

The regular meeting of the Conway Planning Commission was held, in person, Tuesday, January 18th at Conway City Hall due to the observance of MLK Day on Monday the 17th. The following members, being a quorum, were present and acting: Laura King, Ethan Reed, Alexander Baney, Adam Bell, Latisha Sanders-Jones, Rhea Williams, Drew Spurgers, Greg West, and with Rebekah Fincher present via Zoom. Larry Webb was absent.

Minutes from the December 20, 2021, meeting were approved 8-0 on a motion made Greg West and seconded by Laura King, without the chairman voting.

I. SUBDIVISION REVIEW

A. Request for preliminary plat approval of Bell Valley Subdivision Phase 4

Beth Sketoe, Planner, discussed the applicant is requesting preliminary approval of a 32-lot subdivision located southeast of the intersection of Fawn Trl and South German Ln. The development represents Phase 4 of Bell Valley Subdivision. Buildable lots range from 0.14 acres to 0.37 acres with access proposed via South German Ln. Planning Staff recommended approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval:

1. Wheelchair ramps shall be installed by the developer/subdivider in accordance with the City of Conway Transportation Department Standard Details.
2. Sidewalks along South German Ln frontage of Lot 53 and Bill Bell Ln frontage of Lot 22 shall be constructed by the developer/subdivider, as the street is of a Collector classification, in accordance with the City of Conway Transportation Department Standard Details.
3. Lots 53 and 22 shall not take access from South German Ln/Bill Bell Ln.
4. The Street and Drainage Plans/Drainage Report shall be modified to meet the requirements necessary for approval by the City Engineer.
5. A draft of a 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. All other applicable provisions of the City of Conway Subdivision Ordinance (O-00-03) shall be satisfied and accounted for prior to issuance of authorization to proceed. Receipt of an approved, signed copy of the Preliminary Plat along with approved Street & Drainage Plans shall constitute authorization by the Planning Commission for the developer to proceed with installation of improvements and preparation of the Final Plat.

Frank Shaw (1315 Main St) 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 Drew Spurgers and seconded by Adam Bell passed 9-0, with the chairman voting.

B. Request for preliminary plat approval of Orchard Hills Subdivision Phase 3

Beth relayed the applicant is requesting preliminary approval of a 31-lot subdivision located south of Empe Trl and phase 2 of Orchard Hills Subdivision. The development represents Phase 3 of Orchard Hills Subdivision. Buildable lots range from 0.68 acres to 1.82 acres with access proposed via Orchard Ln and Orchard Heights Dr, from phase 2 of the development. Currently this phase is located outside of city limits within the Planning Area Boundary. Planning Staff recommended approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval:

1. If the property is annexed in the future, all construction commencing following annexation will be subject to in-lieu of sidewalk construction fees.
2. The Street and Drainage Plans/Drainage Report shall be modified to meet the requirements necessary for approval by the City Engineer.

3. A draft of a 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 not more than 600 feet from the hydrant located on the same street. Variances must be approved by the Planning Commission and Fire Chief.
5. All other applicable provisions of the City of Conway Subdivision Ordinance (O-00-03) shall be satisfied and accounted for prior to issuance of authorization to proceed. Receipt of an approved, signed copy of the Preliminary Plat along with approved Street & Drainage Plans shall constitute authorization by the Planning Commission for the developer to proceed with installation of improvements and preparation of the Final Plat.

Frank Shaw (1315 Main St) 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 Drew Spurgers and seconded by Alexander Baney passed 9-0, with the chairman voting.

II. PUBLIC HEARING ITEMS

A. Request to modify Lot 7C of the North Market Plaza PUD to allow residential development

James Walden, Planning Director, explained the applicant is seeking to modify the PUD to allow more multi-family development on the site. Currently, the PUD allows 80-85% to be occupied by single-family, town home, or apartment uses. The amendment as proposed would allow the entirety of Lot 7 to be devoted to residential use. Planning Staff recommended approval of the requested modification as it would not likely cause harm to adjacent properties as well as recommended the following conditions of approval:

- I. The PUD shall be amended such that the proposed amendments apply only to Lot 7C of the North Market Plaza Replat. All previous resubdivision of Lot 7 shall be governed by the PUD regulations previously established for Lot 7.
- II. Lot 7C- Land Use
 - a. Lot 7C will be developed allowing multi-family residential, restricted retail, Apartment houses; Arena/Auditorium; Automobile parking or storage as principle use; Hotel/Motel; Job printing, Lithographer, printer, or blue printer; hospital services; dental or medical clinic; Laboratory research development or testing, Laboratory-research facilities; News syndicate service printing an publishing including engraving or photoengraving; Newspaper offices/print shop: parking commercial lot or garage; public off-street parking lot. Residential only will be developed along the Meadowlake Rd frontage. Are devoted to detention, retention, and drainage as of 1/12/2022 shall not be reduced in size, area, or volume and shall be restricted for use as drainage and greenspace.
- III. Building Lines/Setbacks
 - a. Buildings shall be located in a manner generally consistent with the architectural site plan and in accordance with the building lines established for Lot 7C on the North Market Plaza Replat filed in Book L, Page 55 with the Faulkner County Circuit Clerk. Outbuildings must be setback a minimum distance of twenty feet from the principal building. A minimum of ten feet shall separate all detached buildings.
- IV. Architectural Standards
 - a. Architectural standards shall meet or exceed the requirements of Article 1101 of the Conway Zoning Code, including building façade material requirements.
- V. Signage
 - a. Signage for this lot shall conform to the requirements of Section 3.04 of the Conway Sign Ordinance, Section 1301 of Conway Zoning Ordinance O-94-54.
- VI. Landscaping
 - a. Landscaping shall meet or exceed the requirements of Article 1101 of the Conway Zoning Code.
- VII. Lighting

- a. Site lighting shall conform to the minimum requirements set forth in Article 1101 of the Conway Zoning Code.
- VIII. Utilities
 - a. All construction and utility systems shall comply with all applicable city and state codes and standards, and be inspected by the appropriate agencies.
- IX. Parking Requirements
 - a. On-street parking available along Ott Memorial Blvd that corresponds to each lot shall be counted outward toward the parking requirement of the building on the lot.
 - b. Shared parking must be provided when the land uses have different parking demand patterns and are able to utilize the same parking spaces/areas throughout the day.
 - c. Shared parking shall be provided within one thousand feet of the business that it is intended to serve.
 - d. Factors evaluated to establish shared parking arrangements should include operating hours, seasonal/daily peaks in parking demand, the site's orientation, the location of access driveways, accessibility to other nearby parking areas, pedestrian connections, distance to parking area, and availability of parking spaces.
 - e. Shared parking spaces shall be established following procedures of the Urban Land Institute Report, ITE Shared Parking Guidelines, and be approved by the design review boards, and are subject to review by the City of Conway. In addition, curb cuts are subject to review by the City of Conway.
 - f. If a parking area is to serve two or more separate facilities, a Shared-Use Agreement for Parking Facilities shall be entered into between owners guaranteeing access to, use of, and management of designated spaces.
 - g. Adjacent parking lots shall be interconnected.
 - h. Disabled parking shall be provided in accordance with the Americans with Disabilities Act.
 - i. Construction of parking areas shall be the responsibility of the builder.
- X. Sidewalks
 - a. Minimum five feet wide sidewalks shall be constructed along Ott Memorial Blvd. Sidewalks shall be constructed so as to produce a continuous ribbon of pedestrian access throughout the development.
 - b. Minimum five feet wide sidewalks shall be constructed along Village Court Dr. Sidewalks shall be constructed so as to produce a continuous ribbon of pedestrian access throughout the development.
 - c. Minimum five feet wide sidewalks shall be constructed along the west side of the North-South running access on the east side of the property.
 - d. All internal pedestrian connections shall connect to public sidewalks leading to outside the development where feasible.
 - e. Sidewalks shall be constructed as per design standards of the City of Conway Subdivision Ordinance, O-00-03.
- XI. Trash Dumpsters
 - a. Shared-use of dumpsters is required. Developers/owners of this lot must enter into a shared use agreement for dumpsters.
- XII. Lot Requirements
 - a. There shall be no minimum lot depth. Minimum lot width shall be thirty feet.
- XIII. Property Owners Association
 - a. Developers and/pr property owners of this lot will be required to join a Property Owner's Association responsible for maintaining all parking areas, private street, green spaces, landscaped areas, fencing, lighting, signs, and public and common areas located on lots 2, 3, 5, 6, and 7.
- XIV. Vehicular Connections

a. The development shall provide vehicular and pedestrian connection to the existing access easement directly east of the property known as Cambridge Village Dr.

XV. Other Provisions

a. For all other provisions not covered by this PUD, the rules of MF-2 zoning districts shall apply to the property.

Rik Sowell (1315 North St) with Sowell Architects represented the applicant, Esmeralda Castro, in this modification request. There was no opposition to this request.

The public hearing was closed and presented to the Commission for discussion to which a motion to approve the PUD major modification was made by Latisha Sanders-Jones and seconded by Laura King; passed 9-0, with the chairman voting.

B. Request to rezone ± 31.12 acres located immediately east of 4693 Dave Ward Dr from A-1 to MF-2 and C-3

James relayed the applicant has not officially stated any definitive intended use for the site, but office/retail and multi-family is a likely use. Only 10 acres of the 31-acre site can be developed due to flood hazard constraints and significant portions of the site will need to be elevated to remove it from the floodplain. As it appears rezoning would not likely cause harm to adjacent properties, Planning staff recommended approval of the rezoning request.

Bobby French (1021 Front St) with Central Arkansas Professional Surveying represented the property owner in this rezoning request. There was no opposition to this request.

The public hearing was closed and presented to the Commission for discussion to which a motion to approve the rezoning was made by Drew Spurgers and seconded by Greg West; passed 9-0, with the chairman voting.

ITEMS NOT REQUIRING PLANNING COMMISSION ACTION


A. Plats filed for record

1. All Secure Replat (P2021-00069)
2. Bell Valley Subdivision, Phase 2 (P2022-00001)

Adjournment

There being no further business to conduct, the meeting was adjourned by unanimous vote on a motion made by Laura King and seconded by Alexander Baney.

Approved:



2022 Chairman, Rhea Williams