

**North Little Rock Planning Commission  
Regular Meeting  
November 10, 2020**

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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 In-person:**

Chambers  
Foster  
White, Vice Chairman

**Members Present via Phone / Zoom:**

Belasco  
Dietz  
Phillips  
Wallace

**Member Absent**

Banks  
Clifton, Chairman

**Staff Present:**

Shawn Spencer, Director  
Tim Reavis, Assistant Planning Director  
Elaine Lee, Assistant City Attorney  
Shannon Carrol, Deputy Clerk  
Alyson Jones, Secretary

**Approval of Minutes:**

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

**Administrative:**

Motion was made and seconded to excuse to members not present.

## **Planning Commission Items:**

### **1. Rezone #2020-15            To amend the Land Use Plan from Single Family to Quiet Business and to rezone property from R4 to C1 to allow for house to be converted to office and classroom space at 608 N. Vine St.**

Mr. Green stated that he is asking permission for the rezoning of a home that is in bad condition to be used as a quiet classroom and office space. He believes that this is the appropriate use for the building. The house is located across the street from a gymnasium. There are public events held there. It is also near the Student Union building. He stated that he received some opposition due to the potential traffic issues. Mr. Green stated that the current events cause increased traffic. So he doesn't believe it will make a difference in the flow of traffic. The use of the building will fit in with the current surrounding buildings better than the old home. He stated that the school bought this property to benefit the community, in hopes of using it for classrooms and offices.

Mr. Foster asked what the expected occupancy limit would be.

Mr. Green stated that it would be small due to it only being 4 small rooms.

Mr. Foster asked if the site plan indicates onsite parking.

Mr. Green confirmed that it does indicate onsite parking and would not allow street parking.

Mr. Chambers said that the request shows that the use would be for security offices. Asked if this was to be determined.

Mr. Green stated that the use is to be determined. He said the security offices were an option but would probably be mixed with other uses.

Mr. Chambers stated that he believes that security offices would be a better fit.

Mr. Green agreed that he would use one of the rooms for a security office.

Mr. Green stated that they did not own any on the same block, but they did own some in the surrounding area.

Mr. Foster asked how many square feet were in the home.

Mr. Green stated that he did not know the exact number.

John Haynes stated that there would be 3 offices and one meeting space.

Mr. Foster stated that there would not be much room for students in the small space.

Mr. Haynes stated that the building's purpose is to create more space so the offices will be less restrictive to help with meet the health safety requirements.

Vice- Chairman White asked if the meeting room would be used for Student Government.

Mr. Haynes confirmed that it was a possibility.

Mr. Chambers stated that the last time the commission met on this application it was postponed to give the applicant time to reach out to the neighbors of the property. He asked if the applicant succeeded in reaching out to the neighbors.

Mr. Green stated that he had not spoken directly to the neighbors. He stated that the neighborhood Pastor was reaching out to them but there had not been any positive feedback.

Mr. Dietz stated that the home has 850 sq. ft., found on the last page of the packet.

Mr. Spencer stated that staff has received 13 calls against the application and a petition with 15 signatures against the application.

Vice- Chairman White asked if the public wanted to speak in support of the application.

Mr. Boykin stated that he believes it will help the look of the neighborhood as well as help reduce opportunities for crime and drug use in the area.

Vice- Chairman White asked the public if anyone wanted to speak against the application.

Mr. Ripond, 620 N. Cedar, stated that the college owns significant property in the area that they could use for this request. He believes that it will intrude on the residential properties. He stated that there are current issues with the college creating traffic issues, night students gather in parking lot, and drugs and alcohol are used on the premises. He stated that only 3 homes received the letters from the applicant. The rest of the neighbors are business who do not care. He stated that Shorter owns 11 properties and 3 are homes. He asked why they chose this property to rezone.

Vice- Chairman White asked what the addresses of the homes were.

Mr. Ripond stated that they are as follows 608 and 700 N Vine. St., and 712 Pine St. Also, he stated that he has documents signed from the neighbors who could not attend due to COVID.

There was no other comments from the audience.

Vice- Chairman White called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>No</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>No</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>No</b>	<b>Phillips</b>	<b>No</b>	<b>Clifton</b>	<b>Absent</b>

**The application did not pass with (3) affirmative votes.**

- 2. Special Use #2020-8 To allow a daycare in R2 at 5301 Summertree Dr. (POSTPONED)**

**3. Conditional Use #2020-12 To allow a parking lot in a C6 zone at 901 Maple St.**

Mr. Peterson, 10825 Financial Centre Parkway, stated that he is requesting to add a parking lot in a C6 zone. He stated that he is in agreement with all recommendations and conditions.

There was no comment from the audience.

Vice- Chairman White called for a vote.

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

**The application did pass with (7) affirmative votes.**

**4. SD2020-51 Martha Cohen Addition, Block 2, Lot 1 (SPR of a parking lot at 901 Maple St.)**

- 1. Provide City Council Ordinance approving a Conditional Use for a parking lot in C6 before a permit will be issued.**
- 2. If needed, provide a franchise agreement for the “bike fix station”, before a building permit will be issued.**
- 3. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. Option to pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention.
  - 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. Provide CNLR driveway/curb cut permit application to City Engineer.
  - 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 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. Driveway radii shall have 25’ minimum radii and be built according to CNLR standard details or as required by the City Engineer.
  - c. Right turn only onto alley.
  - d. Minimum aisle width of 14-15’ for 45° parking spots.
  - e. Repair/replace curbs, gutters, and sidewalks as required by City Engineer.
- 5. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Show and label fence type and location. Fence to extend from 15 feet off of Maple to the southeast corner of the lot.

- c. Show limits of covered parking.
- 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 5' sidewalks and ramps with green space between sidewalk and curb to ADA standards and City standards.
  - b. Provide ½ street improvements per the City Engineers requirements.
- 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 7 street trees along 9th St. as shown.
  - d. Provide 6 parking lot shade trees as shown or if covered parking is not provided the 6 trees are to be chosen from the shade tree table in the Zoning Ordinance.
  - 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. 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. Meet the requirements of 2012 AFC in regards to apparatus access.
  - c. All gates to meet the Fire Marshals requirements.
- 10. Meet the requirements of CAW, including:**
  - a. All CAW requirements in effect at the time of request for water service must be met.
- 11. Meet the requirements of NLR Wastewater.**
  - a. No objections

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements.

Mr. Chambers stated that the landscape plan was revised.

Mr. Peterson stated that he understood and agreed with the requests.

There was no comment from the audience.

Vice- Chairman White called for a vote.

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

Chambers    Yes                      Phillips            Yes                      Clifton            Absent

The application passed with (7) affirmative votes.

**5. SD2020-52                      East Argenta, Block 5, Lot 10A (Replat & SPR of a restaurant at 716 E. Broadway St.)**

- 1. Engineering requirements before the plat will be signed:**
  - a. Option to pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention.
  - b. Meet City Engineer's requirements on ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
- 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 10' utility easement around property perimeter.
  - c. Provide a 10' easement to cover the existing sanitary sewer main on the west side of the property. Relocate dumpster enclosure out of the easement.
- 3. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.
  - b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - c. Provide 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. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 4. Meet the requirements of the City Engineer, including:**
  - a. 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. Repair or replace existing sidewalk and curb to City Engineer's standards.
  - 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. Driveways radii shall be built according to CNLR standard details and approved by the City Engineer.
- 5. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Provide dumpster location.
  - c. Dumpster to have masonry screening.
  - d. No fence is to be within a front building line.
  - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 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.
- 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 (8) street trees 30' on center along Vine St.
  - d. Provide (4) street trees 30' on center along E. Broadway St.
  - e. Provide (4) street trees 30' on center along 2<sup>nd</sup> St.
  - f. Provide (7) parking lot shade trees.
  - g. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - h. 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.
  - i. 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.
  - j. Provide 6 foot front yard landscape strip between property line and paving.
  - k. Provide 4 foot side yard landscape strip between property line and paving.
- 8. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
- 9. Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
- 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. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
- 11. Meet the requirements of NLR Wastewater, including:**
  - a. Provide a 10' easement to cover the existing sanitary sewer main on the west side of the property. Relocate the dumpster enclosure out of the easement.
  - b. Submit plans to NLRW for review and approval.
  - c. Grease interceptor and sampling manhole are required.
  - d. The service line material shall be SDR 26 or 21 PVC.
- 12. Meet the requirements of NLR Electric.**

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.

There was no comment from the audience.

Vice-Chairman White called for a vote.

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

The application passed with (7) affirmative votes.

**5. SD2020-53 Mrs MA Millers Subdivision, Lot C (SPR of an office with a warehouse at 5009 E. Broadway St.)**

- 1. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. Option to pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention.
  - b. A signed and recorded plat must be on file with the Planning Department.
  - c. If applicable, 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 copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
  - f. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 2. Meet the requirements of the City Engineer**
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. If a dumpster is utilized, it is to have masonry screening.
  - c. Provide 3 paved parking spots next to the warehouse with 1 being a handicap accessible parking spot.
  - d. Warehouse to include office and bathroom.
  - e. No fence is to be within a front building line.
  - f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 4. Meet the requirements of the Master Street Plan.**
- 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 3 street trees.
  - d. Provide 1 parking lot shade tree.
  - 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. 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.
- 6. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.



7. **Meet the requirements of the Fire Marshal, including:**
  - a. Provide an approved fire protection plan.
8. **Meet the requirements of CAW, including:**
  - a. All 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. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.
  - d. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
  - e. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.
9. **Meet the requirements of NLR Wastewater.**
10. **Meet the requirements of NLR Electric.**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements.

Vice- Chairman White asked the applicant if the dumpster was out of the easement.

Mr. Pownall confirmed that it was not in the easement.

There was no comment from the audience.

Vice-Chairman White called for a vote.

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

**The item passed with (7) affirmative votes.**

6. **Rezone #2020-17**                      **To rezone property at 4300 E. Broadway St. from R3 to C3 to allow for a convenience store with fuel pumps.**

The applicant is Justin Mitchell, 235 W. South St.

Vice- Chairman White asked for public comments on the application.

Mr. Swann, 4401 Haywood St., stated that only 2 people got letters who actually live there. The others who received letters were shopping centers. He stated that they do not care. He said that there are many convenient stores, grocery stores, and gas stations in the area. He does not believe a new store is necessary. He stated that he is concerned with the effect it will have on the traffic in the area.

Vice- Chairman White asked if the neighboring properties to Mr. Swann's property were residential.

Mr. Swann confirmed that they were both residential properties. Mr. Swann stated that he feels no one cares but the residents. He would be in support of a grocery store or something else.

Mr. Chambers asked Mr. Spencer that reflected on the site plan, only a small piece of the property is rezoning to C3. He stated that he believes that this is the residual residential property from a development plan.

Mr. Spencer agreed and stated that 80% of the property was already zoned correctly.

Mr. Chambers stated that there are plans to add to residential properties in the area which would increase the residential residences in the area in the near future.

Mr. Swann stated that no one will choose to build in that area.

There was no other comment from the audience.

Vice-Chairman White called for a vote.

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

The item passed with (7) affirmative votes.

**7. SD2020-54            Broadway CK, Lots 1R, 2R, 3R, and 4R (Replat and SPR of a Convenience store with            fuel pumps at 4300 E. Broadway St.)**

- 1. Provide City Council ordinance rezoning the property.**
- 2. Plat cannot be signed until purchase of property has been finalized.**
- 3. Remove all improvements (concrete, asphalt, curb, utilities, drives) from plat, leaving property lines, easements and ROW.**
- 4. Engineering requirements before the plat will be signed:**
  - a. Meet the City Engineers requirements on ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond on Earl and Haywood Streets.

- b. Pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention. Fee to be approved by City Engineer.
- c. Provide 25' property line corner radius at Earl/Haywood and Earl/Broadway.

**5. 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 25' rear yard setback on Lot 1R.
- c. Provide a 10 ft. utility easement along the road frontage of E. Broadway St. and Earl St.
- d. Provide 15' drainage easement for 24" RCP across property.

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

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
  - i. Proposed pipe material specifications.
  - ii. Proposed trench and bedding details, materials and specifications.
- c. Provide CNLR Grading Permit application to City Engineer with grading plans.
- d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- e. Provide CNLR driveway/curb cut permit application to City Engineer for Earl Street and copy of ARDOT driveway permit for Hwy. 70.
- f. Provide CNLR Floodplain Development Permit application to City Engineer.
- g. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- h. Provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.
- i. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- j. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- k. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

**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. On Earl Street, 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. Provide 15' drainage easement for 24" RCP across property.
- 8. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
  - b. No fence is to be within a front building line.
  - c. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 9. 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 Earl Street. Sidewalks along Haywood St. are deferred until development.
  - b. Provide ½ street improvements to City Engineers specifications.
- 10. 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 (9) street trees 30' on center along Earl
  - d. Provide (9) street trees 30' on center along E. Broadway.
  - e. Provide (3) parking lot shade trees.
  - f. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
  - g. Provide a continuous screen of shrubs for any 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.
  - h. 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.
  - i. Provide 6 foot front yard landscape strip between property line and paving.
  - j. Provide 4 foot side yard landscape strip between property line and paving.
  - k. Provide full buffer between commercial and residential including 8 ft. opaque fence and tree plantings every 20 feet between dissimilar uses or zoning districts.
- 11. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
- 12. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
  - b. Meet the requirements of 2012 AFC Vol. 1, and state requirements for tank installation.
- 13. 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. Provide a 10 ft. utility easement along the road frontage of E. Broadway St. and Earl St.
  - 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 North Little Rock Fire Department is required.

- e. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
- f. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.

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

- a. Please submit a full set of plans to NLRW for review and approval.
- b. A grease interceptor and sampling manhole are required.
- c. Service line material shall be SDR 26 or 21 PVC.
- d. NLRW shall install the point of connection for the proposed sewer service line at an approved location for a fee of \$350.

**15. Meet the requirements of NLR Electric.**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements.

Mr. White asked if there would be a fence required in the rear on the property to protect the neighboring residential properties.

Mr. Spencer confirmed a fence is required and would be lined with 20 feet of trees.

Vice- Chairman White asked for the location of the dumpster.

Mr. Spencer stated that it was located on the main side of the building which is the north side of the property.

Vice-Chairman White asked the applicant if they would have down lighting to keep from disrupting neighbors.

Mr. Mitchell confirmed that they would be using down lighting.

Mr. Chambers requested that condition 10K be revised so that the majority of the required trees be Evergreen trees to help increase the buffer.

Mr. Mitchell agreed with the request.

There was no comment from the audience.

Vice-Chairman White called for a vote.

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

**The item passed with (7) affirmative votes.**

**8. Special Use #2020-10 To allow outdoor sales, display, and entertainment in I2 at 7420 Counts Massie Rd.**

Mr. Chambers asked that staff and commissioners read all of the conditions carefully, as it will answer most of the questions or concerns.

Ms. Muse stated that they sell home décor, crafts, and antiques. She stated that operating hours are Monday through Sunday, 6am to 8pm.

Mr. Spencer stated that there was a recent complaint about this issue. He stated that Conditional Use was incorrect and would have to be fixed over time so it was efficient to address now in the interest of time. He stated the applicant was having issues with code when wanting to move some sales and displays outside of the building due to COVID restrictions.

Mr. Chambers stated that the condition requiring an 8’x10’ tent should be changed to 10’x10’ tent, due to the availability of the 8’x10’ tents being limited.

There was no comment from the audience.

Vice-Chairman White called for a vote.

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

**The item passed with (7) affirmative votes.**

**Public Comments/Adjournment:**

Vice- Chairman White inquired about the North Hills concern from last month.

Mr. Spencer stated that the request was withdrawn. The applicant would be meeting with the Lakewood Property Owners Association before resubmitting for a PUD.

The meeting was adjourned at 4:55pm