

March 17, 2025

The regular meeting of the Conway Planning Commission was held, in person, Monday, March 17th at the Conway City Hall. The following members, being a quorum, were present and acting: Lori Quinn, Ethan Reed, Mark Ferguson, Alexander Baney, Jensen Thielke, Jay Winbourne, Brooks Davis, , Cassidy Cook and Kevin Gambrill. Teneicia Roundtree was present starting with item II.C.

Minutes from the January 21st meeting were approved on a motion made by Ethan Reed and seconded by Jay Winbourne. Passed 8-0, without the chairman voting.

I. Subdivision Review

A. Request for preliminary plat approval of The Estates Phase 1 (SUB-0125-0011)

Ryan Robeson, Assistant Director, explained the applicant is requesting preliminary approval of a 51-lot subdivision located approximately 800 feet southwest of the intersection of Nutters Chapel Road and Pebble Beach Drive. The development represents phase 1 of the Estates Subdivision. The property is currently zoned as a Planned Unit Development. The subdivision proposes access via a new street from Nutters Chapel Road and through a second new street to be constructed from the subdivision to the west along Ridgedale Circle. A series of internal, private streets are proposed to provide access to the majority of the lots. All proposed streets will require 5-foot sidewalks with a 6.5 foot green space.

Patrick Hageman (240 Skyline Drive, Conway, AR) represented the applicant.

A motion to approve the preliminary plat with the below corrections and conditions made by Jay Winbourne and seconded by Kevin Gambrill passed 8-0, without the chairman voting.

CORRECTIONS NEEDED ON THE PLAT

1. XY coordinate required for Point of Beginning (POB).
2. Diagon Alley will need a street identifier (Diagon Alley Dr.) This street is not considered an alley.
3. ROW to be removed from plat. All streets are private. However, please show street widths.
4. Provide all lot dimensions.
5. Additional corrections as noted on Preliminary Plat.

CONDITIONS

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. Wheelchair ramps shall be provided by the developer in accordance with the City of Conway's Standard Details.
3. An access easement must be established allowing access to all lots abutting Ravenclaw Drive.
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 of the Planning Commission for the developer to proceed with the preparation of the Final Plat.

II. Public Hearings

A. Request to rezone property at 1375 Harkrider St from A-1 to C-3 (REZ-0125-0007)

Ryan Robeson, Assistant Director, explained the applicant is requesting to rezone +/- 1.00 acre at 1375 S

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Harkrider Dr from A-1 to C-3. A rezoning to C-3 is consistent with the zoning in the area. The Comprehensive Plan designates this area as General Industry given the proximity to the railroad. However, area east of the railroad track has developed into more of a commercial use. This rezone is appropriate for the area and will not likely harm adjacent property. Traffic impact for this development will likely be minimal.

John Luyet (23 Charles Street, Conway, AR) spoke in favor of the rezone.

There was no opposition to the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve made by Alexander Baney and seconded by Ethan Reed passed 8-0, without the chairman voting.

B. Request to rezone property at 708 S Baridon St from R-2 to O-3 (REZ-0225-0019)

Ryan Robeson, Assistant Director, explained the applicant is requesting to rezone +/- 0.41 acres at 708 S Baridon St from R-2 to O-3. A rezoning to O-3 is consistent with other recent rezonings in the area. The Comprehensive Plan designates this area as Single Family. However, given the frontage on Dave Ward Dr, it is reasonable this site be converted to office use. The property adjacent to the ease is zoned O-3 (2002 Dave Ward Dr) and there is another O-3 zoning two lots to the west (1972 Dave Ward Dr). This rezone is appropriate for the area and will not likely harm adjacent property. Traffic impact for this development will likely be minimal. Access to this site is taken off S Baridon St which should help with traffic flow along Dave Ward Dr.

Lance Massey (1531 El Paso Road, El Paso, AR) spoke in favor of the rezone.

David Anderson (705 S Baridon St) and Ken Ashley-Pauley (707 S Baridon) spoke in opposition to the rezone.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve made by Alexander Baney and seconded by Jay Winbourne passed 6-3 with Mark Ferguson, Jensen Thielke, and Cassidy Cook voting in opposition, with the chairman voting.

C. Request to rezone property at 3455 Dave Ward Dr from A-1 to O-1 (REZ-0225-0020)

Ryan Robeson, Assistant Director, explained the applicant is requesting to rezone +/- 0.86 acres at 3455 Dave Ward Dr from A-1 to O-1. A rezoning to O-1 is consistent with the zoning in the area. The Comprehensive Plan designates this area as a Transition Zone. The Transition Zone allows for more intense uses only when sensitivity to adjoining residential areas is considered. Given this project is mixed-use in nature, it is appropriate for this area. This rezone is appropriate for the area and will not likely harm adjacent property. Traffic impact for this development will likely be minimal.

Lance Massey (1531 El Paso Road, El Paso, AR) spoke in favor of the rezone.

Leslie Mattison (3491 Dave Ward Dr), Winton Mattison (3491 Dave Ward Dr), Ernestine Acklin (3489 Dave Ward Dr), Anne Mattison Howard (3411 Dave Ward Dr), and Larry Acklin (3489 Dave Ward Dr) spoke in opposition to the rezone.

The public hearing was closed and presented to the Commission for discussion to which they concluded to deny the request. A motion to approve made by Alexander Baney and seconded by Mark Ferguson failed 5-5 with Ethan Reed, Jay Winbourne, Teneicia Roundtree, Cassidy Cook, and Kevin Gambrill voting in opposition, with the chairman voting.

D. Request for conditional use permit to allow MF-1 density in an O-1 zoning district for property located at 3455 Dave Ward Dr (CUP-0225-0022)

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This item was not heard due to the rezone request denial.

E. Request to rezone property at E Siebenmorgen from R-1 to R-2 (REZ-0225-0021)

Lauren Hoffman, Planner, explained the applicant is requesting to rezone +/- 3.36 acres approximately 620 ft west of the roundabout at Museum Rd and E Siebenmorgen Rd from R-1 to R-2 for phased duplex development. Phase I will consist of 3 lots (2 duplex lots fronting on E Siebenmorgen Rd) and a large third lot that will be Phase II. The second phase of the project is intended to construct a public city street down the eastern portion of the property with duplexes fronting this new street. Platting of both phases will be required and shall align with the City of Conway Subdivision Regulations. The current parcel was annexed as A-1 (Agriculture District) in 1961 and rezoned to R-1 sometime after. The Comprehensive Plan indicates this property and all properties to the west, south, and east to be Single-Family. Seeing as the land to the east and south are both zoned C-3, a higher density single-family zone would be appropriate. The R-2 district encourages the same basic restrictions as the R-2A (Two-Family Residential District) and permits a slightly higher population density area for family living protected from all commercial and industrial activity. Abutting land uses are predominantly large lot Single-Family residential to the west, vacant Single-Family zoned land to the north, the Ola & John Hawks Senior Center and mini storage to the east, and commercial retail/sales uses to the south along North Creek Dr.

Jason Jones (2435 Peabody Dr, Conway, AR) spoke in favor of the rezone.

There was no opposition to the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve made by Jay Winbourne and seconded by Jensen Thielke passed 9-0, without the chairman voting.

F. Request to rezone property at 643 Reedy Rd from A-1 to O-3 (REZ-0225-0025)

Lauren Hoffman, Planner, explained the applicant is requesting to rezone +/- 0.73 acres at 643 Reedy Rd from A-1 to O-3. The existing use of the site as a daycare is legally non-conforming as a daycare cannot operate in the A-1 zone without a conditional use permit. The need to add additional space for their staff to the existing structure is what is initiating the establishment of a formal CUP for the site. A conditional use permit could not be sought in the current A-1 zone due to zoning requirements for A-1 zoned properties that could not be met at the current property. Additionally, platting would further cause A-1 zoning to not be applicable. It is the intent of the applicant to construct a 608-sf addition along the northeastern corner of the existing childcare facility, Smart Start Academy. Childcare Facility use is not allowed by right in the O-3 zone without a conditional use permit. The applicant has submitted a concurrent conditional use permit application, CUP-0225-0023. The Comprehensive Plan designates the area as Single-Family. Adjacent area uses are agricultural, residential, or multi-family and consist of single-family homes on A-1 zoned lots to the north and west, multi-family apartments to the northwest and southwest, and 1 duplex and single-family homes to the south. The purpose of the O-3 district is to provide conversion of older structures no longer useful, serviceable, or desirable in present use to office use and to provide appropriate locations for offices which are in proximity to both residential and nonresidential zones. Such offices will have minimal to no negative impact on the residential areas. The site is currently unplatted and will have to undergo both site development and subdivision review prior to the issuance of building permits for the new building addition.

Keisha Jefferson (3445 Blacksmith Dr, Conway, AR) spoke in favor of the rezone.

There was no opposition to the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve made by Teneicia Roundtree and seconded by Ethan Reed passed 9-0, without the chairman voting.

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G. Request for conditional use permit at 643 Reedy Rd to allow a childcare facility in O-3 (CUP-0225-0023)

Lauren Hoffman, Planner, explained the applicant is requesting a conditional use permit to allow a Childcare Facility in an O-3 zoning district. Per Assessor records, the structure was constructed in 1989 and the use for a school changed sometime in the early 2000's. The site was operating under a different childcare facility in the early 2010's. The structure was internally remodeled in 2018 and at that time, the use was grandfathered due to the remodel type. With the requested expansion, the sites legally non-conforming, or grandfathered, use must come into use conformance. The addition will consist of office/conference space and a lounge/workroom for staff. This area will also be used for parents and visitors. Services such as speech therapy, occupational therapy and physical therapy will also be offered for students. Childcare Facility use is not allowed by right in the O-3 zone without a conditional use permit. The Comprehensive Plan designates the area as Single-Family. Adjacent area uses are agricultural, residential, or multi-family and consist of single-family homes on A-1 zoned lots to the north and west, multi-family apartments to the northwest and southwest, and 1 duplex and single-family homes to the south. The site is currently unplatted and will have to undergo both site development and subdivision review prior to the issuance of building permits for the new building addition.

Keisha Jefferson (3445 Blacksmith Dr, Conway, AR) spoke in favor of the rezone.

There was no opposition to the request.

The public hearing was closed and presented to the Commission for discussion to which they concluded to approve the request. A motion to approve the conditional use permit with the below conditions made by Jensen Thielke and seconded by Cassidy Cook passed 9-0, without the chairman voting.

CONDITIONS

1. Operating hours will be limited to 7:00am to 5:00pm, Monday through Friday.
2. The addition shall be built in a manner that is consistent with the zoning for the site and operational plan included in this application. Significant deviation will require modification to the Conditional Use Permit.
3. The addition shall be subject to site development review in accordance with Article 10 of the Zoning Code, and the property shall be platted in accordance with the Conway Subdivision Ordinance prior to the issuance of building permits.
4. The playground area is currently enclosed by a 6-foot wooden privacy fence. For any additional fencing in the future, fencing type and placement shall be approved by Planning Staff prior to installation.
5. The 20-foot existing landscape buffer along the southern property boundary is to remain undisturbed. No additional structures are to be installed within 20-feet from the western property boundary. This area is retained solely for playground use. Any new landscaping requirements shall comply with Article 10 of the Zoning Code.
6. Any new signage shall be permitted and installed in accordance with the Conway Sign Code.
7. No zoning variance, required as a result of the commencement of the conditional use, may be requested.
8. Any changes to or expansion of the approved use shall require an amended or new conditional use permit.
9. The conditional use approval shall become null and void if the use is not commenced within 18 months from the date of approval of this permit.
10. The conditional use permit shall expire if the use ceases for a consecutive period of greater than 18 months.

III. ANNOUNCEMENTS/ADDITIONAL BUSINESS**A. Next Meeting**

The next Planning Commission meeting will be at 5:30 PM on April 21st at Conway City Hall.

ITEMS NOT REQUIRING PLANNING COMMISSION ACTION**A. Development Review Approvals**

1. (SDR-0923-0141) Multi-family residential project at 301 Bruce St



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2. (SDR-0225-0029) Freyaldenhoven Warehouse Remodel at 1157 Parkway Ave.
3. (SDR-0524-0080) Freyaldenhoven Warehouse Remodel-Post Approval Review at 1157 Parkway Ave.

B. Plats filed for record (Lot Splits, Lot Mergers, and Final Plats)

1. (P2025-00005) Longing 3rd Avenue Replat at 403 & 407 3rd Ave
2. (P2025-00006) Orchard Hill Subdivision Phase 4 at 367 Old Military Rd.
3. (P2025-00009) Conway Cold Storage Subdivision (1300 Mayor Ln).
4. (P2025-00010) Orchard Hill Subdivision Phase 4 Correction Plat (367 Old Military Rd).
5. (P2025-00011) Mill Pond Acres Replat (2285 Mill Pond Rd).
6. (P2025-00012) Conway Regional Health & Fitness Subdivision (700 Salem Rd).

C. Administrative Waivers

1. (SUB-0724-0101) Willow Ridge Subdivision, Lot Depth Reduction permitting 91' lot depth at 1811 Meadowlake Rd.

Adjournment

There being no further business to conduct, Lori Quinn made a motion to adjourn with a second by Jay Winbourne.

Approved:

2025 Chairman, Lori Quinn