



CITY OF CONWAY, ARKANSAS PLANNING COMMISSION

November 16, 2020 · 7:00pm · City Hall · 1111 Main Street



City of Conway

PLANNING COMMISSION

November 16, 2020 · 7:00 pm · City Hall

Due to restrictions imposed because of the COVID-19 pandemic, the Planning Commission meeting will be broadcast on the City of Conway [Facebook](#) and [YouTube](#) pages. Please submit questions/ comments [via email to Planning Staff](#) by 3:00pm the day the meeting.

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 **November 24, 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. October 19, 2020

I. Subdivision Review

- A. Request for preliminary plat approval of Twin Rivendale Subdivision (SUB2020OCT04)

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 (VAR2020VAR01)
- B. Request for rezoning properties located at 1160 Mattison Road and 3175 Donnell Ridge Road from R-1 to A-1 (REZ2020NOV01)
- C. Request for conditional use permit to allow church/religious assembly in the T4 Transition Zone - Northeast Old Conway Area Specific Plan for property located at 1109 Gum Street (USE2020OCT02)

III. Discussion

- A. Planning Commissioner Selection
- B. 2021 Calendar review and adoption
- C. Items as decided by the Commission

Adjourn

Request for Preliminary Plat Approval - Twin Rivendale Subdivision

I.A

Record No. SUB2020OCT04

APPLICANT

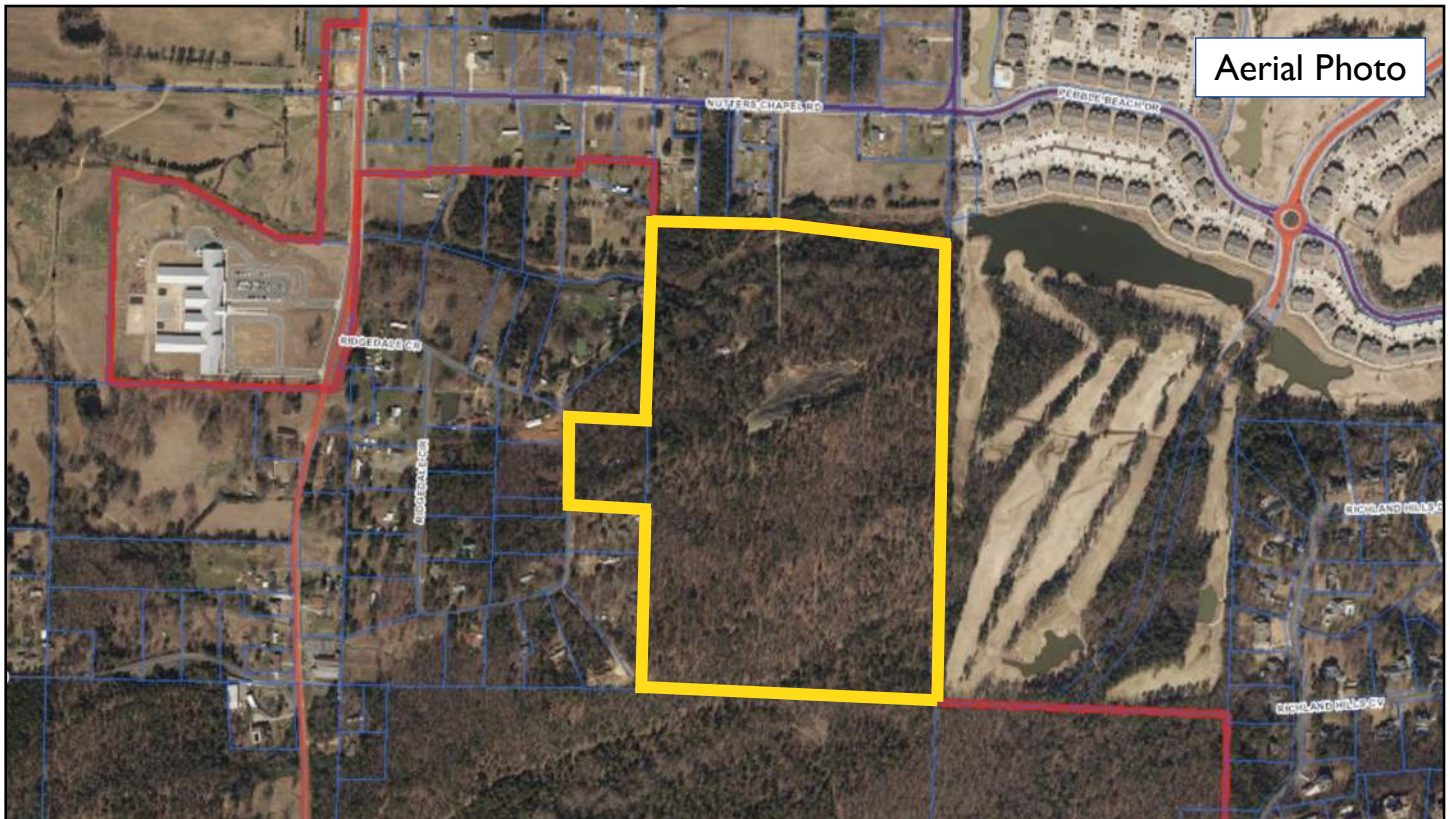
The Tyler Group
240 Skyline Drive, Suite 3000
Conway, AR 72032

PROPERTY OWNER

Files Development, LLC
Tim Files
45 River Estates Cove
Little Rock, AR 72223

STAFF REVIEW BY

Levi Hill, Assistant Director



Location. Approximately 800 feet west of the intersection of Nutters Chapel Road and Pebble Beach Drive.

Site Area. 66.87 acres +/-.

Current Zoning. Unzoned property within the Planning Area Boundary.

Existing Structures. One single-family residence.

Overlay. None.

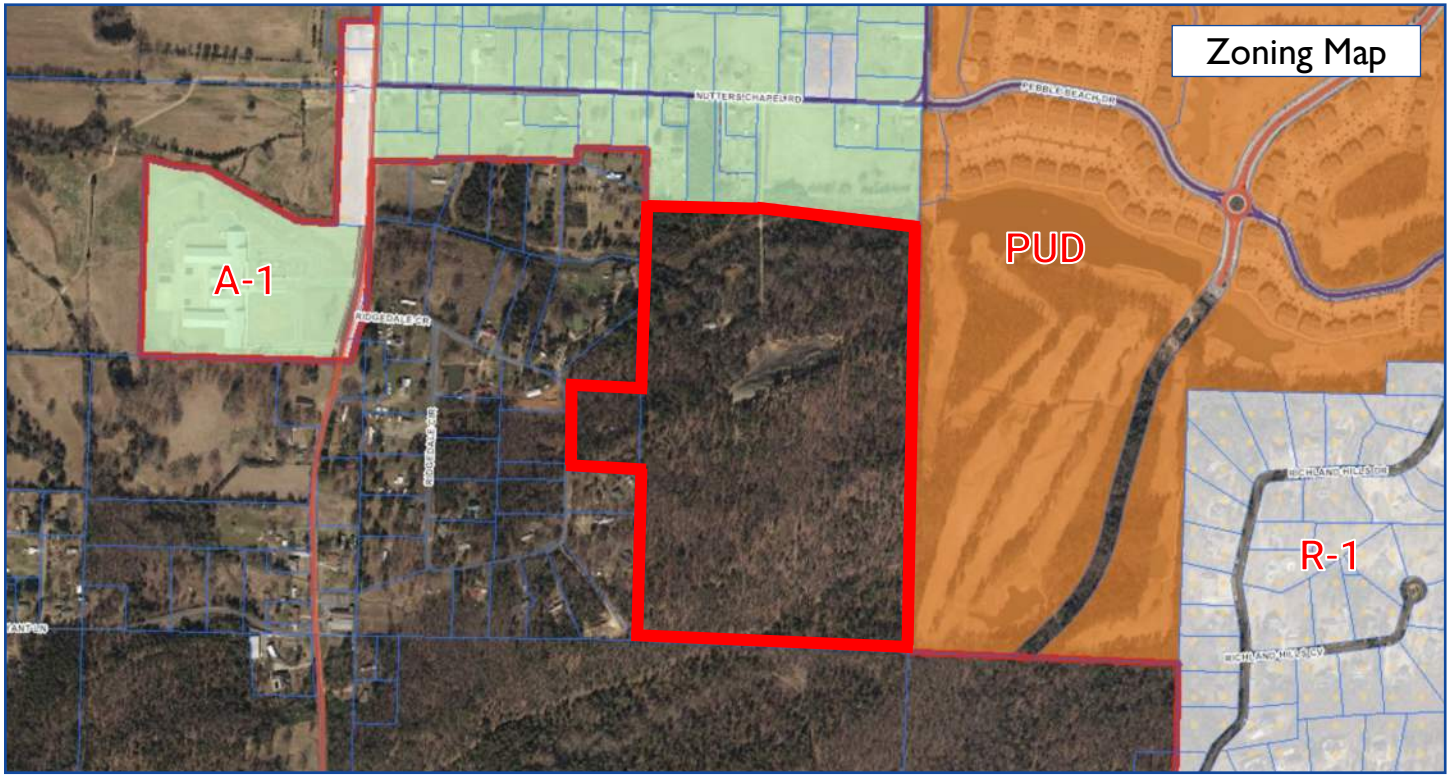
REQUEST

The applicant is requesting preliminary approval of a 154-lot subdivision located approximately 800 feet west of the intersection of Nutters Chapel Road and Pebble Beach Drive. The property is currently unzoned as it is located outside of the City limits. The proposed lots range in area from 0.25 acres to 2.5 acres, consistent with the lot requirements of properties outside the City limits. The subdivision proposes access via access easement from Nutters Chapel Road and through an undeveloped lot from the subdivision to the west, fronting on Ridgedale Circle. A series of internal streets is 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.

Request for Preliminary Plat Approval - Twin Rivendale Subdivision

I.A

Record No. SUB2020OCT04



Waivers requested; Planning Commission action is required for the following:

1. Creation of double frontage lots. (Article IV: Sec. 5(F)(7))
2. Single means of public access. (Article IV: Sec. 6 (1))
3. Block length less than 400 feet (Article IV: Sec. 5(E)(2))

STAFF COMMENTS

- Staff issued comments to the applicant pertaining to the proposed street layout, specifically expressing concerns regarding the two cul-de-sac-like elements proposed at the southern portion of the subdivision. At the time of writing this report, the applicant has not proposed any revisions to the street layout.
- Staff issued comments to the applicant regarding the proposed access from Nutters Chapel via "access easement". At the time of writing this report, the applicant has not provided a revised plat with modifications to the proposed access.
- The utility note on the submitted plat proposes water, electric, and sewer service via Conway Corp. The property currently lies outside the Conway City limits which would limit Conway Corps' ability to serve the site. At the time of writing this report, no petitions for annexation have been submitted. The applicant does not have means to obtain sewer service without annexation. Approval would necessitate a violation of city ordinance to enable construction.
- Significant comments were issued by the Transportation Department regarding the proposed Street and Drainage plans. At the time of writing this report, the Transportation Department has not approved the proposed Street and Drainage plans.

STAFF RECOMMENDATIONS

Planning Staff recommends disapproval of the Preliminary Plat as proposed.

As proposed the Preliminary Plat conflicts with multiple provisions of the Subdivision Regulations. Significant high-level issues remain unaddressed at this time and approval of the Preliminary Plat in its current form would be premature.

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.

OUTSTANDING ISSUES

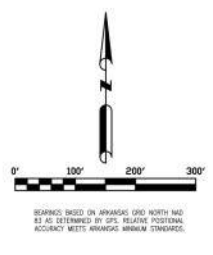
1. Show all hydrant locations.
2. Corrections as noted on Preliminary Plat.
3. Annexation of project site.
4. Approval of Street and Drainage plans including:
 - a. Proof of ability to provide means of secondary access by city street
 - b. Verification that no street profiles will have a grade greater than 10%

Request for Preliminary Plat Approval - Twin Rivendale Subdivision

Record No. SUB2020OCT04



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BEARINGS BASED ON ARKANSAS GRID NORTH AND
 AS DETERMINED BY GPS RELATIVE POSITIONING.
 ACCURACY MEETS ARKANSAS STANDARD PRACTICES.

P.L.C.
 SE CORNER E1/2 NW1/4
 SECTION 27, 1-S-14, R-14-W
 FALLGLEN COUNTY, ARKANSAS
 FOUND 1/4" P.P.E.

SE CORNER E1/2 NW1/4
 SECTION 27, 1-S-14, R-14-W
 FALLGLEN COUNTY, ARKANSAS
 FOUND 1/4" P.P.E.

Request for Zoning Variance - Kavanaugh Place Subdivision

II.A

Record No. VAR2020NOV01

APPLICANT

Central Arkansas Professional Surveying
PO Box 298/1021 Front St
Conway, AR 72032

PROPERTY OWNER

L&J Properties, LLC and
Rush-Hal Development, LLC
1050 John Mason Dr
Conway, AR 72032

STAFF REVIEW BY

Beth Skteto, Planner



Location/Site Area. Lots 24 - 29, Kavanaugh Place Subdivision; 1.26 acres +/- . *Kavanaugh Place Subdivision is located approximately 300 feet east of the intersection of S Donaghey Ave and Favre Ln.*

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

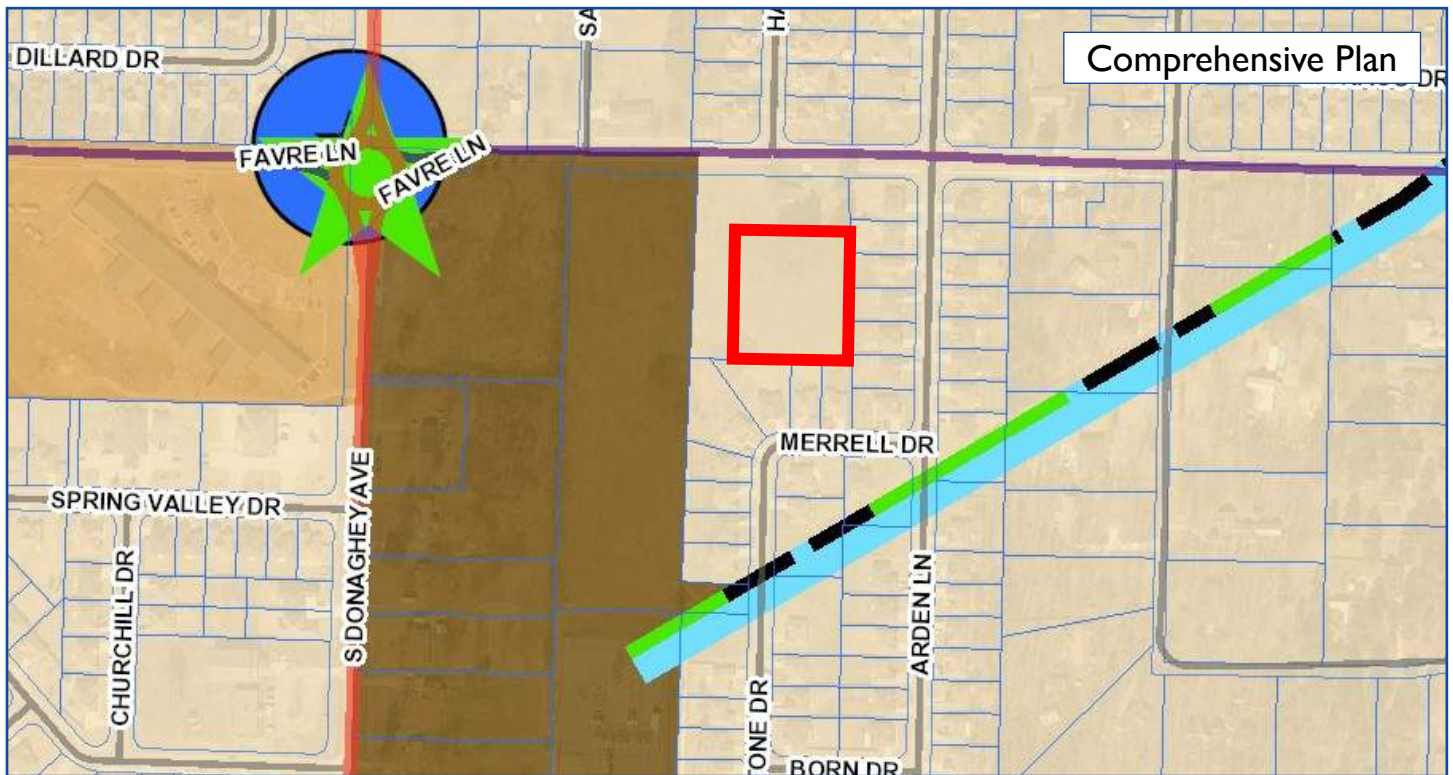
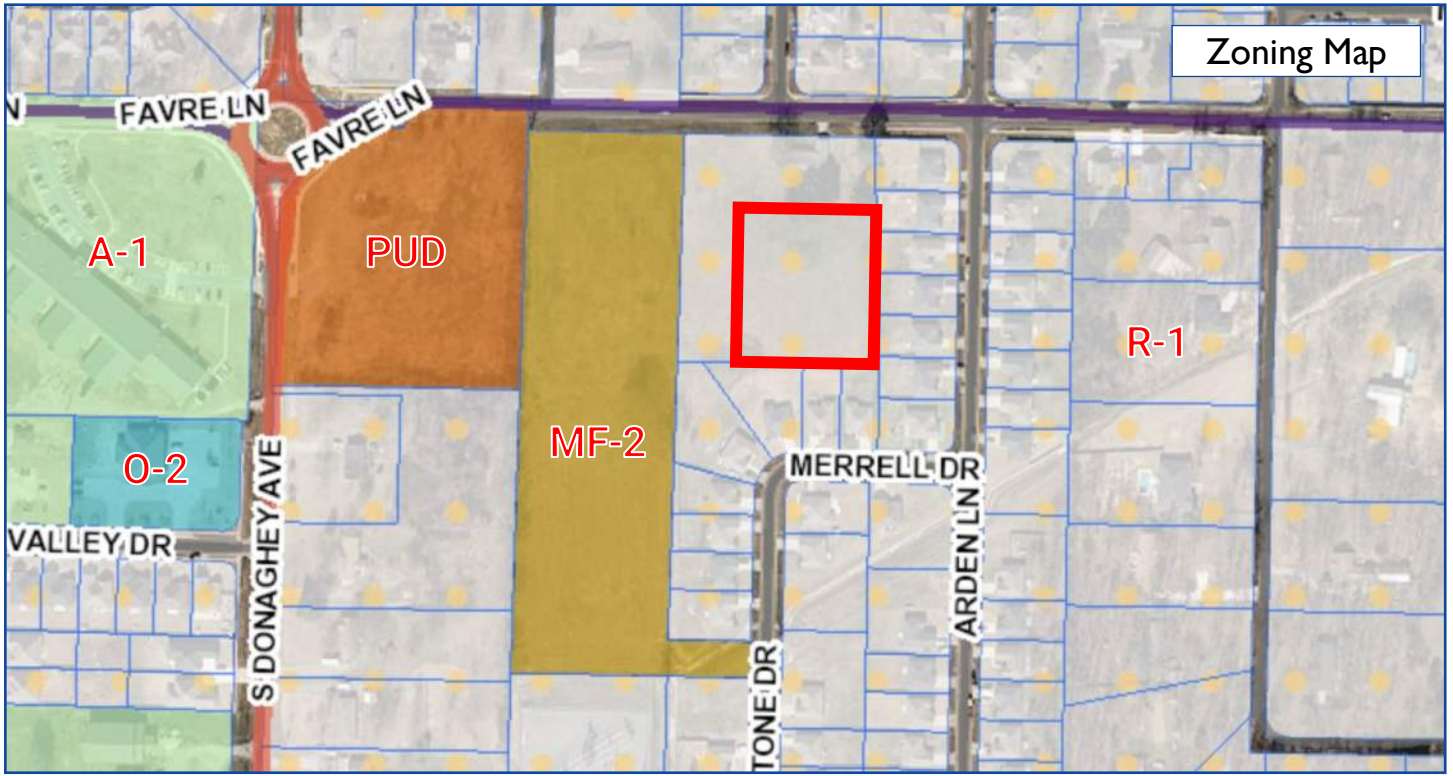
Existing Structures. None.

Comprehensive Plan. Single-Family.

General Overview. The property is part of a proposed 37-lot single-family subdivision. Lots 24-29 are located at the terminus of Maggie Pearl Dr, a street which cannot connect to the adjacent subdivision due to existing development. As a result, an approved fire apparatus turn around configuration must be provided. 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. Thus the applicant is requesting a 5' reduction of the front and rear setbacks and a reduction in the minimum required lot depth of 100'. *Kavanaugh Place Subdivision received preliminary plat approval at the October 19, 2020 Planning Commission meeting, contingent on the granting of this variance.*

Request for Zoning Variance - Kavanaugh Place Subdivision

Record No. VAR2020NOV01



Zoning Code Regulations. R-1 zoning district requires:

Setbacks. Front and Rear – 25’.

Lot Depth. Minimum 100’ at its shallowest point.

Basis of Variance Review. The Planning Commission, acting as the Board of Zoning Adjustment, should only grant zoning variances if strict enforcement of the zoning code will cause undue hardship due to circumstances unique to the individual property. Variances should only be granted when it is demonstrated that such action will be in keeping with the spirit and intent of the code. The Commission may impose conditions in granting a variance to ensure compliance and to protect adjacent property.

STAFF COMMENTS

- Allowing the variances would not preclude the applicant from meeting all other requirements of the zoning district.
- An approved cul-de-sac for fire apparatus turn around is preferable to a dead-end with a hammerhead-style turn around.
- The required 25’ front and rear building setbacks are considerable; a 5’ reduction will still provide ample separation from adjacent developments.
- The 100’ lot depth requirement is in place to ensure adequate lot area in the given zoning district. Even with less than 100’ depth at their shallowest points, lots 24-29 are comparable in area or larger than all other lots proposed in the development.
- Granting the variance for all 6 lots will ensure a uniform standard for building placement along this part of the street.

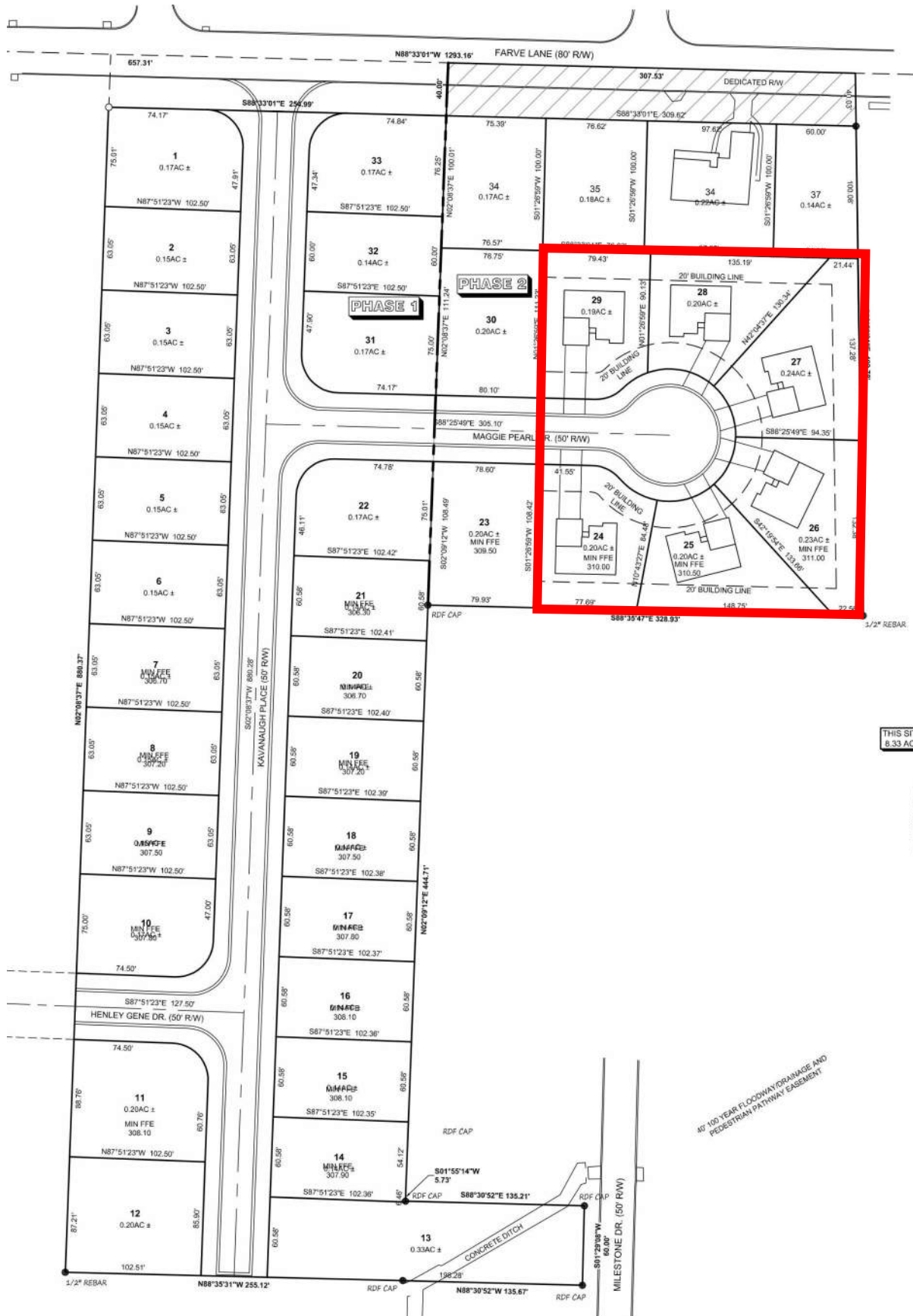
STAFF RECOMMENDATIONS

Staff recommends approval of the request as granting the variance will allow appropriate development of the site without harming adjacent property. Granting the variance will meet the spirit and intent of the zoning code.

Request for Zoning Variance - Kavanaugh Place Subdivision

I.I.A

Record No. VAR2020NOV01



Request for Rezoning - R-1 to A-1

II.B

Record No. REZ2020NOV01

APPLICANT

Central Arkansas Professional Surveying
PO Box 298/1021 Front Street
Conway, AR 72032

OWNER

Ricky White
3175 Donnell Ridge Road
Conway, AR 72034

STAFF REVIEW BY

Beth Sketoe, Planner



Location/Site Area. 1160 Mattison Rd, 10.0 acres +/- and 3175 Donnell Ridge Rd, 3.02 acres +/-.

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

Adjacent Zoning. West, North, East - R-1; South - A-1.

Requested Rezoning. A-1 (Agricultural).

Existing Structures. 2,950 sf single-family residence, 3,360 sf accessory building, plus 2 additional, smaller outbuildings/barns.

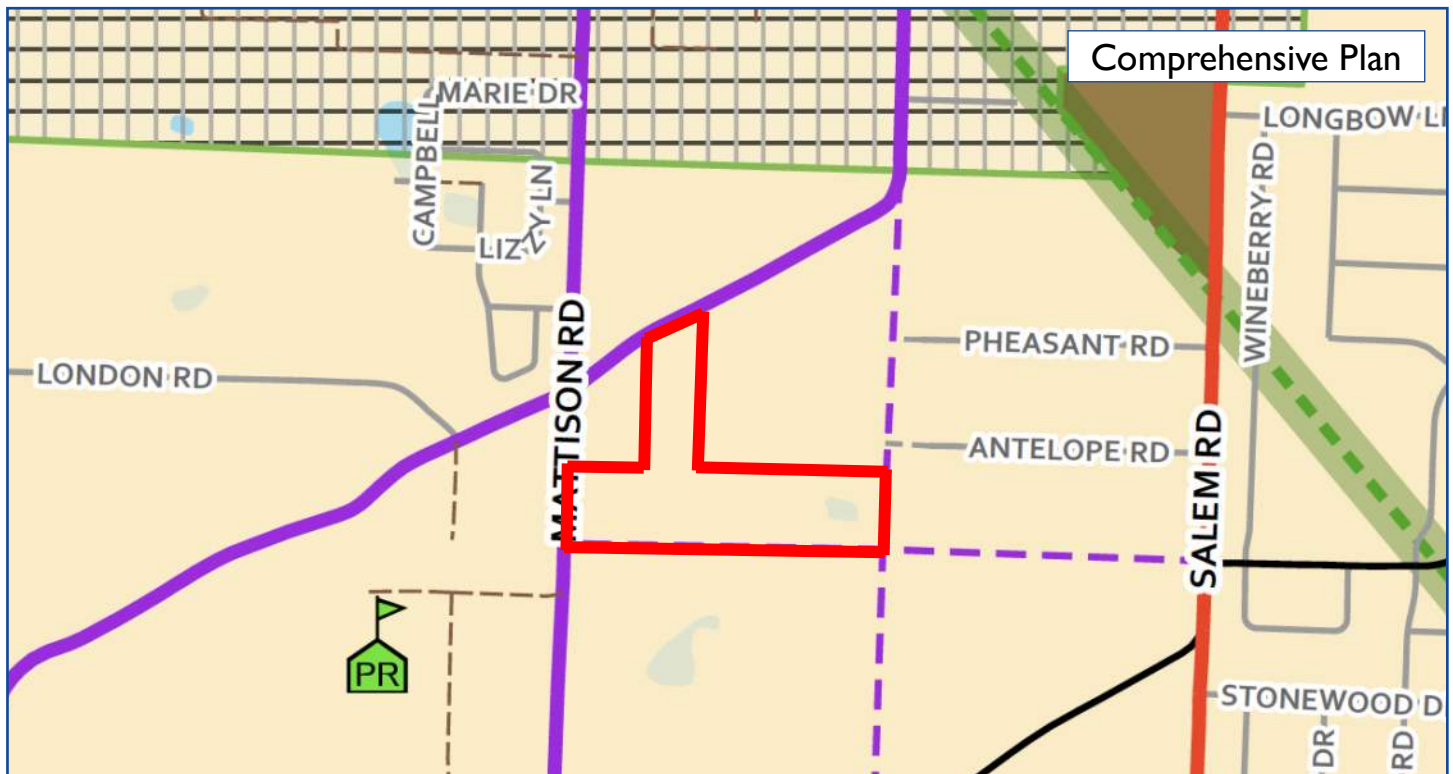
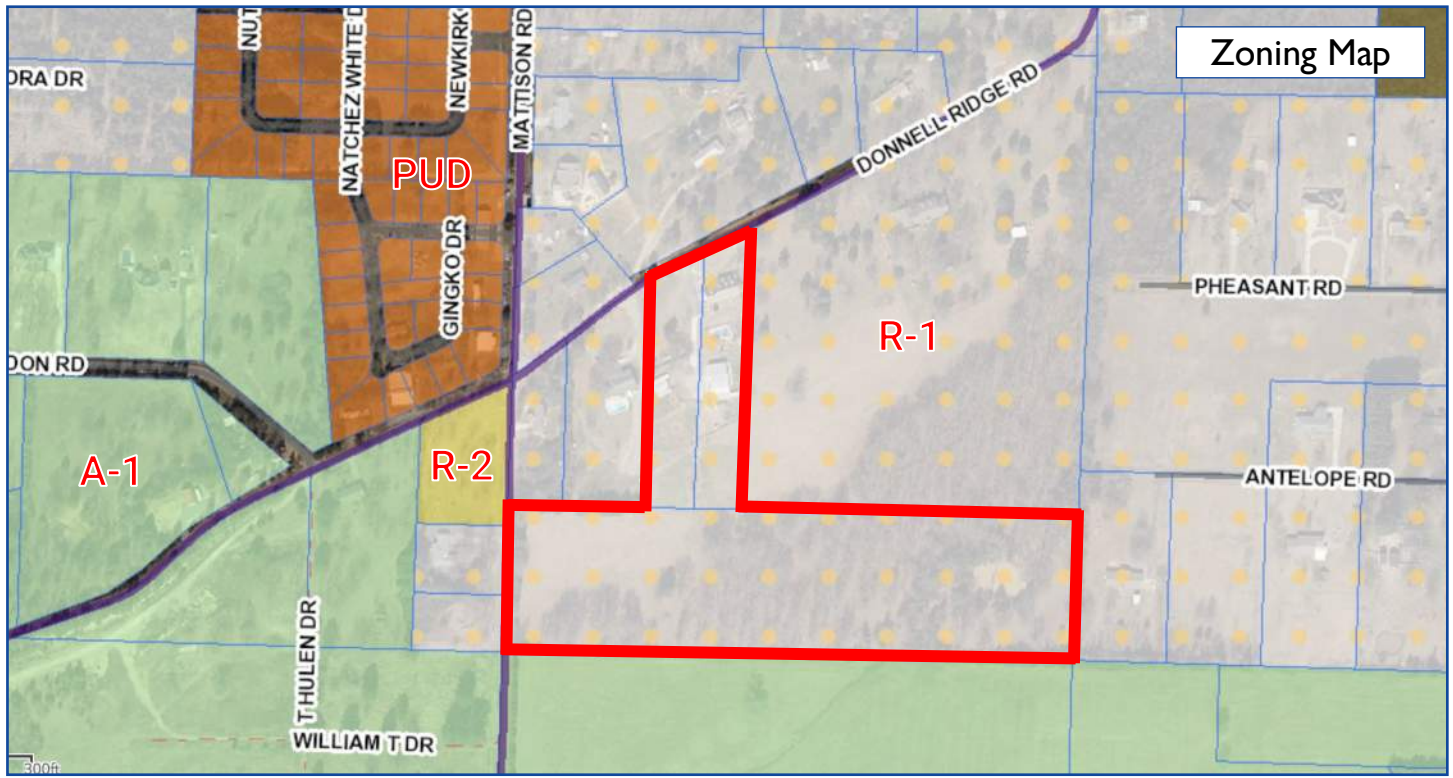
Overlay. None.

Comprehensive Plan. Single-family.

Projected Traffic Impact. With a rezoning to A-1 and likely used for single-family residential and/or agricultural, the likely increase in traffic impact would be minimal.

Request for Rezoning - R-1 to A-1

Record No. REZ2020NOV01



Current Traffic Count. Donnell Ridge Rd (400 vehicles per day); Mattison Rd (520 vehicles per day).

Flood/Drainage. The site is not within any FEMA flood zones.

Utilities. The applicant will need to coordinate the extension of utilities with Conway Corporation. Sewer service is not available.

Master Street Plan. Donnell Ridge Rd – Minor Arterial; Mattison Rd – Minor Arterial.

Street Improvement. Donnell Ridge Rd and Mattison Rd are improved 2-lane roadways with open ditches. No improvements are planned at this time.

STAFF COMMENTS

- The 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.
- There is no limit to total accessory building area for properties greater than 5 acres in the A-1 zoning district.
- The property comprises a total of approximately 13 acres in a large-lot, rural setting.
- The use of the property for single-family and agricultural uses is appropriate.

STAFF RECOMMENDATIONS

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.

Request for Rezoning - R-1 to A-1

Record No. REZ2020NOV01

II.B



Request to modify Conditional Use Permit

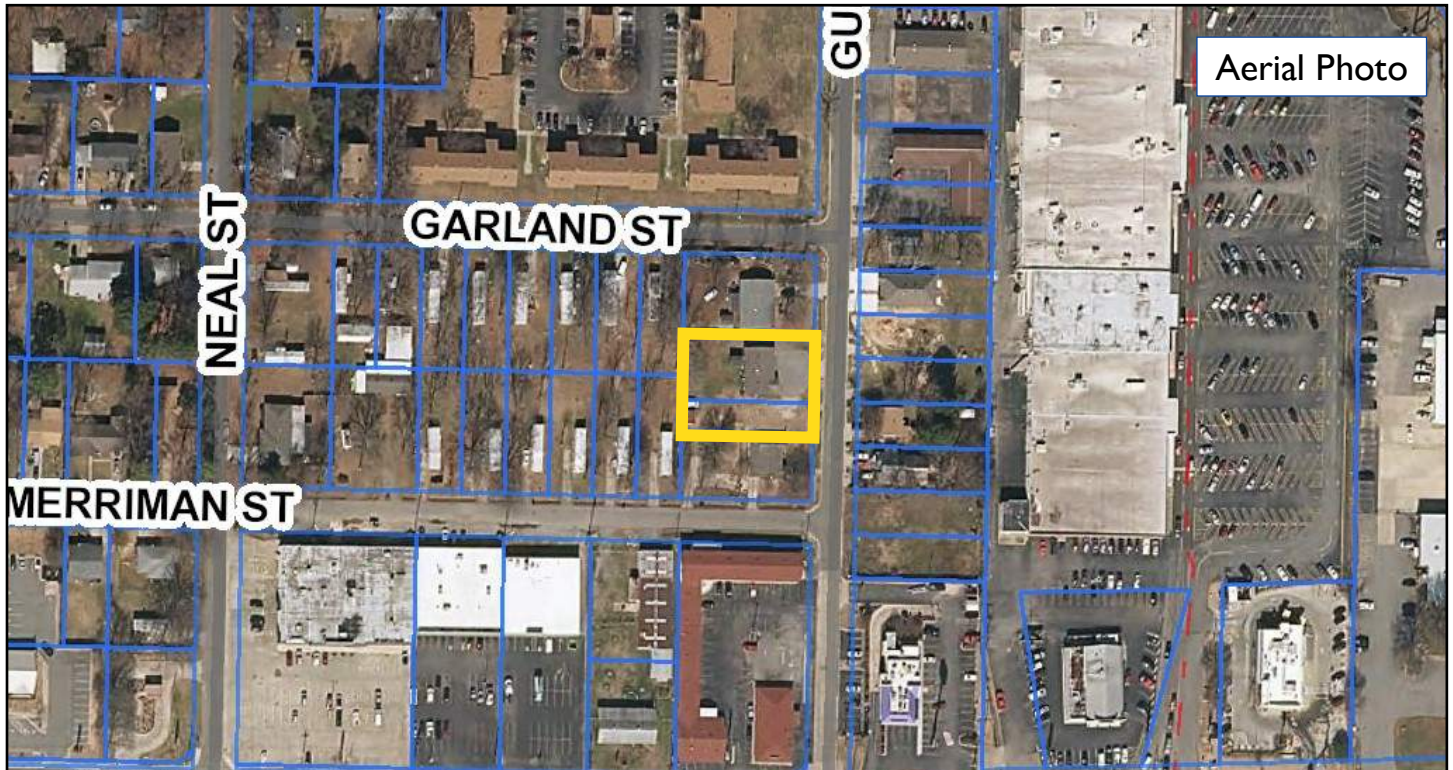
Record No. USE2020OCT02

APPLICANT/OWNER

Camino de Vida
Luis Ortega
1109 Gum Street
Conway, AR 72032

STAFF REVIEW BY

Beth Sketoe, Planner



Location. 1109 Gum Street.

Site Area. 0.37 acres +/-.

Current Zoning. T-4 Transition, Northeast Old Conway Area Specific Plan.

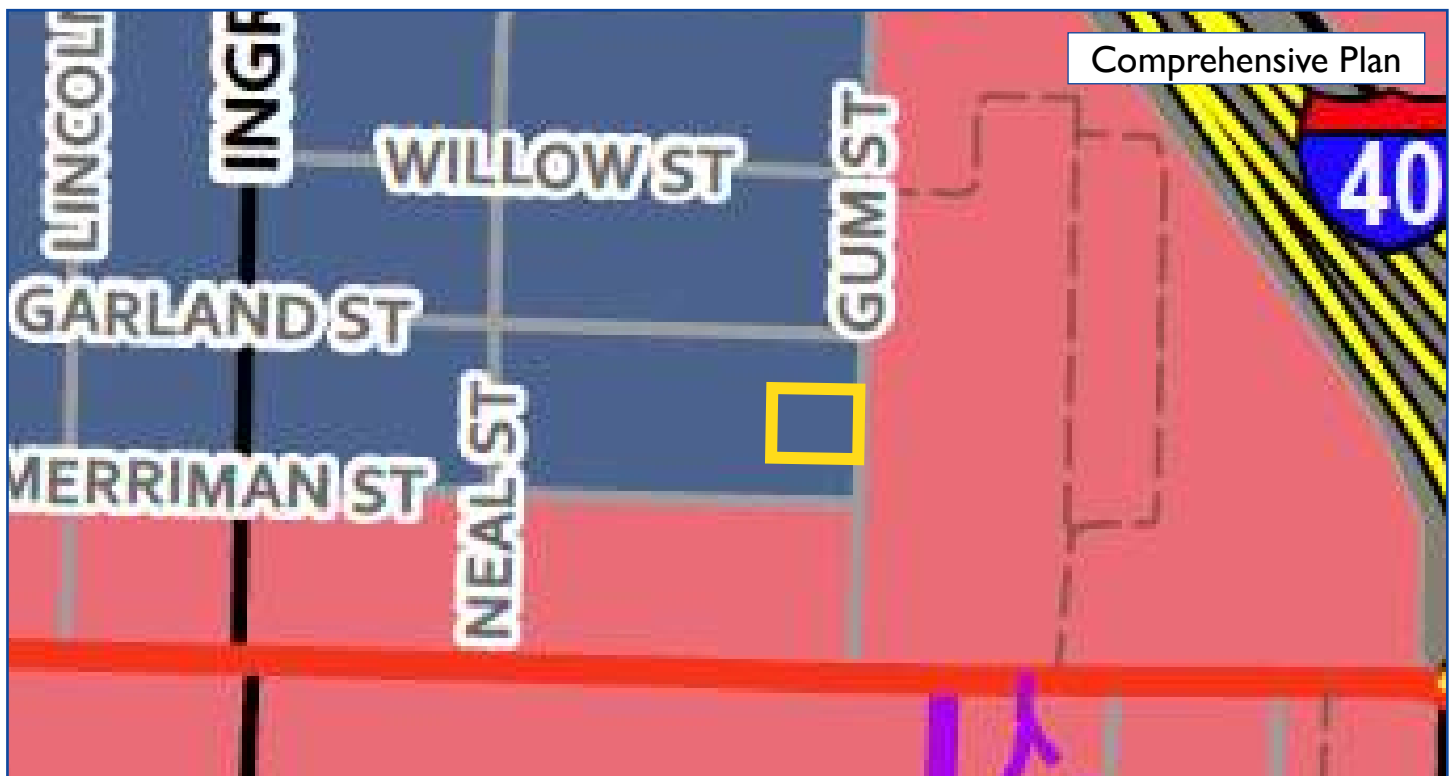
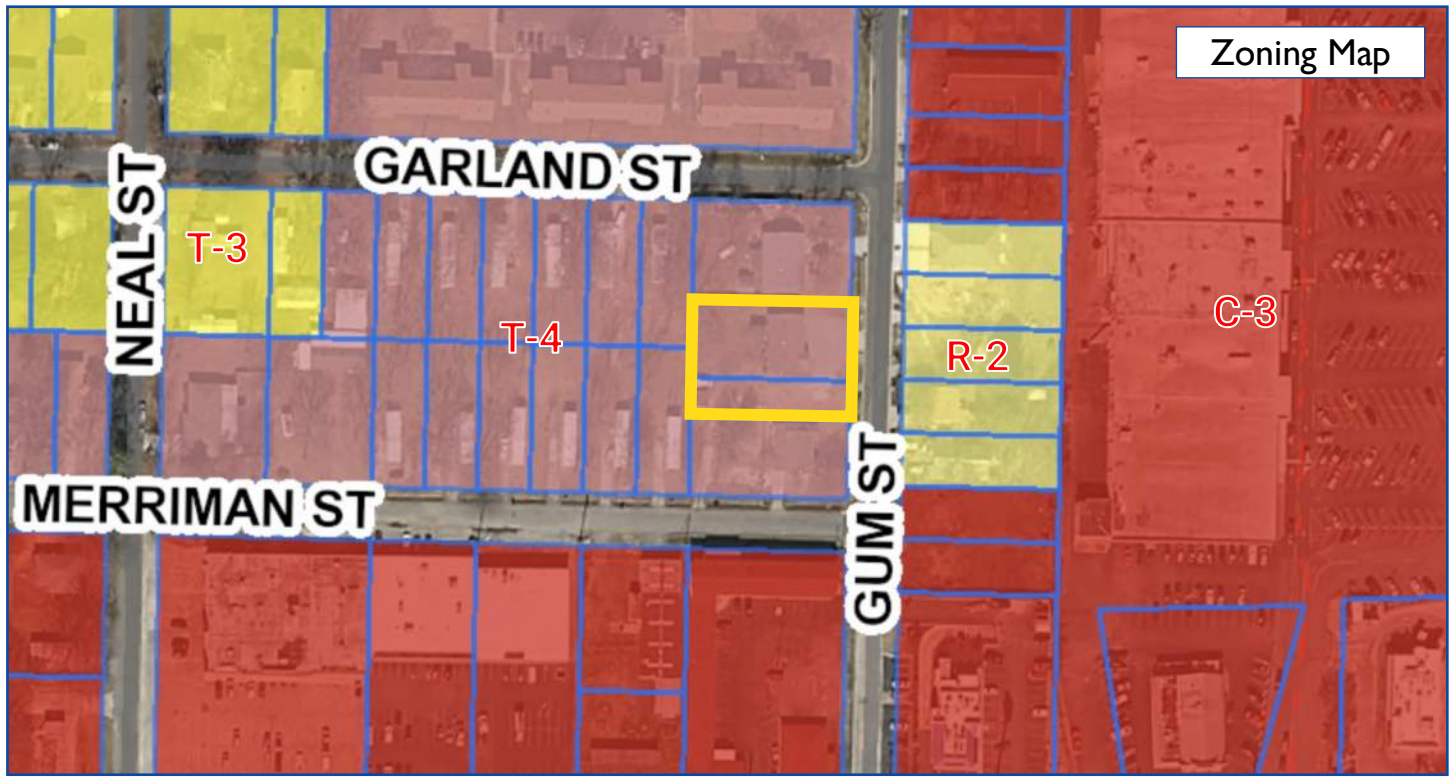
Adjacent Zoning. East: R-2 (Low Density Residential); North/South/West: T-4 Transition, Northeast Old Conway Area Specific Plan.

Requested Conditional Use Permit Modification. To modify the existing conditional use permit to remove the restriction to a given applicant/occupant.

Existing Structures. 1,629 sf single-family residence which has been converted for non-residential use.

Overlay. Northeast Old Conway Specific Plan; Old Conway Design Overlay District - Transition Zone.

Comprehensive Plan. Specific Plan.



Projected Traffic Impact. Based on the building area and proposed use as a church, the property would likely generate between 11-27 vehicle trips per typical weekday, though given the use as a church it is likely that traffic impact will be lower on a daily basis and more likely limited to specific days of the week.

Current Traffic Counts. Gum St (estimated to be less than 1,500 vehicles per day).

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

Utilities. Site is developed.

Master Street Plan/Street Improvement. Gum St - Local Residential; No current improvement plans.

STAFF COMMENTS

- 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.
- The property is located in the transition zone (T-4) of the Northeast Old Conway Area Specific Plan which allows for development/use according to surrounding development patterns. The site is in close proximity to other T-4 (Transition), C-3 (Commercial), and R-2 (Low-density residential) zoning so the proposed used is appropriate.
- On-site parking is limited, but ample on-street parking is allowed and available.
- The modified conditional use would not likely result in harm to adjacent property.

STAFF RECOMMENDATIONS

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.*

Request to modify Conditional Use Permit

Record No. USE2020OCT02

II.C



Selection of Planning Commission Members

2021-2025 Term

III.A

6 eligible nomination forms were received by the November 3rd submission deadline. Interviews are scheduled for November 12 - 16. 2 nominees should be selected for City Council approval.



1111 Main Street • Conway, AR 72032
 T 501.450.6105 • F 501.450.6144 • www.conwayarkansas.gov

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

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.

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

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

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

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

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

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