

**North Little Rock Planning Commission**  
**Regular Meeting**  
**August 11, 2020**

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Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:00 PM in the Council Chambers, City Hall.

**Members Present In-person:**

Chambers  
Clifton, Chairman

**Members Present via Phone / Zoom:**

Belasco  
Dietz  
White  
Wallace  
Banks  
Foster

**Member Absent**

Phillips

**Staff Present:**

Shawn Spencer, Director  
Tim Reavis, Assistant Planning Director  
Amy Fields, City Attorney  
Elaine Lee, Assistant City Attorney  
Dustin Free, Fire Marshal's Office  
David Cook, Assistant City Engineer  
Chris Wilburn, City Engineer

**Approval of Minutes:**

Motion was made and seconded to approve the June meeting minutes. The minutes were approved with (8) affirmative votes.

**Administrative:**

A motion was made and seconded to excuse the member absent. It passed unanimously.

## **Planning Commission Items:**

### **A. SD2020-30 Giles Addition, Block 13, Lot 7R (Replat and SPR of a quadplex at 1215 Rockwater Blvd).**

- 1. Before a building permit can be applied for provide a City Engineer approved parking plan and driveway design.**
- 2. Engineering requirements on detention:**
  - a. Option to pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention.
- 3. Engineering requirements before the plat will be signed:**
  - a. ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) not required due to existing site conditions.
- 4. Planning requirements before the plat will be signed:**
  - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Provide half of 60' ROW. Label on Drawing.
- 5. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.
  - b. If applicable, Provide CNLR Grading Permit application to City Engineer with grading plans.
  - c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - d. Provide CNLR driveway/curb cut permit application to City Engineer.
  - e. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
  - f. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 6. 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 damaged during construction, repair or replace existing sidewalk and curb to City Engineer's standards.
  - c. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
  - d. Driveways shall not be closer than 10' from adjoining property lines.
  - e. All driveways are to be concrete within the ROW.
- 7. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Provide enclosure with gate for trash bins.
  - c. No fence is to be within a front building line.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 8. Meet the requirements of the Master Street Plan, including:**
  - a. ½ street improvements are existing.
  - b. Label Rockwater Blvd ROW.
- 9. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide (2) street trees.

- d. Provide (2) parking lot shade trees.
- e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
- f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
- g. Provide 6 foot front yard landscape strip between property line and paving. Label distance.
- h. Provide 4 foot side yard landscape strip between property line and paving. Label distance.

**10. Meet the following requirements concerning signage:**

- a. All signs require a permit and separate review.

**11. 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. Driveway width to be at least 20' wide.

**12. Meet the requirements of CAW, including:**

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
- b. If there are water facilities that need to be installed, adjusted and/or relocated, please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.

**13. Meet the requirements of NLR Wastewater**

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 passed with (8) affirmative votes, (1) absent.

**B. SD2020-31 Wal-mart Commercial Addition, Lot 11 (SPR of an updated parking lot layout at 11921 Maumelle Blvd)**

**1. Engineering requirements on detention:**

- b. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof tops/parking)

**2. Other Boards approvals required before applying for a building permit.**

- a. Provide approved City Council ordinance approving Conditional Uses for tire store and auto repair.

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

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- c. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- d. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.

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

- a. ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) not required due to existing site conditions.
- 5. Meet the requirements of Community Planning, including:**
    - a. Provide the standard requirements of Zoning and Development Regulations.
    - b. Provide dumpster location.
    - c. Dumpster to have masonry screening.
    - d. No fence is to be within a front building line.
    - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
    - f. Proposed shipping containers to be screened with splitface concrete block enclosure as shown.
  - 6. Meet the requirements of the Master Street Plan, including:**
    - a. Sidewalks not required along Maumelle Blvd. They were previously waived with the original plat for the subdivision.
  - 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
    - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
    - b. Provide automated underground irrigation to all required trees and shrubs.
    - c. Provide (6) street trees 40' on center along Crystal Hill Rd.
    - d. Provide (8) street trees 40' on center along Maumelle Blvd.
    - e. Provide (4) parking lot shade trees.
    - f. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
    - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
    - h. Provide 6 foot front yard landscape strip between property line and paving.
    - i. Provide 4 foot side yard landscape strip between property line and paving. Eliminate the three parking spots that prevent this requirement from being met.
  - 8. Meet the following requirements concerning signage:**
    - a. All signs require a permit and separate review.
  - 9. Meet the requirements of the Fire Marshal, including:**
    - a. Provide an approved fire protection plan.
  - 10. Meet the requirements of CAW, including:**
    - a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
    - b. If there are water facilities that need to be installed, adjusted and/or relocated, please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
  - 11. Meet the requirements of NLR Wastewater, including:**
    - a. Submit volume of existing interceptor if it is intended to be reused.
    - b. Please submit a full set of plans to NLRW for review.

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 passed with (8) affirmative votes, (1) absent.

**C. SD2020-32 Harris Industrial Park, Lots B-R2A & BR2B (Replat on Diamond Dr.)**

- 1. Engineering requirements on detention:**
  - a. Storm water detention plan will be required during Site Plan Review process.
- 2. Engineering requirements before the plat will be signed:**
  - a. ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) not required due to Diamond Drive being within ArDOT ROW.
- 3. Planning requirements before the plat will be signed:**
  - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Provide 15' utility easement along rear of Lot B-R2A as shown.
  - c. Provide 25' front yard easement across both lots as shown.
  - d. Provide letter from the gas company approving the location of the easement.
  - e. Provide utility and drainage easement as shown on west side of Lot B-R2A.
  - f. Provide 15' wide exclusive sanitary sewer easement centered over the sewer main on the SE corner of the property.
- 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. Sidewalks not required due to location along interstate.
- 6. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 7. Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
- 8. Meet the requirements of CAW, including:**
  - a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
  - b. If there are water facilities that need to be installed, adjusted and/or relocated, please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
- 9. Meet the requirements of NLR Wastewater, including:**
  - a. Hill Lake Connection fee is required.
  - b. Provide minimum 15' wide exclusive sanitary sewer easement centered over the sewer main on the SE corner of the property.

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 passed with (8) affirmative votes, (1) absent.

**D. SD2020-33      Esplanade Phase 2 (Preliminary plat & SPR for apartments at 20 Esplanade Cir)**

- 1. Engineering requirements before the plat will be signed:**
  - a. Provide typical section of Esplanade Circle to be approved by City Engineer.
  - b. Provide on-site storm water detention calculations showing that detention volume is sufficient.
  - c. Satisfy the NLR Bicycle Plan.

**2. Planning requirements before the plat will be signed:**

- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Provide ROW dedication for Esplanade Cir.
- c. Provide letter from NLR Wastewater approving the relocation of the existing sanitary sewer main.
- d. Provide any necessary easements for relocated sewer main required by NLR Wastewater.
- e. Provide 5' easement along Esplanade Cir.
- f. Pay for street signs.

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

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
  - i. Proposed pipe material specifications.
  - ii. Proposed trench and bedding details, materials and specifications.
- c. Provide CNLR Grading Permit application to City Engineer with grading plans.
- d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- e. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
- f. Provide CNLR Floodplain Development Permit application to City Engineer.
- g. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- h. Provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.
- i. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- j. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- k. 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. If the proposed subdivision/development is located in a FEMA designated floodplain, the first floors of any building or house are to be a minimum of 1' above the 100-Year Base Flood Elevation (BFE). At the completion of the project, submit Elevation Certificate to City Engineer.
  - e. If 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 a copy of FEMA approval to City Engineer.
  - f. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
- 5. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Before a Certificate of Occupancy is issued, provide full street improvements for Esplanade Cir.
  - c. Dumpsters to have masonry screening.
  - d. No fence is to be within a front building line.
  - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 6. Meet the requirements of the Master Street Plan, including:**
- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
  - b. Provide full street improvements for Esplanade Circle.
  - c. Provide ROW dedication for Esplanade Circle.
  - d. Meet the requirements of the NLR Bike Plan.
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide (56) street trees as shown.
  - d. Provide (36) parking lot shade trees as shown.
  - e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - g. Provide 6 foot front yard landscape strip between property line and paving.
  - h. Provide 4 foot side yard landscape strip between property line and paving.
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
- 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. Gates to meet Fire Marshal's requirements.
- 10. Meet the requirements of CAW, including:**
- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
  - b. If there are water facilities that need to be installed, adjusted and/or relocated, please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central

Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.

**11. Meet the requirements of NLR Wastewater, including:**

- a. Submit plan for relocation of the existing sanitary sewer main for further evaluation.

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 passed with (8) affirmative votes, (1) absent.

**E. SD2020-34 Springhill Plaza, Lots 1R-X and 1R-Y (Replat & SPR of a car wash at 4000 Vali Ct.)**

- 1. Engineering requirements on detention:**
  - a. Storm water detention plan not required as there is no increase of or a reduction of impervious surface.
- 2. Engineering requirements before the plat will be signed:**
  - a. Provide ½ street improvements only required where concrete drive is being removed.
- 3. Planning requirements before the plat will be signed:**
  - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Provide access easement on plat such that vehicles entering from either Vali Court or McCain Blvd can access car wash.
  - c. Provide half of 100' ROW on McCain.
- 4. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.
  - b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - c. Provide CNLR driveway/curb cut permit application 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 if an extension of a main is required.
  - f. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 5. Meet the requirements of the City Engineer, including:**
  - a. Provide ½ street improvements (curb and gutter, sidewalk) in place of removed driveway.
  - b. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- 6. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Provide dumpster location.
  - c. Dumpster to have masonry screening.
  - d. No fence is to be within a front building line.
  - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 7. Meet the requirements of the Master Street Plan, including:**
  - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
  - b. Provide ½ street improvements where concrete drive is being removed.

- c. Provide half of 100' ROW.
- 8. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide (7) street trees along Vali Court as shown.
  - d. Provide (7) street trees along McCain Blvd.
  - e. Provide (14) parking lot shade trees.
  - f. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - h. Provide 6 foot front yard landscape strip between property line and paving.
  - i. Provide 4 foot side yard landscape strip between property line and paving.
- 9. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 10. Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
- 11. Meet the requirements of CAW, including:**
  - a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
  - b. If there are water facilities that need to be installed, adjusted and/or relocated, please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
- 12. Meet the requirements of NLR Wastewater, including:**
  - a. Sanitary sewer public main extension required to provide sanitary sewer to lot 1R-X.
  - b. Sand/oil interceptor and sampling manhole required
  - c. Please submit plans to NLRW for review and approval.

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 passed with (8) affirmative votes, (1) absent.

**F. SD2020-36 Tulip Farms Addition, Lot 1 (preliminary plat & site plan review of a distribution warehouse at 13001 Highway 70)**

- 1. Engineering requirements before the plat will be signed:**
  - a. Meet ArDot's requirements for street improvements, turning lanes, etc. on Highway 70.
  - b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond for Barton Rd.
  - c. Meet City Engineer's requirements on improvements to Barton Rd. based on core samples.
  - d. Show and label boundary of detention areas as drainage easements.
  - e. Provide on-site storm water detention calculations showing that detention volume is sufficient.
- 2. Planning requirements before the plat will be signed:**

- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Meet the Master Street Plan requirements for ROW dedication.
  - c. Provide ROW dedication for cul-de-sac at the end of Barton Rd. Label on drawing.
  - d. Provide 10' utility easements around property perimeter as shown.
  - e. Provide setback lines as shown.
- 3. City Council approvals required before the plat will be signed:**
- a. Provide approved City Council ordinance on rezoning property to I2.
  - b. Provide approved City Council ordinance on abandoning easements running north-south through the proposed building.
- 4. Permit requirements/approvals submitted before a building permit will be issued:**
- a. A signed and recorded plat must be on file with the Planning Department.
  - b. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
    - iii. Proposed pipe material specifications.
    - iv. Proposed trench and bedding details, materials and specifications.
  - c. Provide CNLR Grading Permit application to City Engineer with grading plans.
  - d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - e. Provide CNLR driveway/curb cut permit application to City Engineer for driveway on Barton Road and copy of ARDOT driveway permit for driveways on Highway 70.
  - f. Provide CNLR Floodplain Development Permit application to City Engineer.
  - g. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
  - h. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
  - i. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
  - j. If applicable, 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.
- 5. Meet the requirements of the City Engineer, including:**
- a. If applicable, contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
  - b. 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.

- c. If the proposed subdivision/development is located in a FEMA designated floodplain, the first floors of any building or house are to be a minimum of 1' above the 100-Year Base Flood Elevation (BFE). At the completion of the project, submit Elevation Certificate to City Engineer.
  - d. If 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 a copy of FEMA approval to City Engineer.
  - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
  - f. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
  - g. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
  - h. All driveways are to be concrete within the ROW.
- 6. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
  - b. The building cannot encroach over existing easements.
  - c. If a dumpster is added to the site, it is to have a masonry screen.
  - d. No fence is to be within a front building line.
  - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 7. Meet the requirements of the Master Street Plan, including:**
- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards on Barton Rd.
  - b. Provide ½ street improvements on Barton Rd.
  - c. Provide ROW dedication for cul-de-sac on Barton Rd.
- 8. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide (53) street trees along Highway 70 as shown.
  - d. Provide (8) street trees along Barton Rd. as shown.
  - e. Allow the proposed parking lot shade tree landscape plan as shown. In order to facilitate safe truck maneuvering at the rear of the building, the required parking lot shade trees at the rear of the building have been relocated to the front parking area to satisfy the parking lot shade tree requirements.
  - f. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - g. Provide a continuous screen of shrubs for parking spots that face a street or abutting property. All trailer stall parking spaces in the rear of the property are exempt from this requirement due to extended distance from property line.
  - h. Provide 6 foot front yard landscape strip between property line and paving.
  - i. Provide 4 foot side yard landscape strip between property line and paving.
  - j. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 9. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
- 10. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
  - b. Fire apparatus roads must meet an 85,000 lbs. load capacity.
  - c. Fire hydrants shall be located every 500 feet with appropriate road widths.

- d. Fire flow requirements as set forth by 2012 AFC, Appendix B, table B105.1 shall be 2000 gpm for a flow duration of 4 hours.
- e. Gates to meet the Fire Marshal's requirements.
- f. Provide measurements of the access roads surrounding the building.

**11. Meet the requirements of CAW, including:**

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
- b. Water main extensions will be needed to provide water service to this property. The submitted plans indicates two connection points, one in the northwest corner of the property off Barton Road and one in the southeast corner of the property off Hwy 70. Neither location currently has a public water main. Both locations will require off-site 12-inch diameter water line extensions. This work is to be done at the expense of the developer.
- c. Submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
- d. Contact Central Arkansas Water regarding the size and location of the water meter.
- e. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
- f. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.

**12. Meet the requirements of NLR Wastewater, including:**

- a. Hill Lake Connection fee is required to connect to public sanitary sewer. The current rate is \$2,442/commercial acre platted.
- b. The property shall be served by gravity sanitary sewer, if at all possible.
- c. Please submit a full set of plans to NLRW for review and approval.
  - 1. Submit connection details for the proposed force main relocation.
  - 2. Force main material shall be C 905 PVC with ductile iron fittings
- d. Pretreatment may be required once plans are reviewed.

**13. Meet the requirements of Pulaski County, including:**

- a. Dedicate any ROW to meet NLR Master Street Plan requirements for Highway 70 and Barton Road. Adjust setback lines to reflect new property boundary accordingly.
- b. Obtain any required Corps of Engineers Permits for work adjacent to or in wetlands.
- c. Provide ARDOT approval for driveways off Highway 70.
- d. If the development is to be under construction or in operation before annexation to the City of North Little Rock is complete, Meet the following Pulaski County requirements:
  - 1. Pulaski County will require a Flood development Permit for work in the floodplain. Proposed development is greater than 50 acres. A detailed study will

- need to be performed to establish the base flood elevation. Any map revisions (LOMR) caused by the development will need to be completed prior to construction.
2. 2' Freeboard is required in the county.
  3. Provide NLR Wastewater approval for sewer connection.
  4. Provide CAW approval for water service.
  5. Provide a stamped and sealed set of stormwater calculations prior to construction.

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 passed with (8) affirmative votes, (1) absent.

**1. Rezone #2020-11 & Conditional Use #2020-5: To rezone property from C3 to C4 to allow for a Conditional Use for a contractor's office with outdoor storage at 6919 Service Rd.**

The applicant, Chris Robinson, was present. Chairman Clifton asked if the applicant had reviewed the conditions. The applicant had a question about the "no access from service road" condition since the address was on Service Rd.

Mr. Spencer stated that the address could be changed to come off MacArthur instead of Service Rd.

The applicant had no other issues.

Michael Vincent, resident who lives across the street from the property, wanted verification that the access to the property would be from MacArthur and not Service Rd.

Mr. Chambers stated the condition #6 would prevent an entrance from the property onto Service Rd.

Joe Reynolds, resident of the neighborhood, had concerns about potential outside storage, but has spoken with the applicant on the phone about the buffer requirements. Mr. Reynolds is satisfied with the plan.

There were no further comments.

The conditions are as follows:

1. Hours of Operation 7AM – 6PM Monday – Friday.
2. Provide full screen (including 8' wood privacy fence and trees every 20' as determined during Site Plan Review) between commercial and residential uses on the east and west sides.
3. Provide an 8' tall wood privacy fence set back 30' from the property line along Service Rd as shown on the site plan.
4. Provide a buffer of 3 rows of evergreen trees along Service Rd. on the outside of the 8' foot tall wood privacy fence.
5. Meet the requirements of Site Plan Review.
6. No access from Service Rd. permitted.

7. No outdoor storage of materials permitted.
8. The parking and storage of vehicles and equipment is limited to the rear yard.
9. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
10. Business license to be issued after Planning Staff confirmation of requirements.
11. Business license holder understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>absent</b>	<b>Clifton</b>	<b>Yes</b>

**2. Conditional Use #2020-6 To allow a car lot in a C4 zone at 2001 E. Broadway St.**

The applicants, Eric James and Pierre Brown, were present. They agreed to all Conditions.

There were no comments from the audience or the commissioners.

The conditions are as follows:

1. Hours of Operation: 8AM – 8PM Monday – Saturday.
2. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.
3. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
4. 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.
5. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
6. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio shall include sales, employee, and customer vehicles. Open lot area does not include any structures. This allows for 5 cars on the lot at any one time..
7. 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.
8. 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.

9. All signage shall meet the requirements of Article 14 of the zoning ordinance.
10. 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.
11. Vehicle sales lot shall be maintained at all times.
12. Sales vehicles shall be locked and secured after business hours.
13. Sales vehicles shall not be used as storage.
14. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
15. Business license to be issued after Planning Staff confirmation of requirements.
16. Business license holder understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>absent</b>	<b>Clifton</b>	<b>Yes</b>

**3. Conditional Use #2020-7 To allow a minor auto repair shop in C3 zone at 11921 Maumelle Blvd.**

The applicant, Tim Lemons of Lemons Engineering, was present. He stated that this is a car wash that his client is looking to turn into an auto repair shop.

Mr. White had a concern regarding junk vehicles left out overnight.

Mr. Spencer stated that no vehicles to be left out overnight as a condition could be added.

Mr. White made a motion that the condition of “no vehicles to be left out overnight” be added to the Conditional Use. Mr. Foster seconded the motion.

Mr. Lemons stated that the owners would comply with the new condition, but wanted clarification that if one had to be left out overnight due to when it broke down, would that be a problem. No Commissioners had an issue with one car on occasion having to be left out overnight.

The conditions was added with a vote of 8 yes, 1 absent.

1. Hours of Operation: 6AM – 6PM Monday – Sunday.
2. Meet the requirements of Site Plan Review.

3. Any structures located on the lot shall meet all applicable Federal, State, County, and City Requirements and Codes.
4. No vehicles are to be left outside overnight.
5. Business license to be issued after Planning Staff confirmation of requirements,
6. Applicant/owner understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman Clifton called for a vote on the application.

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Absent</b>	<b>Clifton</b>	<b>Yes</b>

The application passed 8 yes, 1 absent.

**4. Conditional use #2020-8                      To allow a tire store in a C3 zone at 11921 Maumelle Blvd**

The applicant, Tim Lemons, was present.

Chairman Clifton asked about the outdoor storage of tires.

Mr. Lemons stated two shipping containers would be used for additional tire storage in the rear. They are to be screened per site plan review requirements.

Mr. White expressed concern about tire storage.

Chairman Clifton stated the Fire Department has been diligent at enforcing the tire storage rules.

Dustin Free explained the enforcement process, and that the applicant has all the rules.

Mr. White proposed no outdoor overnight tire storage allowed be added a condition. Mr. Chambers seconded the motion.

The motion passed 8 yes, 1 absent.

The Conditions are as follows:

1. Hours of operation: 6AM – 6PM Monday – Sunday.
2. Meet the requirements of Site Plan Review.
3. Allow two shipping containers to be used for storage.
4. No outside overnight storage of tires.
5. The shipping containers are to be screened with splitface concrete blocks.
6. Store tires in a dry securable area of the primary structure. No outside open-air storage of tires.
7. Up to 30 tires for sale may be displayed outside under a non-permeable cover during business hours. This is considered temporary tire storage. Tires shall be kept neat and organized, preferably in metal racks. Temporary outside displayed tires for sale shall be kept a maximum of 10 feet from the primary structure.

8. Isolate tires from other stored materials that may create hazardous products if there is a fire, including, but not limited to, lead acid batteries, fuel tanks, solvent barrels, and pesticide containers.
9. Store no more than 100 tires per 1,500 square feet of inside storage space.
10. Tire retailers should schedule regular pick-up of tires by a licensed carrier to avoid excessive amounts of tires stored on the property.
11. Vehicles are only to be repaired/maintained inside the building.
12. No outdoor PA/music permitted.
13. Applicant must meet all applicable Federal, State, County and City requirements,
14. Business license to be issued after Planning Staff confirmation of requirements,
15. Applicant/owner understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

There was no further discussion.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>absent</b>	<b>Clifton</b>	<b>Yes</b>

The application passed 8 yes, 1 absent.

**5. Rezone #2020-12 To amend the LUP from SF to LI and to rezone property from R2 to I2 to allow for industrial development and to rezone a buffer area from R2 to Greenbelt at 13001 Hwy 70.**

The applicant, Thomas Pownall of Thomas Engineering, was present.

Mr. Pownall gave an overview of the rezone request to I2. He stated a greenbelt was proposed around the existing residences.

Kip Moore, resident at 13519 Hwy 70, expressed concern about having enough time to assess how the rezone might affect his property. He requested that the rezone be delayed until the next meeting. He stated his neighbors also haven't had time to assess it.

Mr. Chambers asked if the notice was done properly.

Mr. Spencer stated the applicant completed the notice requirements on time.

Mr. Chambers asked if the rezoning request could be amended to only include the portion of the property planned for imminent development.

Mr. Spencer said that could be possible if the applicant was OK with it, or the Commission could let the elected officials sort it out.

Mr. Clifton explained to Mr. Moore that the Planning Commission was a recommending body only.

Mr. Moore requested that the recommending vote be delayed.

Jane Niles, nearby property owner, lives in a historic home nearby. She asked about the annexation petition going on concurrently with the rezoning request, and expressed concern about how the rezone would affect her property.

Mr. Foster asked the applicant about future plans for the property.

Mr. Pownall stated that the only development plans were for the western portion of the property as shown on the development plan.

Mr. Foster asked if the applicant would consider only rezoning the portion with the development plan.

Mr. Pownall stated the applicant would like to move forward with the entire property to be rezoned.

Mr. White asked when the City Council will vote on this.

Chairman Clifton said if they can get a sponsor right away, it would be on the August 24<sup>th</sup> Council meeting.

Mr. White stated the Commission should go ahead vote since there would still be at least two more weeks until City Council voted on it. That is enough time to contact the Mayor and Councilmembers.

Numerous Commissioners concurred with Mr. White.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>absent</b>	<b>Clifton</b>	<b>Yes</b>

**Public Comments/Adjournment:**

Motion made to adjourn and seconded. Chairman Clifton adjourned the meeting at 5:00 pm.

Respectfully submitted,



Tim Reavis, Planning