

NLR Planning Commission
December 13, 2016
Agenda Meeting / Public Hearing 4:45 PM

Agenda Meeting: ▪ Roll Call

Reminder ▪ Turn off cell phones
 ▪ Planning Commission procedures on back of agenda

Administrative: ▪ Reminder to speak into the microphone
 ▪ City Council Activity

Approval of Minutes: ▪ November 8, 2016

Development Review Committee:

- A. SD2016-44 North Argenta Add, Lot A, Block 45 (Replat and Site Plan Review of commercial located at NW corner of Main and 13th Streets)
- B. SD2016-52 Park Hill Addition, Lot 14, Block 107 (Preliminary Plat of a residential lot located at 316 Skyline Drive)
- C. SD2016-53 Sommers Commercial Park, Lot 8, Block 2 (Site Plan Review of a car sales lot located at 5039 Warden Rd)
- D. SD2016-54 Interstate Industrial Park, Lot 3 (Site Plan Review of an industrial building located at 3500 Industrial Center Drive)
- E. SD2017-1 Kierre and Lusk Add, Lot 2R (Site Plan Review of an animal clinic at 10500 Maumelle Blvd)

Public Hearings:

1. Special Use 2016-17: To allow a 6-room bed and breakfast with a manager on duty and to allow events in a C-6 zone located at 109 W. 5th St.
2. Conditional Use #2016-16: To allow car sales in a C-4 zone located at 5309 Warden Road

Public Comment / Adjournment:

NLR PLANNING COMMISSION MEETING PROCEDURES

Public Hearings: The regularly scheduled meeting is held on the second Tuesday of each month at 4:45 PM in the City Council Chambers. All Planning Commission meetings are open to the public. Typical meetings begin with a roll call, approval of minutes, correspondence and staff reports, committee reports, unfinished business, new business, public comments and adjournment. Public hearings, zoning actions and special uses are typically the latter half of the meeting and follow development review items presented as summary recommendations of the Development Review Committee.

Voting: There are 9 Commissioners. A quorum consists of 6 members. "Robert's Rules of Order" apply unless the Commission has outlined alternative procedures. According to the current by-laws, all business must be approved by a minimum of 5 votes. A simple majority of those members present does not necessarily approve a motion.

1. No person shall address the Planning Commission without first being recognized by the Chair.
2. All questions and remarks shall be made from the podium and addressed through the Chair.
3. After being recognized, each person shall state their name and address for the record.
4. When a group of citizens is present to speak about an item, a spokesperson shall be selected by the group to address the Planning Commission. Each presentation by a spokesperson shall be limited to 3 minutes.
5. Anyone from a group may be recognized if they have something new or additional information to add to an item. This additional presentation shall be limited to 3 minutes.
6. Individual (not representing a citizen group) presentations shall be limited to 3 minutes.
7. All remarks shall be addressed to the Planning Commission as a whole and not to any individual member.
8. No person other than members of the Planning Commission and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the Planning Commission, without permission of the Chair.
9. Once the question is called for or a public hearing is closed, no person in the audience shall address the Planning Commission on the matter without first securing permission to do so by a majority vote of the Planning Commission.
10. Anyone wishing to submit exhibits for the record shall provide the clerk with copies for each Planning Commissioner, one for the record, and for the Planning Director.
11. Anyone wishing to read a statement into the record shall provide the secretary with a written copy of the statement.



The City of
NORTH LITTLE ROCK

OFFICE OF COMMUNITY PLANNING
120 Main St. • North Little Rock, AR 72114-2134
Phone (501) 975-8835 • Fax (501) 975-8837

Memo

To: Planning Commissioners
From: Planning Department
Date: December 13, 2016
Re: Planning Commission items at City Council

11/28/2016

- Rezone #2016-12 & Conditional Use #2016-15 – To rezone 2400 W. 58th (Amboy School) to C-3 to allow offices with warehouse space. – approved
- Special Use #2016-16 – To allow indoor retail at 10503 Maumelle Blvd. – approved

North Little Rock Planning Commission
Regular Meeting
November 8, 2016

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:45 PM in the Council Chambers, City Hall.

Members Present:

Alexander
Belasco
Chambers
Clifton, Chairman
Dietz
Foster
Phillips

Members Absent:

Harris
White

Staff Present:

Shawn Spencer, Director
Tim Reavis, City Planner
Marie Miller, City Attorney
Keisa Stewart, Secretary

Other Members Present:

Alderman Steve Baxter

Approval of Minutes:

Motion was made and seconded to excuse Mr. White and Mr. Harris from today's meeting. The motion was approved with (7) affirmative votes.

Motion was made and seconded to approve the October meeting minutes as submitted. The minutes were approved with (7) affirmative votes.

Administrative:

City Council Activity

Special Use #2016-10 postponed

Subdivision Administrative:**A. SD2016-46 Springhill Development, Lot 9, Block 4 (Vacate a plat located at the NE corner of Springhill and Stockton)****1. Requirements before the vacation of a plat will be signed:**

- a. Provide approved City Council ordinance abandoning the 10' sewer / utility / drainage easement on the north, south, east and west property lines

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

B. SD2016-48 Innerplan Office Park, Lots 2A, B, C (Replat of 1 lot into 3 lots and Site Plan Review of lot 2A for Pro-Source located at 7201 Innerplan Drive)**1. Planning requirements before the final plat/replat will be signed:**

- a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Provide cross access easement on plat with abutting property.

2. Permit requirements/approvals submitted before a building permit will be issued:

- a. Prior to construction, stormwater plans and detention calculations are to be approved by City Engineer.
- b. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- c. Provide CNLR driveway/curb cut permit to City Engineer.
- d. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- e. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
- f. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
- g. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

3. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. Provide clear calculations showing that storm water detention volume is sufficient by providing detention calculations showing pre and post site runoff comparisons.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Cross drains in the ROW are to be labeled and to be RCP with flared end section unless approved by Engineering.
- 4. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening.
 - c. Move sign from 'sight triangle'. (possibly block view of oncoming traffic)
 - d. No fence is to be within a front building line.
 - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 5. Meet the requirements of the Master Street Plan, including:**
- a. Sidewalks not required in an industrial subdivision.
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Reminder that Crepe Myrtles do not count towards required landscaping.
 - d. Provide (7) street trees.
 - e. Provide (6) parking lot shade trees.
 - f. Parking lot shade trees must be at the furthest 10' from edge of paving.
 - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - h. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. No electronic changeable copy sign permitted.
- 8. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
- 9. Meet the requirements of CAW, including:**
- a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.

10. Meet the requirements of NLR Wastewater, including:

- a. Provide floor plans, plumbing plans and the stated use of the facility.
- b. Show force main west of the property.
- c. White Oak fee applies at the rate of \$637/acre.
- d. Site will require main extension.

11. Meet the requirements of Rock Region Metro (CATA).

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

C. SD2016-49 Koppers Addition, Lot 1 (Preliminary Plat and Site Plan Review of an industrial office located at 1651 Van)**1. Engineering requirements before the final plat/replat will be signed:**

- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development or provide on-site detention.

2. Planning requirements before the final plat/replat will be signed:

- a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Provide (25') ROW dedication.

3. Permit requirements/approvals submitted before a building permit will be issued:

- a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- b. Provide CNLR driveway/curb cut permit to City Engineer.
- c. Provide CNLR Floodplain Development Permit to City Engineer.
- d. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- e. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
- f. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
- g. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

4. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.

- b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Since the proposed subdivision/development is located in a FEMA designated floodplain, submit Letter of Map Revision Based on Fill (LOMR-F) at end of project and provide of copy of FEMA approval to City Engineer.
 - e. Label proposed driveway radii dimensions within ROW.
 - f. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - g. Meet City Engineer's requirements on driveway location.
 - h. If applicable, cross drains in the ROW are to be labeled and are to be RCP with flared end sections unless approved by Engineering.
 - i. All driveways are to be concrete within the ROW.
- 5. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. If dumpster is utilized, then screening to be masonry.
 - c. No fence is to be within a front building line.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 6. Meet the requirements of the Master Street Plan, including:**
- a. Sidewalks not required in industrial subdivision
 - b. Provide 25' ROW dedication.
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide (10) street trees 40' on center.
 - d. Provide (7) parking lot shade trees.
 - e. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 9. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
- 10. Meet the requirements of CAW, including:**
- a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 11. Meet the requirements of NLR Wastewater, including:**
- a. Provide floor plans and plumbing plans.
 - b. Site will require main extension to serve property.

- c. Check with pretreatment (Ed Toland) to ensure no permitting required.

12. Meet the requirements of Rock Region Metro (CATA).

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

D. SD2016-50 Keeton Addition, Lot 1 (Preliminary Plat of a lot located near the SE corner of Kierre and Remount)

1. Engineering requirements before the final plat/replat will be signed:

- a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk) or obtain waiver from City Council.

2. Planning requirements before the final plat/replat will be signed:

- a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Show 40' front setback.
- c. Show 20' rear setback.
- d. Provide 10' ROW dedication.
- e. Provide 10' utility easements around property perimeter.

3. Permit requirements/approvals submitted before a building permit will be issued:

- a. Meet the landscape and screening ordinance requirements if the existing house will be adapted into a commercial structure.
- b. If existing house will be adapted into a commercial structure, building will need to be brought up to commercial codes and meet ADA guidelines.
- c. Any future development of the property will require Site Plan Review.

4. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.

5. Meet the requirements of the Master Street Plan, including:

- a. Provide 5' sidewalks or obtain waiver from City Council.
- b. Provide ½ street improvements or obtain waiver from City Council.
- c. Provide 10' ROW dedication.

6. Meet the requirements of the Screening and Landscaping ordinance, including:

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

7. Meet the following requirements concerning signage:

- a. All signs require a permit and separate review.
- b. No pole sign permitted. No electronic changeable copy sign permitted.

8. Meet the requirements of the Fire Marshal, including:

- a. Provide an approved fire protection plan.
- b. Meet Fire Marshal's requirements on fire hydrant location.
- c. Fire hydrants to be within 400 feet of all areas of building.

9. Meet the requirements of CAW, including:

- a. Water service is not available to the site without an extension of facilities.
- b. All CAW requirements in effect at the time of request for water service must be met.
- c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
- d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.

- e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. Meet the requirements of NLR Wastewater, including:**
- a. Sewer service is not available to the site without a main extension.
 - b. A complete set of drawings for development must be submitted to NLR Wastewater.
 - c. Approval of plans by AR Dept. of Health Engineering Division is required.
- 11. Meet the requirements of Rock Region Metro (CATA).**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Mr. Foster spoke about the waiver in item number 5 is unclear. Mr. Chambers stated that if the applicant doesn't get the waiver, they will have to build the street. Mr. Spencer stated that a statement from staff will state that the DRC recommends waiver of this requirement. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

E. SD2016-51 Harper Subdivision, Lot 1 and 2 (Replat of 1 lot into 2 lots located at the SE corner of Remount and Spriggs)

- 1. Planning requirements before the final plat/replat will be signed:**
 - a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk) or obtain waiver from City Council.
 - c. Allow encroachments of existing buildings on Lot 1 and 2. Encroachments to be removed with any future development.
- 2. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 3. Meet the requirements of the Master Street Plan, including:**
 - a. Provide 5' sidewalks or obtain waiver.
 - b. Provide ½ street improvements or obtain waiver.
 - c. Provide ROW dedication along Remount and Spriggs.
- 4. Meet the requirements of the Screening and Landscaping ordinance, including:**
- 5. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 6. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Fire hydrants to be within 400 feet of all areas of building.
- 7. Meet the requirements of CAW, including:**
 - a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 8. Meet the requirements of NLR Wastewater, including:**

- a. Please show sanitary sewer parallel to Remount Rd with rim and flow line elevations.
- b. No sewer facilities to lot 2. Site will require main extension to serve facility.

9. Meet the requirements of Rock Region Metro (CATA).

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes

Public Hearings:

- 1. Rezone #2016-11: To rezone property located at 14 Remount Rd. from R-1 to C-3 and to amend the land use plan from single family to community shopping to allow for commercial development.

The applicant, Mike Marlar, was present.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against this application.

There were no further comments.

Chairman Clifton asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Absent
Chambers	Yes	Harris	Absent	Clifton	Yes

Rezone 2016-11 was approved with (7) affirmative and (2) absent votes.

- 2. Rezone #2016-12 & Conditional Use #2016-15: To rezone property located at 2800 W. 58th St. from O-1 to C-3 and to amend the land use plan from single family to community shopping to allow for a conditional use for offices with warehouse space.

The applicant, Bryan Myer, was present. He stated that they would like to move their existing business into this location.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against this application.

Chairman Clifton asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Absent
Chambers	Yes	Harris	Absent	Clifton	Yes

Rezone 2016-12 & Conditional Use 2016-15 was approved with (7) affirmative and (2) absent votes.

3. Special Use 2016-16: To allow indoor retail in an I-2 zone located at 10503 Maumelle Blvd.

The applicant, Mr. Amos Enderlin, was present. He stated that he would like to put a vintage market inside this building.

Mr. Foster asked if this is a new building or existing building.

Mr. Enderlin answered existing.

Mr. Spencer explained that the applicant is asking for building “B” at this location. He stated that the legal description is for the entire property but the way it was written is for building “B”.

Chairman Clifton asked if anyone in the audience would like to speak on this application.

There were no further comments.

Chairman Clifton asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Absent
Chambers	Yes	Harris	Absent	Clifton	Yes

Special Use 2016-16 was approved with (7) affirmative and (2) absent votes.

4. (postponed) Special Use 2016-17: To allow a 6-room bed and breakfast with a manager on duty and to allow events in a C-6 zone located at 109 W. 5th St.

Public Comments/Adjournment:

Chambers, Foster, Chairman Clifton, Spencer and Belasco spoke about the rules of a waiver.

A motion was made to adjourn and it was seconded. The motion passed with (7) affirmative votes and the meeting was adjourned at 5:20 pm.

Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director

A. SD2016-44 North Argenta Add, Lot A, Block 45 (Replat and Site Plan Review of commercial located at NW corner of Main and 13th Streets)

1. Engineering requirements before the final plat/replat will be signed:

- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development for any increase in impervious surface (both lots).
- b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, crosswalk markings) or a performance bond (west parking lot).
- c. Provide 25' property line corner radius.

2. Planning requirements before the final plat/replat will be signed:

- a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.

3. Permit requirements/approvals submitted before a building permit will be issued:

- a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- b. Provide CNLR driveway/curb cut permits to City Engineer.
- c. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
- d. (Applicable if new storm water culverts and inlets are proposed) Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

4. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. Contractor shall notify City Engineer at least 1 day prior to the construction of any stormwater pipes and inlet structures within ROW.
- c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- d. Driveways shall be built according to CNLR standard details (available at NLR Engineering Department).
- e. Existing wall should be removed where proposed sidewalk on 13th Street intersects the wall to match the existing sidewalk on Maple Street.

5. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening.
- c. No new fencing is to be within a front building line.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

6. Meet the requirements of the Master Street Plan, including:

- a. Sidewalk plan to be approved by City Engineer.

- b. Provide sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
 - c. Provide 6' sidewalk directly behind curb and gutter to ADA standards and City standards.
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide street trees as shown
 - d. Provide parking lot shade trees as shown.
 - e. Parking lot on west side of Maple:
 - i. Meet the buffer requirements.
 - f. Parking lot on east side of Maple at NW corner:
 - i. Provide 6' wood privacy fence along north property line from the alley to 25' from NW corner.
 - ii. Provide continuous screen of shrubs along north property line from end of fence to NW corner.
 - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - h. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. No electronic changeable copy sign permitted.
- 9. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Provide all weather access to three sides of the building.
 - d. Fire hydrants to be within 400 feet of all areas of building.
 - e. All exterior portions of a building must be within 150' of a FD access road.
- 10. Meet the requirements of CAW, including:**
- a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 11. Meet the requirements of NLR Wastewater, including:**
- a. Sewer is available to the site.
 - b. A complete set of drawings for development must be submitted to NLR Wastewater.
 - c. Approval of plans by AR Dept of Health Engineering Division is required.
- 12. Meet the requirements of Rock Region Metro (CATA).**
-

B. SD2016-52 Park Hill Addition, Lot 14, Block 107 (Preliminary Plat of a residential lot located at 316 Skyline Drive

1. Planning requirements before the final plat/replat will be signed:

- a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Pay the drainage in-lieu fee of \$500/acre for residential development instead of providing on-site detention.
- c. Allow 5' sideyard setbacks.
- d. Allow 49.5' lot width at front.

2. Meet the requirements of Community Planning, including:

- a. Recommend waiver of 5' sidewalks and ramps, if a signed sidewalk waiver is provided.

3. Meet the requirements of the Fire Marshal, including:

- a. Fire hydrants to be within 400 feet of all areas of building.

4. Meet the requirements of CAW, including:

- a. Water is available to the site.
- b. All CAW requirements in effect at the time of request for water service must be met.
- c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
- d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
- e. Approval of plans by AR Dept of Health Engineering Division is required.
- f. Proposed water facilities will be sized to provide adequate pressure and fire protection.

5. Meet the requirements of NLR Wastewater, including:

- a. Sewer is available to the site.
- b. Provide flowline and rim elevations for existing sanitary sewer.
- c. Provide 10' public sanitary sewer easement to allow service from the sanitary sewer main to the proposed lot.
- d. Approval of plans by AR Dept of Health Engineering Division is required.

6. Meet the requirements of Rock Region Metro (CATA).

C. SD2016-53 Sommers Commercial Park, Lot 8, Block 2 (Site Plan Review of a car sales lot located at 5039 Warden Rd)

- 1. Provide approved City Council ordinance for a Conditional use for car sales before a building permit will be issued.**
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Provide CNLR Stormwater Permit to City Engineer if applicable with stormwater plans showing silt fence, storm inlet protection, and drainage details.
 - b. Provide copy of AHTD driveway permit.
 - c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR NLR Planning Department.
 - d. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
 - e. Prior to construction, and if applicable, Owner's Architect/Engineer shall submit digital maps for all new stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
- 3. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. If applicable, contractor shall notify City Engineer at least 1 day prior to the construction of any stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening.
 - c. Show fences and fence types that belong to this property.
 - d. Provide 8' wood privacy fence between paving and rear property line.
 - e. No fence is to be within a front building line.
 - f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 5. Meet the requirements of the Master Street Plan, including:**
 - a. Sidewalks not required on Interstate access roads.
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide (4) street trees.
 - d. Provide (18) parking lot shade trees.
 - e. Provide a continuous screen of shrubs for any parking spots that face a street.

- f. Provide 6 foot front yard landscape strip between property line and paving.
 - g. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. Meet the requirements of NLR Electric:**
- a. All signage must comply with NESC 2017. (monument sign only due to overhead elec. lines)
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 9. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Fire hydrants to be within 400 feet of all areas of building.
 - c. Any gates must have FM approval.
- 10. Meet the requirements of CAW, including:**
- a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 11. Meet the requirements of NLR Wastewater, including:**
- a. Sewer is available to the site.
 - b. Provide proposed sanitary sewer route and profile. If existing service is intended for use, it must be tested to verify it meets the current specifications for material and construction.
 - c. Provide flowline and rim elevations for all sanitary sewer manholes.
 - d. Show 15" sanitary sewer main parallel to Warden Rd.
 - e. A complete set of drawings for development must be submitted to NLR Wastewater.
 - f. Approval of plans by AR Dept of Health Engineering Division is required.
- 12. Meet the requirements of Rock Region Metro (CATA).**
-

D. SD2016-54 Interstate Industrial Park, Lot 3 (Site Plan Review of an industrial building located at 3500 Industrial Center Drive)

1. Permit requirements/approvals submitted before a building permit will be issued:

- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development.
- b. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- c. Provide CNLR driveway/curb cut permits to City Engineer.
- d. Provide copy of Arkansas Department of Environmental Quality (ADEQ) onsite documentation to City Engineer.
- e. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
- f. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
- g. Prior to construction, if applicable, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

2. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. Contractor shall notify City Engineer at least 1 day prior to the construction of any stormwater pipes and inlet structures within City ROW.
- c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- d. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- e. All driveways are to be concrete within the ROW. Show this on plans.

3. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening. Label on drawing.
- c. Meet the 30' building setback on all sides.
- d. No fence is to be within a front building line.
- e. All exterior lighting shall be shielded and not encroach onto neighboring properties.

4. Meet the requirements of the Master Street Plan, including:

- a. Sidewalks not required in an industrial subdivision.

5. Meet the requirements of the Screening and Landscaping ordinance, including:

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide (5) street trees and type.
- d. Provide (2) parking lot trees and type.

- e. Required caliper of trees at planting is 2.5 inches.
 - f. Label type of fence.
 - g. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
 - d. Gate to be approved by Fire Marshal.
- 8. Meet the requirements of CAW, including:**
- a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 9. Meet the requirements of NLR Wastewater, including:**
- a. Provide floor plans, plumbing plans, and stated use of facility.
 - b. Provide flowline and rim elevations for all sanitary sewer manholes.
 - c. Provide service line size, material, and location.
 - d. A complete set of drawings for development must be submitted to NLR Wastewater.
 - e. Approval of plans by AR Dept of Health Engineering Division is required.
- 10. Meet the requirements of Rock Region Metro (CATA).**
-

CASE: Special Use #2016-17

REQUEST: To allow a 6 room Bed and Breakfast with a manager on duty and to allow events in a C-6 zone

LOCATION OF REQUEST: 109 W. 5th St.

APPLICANT: Chris & Amber Haugen

OWNER: Argenta Holdings LLC

P.C. BACKGROUND:

- 1986 – Special Use was approved to allow a residence in a C-5 zone.
- 1987 – Special Use was approved to allow an assembly hall on the property

SITE CHARACTERISTICS: Old Victorian Style residence known as the Baker House. It has previously been used as a 5-room Bed and Breakfast with a manager living on site.

MASTER STREET PLAN: local street

ZONING: C-6

LAND USE PLAN: Central Business District

SURROUNDING USES:

NORTH: C-6 – Architect
SOUTH: C-6 – Restaurant
EAST: C-6 – Offices
WEST: C-6 – Argenta Flats

BACKGROUND:

1. COMPATIBLE WITH PREVIOUS ACTIONS: Yes. The Baker House has previously been used as a Bed & Breakfast.
2. NEIGHBORHOOD POSITION: None at time of printing.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: Minimal
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? If managed properly, the visitors to the bed & breakfast could benefit the downtown Argenta area.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? Possibly. The City's definition of a Bed & Breakfast is an owner-occupied or manager-occupied dwelling that contains no more than 5 guest rooms.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No.

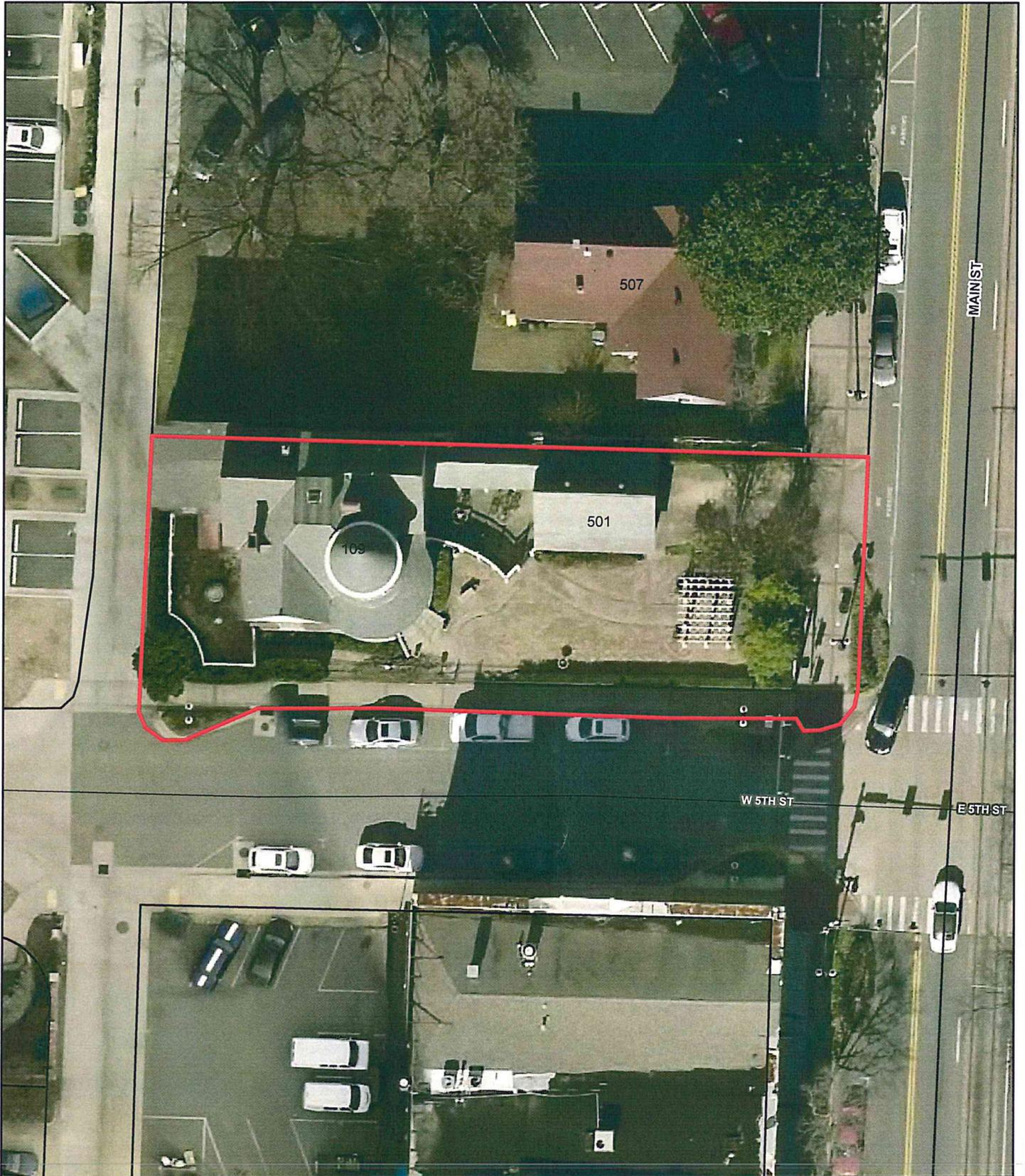
SUMMARY: The applicant is requesting a special use to allow for a 6 guest room bed and breakfast with a manager on duty and events. The Baker House was previously a bed and breakfast with 5 guest rooms and a live in manager. The applicants met with the Design Review Committee.

DESIGN REVIEW COMMITTEE RECOMMENDATION: Approval with conditions

CONDITIONS TO BE CONSIDERED:

1. A maximum of 6 guest rooms are allowed on site
 2. A manager is to be on duty at all times
 3. The number of people allowed at an indoor event to be determined by the fire marshal
 4. Events must end by 11:00 P.M.
 5. Events serving alcohol must have security present
-

Special Use #2016-17



Ortho Map

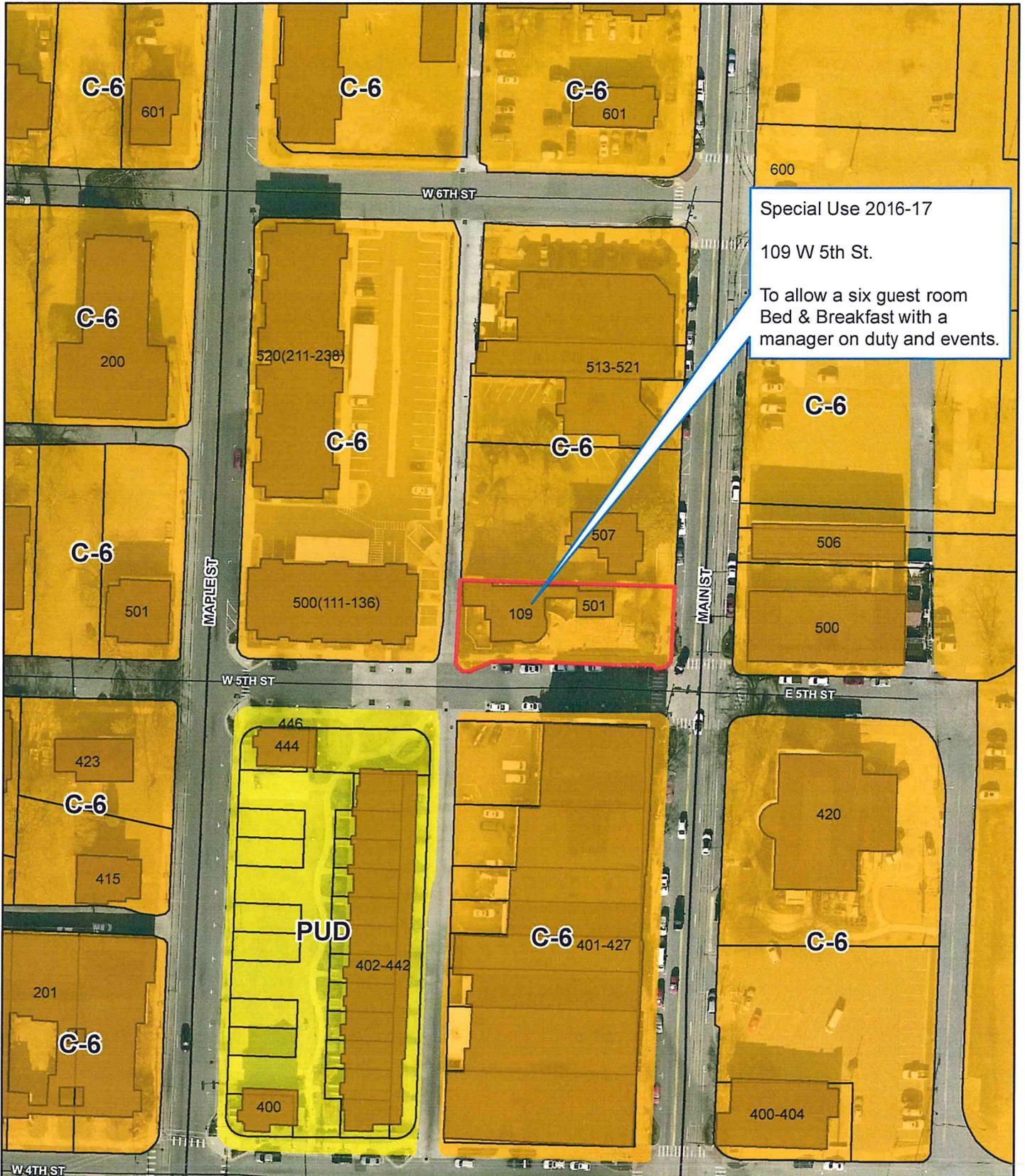
1 inch = 30 feet



Date: 10/14/2016

Not an actual survey

Special Use #2016-17

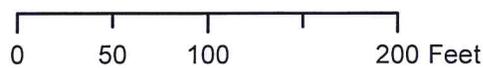


Special Use 2016-17
109 W 5th St.
To allow a six guest room
Bed & Breakfast with a
manager on duty and events.



Zoning Map

1 inch = 100 feet



Date: 10/14/2016

Not an actual survey

Baker House facing W. 5th St.



Baker House facing Argenta flats to the west



CASE: Conditional Use #2016-16

REQUEST: To allow a car lot in a C-4 zone

LOCATION OF REQUEST: 5039 Warden Rd.

APPLICANT: Marlar Engineering

OWNER: Akshar 6 LLC

P.C. BACKGROUND: 1st time on the agenda

SITE CHARACTERISTICS: Site is an empty paved lot

MASTER STREET PLAN: Commercial – Industrial Collector

ZONING: C-4

LAND USE PLAN: Community Shopping

SURROUNDING USES:

NORTH: C-4 / Car lot

SOUTH: C-4 / Offices

EAST: Hwy 67 – C-4 / Car lot

WEST: R-1 / Single Family Houses

BACKGROUND:

1. COMPATIBLE WITH PREVIOUS ACTIONS: Yes. There are other car lots in the immediate area.
2. NEIGHBORHOOD POSITION: None at time of printing
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: Minimal
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? If managed properly, no negative consequences are anticipated.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? No. all car lots in C-4 require a conditional use.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No.

SUMMARY: Applicant wishes to open a car sales lot in a C-4 zone. The applicant met with the Design Review Committee.

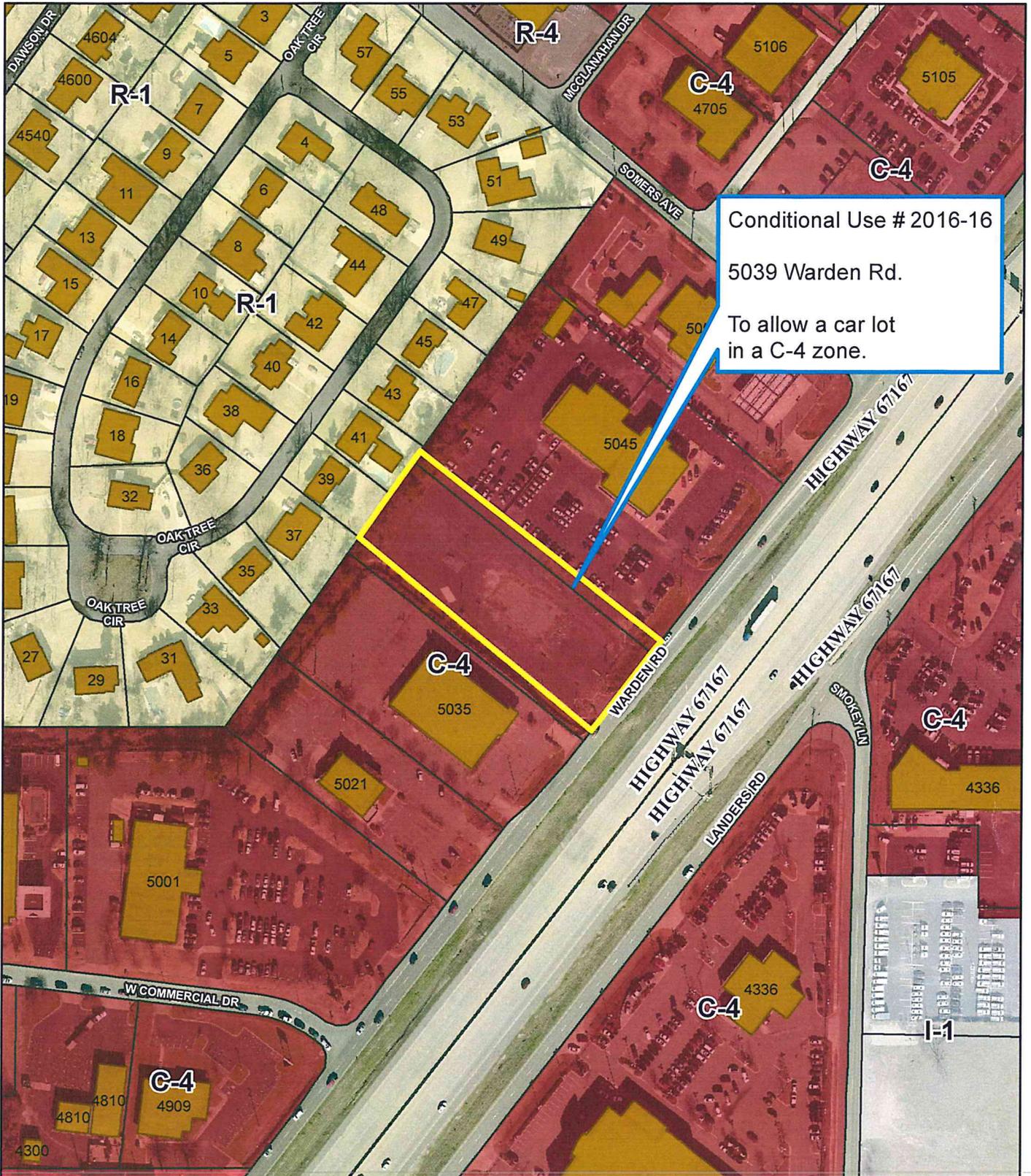
DESIGN REVIEW COMMITTEE RECOMMENDATION: Approval with Conditions

CONDITIONS TO BE CONSIDERED:

The Design Review Committee recommends that condition #5 be waived in order to allow the use of the currently existing 140 parking spaces.

1. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.
 2. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
 3. Six foot wood privacy fence shall be required when vehicle sales lot abuts a residential use. Fences shall not extend beyond the front building line of the abutting residential use.
 4. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
 5. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio will allow 108 vehicles on the lot at one time including sales, employee, and customer vehicles. Open lot area does not include any structures.
 6. All exterior vehicle sales lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential uses.
 7. Sales vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of the City Engineer. Sales vehicles shall not be displayed on grass or gravel surfaces.
 8. All signage shall meet the requirements of Article 14 of the zoning ordinance.
 9. No inoperable or wrecked vehicles shall be stored or sold from the sales lot. Vehicle sales lots shall not store inoperable or wrecked vehicles, nor any parts thereof, as those terms are defined under the North Little Rock Property Maintenance and Nuisance Abatement Code.
 10. Vehicle sales lot shall be maintained at all times.
 11. Sales vehicles shall be locked and secured after business hours.
 12. Sales vehicles shall not be used as storage.
 13. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
 14. Business license to be issued after Planning Staff confirmation of requirements.
 15. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.
-

Conditional Use # 2016-16

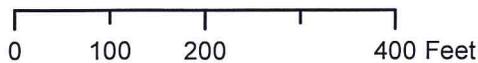


Conditional Use # 2016-16
5039 Warden Rd.
To allow a car lot
in a C-4 zone.



Zoning Map

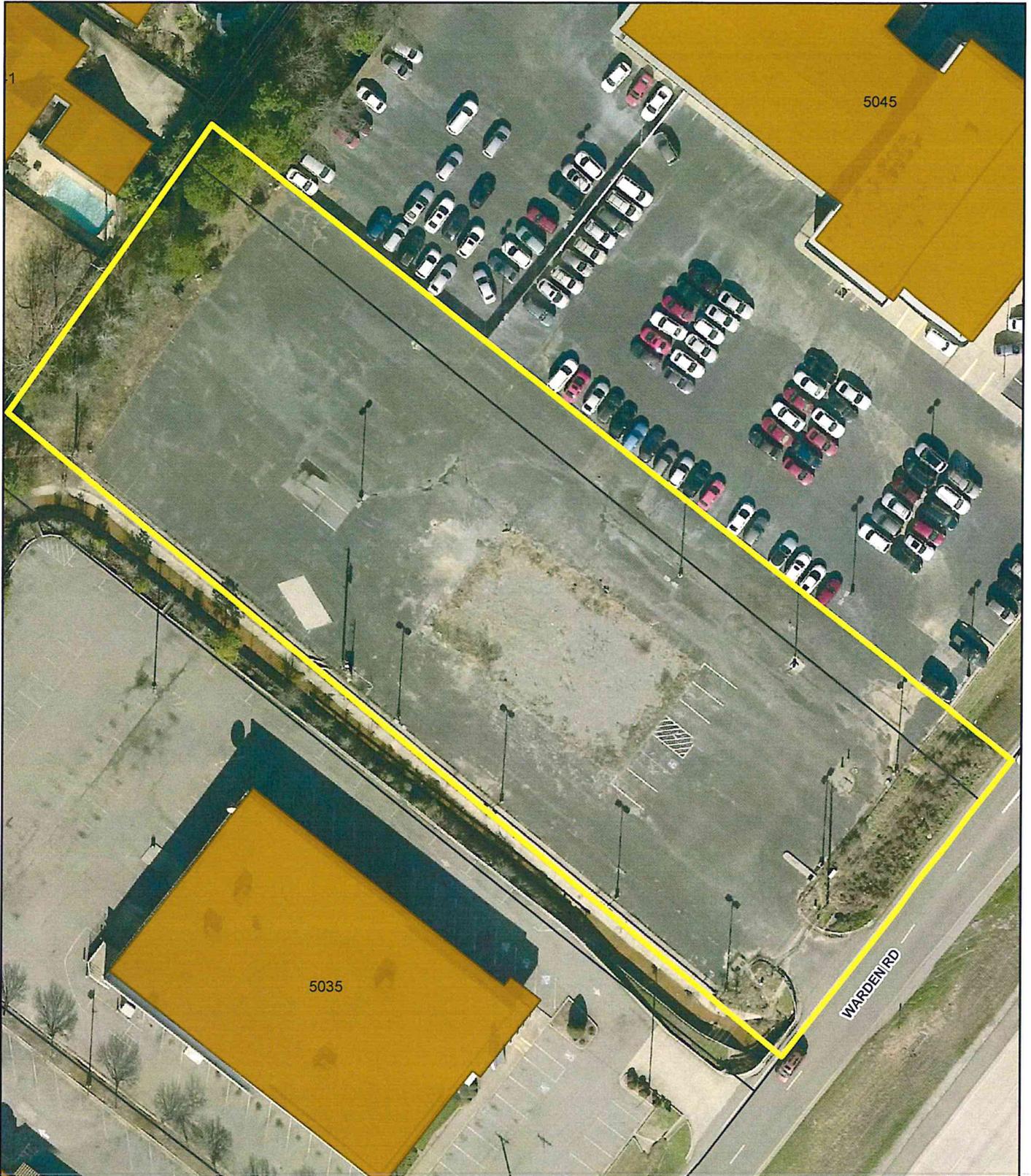
1 inch = 200 feet



Date: 10/25/2016

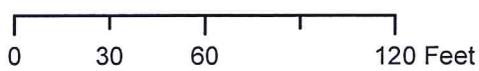
Map is not to survey accuracy

Conditional Use # 2016-16



Ortho Map

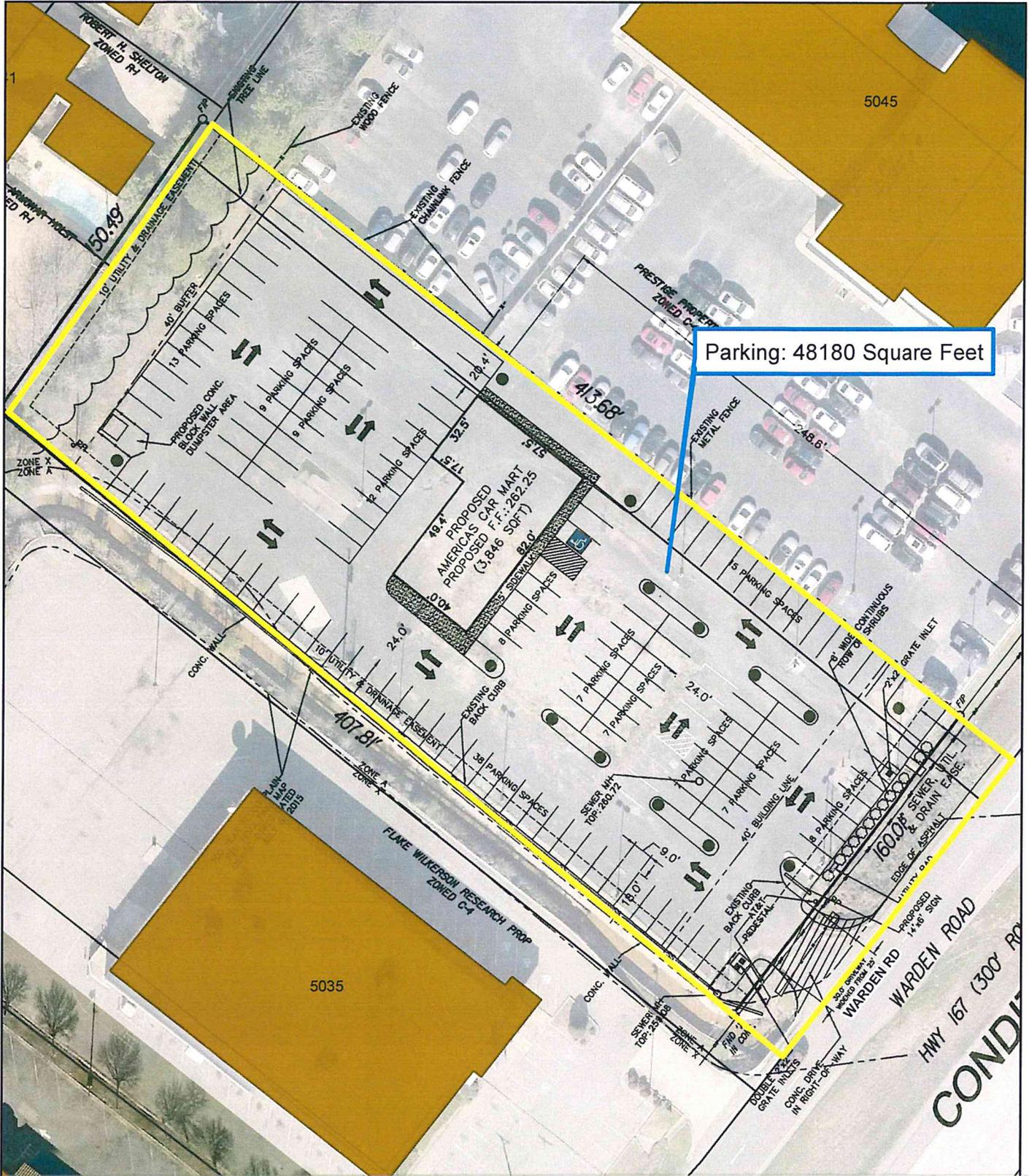
1 inch = 60 feet



Date: 10/25/2016

Map is not to survey accuracy

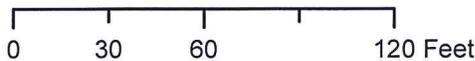
Conditional Use # 2016-16



Parking: 48180 Square Feet

$$48180 \div 450 = 108$$

1 inch = 60 feet



Ortho Map

Date: 10/25/2016

Map is not to survey accuracy