Agenda Meeting:  ▪ Roll Call

Reminder:  ▪ Turn off cell phones
▪ Planning Commission procedures on back of agenda
▪ Speak into the microphone

Administrative:  ▪ Zoning Ordinance Update

Approval of Minutes:  ▪ January 14, 2020

Development Review Committee:

A.  SD2019-50  Martha B. Cohen’s Addition, Block 2, Lot 15 (SPR of townhomes at 809 Maple St.)

B.  SD2020-3  McCain Mini Storage Subdivision, Tracts 1 & 2 (Replat located at 3636 Hwy 161)

C.  SD2020-4  Northshore Business Park, Block 9, Lot 20 (Plat & SPR of recreation fields located at 5460 Northshore Dr.)

Public Hearings:

1. Conditional Use #2019-23  To allow a daycare center in a C-PH zone located at 3801 JFK

2. Conditional Use #2020-1  To allow a food truck court in a C-PH zone located at 3623 JFK Blvd

3. Rezone #2020-1  To rezone property at 7123 Serviced Rd. from C-3 to R-2 and to amend the Land Use Plan from Single Family to Community Shopping to allow the expansion of a single family house

4. Rezone #2020-2  To rezone property at 2524 Gribble St. from Conservation to R-4 and to amend the Land Use Plan from Light Industrial to Multi – Family to allow for a duplex.

5. Special Use #2020-2  To allow a food trailer at 10401 Maumelle Blvd.

Public Comment / Adjournment:
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.
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:**

Belasco  
Chambers  
Clifton, Chairman  
Foster  
Phillips  
Wallace  
White, Vice-Chairman

**Members Absent:**

Banks  
Deitz

**Staff Present:**

Shawn Spencer, Director  
Timothy Reavis, Assistant Director  
Mike Mosley, Deputy City Attorney  
Alyson Jones, Secretary  
Jerry Robinson, Fire Marshal

**Approval of Minutes:**

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

**Administrative:**

A motion was made and seconded to excuse members Banks and Dietz.  
Item number one was postponed.

Mr. Spencer stated that Staff had included a draft copy of the revisions to the zoning ordinance for all of the commissioners. He stated that this was only a draft and anyone could call the Planning office with questions or concerns. He said public comments would be heard at the February Planning Commission meeting.
Mr. Chambers asked if Staff had a goal on the date it would become active in the ordinance.

Mr. Spencer stated that the goal is April to midyear.

Mr. Chambers asked why it would take longer than March.

Mr. Spencer said that they would like to have it out by March but realistically it would be April. He asked all Planning Commissioners to go over and review the changes. He told them to call with any suggestions.

Mr. Chambers stated that he was impressed with the new ordinance. He stated that after every title is a useful purpose listed. He believes it was very well written.

**Subdivision Administrative:**

A. **SD2019-51 Riverwalk Townhomes, Lot 1 (SPR, Replat & PUD at 1300 W. 4th St.)**

1. Before the plat is signed provide an approved City Council Ordinance rezoning the property to a PUD.
2. Provide a parking plan for the development.
3. Provide a livable open space plan for the development.
4. Engineering requirements before the plat will be signed:
   a. Pay the drainage in-lieu fee of $5,000/acre for commercial development of providing on-site detention.
   b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, cross walks) before a certificate of occupancy will be issued. Street improvements must be approved by City Engineer and accepted by City Council.
   c. Meet the City Engineers requirement on property line corner radius at West 4th and Alley.
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 10’ utility easement around the north and east property perimeter.
   c. Provide 7.5’ utility easement around the south and property perimeter.
   d. Provide 24’ access and utility easement as shown.
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. Provide CNLR Grading Permit application to City Engineer with grading plans.
   c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
   d. Provide CNLR driveway/curb cut permit application to City Engineer.
   e. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
   f. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
g. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.

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. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
   c. Meet the City Engineers requirements on driveway radii.

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 6' sidewalk directly behind curb and gutter.
   b. Provide ½ street improvements.

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 5 street trees along W. 4th.
    d. Provide 6 foot front yard landscape strip between property line and paving.
    e. Provide 4 foot side yard landscape strip between property line and paving.
    f. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

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. Must meet requirements of 2012 AFC.
    c. Must also meet requirements of CAW for hydrant placement. At present water supply mains are insufficient.

13. 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. Additional fire hydrant(s) will be required. Contact the North Little Rock Fire Department to obtain information regarding the required placement of the hydrant(s) and contact Central Arkansas Water regarding procedures for installation of the hydrant(s).
    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.

14. Meet the requirements of NLR Wastewater, including:
    15. No comments or objections.
16. Meet the requirements of Rock Region Metro (CATA), including:
   a. This site is about two blocks from our stop at Pike & 7th (2018 ridership: 767).

17. Meet the requirements of NLR Electric, including:
   a. Transformer and power locations.

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

Chairman Clifton asked for any additional comments from Commissioners or the audience.

Mr. Foster stated that he struggles with this request due to the worry of it setting a precedent for future requests. He believes that it could cause problems in the future with the increasing density.

The motion to approve passed with (7) affirmative votes.

B. SD2020-1 White Oak Village, Phase 3, Lots 1-4 (preliminary plat of a residential subdivision on White Oak Dr.)

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 sidewalk along White Oak Dr.

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 and drainage easement on front of property as shown.
   c. Provide 15’ wide sewer easement for existing sewer main.
   d. Provide average slope of the lots per Article 14 of the subdivision ordinance.
   e. Provide letter from City Engineer that the plat meets the requirements for hillside regulations.

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. Provide 5’ sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards.

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 requirements of the Fire Marshal, including:
   a. Provide an approved fire protection plan.
   b. Meet Fire Marshal’s requirements on fire hydrant location.

7. Meet the requirements of CAW, including:
a. All CAW requirements in effect at the time of request for water service must be met.

8. **Meet the requirements of NLR Wastewater, including:**
   a. White Oak connection fee required.
   b. Provide a 15' wide sewer easement with the existing sewer main centered in said easement.

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 Hearing:**

1. **Postponed**

2. **Rezone #2019-23**
   To rezone from R-4 to a PUD to allow for townhomes at 1300 W. 4th St.

   Chairman Clifton stated the applicant was present and agreed to all of the recommendations in an earlier meeting with the Design review Committee. He asked if there were any questions or comments on the application.

   Mr. Chambers stated that he agreed with Mr. Foster’s previous statements on the application.

   Mr. White asked the applicant if the homes would be built from the ground up or if they were prefabricated.

   Mr. Pownall stated that they would be built from the ground up.

   Chairman Clifton asked for any questions or comments.

   Chairman Clifton asked for a roll call to vote.

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Rezone #2019-23 was approved with (7) affirmative votes.

3. **Special Use #2020-1**
   To allow a women’s residency job and life skills training program in a C-3 zone located at 1401 Main St.

   Chairman Clifton asked the applicant to state name and address.
Attorney Pat Hays stated that he is representing the applicant, Ms. Supha Xayprasith-Mays. He stated that people make mistakes and need help to transition back into society. He stated that he would like everyone to fully understand the request before making a decision. He stated that this facility would equip women with the tools, desire, and social skills to make it an easier transition into society. He stated that the applicant, Ms. Mays, has lots of training and education.

Mr. Chambers asked if the dotted line covering two-thirds of half of the block was the north edge of the parking lot.

Mr. Hays stated that he believed it was the south edge.

Mr. Chambers asked if they were only considering the existing part of the building.

Mr. Hays agreed.

Chairman Clifton read the staff’s comments and conditions for everyone to get a better understanding.

Mr. Foster stated that the applicant previously agreed to an employee being present on the property for supervision 365 days a year, 7 days a week, and 24 hours a day.

Mr. Hayes stated that this facility would assist individuals in transitioning back into society from incarceration. It will be a gradual process to make sure it is a functional and positive plan.

Mr. Foster stated that he believes it was a good idea to read the conditions for the neighbors to get a better understanding of what was being requested in their neighborhood. He stated that in the Design Review meeting the applicant stated that the residents would be allowed outside in a designated fenced in area. He would like to add this to the conditions.

Chairman Clifton asked Ms. Mays to give an overview of the program.

Ms. Mays stated that she has been working in this area of job placement with women and children for over 30 years. She went on to discuss previous clients that she has trained. She stated that a mistake doesn’t make you a bad person. She stated that sometimes people needed multiple chances.

She said she wants to work with the community in a joint venture.

Ms. Mallory Goff stated that she is a representative of the Pulaski County Sheriff’s Office. She continued to explain that our community is in need of a program like this. Also, she stated that we should realize that these residents will be entering back into our communities even if we don’t have a program to equip them with. She stated that the residents will go through a 12 week selection program before being selected for the program. Also, the majority of residents will be low level drug offenders.
Chairman Clifton asked the applicant if there is an existing program similar to this in Pulaski County.

Mr. Goff confirmed there is an existing program but this would be the first program outside of the facility.

Chairman Clifton asked if she had an estimate of how many have graduated from the program.

Ms. Goff stated that is still a little early to measure recidivism. She stated that 3 women’s classes and 4 men’s classes have graduated the program. She stated that none of the current graduates have reoffended.

Chairman Clifton asked for any public comments against the application.

Mr. Benny O’Neil gave the Planning Commissioners a handout of information about the community and the affects this program would have on it.

Mr. O’Neil stated that he is an adjoining property owner. He stated that he has owned the property for 20 years and has enjoyed the peace and quiet. He stated that he has two main concerns. The first concern is 1st time drug offenders. Second concern is 2nd time drug offenders. He stated that he has practiced law for 20 years. He said there are other programs in place to help them, such as drug school and rehab. He said that if they are in jail, then they have failed to fulfill the requirements for probation and other opportunities. He went on to list several questions about the effects on the community. He stated that he already has a sex offender in his residential neighborhood and he has no control over that. He stated that he doesn’t need to deal with it at work as well. He said the request was arbitrary and capricious.

Mr. Foster asked the applicant for the address of his property.

Mr. O’Neil stated the locations were 1418 and 1423 Main St.

Mr. Ken Davenport stated that he is the representative for DJD Properties located at 1501 Main St. He stated all previous arguments were about the work that is done in the facility not the use of the property. He asked why this location is being considered. He asked if the yellow line would be the retaining wall on the north side of the building.’

Mr. Chambers confirmed it was the retaining wall.

Mr. Davenport shared Article 21 of the North Little Rock Zoning Ordinance, the permitted use table. He asked which category would the use of the property fit in.

Mr. Spencer stated that Special Use means the use is not located in the property.

Mr. Davenport stated that there are four special uses listed in the table.
Mr. Spencer stated that those for were added to keep the confusion down.

Mr. Davenport asked if this would be considered a halfway house.

Mr. Spencer denied the statement.

Mr. Davenport asked how he could tell if it is allowed by looking at the table.

Mr. Spencer stated that there is an explanation of the table earlier on in the chapter.

Mr. Davenport asked if this area, from the viaduct bridge to the High School, was being considered for more halfway housing. He asked what governing body would be over this facility.

Mr. Chambers asked for clarification on if the special use is for the business, the owner, or the property.

Mr. Spencer stated that a Special Use is only good for the property owner that it is issued to.

Mr. Chambers stated that the approval could be revoked if the conditions were not met or the owner changed.

Mr. Chambers asked if the Special Use would be issued to Tima Investments, LLC.

Mr. Davenport asked if this was perpetuity or temporary.

Mr. Chambers stated that it was temporary and limited to the time that Tima Investments owns the property.

Mr. Davenport asked if Tima is spelled Tima or Tema.

Mr. Chambers said you spell it Tima.

Mr. Davenport asked if Mr. Spencer agreed, due to it being listed two ways.

Mr. Spencer stated that he is going by what was listed by the Pulaski County Assessor’s Office.

Chairman Clifton stated that if the owner closed the business the property would return to its original use.

Mr. Davenport stated that the city has been developing the Argenta area and feels it should continue to the High School.
Mr. Chambers advised him to ask the city to do a development study on the area and present it to the City Council.

Mr. Davenport asked if this is how they started developing Argenta.

Mr. Chambers stated that a group of hard working people would not take no for an answer.

Mr. David Hunt, 1333 Main St.

Mr. Hunt stated that the request is a noble cause but doesn’t believe it is right for this neighborhood.

He stated that his tenant is UAPB Life Training and Skills Center. He said they are open for both day and night school. He is concerned for the students of his property and young students going to the Boys and Girls Club after school. He asked if there was a time frame or process in place for the review of the use.

Mr. Chambers stated that a time frame for review could be added to the conditions.

Mr. White asked if there was any requirement on the distance from a school to a property with this use.

Mr. Spencer stated that there are no distance requirements.

Mr. Hays stated that the applicant was receptive to the condition of a review period. He continued to tell us about a rehabilitation center he approved as mayor some time ago. He stated it was built in an underdeveloped area. Now is surrounded by half a million dollar homes. He expressed that he understands the fear of such a difficult use. Also, he believes in the benefits of the review period and ongoing monitoring.

Mr. Mosley stated that in reference to the required distance between a school and this property use, there are requirements for certain offenders. He advised staff to clarify the type of offenses allowed for the residents. The felony type and level allowed at the property should be stated in the conditions to make sure the distance requirements are met.

Mr. Foster asked if the applicant was opposed to limiting the program to a certain offense.

Ms. Mays stated that her clients are mothers.

Mr. Foster asked if it would be limited to first offenders.

Ms. Mays stated that she wants to work with the community to make this work for everyone.

Mr. Hunt asked the applicant if they had a definitive number of how many employees would be supervising.
Ms. Mays stated that there would be three employees during the day.

Mr. Hunt stated that he heard that applicant say the residents would have to pass required drug tests, but he wants to know if that includes alcohol testing.

Ms. Mays stated that alcohol use would not be allowed either.

Mr. Hunt asked what the exterior fence would be like.

Mr. Chambers stated that the property is fully enclosed by a fence.

Mr. Hunt questioned if it would run along 14th St, and the back and side of the building.

Mr. Hunt asked if the residents would be allowed leisure time in the front of the property.

Mr. May stated that the program is structured with therapy and classes and residents will not have time for leisure.

Mr. Hunt if the permit review could be more often to access the risk to the neighborhood. Also, he would like to see a security fence and cameras installed on the property.

Chairman Clifton stated that he agrees with the interior and exterior security as well as a review every two years.

Mr. Chambers stated that the exterior looks will be that of an office building sue to all of the work being held inside. He thinks if you add a wired fence it would make it more noticeable but he does agree it should be limited to first time offenders.

Mr. Mosley stated that he was only asking for clarification not to add a condition.

Chairman Clifton stated that there a four conditions to be added to the application.

   Conditions to be added:
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Mr. Chambers stated that in the Design Review meeting the applicant agreed to a decorative iron fence.

Mr. White stated that anyone can get over an average fence. He believes that this is not a good location with the surrounding schools. He said that the recovery center that was
approved many years ago by Mr. Hays and is now looking at relocation. He said that there are not enough restrictions, not the right place, and too many children around.

Mr. Foster asked if the members could hear from anyone in support of the application.

There were more applicants that wanted to express their discomfort with the request.

Mr. Josh Davenport shared a survey of negative opinions from surrounding neighbors in the area.

Reddy Jenkins, 1500 Maple St, stated that it was an honorable effort but feels it would be less save for her tenants.

Mr. Foster made a motion to add all four conditions

Mr. Chambers made a motion to postpone the application so that the applicant would have time to talk with neighbors.

Mr. White stated that it would be a waste of time to postpone because he believes no matter what it will not work at this location.

Mr. Foster asked the public if there was anything the applicant could say or do to change their minds.

Mr. O’Neil stated that he would not say there is nothing that would change his mind, but it would have to be from within his soul.

Mr. Foster stated that he rescinds his previous motion.

Ms. Goff invited everyone to come visit with the candidates before making a final decision.

Chairman Clifton stated that even if it doesn’t pass, the applicant will has the option to go before City Council with the recommendation of “do not pass”.

Mr. Chambers made a motion to vote on the application with the added conditions. It was seconded by Ms. Belasco.

Chairman Clifton asked for any other questions or comments.

Conditions:
1. An on-site resident employee to supervise the residential portion of the program.
2. Sex offenders are not allowed to live in the facility.
3. Residents to be regularly drug tested.
4. A maximum of 10 residents allowed to live on-site.
5. No visitors / guests / non-members of the residency program are allowed to stay overnight at the facility, and are only allowed in common areas.
6. Security system, including cameras to be installed on the facility.
7. Provide off street parking at a rate of .75 parking spaces per occupant and 1 parking spot per employee.
8. Written approval and inspection report from the Fire Marshal required.
9. Provide a secure outside area for residents.
10. Provide a perimeter ornamental iron fence.
11. Special Use limited to the built area of the property.
12. Special Use request to be reviewed every 2 years.
13. Only 1st time drug offenders are to be residents.
14. Business license to be issued after Planning Staff confirmation of requirements.
15. 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.
16. Any structures located on site shall meet all applicable Federal, State, County and City requirements and codes.

Chairman Clifton asked for a roll call to vote.

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Special Use #2020-1 was not approved with only (2) affirmative votes.

**Public Comments/Adjournment:**

Chairman Clifton asked if there are any comments.

Mr. Foster asked if staff would hold a discussion workshop to go over the changes to the zoning ordinance.

Mr. Mosley stated that staff has done an excellent job on reworking the ordinance. He said that he asked that it not be discussed until the legal department is done reviewing it.

Mr. Foster stated that he would like one scheduled for after it is reviewed.

Mr. Spencer stated that the monthly Subdivision meeting would meet at 12pm to allow for time to discuss the changes.

Ms. Belasco asked if the workshop would be mandatory.

Mr. Spencer stated that it was not mandatory.

Mr. White asked what the distance requirement was for liquor stores to schools.

Mr. Spencer stated that it was 1200 feet.
Mr. White asked if a condition of this nature could be added on to the overall Special Use requirements.

Mr. Spencer stated that with all Special Use case being different, he believed it would not be a good idea, due to it hindering some applicants that it should not. Instead, he believes it would be more efficient to just add a condition to the individual application.

Mr. Mosley stated that if the applicants actions violate the conditions then the city would have the right not only revoke the license but also prosecute. He stated that the city has many remedies to fix a problem with following conditions.

Mr. Chambers made a motion to adjourn.

Chairman Clifton adjourned the meeting at 5:28pm.

Respectfully Submitted:

______________________________
Tim Reavis, Planning
1. Permit requirements/approvals submitted before a building permit will be issued:
   a. Pay the drainage in-lieu fee of $5,000/acre for commercial development instead of providing on-site detention.
   b. A signed and recorded plat must be on file with the Planning Department.
   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 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.

2. 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 be labeled and shall meet the City Engineer’s requirements and be built according to CNLR standard details (available at NLR Engineering Department).
   c. Driveway widths shall be labeled and shall be 10’ minimum to 40’ maximum.

3. 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.

4. Meet the requirements of the Master Street Plan, including:
   a. Sidewalks are existing.

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 2 street trees as shown.
   d. Provide 3 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 half-screen buffer between multi-family and single family uses. 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.
   c. Meet the requirements for Fire Department access.

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. 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 Fire Department is required.
c. Contact Central Arkansas Water regarding the size and location of the water meter.

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, including:**
   a. No comments or objections.

10. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. This site is a block from our shelter stop at Maple & 8th (2018 ridership: 1,063). Given that this is transit-adjacent housing, we recommend building an ADA sidewalk from the sidewalk in front of the property to the property’s front door.
B. SD2020-3 McCain Mini Storage Subdivision, Tracts 1 & 2 (Replat located at 3636 Hwy 161)

1. Planning requirements before the plat will be signed:
   a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Provide half of 80’ ROW dedication.
   c. Provide 10’ utility easements around property perimeter and along shared property line between tracts 1 & 2.

2. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Allow encroachment of existing residence on tract 1 of the 40’ setback.

3. Meet the requirements of the Master Street Plan, including:
   a. Provide half of 80’ ROW dedication.

4. 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.

5. Meet the requirements of CAW, including:
   a. All CAW requirements in effect at the time of request for water service must be met.
   b. Central Arkansas Water has easements and water lines on the properties. Show the easements and water lines on the plat. Easements #2006066711, 2006066717, 2006066722 and any others.
   c. Provide a 15’ utility easement along the road frontage.

6. Meet the requirements of NLR Wastewater, including:
   a. A main extension is required to connect to public sanitary sewer.

7. Meet the Requirements of Pulaski County Planning, including:
   a. Dedicate Right of Way to meet Master Street Plan.
   b. Provide NLR certificate of final approval.
   c. Provide Bill of assurance for Tract 1.
   d. Tract 2 exceeds the county's definition of a subdivision.
1. Planning requirements before the plat will be signed:
   a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Provide 10’ utility easements around property perimeter.
   c. Provide half of 80’ ROW.

2. Permit requirements/approvals submitted before a building permit will be issued:
   a. A signed and recorded plat must be on file with the Planning Department.
   b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
   c. 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.

3. Meet the requirements of the City Engineer, including:
   a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.

4. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Dumpster to have masonry screening.
   c. No fence is to be within a front building line.
   d. All exterior lighting, including lights for night games, shall be shielded and not encroach onto neighboring properties.

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 (5) street trees as shown.
   d. Provide (14) 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. Building to meet the requirements of 2012 AFC.
   c. An additional fire hydrant is to be added.

8. Meet the requirements of North Little Rock Police Department, including:
   a. Due to being in an isolated area with only one road in and out, an alarm system is advised.

9. Meet the requirements of CAW, including:
   a. All CAW requirements in effect at the time of request for water service must be met.
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.

10. **Meet the requirements of NLR Wastewater, including:**
   a. A main extension is required to connect to public sanitary sewer.
   b. White Oak Connection Fee is required to connect to sanitary sewer.
CASE: Conditional Use #2019-23

REQUEST: To allow a daycare in a C-PH zone

LOCATION OF REQUEST: 3801 John F. Kennedy Blvd.

APPLICANT: LaAngela Medley

OWNER: The Ridge Assembly Inc.

P.C. BACKGROUND: The property was rezoned from O-1 to C-PH in April 2017.

SITE CHARACTERISTICS: Site is the former Park Hill Elementary School

MASTER STREET PLAN: Principal Arterial

ZONING: C-PH

LAND USE PLAN: Public

SURROUNDING USES:
   NORTH: R-3 / Residential
   SOUTH: C-PH / Commercial Businesses
   EAST: C-PH / Lakehill Center Shopping
   WEST: R-3 / Residential

BACKGROUND:

1. COMPATIBLE WITH PREVIOUS ACTIONS: Daycares have been approved in former schools in the past.
2. NEIGHBORHOOD POSITION: None at time of printing.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: None.
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? No negative consequences anticipated.
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.
   Daycares are allowed in C-PH with a conditional use.

SUMMARY: The applicant is requesting a conditional use for a daycare in a C-PH zone. This is the site of the old Park Hill Elementary School. There are currently several other businesses located inside the building including medical services, yoga, health spa, medical doctors, real estate academy and a church. The daycare will operate out of two rooms in the northern building. The applicant met with the Design Review Committee.

DESIGN REVIEW COMMITTEE RECOMMENDATION: Approval with Conditions.
CONDITIONS TO BE CONSIDERED:
1. Daycare allowed to operate only in suites #114 & #115.
2. Hours of operation 6AM – 6PM Monday - Saturday.
3. Playground to be directly accessed from the building.
4. Playground to have emergency exit away from the building.
5. Playground fence to be 6' wood privacy fence.
6. Applicant must meet all applicable Federal, State, County, and City requirements.
7. Business license to be issued after Planning Staff confirmation of requirements.
8. Playground to meet DHS and City of NLR requirements for playground surface and equipment.
9. All daycare centers / home daycares shall perform a sex offender residence check through the NLR Police Department according to their rules and procedures, to determine if a level 3 or level 4 registered sex offender resides within 2000 feet of the proposed site for the daycare center / home daycare facility.
10. 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.
Conditional Use # 2019-23
3801 John F. Kennedy Blvd.
To allow a daycare in C-PH.
Conditional Use # 2019-23
3801 John F. Kennedy Blvd.
To allow a daycare in C-PH.
CASE: Conditional Use #2020-1

REQUEST: To allow a food truck court in a C-PH zone.

LOCATION OF REQUEST: 3623 JFK Blvd.

APPLICANT: Joy Evans

OWNER: Coulson Foundation

P.C. BACKGROUND: 1st time this request has been on the agenda.

SITE CHARACTERISTICS: Site was formally a tire shop.

MASTER STREET PLAN: Principal Arterial

ZONING: C-PH LAND USE PLAN: Community Shopping

SURROUNDING USES:
- NORTH: C-PH / commercial
- SOUTH: C-PH / law office
- EAST: C-PH / commercial
- WEST: R-2 / single family house

BACKGROUND: Food Truck Courts were added to the permitted use table as allowed with a conditional use in C-PH in 2019.

1. COMPATIBLE WITH PREVIOUS ACTIONS: This is the first request for a Food Truck Court in North Little Rock.
2. NEIGHBORHOOD POSITION: None at time of printing.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: Food Trucks are not allowed to use generators. Electrical improvements must comply with NLR Electric.
4. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? An active business at this location is desirable.
5. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? It’s a small lot for 4 food trucks, outdoor seating, an active indoor farmer’s market in the building, sufficient parking, and safe automobile maneuverability especially considering the intention of creating high pedestrian activity.
6. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? Future decisions for food truck courts will refer to the discussion and the decision surrounding this food truck court proposal.
7. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No. The C-PH zone is essential to this area.

SUMMARY: The applicant is requesting a conditional use to allow a food truck court in a C-PH zone. This would be the first food truck court in North Little Rock. The applicant proposes up to four food truck be allowed on the property. They would park under the existing canopy. The applicant proposes using property across G Ave to meet additional parking needs of the business. The applicant met with the Design Review Committee.
STAFF COMMENTS: The proposed use of the property has the potential to impact parking for the surrounding businesses and abutting residential neighborhood.

DESIGN REVIEW COMMITTEE CONDITIONS TO BE CONSIDERED:
A. Food truck court shall provide on-site sanitary restroom facilities. Temporary portable restrooms do not meet this requirement.
B. Food truck court shall be allowed to operate between the hours of 7am and 10pm. No outdoor music after 8pm.
C. Food truck court shall provide per food truck a minimum of 900 square feet of open area which shall be located on a hard surface paving (asphalt or concrete).
D. The north 24’ wide entrance on JFK is to be closed to improve pedestrian conditions with temporary material such as planters, pavers, and wheel stops.
E. 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.
F. All electrical improvements must comply with North Little Rock Electric requirements.
G. No wastewater may be discharged in the storm water drain.
H. Food truck court shall not allow hoses, cords and/or other apparatus across a pedestrian or vehicular pathway.
I. Food truck court shall not allow the operation of any generators at the site.
J. Food truck court shall furnish one (1) trash receptacle to be located no more than ten (10) feet from each food truck.
K. Food truck court shall clean the site of all litter produced by the food truck at the close of business each day of operation.
L. Due to parking agreement across the G Ave, food truck court shall provide sufficient off-street customer parking for two (2) vehicles per food truck instead of three (3).
M. Provide a City Engineer approved parking plan.
N. Food truck court shall make site improvements which include: paving, striping for parking spaces and/or driving lanes and the designation of required handicapped parking spaces.
O. Food truck court shall not allow food trucks to be parked, stored or left onsite for more than one week.
P. Food truck court shall conduct their business 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.
Q. Food truck court shall not allow food trucks to have a drive-thru.

R. Food truck court shall not allow food trucks to sell anything other than food and nonalcoholic beverages.

S. Food truck court shall not allow food trucks to discharge any waste used in the operation of the food truck.

T. In order to meet the minimum parking requirements, provide and maintain written lease agreement with property owner across G Ave for use of that property’s parking lot. A copy of the agreement is to be provided each year when renewing the business license.

U. If a dumpster is added on site, a masonry screen is required.

V. Meet Central Arkansas Water requirement for the installation of an approved reduced pressure zone backflow preventer assembly (RPZ).

W. Allow outdoor seating in the 15’ x 25’ hatched area on the development plan.

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

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

Z. Business license holder 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.
Conditional Use # 2020-01

3623 John F. Kennedy Blvd.

To allow a food truck court in C-PH.
December 11, 2019

RE: 3623 JFK Blvd North Little Rock, AR
    Rezoning/Special Use

To Whom It May Concern:

Please see the attached documents showing the Legal Description, Letter from Property Owner, photos of property and certified list of property owners within 200 ft of desired location. Please note that permission has been obtained from the property north of this location for additional parking spaces if needed and can be presented in written form if required.

It is my intent and plan to create a Food Truck Court / Farmer’s Market at this location. In the attached photo of the property, I have depicted the area in which I will allow food trucks/trailers to be positioned as well as customer parking and a small enclosed patio section in the front and possibly in the back of the building in the future if the demand presents itself. The food trucks will have electricity provided for their use to avoid any need of generators. These trucks will have options for renting their spots on either a daily, weekly or monthly basis. The vendors will be required to be compliant with all health department regulations and provide proof of current permits. I will also have local produce provided by various farmers and producers as well as wares from local vendors offered for sale.

The vision that I have for this is that the customers will purchase their food of choice from a variety of options and they can either take the food to go or they can dine on the inside where there will be seating provided or can dine in the patio section when weather permits. The building has three overhead doors that will be opened to enjoy the beautiful weather and atmosphere of the Park Hill District. It is my hope that I will obtain a Craft Beer Permit from the Arkansas Beverage Control for the is location and will be able to offer our local craft beers for on premise consumption.

The hours of operation have not been solidified at the moment. There is no intention nor desire for this to be a late night operation, therefore, my prediction is that my closing times should not exceed 9 to 10 pm. Hours and days will more than likely be adjusted according to supply and demand once I get fully established. With that being said, it is my intention to be open for business with a 5 day per week schedule for the time being.

Thank you in advance,

Joy Evans
501-912-0945
CASE: Rezoning #2020-1

REQUEST: To rezone from the C-3 zoning classification to the proposed R-2 classification and to amend the Land Use Plan from Community Shopping to Single Family to allow the expansion of a single family house.

LOCATION OF REQUEST: 7123 Service Rd.

APPLICANT: John Jacoby

OWNER: MERIDA CARMELINO

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

SITE CHARACTERISTICS: Property contains one single family house. The property is adjacent to Service Road to the north and MacArthur Dr. to the south. It is accessed from Service Road.

MASTER STREET PLAN: local street

ZONING: C-3

LAND USE PLAN: Community Shopping

SURROUNDING USES:
   NORTH: R-1 – single family house
   SOUTH: Outside city limits
   EAST: R-1 – single family house
   WEST: C-3 – single family house

BACKGROUND:

1. COMPATIBLE WITH PREVIOUS ACTIONS: Yes, properties already containing a single family house have been rezoned from commercial to residential in the past.
2. NEIGHBORHOOD POSITION: One call in support.
3. EFFECT ON PUBLIC SERVICES AND UTILITIES: No effect.
4. LEGAL CONSIDERATION/REASONABLENESS: Request is reasonable.
5. WILL IT HAVE A STABILIZING EFFECT ON SURROUNDING PROPERTIES? No change anticipated.
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? R-2 is appropriate for single family development.

SUMMARY: The applicant is requesting to rezone property from C-3 to R-2 to allow the expansion of an existing single family house. The zoning ordinance does not allow the expansion of a non-conforming use. As such, in order to add on to the house, the property needs to be properly zoned.

STAFF RECOMMENDATION: Approval.
Rezone Case #2020-01

7123 Service Rd.

To rezone from C-3 to R-2 to allow for single family.

To amend Land Use Plan from Community Shopping to Single Family.
Rezone Case #2020-01

7123 Service Rd.

To rezone from C-3 to R-2 to allow for single family.

To amend Land Use Plan from Community Shopping to Single Family.
SURVEY OF
Lot 9, Meadowlane Acres, an Addition to the City of North Little Rock, Pulaski County, Arkansas

Date of Survey 1 October 2014

[Surveyor's information]
CASE: Rezoning #2020-2

REQUEST: To rezone from the CONS zoning classification to the proposed R-4 classification and to amend the Land Use Plan to allow for residential development.

LOCATION OF REQUEST: 2524 Gribble St.

APPLICANT: Jack King Custom Homes

OWNER: Denton James Manley

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

SITE CHARACTERISTICS: It is an empty lot. The building formally on the property has been demolished.

MASTER STREET PLAN: local street.

ZONING: CONS & R-4  LAND USE PLAN: Light Industrial

SURROUNDING USES:
  NORTH: R-4
  SOUTH: Arkansas River
  EAST: R-4
  WEST: R-4 & Conservation

BACKGROUND: The lot immediately to the east was rezoned from I-1 to R-4 in 2017.

1. COMPATIBLE WITH PREVIOUS ACTIONS: Yes. Surrounding property is zoned R-4.
2. NEIGHBORHOOD POSITION: None at time of printing.
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? No change anticipated.
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 to rezone property from Conservation to R-4 to allow for the construction of a duplex. The north half of the lot is already zoned R-4. The applicant wishes to locate the duplex on the southern half of the property which is zoned Conservation. Approximately the 100 southern most feet of the lot is located in the flood way. This portion of the lot is to remain Conservation.

STAFF RECOMMENDATION: The City Engineer’s office is OK with this proposal. Any development will have to be at least 1 foot above the base food elevation per city ordinance.
Rezone Case #2020-02

2524 Gribble St.

To rezone from Cons to R-4 to allow for a duplex.

To amend land use plan from Light Industrial to Multi Family.
Rezone Case #2020-02

Rezone #2020-02
2524 Gribble St.
To rezone from Cons to R-4 to allow for a duplex.
To amend land use plan from Light Industrial to Multi Family.

1 inch = 100 feet

Date: 1/15/2020
Rezone Case #2020-02

2524 Gribble St.

To rezone from Cons to R-4 to allow for a duplex.

To amend land use plan from Light Industrial to Multi Family.
CASE: Special Use #2020-2

REQUEST: to allow a food trailer to set up permanently in an I-2 zone

LOCATION OF REQUEST: 10401 Maumelle Blvd

APPLICANT: Westley Wibachman

OWNER: Enderlin Amos and Sue Revocable Trust

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

SITE CHARACTERISTICS: Trailer is set up south of the commercial building currently occupied by Ultra Green. The parking lot is out front.

MASTER STREET PLAN: Principal Arterial

ZONING: I-2

LAND USE PLAN: Community Shopping

SURROUNDING USES:

NORTH: I-2
SOUTH: I-1 / undeveloped land & Waffle House
EAST: C-4 / Commercial
WEST: I-1 / storage & moving business

BACKGROUND:

1. COMPATIBLE WITH PREVIOUS ACTIONS: Non brick and mortar food vendors have been approved in the past.
2. NEIGHBORHOOD POSITION: None at time of printing.
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? Food trailers will compete with brick and mortar restaurants for customers.
6. IS THE SITE OF ADEQUATE SIZE FOR THE DEVELOPMENT? Yes.
7. WILL THIS SET A PRECEDENT FOR FUTURE REZONING? Permanent food trailers require a special use in any zone.
8. SHOULD A DIFFERENT ZONING CLASSIFICATION BE REQUESTED? No.

SUMMARY: The applicant is requesting a special use for a food trailer to set up permanently in an I-2 zone. The applicant proposes to hook up to utilities on site. Due to the trailer being attached to permanently utilities, the food trailer will need to meet the Fire Marshal's requirements of a commercial kitchen and North Little Rock Wastewater's requirements for discharge.

STAFF COMMENTS: Due to lack of opposition from surrounding properties, the trailer being behind the building line, and it not using any parking spaces for the existing business, staff is ok with the request.
CONDITIONS TO BE CONSIDERED:
A. Food trailer location limited to the proposed location on the east side of the building behind the front building line.

B. Meet the fire marshal requirements for a commercial kitchen.

C. No temporary portable restrooms allowed.

D. 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.

E. All electrical improvements must comply with North Little Rock Electric requirements.

F. Meet North Little Rock Wastewater’s requirements for water discharge including any required filtration upgrades to the site.

G. Food trailer shall furnish one (1) trash receptacle to be located no more than ten (10) feet from the food trailer.

H. Clean the site of all litter produced by the food trailer at the close of business each day of operation.

I. No drive-thru permitted.

J. No outdoor seating permitted.

K. Food trailer not allowed to sell anything other than food and nonalcoholic beverages.

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

M. 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 #2020-02

10401 Maumelle Blvd.
To allow a food trailer to set up permanently.
To whom it may concern

Re: Special Use Permit Application

My Name is Westley Wibachman, I am the owner of Southern Hibachi Express food truck, located at:

10401 Maumelle Blvd
North Little Rock, Arkansas 72113

I am requesting an approval from the NLR Planning/Zoning Board to allow the food truck to be parked in the current location permanently.

Please refer to the attached letter from the landlord granting me permission to place the food truck in the above location.

Your attention to this urgent request is much appreciated.

Sincerely,

Westley Wibachman