Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:20 PM in the Council Chambers, City Hall.

Members Present:

Belasco
Chambers
Clifton, Chairman
Dietz
Foster
Phillips
White

Absent Members:

Alexander
Banks

Staff Present:

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

Approval of Minutes:

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

Motion was made and seconded to excuse Ms. Alexander and Mr. Banks from today’s meeting. The motion was approved with (7) affirmative votes.

Administrative:
Subdivision Administrative:

A. SD2017-29 Ritter Subdivision, Lot 1R (Replat & Site Plan Review of a cell tower located at 12,200 Barton Rd.)

1. Engineering requirements before the replat will be signed:
   a. Drainage in-lieu fee previously paid with first site plan review.
   b. Sidewalk previously waived.

2. Planning requirements before the replat will be signed:
   a. Replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
   b. Provide 30-foot front setback, 20-foot side setbacks, 10-foot rear setback.

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. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
   d. Provide a 3 year watering agreement from a landscape or other company.

4. 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.
   b. Driveways shall have 25’ minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
   c. Widths of driveways shall be 10’ minimum to 40’ maximum.

5. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Allow existing fence.
   c. Allow 45-foot tower.
   d. Remove improvements in ROW. Only improvements should be street trees, concrete apron and driveway. Ground cover in ROW to be grass, other than the apron and driveway.
   e. Build concrete apron as shown.
   f. All exterior lighting shall be shielded and not encroach onto neighboring properties.

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

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 a 3 year watering agreement from a landscape or other company.
   c. Provide (2) drought resistant street trees along Barton on outside of fence to be watered for three years.
   d. Provide 3 drought resistant trees per side as landscaping, trees to be placed on interior of lot to be watered for three years.
   e. 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.

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:**

12. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. Location not 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 (7) affirmative and (2) absent votes.

B. **SD2017-30 Royal Business Park, Lots 1-15 (Preliminary Plat of an industrial subdivision located a SE corner of Hwy 70 and I-440)**

1. **Annexation process must be started before City will sign plat. If not, provide signature line for Pulaski County Planning and Pulaski County Planning must sign plat before City signs plat.**

2. **Engineering requirements before the final plat/replat will be signed:**
   a. Drainage in-lieu fee or on-site detention to be determined at site plan review.
   b. Provide full street improvements (street, drainage, curb and gutter, street lights) or a performance bond. Street design to be approved by City Engineer. Reminder that street improvements must be approved by City Engineer and accepted by City Council.
   c. No sidewalks required in industrial subdivision.
   d. Provide 70’ ROW on all streets.

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. Set the 2 required subdivision boundary corner monuments with blank brass caps.
   c. Obtain and submit a standard control data form for each required subdivision boundary corner tied to a NLR geodetic control monument by closed traverse.
   d. Pay for street signs.
   e. Street names to be approved by Planning Staff.
   f. Provide note on plat that lots are to have no access to Hwy 70, except lot 1.
   g. Show setbacks on all sides of each lot. Show 70 foot building setback along Hwy 70 and Hwy 440 and 30’ setbacks on all other sides.
   h. Provide 10’ utility easements around each lot perimeter.

4. **Permit requirements/approvals submitted before a building permit will be issued:**
   a. Prior to construction, Owner’s Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department.
b. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.

c. Provide a copy of AHTD approval to connect to Hwy. 70.

d. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.

e. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

f. 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 Attributed 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. Pavement design shall be submitted to the City Engineer for approval.
   b. Provide Auto Turn turning movements for cul-de-sacs using appropriate design vehicle to City Engineer.
   c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
   d. 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.
   e. If applicable, cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
   f. Label lane widths and radii on Royal Rd.
   g. Stormwater detention may be in lieu of fee or by on site detention on a lot by lot basis. It is the property owner’s decision.

6. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Site Plan Review required on all lots.
   c. Street trees to be required at Site Plan Review.

7. Meet the requirements of the Master Street Plan, including:
   a. Sidewalks not required in an industrial subdivision.
   b. Provide full street improvements.
   c. Provide ROW dedication.

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 buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

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.
d. Meet Fire Marshal’s requirements on cul de sac design.

10. Meet the requirements of CAW, including:
   a. Water service is not available to the site without an extension of facilities.
   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. Provide construction drawings with gravity sewer and public pump station.
   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.

12. Meet the requirements of Rock Region Metro (CATA), including:
   a. Location not 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 (7) affirmative and (2) absent votes.

C. SD2017-31 WNLR Commercial Addition, Lot 1 (Site Plan Review of a restaurant
   located at 12,201 Maumelle Blvd.)

1. 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.
   b. Provide ½ street improvements as shown (street, drainage, curb and gutter, sidewalk,
      cross walks) or a performance bond. Street improvements must be approved by City
      Engineer and accepted by City Council.

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.
   b. Provide cross access easement on plat with abutting property.
   c. Provide minimum 10’ utility easements around property perimeter.

3. Permit requirements/approvals submitted before a building permit will be issued:
   a. Work with City Engineer on restriping road near entrance.
   b. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt
      fence, storm inlet protection, and drainage details.
   c. Provide CNLR driveway/curb cut permit 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.
   f. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary
      plat, construction plans and specifications (PDF format) to City Engineer.
g. If applicable, 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 Attributed 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-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

4. 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. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
   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. Driveways shall have 25’ minimum radii and be labeled on plans and built according to CNLR standard details (available at NLR Engineering Department).

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. 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 as shown.

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 12 street trees 40” on center.
   d. Provide 6 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 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.

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. 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. Grease interceptor with sampling manhole required.
   b. White Oak connection fee applies to property
   c. All sanitary sewer mains installed outside of ROW shall have an exclusive sanitary sewer easement.
   d. Any PVC sanitary sewer service lines shall be SDR-26 in a 6” envelope of class 1 backfill material.
   e. A complete set of drawings for development must be submitted to NLR Wastewater.
   f. 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 26 Maumelle Express.

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. SD2017-32 Scott Addition, Lot A (Site Plan Review of a storage building located at 8,007 Counts Massie Rd.)

1. Permit requirements/approvals submitted before a building permit will be issued:
   a. Relocate the signs located on the front property line and obtain permits. Show new locations on site plan that meet the sign code. (5 foot from property line)
   b. Provide a 3 year watering agreement from a landscape or other company.
   c. Provide 6 street trees on center, as required on previous Site Plan Reviews or a performance bond. Trees are to be 2 to 2.5-inch caliper at waist high.
   d. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
   e. Provide CNLR driveway/curb cut permit to City Engineer.
   f. If applicable, provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
   g. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

2. Meet the requirements of the City Engineer, including:
   a. Pay the drainage in lieu fee of $5000/acre for any increase of rooftop and/or paving, or provide calculations to the city engineer showing no significant increase
   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.

3. **Meet the requirements of Community Planning, including:**
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Meet the Commercial Plans Reviewers requirements on sidewalk access to building and handicapped parking (may not be required)
   c. Show concrete apron for any garage doors.
   d. 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 a 3 year watering agreement from a landscape or other company.
   c. Where required, provide drought resistant trees and shrubs to be watered for three years.
   d. Provide 4 drought resistant parking lot shade trees to be watered for three years as shown.
   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.

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.
   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. 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. Location is served by Metro by route 26 Maumelle Express.

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.

**E. SD2017-33 Geo W. Heilman’s Subdivision, Lot 5B (Site Plan Review of an industrial storage building located at 4135 Crystal Hill Rd.)**

1. **Permit requirements/approvals submitted before a building permit will be issued:**
   a. Provide the 15 street trees and shade trees (add 3 shade trees) that were previously required for the first phase. Trees are to be 2-2.5” caliper at 3 feet from the ground. Trees are to be located in front of the building.
b. Provide the continuous row of shrubs that were previously required for the first phase. Shrubs are to be planted at a size and distance to create a 3-foot-tall continuous row of shrubs after 2 years of growth.

c. Provide automated underground irrigation to all required trees and shrubs for the first phase.

d. Provide on-site storm water detention as well as clear calculations to City Engineer showing that detention volume is sufficient.

e. Owner’s Engineer shall submit stormwater design report and stormwater plans for review and approval by the City Engineer.

f. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.

g. Provide copy of AHTD driveway permit to City Engineer.

h. Provide CNLR Floodplain Development Permit to City Engineer.

i. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.

j. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR NLR Planning Department.

k. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

l. If applicable, 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 Attributed 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-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

2. 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.

   b. Since portions of the proposed subdivision/development are located in a FEMA designated floodplain, the first floors of any building or house are to be a minimum of 1' above the 100-Year Base Flood Elevation (BFE).

   c. Since portions of the proposed subdivision/development are located in a FEMA designated floodplain, submit Letter of Map Revision Based on Fill (LOMR-F) at end of project and provide of copy of FEMA approval to City Engineer.

   d. Driveways shall have 25° minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
e. Widths of driveways shall be 10' minimum to 40' maximum.
f. Label driveway radii and width dimensions on plans.
g. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
h. All driveways are to be concrete within the ROW.

3. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Provide dumpster locations. Phase 1 and 2 should have a dumpster location.
   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.

4. Meet the requirements of the Master Street Plan, including:
   a. Sidewalk has previously been waived with first phase.

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 to finish out the length of the property.
   c. Provide (16) street trees as shown to finish out the length of the property. Trees are to be 2-2.5” caliper at 3 feet from the ground.
   d. Provide (10) parking lot shade trees (2 shown) Trees are to be 2-2.5” caliper at 3 feet from the ground. Trees are to be located in front of the building
   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. Shrubbs are to be planted at a size and distance to create a 3-foot-tall continuous row of shrubs after 2 years of growth.
   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.
   b. Sign location is to be 5’ from property line.
   c. 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.
   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.
   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. White Oak connection fee applies to property
b. All sanitary sewer mains installed outside of ROW shall have an exclusive sanitary sewer easement.

c. Any PVC sanitary sewer service lines shall be SDR-26 in a 6” envelope of class 1 backfill material.

d. A complete set of drawings for development must be submitted to NLR Wastewater.

e. 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 nearby by METRO by route 26 Maumelle Express.

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.

F. SD2017-34 Cock of the Walk, Lot 3A & 3B (Replat of a commercial lot located at 7,324 Cock of the Walk Ln.)

1. Engineering requirements before the replat will be signed:

a. Pay the drainage in-lieu fee of $5000/acre for commercial/industrial development for the additional square footage that was added, instead of providing on-site detention.

2. Planning requirements before the 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 minimum 10’ utility easements around property perimeter.

c. Show 40’ front bldg. setback and 25’ rear bldg. setback.

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.

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.

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. Record a 15’ exclusive sanitary sewer easement for the existing 8” main running north-south approximately 15’ west of the existing property boundary.

10. Meet the requirements of Rock Region Metro (CATA), including:
a. Location is served by Metro by route 26 Maumelle Express.

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.

G. SD2015-5 Richards Commercial Development, Lots 1-15 (one time, one-year extension of a preliminary plat for commercial lots)

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.

Public Hearings:

1. Special Use #2017-9 To allow a 2nd Residence in an R-2 zone located at 206 E. G Ave.

The applicants, Charlie Porter and Brandon Finch with Midtown Premium Properties, LLC, were present. Charlie gave a brief explanation for what they would like to do with this property.

Chairman Clifton asked what is the square footage of the second building. He asked about the parking for the 2nd residence.

Charlie stated approximately 400 to 500 square feet. He stated that there is a driveway along with a parking pad that the tenant for the 2nd resident may use along with street parking.

Mr. White asked when was this property remodeled.

Charlie stated that he believed it was remodeled in 2013 or 2014.

Mr. Foster asked if the City inspectors would have to inspect this property. He also wanted that applicant to understand that the special use goes with the applicant and not the land.

Mr. Spencer stated that all work would need to be permitted and get inspections.

Charlie stated that they do not intend to sale the property, they just want to fix up the property and rent it to tenants.

Mr. White expressed his concern about cars parking in the yard.

Charlie stated that they wouldn’t allow parking in the yard at any time.

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

Ms. Doris Atkins and Paul are opposed to this application. They expressed their concerns and spoke on the past tenants.

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.

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Special Use #2017-9 received a negative recommendation with (3) opposed, (4) affirmative and (2) absent votes.

2. **Rezone #2017-8 POSTPONED** To Rezone property located at the SE corner of Hwy 70 and I-440 from C-3 & C-4 to I-2 and to amend the land use plan from trade fair to light industrial to allow for warehouses with offices.

**Public Comments/Adjournment:**

Mr. White inquired about the regulations for RV’s at a residence.
Mr. Spencer stated that zoning has rules as well as Code Enforcement, he read what the rule is in the zoning book.
There was further discussion about the regulations and how to enforce those rules.
Mr. White inquired about front yard parking.

A motion was made to adjourn and it was seconded. The motion passed with (7) affirmative votes and the meeting was adjourned at 4:45 pm.
Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director