

North Little Rock Planning Commission
Regular Meeting
October 13, 2015

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:45 PM in the Council Chambers, City Hall.

Members Present:

Belasco
Chambers
Foster
Harris
Phillips
White
Clifton, Chairman

Absent Members:

Alexander
Dietz

Staff Present:

Shawn Spencer, Director
Jimmy Pritchett, City Planner
Timothy Reavis, City Planner
Daniel McFadden, City Attorney
Keisa Stewart, Secretary

Others Present:

Ms. Diane Whitbey
Alderman Debi Ross

Approval of Minutes:

Motion was made and seconded to excuse Ms. Alexander and Mr. Dietz from today's meeting. The motion was approved with (6) affirmative votes.

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

Administrative:

Subdivision Administrative:**A. NS-2459-15 Faulkner Crossing Phase 7-10, Lot 347-532 (Preliminary Plat of a residential subdivision located at the SE corner of Faulkner Lake Road and Hwy 391)**

- 1. Requirements before the final plat/replat will be signed:**
 - a. Final plat/replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- 2. Meet the requirements of the City Engineer, including:**
 - a. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
- 3. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Street names are to be approved by Planning Staff.
- 4. Meet the requirements of the Master Street Plan, including:**
 - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalks and curb to ADA standards and City standards.
 - b. Provide full street improvements.
 - c. Provide ROW dedication.
- 5. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide 1 street tree per lot.
- 6. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
- 8. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. Submit plans for water facilities and/or fire protection system to CAW for review.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Contact CAW for requirements on backflow protection on meter services.
 - f. Contact CAW for requirements on size and location of the meter.
 - g. Provide static pressure, residual pressure and flow for nearest fire hydrant.
- 9. Meet the requirements of NLR Wastewater, including:**
 - a. There will be a connection fee for this subdivision or phased portion of the subdivision also known as the Wilcox Connection Fee.
 - b. All sewer mains constructed outside of the existing or proposed rights-of-way shall have an exclusive sanitary sewer easement per NLRW standards.
 - c. Construction Plans shall be submitted to NLRW Engineering for review and approval prior to commencing construction.
 - d. Existing sewer facilities to serve the proposed development should be shown.
 - e. Provide a statement if all of the proposed lots for Phases 7-10 will be designed to be served by gravity sewer without the need for additional pump stations.
 - f. Provide a statement the proposed development can be served by the pump station that was constructed in Faulkner Crossing Phase 5.

- g. When submitting plans to NLRW for review and approval, please provide the hydraulic calculations for the build out and the pump station design.
- h. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

B. Rep-2461-15 Pershing Motel Addition, Lots 1A and 1B (Replat and Site Plan Review of a Murphy Express located at the NW corner of Pershing and Main)

1. Requirements before the final plat/replat will be signed:

- a. Final plat/replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.

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

- a. Provide CNLR Stormwater Permit.
- b. Provide CNLR Access Driveway/Curb Cut Permit.
- c. Provide Arkansas Department of Health approval for water and sewer facilities.

3. Meet the requirements of the City Engineer, including:

- a. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
- 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. Driveway radii returns built to City Engineer's specifications.
- d. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
- e. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
- f. Widths of driveways shall be 10' minimum to 40' maximum.
- g. Cross drains in the Street ROW are to be RCP with flared end section unless approved by Engineering.
- h. All driveways are to be concrete within the Street ROW.
- i. Prior to any excavation/street cuts within the City Street Right-of-Way (ROW), obtain CNLR Excavation and Barricade Permits.
- j. Obtain driveway/curb cut from City Engineer or AHTD if State Highway.

4. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening. (label on drawing)
- c. Provide landscaping around masonry dumpster screening on the north and west sides.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- e. Canopy lighting shall be recessed. (label on drawing)
- f. Existing sign on Lot 1B not to advertise business on Lot 1A.

5. Meet the requirements of the Master Street Plan, including:

- a. Provide 5' sidewalks and ramps to ADA standards and City Engineers standards/location.

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

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.

- c. Provide street trees as shown.
- d. Provide parking lot shade trees as shown.
- 7. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. No electronic changeable copy sign permitted.
 - c. Allow pole sign along interstate, monument sign along Pershing.
- 8. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location. Fire hydrant on Pershing will need to be relocated for better access.
 - c. Fire hydrants to be within 400 feet of all areas of building.
- 9. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. Submit plans for water facilities and/or fire protection system to CAW for review.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Contact CAW for requirements on backflow protection on meter services.
 - f. Contact CAW for requirements on size and location of the meter.
 - g. Provide static pressure, residual pressure and flow for nearest fire hydrant.
- 10. Meet the requirements of NLR Wastewater, including:**
 - a. Show the existing sewer facilities for the area around Lots 1A and 1B.
 - b. The proposed Lot 1B as shown does not have direct access to public sewer facilities and a sewer main extension to serve the lot will be required prior to the execution of the Final Plat.
 - c. If the sewer extension to serve Lot 1B will cross Lot 1A, an exclusive sanitary sewer easement per NLRW Standards will be required.
 - d. Construction Plans shall be submitted to NLRW Engineering for review and approval prior to commencing construction for the sewer main extension to serve Lot 1B.
 - e. Provide two copies of the Plumbing and Floor Plans for the proposed building to NLRW which should include each fixture, line size, grease traps, materials, etc.
 - f. Provide the location of a grease trap facility if a Food Service Permit will be issued for the establishment.
 - g. Show the location of the proposed service line for the development on Lot 1A.
 - h. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

C. SPR-2462-15 Frontier Industrial, Lot 1, Block 1 (Site Plan Review of an office located at 1814 Central Airport Road)

- 1. Permit requirements/approvals before a building permit will be issued:**
 - a. Provide CNLR Stormwater Permit. Stormwater plans are to be approved by City Engineer and a written approval provided to Planning Department.
 - b. Provide CNLR Access Driveway/Curb Cut Permit.
 - c. Provide Arkansas Department of Health approval for water and sewer facilities.
- 2. Meet the requirements of the City Engineer, including:**

- a. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
 - b. Driveway radii returns built to City Engineer's specifications.
 - c. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - d. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - e. Widths of driveways shall be 10' minimum to 40' maximum.
 - f. Cross drains in the Street ROW are to be RCP with flared end section unless approved by Engineering.
 - g. All driveways are to be concrete within the Street ROW.
 - h. Prior to any excavation/street cuts within the City Street Right-of-Way (ROW), obtain CNLR Excavation and Barricade Permits.
 - i. Obtain driveway/curb cut from City Engineer or AHTD if State Highway.
- 3. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Allow fencing as shown.
 - c. 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 or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide street trees on center as shown.
 - d. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - e. 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.
 - b. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
- 8. Meet the requirements of CAW, including:**
- a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. Submit plans for water facilities and/or fire protection system to CAW for review.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Contact CAW for requirements on backflow protection on meter services.
 - f. Contact CAW for requirements on size and location of the meter.
 - g. Provide static pressure, residual pressure and flow for nearest fire hydrant.
- 9. Meet the requirements of NLR Wastewater, including:**
- a. A complete set of drawings for development must be submitted to NLR Wastewater.
 - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

D. SPR-2401-14 Somers Commercial Park, Lot 8 (Hotel located on 5039 Warden

Road, one-time, 1 year extension)

Public Hearings:

1. Conditional Use #145. To allow a daycare center in a church located at 3501 Pike

The applicant, Ms. Tanya Ward, was present.

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

There were no comments.

Conditions:

1. Hours of operation 4am – 1am, daily,
2. Playground fence to be 5’ decorative iron,
3. Playground to be directly accessed from the building,
4. Playground to have emergency exit away from the building,
5. applicant must meet all applicable Federal, State, County and City requirements,
6. business license to be issued after Planning Staff confirmation of requirements,
7. playground to meet DHS and City of NLR requirements for playground surface and equipment,
8. 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 offenders resides within 2000 feet of the proposed site for the daycare center / home daycare facility.
9. 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

Chairman Clifton asked for a roll call vote on the application.

Alexander	Absent	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Yes

Conditional Use # 145 was approved with (7) affirmative and (2) absent votes.

2. Conditional Use #146. To allow a parking lot in a C-6 zone located at southwest corner of 9th and Maple

The applicant, Ms. Kathleen Lambert, was present.

Chairman Clifton asked if there were any comments from anyone in the audience or Commissioners.

Mr. Chambers asked that the drive on Maple Street be concrete between the curb and side walk.

Ms. Lambert stated that they will be inputting a curb cut along with temporary gravel parking.

Chairman Clifton asked if there were any further comments.

There was further clarification on the parking lot requirements and temporary waiver.

There were no further comments.

Conditions:

1. Allow a temporary gravel parking lot until September 2018.
2. Applicant required going through Site Plan Review process in August 2018.
3. Entrances/exits of the temporary gravel parking lot to be approved by City Engineer.
4. Provide a 6’ wood privacy fence along the south property line, from rear of property to front building line of the house to the south.
5. applicant must meet all applicable Federal, State, County and City requirements,
6. business license to be issued after Planning Staff confirmation of requirements,
7. 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

Chairman Clifton asked for a roll call vote on the application.

Alexander	Absent	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Yes

Conditional Use #146 was approved with (7) affirmative and (2) absent votes.

3. Special Use #791. To allow a daycare center in an R-3 zone located at 200 West 20th.

The applicant, Ms. Carmell Boyd, was present.

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

Mr. White inquired about the playground across the street from the facility.

Ms. Boyd explained that the playground will be used to play basketball by the older children that attend the facility for after school program. It will not be used by the smaller children.

Chairman Clifton asked if there were any further comments.

There were no further comments.

Conditions:

1. Hours of operation 5am – midnight, Mon – Fri,
2. Playground fence to be 4’ chain link fence, with a 6’ wood privacy fence along Maple Street and connecting to the building.
3. Existing out parcel playground/parking lot to be used by 6-12 year olds and will be accompanied by Staff at all times. This playground only to be used during daylight hours.
4. On-site playground to be directly accessed from the building,
5. Playground to have emergency exit away from the building,

6. applicant must meet all applicable Federal, State, County and City and Fire Marshal’s 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 offenders 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

Chairman Clifton asked for a roll call vote on the application.

Alexander	Absent	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Yes

Special Use# 791 was approved with (7) affirmative and (2) absent votes.

4. Special Use #792. To allow a modular home in a R-2 zone located at 13419 Old River Road

The applicants, Ms. Kathy Reaper and Ms. Holly Persons, were present.

Chairman Clifton asked if the existing home will be moved before the modular home is built.

Ms. Persons answered yes.

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

There were no further comments.

Conditions:

1. Modular home to meet setbacks of the property
2. applicant must meet all applicable Federal, State, County and City requirements,
3. business license to be issued after Planning Staff confirmation of requirements,
4. applicant/owner 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

Chairman Clifton asked for a roll call vote on the application.

Alexander	Absent	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Yes

Special Use #792 was approved with (7) affirmative and (2) absent votes.

5. Rezone #1732 and Special Use #785. To rezone from O-1 to C-1 to allow a therapy clinic associated with a Special Use daycare located at 5800 Alpha Street

The applicants, Mr. & Mrs. Henry and Tracey Rainey, were present.

Chairman Clifton asked if the Commissioners approved a special use for the applicant in the past at a different location.

Mr. Rainey answered yes, they have out grown that location and will use it as their main office.

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

Mr. Foster asked what type of therapy they provided to children.

Mr. Rainey stated that they provide occupational, physical speech therapy.

Chairman Clifton asked has this been approved by the fire department.

Mr. Spencer stated that DHS will require fire marshal approval before facility is allowed to open for business.

Mr. Rainey stated that the fire marshal is in the process of inspection.

Chairman Clifton asked if there were any further comment.

There were no further comments.

Condition:

1. Access to playground(s) to be directly from the building.
2. Provide a 6' wood privacy fence around the playground(s) with an emergency exit away from the building.
3. Hours of operation to be 6 a.m. to midnight.
4. applicant must meet all applicable Federal, State, County and City requirements,
5. business license to be issued after Planning Staff confirmation of requirements,
6. Applicant/owner 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.
7. playground to meet DHS and City of NLR requirements for playground surface and equipment,
8. 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 offenders resides within 2000 feet of the proposed site for the daycare center / home daycare facility.

Chairman Clifton asked for a roll call vote on the application.

Alexander	Absent	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Yes

Rezoning #1732 and Special Use #785 was approved with (7) affirmative and (2) absent votes.

Public Comments/Adjournment:

Mr. Spencer informed all the Commissioners that they will be seeing a lot more applications for schools such as Rezoning #1732 and Special Use #785.

Mr. Jimmy Pritchett informed the Commissioners on an upcoming Planning Commissioner meeting in November.

A motion was made to adjourn and it was second. The motion was passed with (7) affirmative votes. The meeting was adjourned at 5:10 pm.