SMITH'S ENGINEERING CO., INC.

100 Main Street, North Little Rock, Arkansas
501-555-5555 phone
501-555-5555 fax

1. Contact Phone Number
2. Contact Fax Number

January 2, 2019

3. Date

Tim Reavis
Planning Department
120 Main St.
NLR, AR 72114

4. Attention to

5. Type of request: Replat, Site Plan Review, Preliminary Plat or Final Plat

RE: Replat and Site Plan Review
        Lot 1, Block 1, Argenta Addition
        McDonald's Restaurant

6. Legal Description - Lot/Block/Addition

7. Business Name - for site plan review

Mr. Reavis,

8. Planning Commission Date

Please accept this letter to serve as our application for the above referenced submittal. We wish to be placed on the July 10th Planning Commission meeting. We are requesting both the plat and site plan be accepted for review simultaneously.

9. Background Information - if needed

The owner is requesting a replat of 3 existing lots into 1 to allow the construction of a restaurant. We will be sending our detention calculations to the City Engineer for separate review.

10. Detention Plan - on site or pay in-lieu of fee

The owner is requesting a waiver of the: (1) sidewalk requirements, (2) half street improvements, and (3) sideyard setback.

11. Waivers Requested - if needed

Enclosed please find a check for the review fee in the amount of $200.00.

12. Fees Provided

If you have any questions please give me a call.

Sincerely,

13. Contact Information

John Smith

Typical Submittal for a **Replat** and **Site Plan** Review Combination

8 sets with review payment attached to top set

1 Set =   a cover letter,
            checklist (filled out),
            drawings (folded),
            site plan review drawing

1 CD with a copy of the letter, checklist, and drawings (as one .pdf file – not each a separate file) is also to be submitted.

If your submittal has more than one drawing included: fold each drawing separately and do **not** staple drawings together.

Cover Letter

Preliminary Plat Checklist

Site Plan Review Checklist

Drawings - folded

Typical Set / 1 of 8

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