

The regular meeting of the Conway Planning Commission was held Monday, November 16, 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, Rhea Williams, Brandon Ruhl, Latisha Sanders-Jones, Anne Tucker, Brian Townsend, and Arthur Ingram. Dalencia Hervey was absent.

Minutes from the October 19th meeting were approved 7-0-1 on a motion made by Anne Tucker and seconded by Rebekah Fincher. The chairman did not vote.

I. SUBDIVISION REVIEW

A. Request for preliminary plat approval of Twin Rivendale Subdivision

Levi Hill, Assistant Director of Planning, explained that the property is a proposed 154-lot subdivision located west of the intersection of Nutters Chapel Road and Pebble Beach Drive. The property is currently unzoned due to being located outside of City limits. Lots range in size from .25 acres to 2.5 acres. Access is proposed via an unplatted access easement from Nutters Chapel Road and through an underdeveloped lot from the subdivision to the west. Three waivers were requested as part of this project for the creation of double frontage lots, single means of public access, and block length less than 400 feet. Outstanding issues include no revised plat being submitted showing the proposed access and the access is in different ownership than the applicant. Utilities are proposed by Conway Corp, but the development is currently outside City Limits and no annexation has been petitioned. Planning and Transportation staff had significant comments on the street layouts and no revisions were submitted addressing these issues. Planning Staff recommends disapproval of the preliminary plat as proposed due to the plat conflicting with multiple sections of the Subdivision Regulations and approval in its current form would be premature.

Megan Tyler (240 Skyline Dr) spoke in favor of the subdivision. She addressed they were requesting a waiver for shorter block lengths due to the terrain on the south end of the property, they plan to annex the property, and they spoke to Hal Crafton in regards to obtaining the property to the north for additional access to the property. David White (240 Skyline) mentioned that updated plans were sent to the Transportation Department.

The subdivision review was closed and presented to the Commission for discussion to which they concluded to table the preliminary plat approval. A motion to approve was made by Arthur Ingram and seconded by Rebekah Fincher; passed 8-0 unanimously, with the chairman voting.

II. PUBLIC HEARINGS

A. Request for zoning variance to allow reduced lot depth and front and rear setbacks for Lots 24-29, Kavanaugh Place Subdivision

Levi described that this subdivision was approved at the previous months meeting and the property is part of a proposed 37-lot single-family subdivision. Lots 24-29 are located at a terminus of Maggie Pearl Drive. The applicant has proposed a cul-de-sac in compliance with the subdivision regulations, but in doing so the reasonable buildable area of lots 24-29 is reduced. The applicant is requesting a 5' reduction of the front and rear setbacks and a reduction in the minimum required lot depth of 100'. Planning Staff recommends approval of the variance as it will allow appropriate development of the site without harming adjacent properties.

Bobby French (1021 Front St) spoke in favor of the variance request.

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 variance request. A motion to approve was made by Anne Tucker and seconded Latisha Sanders-Jones; passed 8-0 unanimously, with the chairman voting.

B. Request for rezoning properties located at 1160 Mattison Road and 3175 Donnell Ridge Road from R-1 to A-1

Levi relayed that applicant is requesting a rezoning to A-1 for the purpose of constructing a sizeable accessory structure which will cause the total accessory building area to exceed the maximum allowed of 75% of the covered roof area of the main structure for properties greater than 1 acre in the R-1 zoning district, and there is no limit to total accessory building area for properties greater than 5 acres in the A-1 zoning district. Planning Staff recommends approval of the rezoning request as it will allow appropriate use of the property in context to the surrounding area and will not likely result in harm to adjacent property.

Bobby French (1021 Front) spoke in favor of the rezoning.

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 the rezoning was made by Anne Tucker and seconded by Brian Townsend; passed 8-0 unanimously, with the chairman voting.

C. Request for conditional use permit to allow church/religious assembly in the T-4 Transition Zone-Northeast Old Conway Area Specific Plan for property located at 1109 Gum Street

Levi explained the applicant is seeking to modify an existing conditional use permit for the property which allows 'religious assembly' in the given zoning district to remove the restriction to a specific applicant/occupant. The use of the property as a church was previously authorized by conditional use permit. Planning Staff recommends approval of the request to modify the existing conditional use permit per the following:

Current Conditions / Proposed new or modified conditions:

1. No outside public address system allowed.
2. *Ground-mounted sign is limited to 4 feet maximum height and 16 square feet maximum size. All signage shall be permitted by the Planning & Development Department prior to installation.*
- ~~3. *The conditional use is limited to The Father's House Church.*~~
4. *Applicant shall install landscaping, in the form of evergreen shrubs, on the south side of the building, to screen mechanical equipment, and along both sides of the parking area, in accordance with Article 1101 of the Conway Zoning Code.*
5. *Any expansions or additions to the structure or site or change in use shall require a new or amended conditional use permit.*

Luis Ortega (1109 Gum) spoke in favor of the modifications to the conditional use permit.

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 the modification of the conditional use was made by Rhea Williams and seconded by seconded Latisha Sanders-Jones; passed 8-0 unanimously, with the chairman voting.

III. Discussion

A. Planning Commissioner Selection

Six eligible nomination forms were received by the November 3rd submission deadline. Interviews were scheduled for November 12-16. Larry Webb and Laura King were the nominees that were selected for City Council approval. Terms will be January 2021-December 2025.

A motion to approve the nominations was made by Anne Tucker and seconded by seconded Brian Townsend; passed 8-0 unanimously, with the chairman voting.

B. 2021 Calendar review and adoption

See final page.

A motion to approve the 2021 Planning Commission Calendar was made by Rhea Williams and seconded by seconded Anne Tucker; passed 8-0 unanimously, with the chairman voting.

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. The Summit Church- SUB2020OCT02
2. Bryant Replat- SUB2020OCT03
3. Replat Lot 2, The Greens at Nutters Chapel- SUB2020NOV01
4. Cresthaven Subdivision, Phase 4- SUB2020NOV02
5. Hart Subdivision- SUB2020NOV03

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

1. Campbell Cove, Phase 2- (P2020-00057)
2. Wallace Subdivision- (P2020-00058)

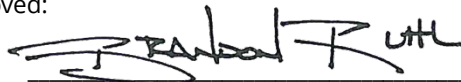
C. Lot Splits, Lot Mergers, Minor Subdivisions, and Major Finals that were submitted for review since the previous meeting.

1. Raising Cane's- 916 E Oak St (SIT2020AUG03)
2. Conway Regional Medical Center Expansion- 2302 College Ave (SIT2020NOV01)
3. Don's Lane Cabinet Shop- 1290 Don's Lane (SIT2020OCT03)

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 Rhea Williams.

Approved:



2020 Chairman, Brandon Ruhl



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2021 Conway Planning Commission Schedule

| Application Deadline | Review Comments Available Applicant | Revisions Deadline | Staff Report Published | Planning Commission Meeting |
|----------------------|-------------------------------------|--------------------|------------------------|--------------------------------|
| December 18, 2020 | December 30, 2020 | January 7, 2021 | January 14, 2021 | January 19, 2021 ¹ |
| January 15, 2021 | January 27, 2021 | February 4, 2021 | February 11, 2021 | February 16, 2021 ² |
| February 12, 2021 | February 24, 2021 | March 4, 2021 | March 11, 2021 | March 15, 2021 |
| March 19, 2021 | March 31, 2021 | April 8, 2021 | April 15, 2021 | April 19, 2021 |
| April 16, 2021 | April 28, 2021 | May 6, 2021 | May 13, 2021 | May 17, 2021 |
| May 21, 2021 | June 2, 2021 | June 10, 2021 | June 17, 2021 | June 21, 2021 |
| June 18, 2021 | June 30, 2021 | July 8, 2021 | July 15, 2021 | July 19, 2021 |
| July 16, 2021 | July 28, 2021 | August 5, 2021 | August 12, 2021 | August 16, 2021 |
| August 20, 2021 | September 1, 2020 | September 9, 2021 | September 16, 2021 | September 20, 2021 |
| September 17, 2021 | September 29, 2021 | October 7, 2021 | October 14, 2021 | October 18, 2021 |
| October 15, 2021 | October 27, 2021 | November 4, 2021 | November 10, 2021 | November 15, 2021 |
| November 19, 2021 | December 1, 2021 | December 9, 2021 | December 16, 2021 | December 20, 2021 |

- Conway Planning Commission meetings are held the 3rd Monday of each month at 7:00pm.
- All meetings are held in the City Council Chambers of Conway City Hall, 1111 Main Street.
- All applications/submissions are due by 3:00pm on the submission deadline date.
- Incomplete applications will be deferred to another month's agenda. (*refer to applications checklists*)
- The Planning Commission Meeting date associated with the Application Deadline is the earliest an item can be heard by the Planning Commission if Staff determines that all comments have been addressed.

¹ Meeting moved due to Martin Luther King Jr. Day observance

² Meeting moved due to Presidents' Day observance