

**North Little Rock Planning Commission**  
**Regular Meeting**  
**July 10, 2018**

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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  
Belasco  
Chambers  
Dietz  
Phillips  
Wallace  
White  
Clifton, Chairman

**Absent Member:**

Foster

**Staff Present:**

Shawn Spencer, Director  
Timothy Reavis, City Planner  
Marie Miller, Deputy City Attorney  
Keisa Stewart, Secretary  
John Pflasterer, Lt. Fire Marshal  
Shannon Carroll, City Clerk

**Approval of Minutes:**

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

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

**Administrative:**

**Subdivision Administrative:****A. SD2018-41 Silver City Courts Addition, Lots 1R (Replat & SPR of a multi-family development at the NW corner of Allen St. & 18<sup>th</sup> St.)****1. Engineering requirements on detention:**

- a. Provide on-site storm water detention.

**2. Engineering requirements before the plat will be signed:**

- a. Provide 25' property line corner radii.
- b. Show and label boundary of detention area as drainage easement.
- c. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department.

**3. Planning requirements before the plat will be signed:**

- a. Plat 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 on closing street.

**4. Permit requirements/approvals submitted before a building permit will be issued:**

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Prior to construction, Owner's Engineer shall submit stormwater design report with stormwater plans as well as clear calculations showing that detention volume is sufficient for review and approval by the City Engineer.
- c. Provide CNLR Grading Permit application to City Engineer with grading plans.
- d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- e. Provide CNLR driveway/curb cut permit application for each driveway to City Engineer.
- f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- g. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- h. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- i. 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.

**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. 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 dimensioned on site plan and built according to CNLR standard details (available at NLR Engineering Department).
  - e. Widths of driveways shall be 10' minimum to 40' maximum, and be dimensioned on the Site Plan.
  - f. All driveways are to be concrete within the ROW and shown as such on the Site Plan.
- 6. 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.
  - e. Allow perimeter fences and interior fences as shown.
  - f. Allow phasing of buildings.
- 7. Meet the requirements of the Master Street Plan, including:**
- a. Provide 5' sidewalks and ramps to ADA standards and City Engineer standards.
- 8. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
  - b. Provide automated underground irrigation to all required trees and shrubs.
  - c. Provide street trees 40' on center. Existing trees may serve as a street tree.
  - d. Provide (47) 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 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.
- 9. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
  - b. No electronic changeable copy sign permitted.
- 10. Meet the requirements of the Fire Marshal before a building permit will be issued:**
- 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. Ensure that fire apparatus can navigate all islands in parking lots, specifically the islands at the Schaer Street entrance.
  - e. Buildings 14, 15, 16, 20, 21, 22 have green space in front of them and may not meet the minimum required distance of 150 feet from fire apparatus access to all portions of the exterior wall of said buildings (503.1.1 AR Fire Code).
  - f. Work with Fire Marshal office on defining entrances (2 minimum).
- 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. Approval of plans by AR Dept. of Health Engineering Division is required.
- f. Proposed water facilities will be sized to provide adequate pressure and fire protection.

**12. Meet the requirements of NLR Wastewater, including:**

- a. Provide 15' exclusive sanitary sewer easement for any sanitary sewer mains not installed in the public ROW.
- b. A complete set of drawings for development must be submitted to NLR Wastewater.

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 passed with (8) affirmative and (1) absent votes.

**B. SD2018-43 East Broadway Commercial Addition, Lot A (SPR of a commercial addition located at 3220E. Broadway)**

**1. Engineering requirements on detention:**

- a. Pay the drainage in-lieu fee of \$5000/acre for any increase of impervious surface.

**2. Permit requirements/approvals submitted before a building permit will be issued:**

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- d. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.

**3. Meet the requirements of Community Planning, including:**

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Provide 7 parking spots including one(s) that meet ADA requirements.
- c. Dumpster to have masonry screening if ever utilized.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- e. Property owner responsible for moving any electric poles/lines.

**4. Meet the requirements of the Master Street Plan.**

- a. Provide 5' sidewalks along 2<sup>nd</sup> Street with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards or signed waiver.

**5. Meet the requirements of the Screening and Landscaping ordinance, including:**

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide 2 additional street trees along 2<sup>nd</sup>.
- d. Provide 4 street trees 40' on center along Broadway or pay in lieu of fee of \$500 per tree.
- e. Provide 2 parking lot shade trees.
- 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 a continuous screen of shrubs for any parking spots that face a street or abutting property.

- h. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
  - a. All signs require a permit and separate review.
  - b. No pole sign permitted.
  - c. 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.
  - d. Fire Code requires that the FD be able to deploy a 150' hand line and be able to reach any part of the building.
  - e. Meet the FM requirements on moving the existing fence at the northeast corner of the proposed 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.

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 passed with (8) affirmative and (1) absent votes.

**C. SD2018-44 John L. Atkins Riverside Subdivision, Lot 1R (Replat & SPR of a commercial development located at 4262 Baucum Pike)**

- 1. Planning requirements before the plat will be signed:**
  - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Storm water detention plan not required as there is no significant increase of impervious surface.
  - c. Show 40' front building setback.
  - d. Show 20' rear building setback.
  - e. Remove buildings from plat.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.
- 3. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. No fence is to be within a front building line.
  - c. All exterior lighting shall be shielded and not encroach onto neighboring properties.
  - d. Allow encroachment of existing buildings into front and rear building setback lines.
- 4. Meet the requirements of the Master Street Plan, including:**

- a. Postpone master street plan requirements until future development.
- 5. Meet the requirements of the Screening and Landscaping ordinance, including:**
  - a. Postpone screening and landscaping requirements until future development.
- 6. 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.
- 7. 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.
- 8. Meet the requirements of NLR Wastewater, including:**
  - a. A main extension is required for sanitary sewer service.
  - 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 passed with (8) affirmative and (1) absent votes.

**D. SD2018-45 Primm Addition No. 2, Lot A (Replat & SPR of a commercial development located at 3125 Washington Ave.)**

- 1. Engineering requirements before the plat will be signed:**
  - a. Half street improvements not required.
- 2. Planning requirements before the plat will be signed:**
  - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
  - b. Show 30' building setback along west property line.
  - c. Confirm 50' ROW along 2<sup>nd</sup>.
- 3. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.
  - b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- 4. Meet the requirements of Community Planning, including:**
  - a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Allow existing building to encroach into building line along western property line.
  - c. All exterior lighting shall be shielded and not encroach onto neighboring properties.
  - d. Show all fencing, existing and proposed on site plan. Label type, height and if any barb wire. Height of fence is measure to top of barb wire.
  - e. City Engineer allowing back out parking spaces due to minimal traffic along May Street.
  - f. All driveways are to be concrete within the ROW.
  - g. Remove fence from ROW at NE corner.
  - h. Remove 6' of asphalt along 2<sup>nd</sup> and May Streets (in the area of the proposed building) to create required landscape strip.
  - i. All barb wire along property lines are to have the barb wire pointing upwards or inwards (barb wire currently encroaches into 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 or signed waiver.

- 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 5 street trees 40' on center along 2<sup>nd</sup> (in the area of the proposed building).
  - d. Provide 3 street trees 40' on center along May Street (in the area of the proposed building).
  - e. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - f. Provide 6 foot front yard landscape strip between property line and paving (in the area of the proposed building).
  - 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. Provide sign location on site plan.
  - c. No pole sign permitted.
  - d. 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. All exterior portions of a building must be within 150' of a FD access road.
  - d. Any gate to meet Fire Marshals requirements.
- 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. Provide an exclusive sanitary sewer easement to cover the existing 10" public sewer main at the NW corner of the lot.
  - 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 passed with (8) affirmative and (1) absent votes.

**E. SD2018-46 Old Dominion Addition, Lot 1 (SPR of an industrial development located on Industry Dr.)**

- 1. Engineering requirements on detention:**
  - a. Provide on-site storm water detention as well as clear calculations showing that detention volume is sufficient.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.

- b. Prior to construction, Owner's Engineer shall submit stormwater plans, and detention calculations showing pre and post runoff comparisons are to be approved by City Engineer.
  - c. Provide CNLR Grading Permit application to City Engineer with grading plans.
  - d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - e. Provide CNLR driveway/curb cut permit application to City Engineer.
  - f. Provide CNLR Floodplain Development Permit application to City Engineer. Fuel Station lies in the Floodplain.
  - g. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
  - h. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
  - i. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
  - j. 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. 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. If the proposed subdivision/development is located in a FEMA designated floodplain, the first floors of any building or house (in this case, base of a fuel station) are to be a minimum of 1' above the 100-Year Base Flood Elevation (BFE).
- 4. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
  - b. Provide dumpster location to be at rear of building.
  - c. Dumpster to have masonry screening unless placed at rear of building
  - d. Allow 6' tall front yard fence with no barb wire.
  - e. Allow 6' tall (including barb wire) side yard fence with 3 strands of vertical or inward barb wire.

- f. Allow 8' tall (including barb wire) rear yard fence with 3 strands of vertical or inward barb wire.
- g. 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 due to location in industrial subdivision.
- 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 as shown
  - d. Provide 10 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 as shown.
  - g. Provide 6 foot landscape strip between property line and paving.
  - h. 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.
  - 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. Proposed 8" main shall be a private sanitary sewer main.
  - b. Sanitary sewer main near the south property line is a force main.
  - 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.

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 passed with (8) affirmative and (1) absent votes.

**F. SD2018-47 Northshore Business Park, Lot 10, Block 8 (SPR of a commercial development located at 5100 Northshore Ln)**

- 1. Engineering requirements on detention:**
  - a. Storm water detention plan previously approved by City Engineer.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
  - a. A signed and recorded plat must be on file with the Planning Department.

- b. Provide CNLR Grading Permit application to City Engineer with grading plans.
- c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- d. Provide CNLR driveway/curb cut permit application to City Engineer.
- e. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- f. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- g. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- h. 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.

**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. If the proposed subdivision/development is 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).
- e. Driveways shall be built according to CNLR standard details (available at NLR Engineering Department).

**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 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 10 lot shade trees as shown.

- e. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - f. Provide 6 foot front yard landscape strip between property line and paving.
  - g. Provide 4 foot side yard landscape strip between property line and paving.
  - h. 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. No pole sign permitted.
  - c. 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 required for connection to public sanitary sewer.
  - b. Service line material type shall be SDR 26 PVC or cast iron soil pipe, bell and spigot type.
  - c. Manhole shall be core drilled and Kor-n-seal boot utilized.
  - 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.

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 passed with (8) affirmative and (1) absent votes.

**G. SD2018-48 Love's Country Store Addition, Tract B (SPR of truck parking for a convenience store located at 11801 I-40)**

- 1. Engineering requirements on detention:**
- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
- a. A signed and recorded plat must be on file with the Planning Department.
  - b. Provide CNLR Grading Permit application to City Engineer with grading plans.
  - c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
  - d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
  - e. Provide CNLR Floodplain Development Permit application to City Engineer.

- f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
  - g. Provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.
  - h. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
  - i. 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.
- 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 any 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 on Site Plan.
  - e. Widths of driveways shall be 10' minimum to 40' maximum. Driveway widths shall be labeled on Site Plan.
- 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.
- 5. Meet the requirements of the Master Street Plan, including:**
- a. Sidewalks not required due to location along interstate and have been previously waived.
- 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 6 street trees as shown.
  - d. Allow existing trees to serve as parking lot shade trees.
  - e. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
  - f. Provide 6 foot front yard landscape strip between property line and paving.
  - g. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 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. Hydrant required for parking lot – over 900 feet to nearest plug.
  - 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. Grease interceptor required
  - 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 passed with (8) affirmative and (1) absent votes.

**H. SD2016-47 Argenta Addition, Lot 5R (One-time, one-year extension of SPR & Replat of a commercial development located at NE corner of 7<sup>th</sup> & Main St.)**

Mr. Chambers stated the applicant request a one year extension. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

**Public Hearings:**

**1. Conditional Use 2018-8**

To allow a car lot in a C-4 zone located at 1415 W. 36<sup>th</sup> St.

The applicant, Mr. Jacory Jackson, was present.

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

Mr. Kevin Stewart is opposed to the application. He expressed his concerns about the traffic and safety of the neighborhood as well as the value of his property.

Ms. Linda Lewis stated her opposition to the application. She expressed her concerns about how many cars would be on this lot and if they would park on the back side of this property.

Mr. Chambers stated that the applicant is only allowed 9 cars on the lot and if he does not follow the guidelines, he would have to go to court.

Ms. Phyllis Inglis is opposed to the application. She expressed her concerns about the traffic in the neighborhood.

Ms. Janet Ward stated her opposition to the application.

Mr. Chambers asked if the applicant withdrew his application, would he be able to get a refund of application fees to find another location for his business.

Mr. Spencer answered no because the legal ads have already been submitted. He clarified that this property is not rezoning, it is currently zoned commercial so if someone would like to open a business at this location and its allowed it can be done. The reason this application was postponed before was due to the notice not going out in a timely manner.

Chairman Clifton asked for any further comments.

Mr. JW Caton stated his opposition for the application.

Mr. Chambers asked if the applicant to change his application to a special use. He explained the difference between a special use and conditional use.

Mr. Spencer stated that yes the applicant can ask for a change.

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

<b>Banks</b>	<b>Yes</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>No</b>
<b>Belasco</b>	<b>No</b>	<b>Foster</b>	<b>Absent</b>	<b>White</b>	<b>No</b>
<b>Chambers</b>	<b>No</b>	<b>Phillips</b>	<b>No</b>	<b>Clifton</b>	<b>No</b>

Conditional Use 2018-12 received a negative recommendation with (6) opposed, (2) affirmative and (1) absent votes.

**2. Rezone 2018-12 (postponed)**

To rezone property from C-3 to C-4 to allow for commercial development located at 7521 Young Rd.

**Public Comments/Adjournment:**

A motion made to adjourn and it was seconded. The motion passed with (8) affirmative votes and the meeting was adjourned at 4:30 pm.

Respectfully Submitted:

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Keisa Stewart, Secretary

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Shawn Spencer, Director