



City of Conway

PLANNING COMMISSION

May 18, 2020 · Agenda

PLANNING COMMISSION

Brandon Ruhl, Chairman
Dalencia Hervey, Vice-Chairman
Rhea Williams, Secretary
Rebekah Fincher
Brooks Freeman
Drew Gainor
Arthur Ingram
Latisha Sanders-Jones
Brian Townsend
Anne Tucker

The Conway Planning Commission makes recommendations to the City Council on public hearing items. Items reviewed on this agenda will be considered by the City Council as early as **May 26, 2020.**

Items not approved by the Planning Commission may be appealed to the City Council within 30 days of Planning Commission denial, with the exception of decisions made by the Planning Commission acting as the Board of Zoning Adjustment. If an item is appealed to the City Council a public notice will be placed on the property and conwayarkansas.gov

Call to Order.

Roll Call.

Approval of Minutes. April 20, 2020

I. Subdivision Review

- A. Request for preliminary plat approval of Cindy's Place Subdivision (SUB2020MAR05)
- B. Request for preliminary plat approval of Trison Lane Subdivision (SUB2020APR01)
- C. Request for preliminary plat approval of Robynmar Subdivision, Phase II (SUB2020APR03)

II. Public Hearings

- A. Request for conditional use permit to allow Church in R-1 for property located at 1310 Sunset Drive (USE2020MAY01)
- B. Request for rezoning of property located at 1600 South Donaghey Avenue from C-2 to PUD (REZ2020MAY01)
- C. Request to annex ±7.5 acres located immediately north and west of 284 Mill Pond Road in Round Mountain Subdivision (ANN2020MAY01)

III. Discussion

- A. Items as decided by the Commission

Adjourn

The following items, which do not require public hearing or Planning Commission action, have been reviewed and approved by the Director of Planning & Development and are being reported to the Planning Commission as required by the Zoning Code and Subdivision Ordinance.

Development Reviews

- Massey Apartments (SIT2019DEC01)
- SFI Addition (SIT2019DEC03)
- Hums Hardware (SIT2019AUG02)
- Vision Care Sports Addition (SIT2019NOV02)

- Coldstone Commercial Building (SIT2020JAN03)
- Hamlet Apartments (SIT2020FEB01)
- Structurlam (SIT2020FEB03)

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

- The Hamlet at Conway (SUB2020MAR06)
- Brentwood Village (SUB2020MAR07)
- Trinity Washington Lot 4 Replat (SUB2020MAR08)
- Gabbard Clinic Replat (SUB2020APR02)
- Conrad Court (SUB2020APR04)

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

- Lewis Ranch Phase II, Lot 1 Replat (P2020-00018)
- Blackberry Ridge Subdivision, Phase II (P2020-00019)
- Lewis Ranch Phase I, Lot 2 Replat (P2020-00021)
- Ashley Hart Subdivision (P2020-00023)
- The Hamlet at Conway (P2020-00027)

Request for Preliminary Plat Approval - Cindy's Place Subdivision

I.A

Record No: SUB2020MAR05

APPLICANT

Central Arkansas Professional Surveying
1021 Front St
Conway, AR 72032

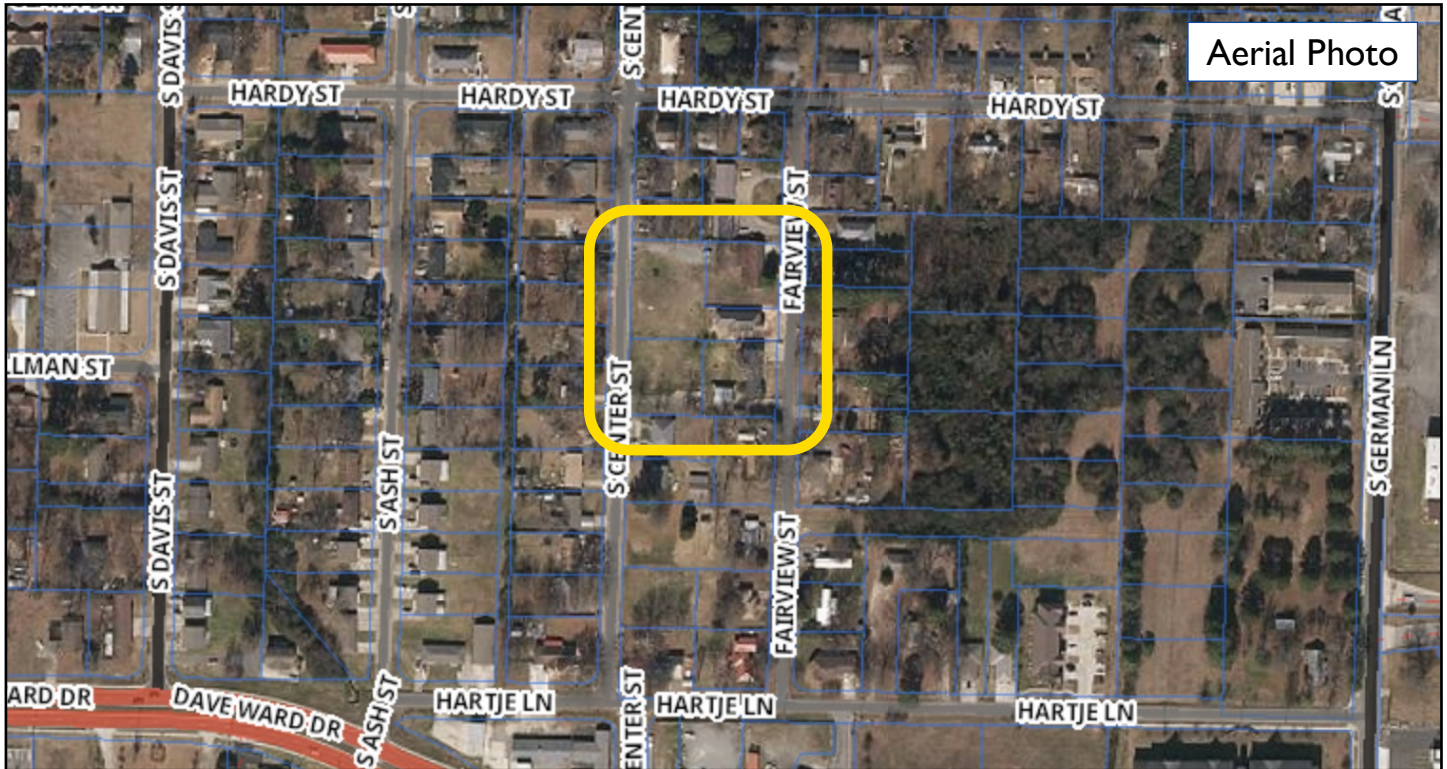
OWNER

Rosa Marquez
705 Fairview St
Conway, AR 72034

STAFF REVIEW BY

Levi Hill, Assistant Director

Location/Site Area. 705 Fairview Ln. Approximately 330 feet south of the intersection of Fairview St and Hardy St. The request also includes the property immediately to the west that fronts on S. Center St; 1.0 acres +/-.



Current Zoning. R-2 (Low-Density Residential).

Existing Structures. One single-family residence.

Overlay. None.

REQUEST

The applicant is requesting preliminary approval of a 6-lot subdivision located approximately 330 feet south of the intersection of Fairview St and Hardy St. The subdivision also includes the vacant property immediately to the west that fronts on S Center St. The property is zoned R-2 (Low-Density Residential). Lots 1-5 are proposed at 7,000 square feet and will be zoned properly for two-family development. Lot 6 will be approximately 6,800 square feet and will be zoned for single-family development. Lots 1-5 will be accessed by S Center St, while lot 6 will be accessed by Fairview St. Six feet of right of way is proposed to be dedicated for S Center St as a part of the plat. The required 5 foot dedication for Fairview St is not shown on the plat, however Staff has included a condition of approval requiring the dedication. Sidewalks will be required at the time of construction for lots 1-5, however sidewalk in lieu fees will be required for lot 6 prior to filing the final plat.

No waivers were Included as a part of this request

STAFF RECOMMENDATIONS

Planning Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval. The proposed lot sizes and frontage widths are consistent with the requirements of the R-2 (Low Density Residential) zoning for this site.

The following lists the items that are reviewed by the Conway Planning Department for the changes and/or additions as required by the applicable provisions of the Conway Subdivision Ordinance.

CORRECTIONS NEEDED ON THE PLAT

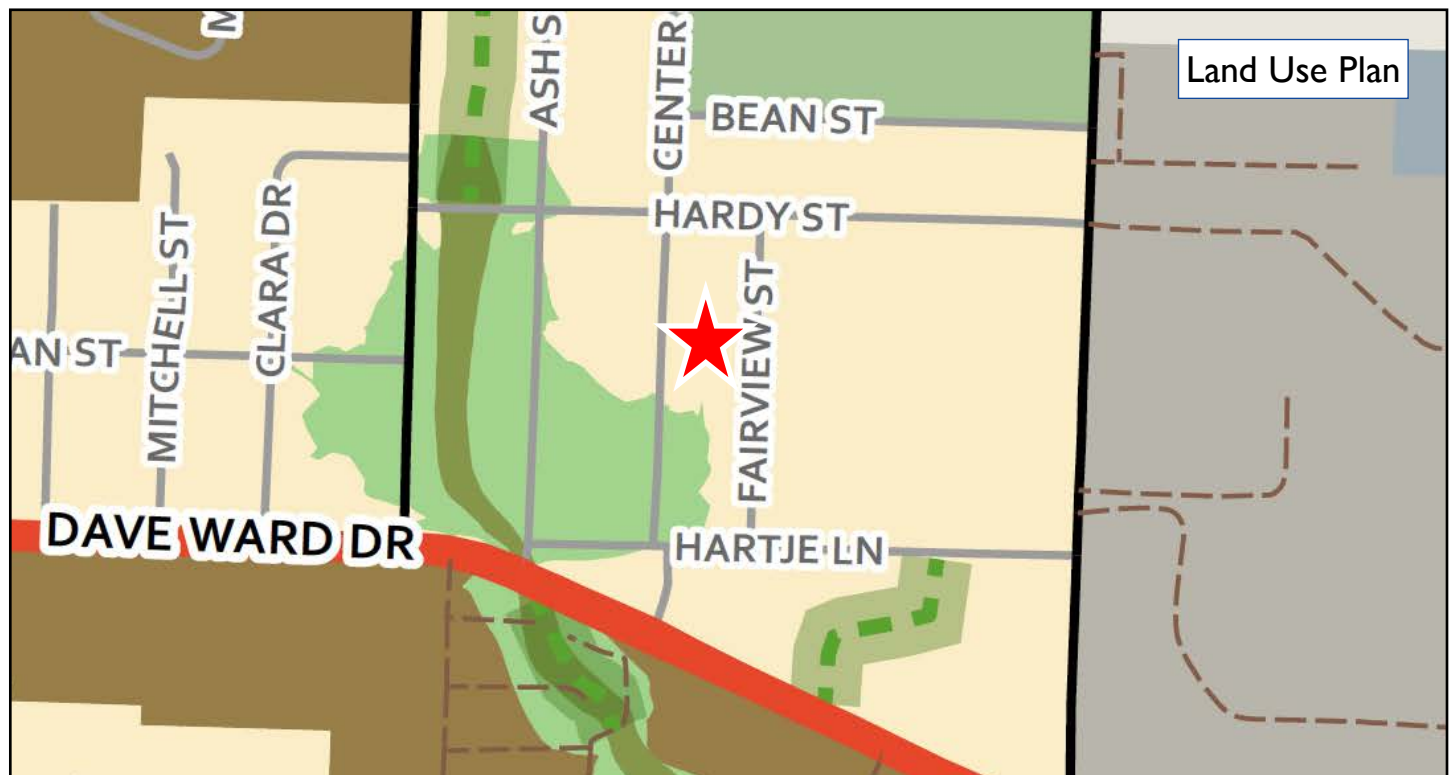
1. Show all hydrant locations.
2. Corrections as noted on Preliminary Plat.
3. A 5-foot right of way dedication for Fairview St shall be added to the plat.

CONDITIONS

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. Sidewalk in lieu fees shall be paid for lot 6 prior to filing the final plat.
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 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. 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 shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat.

Request for Preliminary Plat Approval - Cindy's Place Subdivision

Record No: SUB2020MAR05



Request for Preliminary Plat Approval - Trison Lane Subdivision

I.B

Record No: SUB2020APR01

APPLICANT

The Tyler Group
240 Skyline Dr, Ste 300
Conway, AR 72032

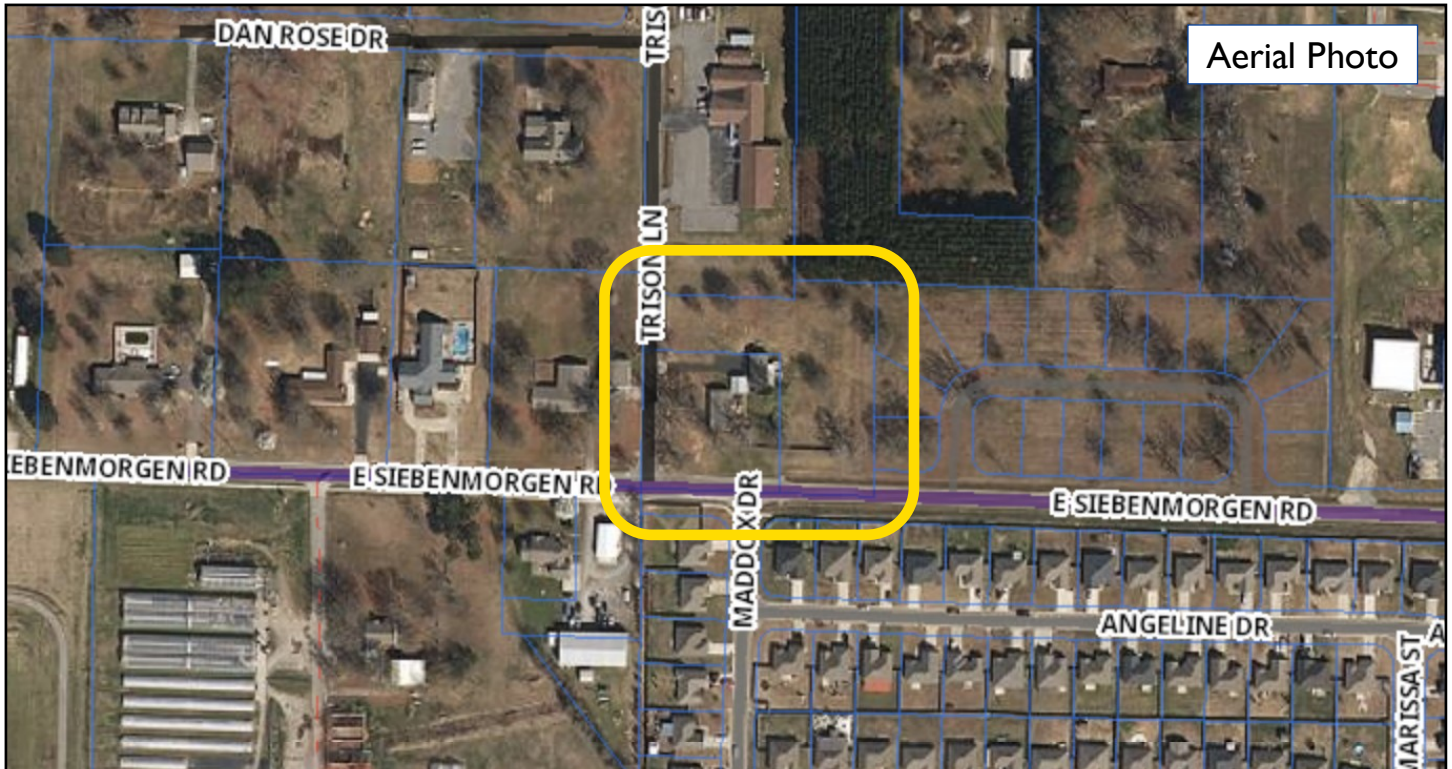
OWNER

Boedeker-Hamilton Properties, LLC
3750 Prince St
Conway, AR 72034

STAFF REVIEW BY

Levi Hill, Assistant Director

Location/Site Area. 1500 Trison Ln. Northeast corner of Trison Ln and E Siebenmorgen Rd; 2.5 acres +/-.



Current Zoning. O-2 (Quiet Office)

Existing Structures. One single-family residence and accessory structures.

Overlay. None.

REQUEST

The applicant is requesting preliminary approval of a 7-lot subdivision located at the northeast corner of Trison Ln and E Siebenmorgen Rd. The property is zoned O-2 (Quiet Office). The proposed lots range from 7,000 square feet to 24,800 square feet consistent with the lot requirements of the site's zoning classification. Lots 1, 6, and 7 will be accessed by Trison Ln while lots 2-5 will be accessed by shared drives along E Siebenmorgen Rd. Pursuant to Section 9 of the Subdivision Regulations, sidewalks are required along all existing streets at the time of construction.

No waivers were Included as a part of this request

STAFF RECOMMENDATIONS

Planning Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval. The proposed lot sizes and frontage widths are consistent with the requirements of the O-2 (Quiet Office) zoning for this site.

The following lists the items that are reviewed by the Conway Planning Department for the changes and/or additions as required by the applicable provisions of the Conway Subdivision Ordinance.

CORRECTIONS NEEDED ON THE PLAT

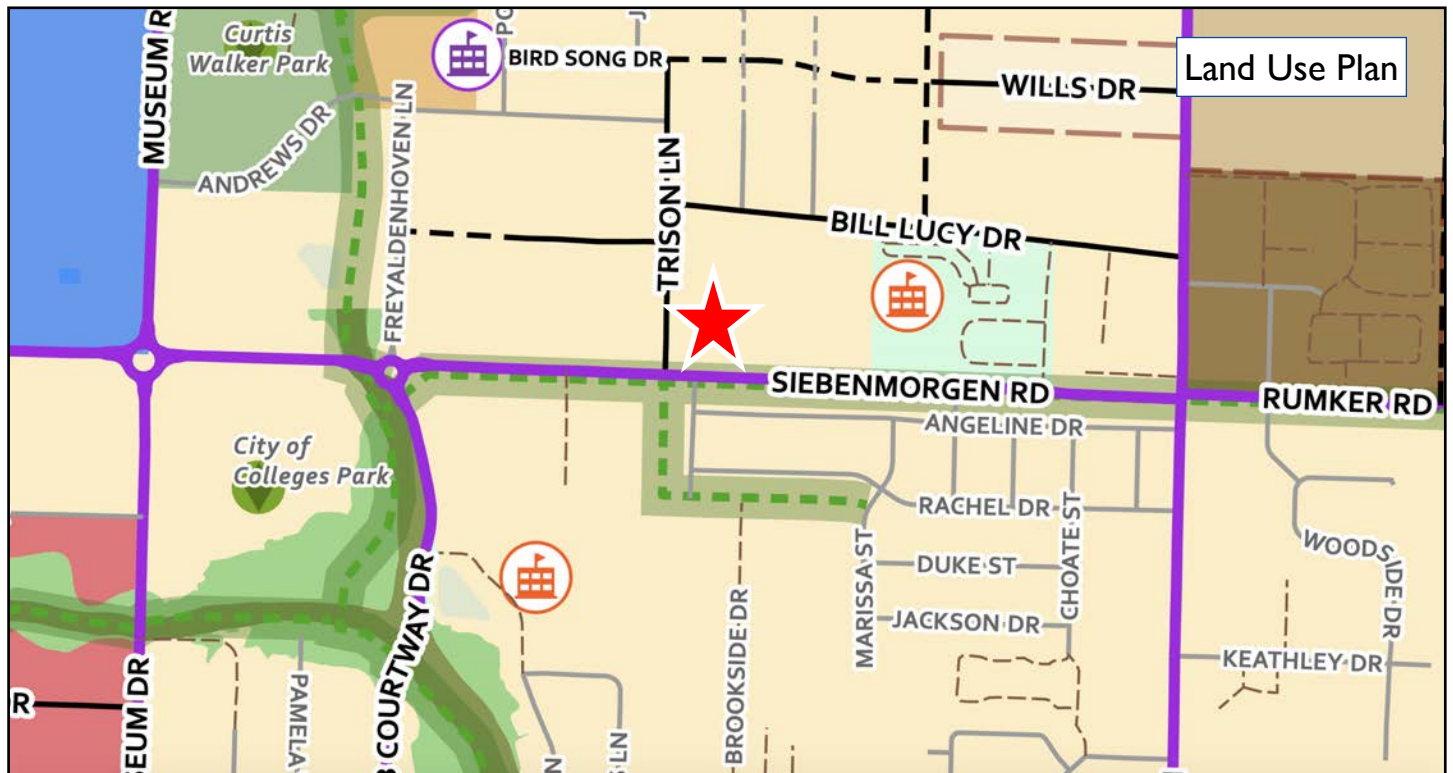
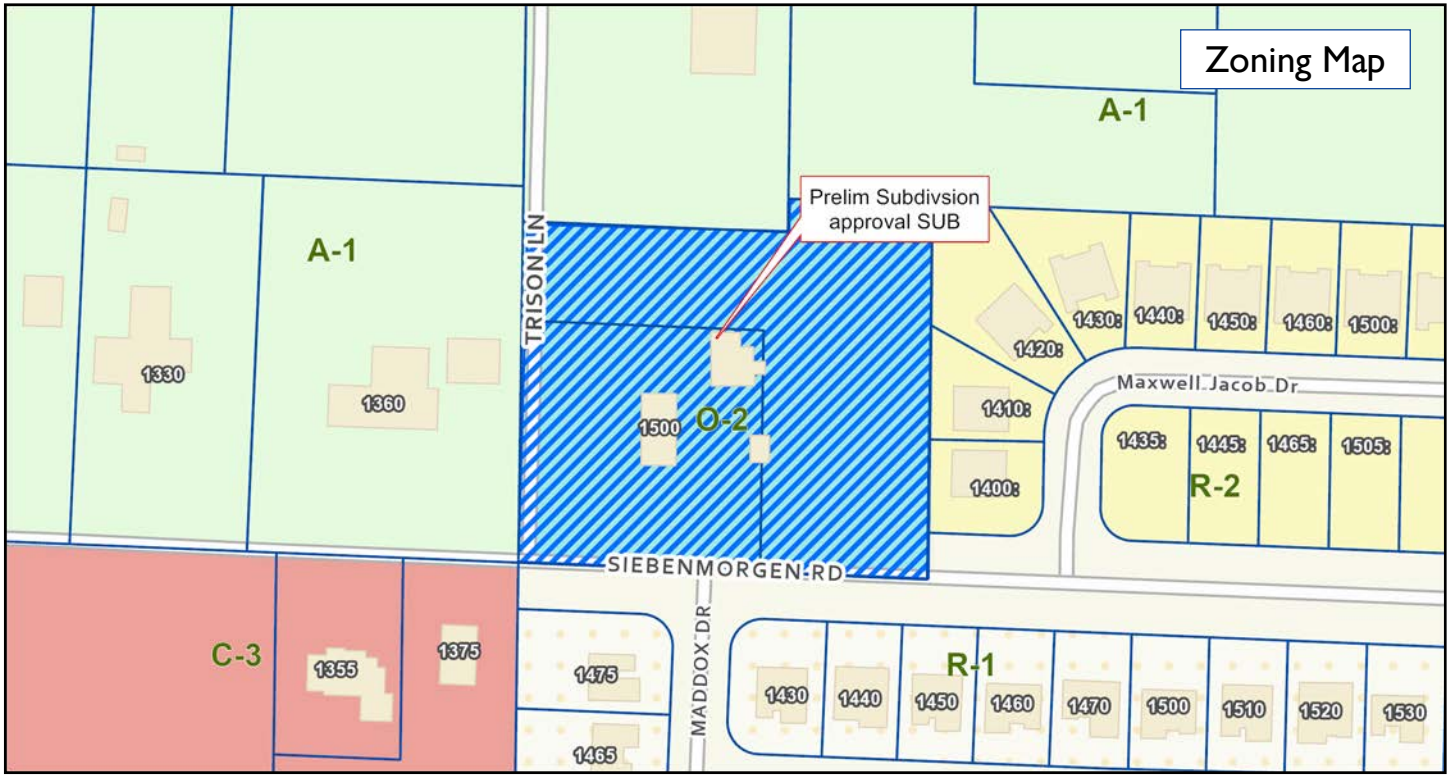
1. Show all hydrant locations.
2. Corrections as noted on Preliminary Plat.

CONDITIONS

1. Preliminary Plat approval from all reviewing agencies shall be obtained.
2. All setbacks shall be provided on the final plat, including the required 8-foot setback from the existing garage proposed to remain.
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 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. 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 shall constitute authorization of the Planning Commission for the developer to proceed with the preparation of the Final Plat.

Request for Preliminary Plat Approval - Trison Lane Subdivision

Record No: SUB2020APR01



Request for Preliminary Plat Approval - Robynmar Subdivision, Phase II

I.C

Record No: SUB2020APR03

APPLICANT

Tyler Group
240 Skyline Dr, Ste 300
Conway, AR 72032

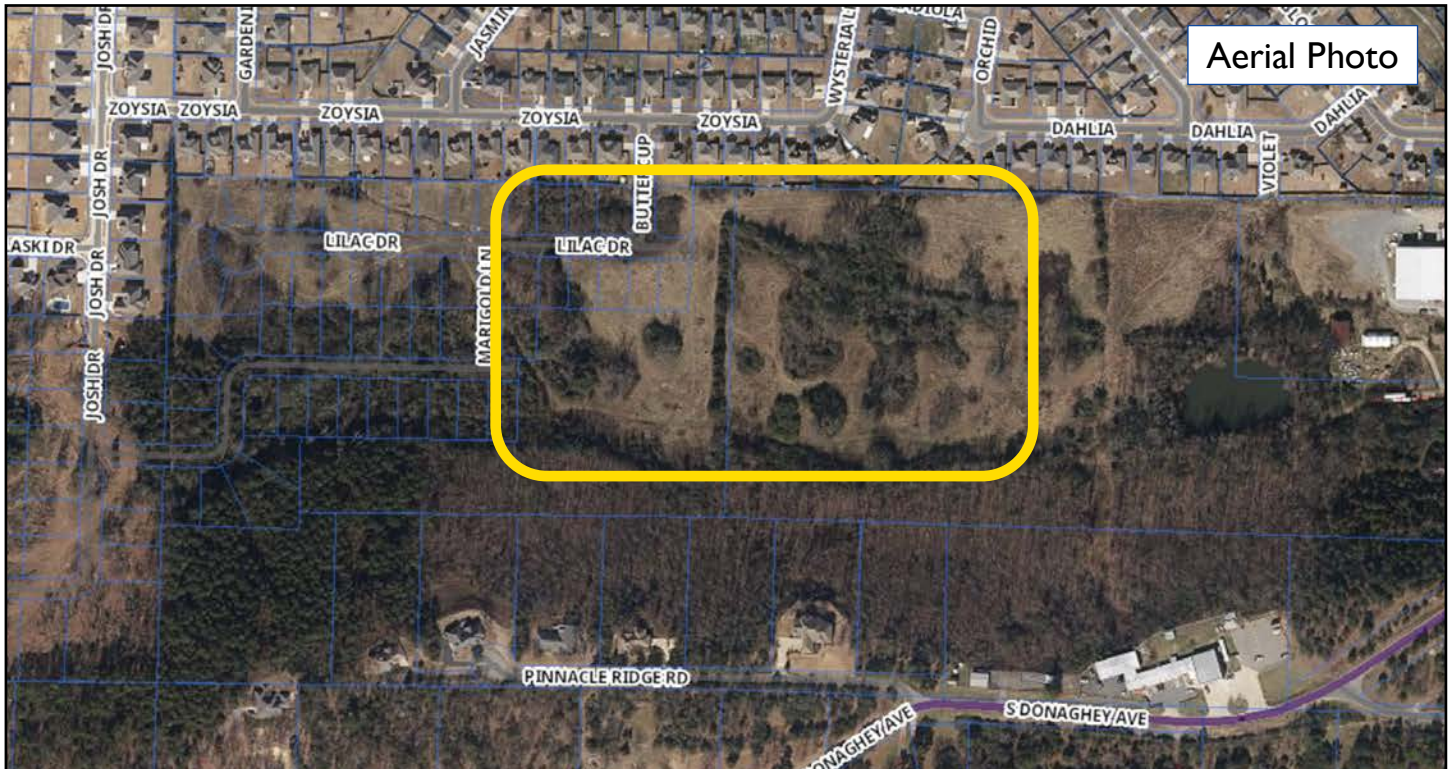
OWNER

Watson Family Properties, LLC
700 Padgett Rd
Conway, AR 72034

STAFF REVIEW BY

Levi Hill, Assistant Director

Location/Site Area. Immediately east of the terminus of Overcup Dr and Lilac Dr; 24.15 acres +/-.



Current Zoning. R-1 (Single-Family Residential).

Existing Structures. None.

Overlay. None.

REQUEST

The applicant is requesting preliminary approval of a 43-lot subdivision located immediately east of the terminus of Overcup Dr and Lilac Dr. The subdivision represents Phase 2 of the Robynmar Subdivision. The property is zoned R-1 (Single-Family Residential). The proposed lots range from 8,400 square feet to 9,800 square feet. The lots will be accessed by the extension of Overcup Dr and Lilac Dr. Additionally, the plat proposes the construction of one new street. All street extensions and new streets included 5 foot sidewalks with a 6.5 foot green space.

No waivers were Included as a part of this request

STAFF RECOMMENDATIONS

Planning Staff recommends approval of the preliminary plat contingent upon the completion of the amended punch list and associated conditions of approval. The proposed lot sizes and frontage widths are consistent with the requirements of the R-1 (Single-Family Residential) zoning for this site.

The following lists the items that are reviewed by the Conway Planning Department for the changes and/or additions as required by the applicable provisions of the Conway Subdivision Ordinance.

CORRECTIONS NEEDED ON THE PLAT

1. Show all hydrant locations.
2. Corrections as noted on Preliminary Plat.

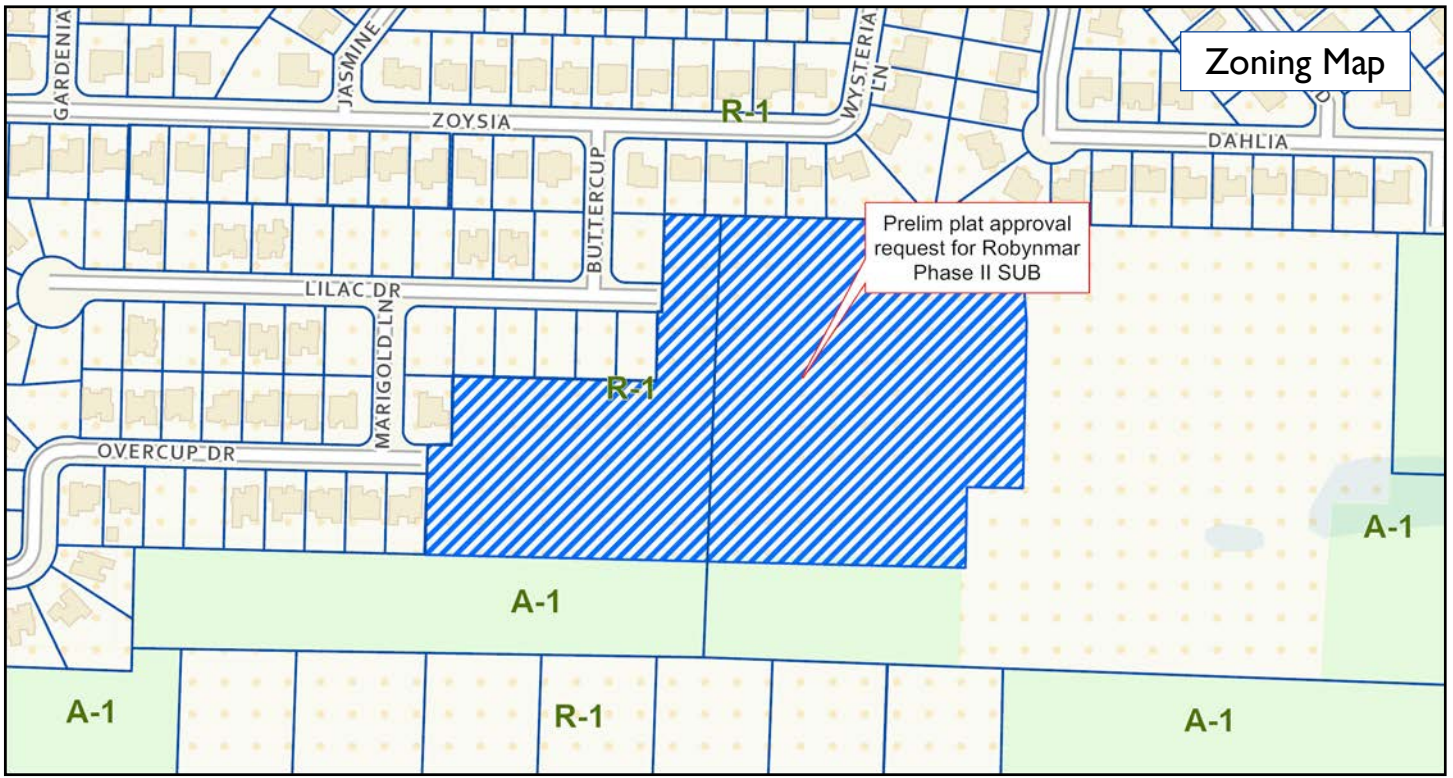
CONDITIONS

1. Preliminary 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.
7. 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.

Request for Preliminary Plat Approval - Robynmar Subdivision, Phase II

I.C

Record No: SUB2020APR03



Request for Conditional Use Permit: Church in R-1

II.A

Record No: USE2020MAY01

APPLICANT

Frank Shaw
1315 Main St
Conway, AR 72034

PROPERTY OWNER

Clara L. Baker Revocabale Trust
Clara Baker, Trustee

STAFF REVIEW BY

Levi Hill, Assistant Director

Location/Site Area. 1301 Sunset Blvd. Vacant property immediately west of the terminus of Sunset Dr, north of the Wal-Mart Neighborhood Market; 7.61 acres+/-.



Current Zoning. R-1 (Single-Family Residential).

Existing Structures. None.

Overlay. None.

Requested Conditional Use. Religious Facility.

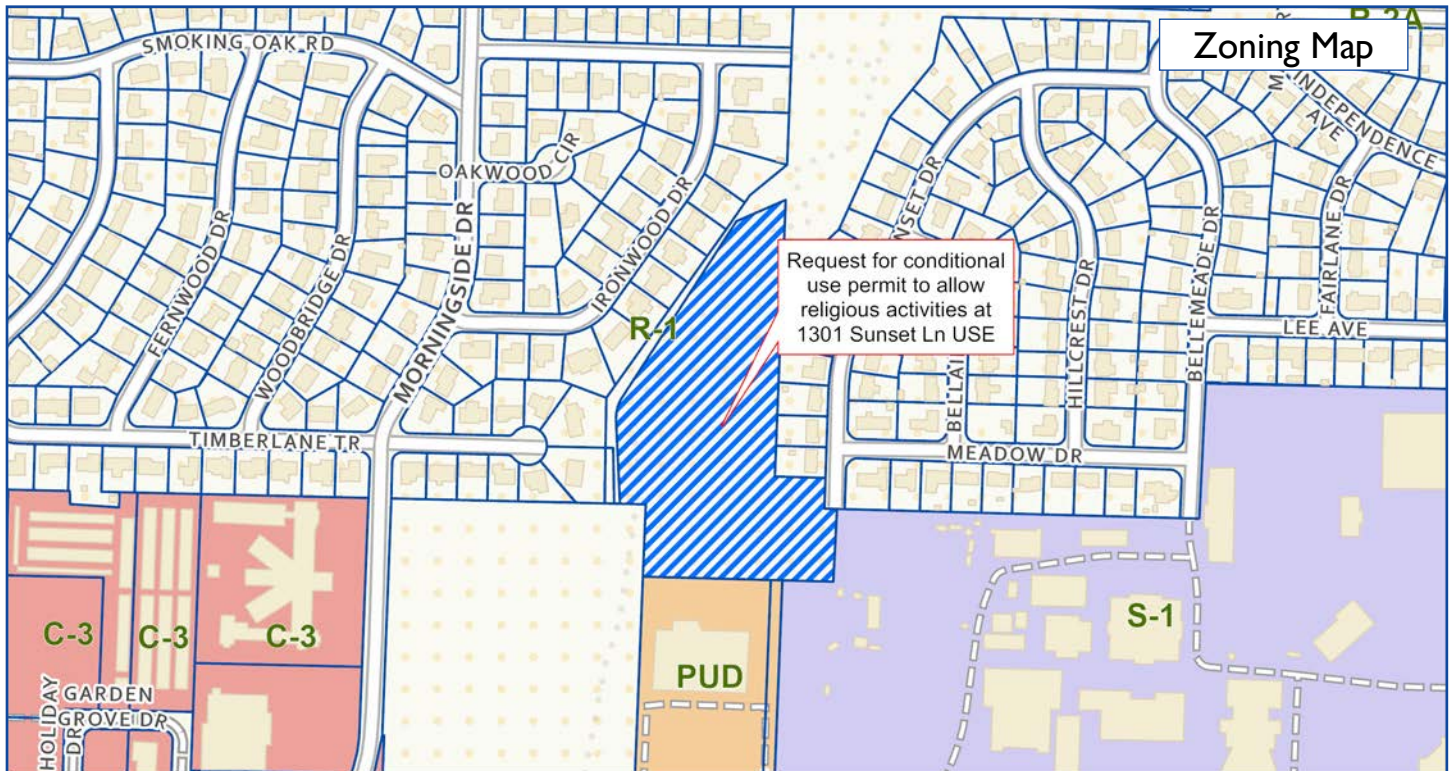
Comprehensive Plan. Single-family.

Projected Traffic Impact. With the requested conditional use, the likely increase in traffic impact would be modest. With an assumption of the site devoted to a 21,000 square foot religious facility, it is anticipated the site would generate approximately 63 vehicle trips per typical week day and 283 vehicle trips per typical Sunday. These estimates are calculated based on information provided from the applicant regarding proposed activities as well as data from the Institute of Transportation Engineers, Trip Generation Manual.

Request for Conditional Use Permit: Church in R-1

II.A

Record No: USE2020MAY01



Current Traffic Counts. Prince St. (21,000 vehicles/day).

Flood\Drainage. Portions of the site lie in the Tucker Creek floodway as well as floodplain zones AE and X.

Utilities. The site is currently served by utilities.

Master Street Plan. Sunset Dr-Residential Local.

Street Improvement. No improvements planned.

STAFF COMMENTS

- The applicant intends to construct a 21,000 square foot religious facility. The use is not allowed in the current zoning district however it is allowed as a conditional use in the R-1 zone.
- Access to the site is proposed via Sunset Dr and an access easement extending from the northern terminus of Farris Rd, across the Wal-Mart property.
- While the Comprehensive Plan for this site is designated as Single-Family, due to the existing flood constraints and the site's proximity to an intense commercial use, it would not be feasible or appropriate to develop the property for low-density residential uses.
- The proposed institutional use would provide an appropriate transition from the intense commercial to the south to the single-family residential to the north and east.
- The conditional use would not likely result in harm to adjacent property.
- If approved, the development would be subject to the provisions of Section 1101 of the Zoning Code, Development Review.



STAFF RECOMMENDATIONS

Staff recommends approval of the conditional use permit with the following conditions:

1. Any significant modifications, as determined by the Planning Director, to the approved site plan or use shall require an amended or new conditional use permit.
2. Parking area and dumpster enclosure shall be relocated to the interior of the site and screened from the existing trail.
3. Efforts shall be made to retain as much existing vegetation as possible.
4. The portions of the Tucker Creek Trail that exist on the property shall be placed in a public access easement. Applicant shall have the option of dedicating right of way in lieu of an easement.
5. A public access easement shall be provided for the new trail extension across the property to the adjacent high school property. This trail extension shall be constructed at the same time as the church and is required prior to issuance of final certificate of occupancy. Applicant shall have the option of dedicating right of way in lieu of an easement.
6. A minimum 20-foot evergreen screen shall be provided along the northern property line abutting the residential property.
7. Trees planted 30 feet on center shall be provided in the landscape buffer on southern property line.
8. Lighting shall be shielded and directed away from the residential properties.
9. Development shall be subject to the Development Review process in accordance with Section 1101 of the Zoning Code.
10. All signage shall be permitted by the Planning Department prior to installation.

Request for Conditional Use Permit: Church in R-1

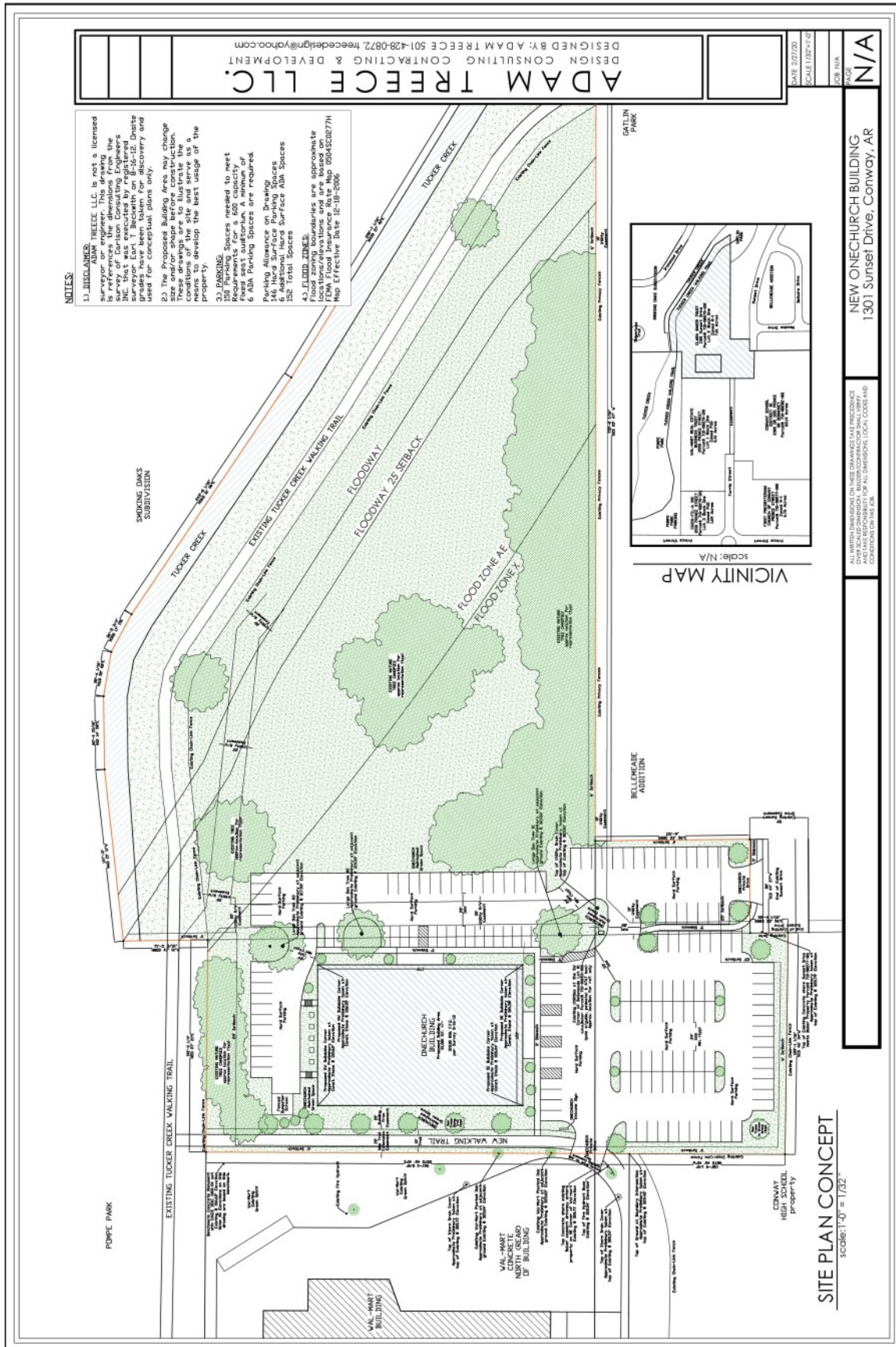
II.A

Record No: USE2020MAY01



Request for Conditional Use Permit: Church in R-1

Record No: USE2020MAY01



Request for Rezoning: C-2 to PUD

II.B

Record No: REZ2020MAY01

APPLICANT

The Tyler Group
240 Skyline Dr, #1000
Conway, AR 72032

PROPERTY OWNER

Kevin Watson
700 Padgett Rd
Conway, AR 72034

STAFF REVIEW BY

Beth Sketoe, Planner

Location/Site Area. 1600 S Donaghey Ave; 3.28 acres+/-.



Aerial Photo

Current Zoning. C-2 (Neighborhood Commercial).

Requested Rezoning. PUD (Planned Unit Development).

Existing Structures. None.

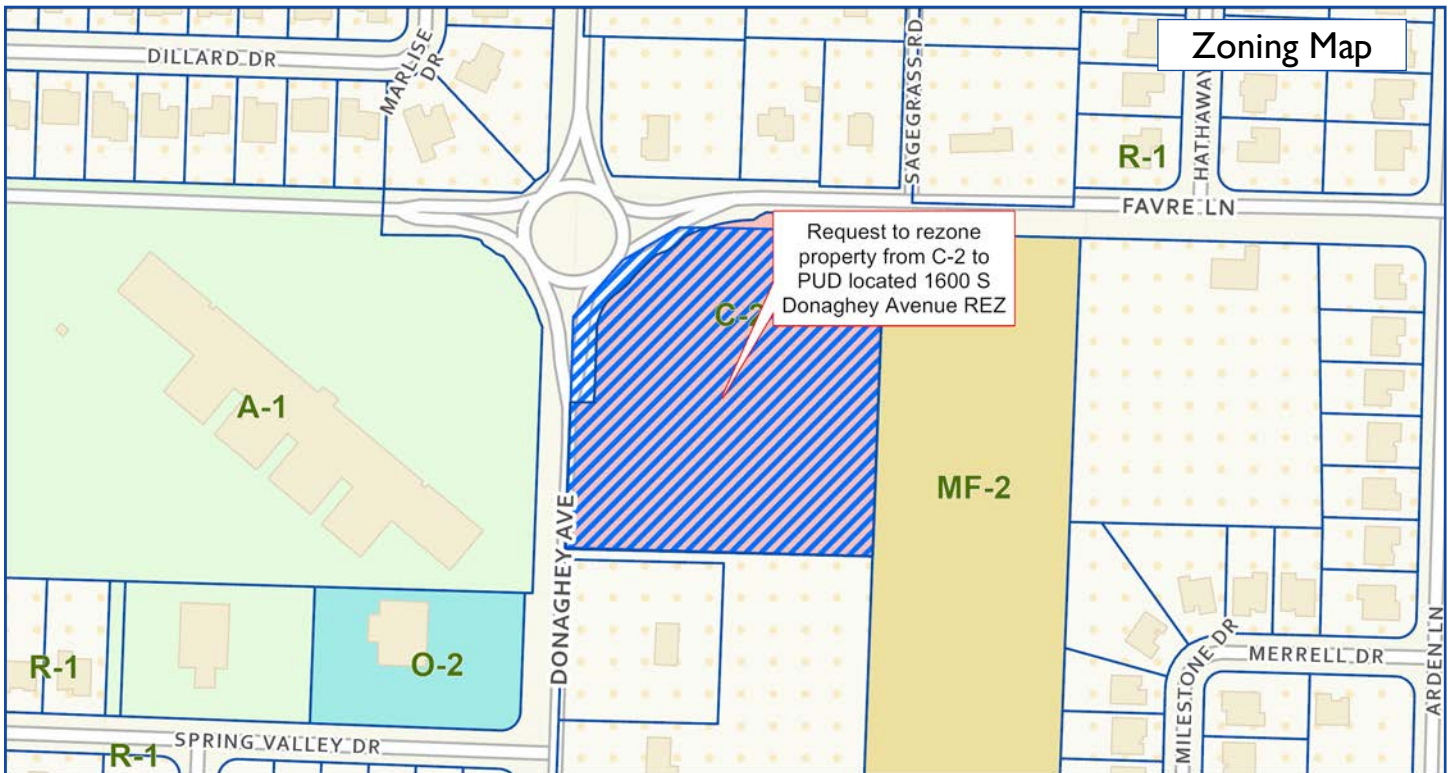
Overlay. None.

Comprehensive Plan. Multi-family.

Current Traffic Counts. S Donaghey Ave (8,800 vehicles/day); Favre Ln (5,400 vehicles/day).

Projected Traffic Impact. With a rezoning to PUD and developed as indicated on the plan, the likely increase in traffic impact would moderate given that the site is currently undeveloped. The applicant is proposing a total of 48 residential units in the form of 2, 4, and 6 unit structures. If approved the anticipated traffic increase is expected to be approximately 351 trips per typical weekday.

Flood\Drainage. The site is not within any FEMA Flood Hazard Zones.



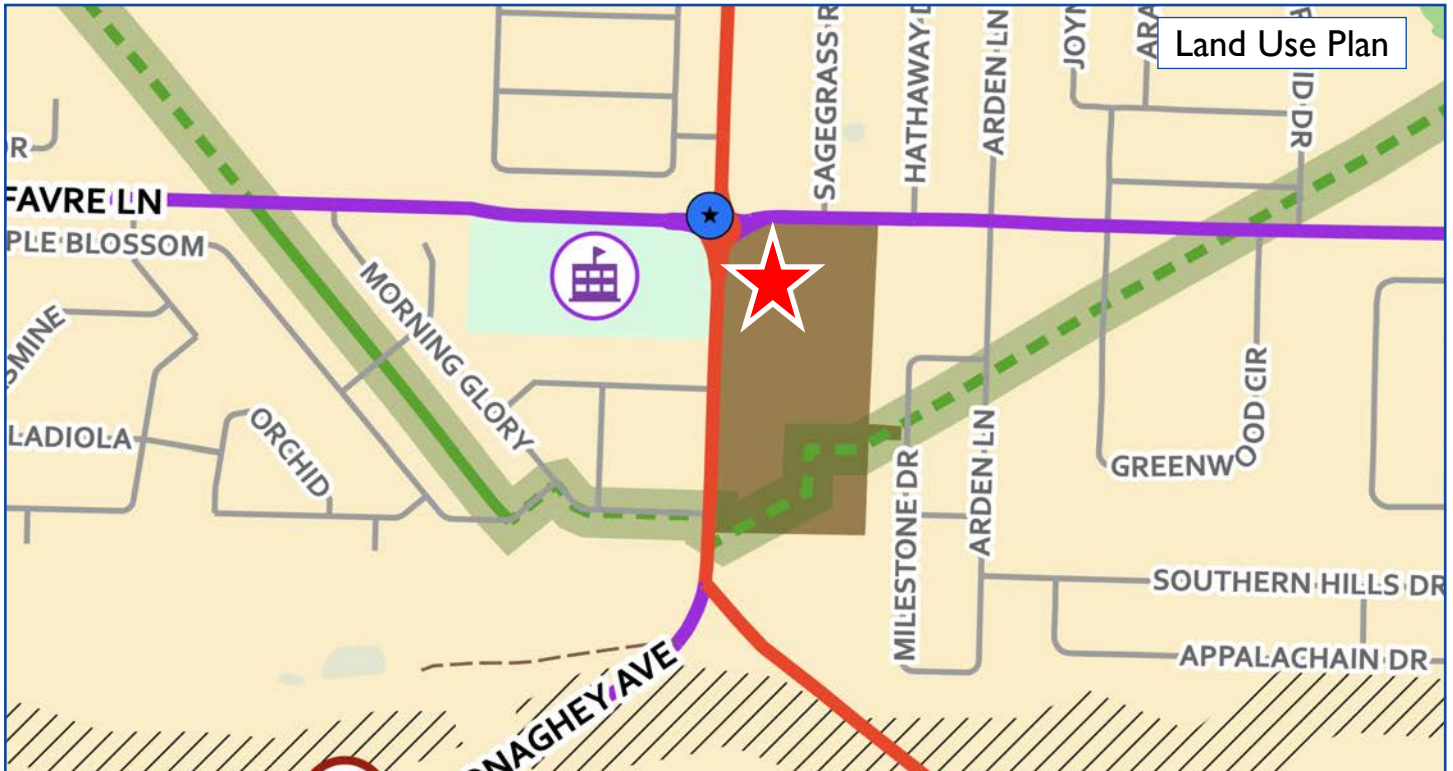
Utilities. The area is currently served by utilities. The applicant plans to extend sewer service, from the north, to the property.

Master Street Plan. S Donaghey Ave-Major Arterial; Favre Ln-Minor Arterial.

Street Improvement. No improvements are planned at this time.

STAFF COMMENTS

- The site is currently undeveloped and is located at the southeast corner of the intersection of S Donaghey Ave and Favre Ln.
- The proposed use and density are consistent with the Comprehensive Plan.
- The extension of sewer service to the area will allow for additional development of adjacent properties which was previously cost prohibitive.
- Approved uses are limited to residential dwellings in the form of 2, 4, and 6 unit structures as indicated on the plan.
- All lot dimensions and proposed parking areas for all structures shall be included on the plan.
- Sidewalk extension is required to the property boundaries along S Donaghey Ave and Favre Ln; sidewalks are required along the south side of Lot 11 and the east side of Lot 17 pursuant to Section 9 of the Subdivision Regulations.
- The plan proposes setbacks as follows: 15' front and exterior, 10' rear; interior setbacks are not indicated, but are required to be indicated on the plan.
- Structures which exceed 2 dwelling units are subject to the Development Review process in accordance with Section 1101 of the Conway Zoning Code.
- The rezoning would not likely result in harm to adjacent property.



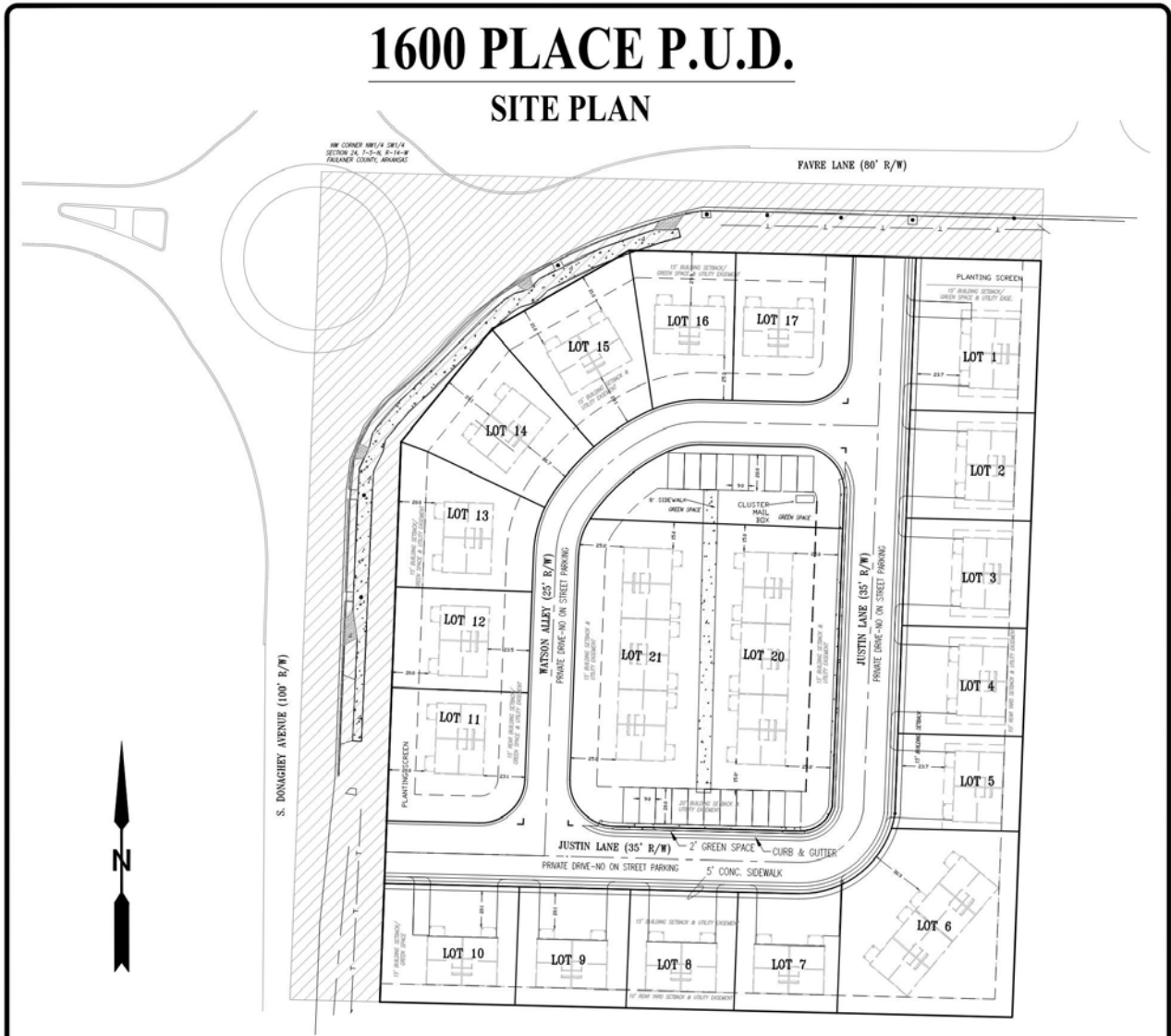
STAFF RECOMMENDATIONS

Staff recommends approval of the rezoning request, pending revisions, with the conditions listed below. The proposed use and density are consistent with the Comprehensive Plan.

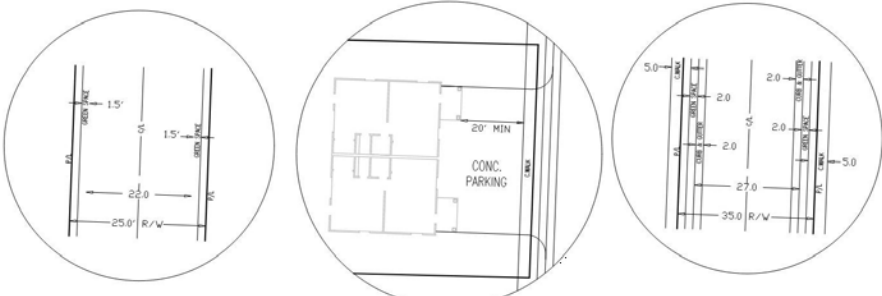
1. Permitted uses are limited to residential as indicated on the approved plan with a maximum of 48 dwelling units.
2. All standards and uses other than those defined shall be governed by restrictions of the R-2 zoning district.
3. Buildings shall be of the following materials:
 - Brick/stone
 - Cement fiber board (Hardie Board)
 - Wood
 - Other materials as approved by the Planning Director
4. Vinyl Siding shall be prohibited.
5. No fences shall be permitted.
6. No accessory structures shall be permitted.
7. The amount of impervious surface allowed shall be limited to that as indicated on the plan.
8. Applicant shall plat the property in accordance with the Subdivision Regulations, at which time setbacks will be finalized.
9. Applicant shall return a signed copy of the final development plan agreement prior to the issuance of building permits.
10. All roadway improvements shall be privately maintained.
11. A Property Owners' Association shall be required to be formed and operate in perpetuity to maintain all common areas and improvements such as streets, sidewalks, and drainage.

1600 PLACE P.U.D.

SITE PLAN



Legal Description (Lots 1-24) Watson Subdivision P.U.D.
 Being a part of the NW1/4 SW1/4 of Section 24, T-5-S-N, R-14-W, Faulkner County, Arkansas; more particularly described as beginning at the NW corner of said NW1/4 SW1/4, thence along the North line of said NW1/4 SW1/4, S88°38'16"E 402.00 feet; thence leaving said North line, S02°10'31"W 40.00 feet to the point of beginning; thence continue S02°10'31"W 421.40 feet; thence N88°38'16"W 352.00 feet; thence N02°10'31"E 312.00 feet; thence N38°54'04"E 80.30 feet; thence N60°08'01"E 88.17 feet; thence S88°38'16"E 229.23 feet to the point of beginning containing 3.28 acres more or less.



PROJECT TITLE: 1600 PLACE P.U.D. SITE PLAN	INT.	DATE	DESCRIPTION OF REVISION MADE	DATE:	5-1-2020
				SCALE:	1 INCH EQUALS 40 FEET
				PROJECT JOB NO.:	119-0223/ SITE PLAN
				DRAWN BY:	RPM
				REVIEWED BY:	RPG
				STATE CODE:	
				SHEET NO.:	1 OF 1

Tyler Group
 surveying, mapping, engineering
 1240 SKYLINE DR. STE. 3000/CONWAY, AR. 72032
 Ph: 501.329.1400 / Fax: 501.327.3972 / www.tylergroup.net / email: info@tylergroup.net

Request to Annex Lands

II.C

Record No: ANN2020MAY01

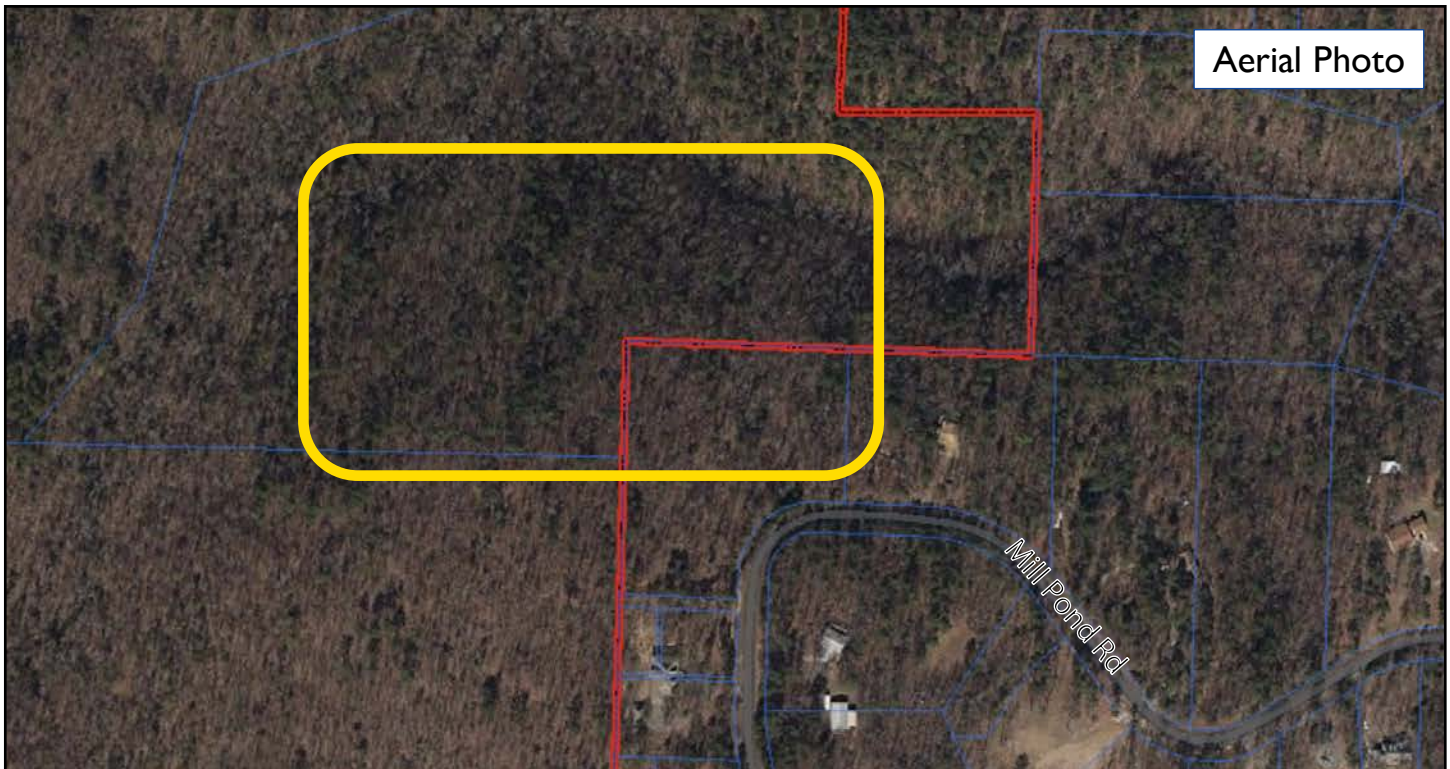
APPLICANT/OWNER

Frank Shaw
1315 Main St
Conway, AR 72034

STAFF REVIEW BY

James Walden, AICP

Location/Site Area. West of Mill Pond Rd (Near Lot 9 Round Mountain Subdivision Replat; 7.50 acres+/-).



Current Zoning. N/A (Outside City).

Existing Structures. None.

Overlay. None.

Requested Rezoning. R-1 (Single-family Residential); Staff recommends R-1.

Comprehensive Plan. Single-family.

Traffic Impact. Based on the likely use of the property for single-family residential, the property would likely generate approximately 60-70 vehicle trips per typical weekday. The traffic impact of the development should be minimal.

Flood\Drainage. The site is not within any FEMA Flood Zones.

Utilities. The applicant will need to coordinate utilities with Conway Corporation.

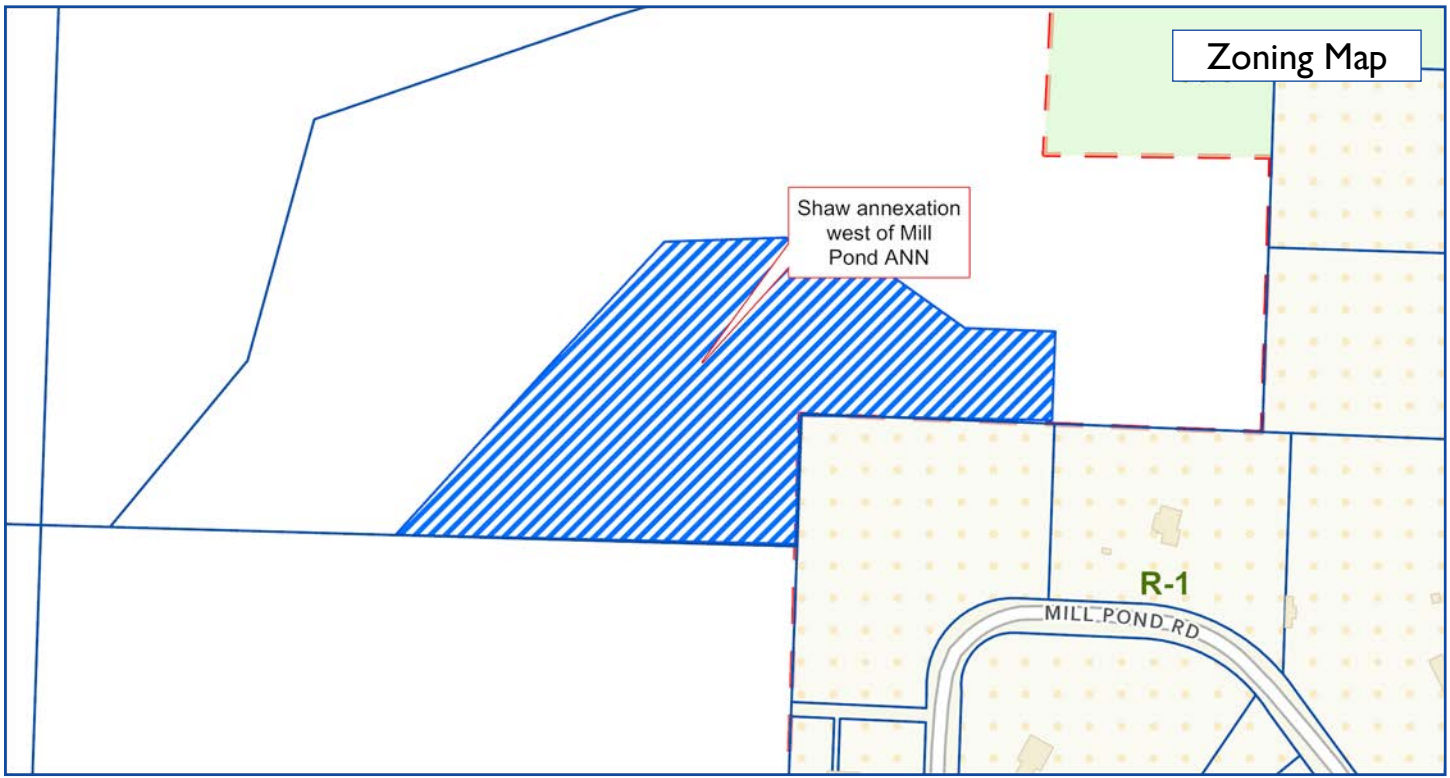
Street Improvement. Mill Pond Rd is an improved gravel road of substandard variable width of 16'-20'.



STAFF COMMENTS

The applicant is seeking annexation of a 7.50 acre site. It is anticipated the annexation request has been filed to allow for a future subdivision request. The following comments and findings have been made:

- The property does not have access to a street however, it is held in common ownership with Lot 9 of Round Mountain Subdivision, which has access to Mill Pond Rd.
- Mill Pond Rd is in very poor condition, and additional development accessing the street is not ideal.
- Sewer service is not available to these properties, but Conway Corporation does provide water service in the area. As such, development potential is limited.
- Conway Corporation is currently only capable of providing water service that meets 1,000 GPM for fire flow.
- R-1 zoning is appropriate for the property in the area, as lot sizes will be dictated by the ability to provide septic service and limit development potential.
- The applicants are requesting police protection, fire protection, street maintenance, and the ability to connect to Conway Corp utilities.
- The annexation request complies with the requirements of ordinance #O-99-95 specifying procedures for annexations.



STAFF RECOMMENDATIONS

- Fire Department recommends annexation.
- Conway Corporation recommends annexation.
- Planning & Development Department recommends annexation.
- Transportation Department recommends annexation.
- Sanitation Department recommends annexation.

Staff recommends approval of this request. The annexation would have limited impact on current city services offered in the area. If the annexation results in new residential development at the site, issues affecting provision of adequate fire service and access will be addressed at the time of development.