Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:10 PM in the Council Chambers, City Hall.

**Members Present:**

Banks
Belasco
Chambers
Clifton, Chairman
Dietz
Foster
Phillips
White

**Absent Members:**

Alexander

**Staff Present:**

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

**Approval of Minutes:**

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

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

**Administrative:**
Subdivision Administrative:

A. SD2017-55  Big Red 2, Lot BR2 (Replat & SPR of a convenience store with fuel pumps located at NE corner of Counts Massie Rd & Paul Eels)

1. Engineering requirements before the final plat/replat will be signed:
   a. Provide on-site detention.

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. Prior to construction, Owner’s Engineer shall submit stormwater plans and detention calculations to City Engineer.
   b. Provide CNLR Stormwater Permit to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
   c. Provide CNLR driveway/curb cut permits for Paul Eels Drive and Counts Massie Road 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. 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.

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 built according to CNLR standard
details (available at NLR Engineering Department). Driveway 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.

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.
d. Canopy lighting to be recessed.

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 12 street trees as shown.
d. Provide 6 parking lot shade trees as shown.
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. Provide 8 foot wood privacy fence
with trees every 20 feet as shown.

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. 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. Food service will require grease interceptor.
b. White Oak 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.

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

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. SD2017-56 Somers Commercial Park, Lot 6, Block 2 (Site Plan Review of a
discount tire located at 5021 Warden Rd.)

1. Provide an approved City Council ordinance for a tire store before a building permit
will be issued.

2. Permit requirements/approvals submitted before a building permit will be issued:
   a. Provide CNLR Stormwater Permit to City Engineer with half size erosion control plan
      showing silt fence, storm inlet protection, and drainage details.
   b. Provide copy of ARDOT driveway permit.
   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.
   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 the 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. 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. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections
      unless otherwise approved by Engineering.
   e. All driveways are to be concrete within the ROW and be built according to NLR and
      ARDOT standards.

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. All exterior lighting shall be shielded and not encroach onto neighboring properties.

5. Meet the requirements of the Master Street Plan, including:
   a. Sidewalks not required on Interstate access road.
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 4 street trees as shown
   d. Provide 6 parking lot shade trees as shown.
   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.
      Provide 12 Eastern Red Cedar trees as full buffer at rear of property.

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

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. 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.

10. Meet the requirements of NLR Wastewater, including:
    a. Submit plumbing plans and sand/oil interceptor detail for approval prior to construction.
    b. Add cleanout at the convergence of the two service lines.
    c. Label service line material (Cast iron soil pipe or SDR 26 PVC enveloped in 6” of #57 stone)
        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.

11. Meet the requirements of Rock Region Metro (CATA).

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. SD2017-57 Cock of the Walk, Lots 3R, & 7R-11R (Replat of commercial lots located at the end of Cock of the Walk Ln)

1. Engineering requirements before the final plat/replat will be signed:
   a. Provide full street improvements (street, drainage, street lights) or a performance bond.
      Street improvements must be approved by City Engineer and accepted by City Council.
   b. Meet City Engineers requirements for curb and gutter.

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 70’ ROW dedication.

c. Provide approved City Council ordinance abandoning easement.

d. Provide approved City Council ordinance abandoning cul-de-sac excess that encroaches onto lots 2, 6R and 7R.

e. Pay for street signs (if needed).

3. Meet the requirements of Community Planning, including:
   a. Provide the standard requirements of Zoning and Development Regulations.

4. Meet the requirements of the Master Street Plan, including:
   a. Provide 5’ sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards or signed waiver.
   b. Provide full street improvements (street, drainage).
   c. Provide ROW dedication.

5. Meet the requirements of the Screening and Landscaping ordinance, including:
   a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
   b. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

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

7. Meet the requirements of the Fire Marshal, including:
   a. Provide an approved fire protection plan.
   b. Meet Fire Marshal’s requirements on fire hydrant location.

8. Meet the requirements of CAW, including:
   a. All CAW requirements in effect at the time of request for water service must be met.
   b. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
   c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
   d. Approval of plans by AR Dept. of Health Engineering Division is required.
   e. Proposed water facilities will be sized to provide adequate pressure and fire protection.

9. Meet the requirements of NLR Wastewater, including:
   a. White Oak connection fee applies.
   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.

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. SD2017-58 Country Club of Arkansas Phase XXV, Lots 1-74 (Revision of a Preliminary Plat of a residential subdivision)

1. Engineering requirements before the final plat/replat will be signed:
   a. Pay the drainage in-lieu fee of $500/acre for residential development instead of providing on-site detention.
   b. Provide full street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond on streets within the subdivision. Street improvements must be approved by City Engineer and accepted by City Council.
c. Provide half street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond on streets abutting the subdivision. Street improvements must be approved by City Engineer and accepted by City Council.

d. Provide ½ of 80’ ROW dedication on Counts Massie.

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 a performance bond for sidewalks to allow sidewalks to be built at the time of a building permit. Final inspection will not be approved until sidewalk has been installed.
   c. Provide a performance bond for 1 tree per residential lot to allow trees to be planted at the time of a building permit. Final inspection will not be approved until tree has been planted.
   d. Provide a detailed sidewalk plan and drawings that will be given to builder.
   e. Pay for street signs.
   f. Street names to be approved by Planning Staff.
   g. Provide sidewalks around cul-de-sac.
   h. All non-residential use lots (detention areas, common areas, islands in the street, land owned by the POA) are to have lot #’s.

3. **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 2 days prior to the construction of all stormwater pipes and inlet structures.
   c. Provide on-site storm water detention as well as clear calculations showing that detention volume is sufficient, or demonstrate to City Engineer that on-site detention is not required (based on proposed development) by providing detention calculations showing pre and post site runoff comparisons.
   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.

4. **Meet the requirements of Community Planning, including:**
   a. Provide the standard requirements of Zoning and Development Regulations.

5. **Meet the requirements of the Master Street Plan, including:**
   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 full and ½ street improvements.
   c. Provide ROW dedication.

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 1 street tree per lot.

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

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. Hydrant location should conform to 2012 AR Fire Code.
9. **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.

10. **Meet the requirements of NLR Wastewater, including:**
    a. White Oak connection fee applies.
    b. A complete set of drawings for development must be submitted to NLR Wastewater.
    c. Approval of plans by AR Dept. of Health Engineering Division is required.

11. **Meet the requirements of Rock Region Metro (CATA).**

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. SD2017-59 Schaer’s Addition, Lot 10R, Block 8 (Replat & Site Plan Review of a parking lot located at SW corner of W. 21st & Schaer St.)

1. **Engineering requirements before the final plat/replat will be signed:**
   a. 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.
   b. Provide approved City Council ordinance allowing a parking lot.

3. **Permit requirements/approvals submitted before a building permit will be issued:**
   a. Provide CNLR Stormwater Permit to City Engineer with half size erosion control plan 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. 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 built according to CNLR standard
details (available at NLR Engineering Department). Driveway radii dimensions shall be
labeled.
e. Driveways shall not be closer than 40’ to adjoining streets or 10’ from adjoining property
lines.
f. Any cross drains in the ROW shall be labeled and shall be RCP with flared end sections
unless otherwise approved by Engineering.

5. 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.

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. Repair or replace curb and gutter to City Engineer’s 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. Label existing wall location and height.
c. Provide railing on top of wall to meet safety codes.
d. Provide automated underground irrigation to all required trees and shrubs.
e. Provide 7 street trees 40’ on center.
f. Provide 6 parking lot shade trees.
g. Parking lot shade trees must be located within the parking lot or a maximum distance of
10’ from the edge of the parking lot.
h. Provide a continuous screen of shrubs for any parking spots as shown on drawing.
i. Provide 6 foot front yard landscape strip between property line and paving.
j. Provide 4 foot side yard landscape strip between property line and paving.
k. Provide buffer between dissimilar uses or zoning. Provide trees every 20 feet

8. Meet the following requirements concerning signage:
a. All signs require a permit and separate review.
b. No pole sign permitted. No electronicchangeable copy sign permitted.

9. Meet the requirements of the Fire Marshal, including:
a. Provide an approved fire protection plan.

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. Provide sanitary sewer easement, if the existing 6" main is outside the limits of the alley.
   b. Indicate location of the public sanitary sewer main of the plans.
   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).

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.

F. SD2017-60 Plainview Addition, Lot 24R (Replat & Site Plan Review of commercial
   lot located at NE corner of Pike Ave & W. 22nd)

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. Allow encroachment of existing office building.

2. Permit requirements/approvals submitted before a building permit will be issued:
   a. Provide CNLR Stormwater Permit to City Engineer with half size erosion control plan
      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.
   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-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. 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 be built according to CNLR standard details (available at NLR Engineering Department).

e. Any cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.

4. **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.
   c. Remove any paving in the ROW.

5. **Meet the requirements of the Master Street Plan, including:**
   a. Provide 5' sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards.
   b. Replace or repair curb and gutter to City Engineer’s standards.
   c. Replace or repair sidewalks to City Engineers standards.

6. **Meet the requirements of the Screening and Landscaping ordinance, including:**
   a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
   b. Provide automated underground irrigation to all required trees and shrubs.
   c. Provide 7 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 as shown on drawing.
   g. Provide 6 foot front yard landscape strip between property line and paving. Remove any existing concrete/paving that is in this area.
   h. Provide 4 foot side yard landscape strip between property line and paving. Remove any existing concrete/paving that is in this area.
   i. Recommend waiver of required buffer fence along alley to City Council.

7. **Meet the following requirements concerning signage:**
   a. All signs require a permit and separate review.
   b. Provide sign location on site plan.

8. **Meet the requirements of the Fire Marshal, including:**
   a. Provide an approved fire protection plan.

9. **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.

10. **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.

11. **Meet the requirements of Rock Region Metro (CATA).**
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. Conditional Use #2017-8To allow a tire shop in a C-4 zone located at 5021 Warden Rd.

The applicant, Mr. Vasquez, was present. He gave a brief description of the company’s history.

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

Mr. White asked about having outside tire storage.

Mr. Vasquez explained that there will not be any outside tire storage, he stated that this company has a room for dead tires.

Chairman Clifton asked for any further comments.

There were no further comments.

Conditions:
1. Meet the requirements of Site Plan Review.
2. Hours of operation Mon-Sat, 6am-6pm.
3. Store tires in a dry secureable area of the primary structure. No outside open-air storage of tires.
4. Up to 30 tires for sale may be displayed outside under a non-permeable cover during business hours. This is considered temporary tire storage. Tires shall be kept neat and organized, preferably in metal racks. Temporary outside displayed tires for sale shall be kept a maximum of 10 feet from the primary structure.
5. Isolate tires from other stored materials that may create hazardous products if there is a fire, including, but not limited to, lead acid batteries, fuel tanks, solvent barrels, and pesticide containers.
6. Tire retailers should schedule regular pick-up of tires by a licensed carrier to avoid excessive amounts of tires stored on the property.
7. Vehicles are only to be repaired/maintained inside the building.
8. No auto repair other than those associated with removal/replacement of tires.
9. No outdoor PA/music permitted.
10. Applicant must meet all applicable Federal, State, County and City requirements,
11. Business license to be issued after Planning Staff confirmation of requirements,
12. 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 the application.
Conditional Use #2017-8 was approved with (8) affirmative and (1) absent votes.

2. Conditional Use #2017-9 To allow a parking lot in an R-3 zone at 2013 Schaer St.

The applicant, Mr. Thomas Pownall, was present.

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

There were no comments.

Conditions:
1. Meet the requirements of Site Plan Review

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

Conditional Use #2017-9 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 4:10 pm.

Respectfully Submitted:

[Signature]
Keisa Stewart, Secretary

[Signature]
Shawn Spencer, Director