITIONAL USE PERMIT

MT. CARMEL COMMUNITY REQUEST FOR CONDITIONAL USE PERMIT TO ALLOW A NURSING HOME IN AN A-1 ZONING DISTRICT

APPLICANT
Mt. Carmel Community, LLC
3505 Boone Road
Benton, AR 72015

OWNER
John Irby
2900 Meadowlake Road
Conway, AR 72032

STAFF REVIEW BY
Jason Lyon, Assistant Director of Planning and Development
1201 Oak St
Conway, AR 72032

SITE DATA
Location. 2505 Salem Road (to be assigned via plat)

Legal Description. on file

Site Area. ± 17.7 acres

Current Zoning. A-1 (Agricultural)

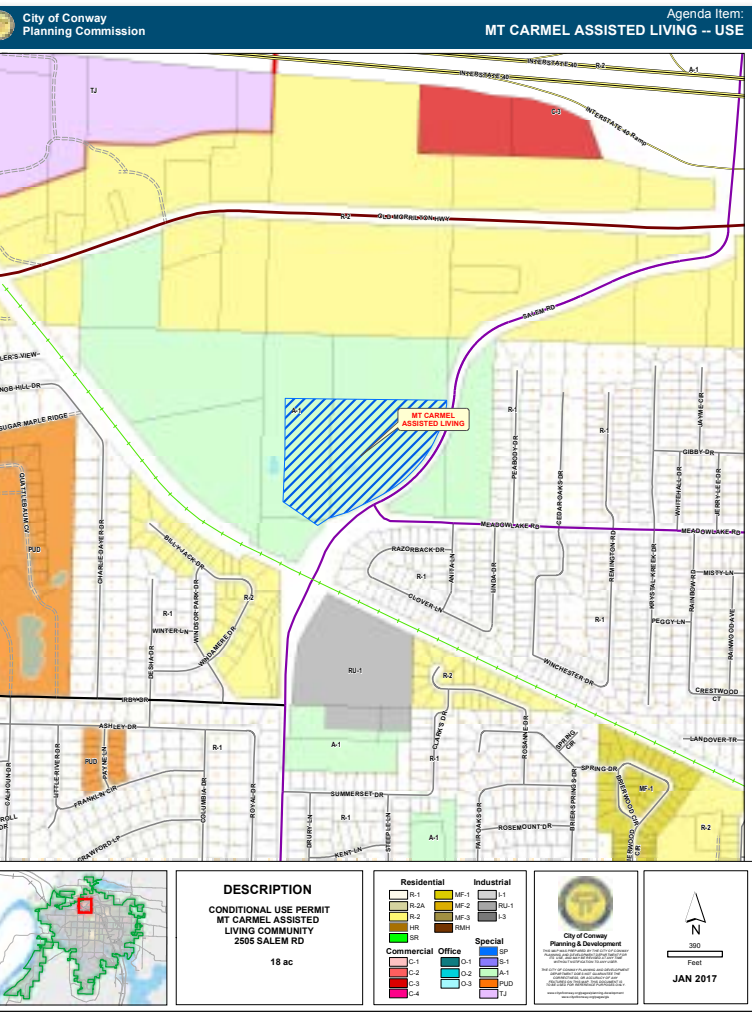
Requested Conditional Use Permit. Allow a nursing facility/senior living community in A-1 (Agricultural District)

Existing Structures. None.

Overlay. None

Comprehensive Plan. The Comprehensive Plan shows this area as appropriate for multi-family and single family.

Projected Traffic Impact. The property is currently zoned A-1 with a single family home and barn currently on the property. If the property were developed with the allowed 1 single family home per acre, 162 vehicle trips per day could be expected. A new 75 bed assisted living facility and 46 independent living garden homes will generate minimal traffic. The traffic impact will remain minor compared to a new subdivision or office development. Generally traffic generated by a nursing facility is contained to employees and visitors, although the 46 garden homes adds a residential component to the traffic count. If these homes generated the usual residential traffic, 440 vehicle trips could be expected. However, this projection should be substantially lower due to the age of the occupants. Salem Road is a minor arterial adequately built to handle increased traffic.

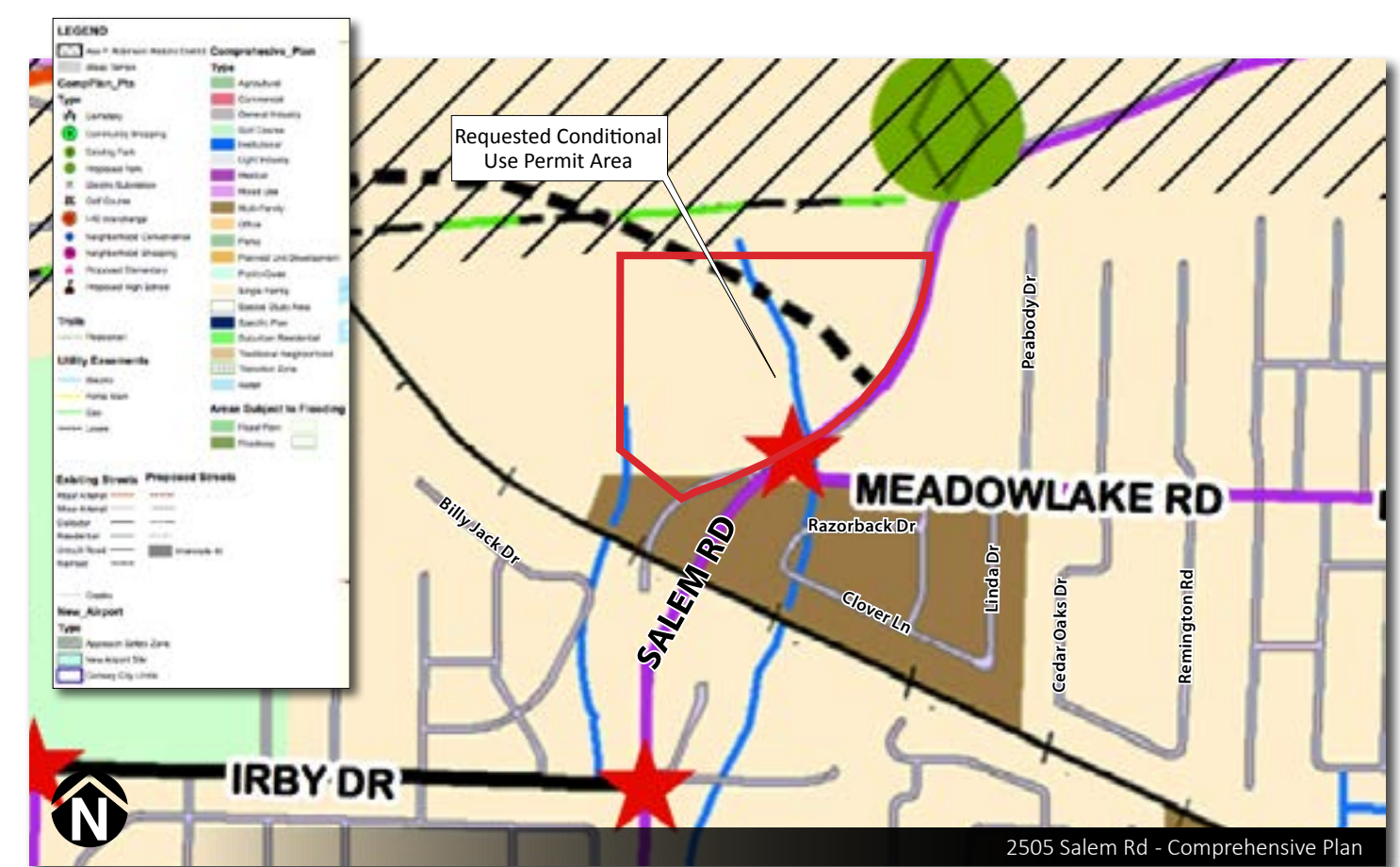


Utility Infrastructure. Developers of the property should coordinate with Conway Corporation on utility upgrades needed for development on the property and Fire Department regarding fire hydrant location and needs. Currently there are no fire hydrants on the property, however hydrant #199 sits along the south side of the property. Additional fire hydrants will need to be placed when development proceeds.

Flood/Drainage. No part of the requested property is within any flood plain or flood way.

Street Improvements. There are no current plans for street upgrades in this area. Salem was recently expanded over Cadron Ridge to Old Morrilton Highway, increasing traffic flow north of the Meadowlake Intersection. Highway 25 is currently being rerouted to become Salem north of I-40. The right of way for a future roundabout at the Salem/Meadowlake intersection will be required as part of platting and development review

Conway 2025. Not directly applicable.



STAFF COMMENTS

The applicant is seeking a conditional use permit to allow a nursing facility on the property. The draft proposal shows 46 garden homes and a 75 unit assisted living facility with assisted living rooms and a memory care unit. The proposed site plan shows one main entrance on Salem Rd and a secondary exit farther north on Salem. Building placement for this development is paramount, so as not to disturb the existing neighborhoods to the east. The plan calls for the garden homes to be placed around the main facility. The main facility will face Salem Road with a driveway connecting to the Meadowlake/Salem intersection. A new roundabout at this location will be desirable and aid in traffic movement. Development review will include aesthetics review of the site including upgraded landscaping, shielded lighting, and façade material requirements. The requested land use for a nursing facility will have a lesser area impact versus potential general office or retail development. Traffic generation and the number of curb cuts will be much lower with a nursing facility/senior living versus office or retail use. Likewise, green space will be much more plentiful with the proposed development versus an office and retail complex requiring more infrastructure such as parking lots.

STAFF RECOMMENDATIONS

Planning Staff recommends approval of this request, as the proposed use is not a high intensity use and would not be detrimental to the residential areas near the proposed development. This proposal offers less traffic and more pervious surface than potential office or retail use. The proposed development would be sufficiently situated away from residential neighborhoods with no commercial development. Previous attempts to rezone the area to commercial were met with heavy resistance by area neighbors.

1. Right-of-way dedication at the Salem Road/Meadowlake Road intersection for a roundabout per City Engineer specifications shall be dedicated during platting/development review.
2. The proposed development shall be generally constructed as presented.
3. Single ownership of all property and structures is required.

HAL CRAFTON REQUEST TO REZONE FROM A-1 (AGRICULTURAL) AND R-1 (SINGLE-FAMILY RESIDENTIAL) TO PUD (PLANNED UNIT DEVELOPMENT) PROPERTY LOCATED AT: 3025 DONNELL RIDGE ROAD, 935 MATTISON ROAD, AND THE PROPERTY BETWEEN

APPLICANT/OWNER

Hal Crafton
Rush-Hal Properties
3200 Tyler Street
Conway, AR 72034

STAFF REVIEW BY

Bryan Patrick, Director of Planning and Development
1201 Oak St
Conway, AR 72032

SITE DATA

Location. Vacant property to the south of Central Baptist Church, west of Mattison Road, and north of Donnell Ridge Road. Lot 1 of Sherwood Estates is included.

Legal Description. on file

Site Area. ± 20.0 acres

Current Zoning. A-1 (Agricultural) & R-1 (Single-family residential)

Requested Zoning. PUD (Planned Unit Development)

Existing Structures. A single family residence and accessory buildings (planned to be demolished)

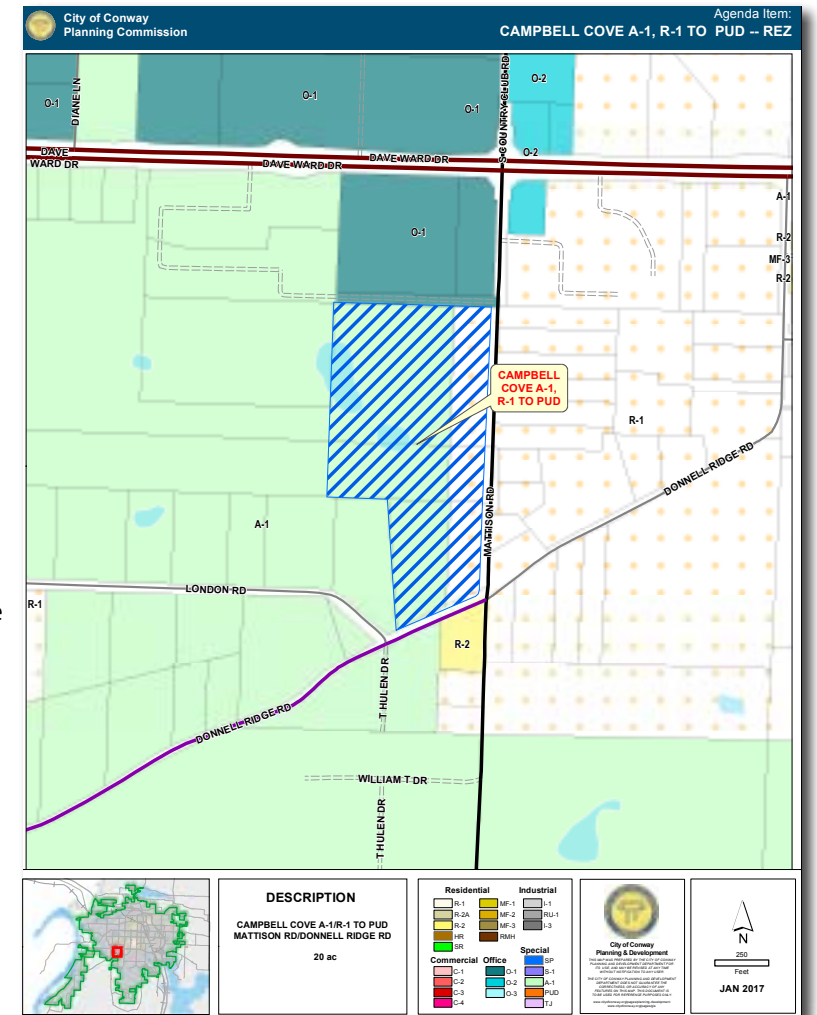
Overlay. None

Comprehensive Plan. The Comprehensive Plan shows this area as appropriate for single family residential.

Projected Traffic Impact. Under current A-1 zoning and developed with the maximum number of residences allowed at approximately, 35 single family homes, 335 vehicle trips per day could be expected. With a rezoning to PUD and developed as proposed with 60 single family residences and 28 duplexes, around 947 vehicle trips per day could be expected.

Utility Infrastructure. There are adequate utilities in the area to serve development. Conway Corporation Engineering will review and consider the adequacy of existing infrastructure. Extensions and re-routing of utilities may be required. Easements will likely be required to provide for future area development.

Flood/Drainage. This property is not within the 100 year floodplain or floodway. If approved the property will be platted. During plat review, the City Engineering will review drainage patterns and require appropriate easements, detention areas, and piping structures.



Street Improvements. There are no street improvements planned in the immediate future for area streets. The developer would not be required to improve area streets, however, street impact fees will be collected to be used on future street improvement projects which could include Mattison or Donnell Ridge Road.

Conway 2025. Not directly applicable.

STAFF COMMENTS

This project would allow the creation of a residential development with 60 single family homes and 28 duplexes. The duplexes would be located in the northeast portion of the development; Lots 1-8, 10-17, and 39-50. This project is being developed as a PUD due to smaller lot sizes and the mixture of single family and duplex land uses. The smallest proposed lot in the PUD is around .13 acre/5663 s.f. The largest residential lot is .29 acre/12,632 s.f. The average duplex lot size is around .19 acre/8500 s.f.

R-1 single family residential zoning requires a minimum lot size of .17 acre/7500 square feet. The average lot size of this development is .178 acre/7754 square feet. Proposed lot widths are similar to typical 60 foot R-1 lot widths, however, lot depth is, somewhat smaller. If the property were developed as a typical single family residential neighborhood, 60-70 lots could be expected.



Aerial View of proposed Campbell Cove PUD



Proposed Campbell Cove PUD in the Comprehensive Plan

PUD Specific Requirements. Below is an examination of requirements specific to PUD zoning requests:

- **Relation to Utilities and Major Roads.** A PUD shall be located in relation to utility systems, drainage systems, and major roads so that neither extension or enlargement of public facilities shall be at the public's expense. *The proposal would not create any additional expense to the public. All required utility extension and construction will be the developer's expense.*
- **Internal Street Network.** A PUD shall include an internal system of streets, parking aisles, and/or cross access drives that can safely and efficiently accommodate vehicular traffic generated by the PUD. *The proposed PUD would create 12 new public streets. The rights of way are proposed at 35 and 40 feet. These reduced rights of way will require a minimum 10 foot utility and pedestrian easement on each side of the right of way to provide adequate area for utility infrastructure and sidewalks.*
- **Sidewalk System.** Unless there are outstanding reasons that warrant otherwise, all internal streets within the PUD shall include pedestrian sidewalks. *The proposed PUD will include sidewalks along all new internal public streets. Sidewalks are also required along Mattison and Donnell Ridge Roads; however, due to the current open ditch construction, the City Engineer may prefer an in-lieu fee instead of sidewalk construction at this time.*
- **Common Space.** The incorporation of plazas, courtyards, and other outdoor spaces for people to gather is encouraged. *A small detention/park space is shown as Lot 9 (.35 acre). The property contains an additional 35 acres to be developed. Additional storm water detention areas will likely be required for the development. These additional detention areas will present opportunities to create additional green space.*
- **Green Space.** PUDs over 3 acres in area shall dedicate a minimum of 20% of the development as green space. Green space is defined as permeable area set aside for open space or landscaping. *20% green space is accomplished through private yards and Lot 9 - detention/park area.*
- **Property Owners Association.** PUDs may require the formation of a property owners association to oversee the upkeep of common areas and green spaces. *No information has been presented concerning a property owners association at this time.*
- **Required Meetings.** A PUD request requires two specific meetings prior to the Planning Commission public hearing; a development review meeting and a public informational meeting. *The development review meeting was held on November 30, 2016 at City Hall. This meeting is a technical meeting between the applicant and city officials to determine any technical development issues. Discussion centered on fire access, connectivity, sanitation service, and utilities. No outstanding problems with the proposed development were noted.*

On December 20, 2016 a public information meeting was held at Conway City Hall at 5:30 pm. There were 12 area neighbors in attendance at the meeting. The discussion centered on the density of the proposal, the number and location of the duplexes, minimum home sizes, rental vs. home owner property, fence along existing backyards, Mattison and Donnell Ridge Road improvements, and London Road traffic. At this meeting, Mr. Crafton decided to relocate the proposed duplexes from the southeast side of the development to the northeast side. This move would locate the duplexes away from existing single family residences along London Road. Mr. Crafton also presented a list of PUD requirements.

- **Signage.** Unless specified otherwise, a PUD is subject to current Conway sign regulations. However, as part of the PUD's final development plan, signage may deviate from these requirements. *There are no special sign variance requests as part of the PUD.*
- **Platting, Development Review.** The proposed PUD will be platted into individual lots that will be sold. *A plat will be required to record this subdivision. Platting will be required upon approval of the PUD prior to issuance of building permits. The plat should include necessary utility/pedestrian easements along all public streets, setbacks, and sidewalk locations.*

Suggested PUD Final Development Plan Conditions. A list of possible conditions is presented below. The Commission should examine these suggested conditions and delete, modify, or add to as needed.

Conditions 1-10 were created and submitted by the developer (parenthesis comments by Planning Staff):

1. Exterior composed of brick, rock and hardie board. (cement board) Hardie board limited to 60% of exterior less windows and doors.
2. No vinyl siding. Vinyl shingles (siding) allowed on gables and dormers only.
3. 10/12 roof pitch or greater on main roof.
4. Garages cannot protrude past front of house unless side entry on single family houses. (staff suggests all residences - single family or duplex)
5. Architectural shingles or metal roofing only.
6. Street trees to be provided by developer. (2" caliper at time of planting - minimum one per lot)
7. Brick/rock walls and entrances on Mattison and Donnell Ridge Rd. 8' wood (privacy) fence constructed on rear of lots bordering London Rd.
8. Minimum 9' ceilings (finished floor to finished ceiling throughout - no "boxed" or "tray/coffered" ceilings).
9. Granite or solid surface countertops required.
10. All Duplexes constructed with garages.

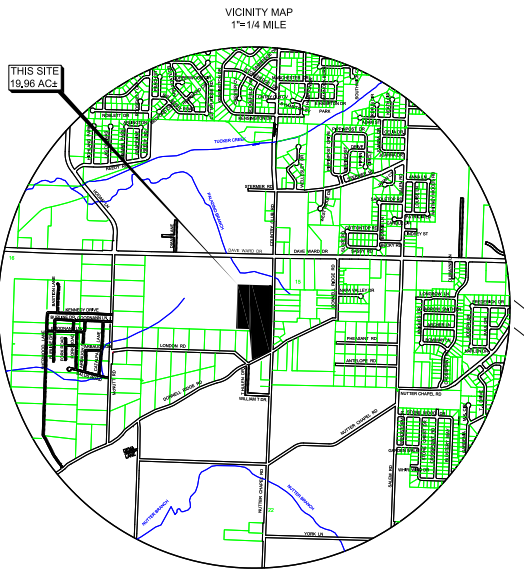
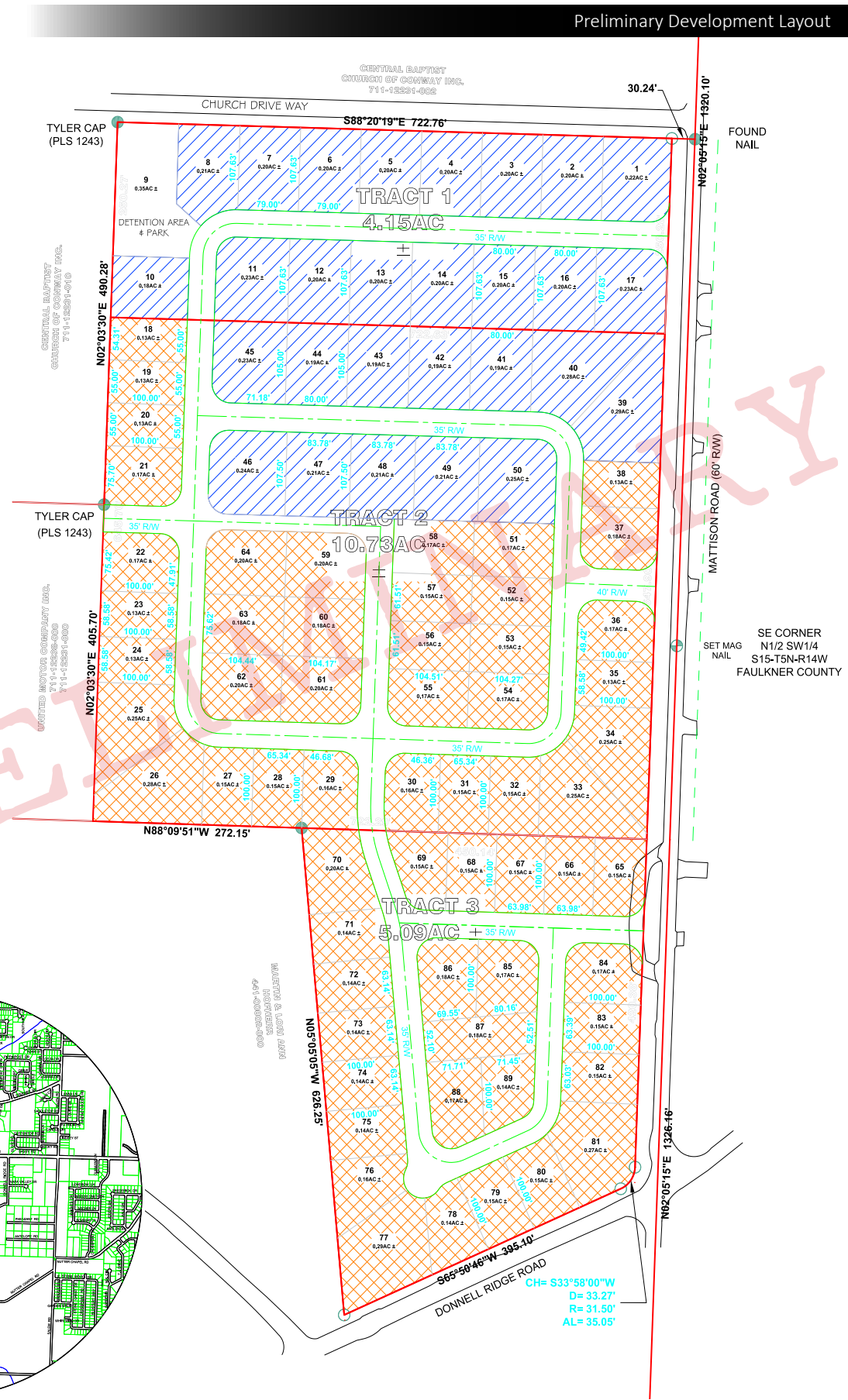
STAFF RECOMMENDATIONS

Staff recommends approval of the PUD as submitted with conditions that make the project most compatible with the surrounding area.

cont. on the following page

3B CRAFTON REQUEST TO REZONE: A-1 AND R-1 TO PUD

1. PUD shall be generally developed as shown on site plan. Minor variations from the submitted plan shall be allowed for technical reasons. However, the density and intent of the site plan shall be followed.
2. Platting shall be required. Any additional rights of way, sidewalks, etc. as required by the Subdivision Ordinance shall be dedicated and constructed. Any additional right of way per the Master Street Plan along Mattison and Donnell Ridge Road shall be dedicated as part of the platting process.
3. Setbacks, utility/pedestrian easements, public rights of way, etc shall be defined in the final development plan, plat, and PUD documents.



3C VANPELT REQUEST TO REZONE: A-1 TO R-1

TONY VANPELT REQUEST TO REZONE FROM A-1 TO R-1 PROPERTY LOCATED AT 129 EVE LANE

APPLICANT

Tony VanPelt
208 Caney Creek Road
Conway, AR 72032

OWNER

Karl and Connie Warnick
129 Eve Lane
Conway, AR 72034

STAFF REVIEW BY

Jason Lyon, Assistant Director of Planning and Development
1201 Oak St
Conway, AR 72032

SITE DATA

Location. 129 Eve Lane

Legal Description. on file

Site Area. ± 0.78 acres

Current Zoning. A-1 (Agricultural)

Requested Zoning. R-1 (Single Family Residential District)

Existing Structures. Single Family Home on west side of property.

Overlay. None

Comprehensive Plan. The Comprehensive Plan shows this area as appropriate for single family development. The surrounding area is all single family homes, although on larger lots.

Projected Traffic Impact. With a rezoning to R-1, traffic impact would be negligible as only one more home could be built on the property on the east side generating around 10 vehicle trips per day.

Utility Infrastructure. The proposed rezoning should have no utility service problems.

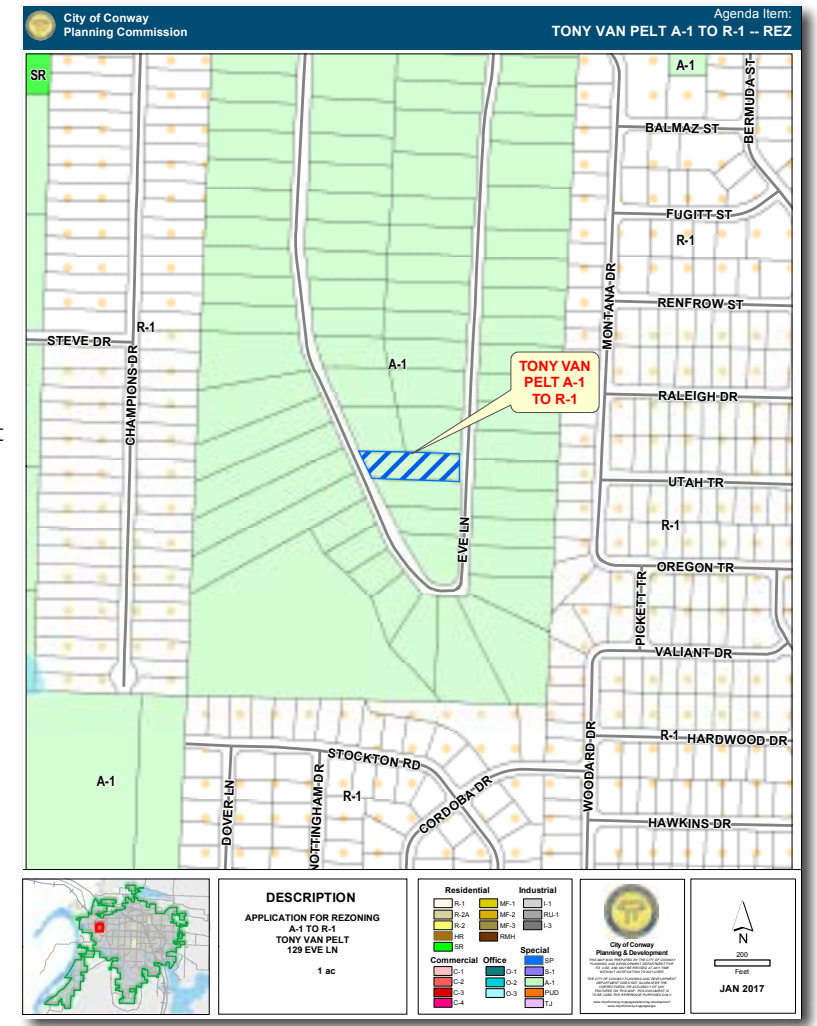
Flood/Drainage. No flood problems on this property.

Street Improvements. There are no current plans for this area, although a rebuild of Tyler could be in the near future due to deteriorating pavement. There are no plans for Eve Ln improvement at this time.

Conway 2025. Not specified.

STAFF COMMENTS

The applicant is seeking a rezoning from A-1 (Agricultural District) to R-1 (Single Family Residential District) with plans to potentially build a new home on the east side of the property. If the property is rezoned to R-1 it will allow the



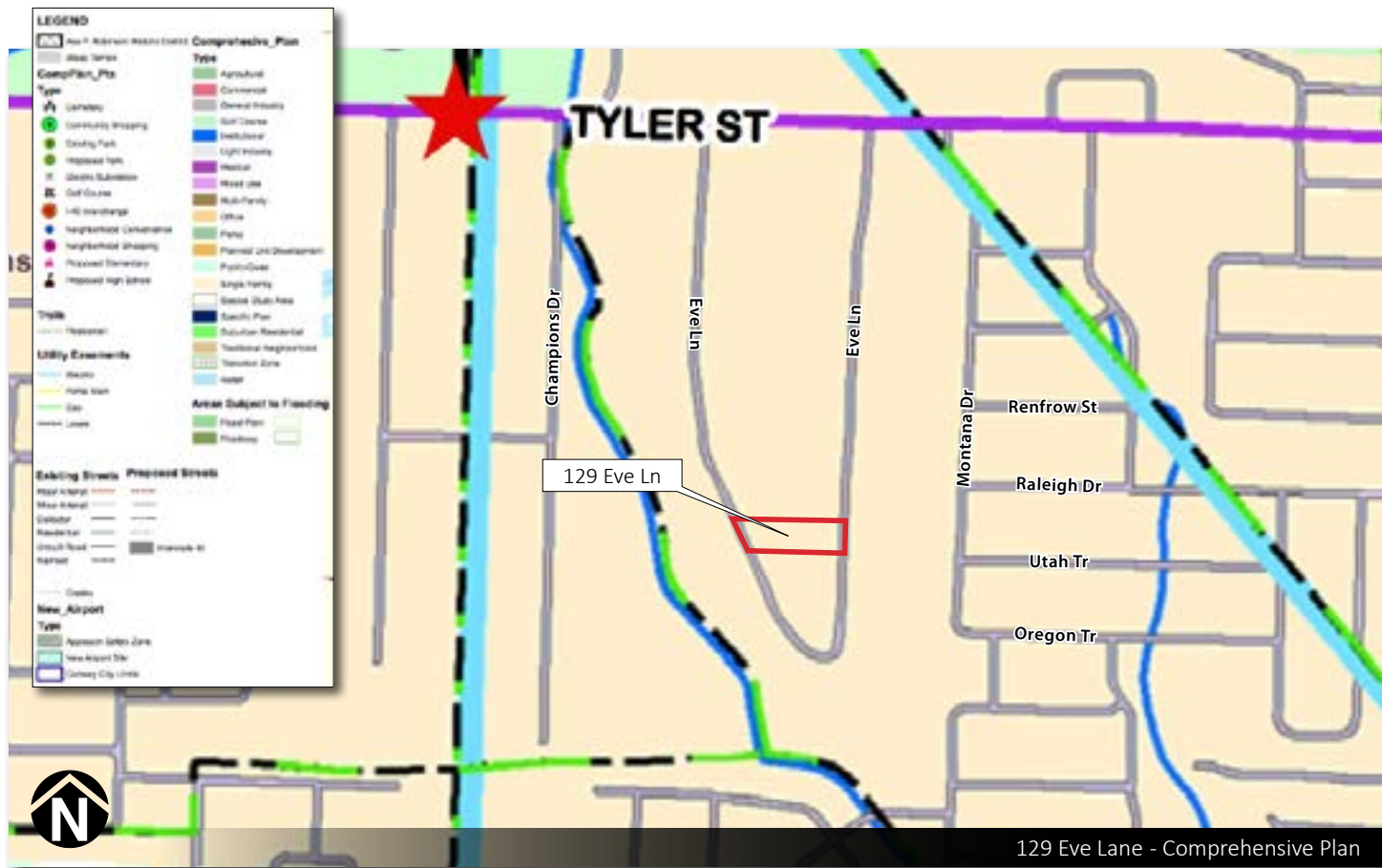
lot to be split in two creating a new lot with street frontage on the east. The existing parcel is .78 acres in area. A-1 zoning requires residential lots to have 1 acre minimum in area and 150 feet of street frontage. The size of the lot is a grandfathered situation as Eve Lane was annexed into the city in 1989 via Ordinance O-89-38. Rezoning to R-1 requires a minimum 60 feet street frontage and 7,500 s.f. lots. The rezoning would bring the parcel into compliance as well as allowing a second home to be built on the property once replatted as required by the Subdivision Ordinance. The neighborhood covenants and restrictions has language prohibiting further splitting of lots, however, there are two lots within the subdivision have been divided into smaller lots. The City does not regulate covenants and restrictions which is an agreement between subdivision property owners.

STAFF RECOMMENDATIONS

Planning Staff recommends approval of this request. The rezoning would bring the parcel into compliance and allow property to be re-platted and build a second home constructed. The rezoning would bring a negligible amount of additional traffic. This rezoning request and subsequent single family residence lot creation seems to be appropriate with other area lot sizes and residences.



Aerial View of 129 Eve Lane



129 Eve Lane - Comprehensive Plan

On Being an Effective – and Satisfied – Planning Commission

"Why do we even bother?"

If you have served on a planning commission, chances are you've heard this statement—or maybe even made it yourself — on more than one occasion. Typically, this lament is triggered by a city council decision that fails to follow the planning commission's recommendation. Stung by the rejection of their advice, planning commissioners uttering these words wonder if their contributions are even necessary (or appreciated).

As a current city council member who served on a planning commission for nine years (and has advised city councils and planning commissions as a city attorney for over 20 years), I can tell you that your contributions are, in fact, necessary. But the value of those contributions should not be measured by whether your recommendations are adopted by your city council. Instead of focusing on whether the city council adopts your recommendations, expend your energy making sure those recommendations are supported by evidence, based on relevant policy arguments, and produced by an objective and fair process that earns credibility with all stakeholders.



As you strive to be an indispensable part of your city's planning infrastructure, here are three things that might help you be more effective and less frustrated:

EMBRACE THE FREEDOM OF NOT BEING THE CITY COUNCIL.

Some planning commission members arrive at their "why do we even bother" moments in part because they are trying to play the same role as the city council. As a planning commissioner, you'll want to avoid this for at least a couple of reasons.

First, council members are elected; planning commissioners are not. As elected officials, council members are directly accountable to the residents of the community. Describing the unique position council members occupy, L.P. Cookingham (one of the deans of the local government management profession) once wrote: Council members spend a great deal of time and energy monitoring the mood of your city. It's harder than it looks; don't be in a hurry to try to do it for them.

Second, council members are required to juggle a broad range of priorities. In addition to the issues that planning commissioners study, the council is responsible for the city's finances, public works, public safety, and many other issues. They must both understand and balance the competing interests of all of these areas every day without being experts in any one area.

As planning commission members, you have the luxury of focusing exclusively on planning issues. You should embrace the freedom to develop that expertise unburdened by the roles of balancing priorities and determining what is politically possible. Recognizing that your role is that of an expert advisor to the council — and not a "mini-council member" — will help you be more effective and less frustrated as a planning commission member.

GET ON THE SAME PAGE WITH YOUR CITY COUNCIL.

If you find that your city council frequently disregards your recommendations, it may be a sign that the planning commission and the council have different ideas about the community's goals. Rather than focusing on the individual decisions, take a step back and examine your community's long-range goals. Are the recommendations you are making consistent with those goals? If they are — and the council is rejecting them — the real issue may be that the council is not on board with those goals.

Your community's long-range goals should be articulated in a comprehensive plan. The planning commission and city council each bring critical ingredients for successfully crafting and amending that comprehensive plan. As planning commissioners, you contribute expertise in land-use planning; the council contributes expertise in what residents of the community will support and how land-use planning objectives fit with other city priorities. If you work with the council to craft (and continually refine) a document that incorporates all of this expertise, you will have fewer "why do we even bother" moments.

BE OBJECTIVE AND CREDIBLE EXPERTS.

Focusing on being an expert advisor to the council is a necessary, but not sufficient, part of being an effective planning commission. It is critical, in addition to being an expert advisor, that the commission earns a reputation with the council and community stakeholders as an objective evaluator of land-use applications and honest broker of community discussion and research in crafting and refining long-range land-use goals.

PLANNING 101

Here are a few of the many tools to consider using to help reassure the council and community stakeholders on this front:

Prohibit ex parte communications in evaluating site-specific applications. Limiting input by applicants and interested residents (both in favor and opposed to any given application) to written submissions or testimony at a noticed public hearing reassures those observing the process that all of the information you consider when evaluating an application is in the record presented to you and available to the applicant and interested members of the public.

Keep an open mind. Resist the temptation to make up your mind until you've had a chance to hear from all stakeholders and your colleagues on the planning commission.

Direct — don't be directed by — consultants and staff. Use outside experts to tell you the answer, not the question to ask.

Engage stakeholders in meaningful ways in policy-making processes. Many of your most valuable experts in charting long-range goals will be stakeholders in your community who know the community from firsthand experience.

As a member of the planning commission, you can be an effective and essential part of a city's land-use regulatory infrastructure if you understand your role, get on the same page with your city council, and earn a reputation as an honest broker of planning expertise for your community.

—Kevin Staunton

Staunton is a city council member in Edina, Minnesota. Prior to his election in 2014, he served nine years on the Edina Planning Commission, including two years as its chair. Professionally, he is an attorney licensed to practice in Minnesota, where he has served as the city attorney in Excelsior since 1996.

Source: American Planning Association, *Planning Magazine*, December 2016.