

The regular meeting of the Conway Planning Commission was held Monday, April 19th, via Facebook Live, and in person, 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, Brandon Ruhl, Laura King, Arthur Ingram, Drew Gainer, Larry Webb, Brian Townsend, Anne Tucker, Latisha Sanders-Jones, and Rhea Williams.

Minutes from the March 15th meeting were approved 8-0 on a motion made by Larry Webb and seconded by Latisha Sanders-Jones. The chairman did not vote.

I. SUBDIVISION REVIEW

A. Request for preliminary plat approval of Lake Crest Subdivision

Levi Hill, Assistant Director of Planning, explained the applicant is requesting preliminary approval of a 7-lot subdivision located along West End St near the intersection of Lakefront Dr and Primrose Dr. The proposed lots range from 14,000sf to 6.53 acres, and will feature one access point from West End St. Four of the proposed lots will be accessed by a new private street while the remaining lots will either be accessed by West End St or Grand View Heights Dr. Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval:

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. Wheelchair ramps shall be provided by the developer/subdivider in accordance with the City of Conway's Standard Details.
3. 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.
4. 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.
5. Utility easements as required by Conway Corporation are needed.
6. Drainage easements as required by the City Engineer are needed.
7. 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.
8. Receipt of an approved copy of the Preliminary Plat along with approved Street and Drainage Plans shall constitute authorization by the Planning Commission for the developer to proceed with the preparation of the Final Plat.
9. All roadway improvements shall be privately maintained.
10. A Property Owners' Association shall be required to be formed and operate in perpetuity to maintain all common areas and improvements such as streets and drainage.

No one spoke in favor of the subdivision.

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 Anne Tucker and seconded by Larry Webb; passed 8-0. The chairman did not vote.

B. Request for preliminary plat approval of The Woods Subdivision

Levi relayed the applicant is requesting preliminary approval of a 17-lot subdivision located on the north side of Friendship Rd, west of the intersection of Friendship Rd and Hwy 25. The property is currently unzoned as it is located outside of city limits, and being considered for annexation in the future. Proposed lots range from 1 acre to 1.73 acres and will gain access from Friendship Rd and Evelyn Ln, along with a new internal street. One waiver was requested for a fire hydrant located more than 600 feet from the furthest point of lot. This waiver was approved by the Fire Department. Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval:

1. Preliminary Plat approval from all reviewing agencies shall be obtained.

2. Wheelchair ramps shall be provided by the developer/subdivider in accordance with the City of Conway's Standard Details.
3. 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.
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5. Utility easements as required by Conway Corporation are needed.
6. Drainage easements as required by the City Engineer are needed.
7. 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.
8. Receipt of an approved copy of the Preliminary Plat along with approved Street and Drainage Plans shall constitute authorization.

Adam Treece (2 Ellzey Ln) one spoke in favor of the subdivision and acknowledged staff recommendations and comments.

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 Larry Webb and seconded by Rhea Williams; passed 8-0. The chairman did not vote.

II. PUBLIC HEARINGS

A. Request to rezone property at 1406 Scott Street from R-2A to C-1

Beth Sketoe, Planner, relayed that the applicant has requested to rezone from R-2A to C-1 with the intent to construct a 2,300-sf office and storage building as an expansion of the current BMA offices located to the immediate east. The requested zoning is appropriate as the existing BMA property is zoned C-1 and represents an extension of that site, rounding out the southwest corner of the block. Any existing parking displaced by this development will be relocated somewhere else on the site. Planning staff recommends approval of the rezoning request as use of the site for one or two family residential is not practical given its configuration and constraint on all sides by roadways.

Mike Jones (611 Locust St), representing BMA, spoke in favor of the rezoning stating the use will be a video studio for religious programming. He also addressed there would be no additional traffic to the site and that he had visited with surrounding property owners and there was no opposition to this development. Rik Sowell (1315 North St) spoke in favor as well as the architect of the project.

There were no additional callers nor Facebook Live or YouTube 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 Latisha Sanders-Jones; passed 8-0. The chairman did not vote.

B. Request to rezone property located at 1116 Gum Street from C-3 to PUD

Beth described the applicant is requesting to rezone from C-3 to PUD for the purpose of establishing an overnight emergency shelter. The applicant is proposing to renovate and reuse the existing commercial building plus add a 2,700-sf addition. The site is in a lower traffic area, but near many resources and employment opportunities. A Public Information was held on 4/1/2021 and four members of the public attended and were in favor of the project. Planning staff recommends approval of the rezoning request with the following six conditions:

1. Permitted uses are limited to overnight shelter, to accommodate a maximum of 50 individuals, including related services such as a case management services, homeless day services, food pantry, and a day resources center as defined in Exhibit A.
2. All standards and uses other than those defined shall be governed by restrictions of the C-3 zoning district.
3. Building setbacks shall be: Front – 10 feet; Rear – 6 feet; Interior – 12 feet if abutting residential, 0 feet if abutting non-residential.
4. Applicant shall plat the property in accordance with the Subdivision Regulations.
5. Applicant shall return a signed copy of the final development plan agreement prior to the issuance of building permits.
6. All other conditions governing the development and programming are defined per the *City of Conway's Overnight Emergency Shelter Operational Plan* as provided by the applicant. Included as Exhibit A.

Kiera Oluokun (1111 Main St) spoke in favor of the rezoning. She addressed that this would be a smaller shelter for a maximum of 50 persons for day use and needed overnight stay, along with homeless services and case management. Felicia Rogers (1111 Main St) explained this location was chosen for the shelter due to walkability, the closeness to surrounding resources, and overall central location.

Debra Acklin Blackwell (owns property along Gum & Willow Streets) addressed her concerns with the shelter's location as similar services are already provided in the area, the safety of surrounding children and families, property values, and the medication distribution.

The public hearing was closed and presented to the Commission for discussion. A motion to approve the rezoning was made by Anne Tucker and seconded by Brian Townsend; passed 6-2-1, with Latisha Sanders-Jones and Rhea Williams voting in opposition and Larry Webb abstaining. The chairman did not vote.

C. Request for conditional use permit to allow multi-family residential in the S-1 zoning district for property located at 405 S Donaghey Avenue

Levi described that the applicant is seeking to develop the site with a multi-family residential use. The site is primarily surrounded by other institutional and multi-family uses. Approximately 200 units within 4 individual buildings and one clubhouse/recreation building are proposed, with each structure proposed to be 4 stories. Access to the site will be gained via S Donaghey Ave and all parking will be contained on-site. The development of residential units would provide additional housing options for students due to its proximity to the UCA campus. Staff recommends approval of the conditional use permit with the following conditions:

1. All surface parking shall be located to the rear of buildings fronting S Donaghey Ave and adequately screened from public view.
2. The development shall meet all City materials standards, specifically any applicable masonry requirements.
3. All mechanical equipment, including roof top mounted equipment shall be screened from public view.
4. Any new fencing shall comply with Article 1101, Development Review Standards, of the Zoning Code. Fencing type and placement shall be approved by Planning Staff prior to installation.
5. Any new lighting shall be inward, downcast, and shrouded to prevent light trespass onto adjacent property and shall comply with Article 1101, Development Review Standards, of the Zoning Code.
6. The subject property shall be platted in accordance with the Subdivision Regulations.
7. The development shall be subject to the City's Development Review process as outlined in Section 1101 of the Zoning Code.
8. All signage shall be permitted by the Planning & Development Department prior to installation.
9. A trail connection shall be provided at the west side of the property.
10. Any expansions or additions to the structure or outdoor play area, as well as any changes to the use, shall require an amended or new conditional use permit.

No one spoke in favor of the conditional use request.

There were no additional callers nor Facebook Live or YouTube 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 conditional use request was made by Rebekah Fincher and seconded by Larry Webb; passed 9-0. The chairman did not vote.

ITEMS NOT REQUIRING PLANNING COMMISSION ACTION

A. Development Review Approvals

1. Courtyard Marriot (SIT2021FEB02)
2. St. Joseph High School (SIT021FEB03)
3. New Life Storage Building (SIT2021FEB01)
4. Bancorp South (SIT2021JAN03)

B. Lot Splits, Lot Mergers, Minor Subdivisions, and Major Finals (submitted for review)

1. Spencer Lake Lot 4 Replat (SUB2021FEB04)
2. Robynmar Subdivision, Phase 2 (SUB2021MAR01)
3. Robynmar Subdivision, Phase 3 (SUB2021MAR02)
4. Rivendale Cove Replat (SUB2021MAR03)
5. ASI Replat (SUB2021MAR05)

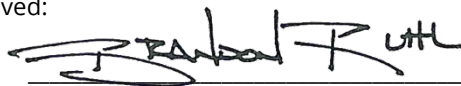
C. Lot Splits, Lot Mergers, and Minor Subdivisions (filed for record)

1. Replat Lot 12, Club Villas PUD (P2-21-00016)
2. Rivendale Cove Replat (P2-21-00017)
3. Robynmar Subdivision, Phase 2 (P2-21-00018)
4. Robynmar Subdivision, Phase 3 (P2-21-00019)

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:



2021 Chairman, Brandon Ruhl