

**North Little Rock Planning Commission  
Regular Meeting  
July 9, 2019**

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Vice-Chairman White 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  
Chambers  
Dietz  
Phillips  
White, Vice- Chairman  
Belasco  
Clifton, Chairman

**Members Absent:**

Wallace  
Foster

**Staff Present:**

Shawn Spencer, Director  
Timothy Reavis, Assistant Director  
Mike Mosley, Deputy City Attorney  
Alyson Jones, Secretary

**Approval of Minutes:**

Motion was made and seconded to approve the June meeting minutes as submitted. The minutes were approved with (6) affirmative votes.

**Administrative:**

Motion was made and seconded to excuse members Wallace and Foster.

## **Subdivision Administrative:**

**SD2019-26 Northshore Business Park, Lot 1A (SPR of a convenience store with fuel pumps located at the SW corner of Crystal Hill Rd. & Northshore Dr.)**

### **1. 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, and copy of ARDOT driveway permit where connected to State highway if applicable.
- 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.
- h. 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.

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

- a. Driveway locations to be approved by City Engineer.
- 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.
- c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- e. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- f. Widths of driveways shall be 10' minimum to 40' maximum.

- g. All driveways are to be concrete within the ROW.
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Dumpster to have masonry screening.
  - c. No fence is to be within a front building line.
  - d. Under canopy lights to be recessed.
- 4. 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 Cooks Landing Rd.
- 5. 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 (17) street trees as shown.
  - d. Provide (4) 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.
  - i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 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 at the NW corner of the property,
- 8. Meet the requirements of CAW**
- 9. Meet the requirements of NLR Wastewater, including:**
  - a. Submit a full set of plans to NLRW for review and approval.
  - b. Provide concrete sampling manholes are required on the effluent side of the grease interceptors.
  - c. Any connection or horizontal and vertical alignment changes on the proposed 6" service line shall take place within a manhole.
  - d. Service line material shall be SDR 26 PVC or stronger installed in a 6" envelope of ¾" washed rock.
  - e. Provide a 15' exclusive sanitary sewer easement for public sewer mains installed outside of the public right of way.
  - f. Pay White Oak Connection Fee for connection to the sanitary sewer collection system.
  - g. Remove the sanitary sewer drain connection from the dumpster enclosure or meet the following requirements.
    - Area shall be covered by a roof
    - Minimum 4" tall berm around the enclosure
    - Positive drainage away from the berm

**10. Meet the requirements of Rock Region Metro (CATA), including:**

- a. Recommend sidewalk on Cooks Landing.

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 (6) affirmative votes.

**SD2019-28 Northshore Business Park, Block 1, Lots 1A – 1C (Preliminary Plat of commercial lots located at the intersection of Crystal Hill Rd & Northshore Blvd)**

**1. Engineering requirements on detention:**

- a. Storm water detention plan previously approved with Northshore Business Park

**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 40 ft. access and utility easement as shown.
- c. Provide 10 ft. easement around property perimeter.
- d. Provide 20 ft. rear setbacks.
- e. Provide note to plat saying lots 1A & 1B no access to Crystal Hill Rd except for shared common driveway.
- f. Provide drainage easement if lots 1B & 1C are to have onsite detention.

**3. Meet the requirements of Community Planning, including:**

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

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

- a. For lot 1B and 1C, 5' sidewalks will be required at time of development.

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

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

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

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

**7. Meet the requirements of the Fire Marshal, including:**

- a. Provide an approved fire protection plan.

**8. Meet the requirements of CAW.**

**9. 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 (7) affirmative votes.

- 1. Engineering requirements before the plat will be signed:**
  - a. Storm water detention plan previously approved by City Engineer.
  - b. Street improvements must be approved by City Engineer and accepted by City Council.
- 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. Remove all fences and gates in ROW on Scott Dr.
  - c. Provide 50 ft. ROW dedication for Scott Dr. as shown.
  - d. Provide 10' utility easements as shown.
- 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. If applicable, 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.
  - g. 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. Clean up Site Plan to remove plat information and show proposed paved areas and improvements in dark line type with proposed dimensions. Any proposed driveways within ROW should be shown with concrete hatch.
  - 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.

- c. 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.
  - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
  - e. If applicable, driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
  - f. If applicable, driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
  - g. If applicable, spacing between proposed commercial/industrial driveways shall not be closer than 40'.
  - h. If applicable, widths of driveways shall be 10' minimum to 40' maximum.
  - i. If applicable, 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. Provide dumpster location.
  - c. Show any proposed fence.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 6. Meet the requirements of the Master Street Plan, including:**
- a. Provide 50 ft ROW dedication for Scott Dr.
- 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 parking lot shade trees for required handicap parking spaces.
  - d. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - e. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
- 9. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
  - b. Label the distances between the existing buildings and proposed structures.
  - c. Improved surfaces must allow for Fire Department access.
- 10. Meet the requirements of CAW**
- 11. Meet the requirements of NLR Wastewater, including:**
- a. White Oak Connection fee may apply

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 (6) affirmative votes.

- 1. 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. Show 10' utility easements along West 37<sup>th</sup> Place and West 36<sup>th</sup> Street
  - c. Show 10' utility easement on east side of lots 3 & 5
  - d. Show 25 ft building line along West 37<sup>th</sup> Place for lots 4 & 5.
  - e. Show 20 ft front yard and 20 ft rear building lines for residential lots.
  - f. Provide water mains and fire hydrants that meet the required fire flow must be installed according to 2012 IFC and CAW requirements.
  - g. Show 15' sanitary sewer easement to cover the sewer main.
  - h. Provide sidewalks or bond.
- 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.
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Allow existing encroachments on lots 4 and 5.
  - c. For lot 4, due to existing structure and existing residential zoning to the south on lot 3, allow a reduction to the lot depth requirements for commercial lots.
- 4. 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 along West 37<sup>th</sup> Place or signed waiver.
  - b. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards along West 36<sup>th</sup> Street.
- 5. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
  - b. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 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.
- 8. Meet the requirements of CAW**
- 9. Meet the requirements of NLR Wastewater, including:**
  - a. The 15' easement through lot 3 is a sanitary sewer easement, not drainage.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were additional comments from Commissioners or the audience.

Mike Marlar stated that he would like to request removal of items 4a and 4b as well as 1f. He stated that got a waiver signed by the Alderman and Mayor to waive the sidewalks. He stated that if he is required to put in sidewalks, this would be the only property to have sidewalks in the

area. He stated that he would like to strike requirement 1f since there is not going to be a new building being constructed.

Mr. Spencer stated that he did have the signed waiver from the applicant. He stated that the Subdivision committee could not agree on the changes.

Chairman Clifton clarified with the applicant that he was requesting to remove 4a and b. He also asked staff if there were any issues with removing 1f.

Mr. Spencer stated that it could be removed.

Mr. Chambers made a motion to remove 1f. It was seconded with no dissent.

Ms. Belasco asked if any changes would be found during any future site plan review.

Mr. Spencer reassured that it would be found during a site plan review.

Chairman Clifton stated that the board needed to vote on the original application, then vote on the amendments.

The motion to approve passed with (6) affirmative votes.

Chairman Clifton asked for a vote on the amendments.

Mr. Mosely stated that a motion needed to be made before the vote on the amendments.

Mr. Deitz made a motion to removed 4a and b from the requirements.

Ms. Belasco seconded the motion.

Chairman Clifton asked if there were any questions.

Mr. White asked why they didn't want sidewalks.

Mr. Spencer stated that staff does want sidewalks to be required, especially on the north side of the property which is residential.

Chairman Clifton asked Mr. Marlar to address Mr. White's question.

Mr. Marlar stated that there are only a few houses in the area and the area is already developed without sidewalks.

Mr. White stated that he would be ok with removing the sidewalk requirement for the commercial side of the property, but on the residential side he believes that the requirement should stand.

Mr. Deitz changed his motion to approve the deletion of requirement 4a.

Mr. Spencer stated that 4a stated that if a waiver is provided than if would meet the requirement, but 4b requires them to put in sidewalks on the residential side.

Chairman Clifton asked for any questions on the amendment of removing 4a.

The motion to remove requirement 4a passed with (6) affirmative votes.

Mr. Chambers made a motion to waive 4b.

The motion to amend 4b did not pass with (2) affirmative votes.

**SD2017-25 North Argenta Add, Lot A, Block 45 and Lot 7R, Block 44 (amended replat and site plan review)**

- 1. Phase 1 is to allow a single tenant to occupy a portion of the building and only applies to Lot A.**
- 2. Phase 2 is to allow multiple tenants to occupy the building. Parking requirements will be imposed for multiple tenants.**
- 3. At the point when additional off-site parking is needed, the development requirements for the parking area on Lot 7R will need to be built, inspected and approved by the City Engineer. A business license will not be issued until the parking requirements have been met and built.**
- 4. Site Plan Review requirements for Lot A - before the replat will be signed:**
  - a. Pay the drainage in-lieu fee of \$5000/acre for commercial development for any increase in impervious surface.
  - b. Existing wall to be removed where proposed sidewalk on 13<sup>th</sup> Street intersects the wall to match the existing sidewalk on Maple Street.
  - c. Dumpster to have masonry screening.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
  - e. Provide sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards along west and east sides.
  - f. Provide 6' sidewalk directly behind curb and gutter to ADA standards and City standards along south side.
  - g. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
  - h. Provide 6' wood privacy fence along north property line from the alley to 25' from NW corner.
  - i. Provide continuous screen of shrubs along north property line from end of fence to NW corner.
  - j. Provide automated underground irrigation to all required trees and shrubs.
  - k. Provide 11 street trees as shown.
  - l. Provide 2 parking lot shade trees as shown on the southern parking lot (13<sup>th</sup> Street).
- 5. Site Plan Review requirements for Lot 7R to be used for parking.**

- a. Commercial plans review required for the parking lot.
- b. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development for any increase in impervious surface.
- c. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, crosswalk markings) or a performance bond (west parking lot).
- d. Provide sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards along east side.
- e. Provide 6' sidewalk directly behind curb and gutter to ADA standards and City standards along south side.
- f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- g. Provide automated underground irrigation to all required trees and shrubs.
- h. Provide fencing/rails as shown at top of wall.
- i. Provide 5 street trees as shown.
- j. Provide 4 parking lot shade trees as shown.
- k. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.

**6. Permit requirements/approvals submitted before a building or parking lot permit will be issued:**

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

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

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. Contractor shall notify City Engineer at least 1 day prior to the construction of any stormwater pipes and inlet structures within ROW.
- c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected

and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.

- d. Driveways shall be built according to CNLR standard details (available at NLR Engineering Department).

**8. Meet the requirements of Community Planning, including:**

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Lot 7R is not to be utilized unless all Site Plan Review requirements have been met.
- c. No new fencing is to be within a front building line.
- d. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- e. 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. Meet Fire Marshal's requirements on fire hydrant location.
- c. Meet Fire Marshal's requirements for fire vehicle access.
- d. Provide all weather access to three sides of the building.
- e. Fire hydrants to be within 400 feet of all areas of building.
- f. All exterior portions of a building must be within 150' of a FD access road.

**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. Sewer is available to the site.
- b. A complete set of drawings for development must be submitted to NLR Wastewater.
- c. Approval of plans by AR Dept of Health Engineering Division is required.

**13. Meet the requirements of Rock Region Metro:**

- a. Location is served by METRO by route 4 & 10 Levy and McCain Mall, high ridership routes.

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 (7) affirmative votes.

**Public Hearings:**

**1. Rezone #2019-9**

To rezone from R-2 to PUD to allow for a manufactured home located on Bayou Dr.

Chairman Clifton asked if the applicant was present and to state his name.

Brandon Chapman approached the podium.

Chairman Clifton asked if the picture was of the home that he was requesting to place on Bayou Dr.

Mr. Chapman affirmed that was true.

Mr. Chambers stated that the Design Review Committee asked for the applicant to add a masonry treatment with the foundation.

Mr. Chambers stated that he has chosen to use brick.

Chairman Clifton asked staff if they have received any oppositions from the neighbors.

Mr. Spencer stated that there were no opposition that he was aware of.

Chairman Clifton asked how many letters were sent out.

Mr. Chapman stated that he sent out 15 letters.

Chairman Clifton asked if there were any other questions or comments.

Phyllis Howard stated that she lives on Old River Road and her property adjoins his property. She said that she believes it would be an improvement to the neighborhood.

Chairman Clifton asked for a roll call to vote.

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

Rezone #2019-9 was approved with (7) affirmative votes.

## **2. Special Use #2019-11**

To allow indoor recreation in an I-1 zone located at 8606 Riverwood Dr.

Chairman Clifton asked if the applicant was present and to state name.

Candice James stated that she is requesting to open a Nerf gun recreation center.

Chairman Clifton asked staff why it needed to be rezoned from I-1 to commercial.

Mr. Spencer stated that recreation was not allowed in an industrial area.

Chairman Clifton asked if there were any other questions or comments.

Chairman Clifton asked for a roll call to vote.

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

Special Use #2019-11 was approved with (7) affirmative votes.

### 3. **Special Use #2019-12**

To allow indoor retail in an I-2 zone located at 7420 Counts Massie Rd.

Chairman Clifton asked if the applicant was present and to state name.

Scott Duffee stated that he is requesting to open a tattoo parlor at 116 Main St.

Chairman Clifton asked how many letters were sent out.

Mr. Duffee stated that there were five letters sent out.

Chairman Clifton asked if staff had received any opposition on this application.

Mr. Spencer stated that he had received two phone calls with questions and somewhat concerned about the approval.

Chairman Clifton asked if the applicant agreed with all of the requirements.

Mr. Duffee stated that it states his hours as being 8am to 10pm but he is requesting the hours of 2pm to 10pm, Tuesday through Thursday and 2pm to 12pm, Friday and Saturday.

Chairman Clifton asked if there were any other questions or comments.

Chairman Clifton asked for a roll call to vote.

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

**Chambers**    **Yes**                      **Phillips**            **Yes**                      **Clifton**            **Yes**

Special Use #2019-12 was approved with (7) affirmative votes.

**Public Comments/Adjournment:**

Chairman Clifton asked if there are any comments.

The committee and staff agreed that the waivers need to be in hand at the time of the Design Review Committee meeting.

Chairman Clifton stated that the first time would be a warning and the second time would be postponed.

Mr. Deitz made a motion to adjourn.

Chairman Clifton adjourned the meeting at 4:41pm.

Respectfully Submitted:



Tim Reavis, Planning