

**North Little Rock Planning Commission**  
**Regular Meeting**  
**April 14, 2015**

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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:**

Alexander  
Belasco  
Chambers  
Dietz  
Phillips  
White  
Clifton, Chairman

**Absent Members:**

Foster  
Harris

**Staff Present:**

Robert Voyles, Director  
Shawn Spencer, Assistant Director  
Daniel McFadden, City Attorney  
Keisa Stewart, Secretary

**Other Members Present:**

Alderman Beth White  
Mayor Mike Watson, Maumelle

**Approval of Minutes:**

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

**Administrative:**

**Subdivision Administrative:****A. Rep-2433-15 Silver City Courts Addition, Lots 1-2 (Replat and Site Plan Review of multifamily located at NE corner of Schaer and 18<sup>th</sup> Streets)****1. Requirements before the final plat/replat will be signed:**

- a. Pay the drainage fee. Coordinate with City Engineer on value. Improvements show new parking, sidewalks, building footprints, and driveways.
- b. 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. Stormwater and erosion control plans and if necessary, stormwater calculations 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 Environmental Quality (ADEQ) Stormwater Permit.
- d. Provide Arkansas Department of Health approval for water and sewer facilities.

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

- a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all 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.
- b. Owner's Engineer shall submit final plat to City Engineer prior to receiving final Planning Department approval.
- c. Show existing utilities with Legend, fire hydrants, etc. on Site Plan.
- d. Show proposed utilities lines to proposed buildings on Site Plan.
- e. Prior to any excavation/street cuts within the City Street Right-of-Way (ROW), obtain CNLR Excavation and Barricade Permits.
- f. Driveway radii returns built to City Engineer's specifications.
- g. Widths of driveways shall be 10' minimum to 40' maximum.
- h. All driveways are to be concrete within the ROW.
- i. Provide property line corner radius of 20'.

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

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpsters to have masonry screening.
- c. Provide 15' building setback along Allen and Schaer Streets.
- d. No fence is to be within a front building line.
- e. All exterior lighting shall be shielded and not encroach onto neighboring properties.

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

- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
- b. Repair curbs, gutters and sidewalks to City Engineers specifications.

**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.
- e. Parking lot shade trees must be at the furthest 10' from edge of paving.

- f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
- 7. 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.
- 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.
  - c. Apartments will be required to be sprinklered with adequate hydrant placement (100ft within Fire Department Connections).
  - d. Safety measures according to the AR Fire Code Volume II Section 3303 should be adhered to during demolition and construction.
- 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. Sewer is available to the site.
  - b. A complete set of drawings for development must be submitted to NLR Wastewater.
  - c. Approval of plans by AR Dept. of Health Engineering Division is required.
- 11. Meet the requirements of Central Arkansas Transit Authority (CATA), including:**
  - a. The area is currently served by CATA at 18<sup>th</sup> and Pike.
  - b. CATA has route improvement plans involving this area.
  - c. Emphasis on pedestrian connections for residents and persons with disabilities is important for transit oriented development in this key area.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Alderman Beth White stated that the surrounding neighbors would like to be aware of any activities concerning this property. 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-2434-15 Springhill Plaza Addition, Lots 1RA and 1RB (Replat of a hotel and restraint into 2 lots at SE corner of McCain and Springhill Plaza)**

- 1. Requirements before the final plat/replat will be signed:**
  - a. Move shared center property line to middle of access easement, allowing for more parking spots on Lot 1RB.
  - b. Clean up access easements based on new location of shared center property line.
  - c. Provide staff a landscaping plan for both lots. Confirm that all required landscaping has been planted. Any missing landscaping to be planted before plat will be signed or provide a bond.
- 2. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Dumpsters to have masonry screening.

- c. No fence is to be within a front building line.
  - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
  - e. Provide 10' utility easements around property perimeters.
- 3. Meet the requirements of the Master Street Plan.**
  - 4. Meet the requirements of the Screening and Landscaping ordinance, including:**
    - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
  - 5. 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.
  - 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. Water is available to the site.
  - 8. Meet the requirements of NLR Wastewater, including:**
    - a. Sewer is available to the site.
  - 9. Meet the requirements of Central Arkansas Transit Authority (CATA), including:**
    - a. The area is currently served by McCain and Richards Roads..
    - b. CATA has route improvement plans involving this area.
    - c. Emphasis on pedestrian connections for residents and persons with disabilities is important for transit and access to jobs in this area.

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-2435-15 Collins Industrial Park, Lot 18A (Site Plan Review of a retail center located at the SE corner of Collins Industrial Road and Crystal Hill Road)**

- 1. Requirements before the final plat/replat will be signed:**
  - a. Pay the drainage fee of \$5000/acre or demonstrate to City Engineer that on-site detention is not required (Based on the new building footprint, new parking areas, etc...).
  - b. 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. Stormwater plans.
  - b. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
  - c. Provide Arkansas Department of Health approval for water and sewer facilities if necessary.
- 3. Meet the requirements of the City Engineer, including:**
  - a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all 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.
  - b. Owner's Engineer shall submit final plat to City Engineer prior to receiving final Planning Department approval.

- c. Prior to any excavation/street cuts within the City Street Right-of-Way (ROW), obtain CNLR Excavation and Barricade Permits.
  - d. Show utility service lines to proposed building on Site Plan.
  - e. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
  - f. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
  - g. Widths of driveways shall be 10' minimum to 40' maximum.
  - h. All driveways are to be concrete within the ROW.
- 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 shall be shielded and not encroach onto neighboring properties.
- 5. Meet the requirements of the Master Street Plan, including:**
- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
- 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.
  - e. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
  - b. Freestanding sign limited to 18' in height.
  - c. No electronic changeable copy sign permitted.
- 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.
- 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. Sewer is available to the site.
  - b. A complete set of drawings for development must be submitted to NLR Wastewater.
  - c. Approval of plans by AR Dept. of Health Engineering Division is required.
- 11. Meet the requirements of Central Arkansas Transit Authority (CATA), including:**
- a. The area is currently served by Maumelle Blvd and Crystal Hill Road
  - b. CATA has route improvement plans involving this area.
  - c. Emphasis on pedestrian connections for residents and persons with disabilities is important for transit and access to jobs in this area.

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-2436-15 WNLR Commercial Addition, Lot 9 (Preliminary Plat review and Hillside cut review located at NW corner of Paul Eells and Maumelle Blvd)**

- 1. Requirements before the final plat/replat will be signed:**
  - a. Final replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Provide letter from City Engineer that all requirements of the hillside cut have been met.
  - c. Provide a 200' undisturbed buffer along the northern edge of lot 9.
- 2. Permit requirements/approvals before a building permit will be issued:**
  - a. Site Plan Review required for all development.
  - b. Provide CNLR Stormwater Permit. Stormwater plans are to be approved by City Engineer and a written approval provided to Planning Department.
  - c. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
- 3. Meet the requirements of the City Engineer, including:**
  - a. Provide temporary fence along the 200' undisturbed buffer during hillside cut.
  - b. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.
  - c. Owner's Engineer shall submit final plat to City Engineer prior to receiving final Planning Department approval.
  - d. Prior to any excavation/street cuts within the City Street Right-of-Way (ROW), obtain CNLR Excavation and Barricade Permits.
  - e. Provide 10' utility easements around perimeter.
- 4. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
- 5. Meet the requirements of the Master Street Plan, including:**
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. Meet the following requirements concerning signage:**
- 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.
- 9. Meet the requirements of CAW, including:**
- 10. Meet the requirements of NLR Wastewater, including:**
- 11. Meet the requirements of Central Arkansas Transit Authority (CATA), including:**
  - a. The area is currently served by Maumelle Blvd and Paul Eells Road
  - b. CATA has route improvement plans involving this area.
  - c. Emphasis on pedestrian connections for residents and persons with disabilities is important for transit and access to jobs in this area.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Maumelle Mayor Mike Watson stated that he's not opposed to this development but would like the NLR administration and engineering department to monitor this development due to drainage issues off the hill side in the past. Mr. Robert M. asked if the Planning Commission can assure that there will not be any foundation damage to the homes on the south side of the hill. Mr. Voyles stated that staff will address to the City Engineer. Alderman

Steve Mosley, Ward 1 Maumelle, He expressed his concerns about dump truck traffic. Ms. Eason expressed her concerns about water damage and current issues with water damage to her back yard. Mr. Voyles stated that the City Engineer has worked with Ms. Eason’s neighborhood in the past but he didn’t know all the details. Mr. White stated that he cannot support this development until the issue has been resolved with Ms. Eason. Mr. Mark Redder stated that this area has always had a problem before his firm was brought into this project. He stated that a diversion system was put in to slow down the water, and as far as they knew it worked. Mr. Voyles stated that this development meets the requirements of the Hillside Cut ordinance. There was further discussion on the drainage issues and how this request will lessen some of the runoff issues.

There were no additional comments from Commissioners or the audience. The motion to approve was passed with (7) affirmative and (2) absent votes.

**Public Hearings:**

1. Special Use #778. To allow a mobile home in an R-2 zone located at 14024 Faulkner Lake Road.

The applicant, Mr. & Mrs. Pruitt, were present. Mrs. Pruitt stated that they were here before about having a trailer on Dortch Loop. They want to move the trailer around the corner from their previous request

Chairman Clifton asked if the health department sent them a letter.

Mrs. Pruitt stated that they never received a letter from them. Mr. Pruitt asked if they could use the trailer as storage at the current location.

Mr. Spencer stated that the two letters that was presented to the Commissioner’s is concerning Dortch Loop and not this application. He also stated that they would have to re-submit to get a special use to use the trailer as storage.

Chairman Clifton asked if anyone in the audience or Commissioners have any further comments.

There were no further comments.

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

<b>Alexander</b>	<b>No</b>	<b>Harris</b>	<b>Absent</b>
<b>Belasco</b>	<b>No</b>	<b>Phillips</b>	<b>No</b>
<b>Chambers</b>	<b>No</b>	<b>White</b>	<b>No</b>
<b>Dietz</b>	<b>No</b>	<b>Clifton</b>	<b>Yes</b>
<b>Foster</b>	<b>Absent</b>		

Special Use #778 received a negative recommendation with (1) positive, (6) opposed and (2) absent votes.

2. Special Use #780. To allow car repair in a C-6 zone located at 1001 Ferry Street.

The applicant, Brooks McRae, was present.

Mr. Chambers expressed his concern about cars parked on the street.

Chairman Clifton asked if anyone in the audience would like to make any comments.

Mr. Fulmer, who owns land in the area, is opposed to this application.

Mr. Chambers explained that this is a special use and if the owner decides to sell the property, anyone else would have to reapply for the special use.

Mr. White made a motion to amend the conditions to no overnight parking and no more than 3 cars outside the building.

A motion was made and seconded to add no overnight parking and no more than 3 cars outside the building.

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

<b>Alexander</b>	<b>Yes</b>	<b>Harris</b>	<b>Absent</b>
<b>Belasco</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Dietz</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>
<b>Foster</b>	<b>Absent</b>		

The amendment passed with (7) affirmative and (2) absent votes.

Conditions:

1. applicant must meet all applicable Federal, State, County and City requirements,
2. business license to be issued after Planning Staff confirmation of requirements, and
3. 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
4. no overnight parking
5. no more than 3 cars parked outside the building.

Chairman Clifton asked for a roll call vote and the application as amended.

<b>Alexander</b>	<b>Yes</b>	<b>Harris</b>	<b>Absent</b>
<b>Belasco</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Dietz</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>
<b>Foster</b>	<b>Absent</b>		

Special Use #780 was approved with (7) affirmative and (2) absent votes.



- 3. Special Use #781. To allow a beauty school in an I-2 zone located at 10401 Maumelle Blvd

The applicant, Amos Enderlin, was present.

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

There was no further comment.

Conditions:

- 1. Applicant must meet all applicable Federal, State, County and City requirements, including adding appropriate paved parking to support the expected number of students and all to be on private property and front landscaping.
- 2. A business license is to be issued when staff confirms that all requirements have been met.
- 3. The 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.

<b>Alexander</b>	<b>Yes</b>	<b>Harris</b>	<b>Absent</b>
<b>Belasco</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Dietz</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>
<b>Foster</b>	<b>Absent</b>		

Special Use #781 was approved with (7) affirmative and (2) absent votes.

**Public Comments/Adjournment:**

A motion was made to adjourn and it was seconded. The motion passed with (7) affirmative votes and the meeting was adjourned at 5:45 pm.