

Planning 2006

2006 CONWAY PLANNING DEPARTMENT YEAR END REPORT

2006 was a good year for progressive planning in Conway. Several major pro-planning initiatives were accomplished. These efforts included: A new sign ordinance, a Traditional Neighborhood Development (TND) Overlay Ordinance, an Old Conway Design Overlay District, a change to the Zoning Ordinance allowing PUDs of any size, a hillside protection ordinance, and steps were taken for Conway to become a member of Tree City USA in 2007.

Many hours of meetings and much deliberation were put into these planning activities by not only the Planning Department and Planning Commission, but also participants from the general and business communities. Due to these efforts, Conway is fast becoming a progressive city that takes an active role in managing the built and natural environment.

2006 Planning Commissioners

Velton Daves - Chairman
Adam Thomas - Vice Chairman
Tina Sherwood - Secretary
Chris Riggins
Junior Storie
William Graff
Terry Sossong
Mary Etta Qualls
Bert Alexander*
Todd Smithhart*

* Bert Alexander served until his death in April 2006, Todd Smithhart replaced Mr. Alexander in July 2006.

Planning Department Staff

Bryan Patrick - Director of Planning
Ken Pickett - Assistant Planning Director
Christy Sutherland - City Planner
Wes Craiglow - City Planner
Lileha Rhea - Administrative Assistant

PLANNING COMMISSION REVIEW

Analyses were presented to the Planning Commission and/or City Council for:

Rezoning

The Planning Commission reviewed 25 rezoning requests.

- Agricultural to Single-Family 55 acres
- Agricultural to Office 45 acres
- Agricultural to Industrial 5 acres
- Agricultural to Commercial 23 acres
- Agricultural to Planned Unit Development 6 acres
- Single Family to Multi-Family .6 acres
- Single Family to PUD 11 acres
- Single Family to Commercial .40 acres
- Single Family to Agricultural 18 acres
- Single Family to Industrial 1 acres
- Duplex to Multi-Family 3 acres
- Duplex to Office 3 acres
- Duplex to Multi-Family .1 acres
- Multi-Family to Commercial 1 acres
- Multi-Family to PUD 10 acres
- Multi-Family to Industrial .02 acres
- Commercial to Industrial .02 acres

Conditional Use Request

The Planning Commission reviewed 36 conditional use requests. These requests included: 6 Requests for religious activities, 6 Requests for higher residential density, 6 Requests for cell phone transmission towers, 4 Requests for child care facilities, and also; heating and air company, warehouse/mini-storage, hazardous material storage, hair salon, restricted retail, assisted living facility, trailer sales, electric substation, duplex, bank with drive-through, restaurant, contractor facility, and school.

Site Plan Review Variance Request

The Planning Commission reviewed 0 site plan review variance requests.

Subdivision

23 subdivisions were reviewed by the Planning Commission and within the Planning Department. Of these 23 subdivisions, 8 were filed in 2006. 10 subdivisions submitted in 2004 or 2005 were filed in 2006 for a total of 18 subdivisions filed in 2006. City Planner, Christy Sutherland completed staff review of these subdivisions.

Replat

22 replats were reviewed by the Planning Commission and within the Planning Department. Of these 22 replats, 8 were filed in 2006. 2 plats submitted in 2005 were filed in 2006 for a total of 10 replats filed in 2006. City Planner, Christy Sutherland completed staff review of these replats.

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Expired Subdivision / Replat

4 Subdivisions and / or replats expired in 2006 due to inactivity.

Creation of New Lots

448 new residential lots were filed through the subdivision / replat process.

17 new commercial lots were filed through the subdivision / replat process.

Lot Creation by Zone:

A-1	R-1	R-2A	R-2	MF-2
1	266	-1	25	1
MF-3	O-1	O-2	C-3	County - Residential
2	3	4	2	154
RU-1	PUD-Comm			
2	4			

PUD

The Planning Commission reviewed 6 Planned Unit Developments.

Annexation

The Planning Commission reviewed 2 annexation requests. 19.4 acres of area were annexed into the city.

New Ordinances and Ordinance Amendments

The Planning Commission and/or City Council reviewed 5 Zoning Ordinance amendments, 2 Subdivision Ordinance amendments, and several separate planning related ordinances.

Zoning Amendments:

- Increase allowable lot coverage in R-1 zone (approved)
- Allow offices by Conditional Use in residential zones (not approved)
- The sign ordinance was revised and added to the zoning ordinance (approved)
- PUD zoning was revised to allow a PUD zone of any size (approved)
- Restricting gas well drilling suppliers (not approved)

Subdivision:

- Sidewalk requirements were revised (approved)
- Drainage of residential lots / subdivisions (not approved)

Separate Ordinances:

- Traditional Neighborhood Development Ordinance (approved)
- Residential Old Conway Design Review Overlay Ordinance (approved)
- Natural gas well drilling and services (not approved)
- Zoning was extended into the Territorial Jurisdiction along and north of Highway 64 west.
- Excavation of hillsides (approved – prepared by the City Engineer)

COMPREHENSIVE PLAN

The City Council reviewed 3 resolutions amending the Conway Comprehensive Plan.

- Pedestrian trail relocation in the Spencer Lake area
- Pedestrian trail relocation in the Favre Lane area
- Right of way width requirement of North Donaghey

AREA OF THE CITY

At the end of 2006, the City's area was approximately 40 square miles.

BOARD OF ZONING ADJUSTMENT

6 reports were prepared for the Board of Zoning Adjustment. These variance requests included: setbacks, lack of street frontage, lot width, and lot coverage.

PLANNING DEPARTMENT STAFF REVIEWS FOR CITY COUNCIL

- 12 Parking Lot Ordinance variance requests
- 5 Sign Ordinance variance requests
- 1 Overlay District Ordinance variance request
- 3 Street closings
- 4 Street name changes
- 2 Easement closings
- 1 Impact fee credit request
- 2 Old Conway building moratorium exception reviews

METROPLAN

Director of Planning, Bryan Patrick served on the Metroplan Technical Coordinating Committee and attended monthly meetings of the TCC at Metroplan in Little Rock

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IMPACT FEES

Impact Fee Administrator, Bryan Patrick reviewed 2 impact fee credit requests.

Collections:

2006 Commercial impact fees (Roads) \$491,109
2006 Residential impact fees (Roads) \$967,773
2006 Residential impact fees (Parks) \$601,796
TOTAL 2006 IMPACT FEES \$2,060,678 a 59% increase from 2005

2005 Commercial impact fees (Roads) \$256,517
2005 Residential impact fees (Roads) \$627,873
2005 Residential impact fees (Parks) \$407,944
TOTAL 2005 IMPACT FEES \$1,292,334 a 52% increase from 2004

The original impact fee study projected \$2,710,700 per year. This figure has yet to be realized, but the gap is narrowing with a \$650,022 difference between 2006 collections and the study projection.

SITE PLAN REVIEW

Staff reviewed 39 site plans in 2006. City Planner, Wes Craiglow, completed these site plan reviews. These site plan reviews are outlined by type below:

- Multi-family - 3
- Office - 12
- Commercial - 18
- Institutional - 5
- Mixed Use - 1

MAPPING

The Planning Department continued in its efforts to establish an up to date GIS mapping system.

Maps were prepared for:

- Planning Commission, Board of Zoning Adjustment, and City Council reports
- CDBG program
- City map books for the other city departments and the general public
- Various sized maps of various content for other City department uses

ADDRESSING

Planning Department staff assigned all new addresses within the City. City Planner Christy Sutherland assigned addresses for new subdivisions and replats and Assistant Planning

Director, Ken Pickett coordinated most existing address activity.

INTERNET / WEB SITE

Administrative Assistant, Lileha Rhea maintained the City of Conway and Planning Department websites. In 2006, the Planning web site was visited 19,916 times and the City of Conway site was visited 109,414 times in 2006.

PRESENTATIONS, MEETINGS AND REPORTS

American Planning Association

All Planning Commission members and Planning staff were members of the APA.

Director of Planning, Bryan Patrick attended a workshop on Advanced New Urbanism at Seaside, Florida and the National APA conference in San Antonio, Texas.

Faulkner County Leadership Institute

Director of Planning, Bryan Patrick gave presentations to Bill Polk's planning class at UCA, and to the Faulkner County Leadership Institute.

Hendrix College Master Plan – Collegiate Village

Planning Department staff met on various occasions with Hendrix College staff and consultants concerning the development of Hendrix College and the proposed Village at Hendrix TND.

Tree City USA

Director of Planning, Bryan Patrick attended several meetings of the Tree City USA Committee concerning the observance of Arbor Day and Conway's application to become a Tree City USA city.

New Development Standards

A powerpoint was presented to the City Council by City Planner, Wes Craiglow and Director, Bryan Patrick introducing new development guidelines that would further enhance the appearance, parking, and road access management of commercial development in Conway.