

**North Little Rock Planning Commission**  
**Regular Meeting**  
**March 9, 2021**

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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 In-person:**

Chambers  
Clifton, Chairman  
Foster

**Members Present via Phone / Zoom:**

Belasco  
Dietz  
Phillips  
Wallace  
White, for cases 4-8

**Member Absent**

Banks  
White, for cases 1-3

**Staff Present:**

Shawn Spencer, Director  
Tim Reavis, Assistant Planning Director  
Elaine Lee, Assistant City Attorney  
Alyson Jones, Secretary

**Approval of Minutes:**

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

**Administrative:**

Motion was made and seconded to excuse to members not present.

**Planning Commission Items:**

**1. Rezone #2021-6 To amend the Land Use Plan from Multi-family to Trade Fair and to rezone property from R1 to C4 to allow for mini-storage at 9600 White Oak Crossing**

Brian Dale stated that he agrees with all of the recommendations from DRC.

Mr. Chambers asked if this property was ever included in a plan for residential development.

Mr. Spencer stated it was not.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (7) affirmative votes.**

**2. SD2021-12 White Oaks Storage, Lot 1 (Preliminary plat and SPR for mini-storage at 9600 White Oak Crossing)**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

- 1. Before the plat is signed, provide City Council Ordinance rezoning the property to C4.**
- 2. Engineering requirements before the plat will be signed:**
  - a. Option to pay the storm water in lieu fee of \$5,000 per acre for commercial development instead of providing on site detention.
  - b. ½ street improvements are not needed due to existing conditions of White Oak Crossing
- 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 half of 80' ROW on White Oak Crossing.
  - c. Provide 15' utility along front property line as shown.
  - d. Provide buffer around property perimeter as required by Zoning Ordinance.
- 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. If applicable, 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. Drainage submittal shall include, as a minimum, the following:

- i. Proposed pipe material specifications.
- ii. Proposed trench and bedding details, materials and specifications.
- 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 copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- 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.

**5. Meet the requirements of the City Engineer, including:**

- a. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- b. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- c. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.

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

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. No dumpster anticipated. If one is added, a masonry screen is required.
- c. No fence is to be within a front building line.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

**7. 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 half of 80' ROW.

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

- a. All disturbed areas are to be sodded, fertilized, watered and mulched.

- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide (7) street trees as shown.
- d. Provide (2) 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 landscape strip adjacent to any parking area. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
- g. Ground cover, grass, or mulch of shredded bark or stone shall be applied in all landscaped areas to reduce moisture loss and to improve the appearance of plantings near streets.
- h. Provide 6 foot front yard landscape strip between property line and paving.
- i. Provide 4 foot side yard landscape strip between property line and paving.
- j. Provide buffer between dissimilar uses or zoning.
- k. Do not remove trees from buffers.
- l. Provide full screen between commercial and residential use or zone of an 8 ft. opaque screen and trees planted every 20 ft. Buildings along buffer may count as part of the opaque screen.

**9. Meet the following requirements concerning signage:**

- a. All signs require a permit and separate review.

**10. Meet the requirements of the Fire Marshal, including:**

- a. Provide an approved fire protection plan.
- b. Meet the Fire Marshal's requirements for fire hydrant placement.

**11. Meet the requirements of CAW.**

- a. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer's expense.
- b. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Contact CAW regarding procedures for installation of water facilities and/or fire service.
- c. Approval of plans by the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.

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

- a. White Oak Connection Fee required to connect to sanitary sewer.
- b. Public main extension required to connect to sanitary sewer.
- c. Please submit plans to NLRW for review and approval.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (7) affirmative votes.**

**3. SD2021-13 JK Mission Rd., Lot 1(Preliminary plat at 823 Mission Rd.)**

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

- a. Pay the drainage in-lieu fee of \$500/acre for residential development instead of providing onsite detention.
- b. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond. Planning Commission supports the applicant's waiver request of this requirement to City Council.
- c. Street improvements must be approved by City Engineer and accepted by City Council.

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

- a. Provide of 60' ROW dedication as shown.
- b. Provide 25' front yard setback on lot 1.
- c. Provide 10' utility easement along front property line as shown.

**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.

**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 ½ street improvements.
- c. Provide half of 60' ROW dedication as shown.

**6. Meet the requirements of the Fire Marshal, including:**

- a. Provide an approved fire protection plan.

**7. Meet the requirements of CAW, including:**

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
- b. Label the 10-ft easement adjacent to the ROW as a utility easement.

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

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

Mr. Foster stated that DRC talked about a variance for the required street improvements.

Mr. Spencer stated that the applicant must ask City Council for a waiver to avoid having to include street improvements to their project.

Mr. Foster asked if Planning Commission had any say on the decision made by City Council.

Mr. Spencer stated that Planning Commission is not involved in these decisions at this time.

Mr. Foster stated that he believes some of the commissioners want to make a recommendation for approval of request for variance.

Mr. Foster made a motion to add a recommendation to accept the applicants request for waiver of street improvements.

Chairman Clifton called a vote on the motion.

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

**The application did pass with (6) affirmative votes.**

There was no other comments from the audience.

Chairman Clifton called for a vote on the amended application.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Absent</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (7) affirmative votes.**

**4. Rezone #2021-7 To rezone property from I1 to I2 to allow for a warehouse and distribution business over 25,000 square feet at 9401 Diamond Dr.**

Phillip Lewis stated that he agrees with all of the recommendations for the DRC.

Mr. Chambers stated that DRC discussed the property behind this property. He asked the applicant if he revised his siteplan to include this property to help with future projects.

Mr. Lewis stated he had not added it but that was his ultimate goal to replat both properties to make them one property.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (8) affirmative votes.**

**5. SD2021-14 Harris Industrial Park, Lot 2-R (Preliminary plat and SPR for warehouse and distribution at 9401 Diamond Dr.)**

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements and recommendations. The Design Review Committee recommends approval.

**SD2021-14                      Harris Industrial Park, Lot 2-R (Replat & SPR of a warehouse and distribution business at 9401 Diamond Dr.)**

- 1. Before the plat is signed, provide a City Council ordinance rezoning the property to I2.**
- 2. Engineering requirements before the plat will be signed:**
  - a. Option to pay the storm water in-lieu of fee of \$5,000 per acre for commercial development instead of providing on-site detention.
  - b. ½ street improvements not required to to ArDOT right-of-way.
- 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 20' utility easement along front property line as shown.
  - c. Provide 10' utility easement along the side and rear property lines as shown.
  - d. Is there a 10' utility easement running near the middle of the lot? If so, abandon easement prior to the plat being signed, or show it on the plat.
- 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. 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 copy of ARDOT driveway permit.
  - 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. If applicable, provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.  
Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 5. Meet the requirements of the City Engineer, including:**
  - a. 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). At the completion of the project, submit Elevation Certificate to City Engineer.
  - b. 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 a copy of FEMA approval to City Engineer.
- 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.

**7. Meet the requirements of the Master Street Plan, including:**

- a. Sidewalks not required due to location along interstate.

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

- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide street trees 30' on center.
- d. Provide parking lot shade trees (1 tree per 6 spots).
- 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 landscape strip adjacent to any parking area. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
- g. Ground cover, grass, or mulch of shredded bark or stone shall be applied in all landscaped areas to reduce moisture loss and to improve the appearance of plantings near streets.
- h. Provide 6 foot front yard landscape strip between property line and paving.
- i. Provide 4 foot side yard landscape strip between property line and paving.
- j. Provide buffer between dissimilar uses or zoning. A thin screen is required between I1 and I2. The screen shall consist of trees from table d or f in the zoning ordinance every twenty feet or trees from table b, c, or e every 40 feet. The screen should be along east and west sides where the property abuts I1 zoning.

**9. Meet the following requirements concerning signage:**

- a. All signs require a permit and separate review.

**10. Meet the requirements of the Fire Marshal, including:**

- a. Provide an approved fire protection plan.
- b. The building must be sprinkled per the 2012 Arkansas Fire Code Appendix D.
- c. Provide hydrants spaced as required by the 2012 Arkansas Fire Code Appendix B & C.

**11. Meet the requirements of CAW, including:**

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met. Approval of plans by AR Dept of Health Engineering Division is required.
- b. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer's expense.
- c. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.
- d. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.

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

- a. Hill Lake Connection Fee required.
- b. Increase the utility easement width along the front of the property to 7.5' north of the centerline of the existing sanitary sewer main.



c. Contact Ed Toland, Pretreatment Supervisor, to ensure no pretreatment is required.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did not pass with (8) affirmative votes.**

**6. Rezone #2021-8 To rezone from PUD to R2 to allow for a church at 4500 N. Hills Blvd.**

Greg Mardel, North Pulaski Baptist Association, stated that he agrees with the recommendations from the DRC.

Chairman Clifton stated that this property was rezoned to a PUD in 2017 for a ministorage that did not work out. Now the property owner is requesting to rezone back to R2 for a church.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (8) affirmative votes.**

**7. Conditional Use #2021-3 **POSTPONED** To allow a tire store in a C4 zone at 5600 MacArthur Dr.**

**8. Conditional Use #2021-5 To allow a modular home on an R3 zone at 504 W. 25<sup>th</sup> St.**

David Bedford, representing Melissa Bedford, stated that he agrees with recommendations from DRC.

Juanita Henderson stated that she does not want this in her neighborhood because she believes it will devalue her property. She does not believe a modular home does not met the standards that this neighborhood tries to uphold.

Chairman Clifton asked if Ms. Henderson had seen the pictures of the proposed home.

Ms. Henderson stated that she had seen the pictures but she would like to speak to the builder to see the specifications of the home.

Mr. Foster stated that one of the conditions is to make sure it has a brick perimeter foundation below core line

Ms. Henderson said the picture looks good but doesn't believe the finished product will actually look like the picture.

Chairman Clifton explained that all of the conditions must be met and the home must look like the picture.

Ms. Henderson asked if there was somewhere she could see the building codes and standards.

Chairman Clifton stated that they are available on the City of North Little Rock website.

Ms. Henderson asked if the commission could wait to vote until she is able to review the codes and standards.

Chairman Clifton stated that she has from now until they go to City Council to review the codes and standards. He also stated that she could speak to her alderman about the concerns she may have.

Ms. Henderson questioned if tonight's meeting was just to make a recommendation to City Council but would not allow for building to begin.

Chairman Clifton agreed.

Mr. Spencer stated that the home must look exactly like the picture and there is no other option.

Ms. Henderson stated that she is concerned with the pitch of the roof.

Mr. Spencer stated that the state does not allow for the city to regulate the pitch of the roof.

Ms. Henderson stated that the Military Heights neighborhood had a standard of 75% brick on all homes but has since been reduced allowing for older and modular homes. She stated that the same house that is located here would be worth more if it was located in Park Hill.

Mr. Chambers asked Mr. Bedford if he has spoken to the neighborhood.

Mr. Bedford stated that due to the pandemic and being a heart patient he has not spoken to as many neighbors as he would have like to speak with. He said he spoke with the lady who lives across the street from this property and the neighbor to the right. He stated that he is a retired military veteran that respects the population that live in this neighborhood. He stated that he has cut the grass on this property for six years and thinks that building this home will help cut down the foot traffic in the area. He stated that this home would be built like a real home with sheetrock and 2x4. He said the home will be very nice.

Mr. Chambers stated that if Mr. Bedford could get a hold of the manufacturer, he could ask for the locations of other homes in which they have built and give that list to the Planning department to help ease some of the neighborhood's concerns. He stated that he believes any house is better

than a vacant lot. He stated that it is not a mobile home and does not look like most manufactured homes. He stated that the neighbors have time to look at other homes before this application will be heard at City Council.

Mr. Foster asked who the manufacturer of the home would be.

Mr. Bedford stated that it is Deer Valley Homes of Conway, Arkansas.

Mr. Foster stated that they should have a website that would show there specs and other homes that had been built. He also stated that looking at the neighborhood, half of the homes had carports or garages. He asked Mr. Bedford if he had any plans for covered parking.

Mr. Bedford confirmed that he does have plans for covered parking but did not include them because he was unsure of the style that would be permitted and would enhance the property value.

Brenda Hampton, 416 W 24<sup>th</sup> St, stated that she is concerned that this plan will not fit on the proposed lot. She stated that she is aware of the foot traffic. She said she tried to sell her home in 2012 and her property value was low. She is concerned with how much lower her property value will drop if this is approved.

Judy Gill, 500 W 24<sup>th</sup> St., stated that she is concerned with the setbacks and the driveway.

Mr. Spencer stated that the applicant will have to meet the same setbacks as any other home in the area.

There was no other comments from the audience.

Chairman Clifton called for a vote.

<b>Banks</b>	<b>Absent</b>	<b>Dietz</b>	<b>Yes</b>	<b>Wallace</b>	<b>Yes</b>
<b>Belasco</b>	<b>Yes</b>	<b>Foster</b>	<b>Yes</b>	<b>White</b>	<b>Yes</b>
<b>Chambers</b>	<b>Yes</b>	<b>Phillips</b>	<b>Yes</b>	<b>Clifton</b>	<b>Yes</b>

**The application did pass with (8) affirmative votes.**

**Public Comments/Adjournment:**

The meeting was adjourned at 4:39pm.