

**North Little Rock Planning Commission**  
**Regular Meeting**  
**August 14, 2018**

---

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:**

Banks  
Belasco  
Chambers  
Dietz  
Foster  
Phillips  
Wallace  
Clifton, Chairman

**Absent Member:**

White

**Staff Present:**

Timothy Reavis, City Planner  
Marie Miller, Deputy City Attorney  
Keisa Stewart, Secretary  
John Pflasterer, Lt. Fire Marshal  
Shannon Carroll, City Clerk

**Approval of Minutes:**

Motion was made and seconded to excuse Mr. White from today's meeting. The motion was approved with (8) affirmative votes.

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

**Administrative:**

**Subdivision Administrative:****A. SD2018-50 Shorter College Renewal, Block E. Lot 1R (Replat & SPR for a church building located at 811 SA Jones)****1. Requirements before the plat will be signed:**

- a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (if any)
- b. Provide approved City Council ordinance waiving on-site parking requirements.
- c. Provide approved City Council ordinance approving off-site parking plan. The parking plan must be approved by City Engineer before it goes to City Council.
- d. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- e. Allow zero setback on the north property line.
- f. Allow 15' setback on the northeast corner.

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

- a. A signed and recorded plat (outcome from this process) 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 for each new driveway to City Engineer.
- d. 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.
- e. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.

**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. 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. Driveways shall have 25' minimum radii or shall meet the requirements of the Fire Marshall, and be built according to CNLR standard details (available at NLR Engineering Department).
- d. All driveway radii shall be dimensioned on Site Plan.
- e. All driveways are to be concrete within the ROW.

**4. 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. All exterior lighting shall be shielded and not encroach onto neighboring properties.

**5. 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.

**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 18 street trees, 6 per side. Pay the in lieu of fee for trees on the north side.
  - d. Provide 18 parking lot shade trees. (107/6=18) none 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. None shown
  - 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.
  - i. 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.
  - c. 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.
  - d. Building will require a sprinkler system.
- 9. 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.
- 10. Meet the requirements of NLR Wastewater, including:**
- a. What is the use of the building? Food Prep?
  - 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.

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 and (1) absent votes.

**B. SD2018-51 Walker Addition, Lots A & B (Replat & SPR for the Eastgate Apartments)**

- 1. Engineering requirements on detention:**
  - a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof tops/parking, interior sidewalks)
- 2. Engineering requirements before the replat will be signed:**
  - a. Provide 25' property line corner radius.
- 3. Planning requirements before the replat will be signed:**
  - a. Provide approved City Council ordinance closing Vine Street.
  - b. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - c. Show easements (if any) for abandoned Vine Street.

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

- a. Meet with Planning Staff on bringing the addressing of the building up to the current 911 standards.
- b. A signed and recorded plat must be on file with the Planning Department.
- c. A separate fence permit and review will be required.
- d. A separate impervious surface permit and review will be required (for new parking and drives).
- e. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- f. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
- g. Provide CNLR Floodplain Development Permit application 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. 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).
- 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. Driveways within City ROW shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- g. Label street/driveway width and radii dimensions on Site Plan.

- h. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
  - i. 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. Dumpster to have masonry screening
  - c. Allow front yard fence as shown.
  - d. Provide type and height of fence at all locations.
  - 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 or provide 6' sidewalk directly behind curb and gutter. City Engineer will need to review and approved the sidewalk plan.
- 8. 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. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - f. Provide 6 foot front yard landscape strip between property line and paving.
  - g. Provide 4 foot side yard landscape strip between property line and paving.
  - h. 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.
  - b. No pole sign permitted.
  - c. No electronic changeable copy sign permitted.
- 10. 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. All exterior portions of a building must be within 150' of a FD access road.
  - e. All gates require Fire Marshal review and approval.
  - f. Confirm with Fire Marshal that fire apparatus can maneuver at the end of a dead end parking area.
- 11. 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
- 12. Meet the requirements of NLR Wastewater, including:**
- a. A complete set of drawings for development must be submitted to NLR Wastewater.
  - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Chairman Clifton asked about the closing off Vine Street in the middle of the complex (item 3a). There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

**C. SD2018-52 Kierre & Frazier First Subdivision, Lot 1R (SPR of a warehouse located at 8019 Counts Massie Rd.)**

- 1. Planning Commission cannot waive setbacks, request will need to go to BOA. Rotate building to fit within the setbacks, as there is no apparent hardship to support a waiver.**
- 2. Engineering requirements on detention:**
  - a. Pay the drainage in-lieu fee of \$5000/acre for new impervious areas of commercial/industrial development instead of providing on-site detention.
- 3. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. Provide a letter from Board of Adjustment approving setback waiver.
  - b. A signed and recorded plat must be on file with the Planning Department.
  - 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. If applicable, 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.
  - e. 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 Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Dumpster to have masonry screening.
  - c. Meet ADA requirements on access.
  - 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. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards or signed waiver.
- 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. Approve landscape plan as shown (4 trees with shrubs).
- 7. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
  - b. No pole sign permitted.
  - c. 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 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.

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

- a. A complete set of drawings for development must be submitted to NLR Wastewater.
- b. Approval of plans by AR Dept. of Health Engineering Division is required.

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 and (1) absent votes.

**D. SD2018-54 Calvary Addition, Lot 1 (SPR of a choir room addition located at 1401 Calvary Rd.)**

**1. Engineering requirements on detention:**

- a. Pay the drainage in-lieu fee of \$500/acre for the increase of impervious surfaces. (roof tops/parking)

**2. 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. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- d. Meet the requirements of the hillside cut ordinance (if needed).

**3. 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.

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

- a. Sidewalks not required due to location along interstate.

**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 parking lot shade trees as shown.

**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.
- b. Meet Fire Marshal's requirements on fire hydrant location.
- c. Fire hydrants to be within 400 feet of all areas of building.
- d. Building will require a sprinkler system per 2012 AFC vol. II Section 903.2.1.3

**8. 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.

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

- a. Adjust sanitary sewer manholes to match the final grade.
- 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.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Chairman Clifton sustain. There were no additional comments from Commissioners or the audience. The motion to approve passed with (7) affirmative (1) sustain and (1) absent votes.

**E. SD2018-55 Rockwater Phase IV, Lots 1-7 (preliminary plat of a residential subdivision)****1. Engineering requirements before the plat will be signed:**

- a. Pay the drainage in-lieu fee of \$500/acre for residential development instead of providing onsite.
- b. Provide full street improvements on Rockwater Lane (a private street) or a performance bond. Street improvements must be approved by City Engineer.

**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. Allow setbacks of: 15' front, 10' rear, 5' sides.
- c. Provide approved City Council ordinance abandoning ROW along bike path.
- d. Provide note on plat stating all vehicular access to each lot will be from Rockwater Lane. (no driveways on Rockwater Blvd and the River Road Trail.
- e. Eastern edge of Tract 1 needs to follow the old northern edge of Lot 33. There is a triangle of old Lot 33 that needs to be shown as part of Tract 1.

**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.

**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.**

- a. Provide full street improvements on Rockwater Lane.
- b. Rockwater Lane to be a private street.

**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 1 street trees per lot.

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

- a. All signs require a permit and separate review.
- b. No pole sign permitted.
- c. 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 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.

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

- a. A complete set of drawings for development must be submitted to NLR Wastewater.
- b. Approval of plans by AR Dept. of Health Engineering Division is required.

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 and (1) absent votes.

**F. SD2018-56 The Porches at Rockwater, Lots 7R & 17R (Replat of residential lots located south of W. 4<sup>th</sup> St.)**

- 1. All previous conditions approved by the Planning Commission on December 12, 2017 apply.**
- 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. Allow Lot 7R to reduce the area previously approved POA owned open area (Lot 17R).

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 and (1) absent votes.

**G. SD2018-58 Harris Industrial Park, Lot B-R1, B-R2, B-R3 (Replat of an industrial lot located at 12301 Eanes Rd.)**

- 1. 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. Label setbacks and easements.
- 2. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Site Plan review required for any future development.
- 3. Meet the requirements of the Master Street Plan.**
- 4. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- 5. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 6. 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.
- 7. Meet the requirements of CAW.**
- 8. Meet the requirements of NLR Wastewater, including:**
  - a. Ensure the sanitary sewer mains are within the 25' easement along Diamond Drive.

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 and (1) absent votes.

**H. SD2018-59 Vue on Riverfront Addition, Lots 1-3 (Preliminary Plat & SPR of a Multi-Family Development at 10 Smarthouse Way)**

**1. Engineering requirements on detention before the plat will be signed:**

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

**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 Corps of Engineers letter of approval of easements for the Flood Wall shown on the plat.
- c. Provide cross access easement on plat with abutting property.
- d. Provide 10' utility easements around property perimeter.
- e. Clearly label floodwall easement and show any other easements the Corps of Engineers may require.
- f. Show easement for the Railroad underground fuel line.

**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 Corps of Engineers letter of approval for building encroachments into the flood wall easement. Each encroachment is to be listed in the letter. This letter is to be submitted with the plans at the time of submitting the application for plans review.
- c. Provide approved Section 408 Permit from Corps of Engineers to City Engineer.
- d. City Engineering supports the updated building layout which encroaches into the flood wall easement. City Engineering will not be responsible for potential flood damage to any building within the easement. When buildings near easement go into design, Corps of Engineers will need to take a close look at the foundation and excavation plan for any and all utilities.
- e. Provide CNLR Grading Permit application to City Engineer with grading plans.
- f. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- g. Provide CNLR driveway/curb cut permit application to City Engineer.
- h. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater 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. 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.

- 4. Meet the requirements of the City Engineer, including:**
  - a. Proposed driveway on Riverfront Road need to connect to existing curb and gutter, and maintain 25’ radii.
  - b. If possible, use 25’ radii for proposed driveway on Smarthouse Way.
  - c. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
  - d. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
  - e. 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.
- 5. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Street trees and sidewalks on Lots 2 and 3 will be provided during SPR of those lots.
  - c. Trash Compactor enclosure to have masonry screening.
  - d. Provide landscaping plan for around trash compactor.
  - e. No fence is to be within a front building line.
  - f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 6. Meet the requirements of the Master Street Plan, including:**
  - a. Allow 6’ sidewalk to back of curb & 6ft landscape strip in ROW.
- 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 16 street trees.
  - d. Provide 38 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 4 foot side yard landscape strip between property line and paving.
  - 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.
  - d. 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.

- d. Sprinkler system required along with fire department connections and hydrants placed per 2012 AFC.
- e. Standpipes required if highest floor is above 30 feet.
- f. Curbing, tight turns and 24' aisle width will be problematic for aerial apparatus to negotiate. Meet with Fire Marshal and provide a CAD rendering of the flow path.
- g. 2012 AFC requires apparatus access to be within 150 ft. of all portions of the first floor. Standpipes placed strategically to provide water would assist in providing the needed access. If needed, the FD could hook up to a standpipe and provide water to the backside of the building. The code allows for the 150 ft. to be extended when the building is sprinklered or when topography is a limiting factor.
- h. Aerial access required on west end.
- i. Comply with Fire Marshal's fire apparatus access requirements to south side of structure.

**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. Connect to 8" sanitary main on Smarthouse Way.
- b. Plan sewer to provide gravity service to all proposed and planned developments.
- c. A complete set of drawings for development must be submitted to NLR Wastewater.
- d. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Mr. Foster expressed his concerns regarding parking. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

**I. SD2018-60 Denton Road Addition, Lot 1, Block 1 (Preliminary Plat and SPR of 3 duplexes on one lot)**

**1. Fire Marshal's office cannot recommend that this development be built for the following reasons:**

- a. Initial response time is estimated to be 7 minutes. The shortest route is traveling through Sherwood on JFK/Highway 107. NFPA 1710 requires travel time to a fire suppression incident by the initial arriving company to be 4 minutes or less. All units should be able to respond within 8 minutes. The closest fire station is Station 9 at Osage and JFK. Even though we have an automatic aid agreement with Sherwood, it is not fair to develop communities and expect a neighboring Fire Department to be responsible for the incidents. This is most likely just the beginning of further development in this area.

**2. Engineering requirements on detention:**

- a. Pay the drainage in-lieu fee of \$500/acre for residential development instead of providing onsite detention.

**3. Engineering requirements before the plat will be signed:**

- a. Provide full street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.

- b. Street improvements must be approved by City Engineer and accepted by City Council.
- 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. Pay for street signs. If there are not street signs currently installed, they will be required in the Sherwood city limits.
  - c. Plat cell tower lot with this request.
  - d. West and South property lines have a 25' rear setback.
  - e. North and East property lines have a 10' side setback.
- 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. 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 Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
  - f. 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.
  - g. 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. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
  - c. 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. Planning has concerns on a multi building lot allowing back out parking onto the street.
- 8. 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 both sides. Staff cannot support sidewalk waiver in residential areas.
  - b. Provide full street improvements.
  - c. Provide ROW dedication.
- 9. 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 7 street trees.
  - d. Provide 3 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.
  - h. Provide 4 foot side yard landscape strip between property line and paving.
  - i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 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. Fire hydrants to be within 400 feet of all areas of building.

**12. 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.

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

- a. Provide plan and profile for the sanitary sewer main to serve the property.
- b. Plan the sewer as if the buildings were situated on individual lots.
- c. A complete set of drawings for development must be submitted to NLR Wastewater.
- d. Approval of plans by AR Dept. of Health Engineering Division is required.

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 and (1) absent votes.

**Public Hearings:**

**1. Rezone #2018-12**

To rezone property from C-3 to PUD to allow for an auto repair shop located at 7521 Young Rd.

The applicant, Mr. Thomas Pownall representing for Mr. Ron Keltner, was present.

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

Mr. Chambers added a condition that states to add 4' tall masonry base and 4' wide columns on the south facing facade. He stated that the applicant has the option to add two additional windows with awnings to the front.

Chairman Clifton asked if there were any further comments.

There were no further comments.

**CONDITIONS:**

1. Allow auto repair, engine maintenance and replacement, and transmission repair and replacement.
2. All work to be done inside the building.
3. Provide landscaping as shown on drawing.
4. Meet the requirements of site plan review.

5. Building elevations and materials to match submitted elevation drawings.
6. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
7. Business license to be issued after Planning Staff confirmation of requirements.
8. 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.
9. Applicant must add 4’ tall masonry base and 4’ wide columns on the south facing façade. Applicant has the option to add two additional windows with awning to the front.

Chairman Clifton asked for a roll call 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>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

Rezone 2018-12 was approved with (8) affirmative and (1) absent votes.

**2. Rezone #2018-14**

To rezone property from TND to R-2 & to amend the Land Use Plan from Multi-family to Single Family to allow for single family houses located at the southeast corner of Rockwater Blvd & Rockwater Ln.

The applicant, Mr. Stacy Akin, was present.

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

There were no comments.

Chairman Clifton asked for a roll call 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>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

Rezone 2018-14 was approved with (8) affirmative and (1) absent votes.

**3. Rezone #2018-15**

To rezone property from R-1 to C-2 and to amend the Land Use Plan from Single Family to Quiet Business to recognize an existing grocery store located at 124 Eureka Gardens Rd.

The applicant, Mr. Young Chun, was present.

Chairman Clifton asked staff for reason of this application.

Mr. Tim Reavis explained that the property is zone residential and if something happens to the structure on this property, the owner wouldn’t be able to rebuild grocery store on a residential property.

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

Mrs. Mary Wagley express her concerns about the usage of this property if it is rezoned to a C-2.

Chairman Clifton stated that he was concerned that if the applicant is granted commercial use, they would be able to apply to the Commission with a new site plan for a new commercial use and he doesn't see how that would be beneficial to the neighborhood.

Mr. Young stated the owner wanted to sub-lease part of the property and was told that it was not allowed because of the zoning, he wants to protect his investment if anything was to happen to the building, he would like to rebuild.

Mr. Foster wanted to see what the Commission could do to help both the applicant and neighbors. He asked if the applicant can change his application to a PUD.

Mr. Young stated that he is representing for the owner, he wanted to do something as quickly as possible.

Mr. Chambers explained what a PUD (Plan Unit Development) would allow the owner to do with limited use. He stated that the applicant would have to amend his application and staff will help with PUD.

Mr. Young asked for his application to be postponed.

**4. Rezone #2018-16**

To rezone from R-3 to R-4 to recognize an existing multi-family development at the intersection of Crutcher St & W. 20<sup>th</sup>.

The applicant, Mr. Colley Burrow, was present.

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

There were no comments.

Chairman Clifton asked for a roll call 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>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

Rezone 2018-16 was approved with (8) affirmative and (1) absent votes.

**Public Comments/Adjournment:**

A motion made to adjourn and it was seconded. The motion passed with (8) affirmative votes and the meeting was adjourned at 4:35 pm.

Respectfully Submitted:

---

Keisa Stewart, Secretary

---

Shawn Spencer, Director