



**North Little Rock Planning Commission
December 12, 2023 - Agenda / Public Hearing 4:00 PM
City Council Chambers – 300 Main Street, NLR, AR 72114**

Call to Order

- Roll Call
- Reminder to speak into the microphone

Administrative:

Approval of Minutes: • November 14, 2023

Planning Commission Hearing Items:

1. Special Use 2023-35 a Special Use to allow a Type 2 Short-term Rental in an R1 Zone @ 27 Coronado Circle
2. Special Use 2023-42 a Special Use to allow a (new) Short-term Rental @ 1323 W 9th St
3. Special Use 2023-43 a Special Use to allow an events center in a C3 zone @ 2657 Pike Ave
4. Special Use 2023-44 a Special Use to allow a tattoo parlor in a C6 zone @ 112 Main St
5. Special Use 2023-45 a Special Use to allow an Adult Daycare Center @ 425 Parkdale St
6. Special Use 2023-46 a Special Use to allow LaVada's Events Center @ 2005 Main Street
7. Rezone 2023-30 a rezoning from I2 to R1 to recognize an existing single family home @ 201 Mitcham Rd
8. SD2023-70 WNLR Commercial Add Lot 5 Preliminary Plat and SPR located @ 12401 Maumelle Blvd

NLR PLANNING COMMISSION MEETING PROCEDURES

Public Hearings: The regularly scheduled meeting is held on the second Tuesday of each month at 4:00 PM in the City Council Chambers. All Planning Commission meetings are open to the public. Typical meetings begin with a roll call, approval of minutes, correspondence and staff reports, committee reports, unfinished business, new business, public comments and adjournment. Public hearings, zoning actions and special uses are typically the latter half of the meeting and follow development review items presented as summary recommendations of the Development Review Committee.

Voting: There are 9 Commissioners. A quorum consists of 6 members. "Robert's Rules of Order" apply unless the Commission has outlined alternative procedures. According to the current by-laws, all business must be approved by a minimum of 5 votes. A simple majority of those members present does not necessarily approve a motion.

1. No person shall address the Planning Commission without first being recognized by the Chair.
2. All questions and remarks shall be made from the podium and addressed through the Chair.
3. After being recognized, each person shall state their name and address for the record.
4. When a group of citizens is present to speak about an item, a spokesperson shall be selected by the group to address the Planning Commission. Each presentation by a spokesperson shall be limited to 3 minutes.
5. Anyone from a group may be recognized if they have something new or additional information to add to an item. This additional presentation shall be limited to 3 minutes.
6. Individual (not representing a citizen group) presentations shall be limited to 3 minutes.
7. All remarks shall be addressed to the Planning Commission as a whole and not to any individual member.
8. No person other than members of the Planning Commission and the person having the floor shall be permitted to enter into any discussion, either directly or through a member of the Planning Commission, without permission of the Chair.
9. Once the question is called for or a public hearing is closed, no person in the audience shall address the Planning Commission on the matter without first securing permission to do so by a majority vote of the Planning Commission.
10. Anyone wishing to submit exhibits for the record shall provide the clerk with copies for each Planning Commissioner, one for the record, and for the Planning Director.
11. Anyone wishing to read a statement into the record shall provide the secretary with a written copy of the statement.

**North Little Rock Planning Commission
Minute Summary
November 14, 2023**

Chairman Clifton called the meeting of the North Little Rock Planning Commission to order at 4:00 PM in the Council Chambers, City Hall, 300 Main Street, North Little Rock, AR. Roll-call found a quorum to be present; a quorum being six (6) members present.

Planning Commission Members Present:

Norman Clifton, Chair
Steve White, Vice-Chairman
Emanuel Banks
Vandy Belasco
Charlie Foster
Junior Phillips
Renee Pierce
Edward Wallace (4:16 pm)

Members Absent:

Don Chambers

Staff Present:

Elaine Lee, City Attorney
Shawn Spencer, Director of Planning
Donna James, Assistant Director of Planning

Administrative:

A motion was made by Commissioner White and Seconded by Commissioner Foster to excuse those not present. By voice vote, the Commission members voted unanimously in favor of the motion, (7/0/2)

Approval of Minutes:

Commissioner White made a motion to approve the September 12, 2023, minute summary as submitted. Commissioner Phillips provided a second to the motion. By voice vote, the Commission members voted unanimously in favor of the motion, (7/0/2).

Planning Commission Hearing Items:

1. Special Use 2023-38 a Special Use to allow the continuation of a Short-term Rental in an R2 zone @ 4900 Hickory Ave

The applicant was present. Chairman Clifton called the item requesting the applicant come forward and address the Commission on the merits of the request. Madison Henderson stated she was representing the owner of 4900 Hickory Avenue for the Short-term rental request. She stated she would be happy to answer any questions of the Commission.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners.

There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	Yes	Chambers	Absent
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

SU2023-38 was approved with (7) affirmative votes, (0) no votes and (2) absent.

2. Special Use 2023-40 a Special Use to allow the continuation of a Short-term Rental in an R1 zone @ 1208 Skyline Dr

The applicant was present. Chairman Clifton called the item requesting the applicant come forward and address the Commission on the merits of the request. Kyndal Capps stated she was the owner and was asking consideration to allow her to continue to operate her property as a Short-term rental. She stated she would be happy to answer any questions of the Commission.

Jack Morgan Barren addressed the Commission stating he was supportive of the application. He stated Ms. Capps had been using the property as a short-term rental and there had not been any issues. He stated his concern was a fence, which was installed along their common property line, which appeared to be in disrepair. He requested Ms. Capp remove the fence or make more sturdy for safety purposes.

Ms. Capps stated if the fence was removed he would look straight into her bedroom. She stated she was willing to remove the fence.

The City Attorney stated the fence was a code enforcement issue and not germane to the request.

Chairman Clifton questioned if there was anyone additional in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners. There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	Yes	Chambers	Absent
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

SU 2023-40 was approved with (7) affirmative votes, (0) no votes and (2) absent.

3. RZ2023-27 a Rezoning from C3 to R4 to allow future development of townhomes @ 7616 North Hills Blvd

The applicant was present. Chairman Clifton called the item requesting the applicant come

forward and address the Commission on the merits of the request. Hayden Buckley was present representing the request. He stated he would answer any question.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners. There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	Yes	Chambers	Absent
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

RZ2023-27 was approved with (7) affirmative votes, (0) no votes and (2) absent.

4. RZ2023-26 a Rezoning from R1 to C4 to allow future development of office-warehouse @ 7123 Service Rd

The applicant was present. Chairman Clifton called the item requesting the applicant come forward and address the Commission on the merits of the request. Mr. John Pownall was present representing the request. Mr. Pownall stated the request was to rezone the property to allow for future development of an office with warehouse storage.

Joe Reynolds addressed the Commission in opposition of the request. He stated he represented Meadow Lane Property Owners Association. He stated on this property the neighborhood had been down three times over a period-of-time for requests to change the zoning and nothing had come of any of the rezoning request. He stated the neighborhood was opposed to the rezoning until the owner decided what he was going to do with the property. He stated the area was a neighborhood and did not need commercial buildings in the neighborhood.

The owner stated the plan was to construct an office warehouse building. He stated the access would be from MacArthur and not from Service Road. He stated there were immediate plans to construct the office warehouse building.

Chairman Clifton questioned if there was anyone additional in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners. There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	No	Chambers	Absent
Foster	Yes	Phillips	No	Pierce	Yes
Wallace	Abstain	White	Yes	Clifton	No

RZ2023-26 was denied with (4) affirmative votes, (3) no vote, (1) abstain and (1) absent.

5. RZ2023-28 a Rezoning from C3 to I2 to allow future development of office for a large vehicle carrier company located near ABF Road, North of I-40 and West of the UP Main Rail Line

The applicant was present. Chairman Clifton called the item requesting the applicant come forward and address the Commission on the merits of the request. Mr. Charles Wise was present representing the request. He stated he would answer any question from the Commission.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners. There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	Yes	Chambers	Absent
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Yes	Clifton	Yes

RZ2023-28 was approved with (8) affirmative votes, (0) no votes and (1) absent.

6. RZ2023-29 a rezoning from C3 to R4 to allow the redevelopment of the site with multi-family @ 5517 MacArthur Dr

The applicant was present. Chairman Clifton called the item requesting the applicant come forward and address the Commission on the merits of the request. Mr. Zane Robinson was present representing the request. He stated he would answer any question from the Commission. He stated the request was to rezone the property to allow the owner to renovate the property and change the use from a hotel to multi-family.

Mr. Kenneth Prater stated he owned property in the area. He stated he was opposed to allowing the use to change from a hotel to apartments. He stated renters had no stake in the neighborhood.

Chairman Clifton questioned if there was anyone additional in the audience wishing to speak for or against the item. Chairman Clifton questioned if there were any questions or concerns of the Commissioners. There being none, Chairman Clifton called for a roll call vote -

Banks	Yes	Belasco	Yes	Chambers	Absent
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Yes	Clifton	No

SU2023-28 was denied with (7) affirmative votes, (1) no votes and (1) absent.

7. SD2023-68 Burkhalter-Hass Lot 3 SPR SPR located in the 7900 Blk of Burkhalter Hass Drive

The applicant was present representing the request. Chairman Clifton stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

1. Engineering requirements on detention:
 - a. 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.
2. Engineering requirements before the plat will be signed:
 - a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
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. 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 or copy of ARDOT driveway permit if State Highway.
 - 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.
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. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - c. Driveway radii shall be labeled and shall have 25’ minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - d. Driveways shall not be closer than 40’ to adjoining streets or 10’ from adjoining property lines.
 - e. Spacing between proposed commercial/industrial driveways shall not be closer than 40’.
 - f. Driveway widths shall be labeled and shall be 10’ minimum to 40’ maximum.
 - g. All driveways are to be concrete within the ROW.
 5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location.
 - c. Dumpster to have masonry screening.
 - d. No fence is to be located in front of the building.
 6. Meet the requirements of the Master Street Plan.
 7. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City’s minimal landscape and buffer ordinance requirements.
 - c. Provide a minimum of 6 street trees adjacent to the future Burkhalter-Haas Dr right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code. Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
 - d. Provide a minimum of 7 parking lot trees/.
 - i. Trees shall be planted at one (1) tree per six (6) parking spaces.

- ii. Trees ten (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than fifty (50) percent of the overall requirement for the parking lot or area.
 - iii. Parking lot trees are to be chosen from Table B or C, Section 7.5 of the North Little Rock zoning code, Table D shall be used if beneath overhead power lines.
 - e. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - i. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
 - f. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - g. Plant material shall be irrigated by an automatic underground irrigation system.
 - h. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.
 - i. Provide plant material legend graphically indicating the different plant materials. Provide plant material list and specifications indicating minimum plant material size at installation.
8. Meet the following requirements concerning signage:
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
9. Meet the requirements of the Fire Marshal, including:
- a. Provide an approved fire protection plan.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - ii. Fire Apparatus access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the building. (Volume 1 Section 503.1.1)
 - iii. Dead end roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4. (Volume 1 Appendix D103.4)
 - c. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
10. 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. Please submit plans for water facilities 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. Approval of plans by Central Arkansas Water, the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.

- c. 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.
 - d. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon
11. Meet the requirements of NLR Wastewater, including:
- a. Please consolidate sewer service lines for property to have only one connection point to the public sanitary sewer.
 - b. Please submit a full set of plans to NLRW for review and approval prior to construction.
12. Meet the requirements of NLR Electric.
13. Meet the requirements of Rock Region Metro.

Commissioner Wallace provided a second to the motion. By voice vote, the Commission voted unanimously for approval (8/0/1).

8. SD2023-69 Today's Power Preliminary Plat and SPR located in the 7400 Blk of Industry Drive

The applicant was present representing the request. Chairman Clifton stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

- 1. Engineering requirements on detention:
 - a. Option to pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention.
(OR)
 - b. 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.
- 2. Engineering requirements before the plat will be signed:
 - a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
 - c. Show and label boundary of detention area as a drainage easement if applicable.
- 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 Grading Permit application to City Engineer with grading plans.

- c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan
 - d. showing silt fence, storm inlet protection, and drainage details.
 - e. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City
 - f. Engineer.
 - g. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
4. Meet the requirements of the City Engineer, including:
 - a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
5. 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 street trees or provide a bond.
 - c. Provide streetlights or provide a bond.
6. Other Boards approvals required before applying for a building permit.
 - a. All Solar Farms shall be reviewed through the Site Plan Review process. All waivers or variances of these AES requirements shall be considered through the Special Use process with City Council providing final approval and not directed to the Board of Zoning Adjustment variance hearing process.
7. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. If a dumpster is added in the future the dumpster is to have masonry screening on three sides and an opaque gate enclosure.
 - c. No AES shall be connected to the utility grid until written authorization from the local utility company is provided to the Planning Department, which will then be attached to the building permit. The local utility company may require a representative to be present at the time of connection.
 - d. All power transmission lines and power lines to and from a detached AES structure shall be located underground.
 - e. All electrical and plumbing components of an AES shall conform to the relevant and applicable City, County, State, and Federal codes.
 - f. Photovoltaic shingles, siding, or other non-glare, stealth type and unobtrusive components of an AES are permitted in all Zoning Districts.
8. Meet the requirements of the Master Street Plan, including:
 - a. Provide ½ street improvements.
9. Meet the requirements of the Screening and Landscaping ordinance, including:

- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - c. Provide a minimum of 25 street trees adjacent to the Industry Drive right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code. Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
 - d. Provide plant material legend graphically indicating the different plant materials. Provide plant material list and specifications indicating minimum plant material size at installation.
 - e. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - f. Plant material shall be irrigated by an automatic underground irrigation system.
10. Meet the following requirements concerning signage:
- a. All signs require a permit and separate review.
11. Meet the requirements of the Fire Marshal, including:
- a. Provide an approved fire protection plan.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. A clear brush free area of 10 feet shall be required around the perimeter of ground-mounted photovoltaic arrays. Vegetative surface shall be maintained under the arrays. (Volume 1 Section 1205.5.1)
12. 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. Please submit plans for water facilities 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. Approval of plans by Central Arkansas Water, the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.
 - c. 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.
 - d. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon
13. Meet the requirements of NLR Wastewater, including:
- a. NLRW has force mains located on the southern portion of this property. NLRW will notify the owner once staff has located force mains so that a 20' exclusive sanitary sewer

- easement can be centered over the pipe on the plat. (Please see attached map for reference but not to be used for Survey)
- b. Please submit a full set of plans to NLRW for review and approval prior to construction.
14. Meet the requirements of NLR Electric.
 15. Meet the requirements of Rock Region Metro.

Commissioner Wallace provided a second to the motion. By voice vote, the Commission voted unanimously for approval (8/0/1).

9. **Special Use 2023-35 a Special Use to allow a Type 2 Short-term Rental in an R1 Zone @ 27 Coronado Circle** - The applicant was not present. The Commission voted unanimously to postponed the item to the December 12, 2023 hearing date.
10. **SD2023-03 River Rock Estates, Lots 1 – 26 Preliminary Plat of a Residential Subdivision at the NWC of River Rd and Paul Duke Dr – Time Extension Article 4.5 Approval of a Pre Plat**

Staff presented an overview of the request stating the applicant was seeking a one-year time extension for the approval of a preliminary plat. Megan Weckwerth with the Tyler Group stated her firm had been working with wastewater concerning connecting to the sanitary sewer system. She stated she felt they were close to resolving the concerns of wastewater and felt the additional time would allow them to complete the design and get underway with construction.

Chairman Clifton questioned if anyone in the audience wanted to speak on the item. He questioned if there were any questions of the Commissioners. By a roll call vote all Commissioners voted in the affirmative to allow the one-year time extension.

Public Comments/Adjournment:

Chairman Clifton called for public comment. There being no further business before the Commission, and on a motion by Commissioner Foster and seconded by Commissioner Wallace, and by consent of all members present (8/0/1), the meeting was adjourned at 4:30 pm. The next regularly scheduled Commission meeting is to be-held on Tuesday, December 12, 2023, at 4:00 pm in the City Council Chambers of City Hall, 300 Main Street, NLR, AR.

Respectfully Submitted:
Donna James, AICP
Assistant Director of Planning

Item #1
Special Use 2023-35

Request: a Special Use to allow a Type 2 Short-term Rental in an R1 Zone

Location of the Request: @ 27 Coronado Circle, NLR, AR

Applicant/Owner: Patrick Bass, Arkansas Owner Finance, LLC

P.C. Background: 1st time on the agenda

P.C. Background: Ordinance #9559 Adopted by the NLR City Council on April 10, 2023, established the Comprehensive Code to Regulate Issuance of, and Conditions Associated with, Short-Term Residential Rental Business Licenses. The applicant is seeking approval to allow a Type 2 (non-owner occupied) Short-Term Rental in a R1 zoning district. The applicant did not have a business license prior to the city issuing a moratorium on business license for Short-term rentals but the applicant has documentation the unit was listed on a hosting platform prior to the adoption of the ordinance regulating Short-term Rentals.

Master Street Plan: Coronado Circle is classified as a local street on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R1	Single Family
South	R1	Single Family
East	R1	Single Family
West	R1	Single Family

Background:

- Compatible with previous actions?** A Special Use is the process established by City Council for consideration of Type 2 Short-term Rentals within R1 zoning districts, which were operational prior to April 10, 2023.
- Neighborhood Position/Comment?** Staff has numerous calls with questions regarding the proposed Special Use. Some of the callers have indicated support and others opposition to the request.
- Effect on public service and utilities?** There should be minimal impact on public services and utilities.
- Legal Consideration/Reasonableness?** The request is reasonable.
- Will the approval have a stabilizing effect on surrounding properties?** Short-term rentals are similar to hotel/motels with a transient population, which could potentially have a negative impact on the neighborhood.

6. **Is the site of adequate size for the development?** The site is developed with a single family home. There is an existing concrete driveway located within the front yard allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in residentially zoned areas.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request.

Summary:

The applicant is seeking a Special Use to allow a Type 2, (non-owner occupied) Short-term Rental unit in a R1 zoning district. The recently adopted ordinance by City Council established the criteria for applying for a Short-term Rental. The applicant did not have a business license prior to the City placing a moratorium on Short-term rentals. The applicant has provided documentation the Short-term Rental was in use prior to the adoption of the Short-term Rental Ordinance by the City of North Little Rock by providing a backdated listing and a copy of rental reviews prior to April 10, 2023. The applicant has provided a site plan, including the area of on-site parking. This request is to recognize the unit as non-conforming.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on September 20, 2023.

Conditions to Consider:

1. Approval of the Special Use does not ensure approval of a Business License. The applicant must comply with all other applicable requirements within the Comprehensive Code to Regulate Issuance of, and Conditions Associated with, Short-Term Residential Rental Business Licenses (Ordinance #9559 Adopted by the NLR City Council on April 10, 2023)
2. Per §8.2.3(d), Revocation and Limitations, Time Limitations, a Business License must be obtained within (1) year of Special Use approval.
3. The owner or owner representative for all short-term residential rentals shall post in a prominent common area or near the front door within the short-term rental:
 - a. the physical street address assigned by the City;
 - b. owner or owner representative name and telephone number;
 - c. local contact person name and telephone number;
 - d. telephone numbers for the North Little Rock Police Department, the North Little Rock FireDepartment, and North Little Rock Code Enforcement;
 - e. the phone number to report a safety complaint;
 - f. solid waste (trash) pick-up day;
 - g. the maximum occupancy limits as approved by the business license;
 - h. the maximum number of parking spaces available on-site;
 - i. a copy of the Good Neighbor Brochure; and,
 - j. notification that a guest, local contact person, responsible person, or owner may be cited and/or fined by the City in accordance with this Ordinance.

Item #1

Special Use 2023-35

Page 3 of 3

4. The number of occupants is limited to a maximum of (2) people per bedroom, plus (2), for the entire unit when the property is operated as a Short-Term Rental.
5. Commercial functions and other similar events are prohibited at the transient use site.
6. Special events including, but not limited to, weddings, receptions, anniversaries, private parties, fundraisers and business seminars are prohibited from occurring at the transient use site.
7. No recreational vehicle, trailer, other vehicle or structure not classified as a permanent residential dwelling may be used as a Short-Term Rental.
8. The minimum number of off-street parking spaces required for motor vehicles of overnight guests at the transient use site shall comply with the applicable residential requirements set forth in the NLR Zoning Ordinance.
9. Signage advertising the unit as a Short-Term Rental is not permitted
10. The addition of any outdoor recreational activities must be reviewed by staff prior to installing.

Special Use #2023-35



CORONADO CIR

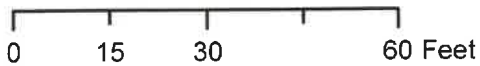
31

25



Ortho Map

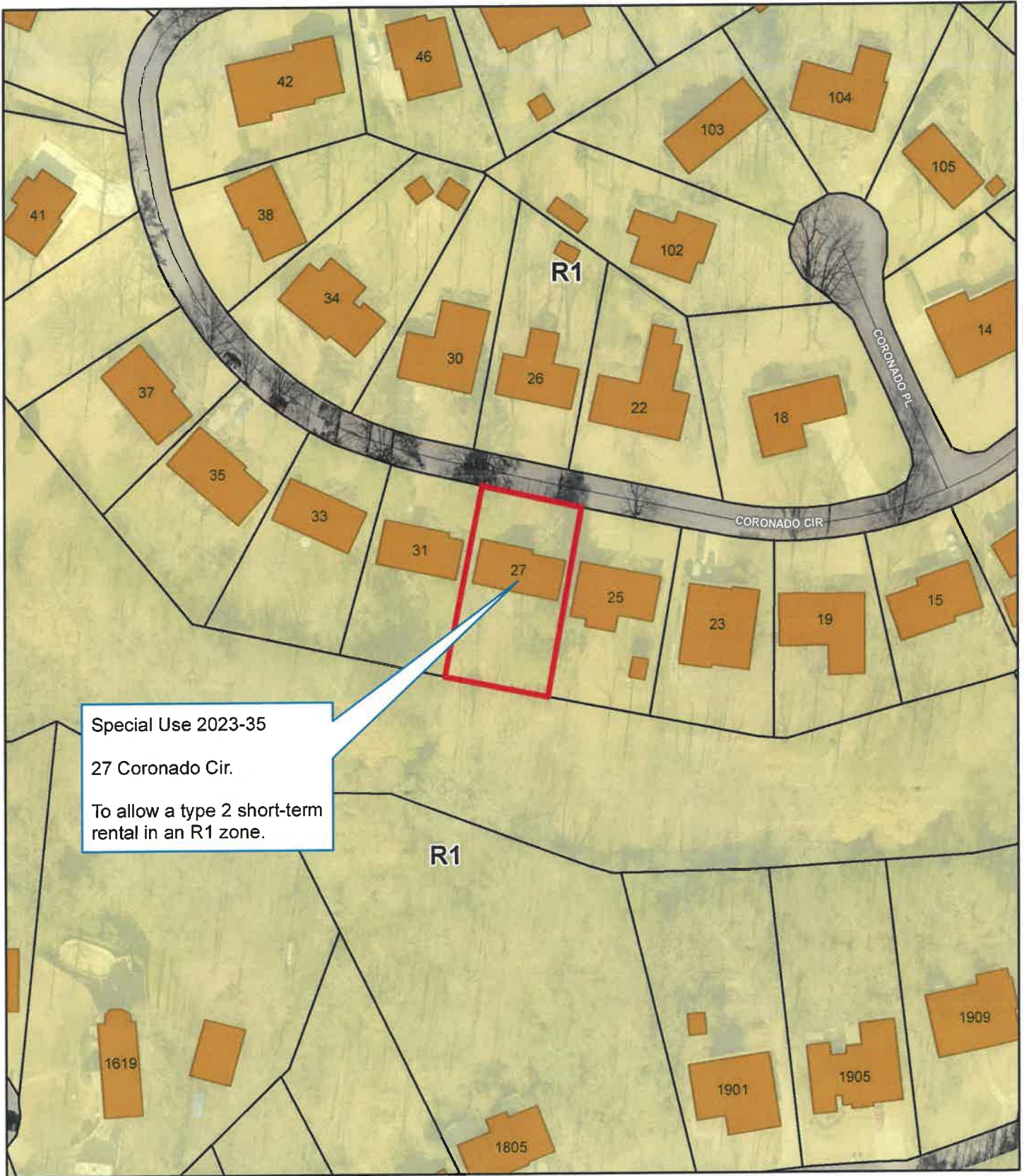
1 inch = 30 feet



Date: 9/14/2023

Not an actual survey

Special Use #2023-35

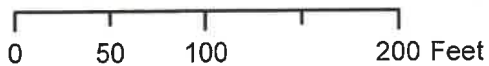


Special Use 2023-35
27 Coronado Cir.
To allow a type 2 short-term rental in an R1 zone.



Zoning Map

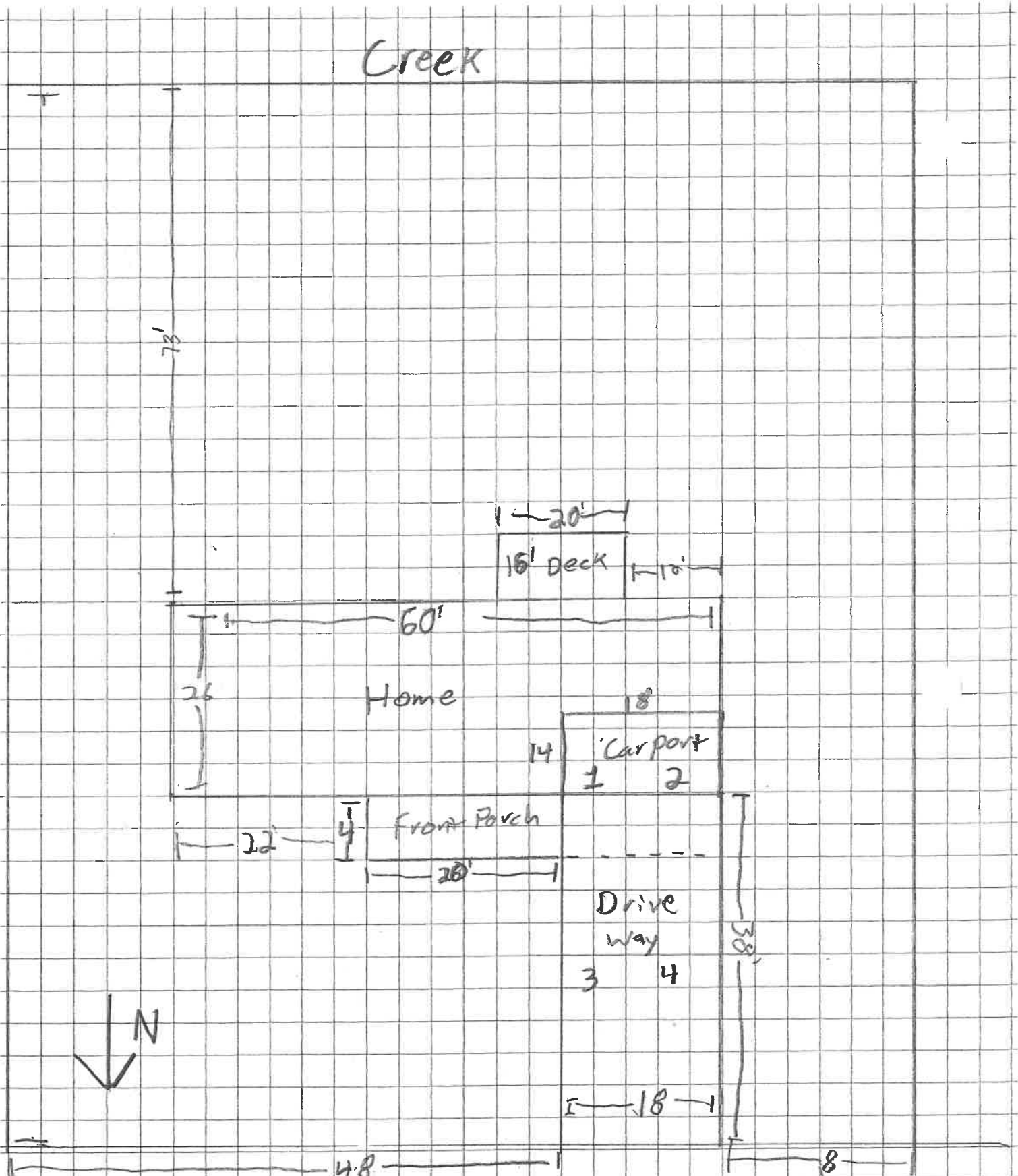
1 inch = 100 feet



Date: 9/14/2023

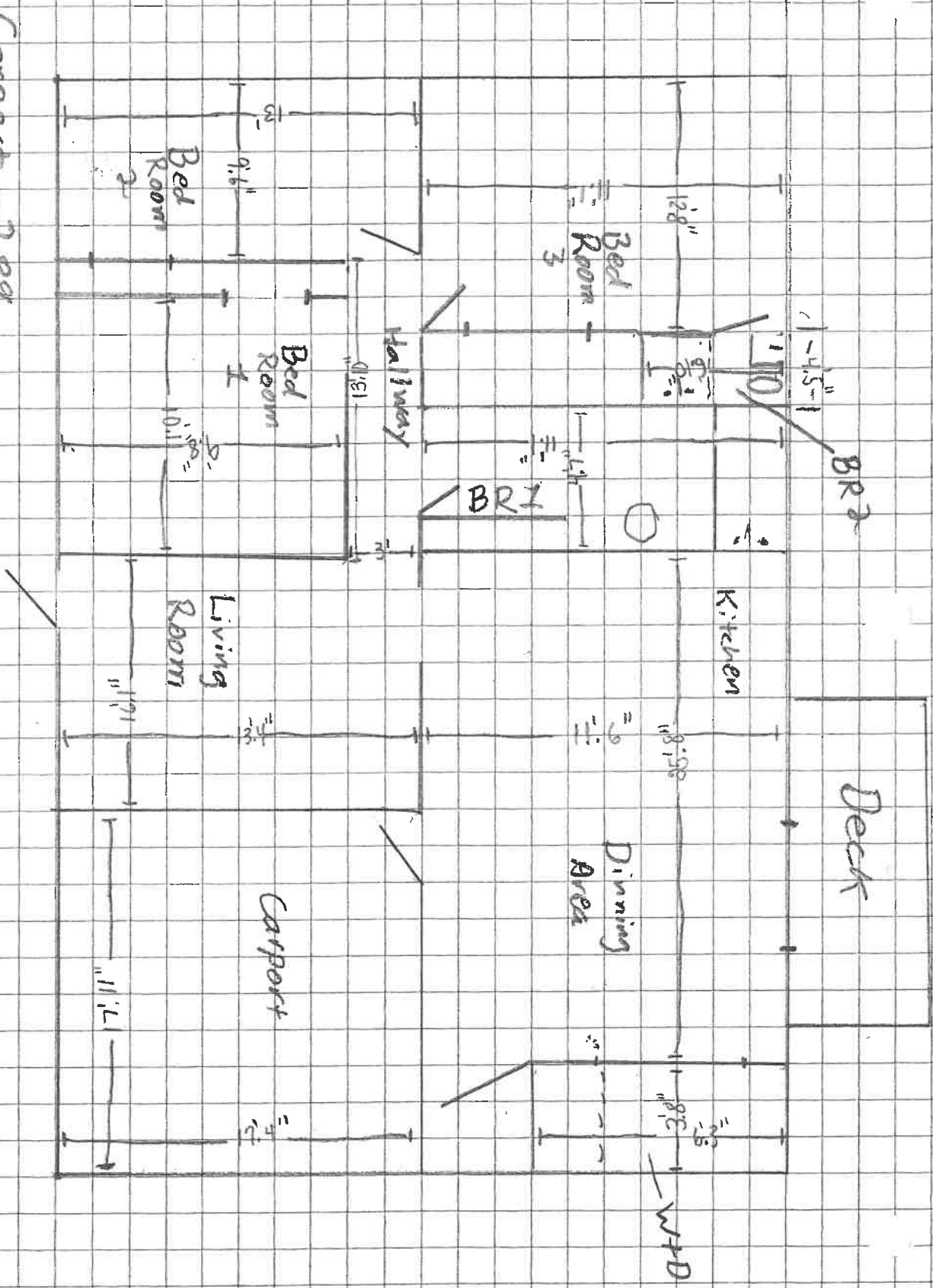
Not an actual survey

Creek



Road

Deck - 320
Living Space - 1308
Carport - 324
Driveway - 684



- Carpet - 289
- W+D - 18
- Dining Area - 275
- Living Room - 208
- Deck - 320
- Hallway - 39
- Bath Room 1 (BR) - 44
- Bath Room 2 (BR) - 31
- Total 54ft - 1308
- Bed Room 1 - 95
- Bed Room 2 - 123
- Bed Room 3 - 138
- Parking 500ft - 4

Item #2
Special Use 2023-42

Request: a Special Use to allow a (new) Short-term Rental

Location of the Request: @ 1323 W 9th St, NLR, AR

Applicant/Owner: Brian Wilson

P.C. Background: The City adopted an ordinance regulating STR's in April 2023. The initial time for non-owner occupied STR's operating without a City of North Little Rock Business License has lapsed and all new requested STR's must comply with the originally adopted ordinance as well as amendments (9/25/2023). The amendment dated September 25th limits the placement of one STR unit on properties with multiple units. There is also a separation requirement limiting the placement of STR's to one, Type 1 (Owner Occupied) or Type 2 (Non-owner Occupied), unit within a 1,500-foot radius.

Site Characteristics: The site contains a single family home and an accessory dwelling unit. The applicant lives in the home and is proposing to offer the accessory dwelling unit as a STR. The property is located outside a 1,500-foot radius of other STR's allowing the placement of a new STR.

Master Street Plan: W 9th Street is a local residential street classification. There are no dedicated bikeways located in the area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R4	Single Family
South	R4	Single Family
East	R4	Single Family
West	R4	Single Family

Background:

- Compatible with previous actions?** A Special Use is the process established by City Council for consideration of STR's located in the R4 Zoning Districts.
- Neighborhood Position/Comment?** Staff has not received any comment from area residents at the time of printing.
- Effect on public service and utilities?** There should be minimal impact on public services and utilities.
- Legal Consideration/Reasonableness?** The request is reasonable.
- Will the approval have a stabilizing effect on surrounding properties?** Short-term rental units are similar to hotel/motels with a transient population, which could potentially have a negative impact on the neighborhood.
- Is the site of adequate size for the development?** The site is developed with a single family home and an accessory dwelling unit. There is an existing concrete driveway located within the

front yard and an additional parking pad located adjacent to the STR allowing sufficient on-site parking.

7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in the R4, residentially zoned areas.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request.

Summary:

The applicant is seeking a Special Use to allow a Short-term Rental unit in a R4 zoning district. The City Council adopted an ordinance establishing the criteria for applying for a Short-term Rental and provided an amendment limiting the placement to certain zoning districts, requiring a separation distance and limiting the number of units allowed on a property.

This request is a new request for a STR, as the applicant has not previously listed the unit on a hosting platform as a STR. There are two units on the property, the applicant's home and an accessory dwelling unit which is proposed as the STR. The site has a drive for parking for the single family home and a paved driveway adjacent to the accessory dwelling unit to provide parking for the STR.

Conditions to Consider:

1. Approval of the Special Use does not ensure approval of a Business License. The applicant must comply with all other applicable requirements within the Comprehensive Code to Regulate Issuance of, and Conditions Associated with, Short-Term Residential Rental Business Licenses (Ordinance #9559 Adopted by the NLR City Council on April 10, 2023)
2. Per §8.2.3(d), Revocation and Limitations, Time Limitations, a Business License must be obtained within (1) year of Special Use approval.
3. The owner or owner representative for all short-term residential rentals shall post in a prominent common area or near the front door within the short-term rental:
 - a. the physical street address assigned by the City;
 - b. owner or owner representative name and telephone number;
 - c. local contact person name and telephone number;
 - d. telephone numbers for the North Little Rock Police Department, the North Little Rock FireDepartment, and North Little Rock Code Enforcement;
 - e. the phone number to report a safety complaint;
 - f. solid waste (trash) pick-up day;
 - g. the maximum occupancy limits as approved by the business license;
 - h. the maximum number of parking spaces available on-site;
 - i. a copy of the Good Neighbor Brochure; and,
 - j. notification that a guest, local contact person, responsible person, or owner may be cited and/or fined by the City in accordance with this Ordinance.
4. The number of occupants is limited to a maximum of (2) people per bedroom, plus (2), for the entire unit when the property is operated as a Short-Term Rental.
5. Commercial functions and other similar events are prohibited at the transient use site.

Item #2

Special Use 2023-42

Page 3 of 3

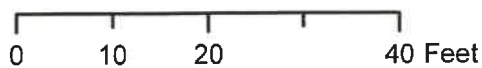
6. Special events including, but not limited to, weddings, receptions, anniversaries, private parties, fundraisers and business seminars are prohibited from occurring at the transient use site.
7. No recreational vehicle, trailer, other vehicle or structure not classified as a permanent residential dwelling may be used as a Short-Term Rental.
8. The minimum number of off-street parking spaces required for motor vehicles of overnight guests at the transient use site shall comply with the applicable residential requirements set forth in the NLR Zoning Ordinance.
9. Signage advertising the unit as a Short-Term Rental is not permitted
10. The addition of any outdoor recreational activities must be reviewed by staff prior to installing.
11. Applicant shall meet all applicable Federal, State, County, and City 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.

Special Use #2023-42



Ortho Map

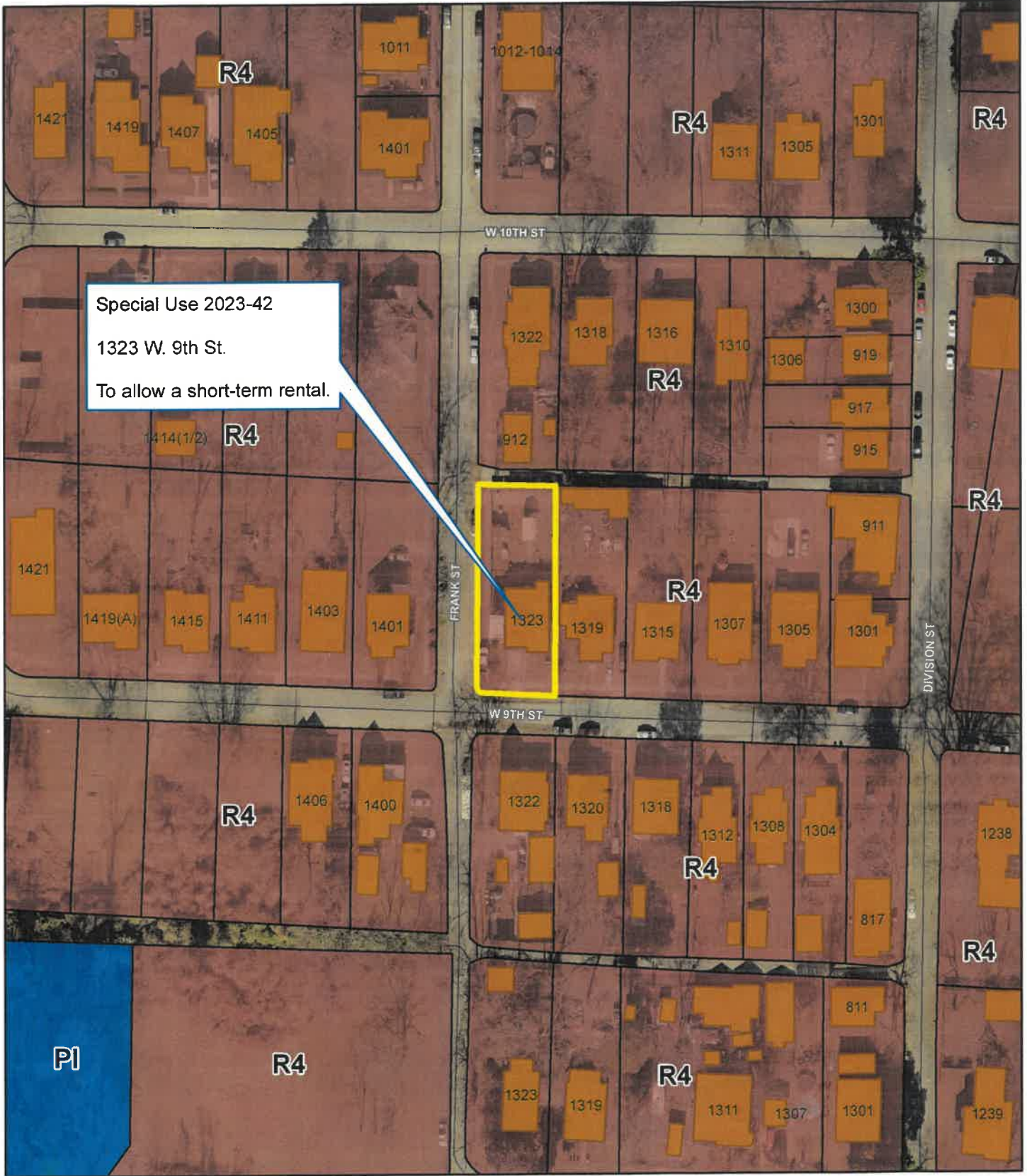
1 inch = 20 feet



Date: 11/6/2023

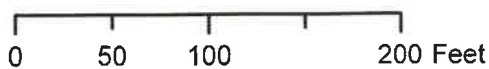
Not an actual survey

Special Use #2023-42



Zoning Map

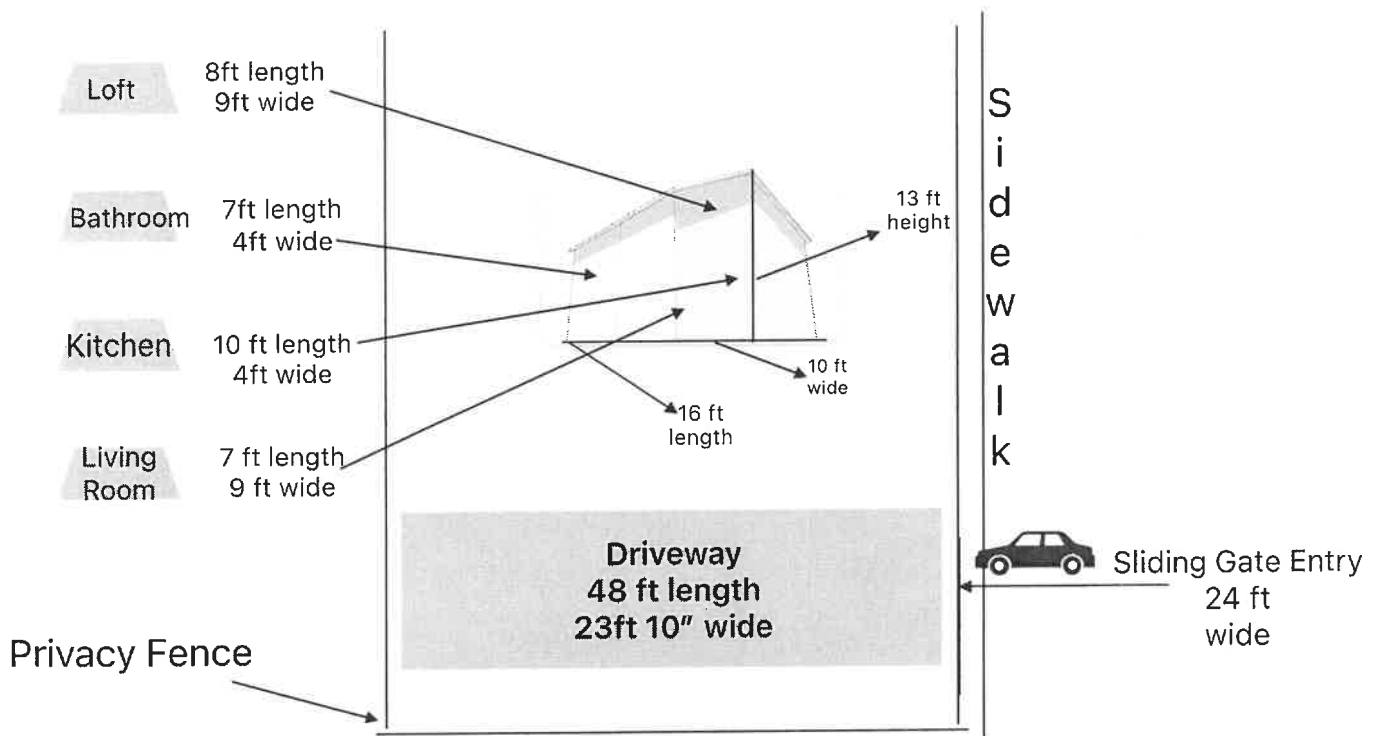
1 inch = 100 feet



Date: 11/6/2023

Not an actual survey





Tiny House
1323 W 9th Street
North Little Rock, AR 72114

Item #3
Special Use 2023-43

Request: a Special Use to allow an events center in a C3 zone

Location of the Request: @ 2657 Pike Ave, NLR, AR

Applicant: Albino Gutierrez

Owner: Pike Plaza Shopping Center LLC

P.C. Background: 1st time on the agenda

Site Characteristics: The site is the Pike Plaza Shopping Center. There are a number of businesses located within the shopping center. There is also a large number of vacant spaces.

Master Street Plan: Pike Avenue is classified on the Master Street Plan as a principal arterial. W Pershing Blvd is classified as a collector street classification. There is a bike route located along Parker Street and West Pershing Blvd. A proposed bike lane is indicated along MacArthur Drive.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R2	Single Family
South	C3	Single Family
East	C3	Warehouse under construction
West	C3	Undeveloped Property

Background:

1. **Compatible with previous actions?** Event Center applications require approval of a Special Use within any zoning district.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal impact on public services and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** The approval could have a stabilizing effect on the surrounding property by bringing new life into the shopping center. Care must be taken to not impact the adjacent single family homes located to the north and south of this site.
6. **Is the site of adequate size for the development?** The site is a developed site containing buildings and paved parking.
7. **Will this set a precedent for future rezoning?** No, the allowance of an events center requires review and approval of a Special Use.

8. **Should a different zoning classification be requested?** Events centers are not allowed by right in any zoning district within the City of North Little Rock. A Special Use is appropriate for an events center within a C3 zoning district.

Summary: The applicant is seeking approval of a Special Use to allow this lease space to be utilized as an events center. The applicant states neither in Little Rock nor North Little Rock is there a place serving the Latino Community. The applicant's intent is to serve the Latino Community with activities typical for their culture for all ages.

The applicant states the proposal includes an indoor flea market on Saturday and Sundays. Secondly, there will be events focused on providing activities for children, which he states is lacking in the area. The children events planned include indoor sports activities along with other child friendly activities to engage the area youth.

In addition, the events center is proposed as a place in North Little Rock for Latino adults to gather and a place to host concerts, weddings, family gatherings, birthday celebrations, dancing, and other family oriented activities. The applicant states *El Patron* proposes this project as a place in North Little Rock to hold these activities and events.

The applicant states the shopping center is a large space with ample parking to serve the events center and the other retail spaces located in the shopping center. The applicant states he wants to provide a positive business for the community and the City of North Little Rock. He states this project is one of many projects planned within the City. The applicant states the intent is to demonstrate to the community that projects can be completed in conjunction with private and public participation.

The hours of operation are proposed from 7 am to 2 am Friday and Saturday and from 7 am to 11 pm Sunday through Thursday. All activities will take place within the building with no outdoor activities proposed for the site. There will be security provided for events, which take place serving alcohol. The applicant must meet the requirements of the Fire Marshall's office with regard to occupancy capacity for the events center.

Conditions to Consider:

1. The applicant must provide written approval from the Fire Marshall's office along with an inspection report prior to the issuance of a Zoning Certificate for a Business License for the events center
2. All change in occupancy type/use shall conform to applicable building and fire regulations
3. The hours of operation are limited to 7 am to 2 am Friday and Saturday and from 7 am to 11 pm Sunday through Thursday
4. Provide licensed security for/at events serving alcohol
5. Provide (1) on-site parking space per (5) occupants per occupancy load
6. Applicant shall meet all applicable Federal, State, County, and City requirements
7. 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

8. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes
9. Business license to be issued after Planning Staff confirmation of requirements

Special Use #2023-43



Ortho Map

1 inch = 100 feet



Date: 11/6/2023

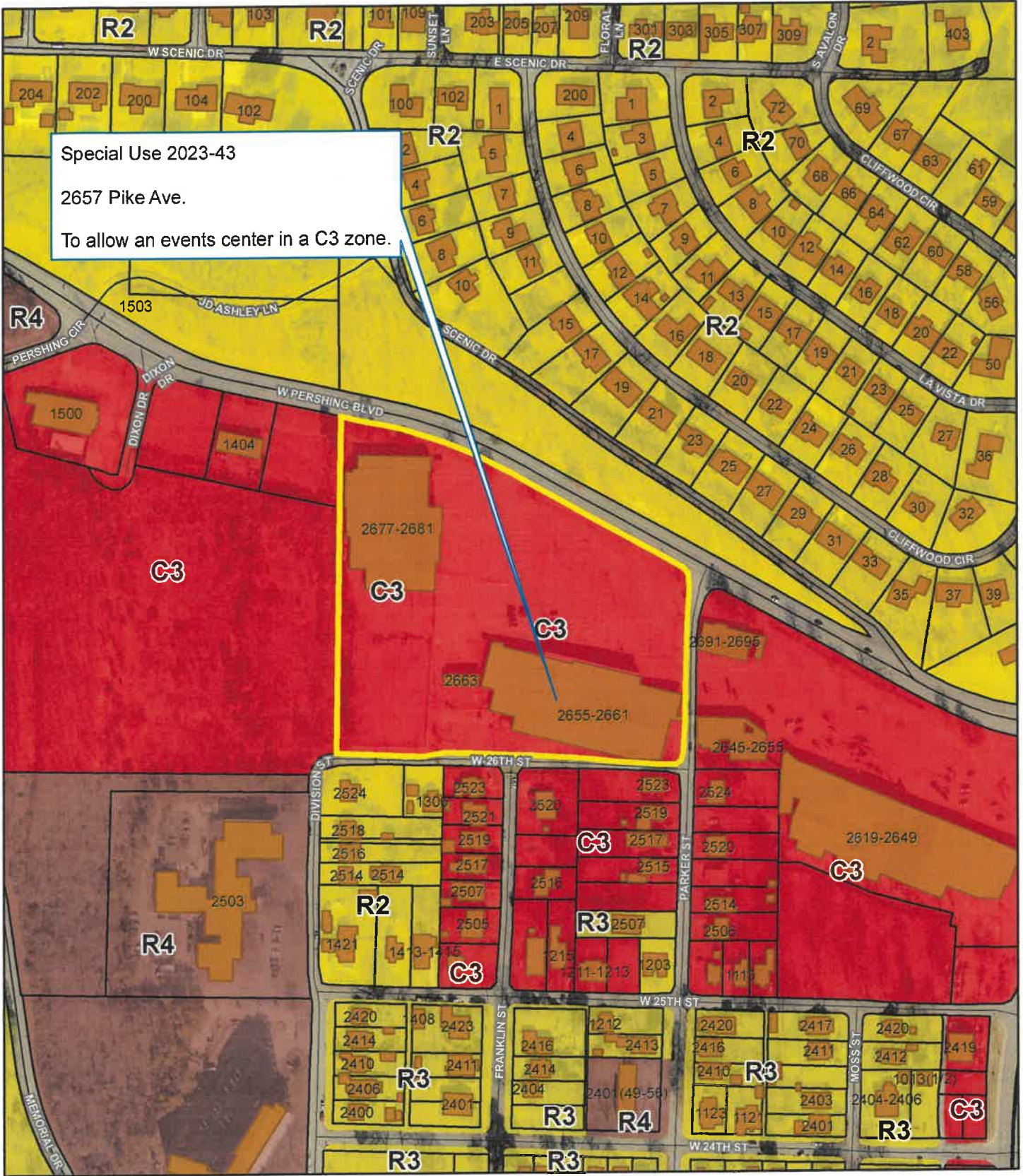
Not an actual survey

Special Use #2023-43

Special Use 2023-43

2657 Pike Ave.

To allow an events center in a C3 zone.



Zoning Map

1 inch = 250 feet

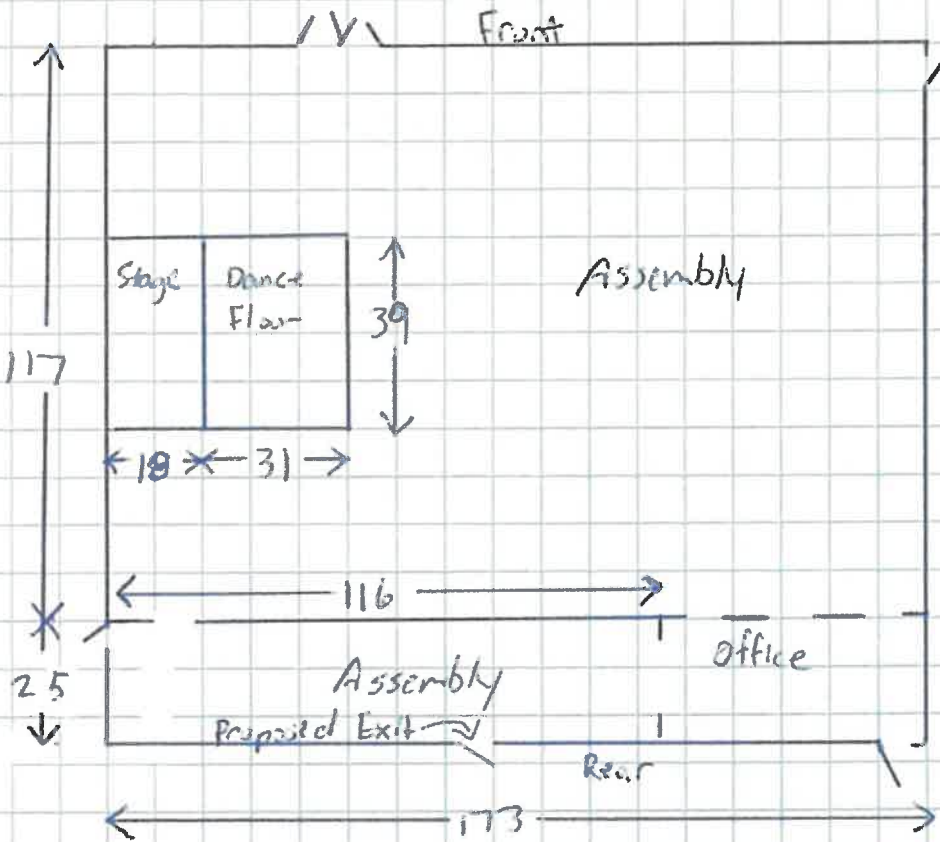


Date: 11/6/2023

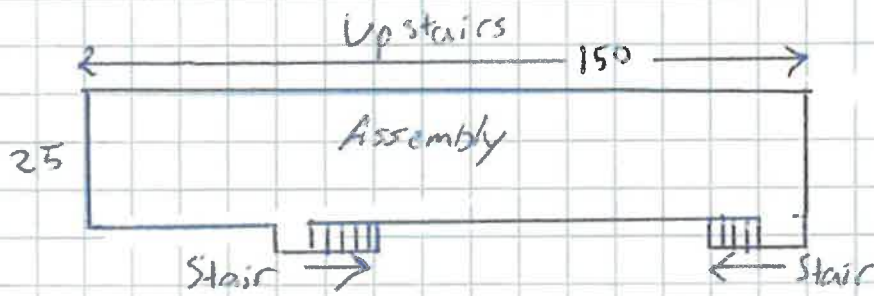
Not an actual survey

This letter explains why the intention is to create an event center. In neither Little Rock nor Nor Little Rock is there a place with a plan to do something that serves the community, for example, an indoor flea market on Saturdays and Sundays. second fun for children they plan to do some indoor sports this would be one of the places in Nor Little Rock fun for older adults there is neither in Little Rock nor in Nor Little Rock for Latinos among them a place to do concerts for Latinos in general for Es That is why El Patron is proud to present a project here in Nor Little Rock to hold these events, a large place and good parking where everyone is happy to bring one of these places to this city, it will generate taxes for this city and in the future . . do regulated concerts so that everyone wins we want to plan positive things for this city doing businesses that can work if you don't allow it we will start working on the projects that we want to do and this is one of the first projects in this city of Nor Little Rock therefore We will begin by making a Civic Center called Centro Cívico El Patrón to demonstrate that projects can be done in conjunction with those in charge of carrying out this in the city of Nor Little Rock. If you have any questions, whoever reads this letter, we are at your service and in advance. I inform you that I want all your support because I do not want to violate the law anywhere I want to do everything according to the law because I do not want surprises from anywhere that is why I ask for your support and guide me for a good way to do lasting business thank you

2657 Pike



- Not to scale
- Measurements are not exact
- Building is fire sprinklered



Exit capacity
 • 4 existing exits
 246 inches allows
 1640 occupants

occupants by floor space
 Dance floor - 242 occupants
 Front assembly area - 1268 occupants
 Back assembly area - 194 occupants
 Upstairs assembly area - 250 occupants
 Office area - 10 occupants
Total occupants - 1964

• Adding a double door exit 72 inches wide will allow the full occupancy load of 1964

Item #4
Special Use 2023-44

Request: a Special Use to allow a tattoo parlor in a C6 zone

Location of the Request: @ 112 Main St, NLR, AR

Applicant: Joshua Chambers

Owner: Majic AR General Partnership

P.C. Background: The City Council approved a Special Use to allow a tattoo parlor at this location on July 22, 2019. The approval of the Special Use was limited to Scott Diffie. Mr. Diffie no longer desires to operate from this location and the current applicant is requesting approval of a Special Use to allow him to operate a tattoo parlor in the same manner as the previous approval.

Site Characteristics: The location is a store-front along Main Street. There are a number of businesses located along this strip with a multi-story office building located across Main Street to the west and the Chamber of Commerce Building located to the south of this site. The area also contains the former City Services Building and City Attorney's office.

Master Street Plan: Main Street is classified as a Minor Arterial on the Master Street Plan. There are no dedicated bikeway located along Main Street.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C6	Former City of NLR Offices
South	C6	Chamber of Commerce
East	C6	Parking Lot
West	C6	Office Building

Background:

1. **Compatible with previous actions?** A Special Use to allow a tattoo parlor was approved for this property in 2019.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal impact on public utilities with the approval of the Special Use for the tattoo parlor.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** There should be minimal impact on the surrounding properties with the approval.
6. **Is the site of adequate size for the development?** The site is adequate for development.
7. **Will this set a precedent for future rezoning?** The approval will not set precedent for future requests. A Special or Conditional Use is required to allow a tattoo parlor within all zoning districts with the exception of I2 and I3.

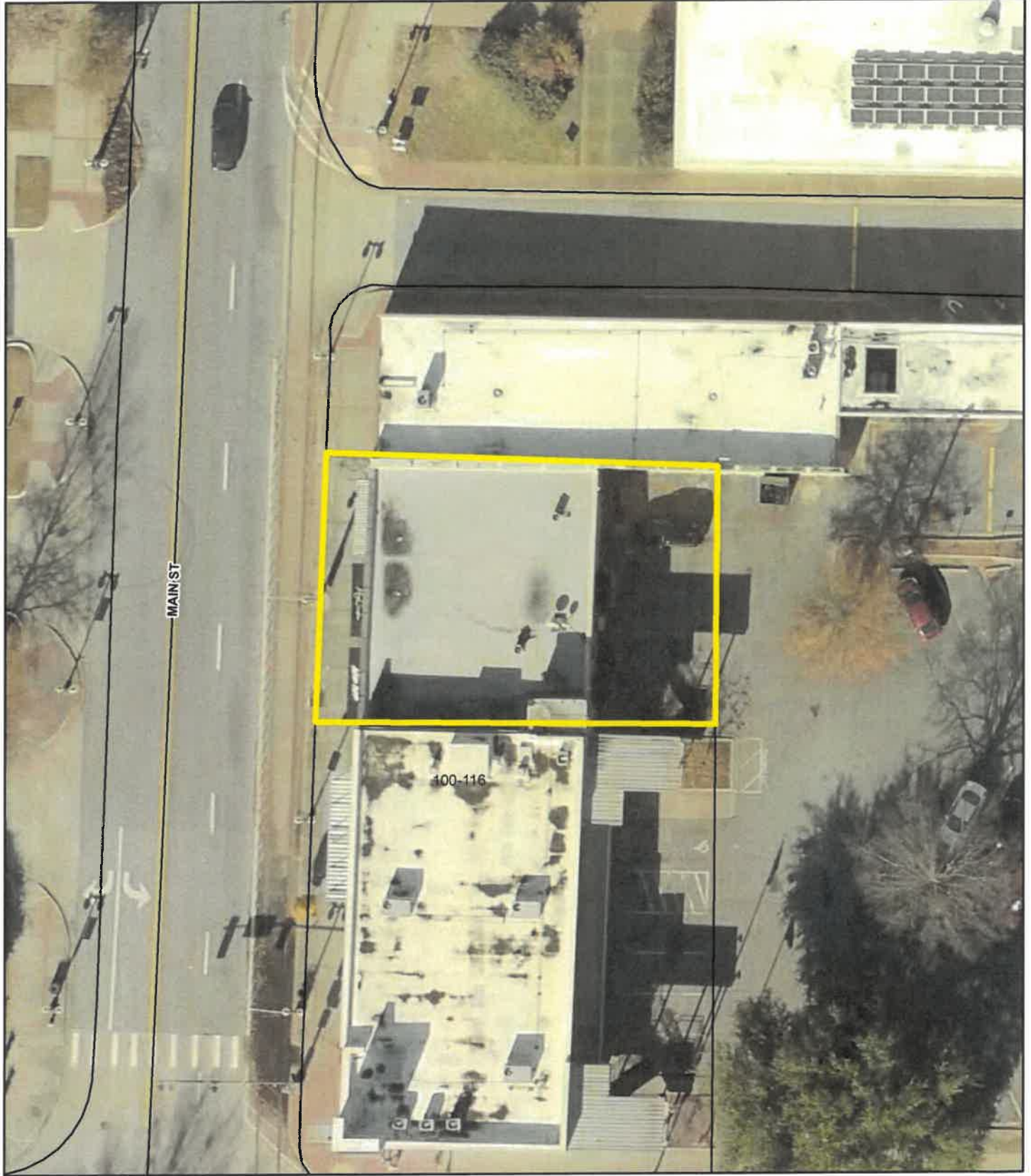
8. **Should a different zoning classification be requested?** A Special Use is the appropriate request to allow a tattoo parlor in the C6 zoning district.

Summary: The applicant is seeking approval of a Special Use to allow a tattoo parlor to continue to operate under a different ownership in a C6 zone at this location. The City Council approved a Special Use for Scott Diffie in 2019 to allow him to relocate his tattoo parlor from E Broadway to Main Street. Special Use approvals are limited to an individual and are not approved for the property. Since Mr. Diffie is no longer associated with the tattoo parlor the applicant is seeking a Special Use to allow him to continue to operate a tattoo parlor with the same business plan as Mr. Diffie.

Conditions to Consider:

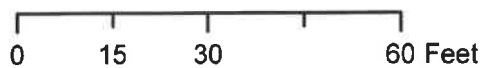
1. The hours of Operation: Tuesday – Thursday, 2:00 pm to 10:00 pm; Friday – Saturday 2:00 pm to midnight
2. Meet the requirements of the Arkansas Department of Health for Body Art Establishments
3. Any structures located on the lot shall meet all applicable Federal, State, County, and City requirements and codes
4. Applicant shall meet all applicable Federal, State, County, and City requirements
5. The Planning Department shall perform an inspection to confirm all requirements of the approval have been met
6. Applicant/owner understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.

Special Use #2023-44



Ortho Map

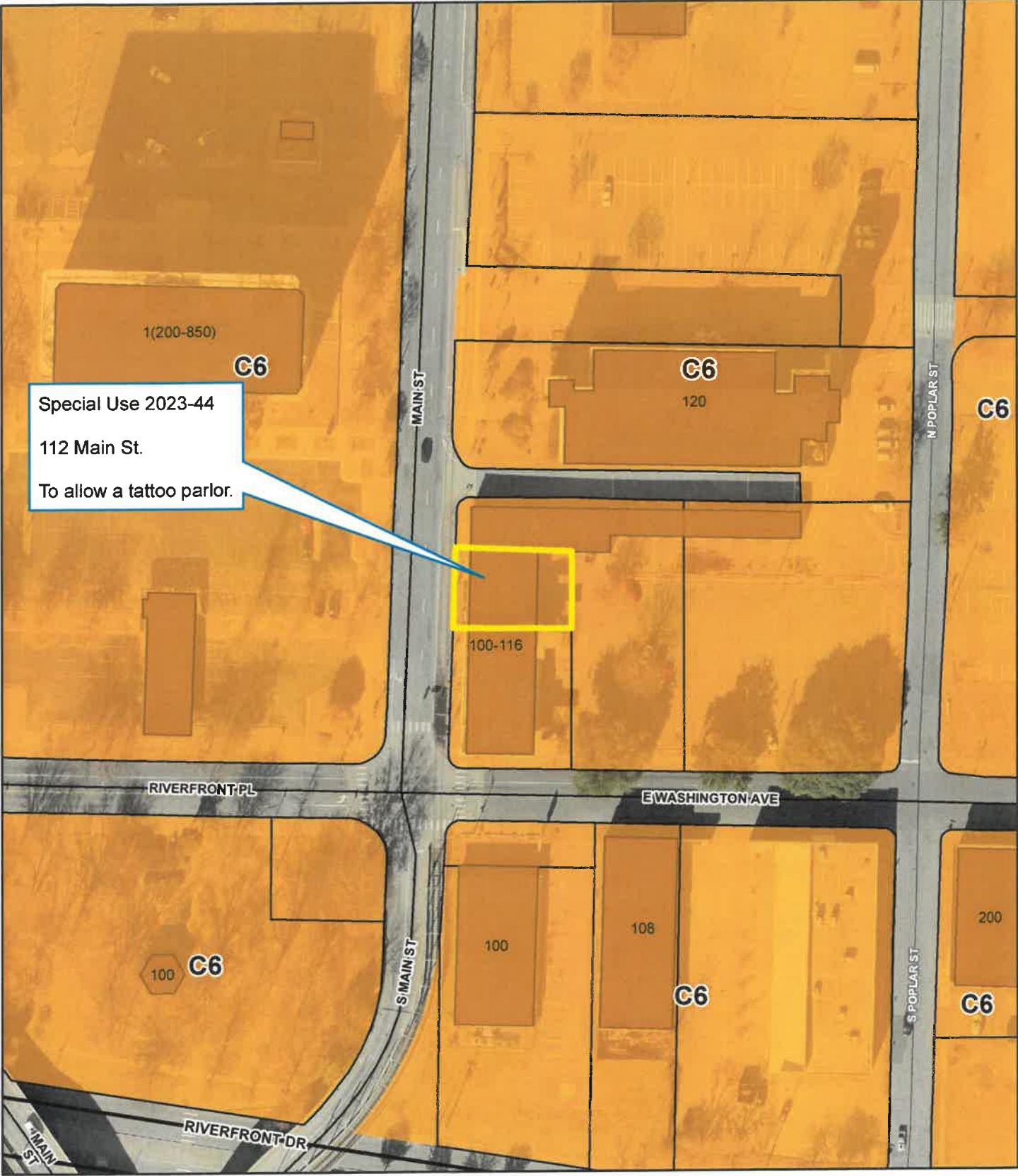
1 inch = 30 feet



Date: 11/17/2023

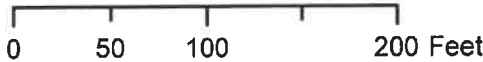
Not an actual survey

Special Use #2023-44



Zoning Map

1 inch = 100 feet



Date: 11/17/2023

Not an actual survey

November 6, 2023

To whom it may concern,

Joshua Chambers has our permission to apply for a zoning request as a tattoo parlor, at 112 Main Street, North Little Rock, AR 72114.

Legal Description: W82.2' LT 4 & N8.4' OF THE W82.2' OF LT 5 & PERP EASE ACROSS E20' OF W102.2' OF LTS 4, 5 & 6 35-2N-12W

Lot/Block 4/11 of Argenta

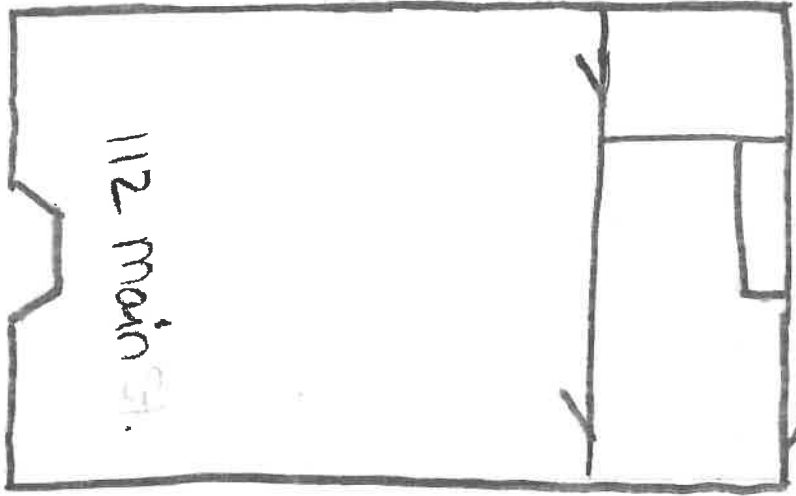
Thank you for your time regarding this matter.

Respectfully,

A handwritten signature in black ink, appearing to read "David Pearlstein", with a long, sweeping horizontal flourish extending to the right.

David Pearlstein, Agent

MAJIC AR GEN PARTNERSHIP



Driveway
parking

112 Main St.

SIDE WALK

1100' 5"

1100' 5"
ET
Commerce

Item #5
Special Use 2023-45

Request: a Special Use to allow an Adult Daycare Center in an R3 zone

Location of the Request: @ 425 Parkdale St, NLR, AR

Applicant: Promise Land Estates, Julius Harris and Avis Winston

Owner: CIRAS LLC

P.C. Background: City Council adopted an ordinance on June 28, 2004, allowing a Special Use for a daycare center in a R3 zone at this location. The request was to reopen a daycare center in an existing facility. The approval allowed 60 children and 8 employees. Conditions of approval required the replacement of a 6' privacy fence, site plan review by the Subdivision Committee for any future expansion and to meet all applicable Federal, State, County and City requirements.

Site Characteristics: The site is a developed site previously used as a child daycare center. There are single family homes located in the immediate area. There is also a church located to the south of the site.

Master Street Plan: Parkdale Street is classified as a local street on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Undeveloped
South	R3	Church
East	R3	Residential
West	R3	Residential

Background:

1. **Compatible with previous actions?** A Special Use was previously approved for a child daycare center at this location.
2. **Neighborhood Position/Comment?** There have been a number of calls expressing concern with the proposed use of the property.
3. **Effect on public service and utilities?** There should be minimal effect on public service and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** The request could have a stabilizing effect on the area if used as proposed by the applicant by providing a use for a currently vacant building.
6. **Is the site of adequate size for the development?** The lot is adequate for development.

7. **Will this set a precedent for future rezoning?** No, the request is a Special Use to allow an adult daycare at this location.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request for the placement of an adult daycare in an R3 zone.

Summary: The applicant is seeking approval to allow an adult daycare at this location. The applicant indicates Promise Land Adult Daycare Center is program, which provides organized activities in a supportive setting, designed for individuals living with disability that require around the clock supervision and/or those who are isolated and lonely. The daycare centers mission is to offer an alternative style for leisure and to enable impaired adults, to socialize and enjoy planned activities in a group setting, while maintaining their current level of functioning and to promote independence and self-dignity.

The adult daycare service provides temporary relief for primary caregivers, enabling them to take a much needed break from the demands of care giving for a disabled family member. Seeking respite care can ease the responsibilities and help to relieve stress, restore energy and promote a well-balanced life style. At the same time, offering family's relief services from the daily routines while knowing their loved one is in a safe and supportive environment.

The distinguishing qualities differentiating Promise Land's missions and goals are by providing each client with a unique individualized approach to meet their specific needs, in conjunction with meeting the interest and support of their physical, mental, and psychosocial well-being.

Licensed and skilled professionals will be equipped to serve and committed to providing a high superior level of treatment to all participants, regardless of the level cognition or disability. Promise Land is a conscious based community with emphasizes on client advocacy with a hope to inspire, encourage, and promote the essential quality of daily living. The hours of operation proposed are Monday through Friday from 6 am to 6 pm. The facility will provide to the clients:

- A safe and therapeutic environment
- Recreational activities - cognitive stimulation, physical exercise, socialization spiritual enrichment
- Nutritious meals and/ or snacks
- Enhancing self-esteem - Barber/ Beauty shop facial, manicure, pedicure etc.
- Outdoor activity - Fresh air and sunshine, courtyard bird feeders, community garden and ground keeping
- Specialized care for those living with dementia & Alzheimer
- Transportation to and from the facility as needed
- Activities will include: Board games, Pool table, Ping-pong table, Card games, Dominoes, Arts & Crafts, Movie/Popcorn, Bingo, Discussions on varies topics; healthy eating, medication compliance, exercising, ADL's
- There will be a medical protocol - Emergency contact list, consent to medical treatment (medical assistance by licensed professionals off-site), minor non-emergent medical assistance on site will be provided

- Medication for participants will not be kept on site. The participant's caregiver must pre-package any medications for the client with labels and directed times to administer. The participant must be aware of all medications and able to take the medications with minimal assistance
- Outdoor activities will take place in the fenced courtyard and secured for the safety of participants. No exercise equipment will be provided; participants will be able to utilize the courtyard for walking and minimal stretching exercise to improve balance and mobility
- Participants may bring their own meal or participate in the meals prepared by the facility

There does not appear to be a licensed (business license) adult daycare provided within the city limits of North Little Rock. There are a number of adult daycare facilities located within Little Rock, Sherwood and Jacksonville.

Conditions to Consider:

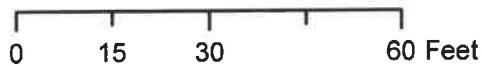
1. The center will provide transportation as needed to clients as well as families and friends will transport clients to and from Daycare
2. No more than 20 participants will be served - The Fire Department will determine capacity as will DHS
3. One staff member per five participants will be provided
4. All participants shall be ambulatory or mobility with the use of wheel chair, Cain or walker.
5. No overnight stay will be provided. The hours of operation hours 6am - 6pm Monday-Friday
6. The Fire Marshall must approve the use of the facility for an adult daycare. The applicant must provide written approval from the Fire Marshall's office along with an inspection report prior to the issuance of a zoning certificate for a business license.
7. A letter from Department of Human Services approving the facility must be provided to receive a business license.
8. All structures on the site shall meet all applicable Federal, State, County and City requirements and codes.
9. A business license is to be issued after Planning Staff confirmation of requirements.
10. Business license holder understands the failure to comply with these conditions may result in loss of the Special Use approval and/or loss of Business license and/or removal of electric power meter.

Special Use #2023-45



Ortho Map

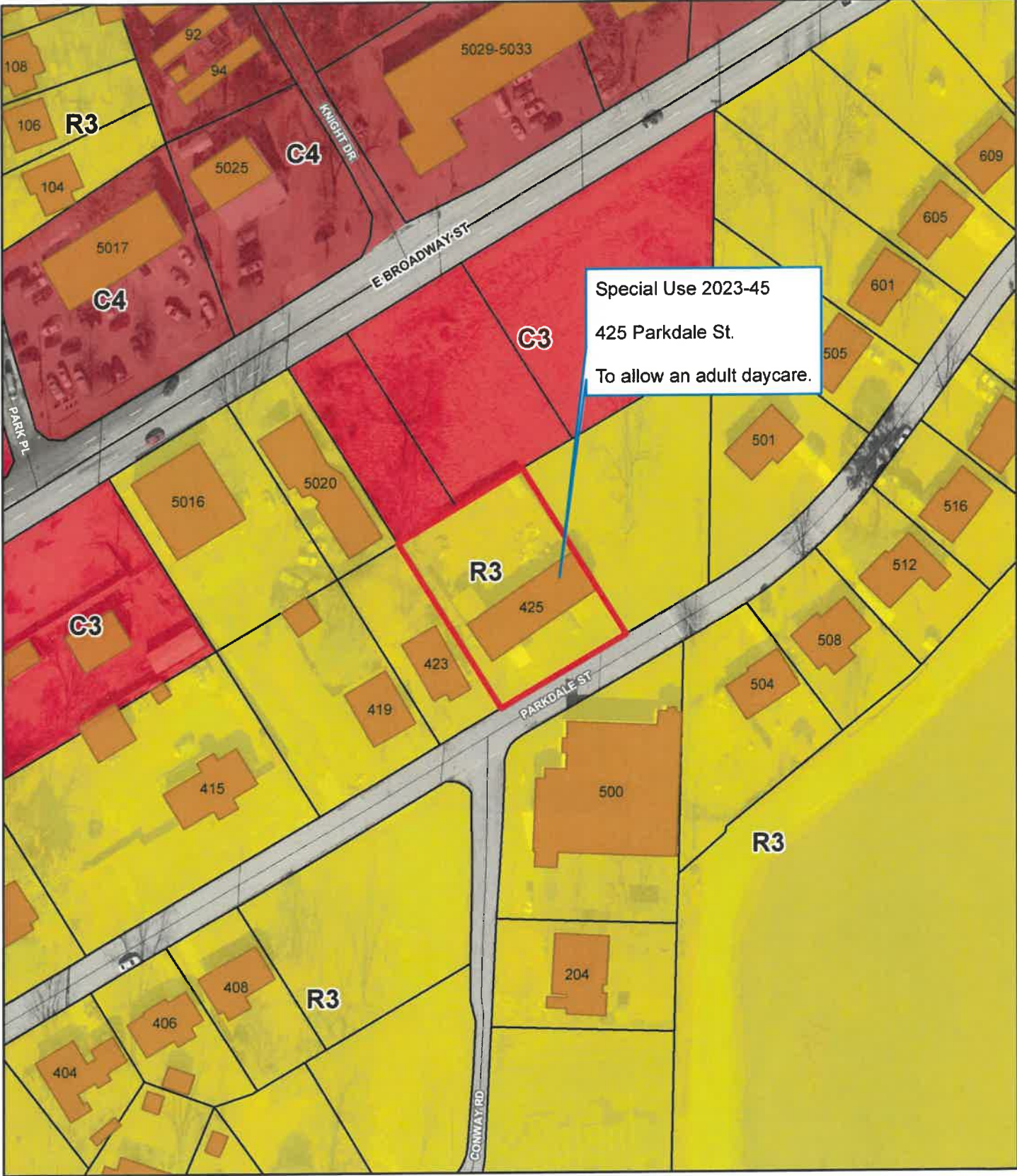
1 inch = 30 feet



Date: 11/17/2023

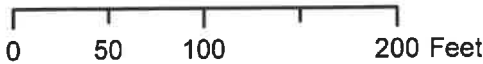
Not an actual survey

Special Use #2023-45



Zoning Map

1 inch = 100 feet



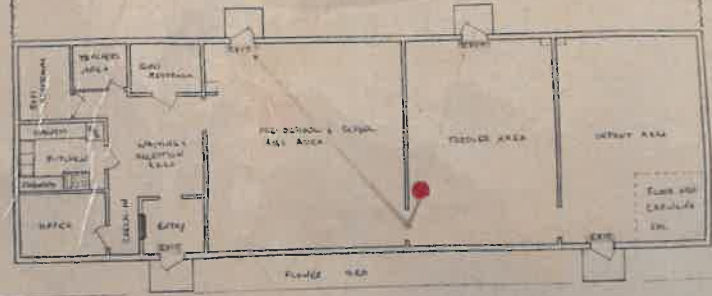
Date: 11/17/2023

Not an actual survey

Fire Drill

Region of Play Area

- - IN THE ROOM
- EXIT
- FIRE ESCAPE ROUTE →
- ALTERNATE ROUTE →



PLAN / DRIP OFF AREA

ELMO - PLAN - WEST BROWNING'S CHILD DEVELOPMENT CENTER 425 PARKDALE, NORTH LITTLE ROCK, ARKANSAS 72117

ARKANSAS
POISON
HOTLINE

Promise Land Estates LLC.

Adult Day Care / Respite Care Services

425 Parkdale St. North Little Rock, AR. 72114.

Development plans:

Promise Land Adult day care center is program which provides organized activities in a supportive setting, designed for individuals living with disability that requires around the clock supervision and/ or those who are isolated and lonely. The day care center mission is to offer an alternative style for leisure and to enable impaired adults; to socialize and enjoy planned activities in a group setting, while maintaining their current level of functioning and to promote independence and self dignity.

Our respite care services provides temporary relief for primary caregivers, enabling you to take a much needed break from the demands of care giving for a disabled family member. Seeking respite care can ease the responsibilities and help to relieve stress, restore your energy and promote a well balance life style. At the same time, we offer family's respite services from the daily routines while knowing that their loved one is in a safe and supportive environment.

The distinguishing qualities that differentiate our missions and goals are that we provide each client with a unique individualized approach that meets their specific needs, in conjunction to meeting the interest and support of their physical, mental, and psychosocial well-being.

Our licensed and skilled professionals are equipped to serve and committed to providing a high superior level of treatment to all participants, regardless the level cognition or disability. We are a conscious based community that emphasizes on client advocacy with hopes to inspire, encourage, and promote the essential quality of daily living.

Hours of Operation: Monday- Friday 6am-6pm

Our facility provides:

- A safe and therapeutic environment
- Recreational activities- cognitive stimulation, physical exercise, socialization spiritual enrichment
- Nutritious meals and/ or snacks
- Enhancing self-esteem- Barber/ Beauty shop facial, manicure, pedicure etc.
- Outdoor activity- Fresh air and sunshine, courtyard Bird feeders, community garden

and ground keeping

- Specialized care for those living with Dementia & Alzheimer
- Transportation to and from the facility

Question/Answers

1. We will provide transportation/families and friends are also able to transport to and from Day Care.
2. No more than 20 participants or as many as the Fire Department capacity will allow
3. 1 staff member per 5 participants
4. All participants shall be Ambulatory or mobility with the use of wheel chair, Cain or walker.
5. The Facility will be reviewed and licensed by DHS
6. No overnight stay Operation hours 6a - 6pm
7. Activities will include : Board Games, Pool Table, Ping Pong Table, Card Games, Dominoes, Arts & Crafts, Movie/Popcorn, Bingo, Discussions on varies topics, healthy eating, medication compliance, exercising , ADL's ect.....
- 8 There will be a medical protocol- Emergency contact list, consent to medical treatment (Medical Assistance by Licensed professionals off site) We will provide minor non-emergent medical assistance. Medication for participants will not be kept on site. The Participants caregiver will pre-package any medications with labels and directed times to administer. They should be aware of all medications and able to take with minimal assistance.
9. Our courtyard is fenced and secured for the safety of participants. No exercise equipment, participants will be able to utilize courtyard for walking and minimal stretching ect... to improve balance and mobility. (Courtyard is fenced and secured)
10. Participants may bring their own meal or participate in the Meals prepared by the Facility.

Item #6
Special Use 2023-46

Request: a Special Use to allow LaVada’s Events Center

Location of the Request: @ 2005 Main Street, NLR, AR

Applicant/Owner: Kay Herrington and Erne Alonzo

P.C. Background: LaVada’s received a business license for a convention/event/meeting room rental, catering service and rental of household item in 2004. The business operated until 2018 at which time family duties prevailed and the events center closed.

Site Characteristics: The site is developed. The site houses the former single-family residence operating for smaller venues and a building constructed 70’ x 40’ constructed for larger event space. A Church is located to the north of the property. The applicant indicates there is a lease agreement in place for the use of 86 parking spaces in the church parking lot.

Master Street Plan: Main Street is classified as a minor arterial on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Church
South	C3	Funeral Home
East	C4	Office and Day Spa
West	R3	Church

Background:

1. **Compatible with previous actions?** The site was previously used as an events center. The applicant is seeking approval of a Special Use to continue operating the events center.
2. **Neighborhood Position/Comment?** Staff has received one informational phone call from a neighboring property owner.
3. **Effect on public service and utilities?** There should be minimal effect on public service and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** There should be minimal effect on the surrounding properties. The primary use around the center are non-residential uses.
6. **Is the site of adequate size for the development?** The site is adequate for development. The applicant has indicated ample parking via a lease agreement with the adjacent church.
7. **Will this set a precedent for future rezoning?** No, a Special Use is required for an events center within the City.

8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request for the events center.

Summary: According to the applicant, 2005 Main Street will be used for the same purpose it was built for, an Event Center. The operation hours are proposed Monday through Saturday 7 am until 12 am then cleanup and Sunday afternoon 1-4 pm and cleanup after. The applicant indicates the proposed activities will be the same as in previous years such as, Weddings, Reception, Private Dinners, Private Dinners with Dancing, Conferences, Seminars, Showers (Wedding and Baby), and Business Meetings. The applicant states there are 86 parking spaces available via a lease agreement with the adjacent church located to the north. The applicant indicates the facility will not sell or provide alcohol but guest may provide alcohol for an event if they desire alcohol to be served.

The Fire Marshall has provided occupancy capacity numbers for the center. Standing the occupancy capacity number is 200, with chairs 150 and tables and chairs 100. Based on a 200-capacity number and one parking space per five occupants a minimum of 40 parking spaces would be required.

Due to the current site development parking is not available on-site therefore a parking agreement must be provided to staff prior to the issuance of a zoning certificate for a business license. Staff is supportive of the applicant's request for approval of the Special Use for the events center provided the applicant arrange for a minimum of 40 parking spaces to serve the events center.

Conditions to Consider:

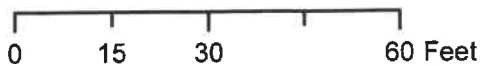
1. Provide (1) on-site parking space per (5) occupants per the fire marshal's approved occupancy load.
2. Provide a parking agreement to staff prior to the issuance of a zoning certificate for a business license.
3. The days and hours of operation for the events center are from 7 am to midnight Monday-Saturday and 1 pm – 4 pm Sunday.
4. Provide licensed security for events serving alcohol.
5. All signs must comply with Article Fourteen – Sign Code – of the North Little Rock Zoning Ordinance.
6. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
7. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.
8. Business license to be issued after Planning Staff confirmation of requirements.

Special Use #2023-46



Ortho Map

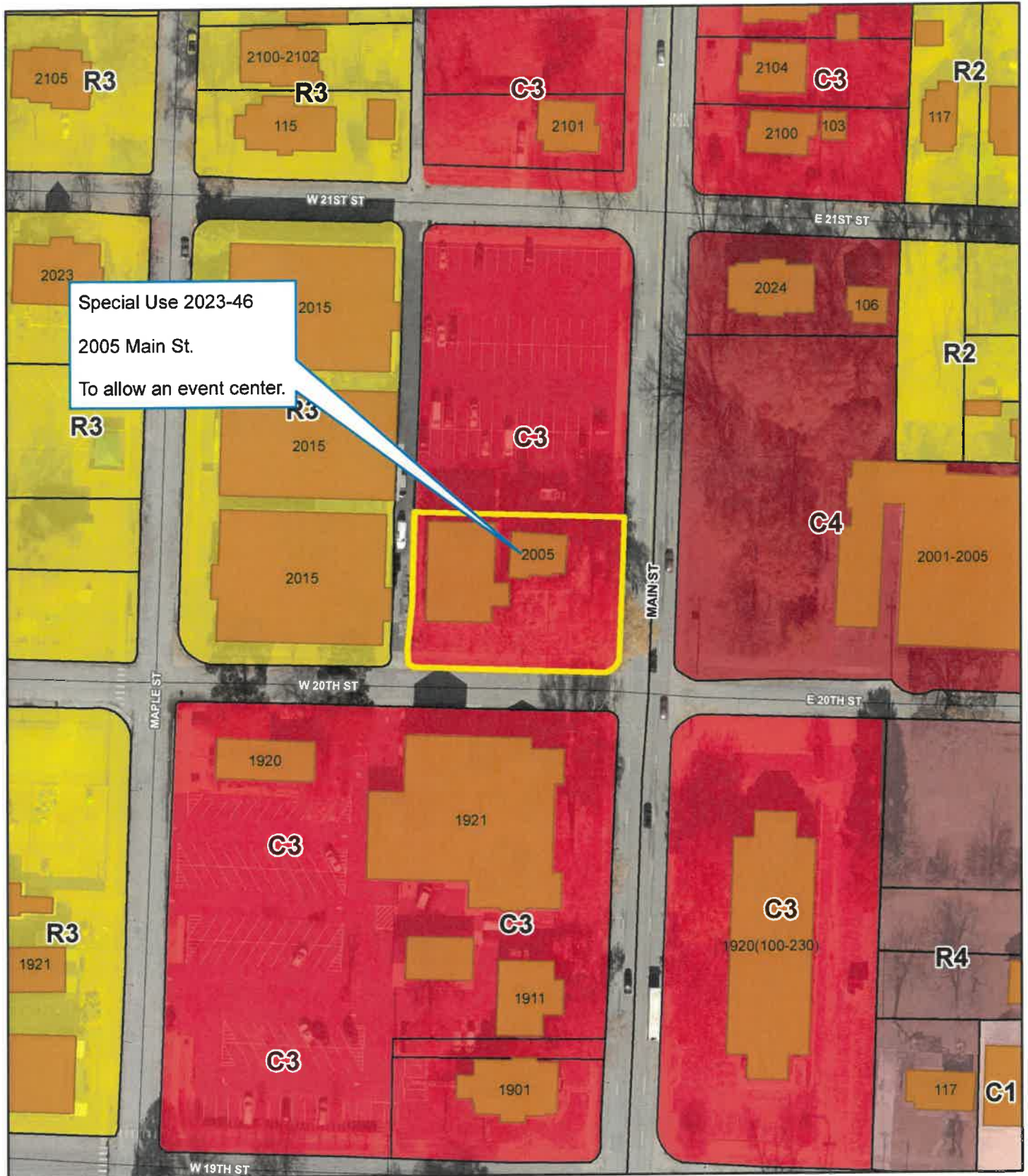
1 inch = 30 feet



Date: 11/17/2023

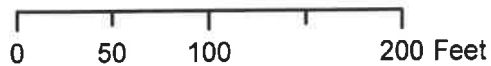
Not an actual survey

Special Use #2023-46



Zoning Map

1 inch = 100 feet

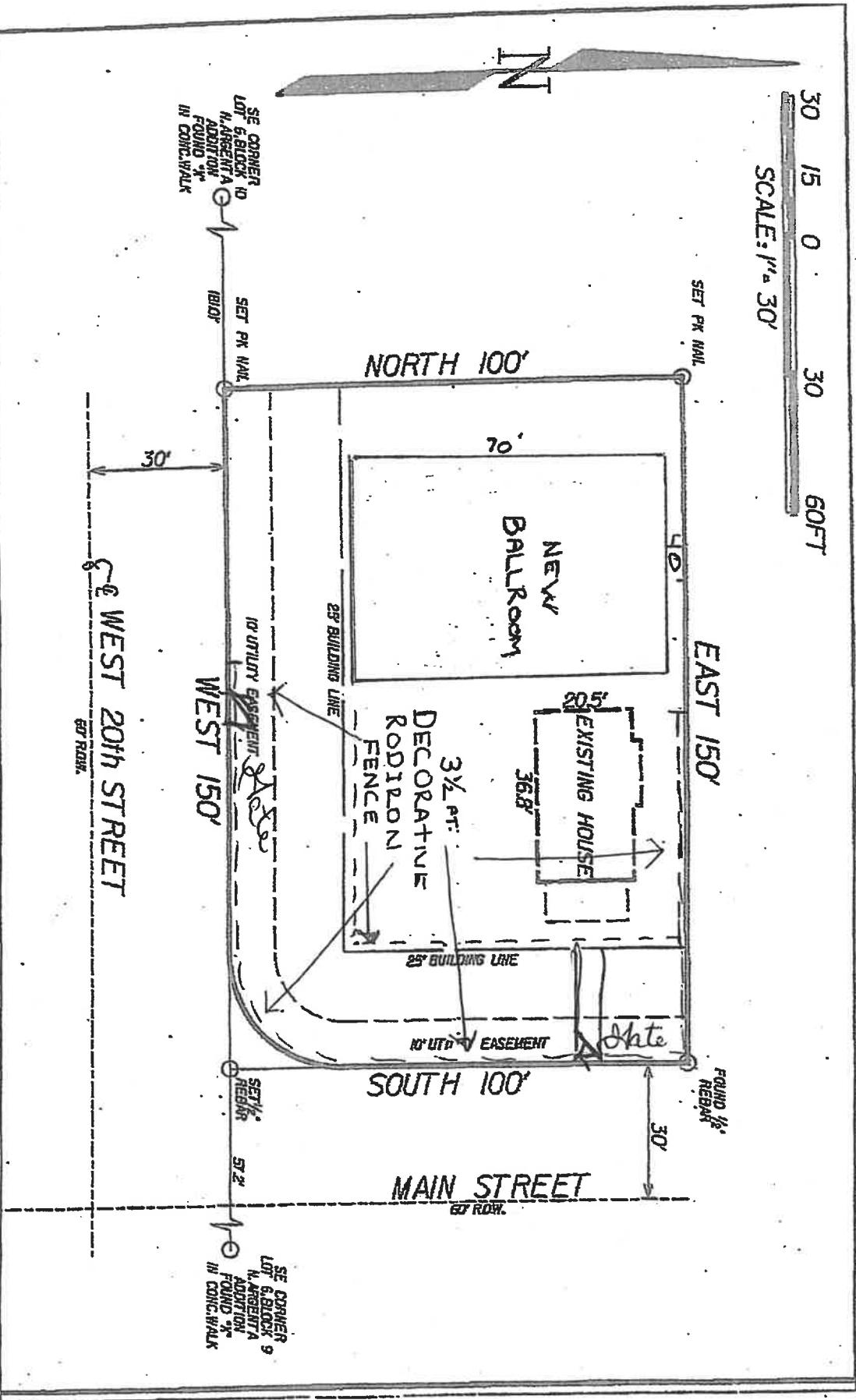


Date: 11/17/2023

Not an actual survey

Ernie + Kay Alonzo
 LaVada's
 2005 Main St.
 North Little Rock, AR 72118

LaVada's
 2005 Main Street
 North Little Rock, AR.



[Sent from Yahoo Mail for iPhone](#)

On Monday, November 20, 2023, 4:39 PM, Kay Alonzo <kalonzo1955@yahoo.com> wrote:

Re: 2005 Main Street NLR Ar 72114

2005 Main will be used for the same purpose it was built for an Event Center open hours of operation will be Monday through Saturday 7am till 12am then cleanup and Sunday afternoon 1-4 pm and cleanup after.

We will be booking the same Events we hosted in the past ;

Weddings

Reception

Private Dinners

Private Dinners with Dancing

Conferences

Seminars

Showers (Wedding and Baby etc)

Meetings

There are 86 parking spaces available in the church parking lot next to us.

We will not be selling any alcohol !!!

The guest would bring their own alcohol to their event if they have any served.

Thank you for your time and consideration.

Ernie & Kay Alonzo

[Sent from Yahoo Mail for iPhone](#)

On Monday, November 20, 2023, 10:49 AM, DJames@nlr.ar.gov wrote:

Thanks for the application. I also need from you a written detailed narrative of the activities to take place at the events center. Just use the history of the events that have taken place thru the years and outline them in a narrative form. Also we need the occupancy load for the events center. Is alcohol allowed at events, if so who furnishes, The days and hours of operation and the number of parking spaces leased from the church.

Item #7
Rezone 2023-30

Request: a rezoning from I2 to R1 to recognize an existing single family home

Location of the Request: @ 201 Mitcham Rd, NLR, AR

Applicant/Owner: Rhett and Hannah Melton

P.C. Background: 1st time on the agenda

Site Characteristics: The request contains (2) lots, the lot the home is located on and a second lot which is currently undeveloped. The area is predominately single-family homes also zoned industrial.

Master Street Plan: Mitcham Rd is classified as a local street on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	I2	Single-family
South	I2	Single-family
East	I2	Single-family
West	I2	Undeveloped Industrial Zoned Property

Background:

- Compatible with previous actions?** The Commission has reviewed and recommended for approval rezonings for properties, which were zoned differently than the use in previous actions.
- Neighborhood Position/Comment?** None at the time of printing.
- Effect on public service and utilities?** There should be no effect on public service and utilities.
- Legal Consideration/Reasonableness?** The request is reasonable.
- Will the approval have a stabilizing effect on surrounding properties?** There should be no effect on the surrounding properties due to the request is to rezone the property to correspond with the use of the property, single-family.
- Is the site of adequate size for the development?** The site is a developed site with a single-family home and an adjacent vacant lot.
- Will this set a precedent for future rezoning?** No, the request is to recognize an existing single-family home on the lot and ab adjacent vacant lot.
- Should a different zoning classification be requested?** No, R1 is the appropriate zoning to allow a single-family home on the lot.

Summary: The applicant is seeking a rezoning of the property from the current I2 to R1 to recognize the existing use of the property. The applicant has placed their home on the market for sale and has a buyer but the lending institution(s) will not finance the property based on the current industrial zoning. Nonconforming uses of land may continue under the following conditions:

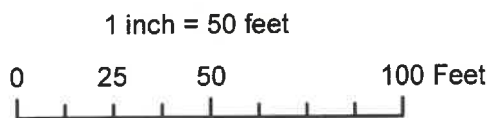
- The nonconforming use shall not be made larger or increased, increase in intensity, or occupy a greater land area than it did prior to the effective date of this Ordinance, or the date which the land was annexed, if after the effective date of this Ordinance or any amendments hereto that cause such use to become nonconforming.
- The nonconforming use shall not be resumed if it ceases for more than twelve (12) consecutive months. After a use has ceased for twelve (12) consecutive months, all uses of the land shall conform to the requirements of this Ordinance.
- A nonconforming structure shall not be rebuilt or repaired if it is considered destroyed, unless it will be brought into conformance with the Zoning Ordinance. A structure shall be considered destroyed if the cost of damage to the structure exceeds more than sixty (60) percent of its replacement cost at the time of destruction. The property owner shall be required to provide evidence and information on the structure to the Administrative Official to assist in making his or her determination.

Staff is supportive of the rezoning request.

Rezone Case #2023-30



Ortho Map



Date: 11/30/2023

Rezone Case #2023-30

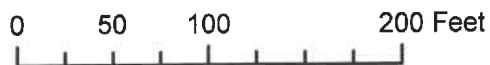
Rezone #2023-30

201 Mitcham Rd.

To rezone from I2 to R1 to recognize an existing single family home.



1 inch = 100 feet



Zoning Map

Date: 11/30/2023



A letter of request for a zoning change for 201 Mitcham Road, North Little Rock, AR 72117, and the adjacent lot.

I am the property owner of 201 Mitcham Road and the adjacent lot which are currently zoned industrial. The two properties are surrounded by single-family residences. To sell the home, I am requesting both lots be rezoned to residential.

Thank you,

A handwritten signature in black ink, appearing to read "Rhett Melton". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Rhett Melton

Item #8

SD2023-70 WNLR Commercial Add Lot 5 Preliminary Plat and SPR @ 12401 Maumelle Blvd

1. Engineering requirements on detention:
 - a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention. *OR* 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.
2. Engineering requirements before the plat will be signed:
 - a. Street improvements must be approved by City Engineer and accepted by City Council.
 - b. Show and label boundary of detention area as a drainage easement if applicable
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. 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 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. 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:

Item #8

SD2023-70 WNLR Commercial Add Lot 5 Preliminary Plat and SPR @ 12401 Maumelle Blvd

Page 2 of 3

- 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. 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.
5. 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 street trees or provide a bond.
 - c. Provide streetlights or provide a bond.
6. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location.
 - c. Dumpster to have masonry screening on 3 sides and a solid gate enclosure.
 - d. No fence is to be located in front of the building.
 - e. 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. Meet the requirements of the Maumelle Blvd Access Management Plan.
8. Meet the requirements of the Screening and Landscaping ordinance, including:
- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - c. Provide a minimum of 7 street trees adjacent to the Maumelle Blvd right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code. Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
 - d. Provide a minimum of 8 parking lot trees/.
 - i. Trees shall be planted at one (1) tree per six (6) parking spaces.
 - ii. Trees ten (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than fifty (50) percent of the overall requirement for the parking lot or area.
 - iii. Parking lot trees are to be chosen from Table B or C, Section 7.5 of the North Little Rock zoning code, Table D shall be used if beneath overhead power lines.
 - e. Provide plant material size and specie specifications on the plan.
 - i. Only trees and shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Trees shall be 2.5 inches in caliper at installation and shrubs shall be eighteen (18) inches in height at planting and be installed a maximum three (3) feet apart.
 - f. Note turf, groundcover, or mulch (species or type) on the development plan

Item #8

SD2023-70 WNLR Commercial Add Lot 5 Preliminary Plat and SPR @ 12401 Maumelle Blvd

Page 3 of 3

- i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - g. Plant material shall be irrigated by an automatic underground irrigation system.
 - h. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.
9. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. All signage must comply with the Maumelle Sign Overlay District.
10. Meet the requirements of the Fire Marshal, including:
 - a. Provide an approved fire protection plan.
11. Meet the requirements of CAW.
12. Meet the requirements of NLR Wastewater, including:
 - a. Please add a 15' exclusive sanitary sewer easement for the existing 8" public sanitary sewer main that crosses the southern portion of the property. (Please see attached map)
 - b. Grease Interceptor with sampling manhole is required.
 - c. White Oak Connection Fee applies. Payment of the fee is required prior to connection to NLRW's collection system.
 - d. Please submit a full set of plans to NLRW for review and approval prior to construction.
13. Meet the requirements of Rock Region Metro.