

The regular meeting of the Conway Planning Commission was held Monday, October 19, via Facebook Live from City Hall due to the restrictions imposed by the Covid-19 pandemic. The following members, being a quorum, were present and acting: Rebekah Fincher, Drew Gainor, Dalencia Hervey, Rhea Williams, Brandon Ruhl, Latisha Sanders-Jones, Anne Tucker, Brian Townsend, and Arthur Ingram. Brooks Freeman was absent.

Minutes from the September 21st meeting were approved 8-0-1 on a motion made by Anne Tucker and seconded by Rhea Williams. The chairman did not vote.

I. SUBDIVISION REVIEW

A. Request for preliminary plat approval of Kavanaugh Place Subdivision

Beth Sketoe, Planner, explained that the property is a proposed 37-lot subdivision located east of the intersection of Favre Lane and S Donaghey Avenue. Lots 1-22 (Phase 1) are zoned MF-2 and lots 23-37 (Phase 2) are zoned R-1. Lots range in size from 6,200 square feet to 12,000 square feet. The development of Phase II is contingent upon the development of the property adjacent to the west which will provide the required secondary access by extension of Henley Dr. The proposed development includes one new street originating from Favre Ln. No waivers were requested as part of this project, but a zoning variance will be needed prior to the filing of the final plat which will reduce lot depth and building setbacks on lots 24-29. The applicant has applied for this variance and it will be heard at the November Planning Commission meeting. Planning Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and the following conditions of approval:

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. Variance allowing reduced lot depth for Lots 24 through 29 is required prior to filing the final plat. Applicant has applied for the variance. *Due to public notification requirements, the request will be considered on the November agenda.*
3. Install aproned drive at the terminus of Kavanaugh Pl to access Conway Corp property or provide finished curb in accordance with City of Conway's Standard Details.
4. Construction of sidewalks for Lot 1, Lot 36 and the Kavanaugh Pl frontage of Lot 13, plus sidewalk in-lieu fees for the Milestone Dr frontage of lot 13 will be required prior to filing the final plat.
5. 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.
6. Fire hydrants must be placed so that the furthest point of a lot in a residential subdivision is not more than 600 feet from the hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.
7. Utility easements as required by Conway Corporation are needed.
8. Drainage easements as required by the City Engineer are needed.
9. All other applicable provisions of the City of Conway Subdivision Ordinance (O-00-03) shall be satisfied and accounted for prior to Preliminary Plat approval.
10. Receipt of an approved copy of the Preliminary Plat along with approved Street and Drainage Plans shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat.

Bobby French (1021 Front St) spoke in favor of the subdivision and is aware of the conditions of approval.

The subdivision review was closed and presented to the Commission for discussion to which they concluded to approve the preliminary plat. A motion to approve was made by Rhea Williams and seconded by Anne Tucker; passed 9-0 unanimously, with the chairman voting.

B. Request for waiver for Wallace Subdivision

Beth described that the applicant is requesting Final Plat approval of a 2.48-acre lot located west of the intersection of East German Lane and Southerland Road. The property is currently zoned A-1. As proposed, the lot will not have street frontage and will take access via an existing access easement through the lot to the south. One waiver has been requested for the creation of lots that do not abut a public street. Planning Staff recommends approval of the final plat contingent upon the completion of the amended punch list and the following conditions of approval:

1. Final Plat approval from all reviewing agencies shall be obtained.
2. 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.
3. Fire hydrants must be placed so that the furthest point of a lot in a residential subdivision is not more than 600 feet from the hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.
4. Utility easements as required by Conway Corporation are needed.
5. Drainage easements as required by the City Engineer are needed.
6. All other applicable provisions of the City of Conway Subdivision Ordinance (O-00-03) shall be satisfied and accounted for prior to Preliminary Plat approval.

No one spoke in favor of the subdivision.

The subdivision review was closed and presented to the Commission for discussion to which they decided to approve the final plat. A motion to approve was made by Rebekah Fincher and seconded by Arthur Ingram; passed 9-0 unanimously, with the chairman voting.

II. PUBLIC HEARINGS

A. Request for Conditional Use Permit to allow firearms sales in the TJ Zone for property located at 286 Highway 65 North

Beth explained that the property is outside of the city limits in the TJ zone and is currently used for motorcycle sales and repair (Pickles Gap Cycle Shack). The applicant is seeking to add firearms sales to an existing motorcycle/ATV sales and repair business. The proposed use is not permitted by right in the TJ zone, but is allowed by conditional use permit. The conditional use would not likely result in harm to adjacent property. Planning Staff recommends approval of conditional use request with the following conditions of approval:

1. The conditional use permit will run with the land.
2. No alterations/additions to existing fencing are allowed; maintenance is permitted.
3. Any new lighting installed shall conform to standards set forth in Article 1101 of the Zoning Code.
4. No expansions or additions to the structure or site are allowed.
5. Any change in use shall require a new or amended conditional use permit.

No one spoke in favor of the conditional use.

There were no additional callers nor Facebook Live questions or comments on this topic.

The public hearing was closed and presented to the Commission for discussion to which they decided to approve the conditional use. A motion to approve was made by Anne Tucker and seconded Latisha Sanders-Jones; passed 9-0 unanimously, with the chairman voting.

B. Request to annex ±26.98 acres south of Emphy Trail

Beth relayed that this property is currently vacant and located south of Emphy Trail and west of Orchard Hills Subdivision Phase 1. The applicant recently received preliminary approval for a 21-lot subdivision at this site with the entire site being zoned R-1. Currently, the only access to the site is via Emphy Trail. Sewer service will not be available to these properties. There was some concern from the Fire Department regarding fire flow to the area that must be resolved; however, all other departments recommend approval of this annexation.

Frank Shaw (1327 Main St) spoke in favor of the annexation. He expressed that he plans on developing a Phase 3 as well, and that he has been working with Conway Corp to improve the fire flow to Round Mountain.

There were no additional callers nor Facebook Live questions or comments on this topic.

The public hearing was closed and presented to the Commission for discussion to which a motion to approve this annexation was made by Anne Tucker and seconded by Dalencia Hervey; passed 9-0 unanimously, with the chairman voting.

III. Discussion

A. Planning Commissioner Selection

Two new Planning Commission members will be needed for 2021 to fill vacancies created as Dalencia Hervey and Brooks Freeman's terms end on December 31, 2020. The 2 new, 5-year terms will expire in 2025. There have been advertisements ran. The Chairman encouraged the Commissioners to make nominations if they had any, as well as promoted City-wide representation. As of today, there has been one nomination. Currently, the Planning Commission consists of 2 members from Ward 1, 1 member from Ward 2, 3 members from Ward 3, and 2 members from Ward 4. The City's open nomination period for all boards and commissions will end on October 31, 2020. All eligible nomination forms received by that date will be forwarded to the Planning Commission for review so that interviews may be conducted prior to the November 16, 2020 Planning Commission meeting.

ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

A. Lot Splits, Lot Mergers, Minor Subdivisions, and Major Finals that were submitted for review since the previous meeting.

1. Discount Auto Glass Replat- SUB2020SEP04
2. Campbell Cove, Phase 2- SUB2020SEP05
3. 517 Fifth Street- SUB2020SEP06
4. Replat Lot 28, Princeton Village- SUB2020SEP07
5. Replat Lot 29, Princeton Village- SUB2020SEP08

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

1. North Salem Storage (P2020-00053)

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 Rebekah Fincher.

Approved:



2020 Chairman, Brandon Ruhl