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:**

Alexander  
Banks  
Belasco  
Chambers  
Clifton, Chairman  
Dietz  
Foster  
Phillips

**Absent Members:**

White

**Staff Present:**

Shawn Spencer, Director  
Tim Reavis, City Planner  
Marie Miller, Deputy City Attorney  
Keisa Stewart, Secretary  
John Pflasterer, Fire Marshal

**Others present:**

**Approval of Minutes:**

Motion was made and seconded to approve the March meeting minutes as submitted. The minutes were approved with (8) affirmative votes.

Motion was made and seconded to excuse Mr. White from today’s meeting. The motion was approved with (8) affirmative votes.

**Administrative:**
Subdivision Administrative:

A. SD2017-14  Giles Subdivision, Tract 1R, Block 5 (Replat & Site Plan Review of a commercial lot located at 1112 W. 9th St.)

1. Engineering requirements before the final plat/replat will be signed:
   a. Pay the drainage in-lieu fee of $5000/acre for commercial development instead of providing on-site detention.
   b. Provide 25’ property line corner radius.

2. Planning requirements before the final plat/replat will be signed:
   a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.

3. Permit requirements/approvals submitted before a building permit will be issued:
   a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
   b. Provide CNLR driveway/curb cut permit to City Engineer.
   c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
   d. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

4. Meet the requirements of the City Engineer, including:
   a. Driveways shall have 25’ minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
   b. Driveways shall not be closer than 40’ to adjoining streets or 10’ from adjoining property lines. Adjust proposed driveway.
   c. Widths of driveways shall be 10’ minimum to 40’ maximum.
   d. Meet City Engineers requirements on driveway radii.

5. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Dumpster location to be on Parker side of building
   c. Dumpster enclosure to be masonry.
   d. Dumpster enclosure to be heavily landscaped (show on dwg).
   e. Remove driveway along 9th Street.
   f. Replace/repair sidewalks and curb to City Engineers specifications.
   g. All exterior lighting shall be shielded and not encroach onto neighboring properties.

6. Meet the requirements of the Master Street Plan, including:
   a. Provide 5’ sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards.

7. Meet the requirements of the Screening and Landscaping ordinance, including:
   a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
   b. Provide automated underground irrigation to all required trees and shrubs.
   c. Provide (7) street trees 40’ on center.
   d. Provide (1) parking lot shade trees.
   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 full screen buffer between dissimilar uses or zoning.
      i. 8’ wood privacy fence along South property line from SE corner to within 15’ of SE corner of property
      ii. Trees planted every 20’
8. **Meet the following requirements concerning signage:**
   a. All signs require a permit and separate review.
   b. Provide sign location on site plan.
   c. No pole sign permitted. No electronic changeable copy sign permitted.

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. Fire hydrants to be within 400 feet of all areas of building.

10. **Meet the requirements of CAW, including:**
    a. All CAW requirements in effect at the time of request for water service must be met.
    b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
    c. 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.

11. **Meet the requirements of NLR Wastewater, including:**
    a. Indicate flowline of MHS.
    b. Show sanitary sewer main on drawing.
    c. A complete set of drawings for development must be submitted to NLR Wastewater.
    d. Approval of plans by AR Dept. of Health Engineering Division is required.

12. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. Location is served by METRO by route 13 Pulaski Tech.
    b. Repair existing sidewalks for access to the transit route

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 (8) affirmative and (1) absent votes.

B. **SD2017-15 Spanish Land Grant Commercial District, Tract 1R (Replat and Site Plan Review of a commercial lot located at 10000 Hwy 165)**

1. Special Use for living quarters to be approved by City Council before a building permit is applied for.

2. **Engineering requirements before the final plat/replat will be signed:**
   a. Pay the drainage in-lieu fee of $5000/acre for commercial/industrial development instead of providing on-site detention.

3. **Planning requirements before the final plat/replat will be signed:**
   a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Provide cross access easement on plat with abutting property and across the front.
   c. Show 30’ building setbacks on sides, 15’ on rear, and 40’ on front.

4. **Permit requirements/approvals submitted before a building permit will be issued:**
   a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
   b. Provide copy of approved AHTD permit working within ROW to City Engineer. AHTD ROW is 100 foot.
   c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
d. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

e. Prior to construction, Owner’s Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the “SW Attribute Data Entry Template.xlsx” as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the “SW Attribute Data Entry Template.xlsx” or GIS attribute table. Data for each attribute column in the “SW Attribute Data Entry Template.xlsx” file shall be chosen from the drop-down options of each cell, or chosen as “Other” (if not listed) and described in the comments field. At the completion of the project, As-Built of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

5. 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 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.

6. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Dumpster to be located a minimum of 5’ from side property line.
   c. Dumpster to have masonry screening.
   d. No fence is to be within a front building line.
   e. All exterior lighting shall be shielded and not encroach onto neighboring properties.

7. Meet the requirements of the Master Street Plan, including:
   a. Meet the requirements of Hwy 165 Access Management Plan.

8. 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 (4) street trees 40’ on center.
   d. Provide (2) parking lot shade trees.
   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 buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

9. Meet the following requirements concerning signage:
   a. All signs require a permit and separate review.

10. Meet the requirements of the Fire Marshal, including:
    a. Provide an approved fire protection plan.
    b. Provide a 2-hour fire separation between the living area and the business area.
    c. Gate to be approved by Fire Marshal.
    d. Meet Fire Marshal’s requirements on fire hydrant location.
    e. Fire hydrants to be within 400 feet of all areas of building.

11. Meet the requirements of CAW, including:
    a. Water is available to the site. A capital investment charge is applicable.
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.

12. Meet the requirements of NLR Wastewater, including:
   a. Show 10' sewer main crossing the north portion of property including Rim and FL
      elevations.
   b. Wilcox Connection fee applies.
   c. A complete set of drawings for development must be submitted to NLR Wastewater.
   d. Approval of plans by AR Dept. of Health Engineering Division is required.

13. Meet the requirements of Rock Region Metro (CATA), including:
   a. Location is not currently served by Metro.

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 (8) affirmative and (1) absent votes.

C. SD2017-16  Rhoades Addition, Lots 1 & 2 (Preliminary plat of a church and
residence located at 308 Eureka Gardens Rd)

1. Planning requirements before the final plat will be signed:
   a. Final plat will be submitted to NLR Planning Department in CAD compatible DXF
      and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Allow 2’ encroachment of residence of the front building line on Lot 2.
   c. Allow 2’ encroachment of church of the front building line on Lot 1.
   d. Provide 25’ property line corner radii.
   e. Allow a waiver of 5’ sidewalks and ramps until further development of the property.
   f. Provide ROW dedication.

2. Meet the requirements of the City Engineer.

3. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. All exterior lighting shall be shielded and not encroach onto neighboring properties.

4. Meet the requirements of the Master Street Plan, including:
   a. Provide ROW dedication.

5. Meet the requirements of the Screening and Landscaping ordinance.

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. 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. 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.

9. **Meet the requirements of NLR Wastewater, including:**
   a. Verify sewer main parallel to Bethany is located within the proposed ROW. If not, provide exclusive sanitary sewer easement.
   b. Sewer is available to the site.
   c. A complete set of drawings for development must be submitted to NLR Wastewater.
   d. Approval of plans by AR Dept. of Health Engineering Division is required.

10. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. Location is served by Metro, by route 18 - McAlmont

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 (8) affirmative and (1) absent votes.

D. **SD2017-17  Teppco 2nd Addition, Lot 1 (Preliminary Plat of an industrial lot located at 2500 Central Airport Rd.)**

1. **Planning requirements before the final plat/replat will be signed:**
   a. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Provide centerline and ROW width of Central Airport Road.
   c. Show 30’ building setback on all sides.
   d. Provide 10’ utility easements around property perimeter.
   e. Property is zoned I-3.

2. **Meet the requirements of the City Engineer.**

3. **Meet the requirements of Community Planning, including:**
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Site Plan Review required for any future development.

4. **Meet the requirements of the Master Street Plan, including:**
   a. Sidewalks not required in industrial subdivision.

5. **Meet the requirements of the Screening and Landscaping ordinance.**

6. **Meet the following requirements concerning signage:**
   a. All signs require a permit and separate review.

7. **Meet the requirements of the Fire Marshal.**

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. Proposed water facilities will be sized to provide adequate pressure and fire protection.

9. **Meet the requirements of NLR Wastewater.**

10. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. Location is not currently served by Metro.
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 (8) affirmative and (1) absent votes.

E. NS-2015-2 Faulkner Crossing, Phases 8-10 (one time, one-year extension)

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 (8) affirmative and (1) absent votes.

Public Hearings:

1. Special Use #2017-7: To allow residential and commercial uses in the same building in an I-2 zone located at 10000 Hwy 165.

The applicant, Mr. Mike Marlar, was present.

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

Mr. Chambers asked staff if this special use is for the current owner. He stated that if the owner should move, the next owner would have to reapply for a special use.

Mr. Spencer answered yes, it is correct.

Chairman Clifton asked if there were any further comments.

There were no further comments.

Conditions:
1. Meet the requirements of the site plan review process.
2. Business license to be issued after Planning Staff confirmation of requirements.
3. 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.

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

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Special Use#2017-7 was approved with (8) affirmative and (1) absent votes.

Public Comments/Adjournment:

A motion was made to adjourn and it was seconded. The motion passed with (8) affirmative votes and the meeting was adjourned at 4:07 pm.
Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director