



CITY OF TONTITOWN PLANNING OFFICE

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Meeting: **April 26, 2022**
Project: **Willow Trace Pre-Plat**
Planner: Courtney McNair, Garver

PLANNING COMMISSION AGENDA ITEM

3

PRELIMINARY PLAT REQUEST

Located at 664 Kelly Road

Parcel # 830-37962-000

SUMMARY: Willow Trace is requesting Preliminary Subdivision Plat approval for 64 residential lots on 20.31 acres (Total of 67 lots, with 3 unbuildable).

CURRENT ZONING: R-4 Residential, max 4 units per acre, min lot size 8,000 SF

CITY WARD: 3- Penny Baskin, Tim Burress

FLOODPLAIN: No

INFRASTRUCTURE SERVICE AREAS (not a guarantee of service availability):

Water: Tontitown Water, 8-inch existing along Kelly Ave.

Electric: Ozarks Electric

Sewer/Septic: Tontitown Sewer

Phone: AT&T

Natural Gas: Black Hills Energy

Cable: Cox Communications

School District: Springdale

PROJECT SYNOPSIS:

Willow Trace is requesting Preliminary Subdivision Plat approval for 64 residential lots on 20.31 acres (Total of 67 lots, with 3 unbuildable).

This property was rezoned at the August 31, 2022, Planning Commission from R3 to R4. At that meeting, the applicant stated that they would provide a Bill of Assurance limiting the number of lots that would be on this site. This document will need to be referenced on the subdivision plat. The current Bill of Assurance states that this site is limited to 63 buildable lots, however, the minutes from the August 31, 2021, Planning Commission meeting indicate that 64 lots were allowed. The applicant is currently showing 64 buildable lots. As this was the number of lots discussed and approved at the time of rezoning, the Bill of Assurance may be amended to show a maximum of 64 buildable lots.

The applicant also requested, and received several waivers:

- Waiver from 90.400.2, Alignment- to allow for a decrease in curve radius from 100' to 52'.
- Waiver from Drainage Criteria Manual 1.3.2.1- to allow for a decrease in the minimum pipe slope required from 0.5% to 0.2% pipe slope for the site and bypass drainage system.
- Waiver from Drainage Criteria Manual 3.3.2- to allow zero drop across drainage structures
- Waiver from 152.144 K.4.E- to allow trees to be planted in each yard, rather than in the green space between the street and sidewalk.
- Waiver from Drainage Criteria Manual- to allow the 10-year Hydraulic Grade Line (HGL) to be closer than 2-feet to the ground.

TECHNICAL INFORMATION:

Utilities:

Water: Tontitown Water- According to the Water System information, there is an existing 8-inch water line along the south side of Kelly Avenue. The applicant plans to perform a street cut and connect to this existing main line. Extensions to allow for future connections are proposed on the east and west sides of the development.

Electric: Ozarks Electric-OECC provided comments regarding the location of required road crossings. They also stated that as long as all of the building setback lines are also utility easements, they will not need additional utility easements.

Sewer/Septic: Sewer- this project proposes to connect to the City of Tontitown sewer system. There is an existing sewer line on the south side of Kelly Avenue. The applicant plans to connect to this line and is providing a future connection to the east.

Phone: AT&T- No comments were received from ATT.

Natural Gas: Black Hills Energy- No comments were received from BHE.

Cable: Cox Communications- No comments were received from Cox.

It is the applicant's responsibility to coordinate any additional utility easements or connections as needed to service their property.

School District: Springdale school district submitted no comments.

Stormwater Pollution Prevention Plan (SWPPP):

The applicant will need to provide a SWPPP prior to grading on site. This will be reviewed by the City Engineer. All stormwater erosion control measures shall be installed prior to construction. A grading plan showing erosion control measures was provided.

Police:

Tontitown Police submitted no comments.

Fire:

This project proposes to utilize residential sprinkler systems for each home. The Fire Marshal has reviewed the location of the proposed hydrants and the additional fire access road and finds them sufficient. The fire access road shall be required to support 75,000lbs in all weather conditions and shall be maintained by the POA. This road is not to be accepted as a City Street.

Drainage:

The applicant submitted a drainage report for review. This has been reviewed by the City Engineer and there are additional comments to be addressed. All remaining, and any additional comments shall be addressed prior to Construction Plan approval.

Streets:

This project is proposing only one (1) entrance to be located off Kelly Avenue. Typically, subdivisions with more than 30 lots are required to provide two (2) or more entrances, however, as these residences will each have a residential sprinkler system, only one (1) entrance is acceptable.

Code also states that cross access should be provided to adjacent properties but gives the Planning Commission discretion on the location of the required cross access.

“152.144 Streets (E) *Street stubs*. Wherever a proposed development abuts un-platted land or a future development phase of the same development, street stubs shall be provided as deemed necessary by the Planning Commission to provide access to abutting properties or to logically extend the street system into the surrounding area. All street stubs shall be provided with temporary turn-around or cul-de-sacs unless specifically exempted by the City Engineer or Planning Commission, and the restoration and extension of the street shall be the responsibility of any future developer of the abutting land.”

There is one (1) stub out to the west as the Planning Commission previously determined that the applicant would not be required to provide a connection to the east, or additional connections to the west. The property to the north is fully designed and approved for a residential subdivision that did not provide a stub out connection to the south, so there is not a connect available to the north.

PLANNING:

A Landscape plan has been submitted that shows street trees along Kelly Avenue. One of the approved waivers was to allow trees to be planted in each yard, rather than in the green space between the street and sidewalk. The required front yard trees shall be required to be installed prior to the individual Certificates of Occupancy are granted. Trees in the common areas (detention and easement lots) will be the responsibility of the applicant to install.

Sidewalks are appropriately provided on the interior streets, and the trail section is shown along Kelly Avenue. Sidewalks along the common areas shall be the responsibility of the applicant to install. This is noted on the plat.

Residential developments are required to dedicate land for a Park Dedication or provide a fee in lieu of for the Parks and Trails Development Fund. The applicant has indicated they wish to pay the fee in lieu. This fee shall be paid prior to the Final Plat being signed.

STAFF RECOMMENDATION: There are some details that remain to be addressed at the Construction Plan phase of plan review, but nothing that should significantly impact the overall design.

Therefore, staff recommends approval of Willow Trace Preliminary Subdivision Plat with conditions.

CONDITIONS RECOMMENDED FOR APPROVAL:

1. The Bill of Assurance shall be amended to show a maximum of 64 buildable lots per the rezoning approval on August 31, 2021 (City Council ratification on September 7, 2021), or the number of buildable lots shall be reduced to 63 per the currently filed Bill of Assurance.
2. Conditions approved with waivers shall apply.
3. It is the applicant's responsibility to coordinate any additional utility easements or connections as needed to service their property.
4. Address all comments provided by Ozarks Electric.
5. The SWPPP shall be completed and posted on site prior to construction.
6. All stormwater erosion control measures shall be installed prior to construction.
7. The fire access road shall be required to support 75,000lbs in all weather conditions and shall be maintained by the POA.
8. The required front yard trees shall be required to be installed prior to the individual Certificates of Occupancy are granted.

9. Trees in the common areas (detention and easement lots) will be the responsibility of the applicant to install.
10. The Parks and Trails Development fee shall be paid prior to the Final Plat being signed.
11. Correct all remaining items on the "Plat Requirement Worksheet" prior to Construction Plan approval. Planning Staff has provided a copy of the remaining requirements to the engineer for the project.
12. Correct any additional comments from the City Engineer prior to Construction Plan approval.

PROCESS NOTES:

1. The applicant shall submit five (5) copies of the Preliminary Plat with all corrections completed for signatures.
2. Construction Plans shall be submitted for review prior to scheduling a Pre-Construction Meeting.
3. No construction may begin on site without an approved Grading Permit or approved Construction Plans.
4. No construction of individual residential structures may begin prior to the Final Plat being approved, signed, and filed, and all bonds being in place.
5. The applicant shall apply for all required permits prior to construction.
6. All required fees and invoices shall be paid.

Site Location:

