THE CITY OF CONWAY
PLANNING COMMISSION MEETING
THURSDAY, OCTOBER 4, 2012
CITY HALL CONFERENCE ROOM – 5:30 P.M.

Present: Gerry Wallace, Charles Byrd, David Jordan, Hank Grabarz, Larry Foye, Chris Guidera

Absent: Fran Humphries, Bill Gobbel, Brantley Green

Staff: Michael Leinwand, Planning Director; Barbara Tessier, Secretary

Others: None

I. CALL TO ORDER

Chairman Wallace called the meeting to order at 5:30 p.m.

II. APPROVAL OF MINUTES

Jordan made a motion, seconded by Grabarz, to approve the September 6, 2012 minutes as written. The vote in favor was unanimous. The motion carried.

III. TEXT AMENDMENTS

A. Amendment to Section 5.1.30.A of the City of Conway Unified Development Ordinance (UDO) relating to Nurseries/Garden Centers.

Leinwand said when the city adopted the UDO in December 2011, Section 5.1.30.A included a provision that nursery and garden centers should be no larger than 20,000 square feet. He said after giving further consideration to this provision, staff believes this use does not need a size limit. Leinwand said other requirements of the UDO, such as setbacks, landscaping and buffering, and stormwater requirements would provide sufficient restrictions.

Leinwand said it was staff recommendation to amend the UDO to delete Section 5.1.30.A.6.

The Board did not think there was any issue with this text amendment.

Grabarz made a motion, seconded by Guidera, to approve the amendment to Section 5.1.30.A of the City of Conway Unified Development Ordinance (UDO). The vote in favor was unanimous. The motion carried.
B. Amendment to Table 6.2 of the City of Conway Unified Development Ordinance (UDO) relating to non-residential building and site requirements.

Leinwand said when the UDO was adopted in December 2011, the Non-Residential Design Standards included building coverage maximum percentages. He said after further review, staff believes building coverage maximum percentage requirements are not necessary. He said other requirements in the UDO such as setbacks, landscape buffering, parking, and stormwater already limited building size.

Leinwand said staff recommended approving the text amendment to Table 6.2 of the City of Conway Unified Development Ordinance (UDO) relating to non-residential building and site requirements.

Jordan asked if any of these proposed amendments had been an issue. Leinwand said items C and D might present some potential issues. Guidera asked if Council was just cleaning up things. Leinwand said it was basically cleaning up. He said it was a bit redundant to have these requirements in addition to setback and landscaping requirements.

Wallace asked if the stormwater people had any issues with the maximum building size. Leinwand said there had been no comments from the Public Works Department. Leinwand said this was not a requirement in the previous ordinance.

Jordan said the loosening of the UDO was for the city. Leinwand said the city was in the initial planning stages of the Public Safety facility on Ninth Avenue. He said he did not know the size of the building, but he did not think it would affect the 40%. He said the site was over two acres. However, this amendment was just not for the city. These requirements in the UDO already limit building size. Wallace said he agreed with staff's belief that the landscaping took care of most building sizes.

Grabarz made a motion, seconded by Foye, to approve this text amendment to the City of Conway Unified Development Ordinance (UDO). The vote in favor was unanimous. The motion carried.

C. Amendment to Section 6.3.2.A of the City of Conway Unified Development Ordinance (UDO) relating to the Professional (P) Zoning District dimensional requirements.

Leinwand said when the UDO was adopted in December 2011, the Professional (P) Zoning District included new provisions that total floor area for a building could not exceed 10,000 square feet, and the building’s footprint could not exceed 30% of the total lot size. He said there had been no such restrictions in the former ordinance. After consideration, staff believes these changes are errors, in need of correction. He said schools, public safety buildings and other residential zoning districts did not have a maximum building size restriction. He said in regard to the maximum building footprint,
requirements for parking, landscaping and buffering and stormwater provided sufficient restrictions.

To correct the errors, Leinwand said staff recommended an amendment to the UDO to delete 6.3.2.A.2 and 6.3.2.A.3. He said it was important to allow for schools, libraries, medical facilities, nursing homes, and public safety buildings within the Professional Zoning District.

Grabarz made a motion, seconded by Foye, to approve this text amendment to the City of Conway Unified Development Ordinance (UDO). The vote in favor was unanimous. The motion carried.

D. Amendment to Section 6.3.4.A of the City of Conway Unified Development Ordinance (UDO) relating to the Neighborhood Commercial (NC) Zoning District dimensional requirements.

Leinwand said when the UDO was adopted in December 2011, the Neighborhood Commercial (NC) Zoning District included new provisions that total floor area for a building could not exceed 6,000 square feet, and the building’s footprint could not exceed 30% of the total lot size. He said there had been no such restrictions in the former ordinance. After consideration, staff believes these changes are errors, in need of correction. He said schools, public safety buildings and other residential zoning districts did not have a maximum building size restriction. He said in regard to the maximum building footprint, requirements for parking, landscaping and buffering and stormwater provided sufficient restrictions.

To correct the errors, Leinwand said staff recommended an amendment to the UDO to delete 6.3.4.A.2 and 6.3.4.A.3. He said it was important to allow for schools, libraries, medical facilities, nursing homes, and public safety buildings within the Professional Zoning District.

Foye made a motion, seconded by Guidera, to approve this text amendment to the City of Conway Unified Development Ordinance (UDO). The vote in favor was unanimous. The motion carried.

IV. PUBLIC INPUT

There was none.

V. STAFF INPUT

A. Training Opportunities for 2012

Leinwand said Foye, Guidera and Byrd had not taken the required 3 hours of training yet this year, and needed to do so before the end of December. He said they had in front of them several locations offering the required training. They told Leinwand
they would rather have him facilitate the training for them at the next Planning Commission meeting on November 1. After a brief discussion, it was decided to begin the training on November 1, 2012 at 4 p.m., break at 5:30 for the Planning Commission meeting, and continue the training at the end of the meeting.

VI. ADJOURN

There being no further business to come before the Board, the meeting adjourned at 5:50 p.m.

Approved and signed this 1st day of November, 2012.

Gerald Wallace, Chairman