NLR Planning Commission
April 13, 2021
Agenda Meeting / Public Hearing 4:00 PM

**Agenda Meeting:**
- Roll Call
- Reminder to speak into the microphone
- Reminder to wear a mask unless addressing the Commission at the microphone

**Approval of Minutes:**
- March 9, 2021

**Planning Commission Items:**

1. **SD2021-11**
   Grandview Place Addition, Phase II, Lot 7, & 14-34 (Preliminary plat of a residential subdivision on W. 52nd St.)

2. **Conditional Use #2021-3**
   To allow a tire store in a C4 zone at 5600 MacArthur Dr.

3. **Rezone #2021-9**
   To rezone property at 7904 Eanes Road from I1 to RT-1 to allow for a mobile home and to R2 to recognize an existing residence.

4. **Special Use #2021-7**
   To allow for a food truck court in a C6 zone at 601 W. 4th St.

5. **Public Hearing #2021-5**
   To revoke previously approved conditional uses in cases where the applicant did not obtain a business license within one year of the approval.

**Public Comment / Adjournment:**
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
Foster

**Members Present via Phone / Zoom:**
Belasco
Dietz
Phillips
Wallace
White, for cases 4-8

**Member Absent**
Banks
White, for cases 1-3

**Staff Present:**
Shawn Spencer, Director
Tim Reavis, Assistant Planning Director
Elaine Lee, Assistant City Attorney
Alyson Jones, Secretary

**Approval of Minutes:**

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

**Administrative:**

Motion was made and seconded to excuse to members not present.
NLR PLANNING COMMISSION MEETING PROCEDURES

Public Hearings: The regularly scheduled meeting is held on the second Tuesday of each month at 4:00 PM in the City Council Chambers. All Planning Commission meetings are open to the public. Typical meetings begin with a roll call, approval of minutes, correspondence and staff reports, committee reports, unfinished business, new business, public comments and adjournment. Public hearings, zoning actions and special uses are typically the latter half of the meeting and follow development review items presented as summary recommendations of the Development Review Committee.

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

1. No person shall address the Planning Commission without first being recognized by the Chair.

2. All questions and remarks shall be made from the podium and addressed through the Chair.

3. After being recognized, each person shall state their name and address for the record.

4. When a group of citizens is present to speak about an item, a spokesperson shall be selected by the group to address the Planning Commission. Each presentation by a spokesperson shall be limited to 3 minutes.

5. Anyone from a group may be recognized if they have something new or additional information to add to an item. This additional presentation shall be limited to 3 minutes.

6. Individual (not representing a citizen group) presentations shall be limited to 3 minutes.

7. All remarks shall be addressed to the Planning Commission as a whole and not to any individual member.

8. No person other than members of the Planning Commission and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the Planning Commission, without permission of the Chair.

9. Once the question is called for or a public hearing is closed, no person in the audience shall address the Planning Commission on the matter without first securing permission to do so by a majority vote of the Planning Commission.

10. Anyone wishing to submit exhibits for the record shall provide the clerk with copies for each Planning Commissioner, one for the record, and for the Planning Director.

11. Anyone wishing to read a statement into the record shall provide the secretary with a written copy of the statement.
Planning Commission Items:

1. Rezone #2021-6 To amend the Land Use Plan from Multi-family to Trade Fair and to rezone property from R1 to C4 to allow for mini-storage at 9600 White Oak Crossing

Brian Dale stated that he agrees with all of the recommendations from DRC.

Mr. Chambers asked if this property was ever included in a plan for residential development.

Mr. Spencer stated it was not.

There was no other comments from the audience.

Chairman Clifton called for a vote.

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The application did pass with (7) affirmative votes.

2. SD2021-12 White Oaks Storage, Lot 1 (Preliminary plat and SPR for mini-storage at 9600 White Oak Crossing)

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

1. Before the plat is signed, provide City Council Ordinance rezoning the property to C4.
2. Engineering requirements before the plat will be signed:
   a. Option to pay the storm water in lieu fee of $5,000 per acre for commercial development instead of providing on site detention.
   b. ½ street improvements are not needed due to existing conditions of White Oak Crossing
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 half of 80' ROW on White Oak Crossing.
   c. Provide 15' utility along front property line as shown.
   d. Provide buffer around property perimeter as required by Zoning Ordinance.
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. If applicable, 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.

f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater
Permit to City
Engineer.

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-Buils 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. Contractor shall notify City Engineer at least 1 day prior to the construction of all
stormwater pipes and inlet structures within City ROW.

 b. Driveway radii shall be labeled and shall have 25’ minimum radii and be built according
to CNLR standard details (available at NLR Engineering Department).

 c. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections
unless otherwise approved by Engineering.

6. Meet the requirements of Community Planning, including:
 a. Provide the standard requirements of Zoning and Development Regulations.

 b. No dumpster anticipated. If one is added, a masonry screen is required.

 c. No fence is to be within a front building line.

 d. 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 half of 80’ 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 as shown.
d. Provide (2) 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 landscape strip adjacent to any parking area. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
g. Ground cover, grass, or mulch of shredded bark or stone shall be applied in all landscaped areas to reduce moisture loss and to improve the appearance of plantings near streets.
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.
k. Do not remove trees from buffers.
l. Provide full screen between commercial and residential use or zone of an 8 ft. opaque screen and trees planted every 20 ft. Buildings along buffer may count as part of the opaque screen.

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 the Fire Marshal’s requirements for fire hydrant placement.

11. Meet the requirements of CAW.
    a. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer’s expense.
    b. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Contact CAW regarding procedures for installation of water facilities and/or fire service.
    c. Approval of plans by the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.

12. Meet the requirements of NLR Wastewater, including:
    a. White Oak Connection Fee required to connect to sanitary sewer.
    b. Public main extension required to connect to sanitary sewer.
    c. Please submit plans to NLRW for review and approval.

There was no other comments from the audience.

Chairman Clifton called for a vote.

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The application did pass with (7) affirmative votes.

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 detention.
   b. Provide ¼ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond. Planning Commission supports the applicant’s waiver request of this requirement to City Council.
   c. Street improvements must be approved by City Engineer and accepted by City Council.

2. Planning requirements before the plat will be signed:
   a. Provide of 60’ ROW dedication as shown.
   b. Provide 25’ front yard setback on lot 1.
   c. Provide 10’ utility easement along front property line 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.

4. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.

5. Meet the requirements of the Master Street Plan, including:
   a. Provide 5’ sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards.
   b. Provide ¼ street improvements.
   c. Provide half of 60’ ROW dedication as shown.

6. Meet the requirements of the Fire Marshal, including:
   a. Provide an approved fire protection plan.

7. 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. Label the 10-ft easement adjacent to the ROW as a utility easement.

8. Meet the requirements of NLR Wastewater.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

Mr. Foster stated that DRC talked about a variance for the required street improvements.

Mr. Spencer stated that the applicant must ask City Council for a waiver to avoid having to include street improvements to their project.

Mr. Foster asked if Planning Commission had any say on the decision made by City Council.

Mr. Spencer stated that Planning Commission is not involved in these decisions at this time.

Mr. Foster stated that he believes some of the commissioners want to make a recommendation for approval of request for variance.

Mr. Foster made a motion to add a recommendation to accept the applicants request for waiver of street improvements.
Chairman Clifton called a vote on the motion.

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The application did pass with (6) affirmative votes.

There was no other comments from the audience.

Chairman Clifton called for a vote on the amended application.

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The application did pass with (7) affirmative votes.

4. Rezone #2021-7 To rezone property from I1 to I2 to allow for a warehouse and distribution business over 25,000 square feet at 9401 Diamond Dr.

Phillip Lewis stated that he agrees with all of the recommendations for the DRC.

Mr. Chambers stated that DRC discussed the property behind this property. He asked the applicant if he revised his siteplan to include this property to help with future projects.

Mr. Lewis stated he had not added it but that was his ultimate goal to replat both properties to make them one property.

There was no other comments from the audience.

Chairman Clifton called for a vote.

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The application did pass with (8) affirmative votes.

5. SD2021-14 Harris Industrial Park, Lot 2-R (Preliminary plat and SPR for warehouse and distribution at 9401 Diamond Dr.)
Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

SD2021-14 Harris Industrial Park, Lot 2-R (Replat & SPR of a warehouse and distribution business at 9401 Diamond Dr.)

1. **Before the plat is signed, provide a City Council ordinance rezoning the property to I2.**

2. **Engineering requirements before the plat will be signed:**
   a. Option to pay the storm water in-lieu of fee of $5,000 per acre for commercial development instead of providing on-site detention.
   b. ½ street improvements not required to to ArDOT right-of-way.

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 20’ utility easement along front property line as shown.
   c. Provide 10’ utility easement along the side and rear property lines as shown.
   d. Is there a 10’ utility easement running near the middle of the lot? If so, abandon easement prior to the plat being signed, or show it on the plat.

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 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 copy of ARDOT driveway permit.
   e. Provide CNLR Floodplain Development Permit application to City Engineer.
   f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
   g. If applicable, provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.

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. 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.
   b. 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.

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. No fence is to be within a front building line.
   d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
7. **Meet the requirements of the Master Street Plan, including:**
   a. Sidewalks not required due to location along interstate.

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 street trees 30' on center.
   d. Provide parking lot shade trees (1 tree per 6 spots).
   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 landscape strip adjacent to any parking area. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
   g. Ground cover, grass, or mulch of shredded bark or stone shall be applied in all landscaped areas to reduce moisture loss and to improve the appearance of plantings near streets.
   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. A thin screen is required between I1 and I2. The screen shall consist of trees from table d or f in the zoning ordinance every twenty feet or trees from table b, c, or e every 40 feet. The screen should be along east and west sides where the property abuts I1 zoning.

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. The building must be sprinkled per the 2012 Arkansas Fire Code Appendix D.
    c. Provide hydrants spaced as required by the 2012 Arkansas Fire Code Appendix B & C.

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. Approval of plans by AR Dept of Health Engineering Division is required.
    b. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer's expense.
    c. 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 Little Rock Fire Department is required.
    d. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.

12. **Meet the requirements of NLR Wastewater, including:**
    a. Hill Lake Connection Fee required.
    b. Increase the utility easement width along the front of the property to 7.5' north of the centerline of the existing sanitary sewer main.
c. Contact Ed Toland, Pretreatment Supervisor, to ensure no pretreatment is required.

There was no other comments from the audience.

Chairman Clifton called for a vote.

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The application did not pass with (8) affirmative votes.

6. Rezone #2021-8 To rezone from PUD to R2 to allow for a church at 4500 N. Hills Blvd.

Greg Mardel, North Pulaski Baptist Association, stated that he agrees with the recommendations from the DRC.

Chairman Clifton stated that this property was rezoned to a PUD in 2017 for a ministorage that did not work out. Now the property owner is requesting to rezone back to R2 for a church.

There was no other comments from the audience.

Chairman Clifton called for a vote.

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The application did pass with (8) affirmative votes.

7. Conditional Use #2021-3 POSTPONED To allow a tire store in a C4 zone at 5600 MacArthur Dr.

8. Conditional Use #2021-5 To allow a modular home on an R3 zone at 504 W. 25th St.

David Bedford, representing Melissa Bedford, stated that he agrees with recommendations from DRC.

Juanita Henderson stated that she does not want this in her neighborhood because she believes it will devalue her property. She does not believe a modular home does not meet the standards that this neighborhood tries to uphold.

Chairman Clifton asked if Ms. Henderson had seen the pictures of the proposed home.
Ms. Henderson stated that she had seen the pictures but she would like to speak to the builder to see the specifications of the home.

Mr. Foster stated that one of the conditions is to make sure it has a solid foundation and brick covering the home to make it for flattering.

Ms. Henderson said the picture looks good but doesn’t believe the finished product will actually look like the picture.

Chairman Clifton explained that all of the conditions must be met and the home must look like the picture.

Ms. Henderson asked if there was somewhere she could see the building codes and standards.

Chairman Clifton stated that they are available on the City of North Little Rock website.

Ms. Henderson asked if the commission could wait to vote until she is able to review the codes and standards.

Chairman Clifton stated that she has from now until they go to City Council to review the codes and standards. He also stated that she could speak to her alderman about the concerns she may have.

Ms. Henderson questioned if tonight’s meeting was just to make a recommendation to City Council but would not allow for building to begin.

Chairman Clifton agreed.

Mr. Spencer stated that the home must look exactly like the picture and there is no other option.

Ms. Henderson stated that she is concerned with the pitch of the roof.

Mr. Spencer stated that the state does not allow for the city to regulate the pitch of the roof.

Ms. Henderson stated that the Military Heights neighborhood had a standard of 75% brick on all homes but has since been reduced allowing for older and modular homes. She stated that the same house that is located here would be worth more if it was located in Park Hill.

Mr. Chambers asked Mr. Bedford if he has spoken to the neighborhood.

Mr. Bedford stated that due to the pandemic and being a heart patient he has not spoken to as many neighbors as he would have like to speak with. He said he spoke with the lady who lives across the street from this property and the neighbor to the right. He stated that he is a retired military veteran that respects the population that live in this neighborhood. He stated that he has cut the grass on this property for six years and thinks that building this home will help cut down the foot traffic in the area. He stated that this home would be built like a real home with sheetrock and 2x4. He said the home will be very nice.

Mr. Chambers stated that if Mr. Bedford could get a hold of the manufacturer, he could ask for the locations of other homes in which they have built and give that list to the Planning department to help ease some of the neighborhood’s concerns. He stated that he believes any house is better
than a vacant lot. He stated that it is not a mobile home and does not look like most manufactured homes. He stated that the neighbors have time to look at other homes before this application will be heard at City Council.

Mr. Foster asked who the manufacturer of the home would be.

Mr. Bedford stated that it is Deer Valley Homes of Conway, Arkansas.

Mr. Foster stated that they should have a website that would show there specs and other homes that had been built. He also stated that looking at the neighborhood, half of the homes had carports or garages. He asked Mr. Bedford if he had any plans for covered parking.

Mr. Bedford confirmed that he does have plans for covered parking but did not include them because he was unsure of the style that would be permitted and would enhance the property value.

Brenda Hampton, 416 W 24th St, stated that she is concerned that this plan will not fit on the proposed lot. She stated that she is aware of the foot traffic. She said she tried to sell her home in 2012 and her property value was low. She is concerned with how much lower her property value will drop if this is approved.

Judy Gill, 500 W 24th St., stated that she is concerned with the setbacks and the driveway.

Mr. Spencer stated that the applicant will have to meet the same setbacks as any other home in the area.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<p>| | | | | | |</p>
<table>
<thead>
<tr>
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<td>Phillips</td>
<td>Yes</td>
<td>Clifton</td>
<td>Yes</td>
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</tbody>
</table>

The application did pass with (8) affirmative votes.

**Public Comments/Adjournment:**

The meeting was adjourned at 4:39pm.
1. Engineering requirements before the plat will be signed:
   a. Option to pay the drainage in-lieu fee of $500/acre for residential development instead of providing on-site detention.
   b. Provide full street improvements (street, drainage, curb and gutter, sidewalk, cross walks) or a performance bond. 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. Pay for street signs.
   c. Provide a bond for 1 tree per lot.
   d. Pay for street lights or provide a bond.
   e. Street names to be approved by Planning Staff.
   f. Provide 50 foot ROW for Jack Cove and Melissa Lane.
   g. Provide half of 50’ ROW for Division.
   h. Provide 10’ utility easements along front property line.
   i. Provide 25’ front yard setback, including for lot 7.
   j. Provide a 10’ side yard setback for one side of each lot per R0 requirements.
   k. Show rear setbacks.
   l. Provide documentation showing that any gravel access to the subdivision meets the Fire Marshal’s 85,000 lbs load requirement.

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 a full set of plans and specifications (PDF format) to the City Engineer for review.
   c. 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.
   d. Provide CNLR Grading Permit application to City Engineer with grading plans.
   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 copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
   g. Prior to construction, Owner’s Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the “SW Attribute Data Entry Template.xlsx” as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the “SW Attribute Data Entry Template.xlsx” or GIS attribute table. Data for each attribute column in the “SW Attributed Data Entry Template.xlsx” file shall be chosen from the drop-down options of each cell, or chosen as “Other” (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
h. Schedule preconstruction meeting with City Engineer. The contractor’s on-site superintendent must be present.

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

5. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.

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 or a bond.
   b. Provide full street improvements.
   c. Provide ROW dedication for Jack Cove, Melissa Lane, and Division St.
   d. Before a building permit is issued provide a Fire Marshal approved turnaround at the end of Melissa Lane.

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 1 tree per lot or a bond.
   c. Ground cover, grass, or mulch of shredded bark or stone shall be applied in all landscaped areas to reduce moisture loss and to improve the appearance of plantings near streets.

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. Any gravel access to meet 85,000 lbs requirement.
   d. Gate on tract A to meeting the Fire Marshal 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. A water main extension will be needed to provide water service to this property.
    c. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer's expense.
    d. 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 Little Rock Fire Department is required.
    e. There is an existing 6-inch water main on the southern portion of this property that will need to be relocated to serve the proposed lots. That work will be done at the expense of the developer.

11. Meet the requirements of NLR Wastewater, including:
    a. A public main extension is required.
    b. Please submit plans to NLRW for review and approval.
CASE: Conditional Use #2021-3

REQUEST: To allow a tire store in a C4 zone

LOCATION OF REQUEST: 5600 MACARTHUR DR

APPLICANT: Jon Kennon

OWNER: E-STEPS INVESTORS, LLC

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

SITE CHARACTERISTICS: The site is a former gas station. The lot is paved. The fuel canopy is still on the property.

MASTER STREET PLAN: Principal arterial

ZONING: C4

LAND USE PLAN: Trade Fair

SURROUNDING USES:
   NORTH: Public Institution – Amboy Elementary
   SOUTH: C3 – Family Dollar
   EAST: C4 – commercial
   WEST: C3 & C4 – commercial

BACKGROUND:
1. COMPATIBLE WITH PREVIOUS ACTIONS: The site was previously used as an auto oriented business.
2. NEIGHBORHOOD POSITION: Multiple phone calls in opposition.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: Minimal.
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? An active business on the property is desirable. Though a heavy commercial use across the street from an elementary school is not ideal. For comparison, an auto repair shop is allowed by right on the property.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes, the applicant has agreed to the tire storage rules.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? No.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No, a conditional use is appropriate for this request.

SUMMARY: The applicant is requesting a conditional use to allow a tire store in a C4 zone. This property was previously used as an auto oriented business – a gas station. Planning Department has received phone calls in opposition to the request. The applicant met with the Design Review Committee.
DESIGN REVIEW COMMITTEE RECOMMENDATION: Approval with Conditions

CONDITIONS TO BE CONSIDERED:

1. Hours of operation: Monday – Saturday 7AM – 7PM.
2. Store tires in a dry securable area of the primary structure. No outside open-air storage of tires.
3. 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.
4. 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.
5. Store no more than 100 tires per 1,500 square feet of inside storage space.
6. Tire retailers should schedule regular pick-up of tires by a licensed carrier to avoid excessive amounts of tires stored on the property.
7. Vehicles are only to be repaired/maintained inside the building.
8. No outdoor PA/music permitted.
9. Provide a fire safety plan to the Fire Marshal.
10. Applicant must meet all applicable Federal, State, County and City requirements,
11. Business license to be issued after Planning Staff confirmation of requirements,
12. 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.
CASE: Rezoning #2021-9

REQUEST: To rezone from the I1 zoning classification to the proposed R2 classification to recognize an existing single family house and to the proposed RT1 zone to allow for a mobile home.

LOCATION OF REQUEST: 7904 Eanes Rd

APPLICANT and Owner: Jerry Hardaway

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

SITE CHARACTERISTICS: The property is outside NLR City Limits, but inside the City’s extra-territorial jurisdiction. Two parcels are proposed to be rezoned R2: (1) an approximately 2 acre parcel with a single family house and (2) an approximately 7 acre vacant parcel. The .7 acre parcel proposed to be rezoned RT1 is vacant.

MASTER STREET PLAN: local street

ZONING: I1

SURROUNDING USES:
NORTH: I1 – single family houses
SOUTH: Conservation
EAST: I1 – undeveloped land
WEST: I1 – residential and undeveloped

BACKGROUND: The reason the applicant is seeking to rezone the property is because he wants to put a mobile home on the southernmost parcel. Rezoning the other two parcels to R2 are secondary to the RT1 request.

1. COMPATIBLE WITH PREVIOUS ACTIONS: Rezoning requests to RT1 are rare. Each is considered on their own merit. There are other mobile homes in this area.
2. NEIGHBORHOOD POSITION: None at time of printing.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: Minimal.
4. LEGAL CONSIDERATION/REASONABILITY: The request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? Surrounding land is largely undeveloped. The nearest house to this proposed location for the mobile home is the applicant’s person residence.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? There are other mobile homes in this area.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No.

SUMMARY: The applicant is requesting to rezone property rezone from I1 to R2 and to RT1 to allow for a mobile home. The applicant is proposing a mobile home for the southernmost parcel. A single family house exists on the northern parcel. Rezoning that parcel to R2 will recognize the existing single family use. The property is outside of NLR City Limits, but inside its extra-territorial jurisdiction.

STAFF RECOMMENDATION: Due to the location of the property outside of City Limits, and the lack of recent development it the area, approval recommended.
Rezone Case #2021-09

7904 Eanes Rd.

To rezone from I1 to R2 & RT1 to allow for a mobile home.
CASE: Special Use #2021-7

REQUEST: Food truck court in a C6 zone

LOCATION OF REQUEST: 601 W 4TH ST

APPLICANT: Demetris Settles & Lawrence Barbee

OWNER: ROSS SAM M/KATHERINE J LIVING TRUST

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

SITE CHARACTERISTICS: The property’s paved parking lot is approximately one acre.

MASTER STREET PLAN: local street

ZONING: C6

LAND USE PLAN: Central Business District

SURROUNDING USES:
- NORTH: I1 & I3 – industrial
- EAST: R5 – residential
- SOUTH: C6 – commercial
- WEST: C6 – commercial

BACKGROUND:
1. COMPATIBLE WITH PREVIOUS ACTIONS: A food truck court was approved as a conditional use in the park hill overlay district in 2020. The large parking area on this property alleviates the parking concerns that existed with the Park Hill food truck court.
2. NEIGHBORHOOD POSITION: None at time of printing.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: As Gum Street was closed between the building and the parking lot, and the property has plenty of room for parking, nominal impact in the ROW is anticipated.
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? The proposed conditions are recommended to minimize the impact on the neighboring residential properties. Such impacts may include excess noise and trash.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? No.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No.

SUMMARY: The applicant is requesting a special use to allow a food truck court in a C6 zone. The one acre parking lot is large enough to accommodate the proposed use. The applicant is proposing two rows of trucks with a pedestrian walkway between the two rows. The remainder of lot will be used for parking. Overnight parking is proposed on Friday and Saturday nights. Food trucks are not permitted to use generators. The applicant met with the Design Review Committee.

DESIGN REVIEW COMMITTEE RECOMMENDATION: Approval with conditions.
CONDITIONS TO BE CONSIDERED:

1. Provide on-site sanitary restroom facilities. Temporary portable restrooms do not meet this requirement.

2. Hours of operation 8am - 8pm; Monday – Sunday.

3. Provide per mobile food vehicle a minimum of 900 square feet of area which shall be located on a hard surface paving (asphalt or concrete).

4. Close continuous curb cuts to improve pedestrian conditions with temporary material such as planters, benches, pavers, and/or other furniture.

5. Provide all necessary improvements to provide permanent utility connections. This shall include permanent water and electrical connections. Above ground utility connections shall not interfere with pedestrian or vehicular safety and shall not be located in customer service areas or customer parking areas.

6. Hoses, cords and/or other apparatus across a pedestrian or vehicular pathway are not permitted.

7. The operation of generators on site are not permitted.

8. Provide one trash receptacle no more than ten feet from each mobile food vehicle.

9. Provide fence with a maximum height of 3 ½ feet tall to prevent trash from leaving the property. Fence to be located on the property line. Side walk to remain clear. Clean the site of all litter produced by the mobile food vehicle court at the close of business each day.

10. Provide sufficient off-street customer parking for three (3) vehicles per mobile food vehicle.

11. Provide site improvements including: paving, striping for parking spaces 20 ft. long, food truck spaces, driving lanes and the designation of required handicapped parking spaces.

12. Overnight parking allowed on Friday and Saturday night only. No overnight parking permitted Sunday – Thursday night.

13. Business to be conducted in such a manner as not to restrict or interfere with the ingress or egress of abutting property owners or tenants, create a nuisance, increase traffic congestion or delay, constitute a hazard to traffic, life or property or obstruct adequate access to emergency services.

14. Mobile food vehicles are not permitted to have a drive-thru.

15. Mobile food vehicles are not permitted to sell anything other than food and nonalcoholic beverages.

16. Mobile food vehicles are not permitted to discharge any waste used in the operation of the mobile food vehicle.

17. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.

18. Business license to be issued after Planning Staff confirmation of requirements.

19. 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.
Special Use #2021-07

601 W. 4th St.

To allow a food truck court in C6.
City of North Little Rock
Planning Department
Attn: Shawn Spencer

Director

120 main street
North Little Rock, Arkansas 72114

Mr. Spencer,

It is our intent to submit this special use package on behalf of Lot Traffic. Located at 601 w 4th st. The special use will include multiple food truck use around the outside of the property. Food trucks will have designated spaces around the whole property. Each space will come with an electrical socket, and a trash can to keep the area sanitary and clean. All Trucks MUST go through all the proper channels to be able to operate with us. Therefore, they must be cleared by the Health, and Fire Department, as well as have a privilege license from the City of North Little Rock.

Legal Description of Property: LOT 1, Block 4 Justin Matthew Addition to the city of North Little Rock, Pulaski County, Arkansas formerly platted as lots 2-10, together with the alley and street.

Lot 10, 11, 12 and west 25 feet of street East of Lot 12, Block 18, McDiarmd Addition to the city of North Little Rock, Arkansas.

Property Survey by Arrow Surveying
Letter from Property owner, signed
To: Chairman Norman Clifton and  
The North Little Rock Planning Commission  

From: Tim Reavis, Assistant Director of Planning  

Date: April 13, 2021  

Subject: Revocation of approved Conditional Use Permit Requests  
Per Section 8.1.3(c) of the North Little Rock Zoning Ordinances  

Section 8.1.3(c) of the North Little Rock Zoning Ordinances states as a condition of approval of a Conditional Use Permit the approval may include time limitations. The ordinance further states the maximum time allowed for obtaining the required permits is one (1) year. The required permits include the issuance of a business license for the business type approved by the Conditional Use Permit. The ordinance continues with failure to obtain the permits/business license will result in notice of termination by city staff. The notice provided to the applicant/property owner is to include a time and place for a revocation hearing before the North Little Rock Planning Commission at which time the owner may request a time extension.

Staff has reviewed business licenses issued by the City Clerk’s office for approved Conditional Use Permits. It does not appear a business license was issued for each of the addresses indicated on the attached spreadsheet. Staff has contacted the current property owners to inform them of the date and time of public hearing before the Commission for the revocation of their approved Conditional Use Permit.

Once the Commission provides recommendations of the revocation requests, staff will forward these recommendations to the Mayor and City Council for final action. If you have any questions or need any additional information please do not hesitate to contact me.
<table>
<thead>
<tr>
<th>Case #</th>
<th>PC Approval Date</th>
<th>Site Address</th>
<th>Site Legal Description</th>
<th>Usage Purpose</th>
<th>Zoning</th>
<th>Owner</th>
<th>Owner Address</th>
<th>Ord. #</th>
<th>Ord. Approval Date</th>
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<td>2016-11</td>
<td>August 9, 2016</td>
<td>2006 Highway 161</td>
<td>Lots A and B Miller's Addition</td>
<td>car sales lot</td>
<td>C-4</td>
<td>Fredy's Auto Repair</td>
<td>70 Westminster Drive, Little Rock, AR 72209</td>
<td>8839</td>
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<td>2016-15</td>
<td>November 8, 2016</td>
<td>2400 W. 58th St.</td>
<td>Long Legal</td>
<td>warehouse with offices</td>
<td>C-3</td>
<td>Whitman LLC</td>
<td>3214 Longmeadow Drive, Bryant, AR 72022</td>
<td>8862</td>
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<td>2019-10</td>
<td>May 14, 2019</td>
<td>115 E. 24th St.</td>
<td>Addition, City of NLR, Pulaski County, AR</td>
<td>school</td>
<td>C-3</td>
<td>Jennifer Burchfield</td>
<td>772 Kesl Road, Scott, AR 72142</td>
<td>9133</td>
<td>May 28, 2019</td>
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<tr>
<td>2020-03</td>
<td>March 10, 2020</td>
<td>909 W 35th Street</td>
<td>The East 1.5-feet of Lot 9 and all of Lot 10, Block 19, Booher's Addition to the City of North Little Rock, Pulaski County, AR.</td>
<td>upholstery shop</td>
<td>C-L</td>
<td>Al Joy Properties</td>
<td>109 Village Creek Court, North Little Rock, AR 72116</td>
<td>9234</td>
<td>April 13, 2020</td>
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