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:**

Banks  
Chambers  
Clifton, Chairman  
Dietz  
Foster  
Phillips  
White

**Absent Members:**

Alexander  
Belasco

**Staff Present:**

Tim Reavis, City Planner  
Marie Miller, Deputy City Attorney  
Keisha Stewart, Secretary  
John Pflasterer, Fire Marshal

**Others present:**

Alderman Steve Baxter

**Approval of Minutes:**

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

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

**Administrative:**
Subdivision Administrative:

A. SD2017-20 Pershing Motel Addition, Lot 1B (Site Plan Review & Replat of a restaurant located at the NW corner of W. Pershing and JFK Blvd)

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 cross access easement on plat with abutting properties.

2. 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 copy of AHTD driveway permit.
   d. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
   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-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

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 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. Label driveway radii and width on plans.

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.

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 (9) street trees on center.
d. Provide (9) 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.

7. **Meet the following requirements concerning signage:**
   a. All signs require a permit and separate review.
   b. No pole sign permitted. Label monument sign only.
   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.
   c. Fire hydrants to be within 400 feet of all areas of building.

9. **Meet the requirements of CAW, including:**
   a. Water is available to the site.
   b. All CAW requirements in effect at the time of request for water service must be met.
   c. 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.

10. **Meet the requirements of NLR Wastewater, including:**
    a. Label rim and flowline elevations.
    b. Submit full set of plumbing plans with grease waste lines identified.
    c. Ensure concrete retaining wall is not constructed within sanitary sewer easement.
    d. Grease interceptor with sampling manhole required.
    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.

11. **Meet the requirements of Rock Region Metro (CATA), including:**
    a. Location is served by METRO by route 10 McCain Mall, high ridership route.
    b. Provide protected pedestrian striped access from sidewalk to front of store.

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. SD2017-21 Northshore Business Park, Lot 8, Block 8 (Site Plan Review and Replat of an Industrial lot located at 5000 Northshore Ln)**

1. **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 CNLR Floodplain Development 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

2. 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. 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. If the proposed subdivision/development is located in a FEMA designated floodplain, submit Letter of Map Revision Based on Fill (LOMR-F) at end of project and provide 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. Driveway radii encroach into southern property line.
   f. 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. 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.

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 (4) street trees on center.
   d. Provide (4) parking lot shade trees. Crepe Myrtle don’t count as 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 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.

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. Sewer is available to the site.
   
   b. Add 1 cleanout to the service line to comply with max cleanout interval of 100’.
   
   c. Meet NLR wastewater requirements on service line materials.
   
   d. White Oak Basin fee applies.
   
   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.

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

    a. Location is not currently served by METRO but is in our future plans
    
    b. We have no objections to the plans as presented.

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. SD2017-22  R.J. Yelenich Addition, Lot 1 (Preliminary Plat & Site Plan Review of a cell tower located at 8113 Counts Massie Rd.)

1. Meet the requirements of the Board of Adjustments.

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 10’ utility easements along the north and south side property lines.
   
   c. Provide 20’ front and rear setbacks.

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

5. 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. 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. Allow fence location as shown.
c. Provide 7’ wood privacy fence with 3 strands of barb wire.
d. Remove any part of existing driveway that is within 4’ of northern property line.
e. Show gravel area to be 4’ from northern property line.
f. All exterior lighting shall be shielded and not encroach onto neighboring properties.

7. Meet the requirements of the Master Street Plan.
   a. Provide 5' sidewalks and ramps with a minimum of 5’ green space between sidewalk and
      curb to ADA standards and City standards or signed waiver.

8. Meet the requirements of the Screen 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 on center. Street trees can count as landscaping for street side of
      cell tower.
   d. Provide required landscaping on other 3 sides of cell tower.

9. Meet the following requirements concerning signage.

10. 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 structure.

11. 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.

12. Meet the requirements of NLR Wastewater, including:
    a. Show 10” gravity and 8” force main in the ROW of Counts Massie.

13. Meet the requirements of Rock Region Metro (CATA), including:
    a. Location is served by METRO on route 26, Maumelle Express
    b. We have no objections to the location of a telecommunications tower on the property.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed
to all the requirements. Mr. White abstain. There were no additional comments from
Commissioners or the audience. The motion to approve was passed with (6) affirmative, (1)
abstain and (2) absent votes.

D. SD2017-23 Springhill Development, Lot 3, Block 5 (Site Plan Review of a
commercial lot located at 4124 E. McCain Blvd)

1. 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 Arkansas Department of Environmental Quality (ADEQ) Stormwater
      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.

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 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-Buils 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.

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 (11) parking lot shade trees.

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. Sewer is available to the site.
   b. Label all rim and flowline elevations.
   c. Line shall be constructed per NLRW specs.
d. Sewer mains not in public ROW need exclusive sanitary sewer easements.
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.

10. Meet the requirements of Rock Region Metro (CATA), including:
a. Location is served by METRO by route 10 McCain Mall, high ridership route.
b. We recommend maintaining the sidewalk connections from the transit route to the new retail store to provide access to jobs and shopping.

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. SD2017-24 Love’s Country Store Addition, Lot 1R (Replat & Site Plan Review for truck parking located at 11801 Interstate-40)

1. Engineering requirements before the final plat/replat will be signed:
a. Pay the drainage in-lieu fee of $5000/acre (for Tract B - 5 acres) for commercial/industrial development instead of providing on-site detention.
b. Provide ½ street improvements along Dick Jeter Road or a performance bond. Street improvements must be approved by City Engineer and accepted by City Council.
c. Provide half of 70’ ROW.

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
b. Provide 10’ utility easements around property perimeter.

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 or copy of AHTD permit if State Highway.
c. Provide CNLR Floodplain Development Permit to City Engineer.
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-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. 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.
   d. Driveway widths and radii dimensions shall be labeled.
   e. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
   f. All driveways are to be concrete within the ROW.

5. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Move any encroachments out of waterline easement.
   c. Dumpster to have masonry screening.
   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 or signed waiver.
   b. Provide ½ street improvements along Dick Jeter Road or a performance bond.
   c. Provide half of 70’ ROW.

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. Allow landscape plan as shown.
   d. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property along Tract B.
   e. Provide heavy screening around “new LP tank”.
   f. 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. No new 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. Sewer is available to the site.
    b. Oil / sand interceptor may be required.
    c. Galloway connection fee applies.
    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.

12. **Meet the requirements of Rock Region Metro (CATA), including:**
   a. Location is not served by METRO
   b. We have no recommendations for this development.

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. **SD2017-25  North Argenta Add, Lot A, Block 45 (Replat and Site Plan Review of commercial located at NW corner of Main and 13th Streets – Phase 1 and 2)**

1. **Phase 1 is to allow a single tenant to occupy a portion of the building. At the time a second tenant is expected, all of Phase 2 requirements are to be met. Phase 1, Lot 7R only, includes all sidewalk, street trees, concrete aprons, dumpster screening, privacy fence and buffer requirements to be completed before the tenant occupies the building.**

2. **Phase 2 includes the parking lot and improvements on the west side of Maple and all the interior parking lot improvements and parking lot landscaping on Lot 7R.**

3. **Engineering requirements before the replat will be signed (Ph1):**
   a. Pay the drainage in-lieu fee of $5000/acre for commercial development for any increase in impervious surface.
   b. Provide 25' property line corner radius.

4. **Engineering requirements before the replat will be signed (Ph2):**
   a. Pay the drainage in-lieu fee of $5000/acre for commercial/industrial development for any increase in impervious surface.
   b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, crosswalk markings) or a performance bond (west parking lot).
   c. Provide evidence of ownership of all parcels of parking lot on west side of Maple.

5. **Planning requirements before the replat will be signed (Ph. 1 and 2):**
   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.

6. **Permit requirements/approvals submitted before a building permit will be issued (Ph. 1 and 2):**
   a. Lot 7R must be replatted and recorded with County.
   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 permits to City Engineer.
   d. Prior to construction, Owner’s Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
   e. (Applicable if new storm water culverts and inlets are proposed) 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
Attested 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.

7. **Meet the requirements of the City Engineer, including (Ph. 1 and 2)**
   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 any stormwater pipes and inlet structures within 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 be built according to CNLR standard details (available at NLR Engineering Department).

8. **Meet the requirements of the City Engineer, including (Ph. 1):**
   a. Existing wall should be removed where proposed sidewalk on 13th Street intersects the wall to match the existing sidewalk on Maple Street.

9. **Meet the requirements of Community Planning, including (Ph. 1):**
   a. Provide the standard requirements of Zoning and Development Regulations.
   b. Dumpster to have masonry screening.
   c. No new fencing is to be within a front building line.
   d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

10. **Meet the requirements of Community Planning, including (Ph. 2):**
    a. Provide the standard requirements of Zoning and Development Regulations.
    b. All exterior lighting shall be shielded and not encroach onto neighboring properties.

11. **Meet the requirements of the Master Street Plan, including (Ph. 1):**
    a. Sidewalk plan to be approved by City Engineer.
    b. Provide sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards along west side of Lot 7R.
    c. Provide 6’ sidewalk directly behind curb and gutter to ADA standards and City standards along south and east sides of Lot 7R.

12. **Meet the requirements of the Master Street Plan, including (Ph. 2):**
    a. Sidewalk plan to be approved by City Engineer.
    b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, crosswalk markings) or a performance bond (west parking lot).

13. **Meet the requirements of the Screening and Landscaping ordinance, including (Ph. 1):**
    a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
    b. Provide 6’ wood privacy fence along north property line from the alley to 25’ from NW corner. Provide continuous screen of shrubs along north property line from end of fence to NW corner.
    c. Provide automated underground irrigation to all required trees and shrubs.
    d. Provide street trees as shown.
    e. Provide 2 parking lot shade trees as shown on the southern parking lot (13th Street)
    f. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

14. **Meet the requirements of the Screening and Landscaping ordinance, including (Ph. 2):**
    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 fencing as shown.
d. Provide street trees as shown
e. Provide parking lot shade trees as shown.
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

15. Meet the following requirements concerning signage (Ph. 1 and 2):
a. All signs require a permit and separate review.

16. Meet the requirements of the Fire Marshal, including (Ph. 1 and 2):
a. Provide an approved fire protection plan.
b. Meet Fire Marshal’s requirements on fire hydrant location.
c. Meet Fire Marshal’s requirements for fire vehicle access during Phase 1.
d. Provide all weather access to three sides of the building.
e. Fire hydrants to be within 400 feet of all areas of building.
f. All exterior portions of a building must be within 150’ of a FD access road.

17. Meet the requirements of CAW, including (Ph. 1 and 2):
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.

18. Meet the requirements of NLR Wastewater, including (Ph. 1 and 2):
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.

19. Meet the requirements of Rock Region Metro (Ph. 1 and 2):
a. Location is served by METRO by route 4 & 10 Levy and McCain Mall, high ridership routes.
b. Site plan does not indicate details regarding ADA standard curb ramps for crossing intersections and driveways.
c. Stairs are indicated along the sidewalk in several locations. Generally, stairs create accessibility issues and are no longer standard practice.

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. SD2017-28 Riverview Business Park, Lot 7 (Preliminary plat and Site Plan Review of a business located at 6815 Dewafflebaker Lane)

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 (street, drainage, curb and gutter) for southern 50 feet to match existing or a performance bond. Street improvements must be approved by City Engineer and accepted by City Council.

c. Provide 5’ ROW dedication.

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. Show 40’ front building setback, 10’ side setbacks and 20’ rear setbacks
   c. Provide 10’ utility easements around property perimeter.

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 Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
   d. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
   e. 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. 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 be 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. Site Plan review required for future phases.
   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.

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 or allow manual irrigation of native species.
   c. Provide 4 street trees evenly spaced
   d. Provide 2 parking lot shade trees.
   e. Provide minimum of 5 parking spaces.
   f. Parking lot shade trees must be located within the parking lot or a maximum distance of 10’ from the edge of the parking lot.
   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.
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. All exterior portions of a building must be within 150’ of a FD access road.

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. Sewer is available to the site.
    b. Ensure maximum cleanout interval on the building service line is 100 feet.
    c. Label service line material type.
    d. White Oak Basin fees apply.
    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. METRO serves this location on route 26 Maumelle Express.
    b. Because the property is adjacent to the transit route we recommend sidewalks and a protected pedestrian access to the front door of the business. The access will give transit riders opportunities for jobs and services provided by this new business.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. Mr. Dietz abstain. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (6) affirmative, (1) abstain and (2) absent votes.

**Public Hearings:**

1. **Conditional Use #2017-3** To allow an ice machine in a C-4 Zone located at 5500 MacArthur Dr.

   The applicant, Randy Wiggins, was present.

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

   There were no further comments.

**Conditions:**

1. Ice vending machines may be authorized as an accessory use that is related to another primary use on the subject property.
2. Ice vending machines may be authorized as a primary use on the property.
3. Ice vending machines may be physically attached to the structure housing the primary use on the subject property or as a stand-alone accessory or primary structure. If located in front of
the primary structure, the ice vending machine must meet the setback of the zone in which it is located.

4. Ice vending machines shall be painted a similar and complimentary color to the primary structure(s) located in the area.

5. The ice vending machine unit shall be placed on a continuous solid brick or stone foundation. The foundation shall be a minimum of 2' tall.

6. Exterior walls of the ice vending unit shall be stucco or dryvit material(s).

7. Any mechanical/condensing units associated with the ice vending machine shall be located on the roof of the unit and hidden by a parapet wall. Parapet wall(s) will be of the same material and color of the structure and be a continuation of the vertical wall.

8. Dispensing areas of the ice machine unit will be covered by metal awnings extending a maximum of 4' from the wall of the structure. Awnings shall have a minimum of 9' clearance from the ground.

9. Exterior lighting shall be located under the awnings at the dispensing areas.

10. Signage shall be limited to wall areas located under the awning(s). Signage shall not be internally lit, electronic changeable copy, and/or neon.

11. Two shade trees shall be provided for each unit. Trees are to have an automated underground irrigation system.

12. Bollards shall be placed to prevent a vehicle from damaging the ice machine unit or awnings.

13. The applicant shall comply with signage requirements found in Article 14 of the Zoning Ordinance.

14. The applicant must meet all applicable Federal, State, County and City requirements.

15. Planning Staff shall not issue a business license until inspection confirms that all requirements have been met.

16. The applicant/owner understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

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

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Conditional Use 2017-3 was approved with (7) affirmative and (2) absent votes.

2. **Special Use #2017-8** To allow a car sales lot in a C-3 zone located at 1201 Parkway Dr.

The applicant, Mr. Terrell Sanders, was present.

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

There were no further comments.

**Conditions:**

1. Hours of operation to be 8AM – 8PM Monday – Saturday
2. Special Use for car sales lot limited to the front property line to the rear building line of the southern building as shown on drawing.
3. Six-foot wood privacy fence to be installed on west side of the property not to be closer than 25 feet from the front property line.
4. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.
5. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
6. Six-foot wood privacy fence shall be required when vehicle sales lot abuts a residential use. Fences shall not extend beyond the front building line of the abutting residential use.
7. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
8. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This allows for 42 vehicles on the lot. This ratio shall include sales, employee, and customer vehicles. Open lot area does not include any structures.
9. All exterior vehicle sales lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential uses.
10. Sales vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of the City Engineer. Sales vehicles shall not be displayed on grass or gravel surfaces.
11. All signage shall meet the requirements of Article 14 of the zoning ordinance.
12. No inoperable or wrecked vehicles shall be stored or sold from the sales lot. Vehicle sales lots shall not store inoperable or wrecked vehicles, nor any parts thereof, as those terms are defined under the North Little Rock Property Maintenance and Nuisance Abatement Code.
13. Vehicle sales lot shall be maintained at all times.
14. Sales vehicles shall be locked and secured after business hours.
15. Sales vehicles shall not be used as storage.
16. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
17. Business license to be issued after Planning Staff confirmation of requirements.
18. 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.

| Alexander | Absent | Chambers | Yes | Phillips | Yes |
| Banks     | Yes    | Dietz    | Yes | White    | Yes |
| Belasco   | Absent | Foster   | Yes | Clifton  | Yes |

Special Use 2017-8 was approved with (7) affirmative and (2) absent votes.

3. **Rezone #2017-6** To rezone from C-3 to I-3 & to amend the LUP from light industrial to heavy industrial to allow for scrap metal recycling at 6801 Hwy 70.

The applicant, Mr. Sam Hilburn representing the applicants as an attorney, was present.

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

There were no further comments.
Chairman Clifton asked for a roll call vote on the application.

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Rezone 2017-6 was approved with (7) affirmative and (2) absent votes.

4. **Rezone #2017-7** To rezone from C-3 to I-1 & to amend the LUP from community shopping to light industrial to allow for truck parking at 11801 I-40.

The applicant, Mr. Patrick McGetrick, was present.

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

Mr. Banks inquired about the parking on site.

Mr. McGetrick stated that it will be approximately 50, they are working with the highway department to reduce the congestion. The existing parking spots will be changed to cars and RV’s; they are moving the trucks to the back.

Chairman Clifton asked if there were any furthers comments.

There were no further comments.

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

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Rezone 2017-7 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 4:15 pm.
Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director