



## CITY OF TONTITOWN PLANNING OFFICE

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Meeting: Jan 28<sup>th</sup>, 2025  
Project: Willow Trace Subdivision  
Planner: Zak Johnston, P.E.

### PLANNING COMMISSION AGENDA ITEM

## PC1

### PRELIMINARY SUBDIVISION PLAT APPROVAL REQUEST

Parcel #s: 830-37962-000

At the northeast intersection of Dowell RD and Kelly AVE

**SUMMARY:** Willow Trace Subdivision is requesting Preliminary Subdivision approval for a sixty-four (64) lot subdivision; and include three non-buildable common area lots. The subdivision is complete with requisite street, drainage/detention, utility, and landscape infrastructure.

**CURRENT ZONING:** **R4** – Single Family Residential, 4 units/acre

**CITY WARD:** 3- Tim Burress, and Mike Washkowiak

**FLOODPLAIN:** No

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

**Water:** Tontitown Water, 8" watermain

**Electric:** Ozarks Electric

**Sewer/Septic:** Tontitown Sewer, 8" sewer main offsite

**Phone:** AT&T

**Natural Gas:** Black Hills Energy

**Cable:** Cox Communications

**School District:** Springdale

**PROJECT SYNOPSIS:**

Willow Trace Subdivision is requesting Preliminary Subdivision approval for a sixty four (64) lot subdivision; with three non-buildable common areas on approximately 20.03 AC of land. The subdivision is complete with requisite street, drainage/detention, utility, and landscape infrastructure.

Historically, a version of this plat was previously approved by Tontitown Planning Commission on April 26<sup>th</sup>, 2022. This version included several waivers to drainage and layout standards including:

- Waiver from 90.400.2 Curve Alignment
- Waiver from Drainage Manual 1.3.2.1 on pipe slopes
- Waiver from Drainage Manual 3.3.2 to allow zero drop across drainage structures
- Waiver from 152.114 K.4.E – changes to tree planting locations.
- Waiver from Drainage Manual to allow 10-year HGL to be closer to ground elevation

The project was subsequently delayed due to sanitary sewer challenges and went dormant after approval. The owner would like to revive the project and is resubmitting a new application for approval.

Also note that the subdivision has been redesigned in such a way that NONE of the previous waivers are applicable to the newly submitted Preliminary Plat.

**TECHNICAL INFORMATION:**

**Utilities:**

**Water:** Tontitown Water, 8" watermain across Kelly AVE.

**Electric:** Ozarks Electric,

**Sewer/Septic:** Tontitown Sewer, 8" sewer main offsite. Project will utilize a lift station to pump sewer to the South Pointe sewer system via existing utility easements.

**Phone:** AT&T, no comments

**Natural Gas:** Black Hills Energy, no comments

**Cable:** Cox Communications, no comments

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

**School District:** No comments were submitted.

**Stormwater Pollution Prevention Plan (SWPPP):**

The applicant has provided a SWPPP.

**Police:**

Tontitown Police submitted no comments.

**Fire:**

The largest challenge to this subdivision layout is the single access to Kelly AVE. The South Pointe Subdivision to the north was built without any street stubs and the property has limited frontage to Kelly AVE. A street stub is provided to the west within the proposed layout. However, an active secondary access cannot be provided immediately.

The fire department has reviewed the layout and approved it with the condition that all houses in this subdivision must be sprinkled. Sprinkler plans will need to be submitted with the house plans at the time of building permit.

Fire department has required Fire Hydrants throughout the subdivision and a minimum of 400' spacing. In addition all turnaround requirements as identified in the International Fire Code shall be adhered to during phased construction.

**Drainage:**

The applicant submitted a drainage report for review. Two large retention pond are proposed for the site to ensure flow rates under Kelly AVE are much lower post development compared to pre development.

**Roads:**

This project has road frontage on Kelly AVE. Two lots are proposed to front this collector street. All roads proposed meet the Tontitown Master Street Plan.

Considering the Subdivision is high density, would like Lots 63 and 64 to share a drive onto Kelly AVE to reduce curb cuts on the collector road.

**Planning:**

Landscaping in the form of street trees will be required along Kelly AVE.

**STAFF RECOMMENDATION:** Staff **RECOMMENDS APPROVAL** of the Willow Trace Preliminary Subdivision Plat with conditions.

**GENERAL CONDITIONS OF APPROVAL:**

1. It is the applicant's responsibility to coordinate any additional utility easements or connections as needed to service their property.
2. All interior drives shall meet the required compaction rating to support emergency vehicles.
3. The SWPPP shall be completed and posted on site prior to construction.
4. All remaining comments from the City Engineer shall be addressed prior to Construction Plan approval.
5. All Drainage and Stormwater Management comments from City Engineer must be addressed prior to construction
6. Final DWG files of the project shall be submitted to the City Engineer with Construction Plans.

**\*\*\*NOTE: The project has been reviewed for adherence to Tontitown Planning and Development Code in good faith by Tontitown Planning Staff. However, oversight of any regulations does not relieve the Owner of their responsibility to comply with not only all Tontitown Planning and Development Code, but any outstanding state and/or federal statutes.**

**PROJECT SPECIFIC CONDITIONS FOR APPROVAL:**

1. There are a few places where erosion problems could occur, and additional detail is needed in the construction plans to reduce downstream impacts. Please address as required by City Engineer.
2. Additional stripping may be required along Kelly AVE, please revise as required by City Engineer.
3. Lots 63 and 64 share and access drive.
4. Update any other outstanding comments as required by City Engineer

**PROCESS NOTES:**

1. The applicant shall submit five (5) copies of the Preliminary Plat plan 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. The applicant shall apply for all required permits prior to construction.
5. All required fees and invoices shall be paid.

**SITE LOCATION:**



Date Created: 1/23/2025  
Created By: actDataScout

1 inch = 417 feet