

**CONWAY, ARKANSAS**  
**PLANNING DEPARTMENT**  
**BUILDING PERMITTING AND INSPECTING**  
**DEPARTMENT**  
**1996**  
**YEAR END REPORTS**



# 1996 PLANNING DEPARTMENT YEAR END REPORT

## 1996 PLANNING DEPARTMENT ACTIVITIES

This portion of this report summarizes the activities of the Conway, Arkansas Planning Department in 1996. The report is given in a synopsis form with the information presented in the various categories of activities.

### PLANNING COMMISSION REVIEW

Analyses were presented to the Planning Commission for:

#### 48 Rezoning Requests.

- ◆ 31 were granted by the City Council.
- ◆ 6 were refused by the City Council.
- ◆ 4 were withdrawn.
- ◆ 1 was partially granted and partially refused by the City Council
- ◆ 1 was partially withdrawn and partially granted by the City Council
- ◆ 5 were held over into 1997.
- ◆ 0 held over from 1995 were withdrawn.
- ◆ 2 held over from 1995 were granted by the City Council.
- ◆ 0 held over from 1995 were refused by the City Council.

#### 20 Conditional Use Requests.

- ◆ 13 were granted by the City Council and Planning Department staff issued Conditional Use Permits for the 13.
- ◆ 1 was refused by the City Council.
- ◆ 2 were withdrawn.
- ◆ 4 were held over into 1997.
- ◆ 0 held over from 1995 were withdrawn.
- ◆ 1 held over from 1995 was granted by the City Council and Planning Department staff issued this Conditional Use Permit.
- ◆ 0 held over from 1995 were refused by the City Council.

#### 6 Building Moving Permit Requests

- ◆ 4 were granted by the City Council and Planning Department staff issued these 4 Building Moving Permits.
- ◆ 0 were refused by the City Council.
- ◆ 0 were withdrawn.
- ◆ 2 were held over into 1997.
- ◆ 0 held over from 1995 were withdrawn.
- ◆ 0 held over from 1995 were granted by the City Council.
- ◆ 0 held over from 1995 were refused by the City Council.

3 Site plans were reviewed and approved.

#### 30 Requests for Subdivision Approval

A total of 1088 lots were submitted in the 30 subdivision requests.

9 of the subdivisions with 684 lots were preliminary submissions. Of these, 2 subdivisions with 20 lots were outside the city limits but within the territorial jurisdiction.

0 subdivisions with 0 lots were disapproved.

1 subdivision with 17 lots was withdrawn.

Disposition of Subdivisions

Zoning	Completed		Not Completed	
	No. of Subdivisions	No. of Lots	No. of Subdivisions	No. of Lots
Residential	7	207	6	130
Commercial	0	0	7	50
Total	7	207	13	180

- ◆ 4 additional residential subdivisions with 270 lots and 0 commercial subdivisions with 0 lots which were reviewed in earlier years were completed in 1996.

- ◆ 26 Requests for Replat Approval

- ◆ The 26 requests involved a total of 86 new lots for review, which would have resulted in 14 fewer lots than originally platted.

- ◆ 3 of these replats were approved by the Planning Director.

- ◆ 0 of these replats were preliminary submissions.

Of these, 0 were in the territorial jurisdiction.

- ◆ 0 replat requests were withdrawn.

- ◆ Disposition of Replats

Zoning	Completed			Not Completed		
	No. of Replats	No. of Old Lots	No. of New Lots	No. of Replats	No. of Old Lots	No. of New Lots
Residential	11	25	46	5	27	15
Institutional	0	0		1	13	1
Commercial	5	9	19	4	26	6
Total	16	34	64	10	66	22

- ◆ 7 requests for replatting of 25 residential lots into 12 lots that were reviewed in earlier years were completed.

- ◆ 1 Request for Planned Unit Development Amendment Approval

- ◆ 1 Planned Unit Development Amendment involving 6 lots was reviewed, rezoned and completed in 1996.

- ◆ 2 Requests for Planned Unit Development Approval

- ◆ 2 Planned Unit Development pre-application conferences were held in 1996.

- ◆ 2 Planned Unit Developments were submitted for and given preliminary approval.

- ◆ 2 Planned Unit Developments were rezoned and approved by the City Council.

- ◆ 1 Planned Unit Development, involving 52 lots, was begun and completed in 1996.

- ◆ 1 Planned Unit Development begun in 1996 and involving 166 lots was held over into 1997.

- ◆ The subdivision, replat and planned unit development activity in 1996 resulted in the creation of a total of 576 new residential and 24 new commercial lots in the city.

- ◆ An ordinance carried over from 1995 increasing the allowed density of dwelling units in PUD's. (Ordinance O-96-04)

- ◆ An ordinance amending the requirements for child care centers in residential districts. (Ordinance O-96-48)

- ◆ 12 Requests for Annexation  
The areas and dispositions are shown below:
- ◆ 35.00 acres (annexed by Ordinance O-96-03)
- ◆ 2.12 acres (annexed by Ordinance O-96-19)
- ◆ 1.51 acres (annexed by Ordinance O-96-35)
- ◆ 841.00 acres (annexed by Ordinance O-96-36) (The Landfill Annexation)
- ◆ 2.62 acres (annexed by Ordinance O-96-37)
- ◆ 661.33 acres (not yet annexed) (Guzzo Annexation)
- ◆ 25.91 acres (annexed by Ordinance O-96-47)
- ◆ 40.00 acres (annexed by Ordinance O-96-51)
- ◆ 86.33 acres (only 30.76 acres annexed by Ordinance O-96-55,  
55.57 acres withdrawn)
- ◆ 28.31 acres (annexed by Ordinance O-96-64)
- ◆ 5.53 acres (annexed by Ordinance O-96-91)
- ◆ 1.11 acres (annexed by Ordinance O-96-93)
- ◆ 0.82 acres (not yet annexed)
- ◆ 1731.59 acres total analyzed
- ◆ 1013.87 acres annexed
- ◆ A total of 1013.87 acres were annexed to the city in 1996.
- ◆ The above analyses were furnished to the Mayor, City Council, City Attorney, City Engineer, Conway Corporation and the media.

### **AREA OF THE CITY AT YEAR'S END**

- ◆ At year's end, the area of the city was computed and found to be 31.62 square miles.

### **AMENDMENT TO THE PLANNING COMMISSION BY-LAWS**

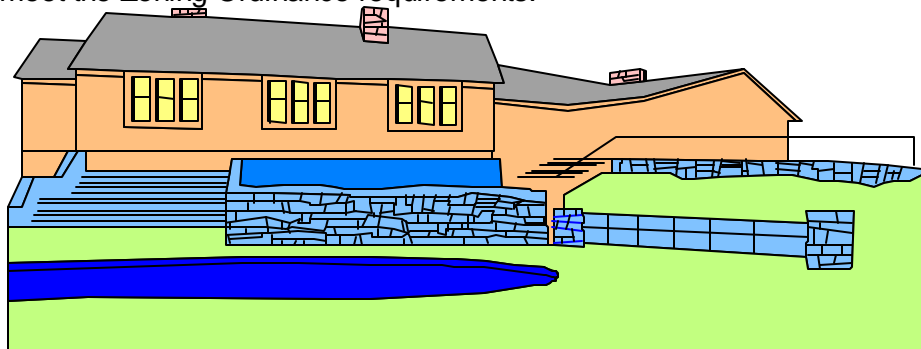
- ◆ The Planning Commission By-Laws were amended to allow reconsideration of a refused request one year after it was refused by the Planning Commission.

### **BOARD OF ZONING ADJUSTMENT**

- ◆ Analyses were performed for the Board of Zoning Adjustment on 13 requests for variance, of which 12 were approved and 1 was disapproved.
- ◆ After action by the Board of Zoning Adjustment, Planning Department staff issued 12 variance permits.
- ◆ At the request of the Board of Zoning Adjustment, a handout regarding encroachments into required yard areas was developed and is now provided to each building permit applicant.

### **MOBILE HOME PARK LAYOUT REVIEW**

The Planning Department staff reviewed a proposed layout for an expansion of an existing mobile home park and found that it did not meet the Zoning Ordinance requirements.

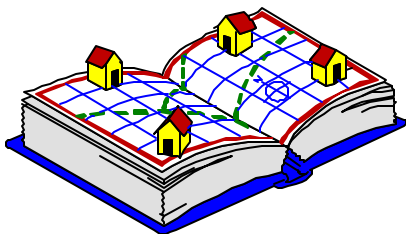


## **STREET ACCEPTANCES**

- ◆ The Planning Department assists in the development and preparation of ordinances dealing with street acceptances, closings and naming. A synopsis of these ordinances follows:

- ◆ **STREET ACCEPTANCES**

<u>SUBDIVISION</u>	<u>STREET NAME</u>	<u>ORDINANCE NO.</u>
Falcon Crest Subdivision	Chablis Lane	O-96-24
	Marlsgate Drive	
	Vineyard Drive	
Holiday Park Phase II	Garden Grove Drive	O-96-41
	Sunflower Drive	
Holiday Park Addition	Garden Grove Drive	O-96-42
	Holiday Drive	
Pleasant Valley Subdivision	Maplewood Drive	O-96-43
	Millwood Drive	
	Pleasant Valley Drive	
	Sprucewood Drive	
Mallard's Crossing Subdivision	Drake Drive	O-96-44
	Mallard Lane	
	Teal Drive	
Stratford Place Subdivision	Arden Drive	O-96-65
	Hathaway Drive	
	Sterling Drive	
Bailey Park Subdivision	Peabody Drive	O-96-83
Deerfield Subdivision	Antler Circle	O-96-86
	Berryvine Drive	
	Bramblebush Drive	
	Buckhorn Circle	
	Deertrack Lane	
	Doe Trail	
	Fawn Trail	
	Highpoint Drive	
	Nighthawk Circle	
	Nuthatch Circle	
	Pinefield Drive	
St. John's Addition Ph. II	Amelia Drive	O-96-95
	Brittany Circle	
	Butterfly Drive	
	Crepe Myrtle Cove	
	Heidi Court	
	Irby Drive	
	John Bryant Drive	
	McConnell Drive	
	Monarch Cove	



◆ **STREET CLOSINGS**

<u>SUBDIVISION</u>	<u>STREET NAME</u>	<u>ORDINANCE NO.</u>
College Oaks Addition	Elizabeth Street from Erbach Street to Torreyson Street	O-96-61
Boulevard Addition	Elizabeth Street from Bruce Street to South Boulevard Street	O-96-73
ConArk I-40 Commercial Sub.	50 ft. street easement running in a north/south direction north of North Creek Drive	O-96-96

◆ **STREET NAMING**

<u>SUBDIVISION</u>	<u>STREET NAME</u>	<u>ORDINANCE NO.</u>
N/A	change Telegraph Road to Stanley Russ Road	O-96-66

**ALLEY CLOSINGS**

◆ **ALLEY CLOSINGS**

<u>SUBDIVISION</u>	<u>LOCATION</u>	<u>ORDINANCE NO.</u>
Smith's Subdivision	Block E, between lots 1,2,3,4, & 5 and lots 12,13,14,15, & 16	O-96-25
Boulevard Addition	Block 69, west 150 feet of the alleyway running in an east-west direction	O-96-74
Robinson Plan	Block 36, entire alley running north/south direction between Prince and Cross Streets	O-96-79
Boulevard Addition	Block 63, running east/west between lot 6 and lots 7,8, & 9	O-96-82

**EASEMENT REDUCTIONS**

- ◆ A utility easement on lot #61 of Hunters Cove Subdivision Phase 2 was reduced to five feet through the passage of Ordinance O-96-59.

**DEVELOPMENT AND PREPARATION OF PLANNING RELATED ORDINANCES AND RESOLUTIONS**

- ◆ The Planning Department was involved in the development and preparation of 5 planning related ordinances. This does not include the 48 rezoning ordinances, the 12 annexation ordinances or the 2 amendments to the Zoning Ordinance already mentioned. A brief description of each follows:
  - ◆ An ordinance amending the requirements for the keeping of dogs in Conway (O-96-5)
  - ◆ An ordinance allowing the Planning Director to approve lot splits and minor subdivisions (O-96-10)
  - ◆ An ordinance adopting the 1996 Edition of the National Electrical Code (O-96-12)
  - ◆ An ordinance adopting Appendix A of the 1991 Edition of the Arkansas State Mechanical Code (O-96-13)
  - ◆ An ordinance approving the purchase of computer equipment for the Planning Department (O-96-14)

**COMPUTER MAPPING OF THE CITY**

- ◆ The Planning Department has updated the computer map as subdivisions were filed, new streets were built and rezonings and annexations were approved.

## **NEW SUBDIVISION ORDINANCE**

- ◆ Work continued on the proposed new Subdivision Ordinance.
- ◆ Significant technical input was furnished by City Engineer Ronnie Hall, City Attorney Mike Murphy and by Planning Department staff.
- ◆ A first draft of a committee approved new subdivision ordinance neared completion at year's end.
- ◆ A draft of a document listing substantial changes from the existing Subdivision Ordinance neared completion at year's end.

## **SIGN ORDINANCE**

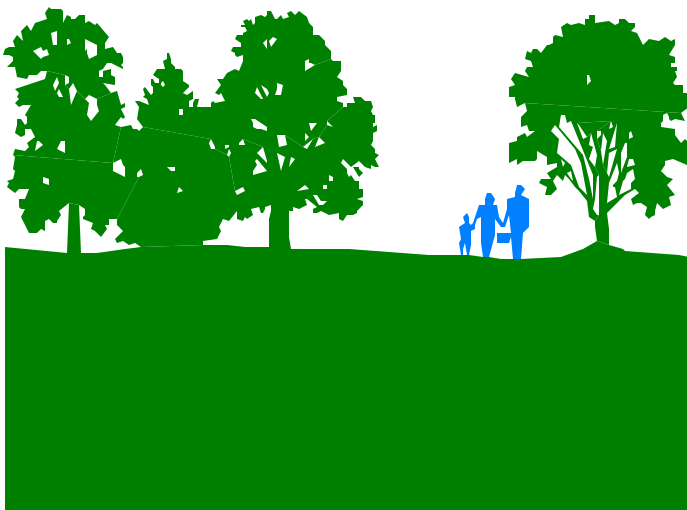
- ◆ The sign ordinance was completed and adopted by the City Council by Ordinance O-96-60.
- ◆ Planning Department staff assisted the Permits and Inspections Department in the development of permit applications and permit forms.
- ◆ The section of the Zoning Ordinance repealed by the sign ordinance was removed.
- ◆ Planning Department staff occasionally assisted the Permits and Inspections Department in the review of sign permit application compliance.

## **LIAISON WITH THE ARKANSAS HIGHWAY AND TRANSPORTATION DEPARTMENT**

- ◆ The Planning Department, along with City Engineer Ronnie Hall, served as liaison between the City and the Planning Department of the Arkansas Highway and Transportation Department (AHTD). Activities included:
  - ◆ Coordination of the improvements for State Highway 286.
  - ◆ Coordination on the improvements for State Highway 60.
  - ◆ Planning Department staff attended three meetings on specific AHTD projects.
  - ◆ Bill Polk served on the AHTD T Squared Committee to review a proposed model ordinance for the portions of a subdivision ordinance relating to streets. This involved review and critique of the completed model.
  - ◆ Significant exchange of information.

## **THE BICYCLE AND PEDESTRIAN PATHWAY**

- ◆ Work continued on the first phase of the bicycle and pedestrian pathway along Tucker Creek. Activities included:
  - ◆ Three meetings with property owners to gain right-of-way
  - ◆ One meeting with the consultants regarding design of the pathway
  - ◆ One meeting with Mayor Kinley and other staff



## **METROPOLITAN PLANNING ORGANIZATION**

- ◆ The City of Conway continued as a member of the Little Rock/North Little Rock Metropolitan Planning Organization (MPO) which is headquartered at Metroplan in Little Rock. Planning Department and other activities were as follows:
  - ◆ Mayor Kinley served as a member of the Board of Metroplan.
  - ◆ Bill Polk served as the primary representative and Ken Pickett as the alternate on the Technical Coordinating Committee. Bill Polk also served as a member of the Transportation Management Systems Subcommittee and the Railroad Grade Separation Subcommittee. He also attended one State MPO Meeting. This total effort involved 28 scheduled meetings and a Conway representative attended all but one of those meetings. Bill Polk also served as the Faulkner County representative in these meetings.
  - ◆ Preparation of a submission of a project for inclusion in the Transportation Improvement Plan (TIP) for the Central Arkansas Regional Transportation Study (CARTS) took place. It was placed on the TIP with approximately \$255,000 in funding.
  - ◆ Tab Townsell representing the Planning Commission as a former member, Carla Smith representing the Transportation Advisory Committee of the City of Conway and Lloyd Westbrook representing the Chamber of Commerce all served from Conway on the Transportation Advisory Council of Metroplan.

## **FEDERAL EMERGENCY MANAGEMENT AGENCY**

- ◆ The Planning Department assisted Federal Emergency Management Agency (FEMA) Flood Administrator Ronnie Hall in his efforts.

## **CONSOLIDATED PLAN FOR HOUSING AND URBAN DEVELOPMENT**

- ◆ Bill Polk completed the 1996 Action Plan: One Year Use of Funds, Consolidated Plan for Housing and Urban Development for the City of Conway. Perry Faulkner and Brenda Blackshire from the Finance Department provided the research support and arranged public hearings and the notification for the public hearings. City Engineer Ronnie Hall provided technical information on street and drainage improvements.
- ◆ The 1996 Action Plan was accepted by Housing and Urban Development (HUD).
- ◆ Bill Polk prepared an Analysis of Impediments to Fair Housing. However, HUD did not accept the analysis and it will need to be revised in 1997.
- ◆ Bill Polk began work on the 1997 Action Plan: One Year Use of Funds, Consolidated Plan for Housing and Urban Development for the City of Conway. Perry Faulkner and Brenda Blackshire from the Finance Department provided the research support and arranged public hearings and the notification for the public hearings. City Engineer Ronnie Hall provided technical information on street and drainage improvements.
- ◆ The 1997 Action Plan activities included several internal meetings, meetings with HUD staff and 2 public hearings.

## **COMMUNITY DEVELOPMENT BLOCK GRANT**

- ◆ The Planning Department coordinated efforts with the Street Department to identify areas and street and drainage projects which would be eligible for infrastructure improvements through the Community Development Block Grant (CDBG) program of HUD.

## **SPECIAL CENSUS**

- ◆ A special census for the City of Conway was conducted by the Census Bureau. Efforts included:
  - ◆ Furnishing of annexation ordinances and city boundary maps to the Census Bureau
  - ◆ Extensive verification of field boundary situations

## **DEVELOPMENT OF MAPS**

- ◆ Aside from maps mentioned elsewhere, the following maps of significance were developed:
- ◆ A city traffic accident map for 1995.
- ◆ Maps of each proposed activity which came before the Planning Commission.
- ◆ Maps of submitted variance requests which came before the Board of Zoning Adjustment.
- ◆ Maps of the project submitted to the Metropolitan Planning Organization for inclusion in the Transportation Improvement Plan.
- ◆ Maps for the Planning Commission showing residences of remaining Planning Commission members and residences of the nominees for 1997.
- ◆ Two new zoning mapbooks of the city.
- ◆ Development of subdivision maps with addresses was begun.
- ◆ Three maps for Prosecuting Attorney H.G. Foster related to a murder case.
- ◆ Ward map changes.
- ◆ A map for a UCA sign project.
- ◆ A city park location map.
- ◆ A map updating Census Bureau Tiger Files.
- ◆ A city limits map for the Federal Emergency Management Agency.
- ◆ Maps of U.S. and State Highways.
- ◆ A map showing publicly owned properties in Conway.
- ◆ A subdivision map for the Conway Police Department.
- ◆ A 1980-1996 Annexation map.
- ◆ Extensive mapping in support of the Landfill Annexation.

## **ASSIGNMENT OF ADDRESSES**

- ◆ Aside from the 675 addresses assigned to new subdivisions, an additional 35 addresses were assigned to existing lots.
- ◆ Approximately 150 addresses were supplied by telephone or by written document.
- ◆ Approximately 50 addresses were supplied for construction permits.
- ◆ Ken Pickett served as the contact person for 911 addressing for the city. This resulted in the following activities:
  - ◆ 25 range verification for Southwestern Bell.
  - ◆ Approximately 6 other mailings to Southwestern Bell concerning annexations/city boundary information and address sketches.
  - ◆ Frequent meetings and communications with the Faulkner County 911 staff to resolve address problems in the transition area near the city-county boundary.

## **ORIENTATION FOR NEW PLANNING COMMISSION MEMBERS**

- ◆ The Planning Department assisted former Planning Commission members Scott Moore and Bob Meriwether in orienting new Planning Commission members.

## **COURT CASES**

- ◆ The Planning Department assisted in the response to interrogatories related to a lawsuit filed against the City of Conway, accusing the city of improperly establishing ward boundaries. In this same lawsuit, 1990 population information was furnished and two maps were created.
- ◆ The Planning Department also assisted in preparation for another lawsuit which was withdrawn by the plaintiff.
- ◆ Christy Sutherland testified in a murder case regarding production of a map of the murder scene.

### **LANDFILL ANNEXATION**

- ◆ As alluded to elsewhere, the Planning Department assisted in the annexation of the landfill. Efforts included:
  - ◆ Production of needed maps
  - ◆ Production and submission of appropriate documents to the county
  - ◆ Publication of the notice of public hearing
  - ◆ Donald Crain attended the annexation hearing

### **PLANNING DEPARTMENT REMODELING**

- ◆ Minor remodeling of a portion of the Planning Department was completed in 1996. This involved overseeing the remodeling efforts of a contractor.

### **DONAGHEY PROJECT FOR URBAN STUDIES AND DESIGN**

- ◆ Bill Polk served on the Advisory Council of the University of Little Rock Donaghey Project for Urban Studies and Design.

### **AMERICAN PLANNING ASSOCIATION**

- ◆ All members of the Planning Commission and Planning Department staff were members of the Arkansas Chapter of the American Planning Association (APA).
- ◆ Bill Polk served as Immediate Past President and then as Member at Large on the Executive Committee.
- ◆ Planning Commissioner Ella Reese served as the Planning Commissioner Representative on the Executive Committee.
- ◆ Several Planning Commission members, as well as Bill Polk and Ken Pickett, attended the State Chapter annual meeting in Hot Springs.
- ◆ Bill Polk and Christy Sutherland attended the 4-State Conference in Natchez, Mississippi.
- ◆ Bill Polk attended the National Conference in Orlando and the 5-State Conference in Overland Park, Kansas, as well as the Arkansas summer conference in Fairfield Bay.

### **HENDRIX COLLEGE LONG RANGE PLANNING**

- ◆ Bill Polk attended the presentation at Hendrix College of the Campus Planners Report and then attended Seaside Institute in Seaside Florida at the request and expense of Hendrix College to learn more about Neotraditional Neighborhood Design.

### **THE NEW COMPREHENSIVE PLAN FOR THE CITY OF CONWAY**

- ◆ Work was completed on new Growth Plan for the City of Conway and it was adopted by Resolution R-96-9. Efforts included:
  - ◆ Nine meetings with Mayor Kinley, Consultant Jack Castin, staff and/or other interested individuals
  - ◆ One special public hearing before the Planning Commission
  - ◆ Providing public accessibility to the proposed plan in the Planning Department over a period of several weeks and receiving extensive public input
  - ◆ Displaying the proposed growth plan at the public library over three weekends and gathering written public input
  - ◆ Keeping a written record of all public input on the proposed plan
  - ◆ Acquisition of new aerial photographs of the city

## **PRESENTATIONS TO VARIOUS GROUPS**

<b>Audience</b>	<b>Subject Area</b>
University of Central Arkansas Urban Geography Class	Planning
Conway Chamber of Commerce	Design of Cities
Conway Optimist Club	Growth in Conway
University of Central Arkansas Community and Regional Planning Class	Comprehensive Planning in Cities
Arkansas Chapter of the American Planning Association, Hot Springs, Arkansas	Planning Commissioners' Workshop
Greenbrier Leadership Training Seminar	Benefits, Responsibilities and Obligations of Planning
Conway High School Environmental Science Class	Planning and the Environment
Arkansas State Legislature, Legislative Committee on Planning in Cities	Planning Needs in Arkansas
St. Joseph 9th Graders (2 classes)	Planning and Zoning
Carl Stuart Middle School English Class	The Conway Pathway/Bikeway System
Faulkner County Board of Realtors	Where Conway Is and Where We're Going
Faulkner County Leadership Institute	Conway Planning Department
Arkansas Municipal League Meeting in Little Rock	Utility Extensions and Annexations
Conway Noon Lions Club	Growth in Conway in the 1990's
4-State American Planning Association Meeting in Natchez, Mississippi	Mobile Workshop to Longwood and Natchez Under the Hill
University of Central Arkansas Urban Geography Class	Planning
Arkansas Municipal League Meeting in Hot Springs	Do You Have a Plan?
5-State American Planning Association Meeting in Overland Park, Kansas	Moderator-The Superstore Syndrome: How Communities Stand up to Megastore Sprawl

## **COMMITTEE TO REVIEW FITNESS CENTER PROPOSALS**

- ◆ Bill Polk served as the chairman of a committee with Jerry Snowden of the Police Department, Jeff Lentz of the Fire Department, Ronnie Price of the Parks & Recreation Department, Brenda Blackshire of the Finance Department, Randy Evans of the Street Department, Karen Hillyer of the Sanitation Department and Sandy Roberts of the Human Resources Department to review the fitness center proposals for 1996. This committee visited the two fitness centers which had presented proposals, reviewed the relative merits of the two and recommended that Conway Nautilus be the fitness center serving city employees.

## **BOARD OF APPEALS**

- ◆ Bill Polk served on the State Board of Appeals for the 1994 ARKANSAS Rules and Regulations for Energy Efficiency Standards for New Building Construction promulgated by the Arkansas Energy Office of the Arkansas Industrial Development Commission.

## **COUNTY PLANNING**

- ◆ Bill Polk attended three meetings in County Judge John Wayne Carter's office regarding county planning.

## **GEOGRAPHIC INFORMATION SYSTEMS**

- ◆ Planning Department staff attended three meetings with Street Department and Conway Corporation representatives exploring the feasibility of instituting a city Geographical Information System.
- ◆ Three cities were surveyed for their experiences and one of the cities was visited.
- ◆ Christy Sutherland and Mike Garrett attended an ArcView workshop in Little Rock.

## **AIRPORT STUDY**

- ◆ The Planning Department continued involvement in the Airport Study. Efforts included:
  - ◆ One meeting with City Engineer Ronnie Hall
  - ◆ An analysis of Airport Weighting Factors
  - ◆ A response letter to airport consultant Aubrey Adcock.

## **CONWAY REGIONAL MEDICAL CENTER**

- ◆ Bill Polk attended two informational meetings regarding Conway Regional Medical Center expansion plans.

## **PORTABLE CONCESSION BUILDINGS**

- ◆ The Planning Department participated in the study of portable concession buildings and how they should be handled in Conway. The efforts included:
  - ◆ Three meetings to explore the problem and possible solutions
  - ◆ A survey of how other cities handle their portable concession buildings

## **A POSSIBLE CONWAY HISTORICAL DISTRICT**

- ◆ Bill Polk met with representatives of a group interested in creating a Conway Historical District. Information from the meeting was passed on to the Mayor's office.

## **HABITAT FOR HUMANITY**

- ◆ Christy Sutherland and Bill Polk met with and assisted representatives of Habitat for Humanity in their efforts to provide affordable housing in the Conway area.

## **MEDIA RELATIONS**

- ◆ The Planning Department attempted to maintain good relationships with the media and provide information as requested. Efforts included furnishing the Log Cabin Democrat, the Arkansas Democrat-Gazette, other newspapers, radio station KCON, other radio stations and various television stations with ongoing information regarding growth and development in the city.

## **ASSISTANCE TO OTHER CITIES**

- ◆ Minor assistance related to planning functions was furnished to Morrilton during 1996.

## **INTERNS**

- ◆ Five individuals worked as interns in the Planning Department in 1996. They were:
  - ◆ Christy Sutherland (Geography degree from University of Kansas)
  - ◆ Martine Downs (English Major, UCA)
  - ◆ Kevin Trezise (Geography Major, UCA)
  - ◆ Scott Conroy (Public Administration Major, UCA)
  - ◆ Andy Rohlman (Geography Major, UCA)

## **NEW EMPLOYEES**

- ◆ Christy Sutherland was hired as a Planning Technician and then promoted to Planning Cartographer upon Donald Crain's promotion to work in the Mayor's office. Martine Downs was hired as a Planning Technician and then promoted to work in the Mayor's office. Mike Garrett was hired as a Planning Technician.

## **REPRESENTATION AT MEETINGS OF CITY BODIES**

- ◆ Planning Department staff attended all Planning Commission meetings, all Board of Zoning Adjustment meetings and most City Council meetings, as well as numerous committee meetings of the three bodies.

## **INFORMATION DISSEMINATION THROUGH SALES**

- ◆ A significant number of documents and computer information, including both hard copy and disk copy maps were sold to the public at minimal prices.

## **INFORMATION AND COMPLAINTS**

- ◆ Numerous, uncounted complaints and requests for information were handled.

## **ASSISTANCE TO BUILDING PERMITTING AND INSPECTIONS**

- ◆ The Planning Department provided significant advisory and support functions for the permitting and inspecting process.



# 1996

## BUILDING PERMITTING AND INSPECTING DEPARTMENT YEAR END REPORT

### 1996 BUILDING PERMITTING AND INSPECTING DEPARTMENT ACTIVITIES

This portion of this report summarizes the activities of the Conway, Arkansas Building Permitting and Inspecting Department in 1996. The report is given in a synopsis form with the information presented in the various categories of activities.

#### NUMBER OF SINGLE FAMILY HOME PERMITS

- ◆ The volume of building in Conway decreased approximately 11.2% from 1995 (based on single family housing permits). This resulted in 389 single family housing permits being issued, compared to the 1994 record of 513 permits and the 438 permits issued in 1995. This was a decrease of 8.9% over the average of the past five years and an increase of 23.9% over the average of the last ten years.

#### CONSTRUCTION RELATED PERMITS

- ◆ A total of 3688 construction related permits were issued in 1996. The breakdown into types of construction permits follows:
  - ◆ 777 - Building Permits (down 43 from 1995)
  - ◆ 951 - Electrical Permits (up 56 from 1995)
  - ◆ 628 - Plumbing Permits (up 9 from 1995)
  - ◆ 594 - Mechanical Permits (down 48 from 1995)
  - ◆ 58 - Parking Lot Permits (up 7 from 1995)
  - ◆ 618 - Gas Permits (up 14 from 1995)
  - ◆ 62 - Sign Permits (new in 1996)

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3688 - Total (up 57 from 1995)

This total averages approximately 15 permits per working day

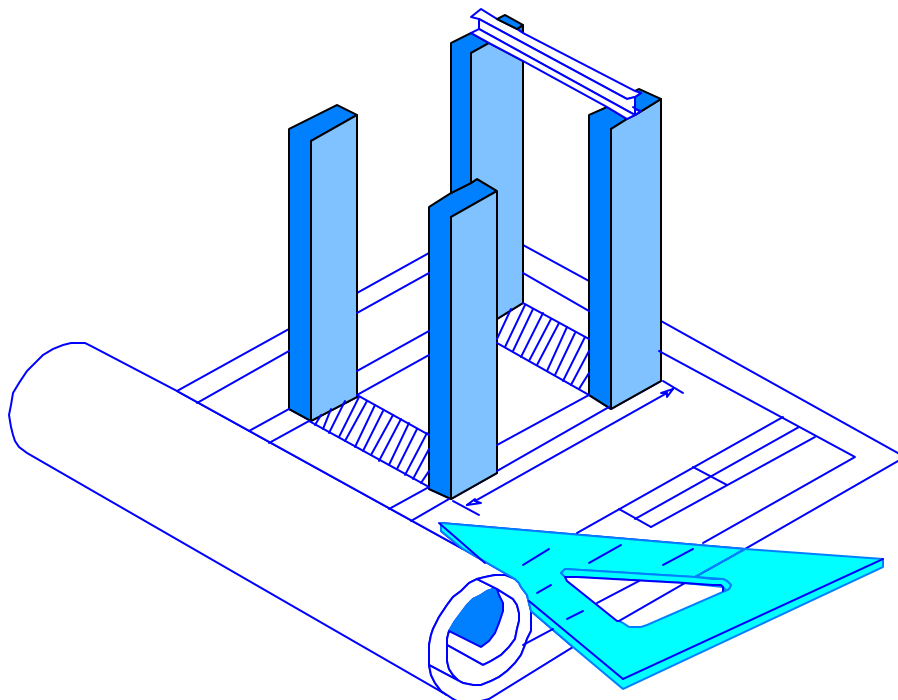
#### INSPECTIONS AND REINSPECTIONS

- ◆ A total of 7186 inspections and reinspections were requested during 1996. This was a decrease of 381 or 5.0 percent from 1995. This total averages approximately 29.5 inspections per working day.

**ESTIMATED CONSTRUCTION COSTS AND TYPES OF BUILDING PERMITS ISSUED**

◆ The 777 building permits issued covered buildings with an estimated construction cost of \$102,277,862. This is an increase of \$18,156,794 from 1995. This is the highest yearly total for which records are available (1979 through 1996). It is a 41.1% increase over the average for the last five years and a 102.2% increase over the average of the last ten years. Breakdowns by estimated cost (by permit applicants) and by building type follow:

Number of Building Permits Issued	COST	
	With Cost of	Construction Cost Subtotal
551 (down 86 from 1995)	Under \$100,000	\$24,386,434 (down \$4,458,043 from 1995)
165 (up 25 from 1995)	\$100,000 - \$250,000	\$23,239,898 (up \$1,961,171 from 1995)
33 (up 2 from 1995)	\$250,000 - \$500,000	\$9,844,475 (up \$237,387 from 1995)
15 (up 9 from 1995)	\$500,000 - \$1,000,000	\$11,140,963 (up \$7,290,213 from 1995)
9 (up 6 from 1995)	\$1,000,000 - \$2,500,000	\$16,466,092 (up \$10,726,066 from 1995)
4 (up 1 from 1995)	Over \$2,500,000	\$17,200,000 (up \$2,400,000 from 1995)
<b>777 Total (down 43 from 1995)</b>	<b>Total</b>	<b>\$102,277,862 (up \$18,156,794 from 1995)</b>



Type of Building	Total Cost	TYPE	
		Total Square Feet	Number of Building Permits Issued
<b>Industrial</b>			
Primary	\$ 3,100,000	249,000	1
Accessory	\$ 30,122	1,097	2
Additions	\$ 3,276,000	254,600	2
Remodeling	\$ -	-	0
Subtotal	\$ 6,406,122	504,697	5
<b>Commercial</b>			
Primary	\$ 15,813,218	538,945	47
Accessory	\$ 12,300	6,218	5
Additions	\$ 2,281,427	62,850	20
Remodeling	\$ 1,790,313	-	63
Subtotal	\$ 19,897,258	608,013	135
<b>Institutional</b>			
Primary	\$ 20,696,252	360,110	11
Accessory	\$ 97,344	4,520	6
Additions	\$ 3,632,717	36,127	2
Remodeling	\$ 356,744	-	6
Subtotal	\$ 24,783,057	400,757	25
<b>Agricultural</b>			
Primary	\$ -	-	0
Accessory	\$ -	-	0
Subtotal	\$ -	-	0
<b>Multi-Family</b>			
Primary	\$ 7,636,240	216,840	31
Accessory	\$ 14,300	1,192	7
Additions	\$ -	-	0
Remodeling	\$ 27,000	-	2
Subtotal	\$ 7,677,540	218,032	40
(This includes 31 new buildings with a subtotal of 273 housing units)			
<b>Duplex</b>			
Primary	\$ 1,948,000	48,774	23
Accessory	\$ -	-	0
Remodeling	\$ 73,000	-	3
Subtotal	\$ 2,021,000	48,774	26
(This includes a subtotal of 46 housing units)			
<b>Single-Family</b>			
Primary	\$ 39,849,469	894,220	389
Accessory	\$ 348,228	28,529	71
Additions	\$ 592,638	19,400	41
Remodeling	\$ 699,150	-	43
Remodeling to Accessory	\$ 3,400	-	2
Addition to Accessory	\$ -	-	0
Subtotal	\$ 41,492,885	942,149	546
(This includes a subtotal of 389 new housing units)			
<b>Total</b>	<b>\$102,277,862</b>	<b>2,722,422</b>	<b>777</b>
(This includes a total of 708 new housing units, an increase of 112 from 1995)			

**CONSTRUCTION COST AND SQUARE FOOTAGE OF SINGLE FAMILY RESIDENCES**

- ◆ A breakdown of single family residences by estimated construction cost and by square footage follows:

Cost of Single Family Residences			
Number of Permits Issued	Estimated Construction Cost (Estimated by the Applicant)	Total Cost	Average Cost Per Square Foot
7 (up 1 from 1995)	Less than \$50,000	\$ 234,548	\$23.54
103 (down 92 from 1995)	\$50,000 - \$75,000	\$ 6,296,749	\$36.37
137 (up 31 from 1995)	\$75,000 - \$100,000	\$11,553,621	\$43.26
88 (up 24 from 1995)	\$100,000 - \$150,000	\$10,924,541	\$45.85
37 (down 2 from 1995)	\$150,000 - \$200,000	\$ 6,123,000	\$47.72
17 (down 11 from 1995)	Over \$200,000	\$ 4,717,010	\$60.90
389 (down 49 from 1995)	Totals	\$39,849,469	\$44.56

The average construction cost per single family home in 1996 was \$102,441. (up \$4,165 per single family home from 1995).

Size of Single Family Residences			
Number of Permits Issued	Square Footage (includes everything under roof, not just heated and cooled)	Total Square Feet	Average Cost Per Square Foot
0 (down 1 from 1995)	Less than 1000	-	\$ -
79 (up 15 from 1995)	1000 - 1500	110,007	\$48.29
91 (down 73 from 1995)	1500 - 2000	159,591	\$40.78
154 (up 28 from 1995)	2000 - 3000	378,220	\$42.15
46 (down 5 from 1995)	3000 - 4000	153,131	\$47.36
13 (down 11 from 1995)	4000 - 5000	56,253	\$48.76
6 (down 2 from 1995)	More than 5000	37,018	\$56.59
389 (down 49 from 1995)	Totals	894,220	\$44.56

The average area per single family home in 1996 was 2222 square feet (down 68 square feet per single family home from 1995).

### **PER SQUARE FOOT CONSTRUCTION COST OF SINGLE FAMILY RESIDENCES**

- ◆ The average contractor estimated per square foot construction cost for new residences was \$44.56, an increase of \$1.65 per square foot from \$42.91 in 1995.

### **STATE ELECTRICAL BOARD**

- ◆ Ben Wiedower served by appointment of the governor in a position on the State Electrical Board which met once a month. He also served as the chairman of that board.

### **ARKANSAS STATE ELECTRICAL INSPECTORS' ASSOCIATION**

- ◆ Ben Wiedower served on the Board of the Arkansas Electrical Inspectors' Association and attended the Educational Conference and Business Meeting in Little Rock, Arkansas.

### **ARKANSAS PLUMBING INSPECTORS ASSOCIATION**

- ◆ Ben Wiedower served as the President of the Arkansas Plumbing Inspectors Association.
- ◆ Ben Wiedower attended the Annual Arkansas Plumbing Inspectors Short School in Mountain View, Arkansas
- ◆ Ronnie White attended the State Plumbing Inspectors Training Session in Forrest City, Arkansas

### **OTHER MEETINGS**

- ◆ Ben Wiedower attended the National Electrical Code Update Seminar in North Little Rock, Arkansas.

### **NEW PERSONNEL**

- ◆ In 1996, Julie LeVick was hired to fill the position of Permits and Inspections Clerk.

### **COMPLAINTS AND REQUESTS FOR INFORMATION**

- ◆ Numerous, uncounted complaints and requests for information were handled.

