

**North Little Rock Planning Commission
Regular Meeting
July 12, 2016**

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
Phillips
White
Clifton, Chairman

Members Absent:

Dietz
Foster
Harris

Staff Present:

Shawn Spencer, Director
Tim Reavis, City Planner
Marie Miller, City Attorney
Keisa Stewart, Secretary

Others Present:

Mayor Joe Smith
Mr. Terry Hartwick
Mr. Robert Voyles

Approval of Minutes:

Motion was made and seconded to excuse Mr. Dietz, Mr. Harris and Mr. Foster from today's meeting. The motion was approved with (5) affirmative votes.

Motion was made and seconded to approve the June meeting minutes as submitted. The minutes were approved with (5) affirmative votes.

Administrative:

Subdivision Administrative:**A. SD2016-22 Maverick Addition, Tract 1A-R (Site Plan Review of shop building with offices located at 13200 Valentine Road.)**

- 1. Permit requirements/approvals before a building permit will be issued:**
 - a. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
 - b. Provide CNLR Floodplain Development Permit.
 - c. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
 - d. Provide Arkansas Department of Health approval for water and sewer facilities.
- 2. Meet the requirements of the City Engineer, including:**
 - a. Show and label boundary of detention pond on plans.
 - b. Provide detention calculations showing pre and post site runoff, demonstrating that proposed detention volume is sufficient.
 - c. 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.
- 3. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. 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 landscaping as shown on approved drawing.
- 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. Bldg. will need a sprinkler system. Per Vol II Sect. 903.2.9.1 Section 406.8 in Volume II addresses Repair Garages.
- 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. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 9. Meet the requirements of NLR Wastewater, including:**
 - a. An application/questionnaire is required to be submitted to NLRW to determine if Industrial User status is required.
 - b. Provide a statement for the use and flow contribution for the proposed development. Prior to permitting approval, the Owner shall provide NLRW a statement of fact

indicating the existing pump model numbers, pump curve data, wet well volume and field testing data for the flow and pressure for the existing pump station.

- c. Note all sewer facilities are considered "Private" and NLRW specifications apply.
- d. Please show proposed service line size and material for the proposed building.
- e. A Hill Lake Connection fee will likely apply before a permit is issued. Please contact NLRW (501-945-7186) for confirmation.
- f. Prior to construction, floor plans, plumbing plans, and any other applicable plans shall be reviewed and approved in writing by the North Little Rock Wastewater Engineering Department.

10. Meet the requirements of Rock Region Metro (CATA), including:

- a. RRM does not currently serve 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 (5) affirmative and (4) absent votes.

B. SD2016-25 Northwood Creek Addition, Lot 2R (Replat and Site Plan Review of a building addition and parking lot located at 9300 Counts Massie Road.)

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

- a. Pay the drainage in-lieu fee of \$5000/acre (\$2500) for commercial/industrial development instead of providing on-site detention.
- b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, trees) or a performance bond.

2. Planning 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.
- b. Provide 40' ROW dedication.

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

- a. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- b. Provide CNLR Floodplain Development Permit.
- c. Provide CNLR driveway/curb cut permit.
- d. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
- e. Provide Arkansas Department of Health approval for water and sewer facilities.
- f. Prior to any excavation/street cuts within street ROW, obtain CNLR Excavation and Barricade Plan Application/Permit.
- g. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.

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

- a. Show and label boundary of detention pond on plans.
- b. Provide detention calculations showing pre and post site runoff, demonstrating that proposed detention volume is sufficient.
- c. 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.

- d. Label first floor elevation of proposed buildings. (Minimum 1' above Base Flood Elevation(BFE))
- e. Label driveway radii (Minimum 25' radii) and driveway widths.
- 5. 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.
- 6. Meet the requirements of the Master Street Plan, including:**
 - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
 - b. Provide ½ street improvements.
 - c. Provide ROW dedication.
 - d. Allow new entrance on Northwood Creek Drive.
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. Provide a landscape plan showing existing and proposed landscaping.
 - b. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - c. Provide automated underground irrigation to all required trees and shrubs.
 - d. Provide street trees 40' on center.
 - e. Provide parking lot shade trees.
 - f. Parking lot shade trees must be at the furthest 10' from edge of paving.
 - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - h. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 8. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
- 9. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Meet Fire Marshal's requirements on fire separation and/or sprinkler requirements.
 - d. Fire hydrants to be within 400 feet of all areas of building.
- 10. 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. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 11. Meet the requirements of NLR Wastewater, including:**
 - a. Label the source or document number for the Easements shown on the proposed Preliminary Plat for the existing sewer facilities.
 - b. Provide a statement for the use and flow contribution for the proposed development. Does proposed building addition have any plumbing?
 - c. Show the location of each manhole with manhole #, rim elevation, FL in/out elevations, size of pipe, type of material, etc. to indicate the field verification of existing facilities.
 - d. Possible White Oak Basin Fee may apply. Contact NLRW (501-945-7186) for confirmation.

12. Meet the requirements of Rock Region Metro (CATA), including:

- a. RRM serves this corridor on Express route 26 Maumelle. We request the site plan include a pedestrian connection from Counts Massie to the building entrance for access to the facilities by pedestrians and transit riders.

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 (5) affirmative and (4) absent votes.

C. SD2016-26 Iron Mountain Addition, Lot 6R, Block 27 (Replat of 4 commercial lots into 1 lot located at 601 E 13th Street.)**1. Engineering requirements before the replat will be signed:**

- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development or \$500/acre for residential development instead of providing on-site detention.
- b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, trees, street signs, street lights) or a performance bond. Street improvements must be approved by City Engineer and accepted by City Council.
- c. Provide 25' property line corner radius.

2. Planning 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.
- b. Provide correct zoning within and around plat.
- c. Show 40' front setbacks on Locust and 13th.
- d. Show 20' rear setback on northern side of property.
- e. Show 15' side setback on eastern side of property.
- f. Allow encroachment of existing building into setback area. Future development must meet setbacks.
- g. Provide a 10' utility easement around perimeter.

3. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Site Plan Review required for any future development.
- c. No fence is to be within a front building line.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

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

- a. Provide 5' sidewalks and ramps at future development.

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 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.

8. Meet the requirements of CAW, including:

- a. Water is available to the site.

9. Meet the requirements of NLR Wastewater, including:

- a. Sewer is available to the site.

10. Meet the requirements of Rock Region Metro (CATA), including:

- a. As a property along a transit route; we request that the new site design include improve pedestrian amenities.

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 (5) affirmative and (4) absent votes.

D. SD2016-29 McCain East Business Park, Lot 1 (Site Plan Review of a surgery center located at 4331 E 43rd Street)

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

- a. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- b. Provide CNLR driveway/curb cut permit to City Engineer.
- c. Provide CNLR Floodplain Development Permit.
- d. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit (Small sites between 1 and 5 acres).
- e. Provide Arkansas Department of Health approval for water and sewer facilities.
- f. Prior to any excavation/street cuts within street ROW, obtain CNLR Excavation and Barricade Plan Application/Permit.
- g. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.

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

- a. Provide detention calculations showing pre and post site runoff, demonstrating that proposed detention volume is sufficient.
- 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. Submit Conditional Letter of Map Revision Based on Fill (CLOMR-F) to FEMA and provide FEMA certification for CLOMR-F to City Engineer.
- d. Driveway radii returns built to City Engineer's specifications.

3. 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.

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 or signed waiver.

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 40' on center.
- d. Provide parking lot shade trees.
- 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.

- g. 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. Provide sign location on site plan.
 - c. All parts of the sign shall be a minimum of 5' from a property line.
 - d. 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. Fire hydrants to be within 400 feet of all areas of building.
- 8. Meet the requirements of CAW, including:**
- a. All CAW requirements in effect at the time of request for water service must be met.
 - b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 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.
- 10. Meet the requirements of Rock Region Metro (CATA), including:**
- a. METRO serves this location along Route 10, McCain Mall. Route 10 is one the top three ridership routes in the system, thus we expect transit riders to access this facility 3 blocks off the transit route; particularly for access to jobs.
 - b. Additionally, this location falls within the METRO Links paratransit service area and will be served by METRO. Please consider our passengers will be required access to the canopy drop-off 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 (6) affirmative and (3) absent votes.

Public Hearings:

1. Rezone 2016-6: To rezone land located at 1301 Main Street from O-1 to C-3 to allow for commercial development.

The applicant, Mr. Terry Burruss, was present.

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

Mr. White asked what type of tenants will be at this location.

Mr. Burruss explained office use or maybe a culinary type of program.

Mr. Chambers asked staff about the large area in blue on the land use map.

Mr. Spencer stated at the point in time staff is only recommending to change the property that was used by the school. A land use plan study will be needed to expand any changes and will need to inform the other property owners.

Chairman Clifton asked if there were any further comments.

There were no further comments.

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

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

Rezone 2016-6 was approved with (6) affirmative and (3) absent votes.

2. Public Hearing 2016-14: To review and receive comments on an environmental assessment for the Big Rock Quarry located at the end of River Road.

Mr. Robert Voyles explained the environmental assessment and the impact on the community. He addressed the concerns of the area and the increase traffic on River road. He stated that there may be an additional 300 cars per day but it depends on the success of this feature. They are not asking for a yes or no vote, this is just to take public comments on the process.

Chairman Clifton asked if anyone would like to speak on this public hearing.

Mayor Smith stated that he has been looking at all options to the Burns Park area to allow the citizens of North Little Rock and Central Arkansas to have the opportunity to enjoy our park system. These particular developers have been successful in Mountain View and he is hoping that they can duplicate their effort here and give the people of Central Arkansas a chance to enjoy their proposal.

Mr. Chambers asked what damage would there be to Quarry. He expressed his concerns about the hiking trails, will the public be allowed to hike the area or will it be fenced off or restricted.

Mr. Voyles stated there will be no fenced off areas. They would use the existing graveled areas for parking. They will bring in mobile structure and will use bottle water so there are no heavy utilities.

Mr. Terry Hartwick explained that the hiking trails will stay in place. This ropes course is a way to getting people active and a good attraction for Burns Park.

Mrs. Bernadette Rhodes stated that this feature will draw attention to this area and improve the health of our community by attracting people to its usage. She expressed concern about the safety of the bicyclist knowing that there will be the increase of traffic.

Chairman Clifton accepted and closed this public hearing.

Public Comments/Adjournment:

A motion was made to adjourn and it was seconded. The motion passed with (6) affirmative votes and the meeting was adjourned at 5:05pm.

Respectfully Submitted:

Keisa Stewart, Secretary



Shawn Spencer, Director