



CONWAY PLANNING COMMISSION

PLANNING COMMISSION MEETING

Russell L. "Jack" Roberts District Court Building • 810 Parkway Street • Conway, Arkansas 72034

September 17, 2018, 7:00 pm

The regular meeting of the Conway Planning Commission was held Monday, September 17, 2018 in the Russell L. "Jack" Roberts District Court Building. The following members, being a quorum, were present and acting: Chairman Jerry Rye, Vice-Chairman Justin Brown, Brooks Freeman, Dalencia Hervey, Brandon Ruhl, Wendy Shirar, and Anne Tucker. Arthur Ingram, Bryan Quinn, and Rhea Williams were absent.

Chairman Rye informed the audience that 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's recommendation as a guide. Items reviewed by the Planning Commission on this agenda may be considered by the City Council on September 25, 2018. Items not approved by the Planning Commission may be appealed to the City Council within 30 days after the Planning Commission's denial. If an item is appealed to the City Council a public hearing sign must be placed on the property no less than 7 days prior to the City Council meeting and a public notice will be placed on the City's website at www.cityofconway.org.

The procedure followed for the public hearing portion of the meeting is to allow the first representative to speak in favor of a request for ten minutes and each subsequent favorable speaker for two minutes each. Then, if there is any opposition, the first speaker opposed to the request may speak for ten minutes and each subsequent opposed speaker for two minutes each. Anyone wishing to speak either for or against an item may do so on any public hearing issue presented. Once all public parties have spoken the public hearing will be closed and the item will be brought back into commission for discussion.

Minutes from the August meeting were approved unanimously on a motion made by Anne Tucker and seconded by Wendy Shirar.

I. PUBLIC HEARINGS

A. Request to rezone properties located at 819 and 853 Mitchell Street from R-2A to R-1

Jay Bernard, 1905 Caldwell Street, presented the request. Mr. Bernard noted that the immediate area is largely single-family residential and that he has been working to clean up and replat properties along Mitchell St. He wishes to downgrade the zoning to allow only single-family homes to be developed on the two newly created half-acre lots.

Chairman Rye closed the public hearing and brought the item back before the Planning Commission for discussion. Brooks Freeman motioned that the request be forwarded to City Council for approval. Anne Tucker seconded the motion. The motion passed 6-0.

B. Request for conditional use permit to allow restricted office in R-2A zoning district for property located at 1904 Washington Avenue

Jimmy New, PO Box 11512, Conway, presented to request. Mr. New is the property owner and would like to lease the space for use as an attorney's office. Scott Stevenson, 1809 Cleveland Ave, shared concerns regarding hours of operation and parking.

Chairman Rye closed the public hearing and brought the item back before the Planning Commission for discussion. Anne Tucker motioned that the request be forwarded to the City Council for approval, with the conditions listed below. Dalencia Hervey seconded with the motion. The motion passed 6-1 with Justin Brown voting in opposition.

Conditions attached to the motion:

1. Hours of operation: Hours of operation are limited to Monday through Friday, 7:00 am to 6:00 pm.
2. Signage: Wall signage shall be limited to a non-illuminated faceplate attached to the structure no greater than 2 square feet in area. Freestanding signage shall be a non-illuminated monument or two pole sign no greater than 4 feet in height and 4 feet wide. A non-illuminated post and arm sign as defined by Conway sign regulations, may be substituted for a monument or two pole sign. No banners shall be permitted.
3. Architectural Compatibility: As part of the Old Conway Design Overlay District, any exterior remodeling or new construction requiring a building permit must be reviewed and approved by the Historic District Commission.
4. Lighting, parking, screening/buffering shall minimally match Conway Development Review Standards. Parking shall be limited to the south (Gist Street) or east (rear) sides of the structure.
5. Office use is limited to the existing structure or additions to the existing structure. Demolition of the existing structure must be approved by the Historic District Commission.

II. DISCUSSION

A. 2019 Planning Commissioner nomination and selection schedule

Chairman Rye explained the nomination and selection process as per the proposed schedule. Anne Tucker suggested that Commissioner's whose terms are expiring at the end of 2019 head up the nomination committees. That was agreed upon and it was decided to wait to see how many nominations were received before creating interview committees.

III. ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

A. The following Development Reviews were completed since the last meeting

1. Haven House, 455 S Country Club Rd
2. Kroger Click-List Parking Expansion, 855 Salem Rd
3. Lenderman Dental, 841 Donaghey Ave

B. Lot Splits, Lot Mergers, and Minor Subdivisions were filed for record since the previous meeting.

1. Landmark Medical Center, Replat of Lot 3 Tommy Lewis, Phase 2 (P2018-00043)
2. Guardsmart Southwest Addition (P2018-00045)
3. Landmark Medical Center, Lot 1 Correction Plat (P2018-00046)
4. Lewis Ranch, Phase II (P2018-00047)

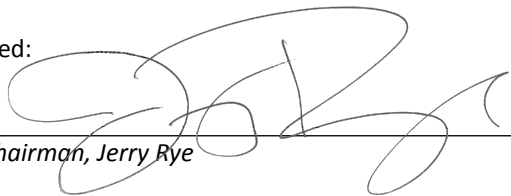
C. Lot Splits, Lot Mergers, and Minor Subdivisions were submitted for review since the previous meeting.

1. Robynmar Suvdivision, Phase I (SUB2018AUG02)
2. Deerbrook Subdivision Replat (SUB2018AUG03)

Adjournment

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

Approved:



 2018 Chairman, Jerry Rye