

**MINUTES
WASHINGTON COUNTY PLANNING BOARD
&
ZONING BOARD OF ADJUSTMENTS
Jan 09, 2014**

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

DEVELOPMENTS REVIEWED:

ACTION TAKEN:

LAND DEVELOPMENT HEARINGS

Fayetteville Planning Area

a: Chapel View Subdivision

Approved

County

b: Replat Lot 10 Rose Prairie Estates

Approved

Fayetteville Planning Area

c: Gulley Addition (TABLED AT THE
REQUEST OF THE APPLICANT)

Tabled

1. ROLL CALL:

Roll call was taken. Members present include Robert Daugherty, Daryl Yerton, Cheryl West, Walter Jennings, and Kenley Haley. Chuck Browning and Randy Laney were not present.

2. APPROVAL OF MINUTES: *Cheryl West made a motion to approve the minutes of Dec 12, 2013. Kenley Haley seconded. All board members were in favor of approving. Motion passed.*

3. APPROVAL OF THE AGENDA: *Daryl Yerton 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. Chapel View Subdivision

Final Subdivision Plat Approval Request

Location: Section 33, Township 17 North, Range 29 West

Owners: Brandon Sewell/ GBS Development, Inc.

Applicant: Bates and Associates, Inc. (Geoffrey Bates)

Location Address: no address. Across the street from 5631 Mission Blvd, Fayetteville, AR

Approximately 22.88 acres/ Proposed Land Use: Residential/Agricultural, 18 lots

Coordinates: Longitude: 94° 4' 46.63" W, Latitude: 36° 6' 15.81" N

Project #: 2012-115 Planner: Juliet Richey e-mail at jrichey@co.washington.ar.us

REQUEST: The applicant is requesting Final Subdivision Approval of Chapel View Subdivision. The request is to subdivide a 22.88 acre parcel into 18 lots.

Preliminary Plat approval for this subdivision was granted in December 2012. A variance was also

granted in December 2012 to allow a cul-de-sac to extend beyond the maximum allowed 1200' to accommodate a (future) connection to the property to the north. This connection was required by the City of Fayetteville.

CURRENT ZONING: Project lies within the County Zoned area (Agricultural/Single-Family Residential 1 unit per acre). All lots are 1 acre in size or larger, and zoning compliant.

PLANNING AREA: This project is located in the City of Fayetteville's Planning Area. Their Final Plat approval process is administrative. As per City Planner, Quin Thompson, the plat is acceptable to the City as long as minor revisions are made. The revisions have been resubmitted to the City (December 31, 2013), and are in the process of being re-reviewed.

Mr. Thompson stated that the City is comfortable with the County moving ahead with our Final Plat review with the condition that the County not sign Final plats until the City has first approved and signed the Final Plat.

This will be a condition of County Final Approval.

QUORUM COURT DISTRICT: District 15, Butch Pond.

FIRE SERVICE AREA: Goshen VFD **SCHOOL DISTRICT:** Fayetteville

INFRASTRUCTURE: Water-- Fayetteville **Electric-** Ozarks Electric **Natural Gas--** Source Gas
Telephone- AT&T **Cable-** Cox

BACKGROUND/ PROJECT SYNOPSIS:

The property owner is Brandon Sewell/GBS Development; the applicant/surveyor/engineer is Bates and Associates.

Chapel View Subdivision is requesting Final Subdivision Plat approval to create an 18 lot subdivision from one existing 22.88 acre tract (parcel# 001-15756-000). All proposed lots are at least 1 acre in size.

The developer has constructed one (north-south) cul-de-sac street, and one (east-west) street terminating into a hammerhead. As with all temporary cul-de-sacs and stub-out streets, these streets will be connected to adjoining properties once those properties develop in the future.

This project accesses off HWY 45 E, Mission Blvd. It is located on the north side of the Highway- directly across the street from 5679 Mission Blvd/HWY 45. The Shelton Addition Subdivision lies directly to the east.

At the date of this Staff Report (January 3rd), there are still some unresolved issues that prohibit Planning Staff from making a recommendation for approval of this subdivision. The developer has been given until January 7th to resolve these issues and remain on the January 9th agenda. Staff will update you on the developer's progress in addressing these issues prior to and at the January 9, 2014 Planning Board Meeting.

Outstanding Road Issues from the Road Department's January 2nd inspection:

- Make sure street name signs are attached correctly and securely
- Verify that slopes (for ditches and shoulders) are per construction plans. We are concerned about anything more than a 3 to 1.
- Asphalt needs to be re-cleaned. There is still a lot of debris on the asphalt.
- One of the signs at the hammer head needs to be re-set. It is very loose.
- Need to address the "drop offs" on the shoulders where the base ends and dirt begins.

- There is a rut/hole at the hammer head right next to the pavement that needs addressed.
- The holes in the concrete at the boxes/headwalls where samples were taken need to be filled.
- We need all test results. I do not have copies of the concrete or asphalt results.
- Any cracks in the asphalt need to be addressed. Propose how these will be addressed prior to work.
- Add hand rails to each end of the headwall on the boxes per the approved construction plans.

Additional outstanding issues as per the Planning Department:

- As mentioned by the Road Department, all slopes in the ROW (including the HWY 45 ROW) may not be greater than 3:1. We are concerned that there are some slopes greater than 3:1. The County will go out Monday to inspect these slopes. You should look at them beforehand and begin fixing any slopes greater than 3:1 as any slopes (greater than 3:1) not fixed by Tuesday will result in a failed Final Inspection.
- I need something in writing from ADH regarding subdivision approval
- I need proof of Final Plat approval from the City of Fayetteville
- I need 3 printed copies of the revised drainage report; signed and stamped.

TECHNICAL CONCERNS:

Roads

This project accesses off HWY 45 E, Mission Blvd.

The developer has constructed one (north-south) cul-de-sac street, and one (east-west) street terminating into a hammerhead. Both streets will be connected to adjoining properties once those properties develop. These streets are proposed to be dedicated to the County/public.

Previously mentioned outstanding issues must be resolved prior to the County being able to accept the streets or move ahead with Final Plat approval.

Fire Safety

This subdivision was reviewed by the County Fire Marshal and Goshen VFD. The subdivision tapped into an existing City of Fayetteville 12" waterline on Mission Blvd.

As per a January 3rd phone conversation with Marshal Ledbetter, the subdivision meets fire flow requirements (with the addition of tanker support) and other Fire Code requirements enforced by the County Fire Marshal.

Sewer/Septic

The 18 proposed lots will utilize individual septic systems. A Designated Representative of the Arkansas State Health Department performed a soil pit analysis and determined that the area is able to sustain standard septic systems for each proposed lot. Please see the layout proposed on page 2 of the plans.

It is my understanding that ADH has signed off on the final subdivision design; however, I have not yet received this approval in writing. I will update you at the meeting as to whether I have received this written approval.

Electric/Phone/Gas/Water

Any damage or relocation of utilities will be at the expense of the owner/applicant.

Addressing

Addresses have been assigned to each lot and should be shown on the Final plat. This will be a condition of approval.

The proposed street names have been approved by the County Addresser.

Environmental

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

SITE VISIT:

Multiple site visits were conducted by Planning Staff and the Road Department in December. Many items of concern/outstanding issues have been noted in the project synopsis portion of this document. Hopefully all outstanding issues will be addressed by the final inspection deadline of Tuesday, January 7, 2014.

CHECKLIST:

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

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

APPROVED VARIANCE SYNOPSIS:

A variance to (Section 11-90, Street Design Criteria for Land Development (6), Temporary cul-de-sac length) was granted in December 2012 to allow the cul-de-sac to extend beyond the maximum allowed 1200' to accommodate a (future) connection to the property to the north. This connection was required by the City of Fayetteville. The proposed cul-de-sac is to be approximately 1,355 linear feet in length.

STAFF RECOMMENDATION:

Staff recommends the approval of Chapel View Subdivision Final Plat with the following conditions:

Planning and Road Conditions:

1. Planning Staff need to see release of AHTD permit prior to signing the plat.
2. Please more clearly depict the required drive location area for lot 8. Currently there is just an arrow. I would like a box delineating the specific parameters of the area that it would be acceptable in which to place a drive for this lot.
3. All City of Fayetteville requirements must be met and plats with their signature must be submitted to our office before we will sign.
4. The 40% of the cost of the in-place material must be paid for the failed tests on the concrete end walls for the drainage structure (As per County code).
5. Payment for inspections will be required before Final Plats are signed.
6. Payment for additional Engineering review will be required before Final Plats are signed.

7. Revised As-Builts must be submitted. All information from the Final Plat (page 2) must be added in additional to the usual As-Built information. The As-Builts must be reviewed and approved by The County Road Department and County Engineer prior to signing Final Plats.
8. The remaining hole in the concrete at the boxes/headwalls must be filled and inspected.
9. All test results must be received and verified prior to any Final Plats being signed. Any issues found with the results must be resolved as per County Code.

Standard Conditions:

1. Any further splitting or land development not considered with this approval must be reviewed by the Washington County Planning Board/Zoning Board of Adjustments.
2. All general plat checklist items must be corrected.
3. Once all plat corrections have been completed, submit corrected plat for review prior to obtaining signatures.
4. **Have all signature blocks signed on 11 Final Plats - 2 for filing in the Circuit Clerk's office, 7 for the County Planning office, remainder for the developer. The Circuit Clerk is not accepting plats over 18" x 24" in size.**
5. **No lots may be sold until the final plat has been signed and filed.**

Washington County Planning Director, Juliet Richey presented the staff report for the board members.

No Public comments. Public Comments Closed.

*Daryl Yerton made a motion to approve the **Chapel View Subdivision** subject to staff recommendations Cheryl West seconded. Chuck Browning and Randy Laney were not present. Board Members Walter Jennings, Daryl Yerton, Robert Daugherty, Cheryl West, and Kenley Haley were in favor of approving. Motion passed.*

County

b. Replat Lot 10 Rose Prairie Estates

Preliminary and Final Replat Approval Request

Location: Section 26, Township 16 North, Range 32 West

Owners: Willow Springs Land Holdings LLC c/o Dale Morris

Applicant: Gore Engineering and Surveying

Location Address: 13022 Rose Cemetery Rd

Approximately 4.53/ Proposed Land Use: Residential/Agricultural, 2 lots

Coordinates: Longitude: 94°20' 56.83" W, Latitude: 36°2 '28.40" N

Project #: 2013-177 Planner: Courtney McNair e-mail at cmcnair@co.washington.ar.us

REQUEST: The applicant is requesting Replat Approval of Lot 10 (approx 4.53 acres), Rose Prairie Estates, Lot 10 A (2.27 acres) will be for residential purposes, and Lot 10 B (2.27 acres) will be for agricultural purposes.

CURRENT ZONING: Project lies within the County Zoned area (Agricultural/Single-Family Residential 1 unit per acre). The proposed project meets the current zoning requirements.

PLANNING AREA: This project is not located within a Planning Area; it is located solely within the County's jurisdiction.

QUORUM COURT DISTRICT: District 7, Rick Cochran

FIRE SERVICE AREA: **Prairie Grove**-did not submit comments on this project, and Dennis Ledbetter, Washington County Fire Marshall does not review projects with four (4) lots or less.

SCHOOL DISTRICT: **Prairie Grove**, Alan Williams

INFRASTRUCTURE: **Water**– Washington Water Authority **Electric**- Ozarks Electric
Natural Gas– N/A **Telephone**- Prairie Grove Telephone **Cable**- N/A

BACKGROUND/ PROJECT SYNOPSIS:

The property owner is Willow Springs Land Holdings, LLC. The surveyor is Gore Engineering and Land Surveying. The applicant is requesting to divide a 4.53 acre parcel into two lots: **(see attached plat, B-8)**

Lot 10A-2.27 acres

Lot 10B-2.26 acres

Currently, Lot 10 of Rose Prairie Estates is divided in half by Rose Cemetery Road. Each half of the lot is approximately 2.26 acres in size. The proposed split uses the road division as the proposed dividing line. This property is currently vacant (with a building pad on proposed Lot 10A). Lot 10A is intended for Residential use, and Lot 10B is intended for Agricultural use.

This proposed property division could not be processed administratively because it is located within a previously platted subdivision and therefore considered a replat.
(see attached original approval of Rose Prairie Estates Lot 10, B-7)

TECHNICAL CONCERNS:

Sewer/Septic

Staff has received soil work and an approved septic system permit for Lot 10A. At this time, Lot 10B is proposed to be solely agricultural and therefore does not require soil work.

Electric/Phone/Gas

Any damage or relocation of utilities will be at the expense of the owner/applicant.

Water

Washington Water Authority services this parcel. The waterline shown on the replat is based on a waterline shown in the original Rose Prairie Estates plat.

Addressing

An address must be assigned once the house location is known for Lot 10A (there is an existing building pad, but no address application has been submitted for this location at this time).

Environmental

After January 1, 2013, no stormwater permit will be required by Washington County; however, the applicant must comply with all rules and regulations of the Arkansas Department of Environmental Quality (ADEQ).

Road

This parcel accesses off Mateer Road, WC 610, and Rose Cemetery Road, WC 615.

Both proposed lots have adequate road frontage, and it appears that Lot 10A already has a driveway installed. If in the future, the drive location is moved (or if one is needed to access Lot 10B), any work to be completed in the Washington County Right of Way requires a permit.

NEIGHBOR COMMENTS:

All neighbors within 300 feet of the boundary of this property were notified by certified mail of this

proposed project.

No comments have been received at this time.

Staff will update the Planning Board at the meeting if any comments are received.

CHECKLIST:

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

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

STAFF RECOMMENDATION:

Staff recommends the approval of Replat Lot 10, Rose Prairie Estates with the following conditions:

Utility Conditions:

1. Any damage or relocation of utilities will be at the expense of the owner/applicant.

Road Conditions:

1. Any work to be completed in the Washington County Right of Way requires a permit.

Sewer/Septic Conditions:

1. Septic system for Lot 10A must be installed according to the approved permit. It must be inspected by the Washington County Health Department and approved prior to occupancy of the proposed residence.

Environmental Conditions:

1. No stormwater permit will be required by Washington County; however, the applicant must comply with all rules and regulations of the Arkansas Department of Environmental Quality (ADEQ).

Standard Conditions:

1. Pay neighbor notification mailing fees (\$14.84) within 30 days of project approval. Any extension must be approved by the Planning Office (invoice was emailed to applicant on 1/3/14). **PAID 1/10/2014**
2. Any further splitting or land development not considered with this approval must be reviewed by the Washington County Planning Board/Zoning Board of Adjustments.

3. Have all signature blocks signed on 11 Final Plats - 2 for filing in the Circuit Clerk's office, 7 for the County Planning office, remainder for the developer. *The Circuit Clerk is not accepting plats over 18" x 24" in size.*

Additional Conditions:

1. Correct the owner/developer name to reflect the newly filed correction deed.

Washington County Planner, Courtney McNair, presented the staff report for the board members.

No Public comments. Public Comments Closed.

Cheryl West made a motion to approve the **Replat Lot 10 Rose Prairie Estates** subject to staff recommendations Kenley Haley seconded. Chuck Browning and Randy Laney were not present. Board Members Walter Jennings, Daryl Yerton, Robert Daugherty, Cheryl West, and Kenley Haley were in favor of approving. Motion passed.

Fayetteville Planning Area (TABLED AT THE REQUEST OF THE APPLICANT)

c. Gulley Addition

Final Subdivision Plat Approval Request

Location: Section 32, Township 17 North, Range 29 West

Owner/Applicant: JRJC, LLC/Jay McLelland

Location Address: no location address

4.77 acres/ 4 lots

Proposed Land Use: Single Family Residential

Approximate Coordinates: Longitude: -94.088381 Latitude: 36.105795

Project #: 2013-106, Planner: Courtney McNair email at cmcnair@co.washington.ar.us

5. Other Business

- Discussion of Current Development.
- Reminder of upcoming regular Planning Board meetings **February 6, 2014**, and **March 6, 2014**.
- Update on digital devices for Board
- Update on East Prairie Grove Tower CUP
- Any other Planning Department or Planning Board business.

6. Old Business

7. Adjourn

Daryl Yerton moved to adjourn. Cheryl West seconded. Motion passed.

All Board members were in favor of approving.

Planning Board adjourned.

Minutes submitted by: Phuong Pham

Approved by the Planning Board on:

_____ Date: _____
Randy Laney, Planning Board Chairman