

**MINUTES
WASHINGTON COUNTY PLANNING BOARD
&
ZONING BOARD OF ADJUSTMENTS**

July 6, 2017

5:00 pm, Quorum Court Room, New Court House
280 N. College Ave.
Fayetteville, Arkansas 72701

DEVELOPMENTS REVIEWED:

ACTION TAKEN:

LAND DEVELOPMENT HEARING

Fayetteville Planning Area

a: JRD United Church of Christ Final LSD

Approved

County

b: Combs-Bell Minor Subdivision

(tabled at the request of the applicant)

Tabled

County

c: Meadows at River Mist Preliminary Subdivision

(tabled at the request of the applicant)

Tabled

CONDITIONAL USE PERMIT HEARING

Fayetteville Planning Area

d. Stone Chapel Dog Kennel & Cattery CUP

(tabled at the request of the applicant)

Tabled

Fayetteville Planning Area

e. Old Wire Services & Recreational Facilities CUP

(tabled at the request of the applicant)

Tabled

County

f. Meadows at River Mist CUP

(tabled at the request of the applicant)

Tabled

1. ROLL CALL: *Roll call was taken. Members present include Kenley Haley, Randy Laney, Philip Humbard, Joel Kelsey, Walter Jennings and Robert Daugherty. Daryl Yerton was not present.*

2. APPROVAL OF MINUTES: *Philip Humbard made a motion to approve the minutes of June 1, 2017. Joel Kelsey seconded. All board members were in favor of approving. Motion passed.*

3. APPROVAL OF THE AGENDA: *Philip Humbard made a motion to approve the agenda. Walter Jennings seconded. All board members were in favor of approving. Motion passed.*

4. NEW BUSINESS

LAND DEVELOPMENT HEARINGS

Fayetteville Planning Area

a. JRD United Church of Christ Final LSD

Final Land Development Request

Location: Section 29, Township 17, Range 29

Owners: JRD (Jarin Rarik Dron) United Church of Christ

Applicant: John Campbell

Engineer: Geoff Bates

Location Address: 4052 Old Wire Rd. WC 87

Approximately +/- 2.49 acres Proposed Land Use: Church

Coordinates: Latitude: 36.12100960, Longitude: -94.10332397

Project #: 2017-201

Planner: Nathan Crouch email: ncrouch@co.washington.ar.us

REQUEST: JRD United Church of Christ is requesting **Final Large Scale Development** approval to allow a church on a property that is approximately 2.52 acres in size, and zoned for Agricultural and Single Family Residential Uses, and has an existing CUP and LSD.

CURRENT ZONING: Project lies within the County's Zoned area (Agriculture/Single-Family Residential 1 unit per acre). **Project received Conditional Use Permit (CUP) approval on May 29, 2014 with conditions. It was ratified on June 19, 2014 (CUP # 2014-068).**

PLANNING AREA: This project is located within City of Fayetteville's Planning Area.

QUORUM COURT DISTRICT: District 15, Butch Pond **FIRE SERVICE AREA:** Goshen Rural

SCHOOL DISTRICT: Fayetteville

INFRASTRUCTURE: **Water**– Fayetteville **Electric**- Ozarks Electric **Natural Gas**– Black Hills Corp
Telephone- AT&T **Cable**- Cox Communication

BACKGROUND/ PROJECT SYNOPSIS:

JRD United Church of Christ is requesting **Final Large Scale Development** approval to allow the use of the newly constructed church on parcel # 001-15540-002.

The church is approximately 6,000 square feet in size and is located on a 2.52-acre lot. The church includes a worship hall, fellowship hall, women's fellowship (with warming kitchen), office, restrooms, Sunday school room, and choir room. Office hours are generally from 9:00 a.m. to 4:00 p.m. with services on Sunday mornings and evenings. Smaller daytime services will be held on other days of the week. In addition, special holiday and other services (such as Christmas, Easter, weddings, and funerals) will be held.

TECHNICAL CONCERNS:

Water/Plumbing/Fire Issues:

City of Fayetteville Water utility services this property. Water is available to the site. The property is outside the Fayetteville city limits, therefore, sewer is not provided. Glenn Newman, with City of Fayetteville water, commented that this project will be required to meet all City Engineering Criteria. The City of Fayetteville will inspect the plumbing for this project.

The nearest hydrant to this property is just to the west of the entrance of the property. It has a fire flow of 1548 gpm. According to Arkansas State Fire Code, the proposed building must be within 250 feet of a hydrant. Therefore, an onsite hydrant is required with a public water main extension.

Additionally, a sprinkler system is required as the total occupancy is calculated at 312 persons. The sprinkler system requires its own dedicated hydrant and FDC (fire department connection). This second hydrant must be within 100 feet of the building.

The Washington County Fire Marshal, City of Fayetteville Fire Marshal (because it is in Fayetteville's Planning Area) and Goshen Fire Marshal (because it is in Goshen's Fire Service Area) all had the ability to review this project. No comments were received from Fayetteville or Goshen Fire Departments. The project must meet State Fire Code.

Lighted exit signs, fire extinguishers, emergency lighting, and panic hardware on exit doors are required. A "warming kitchen" only is allowed. If the kitchen use changes from "warming" to a commercial type kitchen, several additional conditions will be required. The project must come back through the CUP process to make this change.

The Fire Marshal will complete all inspections necessary for the building, and the final building and parking/drive inspections.

Septic/Health Department Issues:

A permit has been submitted to the Health Department.

Generally, the septic area must not be disturbed. The septic system must be approved by the Health Department, installed, and inspected by the Health Department prior to the building being occupied. No parking (including overflow) is allowed on any portion of the septic system or alternate area.

Electric/Phone/Water/Gas/Cable:

This project is serviced by Ozarks Electric, AT&T, Fayetteville Water, Black Hills Corp, and Cox Communications. Generally, any relocation of existing facilities will be at the developer's expense.

All other utility comments from CUP & Preliminary LSD have been addressed.

Roads/Sight Visibility/Ingress-Egress/Parking:

The Washington County Road Department requires an apron to connect entrance drives to the County Road. The apron(s) must be paved (asphalt or concrete) and extend at least 20' from the right-of-way. The entry apron has not been installed yet, but is a condition of approval. Staff will field verify the location and dimensions of the apron upon final inspection.

Any work to be completed in the County ROW must be permitted prior to beginning construction.

According to the sight distance study provided by the project engineer, sight visibility to the West is good. Based on the posted speed of the curve (20mph) in the road to the East, 220 feet of sight distance is required. The report shows 230 feet is available which is adequate. If the driveway placement shifts, staff will require an additional study to insure that the minimum required sight distance can still be met.

The applicant is proposing one 24 foot wide entrance/exit. No parking is allowed on the hydrant side of this entrance and must be marked. All entrance drives and fire lane areas must support 75,000lbs in all weather conditions to ensure fire apparatus access. The Fire Marshal will complete the final inspection of the site.

According to the City of Fayetteville's Master Street Plan, Old Wire Road is designated as a Principle Arterial Street, which requires a total right-of-way width of 87', or 43.5' from the centerline of the road. Washington County is requesting only 30' from center be shown on the plans at this time.

Based on the approximately 200 seats proposed for the main area of the church, a minimum of 52 parking spaces are required (2-3 must be handicapped accessible). Parking for 52 vehicles and 2 handicapped accessible spaces are shown on the plat.

Drainage:

A Final Drainage Report was submitted. The Washington County Contracted Engineer has reviewed this report and found it to be adequate.

Environmental Concerns:

At this time, no stormwater permit is required by Washington County; however, the applicant must comply with all rules and regulation of the Arkansas Department of Environmental Quality (ADEQ). This project is not located within the MS4 area.

Signage/Lighting/Screening Concerns:

The applicant has requested a sign that is 6' x 6' (or smaller) with indirect lighting. The sign should not exceed 8' in height. The sign cannot be placed in the County Road right-of-way. It is currently shown in the Ozarks OHE utility easement. The applicant is aware they must obtain permission from OECC or relocate the sign further into the site. Staff is not requiring that a sign be placed, only requiring conditions if a sign is placed.

Any outdoor lighting must be shielded from neighboring properties. Any lighting must be indirect and not cause disturbance to drivers or neighbors. All security lighting must be shielded appropriately.

There is an existing mature (mostly evergreen) tree line that runs on the east property line. This will be left intact to provide buffering for the residential/agricultural properties to the east. In addition to the existing vegetation, staff will require additional screening for the residence directly to the east. The home is very close to the property line. This screening can be vegetative or opaque privacy fencing (a minimum of 6 feet in height). The additional screening must be placed from the ROW, and run approximately 200 feet south along the property line.

NEIGHBOR COMMENTS/CONCERNS:

Neighbor notifications are not required for Final LSD. No neighbor comments have been received. Staff will update you at the meeting if any neighbor comments are received.

CHECKLIST:

*Please note that if an item is marked inadequate, staff will usually recommend tabling or denial of a project.

Planning Issues/Engineering Issues			✓
Road Issues			✓
Fire Code Issues			✓
Utility Issues			✓
Health Department Issues			✓
Other Important Issues			
General Plat Checklist			
	Inadequate	Acceptable	Complete
General Information			✓
Existing Conditions		✓	
Proposed Improvements			✓
Info to supplement plat			✓

STAFF RECOMMENDATION:

Staff recommends approval of the proposed JRD United Church of Christ Final Large Scale Development, contingent upon receiving Fire Marshal inspection approval, as well as Planning Staff inspection approval, with the following conditions:

(Conditions from Preliminary LSD approval)

Water/Plumbing/Fire Conditions:

1. The applicant may tap on the 18 inch (water) main. Applicant will be required to install a 12 inch (water) main up to the last fire hydrant. (This has been what is required when a FH and Fire line are on a single dead end line). Then the applicant will be able to install the demarcation valve and PIV on the fire line. The service line will also be allowed to tap the 12 inch.
2. This project will be required to meet all City of Fayetteville Engineering Criteria.
3. The City of Fayetteville will inspect the plumbing for this project. The applicant must contact the Building Safety Department (479-575-8233) during construction.
4. An onsite hydrant is required with a public water main extension.
5. Additionally, a sprinkler system is required by the Architect. The sprinkler system requires its own dedicated hydrant and FDC (fire department connection). This second hydrant must be within 100 feet of the building.
6. The project must meet State Fire Code.
7. All health/safety conditions recommended by the architect must be followed.
8. Lighted exit signs, fire extinguishers, emergency lighting, and panic hardware on exit doors are required.
9. A "warming kitchen" only is allowed. If the kitchen use changes from "warming" to a commercial type kitchen, several additional conditions will be required. The project must come back through the CUP process to make this change.
10. The Fire Marshal will complete all final building and parking/drive inspections.
11. Knox Box system of entry is required near the front door.
12. Facility should be entirely sheet rocked prior to use as an assembly area.

Septic Conditions:

1. If drainage causes septic tight line to cross any part, that pipe portion must be sleeved.
2. No irrigation may be installed on primary or secondary fields.
3. If space becomes a factor, it is strongly suggested that the Drip-Alternate septic system be considered. This system will be more costly, but much less space for field location would be needed.
4. Septic system area must not be disturbed.
5. No parking is allowed on any portion of the septic system including the alternate area. (No overflow parking either).
6. The septic system must be approved by the Health Department, installed, and inspected by the Health Department prior to the building being occupied.
7. Lay out septic system as designed. Show location of lateral lines including cap and fill and setbacks. Need 10' setback from detention pond (any part)

Roads/Sight Visibility/Ingress-Egress/Parking Conditions:

1. If the driveway placement shifts, staff will require an additional sight distance study to insure that the minimum required sight distance can still be met.
2. Fire lanes must be designated on the site. If on a hard surface material, they must be painted, if on a gravel surface, they must have proper signage.
3. A minimum of 52 parking spaces are required (the architect or engineer should determine the required ADA parking spaces; minimum of 2 must be handicapped accessible).
4. The Washington County Road Department requires an apron to connect entrance drives to the County Road. The apron(s) must be paved (asphalt or concrete) and at least 20' in depth. This must be completed prior to Final LSD approval. Any extensions must be approved by the Washington County Road Department Superintendent.
5. Any work to be completed in the County ROW must be permitted prior to beginning construction. Please call (479) 444-1610 for permit.
6. All entrance drives and parking areas must support 75,000lbs in all weather conditions. (Engineer statement is required).
7. Washington County Fire Marshal will complete the final inspection of the site.
8. Parking on Old Wire Road is prohibited. No backing onto Old Wire Road will be allowed. The parking area must provide adequate turn-around areas.

9. Leave existing vegetation primarily intact to provide screening for parking area. (Removal of brush, etc... must be approved by the Washington County Planning Department).
10. At Final LSD: Need a statement, signed/stamped by Architect/Engineer, that states ADA access from ADA parking spaces to the building is in place prior to building occupation.

Environmental Conditions:

1. At this time, no stormwater permit is required by Washington County; however, the applicant must comply with all rules and regulation of the Arkansas Department of Environmental Quality (ADEQ).

Signage/Lighting/Screening Conditions:

1. 6' x 6' (or smaller) with indirect lighting, not to exceed 8 feet in height. The sign cannot be placed in the County Road right-of-way. It is currently shown in the Ozarks OHE utility easement. The applicant is aware they must obtain permission from OECC or relocate the sign further into the site. Staff is not requiring that a sign be placed; only requiring conditions if a sign is placed
 - Ozarks Electric will allow the sign to be placed in this location if it is located 10' from the existing power pole and is not more than 10' in height.
2. Signage cannot be placed in the County Road right-of-way.
3. Any outdoor lighting must be shielded from neighboring properties. Any lighting must be indirect and not cause disturbance to drivers or neighbors. All security lighting must be shielded appropriately. Please refer to diagram in the staff report attachments.
4. Existing vegetation must be left generally intact to provide screening to the property to the east of the proposed project. If vegetation is removed, Planning Staff will review for additional screening requirements.
5. In addition to the existing vegetation, additional screening for the residence directly to the east is required. The applicant has shown a vegetative buffer on the Preliminary LSD plans. This has been reviewed and is sufficient. The vegetation/screening plan shall indicate the combined minimum required height of 4 feet for all vegetation at installation.

Utility Conditions:

1. Generally, any damage or relocation of utilities will be at the expense of the owner/applicant.
2. The sign is currently shown to be located in the OECC OHE utility easement. Ozarks Electric will allow the sign to be placed in this location if it is located 10' from the existing power pole and is not more than 10' in height.

General Conditions:

1. Hours of operation, days, and day-to-day operations should be generally as stated by the applicant: 9:00a.m. to 4:00p.m., services on Sunday mornings and evenings. Smaller daytime meetings will be held throughout the week. Cleaning, maintenance and deacon meetings will take place approximately once a week. Special holiday and other services (such as Christmas and weddings) will also take place.
2. Number of employees should be generally as stated by the applicant.
3. Only the uses proposed are allowed; no additional uses unless additional review takes place. (i.e. daycare, school, etc...)
4. Generally restrict grading and tree removal only to that necessary for development.
5. Screening (opaque) for the dumpster enclosure (gate must also be opaque) shall be required at LSD.
6. Correct all LSD checklist items.
7. Sq footage of building must be shown correctly on all pages of the site plans and in the drainage report.
8. Pay Mailing Fees of \$58.10 within 30 days of approval. (Invoice was emailed to applicant on 06/20/14).
9. Any further splitting or land development not considered with this approval must be reviewed by the Washington County Planning Board/Zoning Board of Adjustments.
10. Any expansion (second floor) will be reviewed separately as a CUP and potentially LSD by the Washington County Planning Board/Zoning Board of Adjustments.

11. This LSD is subject to all conditions approved at CUP.
12. All Preliminary LSD conditions shall be adhered to and completed in the appropriate time period set out by ordinance

Washington County Senior Planner, Nathan Crouch, presented the staff report for the board members.

Kenley Haley, Planning Board Member, inquired regarding the maximum capacity and how the parking capacity was determined.

Nathan answered, "There is a multiplier or a formula for figuring it out and I don't have that in front of me right now but I did."

Kenley Haley asked, "Is it determined by the state? Or who determines the multiplier?"

Nathan continued, "We went with Fayetteville's requirement on that one. I assume that is the multiplier that we have, it was pulled from Fayetteville. We have two, one for churches and one for regular assembly areas. Courtney processed this to begin with and I believe she probably stuck with one or the other for whatever reason. I don't know the reasoning, but it does meet that multiplier."

No Public Comments.

Public Comments Closed.

*Robert Daughtery made a motion to approve with staff recommendations the **JRD United Church of Christ Final LSD**. Philip Humbard seconded. All board members were in favor of approving. Motion passed*

County

b. Combs-Bell Minor Subdivision

(tabled at the request of the applicant)

Minor Subdivision Request

Location: Section 24, Township 16, Range 29

Owners: Eagle Holdings LLC

Surveyor: Tim West

Location Address: Combs-Bell WC 319

Approximately +/- 21.99 acres / 2 lots Proposed Land Use: Residential Subdivision

Coordinates: Latitude: 36.04680240, Longitude: -93.99948509

Project #: 2017-200 Planner: Sita Nanthavong email: snanthavong@co.washington.ar.us

County

c. Meadows at River Mist Preliminary Subdivision

(tabled at the request of the applicant)

Preliminary Subdivision Request & Conditional Use Permit

Location: Section 06, Township 17 North, Range 28 West

Owners: Bank of Fayetteville

Applicant: Jamal Parker, Parker Enterprises & Memphis Snyder, FH&G Properties, LLC

Engineer: Charles Presley

Location Address: Intersection of E Hwy 412 and WC 386

Approximately +/- 65.35acres/125 lots Proposed Land Use: Residential Subdivision

Coordinates: Latitude: 36.17437745, Longitude: -94.01026113

Project #: 2016-250 Planner: Nathan Crouch email: ncrouch@co.washington.ar.us

CONDITIONAL USE PERMIT HEARINGS

Fayetteville Planning Area

d. Stone Chapel Dog Kennel & Cattery CUP **(tabled at the request of the applicant)**

Conditional Use Permit Request

Location: Section 01, Township 16, Range 31

Owner/applicant: Jaime S. Hertzberg

Location Address: 2176 N Stone Chapel Ln. WC 878

Approximately +/- 2.54 acres / 1 lot Proposed Land Use: Dog Kennel & Cattery

Coordinates: Latitude: 36.09295388, Longitude: -94.22728308

Project #: 2017-195 **Planner: Nathan Crouch email: ncrouch@co.washington.ar.us**

Fayetteville Planning Area

e. Old Wire Services & Recreational Facilities CUP **(tabled at the request of the applicant)**

Conditional Use Permit Request

Location: Section 30, Township 17, Range 29

Owners: Burge, Robert Eugene Irrevocable Trust

Applicant: Tina Ford

Engineer: Geoff Bates

Location Address: Old Wire Rd. WC 87

Approximately +/- 19.4 acres / 1 lot Proposed Land Use: Services, Office, and Recreational Facilities

Coordinates: Latitude: 36.12103716, Longitude: -94.10753190

Project #: 2017-199 **Planner: Sita Nanthavong email: snanthavong@co.washington.ar.us**

County

f. Meadows at River Mist CUP **(tabled at the request of the applicant)**

Conditional Use Permit Request

Location: Section 06, Township 17 North, Range 28 West

Owners: Bank of Fayetteville

Applicant: Jamal Parker, Parker Enterprises & Memphis Snyder, FH&G Properties, LLC

Engineer: Charles Presley

Location Address: Intersection of E Hwy 412 and WC 386

Approximately +/- 65.35 acres/125 lots Proposed Land Use: Residential Subdivision

Coordinates: Latitude: 36.17437745, Longitude: -94.01026113

Project #: 2016-249 **Planner: Nathan Crouch email: ncrouch@co.washington.ar.us**

5. Other Business

- Discussion of Current Development and Planning Department Activities.
- Reminder of upcoming Planning Board meetings:
 - Aug 10
 - Sept 7
- Any other Planning Department or Planning Board business.

6. Old Business

7. Adjourn

Robert Daughtery moved to adjourn. Philip Humbar seconded. Daryl Yerton was not present. Randy Laney, Kenly Haley and Joel Kelsey were all in favor of approving. Motion passed.

Planning Board adjourned.

Minutes submitted by: Juliana Mendoza

Approved by the Planning Board on:

_____ Date: _____
Randy Laney, Planning Board Chairman