

The regular meeting of the Conway Planning Commission was held Wednesday, January 23, 2019 in the Russell L. “Jack” Roberts District Court Building. The following members, being a quorum, were present and acting: Vice-Chairman Brandon Ruhl, Brooks Freeman, Dalencia Hervey, Arthur Ingram, LaTisha Sanders-Jones, Bryan Quinn, Brandon Ruhl, Brian Townsend, Anne Tucker, and Rhea Williams. Chairman Justin Brown was absent.

Vice-Chairman Ruhl recognized the new Director of Planning, James Walden, and Assistant Director of Planning, Levi Hill. He then 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 February 12, 2019. 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 [conwayarkansas.gov](http://conwayarkansas.gov).

Minutes from the December meeting were approved 7-0 on a motion made by Bryan Quinn and seconded by Dalencia Hervey.

## I. SUBDIVISION REVIEW

The subdivision committee report was presented by Brandon Ruhl.

### A. Request for preliminary plat approval – Woodland Cove PUD

The preliminary plat for Woodland Cove PUD was reviewed and approved by the Subdivision Committee subject to the amended punch list. Punch list items that required Planning Commission action are as follows:

1. Block less than 400 feet. (Article IV: Sec. 5(e)(4)) **Approved**
2. Single tier block. (Article IV: Sec. 5(e)(4)) **Approved**
3. Reduced setbacks. (Article IV: Sec. 5(e)(4)) **Approved**
4. Creation of double frontage lots. (Article IV: Sec. 5(e)(4)) **Approved**

Additionally, the following items required correction on the plat:

1. Street names that are not similar to existing street names are needed for all proposed streets. Verification by GIS of street names is needed.
2. Show and label all building lines.
3. Label lot 13 as unbuildable.
4. Correct the zoning on plat.
5. Add owner name and address.
6. Label and dimension all sidewalks.
7. Adjust line weight for plat boundary.
8. Label lot number or parcel ID for adjacent properties.
9. Reference CAGIS monument.
10. Show all hydrant locations.

### B. Request for preliminary plat approval – Tim Files PUD

The preliminary plat for Tim Files PUD was reviewed and approved by the Subdivision Committee subject to the amended punch list. Punch list items that required Planning Commission action are as follows:

1. Block less than 400 feet. (Article IV: Sec. 5(e)(4)) **Approved**
2. Single tier block. (Article IV: Sec. 5(e)(4)) **Approved**
3. Reduced setbacks. (Article IV: Sec. 5(e)(4)) **Approved**
4. Creation of double frontage lots. (Article IV: Sec. 5(e)(4)) **Approved**

Additionally, the following items required correction on the plat:

1. Street names that are not similar to existing street names are needed for all proposed streets. Verification by GIS of street names is needed.
2. Correct acreage shown on plat.
3. Correct the zoning on plat.
4. Correct the preliminary plat approval certificate.
5. Label and dimension all sidewalks and planting strip.
6. Show all hydrant locations.
7. Correct Right-of-Way to be dedicated.
8. Remove reference to Miles Crossing in legal description.
9. Separate and number general notes.
10. Add the following to general notes:
  - a. "Every lot must slope to a street or drainage easement."
  - b. "Street lighting shall be provided in accordance with the standards and spacing prescribed by the Conway Corporation."

The subdivision committee report was approved 7-0 on a motion made by Bryan Quinn and seconded by Brooks Freeman.

## II. PUBLIC HEARINGS

### A. Request to rezone property located at 2085 E German Ln [Conrad Court] from A-1 and RU-1 to R-1

Bobby French [Central Arkansas Professional Surveying], 1021 Front Street, presented the request. Tim Kordsmeier, 1650 Wills Dr, questioned the connection of Wills Dr to the new subdivision and if the residents on Wills Dr would become eligible for city utilities. Levi Hill, Assistant Director of Planning & Development, explained that there is 50' of existing right-of-way available so Wills Dr could be improved in the future. He also explained that in order for those residents to become eligible for Conway Corporation utilities that they would have to complete the annexation process which begins with Faulkner County action. Mr. Hill directed Mr. Kordsmeier to contact the Planning & Development Department to begin this process. Mr. Hill also invited Mr. Kordsmeier to visit the Planning & Development Department to view/discuss the required Street & Drainage Plans for Conrad Court that will be required as part of the subdivision review process as these plans may answer some of his questions regarding drainage.

The public hearing was closed and presented to the Commission for discussion. The request was recommended to City Council for approval 7-0 on a motion made by Rhea Williams and seconded by Bryan Quinn.

### B. Request for major amendment to the final development plan of Woodland Cove PUD

Bobby French [Central Arkansas Professional Surveying], 1021 Front Street, presented the request. Mr. French briefly explained the changes to the PUD Final Development Plan being requested. James Walden, Director of Planning & Development, read aloud the changes being proposed and corresponding staff recommendations. Changes proposed include removing the proposed connection to South Donaghey Avenue in favor of a hammerhead turn around, allowing 2-story residences and styles other than the initial 4 plans that were approved, allowing individual driveways in lieu of shared driveways, setbacks of 13' front and exterior, 6' side, 10' rear, altering the proposed [south and west] perimeter fencing to decorative wood with brick posts, and sidewalk installation at back of curb eliminating the green space between. Mr. Walden noted that the Planning Staff was in agreement with all requested changes except for the perimeter fencing. Planning Staff suggests the perimeter fencing be all brick to match that existing in Woodland Springs. Diane Bryant, [Woodland Springs POA President], 1980 Springwood Dr, spoke in favor of the request nothing the POA's agreement with the changes presented. Chris Thornton, 1025 Reynolds Ave, spoke in favor of the request.

The public hearing was closed and presented to the Commission for discussion. The request was

approved 7-0, with the conditions noted below, on a motion made by Arthur Ingram and seconded by Dalencia Hervey.

Conditions modifying the Woodland Cove PUD Final Development Plan:

1. Lots 8, 9, 10, 11, and 12 shall be precluded from having second story windows facing east unless frosted glass or a similar semi-opaque material is used.
2. No accessory structures shall be permitted outside the envelope of the required primary structure setbacks.
3. All lots shall have a driveway at least 25' in length as measured extending from the front or exterior side yard property line.
4. All primary structures shall be restricted to the use of only stone, brick, brick veneer, wood, or fiber cement cladding excluding on soffits and trims.
5. All sidewalks shall be at least 5' in width.
6. A decorative wood fence with brick columns shall be installed along the entirety of the western exterior boundary of the development.
7. The applicant shall be required to form a Property Owner's Association for the care and maintenance of the required greenspace lot.

**III. ITEMS NOT REQUIRING PLANNING COMMISSION ACTION**

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

1. Fountaine Bleau Apartments, 300 Bruce St

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

1. Conway Marketplace East, Lot 5 (P2018-00070)
2. Car-Mart Subdivision (P2018-00071)
3. Lewis Ranch, Phase II Lot 4 Replat (P2018-00072)
4. 12 Hundred Place, Phase I (P2018-00073)
5. Clifton Addition, Lots 1 & 2, Block 2 Replat (P2018-00074)
6. Conway Regional Heath Replat (P2018-00075)
7. Smith's Block B Lot Merger (P2018-00076)
8. Matthews Meadows PUD, Phase I (P2019-00001)

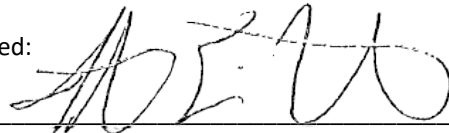
**C. Lot Splits, Lot Mergers, and Minor Subdivisions were submitted for review since the previous meeting.**

1. Storybook Replat (SUB2018DEC01)
2. Conway Regional Health Replat (SUB2018DEC02)
3. Smith's Subdivision, Block B Replat (SUB2018DEC03)
4. Hardy Brock Replat (SUB2018DEC04)

**Adjournment**

There being no further business to conduct, the meeting was adjourned by unanimous vote on a motion made by Bryan Quinn and seconded by Arthur Ingram.

Approved:



2019 Chairman, Justin Brown