



North Little Rock Planning Commission
June 13, 2023 - Agenda / Public Hearing 4:00 PM
City Council Chambers – 300 Main Street, NLR, AR 72114

- Agenda Meeting:**
- Roll Call
 - Reminder to speak into the microphone

Administrative:

Approval of Minutes: ▪ May 9, 2023

Planning Commission Items:

Old Business:

Item # A – Special Use 2023-07 A Special Use to allow the sale of concession trailers within a C4 zone @
3805 MacArthur Dr

New Business:

Item # 1 - SU2023-09 a Special Use to allow a Type 2 Short-term Rental Unit @ 440 Maple St in a PUD
zone

Item # 2 - SU2023-11 a Special Use to allow a Type 1 Short-term Rental Unit @ 309 W 7th St in a R2 zone

Item # 3 - SD2023-40 Park Hill Add Lot D, Blk 200, SPR to allow the development of a drive-thru coffee
shop in a C2 zone @ 4900 JFK Blvd

Item # 4 A – RZ2023-10 a rezoning from PI to C3 to allow the development of an orthopedic clinic in a C3
zone @ 5220 Northshore Dr

Item # 4 B - SD2023-41 Northshore Business Park Lots 2A & 2B Replat & SPR a replat and SPR the
development of an orthopedic clinic in a C3 zone @ 5220 Northshore Dr

Item # 5 - SD2023-42 Lusk Lot 8 Final and SPR a Final Plat and SPR for the development of (2) office
buildings and (2) mini-warehouse buildings in an I1 zone in multiple phases @ 7101
Dewafelbakker Ln

Item # 6 - SD2023-43 Northshore Business Park Lots 2ARR & 2BRR Replat a replat of an existing lot into
2 lots in an I2 zone @ 7777 Northshore Place

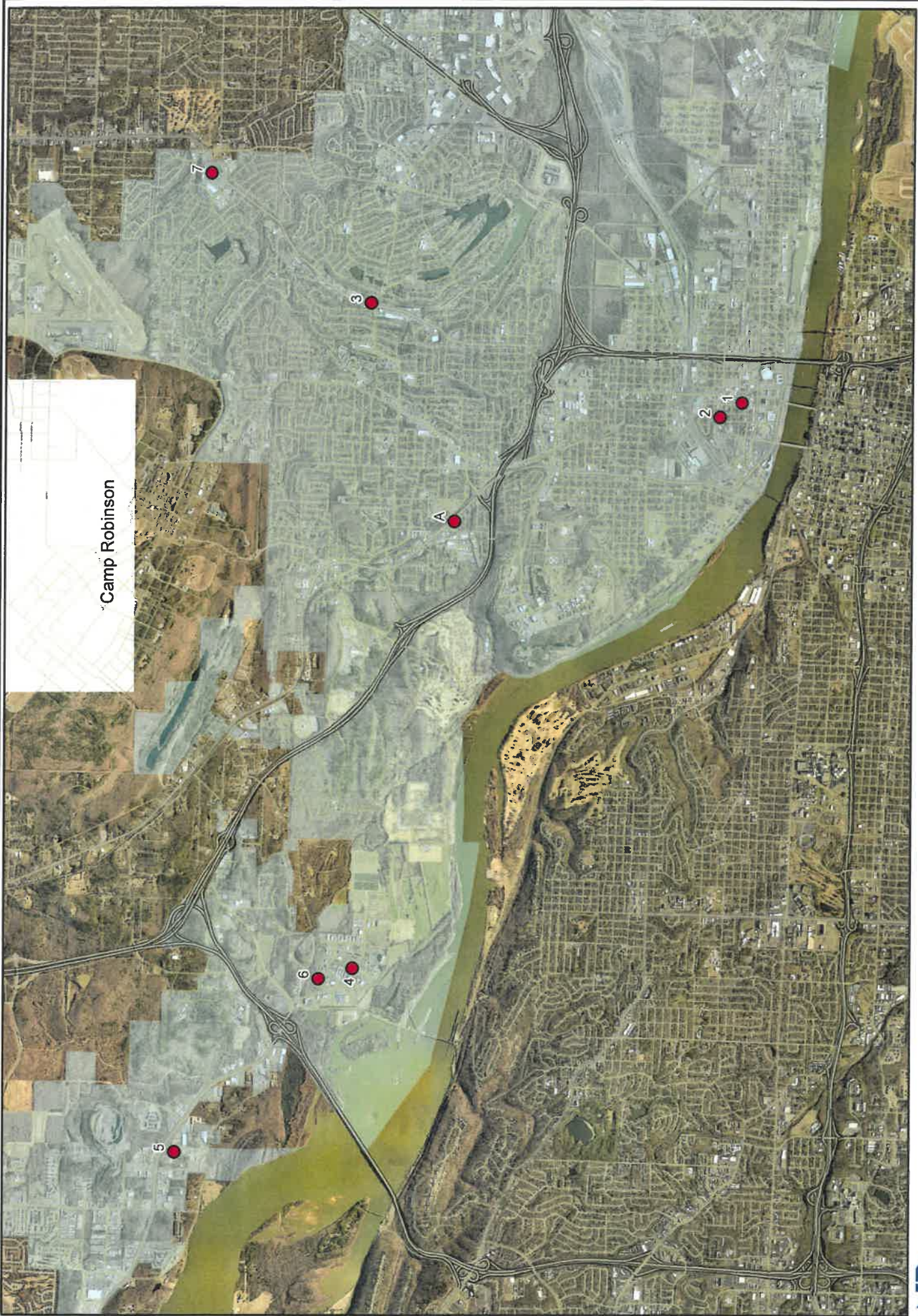
Item # 7 - SD2023-44 Indian Hills Add Lot 1, Blk 300, SPR to allow a drive-thru coffee shop @ 7001 JFK
Blvd

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.



Camp Robinson



2 Miles

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NLR Planning Commission - June 13, 2023



This map is not survey accurate.

North Little Rock Planning Commission
Minute Summary
May 9, 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
Emanuel Banks
Vandy Belasco
Don Chambers
Renee Pierce
Charlie Foster
Junior Phillips
Edward Wallace

Members Absent:

Steve White, Vice-Chairman

Staff Present:

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

Administrative:

A motion was made by Commissioner Chambers and Seconded by Commissioner Wallace to excuse those absent. By voice vote, the Commission members voted unanimously in favor of the motion, (8/0/1)

Approval of Minutes:

Commissioner Chambers made a motion to approve the April 11, 2023, minute summary as submitted. Commissioner Wallace provided a second to the motion. By voice vote, the Commission members voted unanimously in favor of the motion, (8/0/1).

Design Review Committee Administrative -

Item # 1 – SD2023-32 – Northshore Business Park Lot 2B (SPR for a new biomedical facility @ the 4900 Blk of Northshore Drive)

Mr. John Rogers was present representing the request. Commissioner Chambers stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

1. Provide a site plan with the building and parking located along with the dimensioned setbacks, parking lot layout and dimensions (stall depth, drive aisle width) and distances from property lines.

2. Engineering requirements on detention:
 - a. Provide on-site stormwater 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.
3. 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. Provide half of the required 80' right-of-way along Northshore Dr.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
4. Permit requirements/approvals submitted before a building permit will be issued:
 - a. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department.
 - b. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - e. Provide CNLR Floodplain Development Permit application to City Engineer.
 - f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - g. Provide copy of 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.
5. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - 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.
6. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
 - c. No fence is to be located in the front of the building.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
7. Meet the requirements of the Master Street Plan.

8. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements. Existing site to come into 100% with compliance with Article 7: Screening and Landscaping of the Zoning Code.
 - b. Provide (3) additional street trees along Northshore Dr. 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 (30') to achieve the required number of trees; trees from Table C shall be spaced every (25'); or trees from Table D shall be used if beneath overhead power lines and spaced every (15').
 - c. All disturbed areas are to be sodded, fertilized, watered and mulched. 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.
 - d. Provide minimum of (4) trees in the rear (west) parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. 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. Trees (10') from the edge of parking area (paving) may serve as the parking lot shading requirement, but may not satisfy more than (50%) of the overall requirement for the parking lot or area.
 - f. Provide a continuous screen of shrubs for any landscape strip adjacent to any parking area. Shrubs shall be (18") in height at planting and be planted a maximum (3') apart. Graphically indicate the proposed shrubs (3') on center or note the minimum number of shrubs required for each planting strip. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission.
 - g. Provide (6') front yard landscape strip between property line and street right of way.
 - h. Provide (4') side yard landscape strip between property line and paving.
 - i. Provide automated underground irrigation to all required trees and shrubs.
 - j. 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 separate permit review and are not a part of the Building Permit review.
 - b. All signs must comply with Article 14, Sign Code.
10. Meet the requirements of the Fire Marshal, including:
 - a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. If closer than 20 feet to the building on the north side a 1-hour fire rated exterior wall is required on that side. (Volume 2 Table 705.5)
 - ii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - iii. Gates securing fire apparatus access roads will have a minimum width of 20 feet. (Volume 1 Appendix D 103.5)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
11. Meet the requirements of CAW.
12. Meet the requirements of NLR Wastewater, including:
 - a. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Please contact Mitch Foreman (mforeman@nlrwu.com) to ensure no pretreatment or industrial permitting is required.

- c. Submit Full set of plans to our office for review.
- 13. Meet the requirements of NLR Electric.
- 14. Meet the requirements of Rock Region Metro.

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

Item # 2 – SD2023-33 – Indian Hills Lot 1A, Blk 100, (SPR for a new oil change building @ 6907 JFK Blvd)

Mr. Philip Sarandos was present representing the request. Commissioner Chambers 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.
 - b. Provide on-site stormwater 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. Provide half of the required 90' ROW along John F. Kennedy Blvd.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
 - d. Show and label boundary of detention area as a drainage easement.
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-Built of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
4. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Provide a separation and clear distinction of driveway on the southern side of the site. A spacing waiver will need to be requested in order to waive the 40' requirement between driveways.
 - j. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - k. 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 minimum of (6) on-site parking spaces.
 - c. Provide the square footage of the office area and the square footage of the service area.
 - d. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
 - e. No fence is to be located in front of the building.
 - f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
6. Meet the requirements of the Master Street Plan.
7. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's landscape and buffer ordinance requirements.

- b. Differ between plant symbols to clarify the location, and species of the individual shrub and tree types. Provide height and/or caliper specifications that meet or exceed the minimum code requirements.
 - c. Provide screening shrubs between the vehicular use area and JFK Blvd ROW. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be (18") in height at planting and be planted a maximum (3') apart.
 - d. All disturbed areas are to be sodded, fertilized, watered and mulched. 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. Note the turf, groundcover, or mulch (species or type) on the development plan. 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.
 - e. Provide a minimum of (1) tree in the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. 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.
 - f. Provide (3) street trees (30') on center along JFK Blvd. 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 (30') to achieve the required number of trees; trees from Table C shall be spaced every (25'); or trees from Table D shall be used if beneath overhead power lines and spaced every (15').
 - g. Provide (4') side and rear yard landscape strip between property line and paving. The dumpster and the eastern parking space are encroaching into the required landscape strip.
 - h. Plant material shall be irrigated by an automatic underground irrigation system.
 - i. 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.
8. Meet the following requirements concerning signage:
- a. All signs require a separate permit review and are not a part of the Building Permit review.
 - b. All signs must comply with Article 14 – Sign Code – of the North Little Rock Zoning Ordinance.
 - c. The site is located within the JFK Boulevard North Sign Overlay District (Section 14.113 of the NLR Sign Ordinance).
9. Meet the requirements of the Fire Marshal, including:
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Emergency lighting. (Volume 1 Section 1008)
 - ii. Approved exit signs. (Volume 1 Section 1013)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
10. Meet the requirements of CAW.
11. Meet the requirements of NLR Wastewater, including:
- a. Any existing private sewer facilities intended for reuse must be satisfactorily tested and meet modern material requirements prior to approval for service.
 - b. An oil/water separator is required.
 - c. Submit Full set of plans to our office for review.
12. Meet the requirements of NLR Electric.
13. Meet the requirements of Rock Region Metro.

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

Public Hearing

Item # 3 – Conditional Use 2023-04 - Indian Hills Lot 1A, Blk 100, Conditional Use for a new oil change building in a C3 zone @ 6907 JFK Blvd

Chairman Clifton called the item, requesting the applicant come forward and address the Commission on the merits of the request. Mr. Philip Sarandos addressed the Commission stating the request was a Conditional Use to allow an automobile oil change business.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. There being none. 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	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Absent	Clifton	Yes

CU 2023-04 was approved with (8) affirmative votes and (1) absent.

Design Review Committee Administrative -

Item # 4 – SD2023-34 – RichJohn Industrial Park Lot 5, (Replat & SPR for a coffee shop @ 6600 Corporate Drive)

Mr. Thomas Pownall was present representing the request. Commissioner Chambers stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

1. Provide a 70’ platted building line adjacent to Maumelle Blvd. (Regulations to Control Development and Subdivision of Land - Section 12.5 Building Setback Lines, Building lines and setback lines shall be a minimum of 50-feet from all collector streets and a minimum of 70-feet from all arterial and expressway streets.)
2. Engineering requirements on detention:
 - a. Provide verification of underlying shale throughout site. Tests should be conducted by a licensed geotechnical engineer. If verified, a stormwater detention plan is not required as there is no increase of or a reduction of impervious surface.
3. 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. Provide half of the required 60’ right-of-way along Corporate Drive.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
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 CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - e. Provide CNLR Floodplain Development Permit application to City Engineer.
 - f. Provide copy of Arkansas Department of 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.
5. Meet the requirements of the City Engineer, including:
- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - c. 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.
 - d. 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.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - j. All driveways are to be concrete within the ROW.
6. 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. If required, install streetlights or provide a bond.
 - d. Meet the requirements of the Maumelle Blvd access management plan.
7. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. 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.
8. Meet the requirements of the Master Street Plan.
9. Meet the requirements of the Screening and Landscaping ordinance, including:
- a. Any new site development must comply with the City's landscape and buffer ordinance requirements.

- b. All disturbed areas are to be sodded, fertilized, watered and mulched. 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.
 - c. Provide Street trees as per Section 7.5 of the North Little Rock zoning code. Trees are to be no less than 30' on center. A minimum of (12) trees will be required adjacent to both the Corporate Dr and Maumelle Blvd rights-of-way. Trees from Table B shall be spaced every (30') to achieve the required number of trees; trees from Table C shall be spaced every (25') feet; or trees from Table D shall be used if beneath overhead power lines and spaced every (15').
 - d. Provide a minimum of (1) tree in the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. 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. Trees (10') from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than (50%) of the overall requirement for the parking lot or area.
 - e. Provide (6') front yard landscape strip between property line and street right of way.
 - f. Provide (4') side yard landscape strip between property line and paving.
 - g. Provide shrubs in the landscape strips as per Section 7.2.2 North Little Rock zoning code. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be (18") inches in height at planting and be planted a maximum (3') feet apart.
 - h. Differ between plant symbols to clarify the location, and species of the individual shrub and tree types. Provide height and/or caliper specifications that meet or exceed the minimum code requirements.
 - i. Provide automated underground irrigation to all required trees and shrubs.
 - j. 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.
10. Meet the following requirements concerning signage:
- a. All signs require a separate permit review and are not a part of the Building Permit review.
 - b. Pole signs are not allowed on Maumelle Blvd.
 - c. All signs must comply with Article Fourteen – Sign Code – of the North Little Rock Zoning Ordinance.
 - d. The site is located within the Maumelle Boulevard Sign Overlay District (Section 14.103 of the NLR Sign Ordinance).
11. Meet the requirements of the Fire Marshal, including:
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Emergency lighting. (Volume 1 Section 1008)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
12. Meet the requirements of CAW.
13. Meet the requirements of NLR Wastewater, including:
- a. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Grease interceptor required if food will be prepared and sold.
 - c. Connection point will be at manhole located on the northwest corner of property. Please see provided map.
 - d. Manholes are required at any horizontal or vertical change of alignment for lines greater than 4"

in diameter.

e. Submit Full set of plans to our office for review.

14. Meet the requirements of NLR Electric.

15. Meet the requirements of Rock Region Metro.

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

Item # 5 – SD2023-36 Riverbend on the Arkansas Tract AR Replat @ 11530 Crystal Bay Circle

Mr. Tommy Bond was present representing the request. Commissioner Chambers 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. Stormwater detention plan not required, as there is no increase of or a reduction of impervious surface.
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. Provide half of the required 40-foot right-of-way along Crystal Bay Circle.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
3. Meet the requirements of the City Engineer.
4. 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.
5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
6. Meet the requirements of the Master Street Plan.
7. Meet the requirements of the Screening and Landscaping ordinance.
8. Meet the requirements of the Fire Marshal.
9. Meet the requirements of CAW.
10. Meet the requirements of NLR Wastewater, including:
 - a. Verify sewer main highlighted on provided map is outside of property boundary. If sewer main is within property boundary, please provide exclusive 15' sanitary sewer easement.
11. Meet the requirements of NLR Electric.
12. Meet the requirements of Rock Region Metro.

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

Item # 6 – SD2023-37 – D&B Commercial Park Lot 22, (SPR for Fire Station # 11 @ HWY 165, Blaze Dr and Smitty Dr)

Mr. Thomas Pownall was present representing the request. Commissioner Chambers 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. Stormwater detention plan previously approved by City Engineer.
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. Provide half of the required 80' right-of-way along both Blaze Drive and Smitty Drive.
 - c. 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. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - e. Provide 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.
4. Meet the requirements of the City Engineer, including:
 - a. Meet the requirements of the hillside cut ordinance.
 - b. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - c. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - d. Provide a private Engineer's letter stating that the gravel areas were designed to meet the 2012 Fire Code for supporting a fire truck.
 - e. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - f. 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.
 - g. 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.
 - h. 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.
 - i. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).

- j. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - k. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - l. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - m. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - n. 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. Dumpster to have masonry screening on three sides and an opaque gate opening.
 - c. No fence is to be located in front of the building.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
6. Meet the requirements of the Master Street Plan.
7. Meet the requirements of the Screening and Landscaping ordinance, including:
- a. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - b. All disturbed areas are to be sodded, fertilized, watered and mulched. Note the turf, groundcover, or mulch (species or type) on the development plan. 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 to reduce moisture loss and to improve the appearance of plantings near streets.
 - c. Provide minimum of (2) parking lot shade trees within the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. Trees (10') from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than (50%) of the overall requirement for the parking lot or area.
 - d. Provide minimum of (3) additional street trees adjacent to the Blaze Dr right-of-way. Trees are to be no less than 30-feet on center. Trees from Table B shall be spaced every (30') to achieve the required number of trees; trees from Table C shall be spaced every (25'); or trees from Table D shall be used if beneath overhead power lines and spaced every (15').
 - e. Graphically indicate shrubs (3') on center or note the minimum number of shrubs required for each planting strip. Provide a continuous screen of shrubs for any landscape strip adjacent to any parking area. Shrubs shall be (18") in height at planting and be planted a maximum (3') apart.
 - f. 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.
8. Meet the following requirements concerning signage:
- a. All signs require a separate permit review and are not a part of the Building Permit review.
9. Meet the requirements of the Fire Marshal, including:
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Buildings used for the storage of commercial motor vehicles where the fire area exceeds 5000 square feet shall be provided with an automatic fire sprinkler system. (Volume 2 Section 903.2.10.1)
 - ii. If the building is not fully sprinklered the engine bay will be separated from the residential area by a three hour fire barrier. If the engine bay fire area exceeds 5000 square feet it shall be equipped with a fire sprinkler system. (Volume 2 Table 707.3.10)

- iii. If the building is sprinklered throughout, a one-hour fire barrier is required to separate the engine bay from the residential area. (Volume 2 Table 508.4)
 - iv. An automatic sprinkler system shall be provided in the residential area if there are more than five sleeping rooms. (Volume 1 Section 903.2.8 Exception)
 - b. (If the vehicle storage area is less than 5000 square feet, separated from the residential portion of the building by a three-hour fire barrier and there are no more than five bedrooms, the building does not require a fire sprinkler system. The fire hydrant across the street is adequate; an additional hydrant is not required. If there are, questions call 501-297-9428.)
10. Meet the requirements of CAW.
 11. Meet the requirements of NLR Wastewater, including:
 - a. Wilcox connection fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Sanitary sewer main extension is required to service property.
 - c. Please provide 15' exclusive sanitary sewer easement for Force Main crossing the southern portion of the property, which NLRW Staff will locate. Engineer of record will be contacted once fieldwork is complete.
 - d. Submit full set of plans to NLRW's office for review.
 12. Meet the requirements of NLR Electric.
 13. Meet the requirements of Rock Region Metro.

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

Item # 7 – SD2023-38 Arrow Truck Sales Add Lot 1 (Pre Plat and SPR for a new bldg. for large implement vehicle sales located west of 12201 Diamond Drive)

Mr. Roy Andrews was present representing the request. Commissioner Chambers stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

1. All areas subject to wheeled traffic are to be constructed of a hard surface material such as concrete or asphalt. Note on the site plan the proposed paving materials.
2. Relocate the front gate into the property to allow sufficient space from the property line for a tractor and trailer to pull off the street and not block traffic flow on Diamond Dr.
3. Engineering requirements on detention:
 - a. Provide on-site stormwater 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.
4. 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. Provide half of the required 60' right-of-way along Diamond Dr the south.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
5. 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:
 - iii. Proposed pipe material specifications.
 - iv. 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.
6. Meet the requirements of the City Engineer, including:
- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
7. 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.

- d. Provide 10' utility easements around property perimeter.
8. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpster to have masonry screening enclosure and an opaque gate.
 - c. All exterior lighting shall be shielded and not encroach onto neighboring properties.
9. Meet the requirements of the Master Street Plan.
10. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide a continuous screen of shrubs for any landscape strip adjacent to any parking area. Shrubs shall be (18") in height at planting and be planted a maximum (3') apart.
 - d. Provide (6') front yard landscape strip between property line and paving.
 - e. Provide (4') side yard landscape strip between property line and paving.
 - f. All disturbed areas are to be sodded, fertilized, watered and mulched. Note the turf, groundcover, or mulch (species or type) on the development plan. 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 to reduce moisture loss and to improve the appearance of plantings near streets.
 - g. Provide a minimum of (13) street trees 30' on center along Diamond Dr. 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 (30') to achieve the required number of trees; trees from Table C shall be spaced every (25'); or trees from Table D shall be used if beneath overhead power lines and spaced every (15').
 - h. Provide a minimum of (8) parking lot shade trees within the parking areas. 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. Parking Lot Shade Trees (10') from the edge of the parking area may serve for the parking lot shading requirements, but may not satisfy more than (50%) of the overall requirement for the parking lot or area.
 - i. Provide height and/or caliper specifications that meet or exceed the minimum code requirements. Shrubs are to be a minimum (18") in height and trees are to be a minimum of (2.5") in caliper at installation.
 - j. 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.
11. Meet the following requirements concerning signage:
 - a. All signs require a separate permit review and are not a part of the Building Permit review.
12. Meet the requirements of the Fire Marshal, including:
 - a. An additional fire hydrant may be required along Diamond Dr.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. There shall be a fire hydrant within 400' of any portion the building if unsprinklered, within 600' if sprinklered. (Volume 1 Section 507.5.1)
 - ii. Buildings used for the storage or repair of commercial motor vehicles where the fire area exceeds 5000 square feet shall be provided with an automatic fire sprinkler system. (Volume 2 Section 903.2.9.1, 903.2.10.1)
 - iii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)

- iv. Gates securing fire apparatus access roads will have a minimum width of 20 feet. (Volume 1 Appendix D 103.5)
- v. 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. Consult with the Fire Marshal’s Office regarding fire lane marking.
- d. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
- 13. Meet the requirements of CAW.
- 14. Meet the requirements of NLR Wastewater, including:
 - a. No public sanitary sewer is available to the property. A public sewer main extension is required to connect to public sanitary sewer.
 - b. Hill Lake connection fee applies. Payment of this fee is required prior to connection to NLRW’s collection system.
- 15. Meet the requirements of NLR Electric.
- 16. Meet the requirements of Rock Region Metro.

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

Public Hearing

Item # 8 – Conditional Use 2023-05 Arrow Truck Sales Add Lot 1 Conditional Use to allow large implement vehicle sales in an I1 zone located west of 12201 Diamond Drive

Chairman Clifton called the item, requesting the applicant come forward and address the Commission on the merits of the request. Mr. Roy Andrews addressed the Commission stating the request was a Conditional Use to allow large implement sales in an I1 zoning district.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. There being none. 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	Abstain
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Absent	Clifton	Yes

Conditional Use 2023-05 was approved (8 yes 0 noes 1 absent and 1 abstention).

Design Review Committee Administrative –

Item # 9 – SD2023-39 Booher’s Addition Lots 5AR, 9R & 10R (Replat and SPR for repurposing an existing building for retail/mixed use and reconfiguring the existing parking @ 3400 Camp Robinson Rd)

Mr. Thomas Pownall was present representing the request. Commissioner Chambers stated the Design Review Committee reviewed the application, the applicant was agreeable to the conditions, and the Committee recommended approval conditioned upon:

1. Provide on the drawing the existing improvements located on Lot 10R, Blk 26.
2. Label Schaer St and indicate the existing ROW.
3. Sidewalks along W 34th St and Schaer St are required.
4. Engineering requirements on detention:
 - a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.
5. 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. Provide half of the required 60' right-of-way along W 34th St and 80' right-of-way along Camp Robinson.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
 - d. Provide 25' property line corner radius.
6. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - e. Provide 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.
7. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - e. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - f. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - g. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - h. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - i. All driveways are to be concrete within the ROW.
8. 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 cross access easement on plat with abutting lot/property.
9. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. 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.
10. Meet the requirements of the Master Street Plan.
11. Meet the requirements of the Screening and Landscaping ordinance, including:
- a. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - b. All disturbed areas are to be sodded, fertilized, watered and mulched. 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. Note the turf, groundcover, or mulch (species or type) on the development plan. 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.
 - c. Provide (9) street trees spaced a minimum of 30' on center along W 34th St and provide (5) street trees similarly spaced along Schaer St. Street 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.
 - d. Provide a minimum of (2) trees in the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. 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 6' front yard landscape strip between property line and paving.
 - f. Provide 4' side yard landscape strip between property line and paving.
 - g. Provide a continuous screen of shrubs for any landscape strip adjacent to any parking area. Shrubs shall be (18") in height at planting and be planted a maximum (3') apart.
 - h. Graphically indicate shrubs (3') on center or note the minimum number of shrubs required for each planting strip.
 - i. Provide automated underground irrigation to all required trees and shrubs.
 - j. 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.
12. Meet the following requirements concerning signage:
- a. All signs require a separate permit review and are not a part of the Building Permit review.
13. Meet the requirements of the Fire Marshal, including:
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code.
 - i. Emergency lighting. (Volume 1 Section 1008)
 - ii. Approved exit signs. (Volume 1 Section 1013)
 - iii. Number and configuration of emergency exits. (Volume 1 Section 1006, 1007)
14. Meet the requirements of CAW.
15. Meet the requirements of NLR Wastewater, including:
- a. Grease interceptor required if food will be prepared and sold.
16. Meet the requirements of NLR Electric.

17. Meet the requirements of Rock Region Metro.

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

Public Hearing

Item # 12 – Special Use 2023-06 A Special Use to allow a tattoo parlor @ 5100 JFK Blvd in a C1 zone

Chairman Clifton called the item, requesting the applicant come forward and address the Commission on the merits of the request. Mr. John Hall addressed the Commission stating the request was a Conditional Use to allow a tattoo parlor.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. There being none. 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	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Absent	Clifton	Yes

Special Use 2023-06 was approved with (8 ayes 0 noes 1 absent).

Item # 13 – Special Use 2023-08 A Special Use to allow an events center @ 216 W 4th St in a C6 zone

Chairman Clifton called the item, requesting the applicant come forward and address the Commission on the merits of the request. Mr. Allen Engstrom addressed the Commission stating the request was a Conditional Use to allow an events center in a C6 zoning district.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. There being none. 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	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Wallace	Yes	White	Absent	Clifton	Yes

Special Use 2023-08 was approved with (8 ayes 0 noes 1 absent).

Item # 14 – Special Use 2023-10 A Special Use to allow the blending of chemicals @ 7100 Colonel Maynard Rd

Chairman Clifton called the item, requesting the applicant come forward and address the Commission on the merits of the request. Mr. Brian Dale addressed the Commission stating the request was a Conditional Use to allow manufacturing and blending of chemicals.

Ms. Stephanie Loggins, one of the residents who received the letter of notification, stated the concern was a potential sale of the property. She stated the concern was with Ecotech and their current zoning of I1, which had been in place since 2009. She stated there were violations with AEDQ as late as 2018 and Ecotech continued to operate in this zoning classification, in which it was not a permitted use. She questioned why there was a need for a rezoning if a company purchase the business and continue to operate in the same manner as Ecotech. She questioned if the sale transaction were to move forward would the new company be subject to any conditions. She stated I3 was for heavy industrial use, which should be separated from residential uses. She stated there were concerns with the chemicals being processed and the impact the use would have on property values. She stated she and her husband with a number of property owners were opposing the rezoning to I3.

Chairman Clifton called on staff to provide the history of the request and the request currently before the Commission. Mr. Shawn Spencer stated the request before the Commission was for a Special Use. He stated the Special Use would allow the blending of chemicals. He stated the City nor was zoning involved in businesses being sold or resold, only the use of the business on a property and ensuring proper zoning. He stated the current business owner was requesting a Special Use to operate his business. He stated the Planning Department and the Planning Commission did not have the authority to shut someone down based on a zoning violation. He stated this was the reason the business was still operational.

Commissioner Chambers stated the Commission was a recommending body. He stated the request would require City Council approval before the Special Use could occur. He questioned the number of years the business had been at the current location.

Mr. Brian Dale stated in 2006 the company moved to this location from Little Rock. He stated the company had been blending chemicals for 30 plus years but at the current location since 2006, 17 years.

Commissioner Chamber stated when the zoning was determined by the City the questions were answered in a way that did not include blending of chemicals. He stated the question may have been answered the company was warehousing chemicals. He stated now it had been determined the blending of chemicals required a different zoning or a Special Use to continue the same operation the business had performed more than 16 years at this location. He questioned the chemicals being blended. Mr. Dale stated the chemicals were the ones used in water and wastewater applications. He stated the chemicals were non-toxic but one of the chemicals was bleach. He stated if someone were to drink bleach then this would be toxic but individually and used correctly the chemicals were not toxic. He stated the drinking water supplied by CAW contained the chemicals currently being blended by Ecotech.

Commissioner Foster questioned if the Special Use would stay with the business or go with the owner. Staff stated the Special Use would be owned by Ecotech so the Special Use would transfer

with Ecotech. Staff stated if someone were to buy Ecotech and the companies name stayed Ecotech then there would not be a need to come back to the Commission for a revision to the Special Use.

Mr. Dale stated if someone were to buy the business, they would be bound by the same requirements as the current owners. Mr. Dale stated none of the chemicals was toxic because the owner was not licensed to handle toxic chemicals.

Doctor Jessica Ellis addressed the Commission with concerns. She stated the neighbors were opposed to the chemicals. She stated the approval of the Special Use continued to allow the chemicals, which was the neighbors' concerns. She questioned the disposal of the chemicals. She questioned if the company could change chemicals and if the business license would list the specific chemicals allowed.

Mr. Spencer stated there would not be a listing of specific chemicals because 5 years from now technology could change. She stated she moved to the area in 2007 and if she had known the business was there and operating it could have affected her family's decision to move to the area.

Doctor Stanley Ellis addressed the Commission stating a Commissioner had stated the Company answered the question of their operation in a manner that created an illusion and elusion that they were operating within the guidelines of the zoning classification placed on the business upon annexation. He stated the Special Use would not change how the company operated. He stated he served as a water and wastewater supervisor in the US Army. He stated there was not a chemical, which went into treatment of water and wastewater that was not acoustic. He questioned if these chemicals were to get in the resident's water what would be their recourse. He stated the neighbors were concerned with property values. He stated they did not agree of allowing a company to operate in a manner that would devalue their property values.

Chairman Clifton questioned if a neighborhood meeting was held. Mr. Dale stated there were meetings held with the owner and the residents. He stated in addition AEDQ had been out for a site visit 2 weeks earlier and the Company received a clean bill of health. He stated there had been communications with Councilman Taylor and he suggested the application be revised to a Special Use due to his concern with rezoning the property to I3 and wanted the Special Use to limit the use to the current operation.

Ms. Loggins stated there were only two residents notified due to the requirement of the 200-foot notification. She stated she did the best she could to notify the other residents of the area. She stated this was difficult when you did not know your neighbors 2 to 3 miles away but would still potentially be impacted by the business operation.

Commissioner Chambers stated he had made the comment referenced by Dr. Ellis. He stated for clarification it happened when properties are brought into the City via annexation. He stated the City tried to place the use within a classifications based on the business activities. He stated they did not do on-site interviews. He stated the City provided the zoning based on information provided by the owner.

Mr. Spencer stated it was likely staff asked the owner what do you do and the owner replied I store chemicals and ship them out, not thinking of the processing of the chemicals prior to shipping. Staff stated the information provided by the owner would fall under warehousing. Staff stated recently there was a request for zoning verification and staff asked for a detailed summary of the operation and this was when it was determined the business was manufacturing and blending of chemicals and not warehousing. Staff stated Ecotech did not do this it was a generic answer and staff provided a generic classification of warehousing. Mr. Spencer stated Ecotech thought they were operating under the guidelines of their approval and only recently did staff find there was a discrepancy from the previous indicated use and the current use. Staff stated nothing had changed other than a more detailed zoning ordinance and a better understanding of the business.

Mr. Dale stated the owner would argue he is not manufacturing anything. He is simply blending existing chemicals to create a product. He stated based on the current code he would be classified as manufacturing but the company was not manufacturing any new chemicals. Commissioner Chambers stated this was much like his blending of herbs and making chili seasoning.

Mr. Patrick Loggins stated he was at the meeting and the owner stated he was unaware of his zoning. He stated this was a concern because the tax records indicated the zoning of property. He questioned the chemicals, which would be allowed per the Special Use. Staff stated the way it was worded now it was chemicals to treat water and wastewater and not a specific listing. Mr. Dale stated the company had not changed chemicals in 16 years.

Ms. Betty Belleton stated her concern was the current owners wanted the zoning to remain I1 but what if the new owners wanted to rezone to I3. She questioned what the recourse was for the residents. Staff questioned if there was a change in zoning the applicant would be required to come before the Commission and provide notice to the residents.

Ms. Lee stated a rezoning was not automatic. She stated if the new owner wanted to rezone then they would be required to come before the Commission and request the rezoning. Ms. Belleton questioned why not leave the zoning as the current I1. Chairman Clifton stated the zoning would remain as I1 with a Special Use to allow the current user to continue to operate as the business currently operated. He stated the current zoning of the three adjacent properties was also I1.

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

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

Special Use 2023-10 was approved with (8 ayes 0 noes .1 absent).

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), the meeting was adjourned at 4:50 pm. The next regularly scheduled Commission meeting is to be held on Tuesday, June 13, 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 #A
Special Use # 2023-07

Request: A Special Use to allow the sale of concession trailers within a C4 zone

Location of the Request: 3805 MacArthur Dr, NLR, AR

Applicant: Patricia Garcia, TheFudTrailer

Owner: AR Filter Properties

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

Site Characteristics: The site is a commercial building previously used as office space. TheFudTrailer has rented the space and is currently displaying concession trailers on the site. There is a restaurant located to the south of the site and office/warehouse to the north.

Master Street Plan: MacArthur Drive is classified on the Master Street Plan as a principal arterial. There are no dedicated bikeways located in the immediate area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C4	Office/Warehouse
South	C4 & R3	Restaurant
East	NA	MacArthur Dr and Railroad
West	C4 & R3	Office & Single Family

Background:

1. **Compatible with previous actions?** The allowance of outdoor display of concession trailers requires a Special Use in the C4 zone.
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 outdoor display of concession trailers will potentially have a negative effect on the nearby businesses and residential homes.
6. **Is the site of adequate size for the development?** Based on the site plan provided the site appears to be adequate to provide the required number of parking spaces, the display area and the landscape strips along the street sides.
7. **Will this set a precedent for future rezoning?** No.
8. **Should a different zoning classification be requested?** No, a Special Use is required for the allowance of the outdoor display of concession trailers as proposed by the applicant.

Summary: The applicant is seeking approval of a Special Use to allow the sale of concession trailers from the site. The plan indicates the placement of 15 spaces for display, 6 parking spaces along with an additional space to serve has ADA compliant parking. The applicant indicates there will be no outdoor activity and all concession trailers will be “sold as” is with no modifications performed on the trailers at this location.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on April 19, 2023. The Committee recommended approval with conditions.

Conditions to Consider:

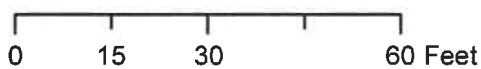
1. Sales or lease display area shall be (1) of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of Article 6 and the City Engineer. Sales or lease display shall not be on grass or gravel surfaces.
2. No display of concession trailers past the front property line.
3. Provide 6 dedicated parking spaces including 1 dedicated ADA parking space. Parking of and/or display of concession trailers is not permitted in the dedicated parking spaces.
4. All work shall be completed inside the building. No outdoor conditioning, repair or service shall be permitted.
5. Dumpster shall have masonry screening on three sides with an opaque gate enclosure.
6. Provide (1) hardwood shade tree in the front parking area.
7. Provide perimeter shrubs between the adjoining street and the parking areas.
8. Fences shall not be allowed in the front yard of any outdoor sales or leasing lot, except as otherwise required by separate regulation.
9. The days and hours of operation are from 8 am to 8 pm daily.
10. All signs must comply with Article Fourteen – Sign Code.
11. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
12. Applicant must meet all applicable Federal, State, County and City requirements.
13. 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.
14. Business license to be issued after Planning Staff confirmation of requirements.

Special Use #2023-07



Ortho Map

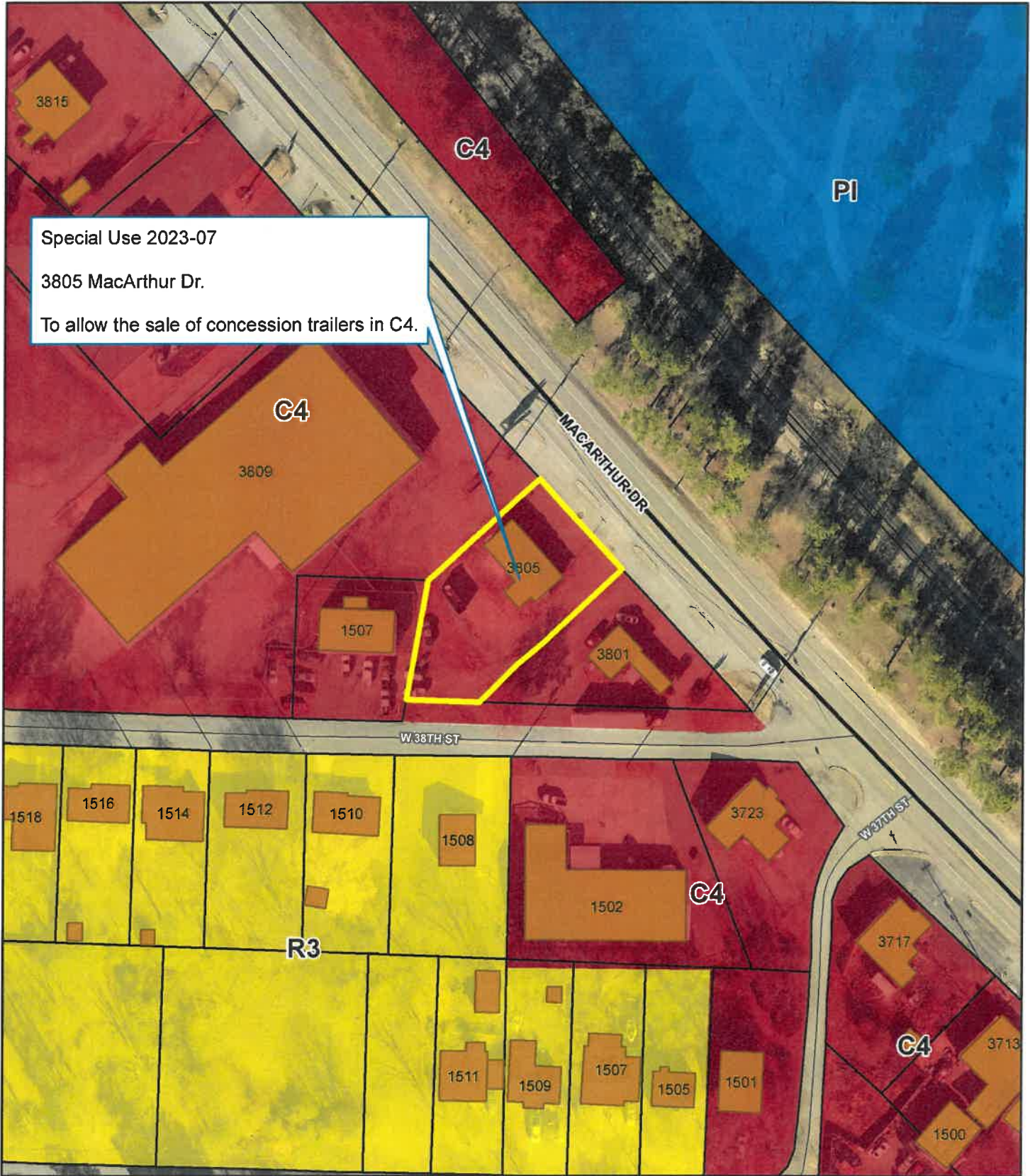
1 inch = 30 feet



Date: 4/14/2023

Not an actual survey

Special Use #2023-07



Special Use 2023-07
3805 MacArthur Dr.
To allow the sale of concession trailers in C4.



Zoning Map

1 inch = 100 feet



Date: 4/14/2023

Not an actual survey

APPLICANT'S INFORMATION: TRENDING GROUP, INC. DBA THE FUD TRAILER COMPANY

IMPERVIOUS AREA CALCULATIONS:
 EXISTING FUD TRAILER 8,706 SQ.FT.
 EXISTING DRIVEWAY & PARKING AREA = 6,706 SQ.FT.
 TOTAL LOT AREA = 14,126 SQ.FT.
 TOTAL IMPERVIOUS AREA = 8,680 SQ.FT. = 61.30%
 TOTAL FLOOR AREA = 1,864 SQ.FT.
 FLOOR AREA RATIO (FAR) = 13.19%

*NOTE: FOR THE SCALE TO BE CORRECT SHEET MUST BE PRINTED ON 11" x 17"

NOTES:

- Property lines** (display as per city standards)
Conditioning space won't be longer required.
- ADA Compliant Parking (display as per city standards)
- Snowroom/Display Area
- Display area surface is asphalt paving.
- No outdoor activities will be performed (service, maintenance or repairs). Units will be sold "AS IT IS".
- Dumpster
- (1) hardwood shade tree in the front parking area.
- Perimeter shrubs between the adjoining street and the parking areas.
- No fence required.

SITE PLAN

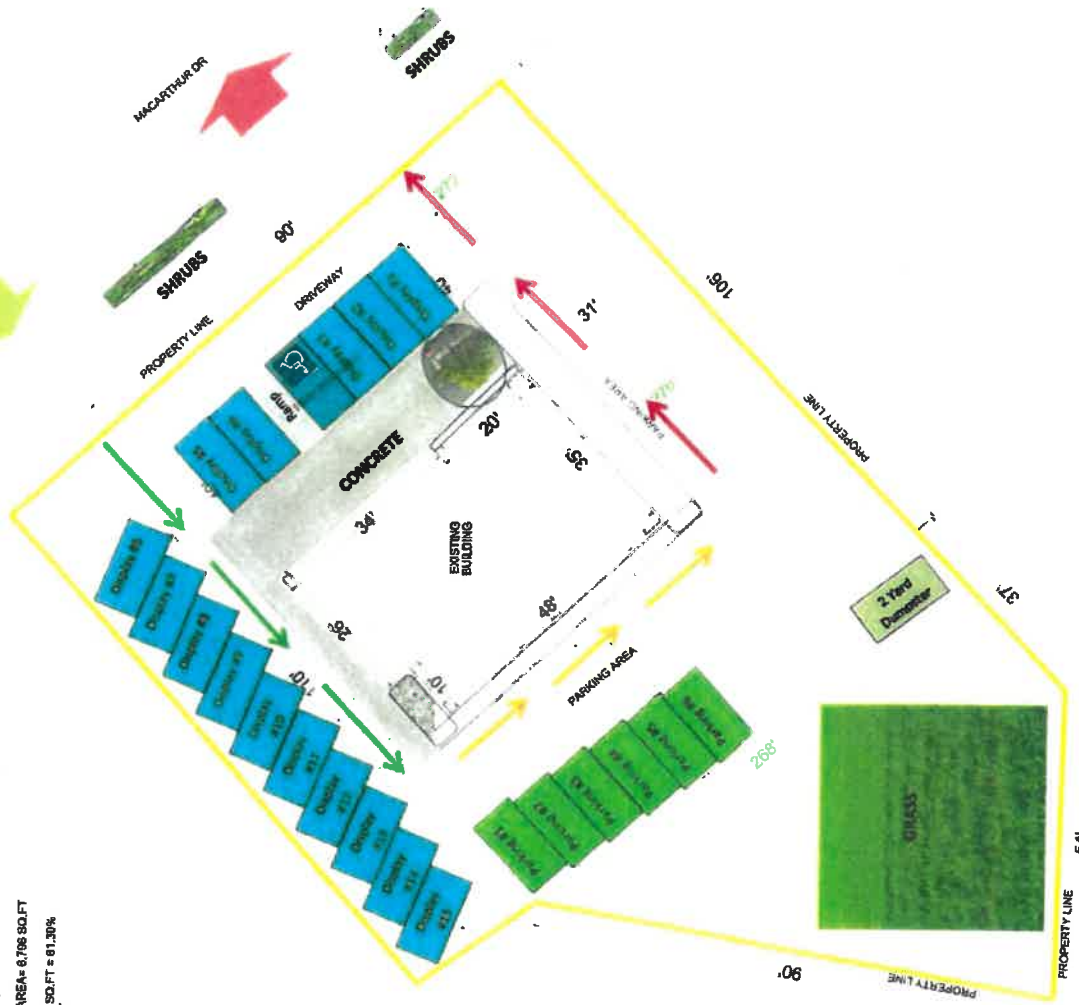
ADDRESS:
 3805 MACARTHUR DR
 NORTH LITTLE ROCK, AR 72118

PARCEL ID: 33N-141.00-086.00

LOT AREA: 14,126 SQ.FT.

PLOT SIZE: 11" X 17"

DRAWING SCALE: 1"=20'



Item # 1
Special Use #2023-09

Request: a Special Use to allow a Type 2 Short-term Rental in a PUD zoning district

Location of the Request: 440 Maple Street, NLR, AR

Applicant/Owner: Danielle & Race Shelby

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 PUD zoning district.

Site Characteristics: The site is a developed site located in City Grove Townhomes in the downtown area. The area is built-up with residential and non-residential uses. Main Street businesses abut the rear of the townhouse development. There are apartments located to the north and northwest of the townhouse development. There are residential homes and a church located to the west of the townhouse development.

Master Street Plan: Maple Street is classified as a local street on the Master Street Plan. There are no dedicated bikeways located along Maple Street. A Rock Region Trolley route is located along Maple Street.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	PUD – C6	City Grove Townhomes – Multi-family
South	PUD – C6	City Grove Townhomes – Restaurant
East	C6	Retail along Main Street
West	C6	Church – Residential – Single-family

Background:

1. **Compatible with previous actions?** A Special Use is the process established by City Council for consideration of Type 2 Short-term Rentals within PUD zoning districts.
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?** 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.
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 PUD 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. The applicant has provided a site plan, including the area of on-site parking to be provided. The request is to recognize the unit as non-conforming, which requires the applicant to provide a copy of a backdated listing and a copy of rental review prior to April 10, 2023. Both of which have been provided with the application request.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on May 17, 2023. The Committee recommended approval with conditions.

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 # 1

Special Use #2023-09

Page 3 of 3

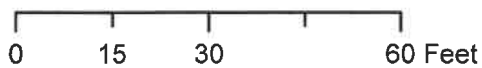
6. Special events including, but not limited to, weddings, receptions, anniversaries, private parties, fundraisers and business seminars are prohibited from occurring at the transient use site.
7. No recreational vehicle, trailer, other vehicle or structure not classified as a permanent residential dwelling 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.

Special Use #2023-09



Ortho Map

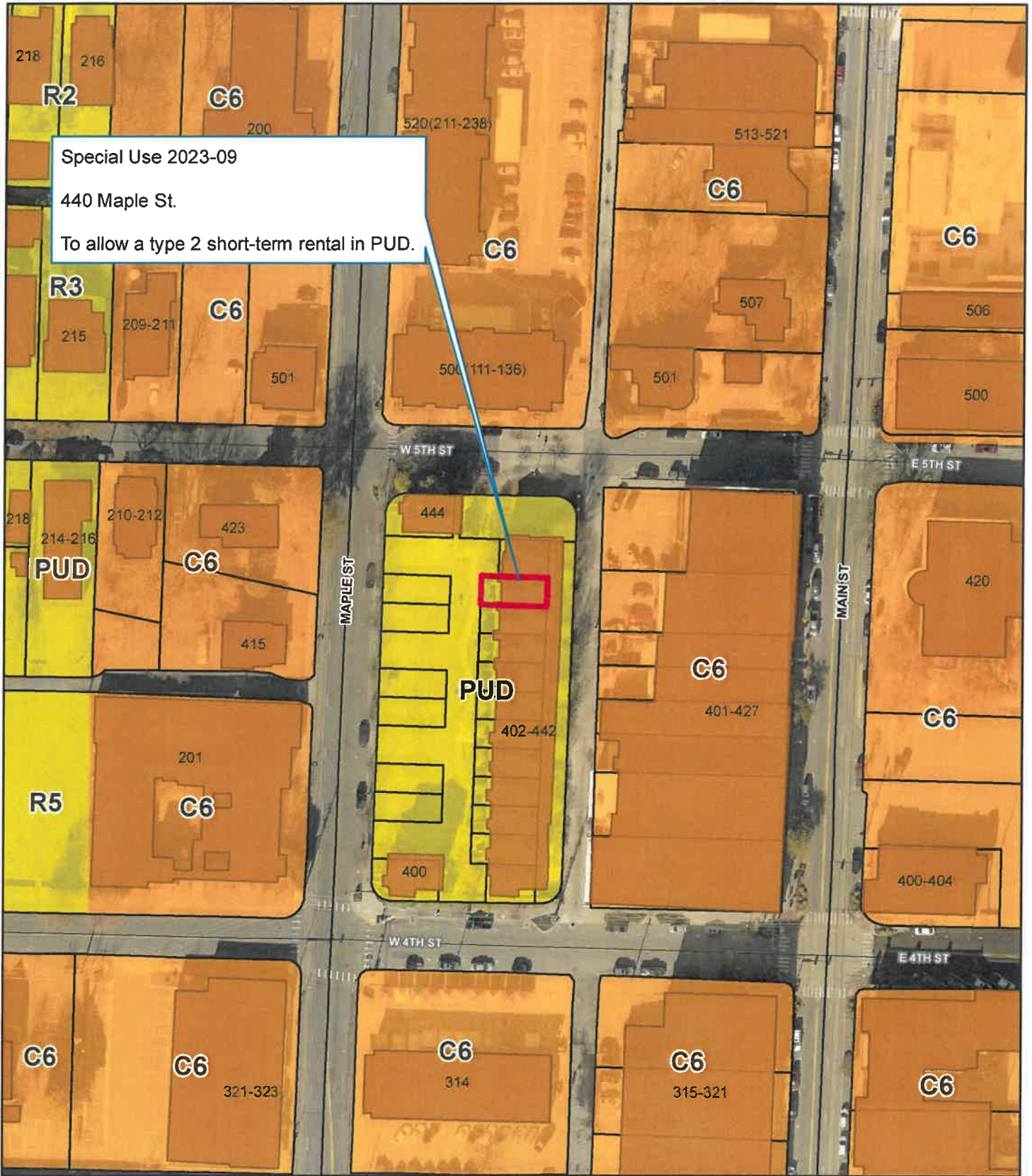
1 inch = 30 feet



Date: 5/15/2023

Not an actual survey

Special Use #2023-09

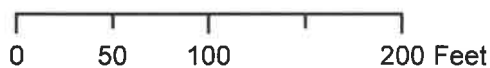


Special Use 2023-09
440 Maple St.
To allow a type 2 short-term rental in PUD.



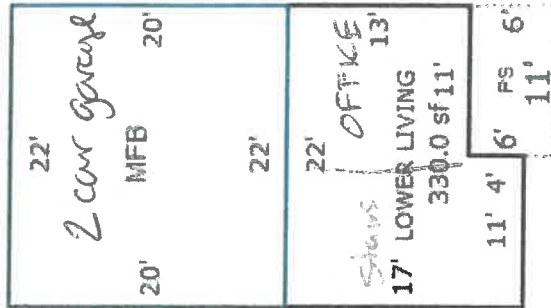
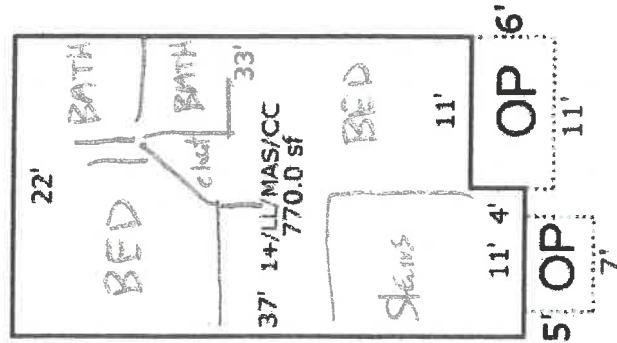
Zoning Map

1 inch = 100 feet

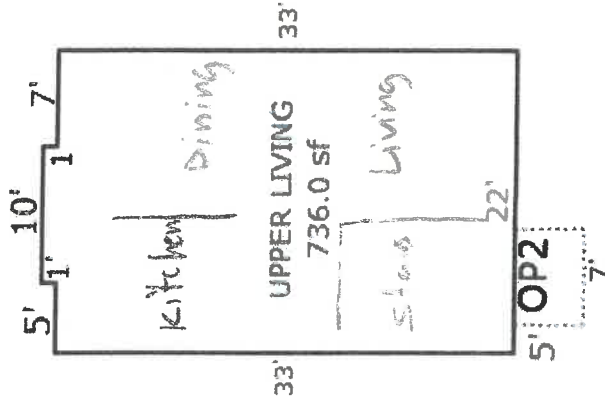


Date: 5/15/2023

Not an actual survey



Alleyway



MAPLE

Item # 2
Special Use #2023-11

Request: a Special Use to allow a Type 1 Short-term Rental in a R2 zoning district

Location of the Request: 309 W 7th, NLR, AR

Applicant/Owner: Britt Stroth

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 1 (owner occupied) Short-Term Rental. The unit is a duplex. The owner lives in one side of the duplex and offers the second side as a Short-term Rental.

Site Characteristics: The property is located along W 7th Street in the area the City recently constructed the street scape within the median. There are single-family, two-family and multi-family units located in the immediate area. Just to the west of the site are non-residential uses including a brewery/restaurant and the Missouri Pacific Railroad Yard.

Master Street Plan: 7th Street is classified as a local street on the Master Street Plan. There are no dedicated bikeways located along W 7th Street.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R2	One & Two Family and vacant lots
South	R2	Single Family
East	R2	One & Two Family
West	R2	One & Two Family

Background:

- 1. Compatible with previous actions?** A Special Use is the process established by City Council for consideration of Type 1 Short-term Rentals within an R2 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?** 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. Parking is located off the alley in the rear of the home.

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 1, (owner occupied) Short-term Rental unit in a R2 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, which requires review of the request via a Special Use. 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. The applicant has provided a site plan, including on-site parking to be provided off the rear alley. The request is to recognize the unit as non-conforming, which requires the applicant to provide a copy of a backdated listing and a copy of rental review prior to April 10, 2023. Both of which have been provided with the application request.

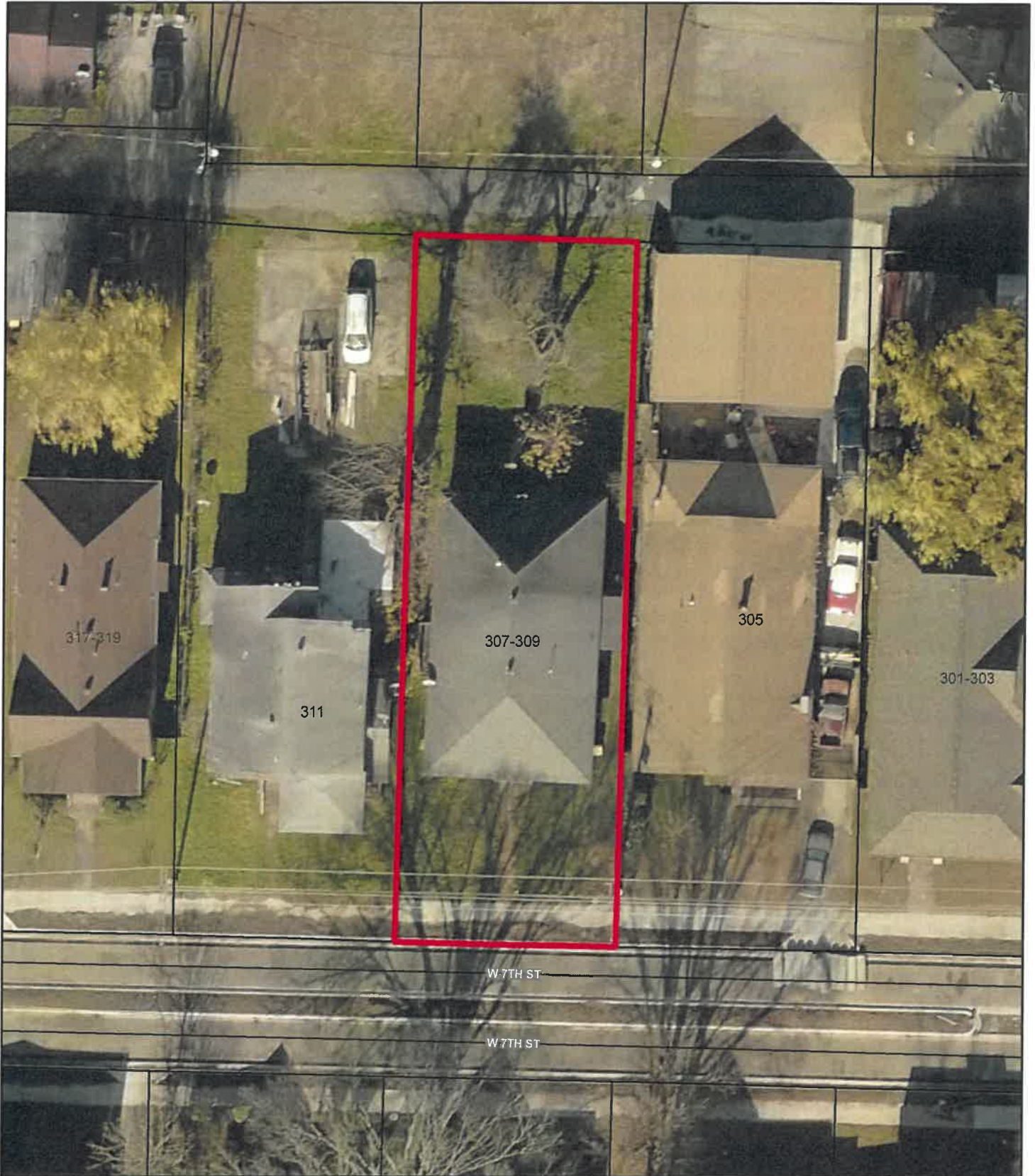
Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on May 17, 2023. The Committee requested the applicant provide a scaled site plan prior to the Commission hearing. The Committee will review the request prior to the Commission hearing and provide a recommendation at the hearing.

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.

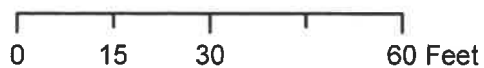
5. Commercial functions and other similar events are prohibited at the transient use site.
6. Special events including, but not limited to, weddings, receptions, anniversaries, private parties, fundraisers and business seminars are prohibited from occurring at the transient use site.
7. No recreational 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

Special Use #2023-11



Ortho Map

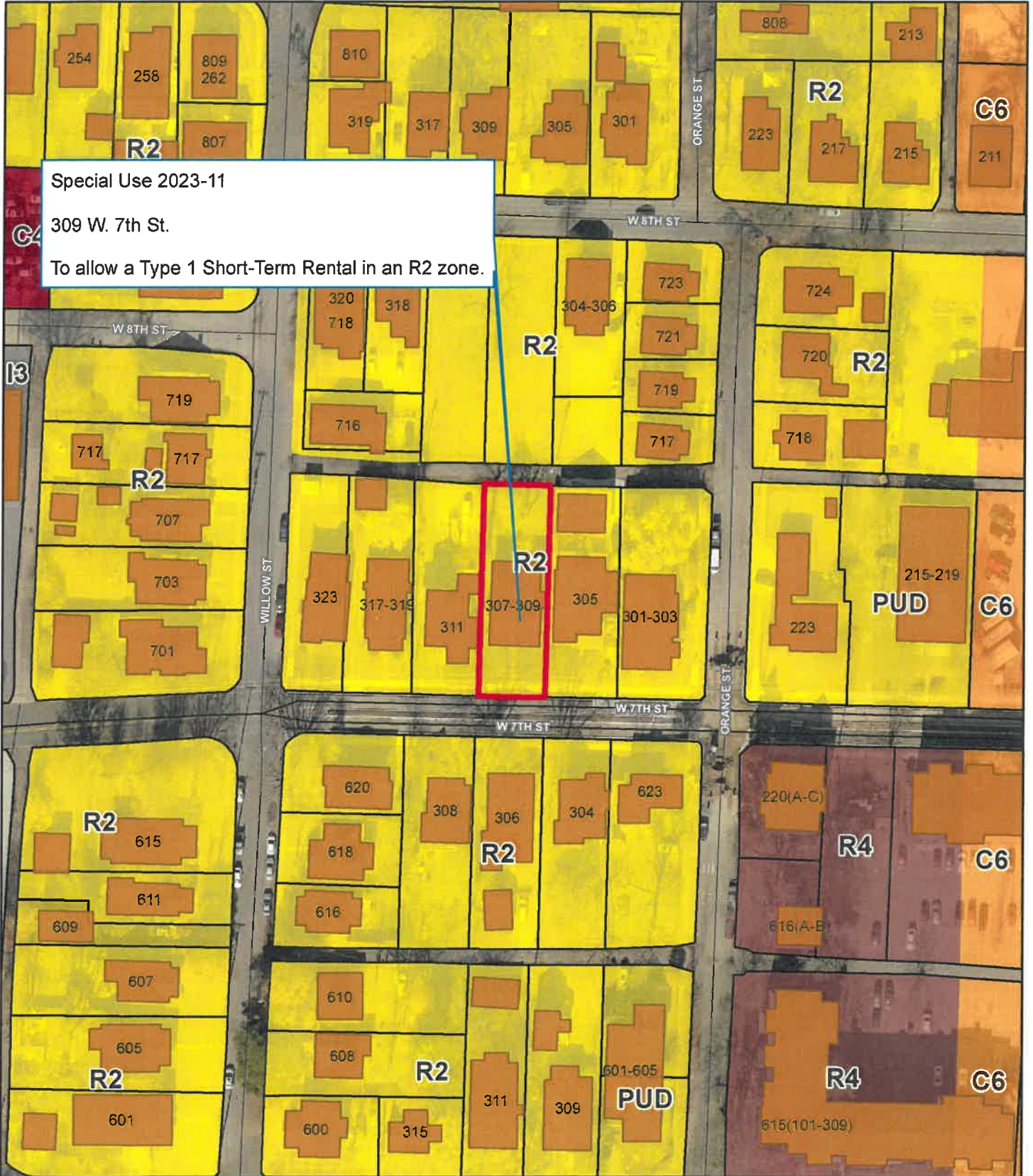
1 inch = 30 feet



Date: 5/15/2023

Not an actual survey

Special Use #2023-11



Zoning Map

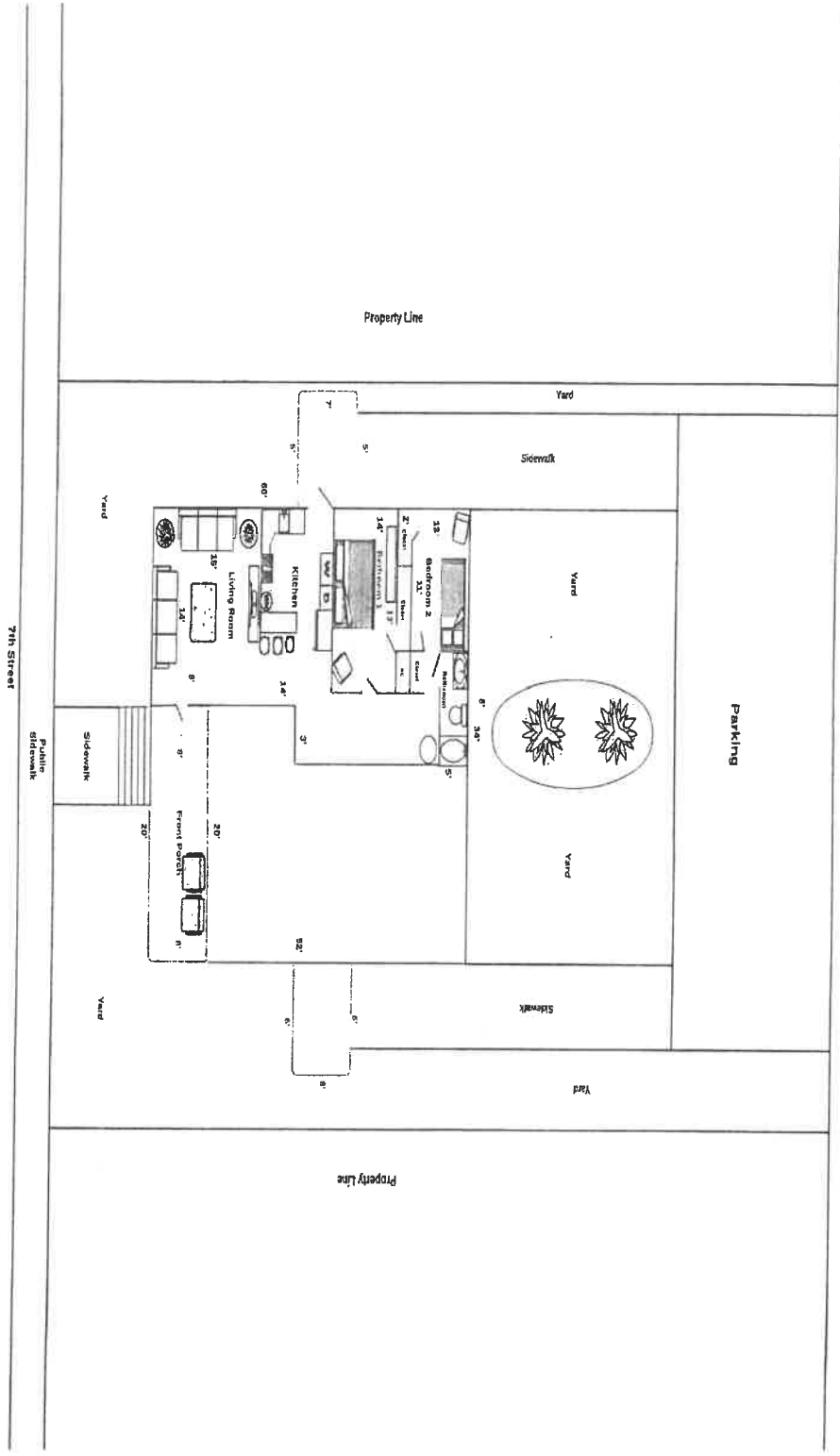
1 inch = 100 feet



Date: 5/16/2023

Not an actual survey

Access road (provided in overhead property view)



7th Street

Public Sidewalk

Sidewalk

Property Line

Yard

Sidewalk

Yard

Parking

Yard

Sidewalk

Yard

Property Line

Item # 3 - SD2023-40 Park Hill Add Lot D, Blk 200, SPR to allow the development of a drive-thru coffee shop @ 4900 JFK Blvd

- 1. The driveway on McCain Blvd *must be constructed as a right-in/right-out only drive. Design the driveway with a raised median to prohibit left turns out of the site.***
- 2. Other Boards approvals required before applying for a building permit.**
 - a. The Board of Zoning Adjustment approved a variance request to allow a reduced setback along JFK Blvd at their February 23, 2023, hearing. The approval is valid for 180-days from the Board hearing date. The specific approval allows an encroachment of a building canopy within the setback along JFK Blvd placed at 31.45-feet from the property line resulting in an 8.55-foot encroachment.
- 3. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department). Label on plans.
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum. Label on plans.
 - i. Driveway at the southern portion of the site along McCain Blvd needs to be designated as a right turn in and right turn out only with a physical median separating the two.
 - j. All driveways are to be concrete within the ROW.
- 4. Meet the requirements of the Master Street Plan.**
- 5. Engineering requirements on detention:**
 - a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.
- 6. 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 if changes are being made to existing drives 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.

Item # 3 - SD2023-40 Park Hill Add Lot D, Blk 200, SPR to allow the development of a drive-thru coffee shop @ 4900 JFK Blvd.

Page 2 of 3

- 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-Built of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
- 7. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
 - c. No fence is to be located in front of the building.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 8. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. Any new site development must comply with the City's landscape and buffer ordinance requirements. Existing site to come into 100% with compliance with Article 7: Screening and Landscaping of the Zoning Code.
 - b. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - c. Plant material shall be irrigated by an automatic underground irrigation system.
 - d. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area. Provide shrubs on the north end of the parking area.
 - e. Landscape strips shall be at least (4) feet in width unless facing a street, in which case, the strip shall be at least (6) feet in width. The landscape strips adjacent to the JFK and McCain Blvd are required to be a minimum of (6) feet in width. Portions of the JFK landscape strip are deficient.
 - f. A buffer shall be provided adjacent to the to the R4 property to the east. A screen shall be provided as per Section 7.3.1 Class A – Full screens. In addition to an opaque screen trees shall be provided at the rate of twenty (20) feet on center.
- 9. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. The property is located within the JFK Sign Overlay District. All signage must comply with the Overlay (Section 14.102)
- 10. Meet the requirements of the Fire Marshal, including:**
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. An, A-2 assembly occupancy with an occupant load of 100 or more shall be equipped with an automatic fire sprinkler system. (Volume 1 & 2 Section 903.2.1.2)
 - ii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - iii. Fire Apparatus access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inches. (Volume 1 Section 503.2.1)

Item # 3 - SD2023-40 Park Hill Add Lot D, Blk 200, SPR to allow the development of a drive-thru coffee shop @ 4900 JFK Blvd.

Page 3 of 3

- b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
- 11. Meet the requirements of CAW.**
- 12. Meet the requirements of NLR Wastewater, including:**
 - a. Grease interceptor with sampling manhole is required if food will be prepared and sold.
 - b. Please add a 15' exclusive sanitary sewer easement to the existing 6" public main crossing in the northern portion of the property.
 - c. Submit full set of plans to our office for review and approval.
- 13. Meet the requirements of NLR Electric.**
- 14. Meet the requirements of Rock Region Metro.**

(Item 4A)
Rezoning #2023-10

Request: a rezoning from PI to C3 to allow the development of an orthopedic clinic in a C3 zone

Location of the Request: @ 5220 Northshore Dr, NLR, AR

Applicant: Brian Dale, Joe White and Associates

Owner: BHO Northshore

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

Site Characteristics: The site is located in the Northshore Business Park across from the Arkansas Surgical Hospital. There are a number of medical office related uses located within the Northshore Subdivision. To the north of the site is Crystal Hill Elementary School.

Master Street Plan: Northshore Drive is classified as a commercial street on the Master Street Plan.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	I2	Office
South	PI	AR Surgical Hospital & Medical Offices
East	I2	Undeveloped & Office
West	I2	Office/Office Warehouse

Background:

1. **Compatible with previous actions?** Rezoning from PI to C3 to allow development of office and medical office space has been approved in the general area.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be no impact 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 no impact on the surrounding properties.
6. **Is the site of adequate size for the development?** The site is adequate size for development.
7. **Will this set a precedent for future rezoning?** No.
8. **Should a different zoning classification be requested?** No, C3 allows development of office and medical office as proposed by the applicant.

Summary: The applicant is seeking approval of a rezoning from PI to C3 to allow the future development of a medical office building. The request is a companion application to a Site Plan Review request being considered by the Commission as a separate item on this agenda (SD2023-41, Northshore Business Park Lots 2A & 2B Replat & SPR a replat and SPR the development of an orthopedic clinic in a C3 zone).

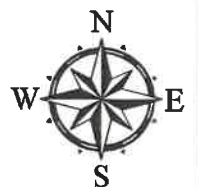
Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on May 17, 2023 regarding the applicant's request for SPR to allow development of a new office building. The Committee recommended approval of the SPR with conditions.

Rezone Case #2023-10



OrthoMap

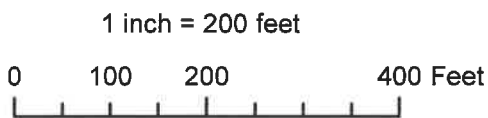
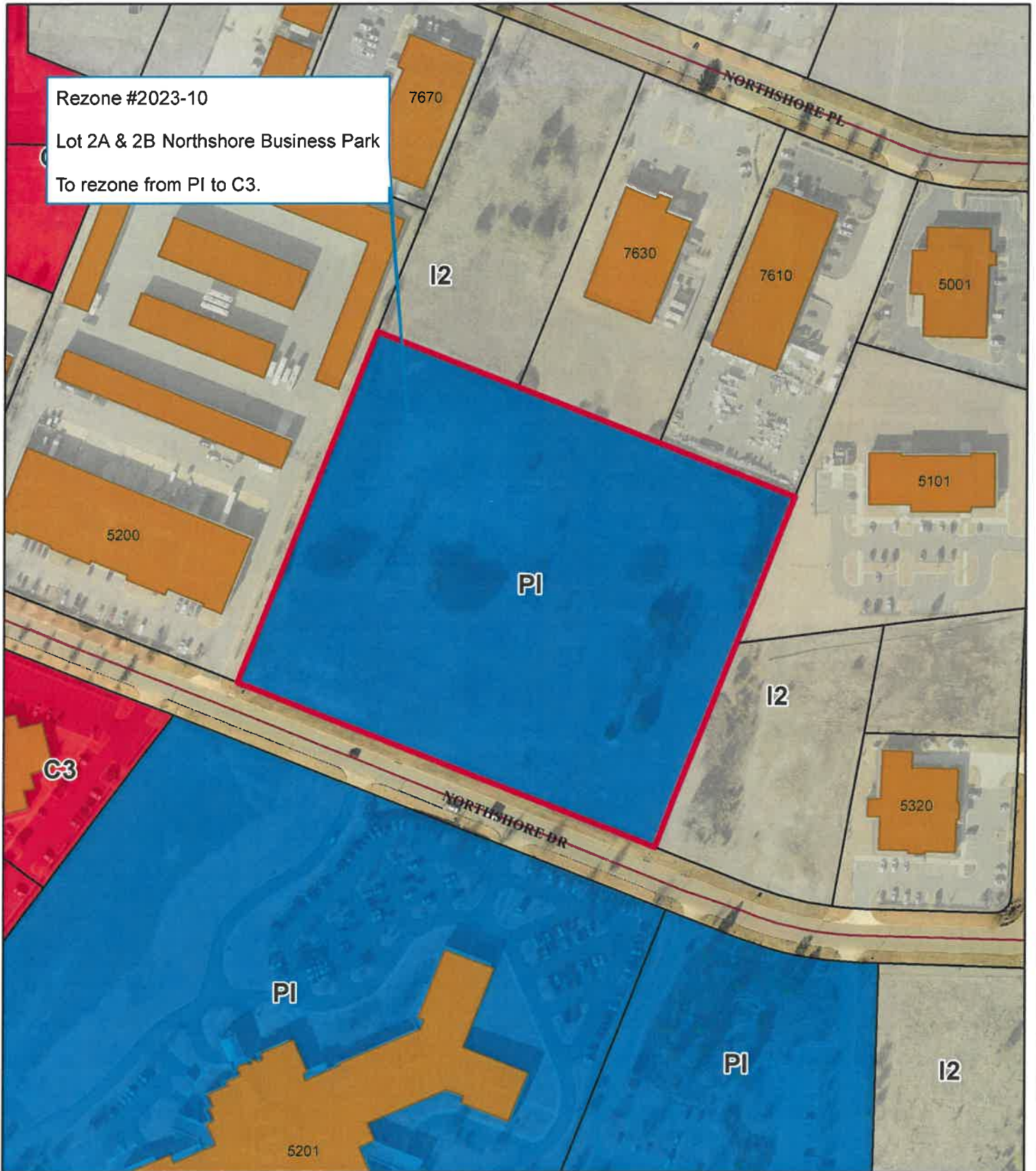
1 inch = 150 feet



Date: 5/15/2023

Rezone Case #2023-10

Rezone #2023-10
Lot 2A & 2B Northshore Business Park
To rezone from PI to C3.



Date: 5/15/2023



Item #4B - SD2023-41 Northshore Business Park Lots 2A & 2B Replat & SPR a replat and SPR for the development of an orthopedic clinic @ 5220 Northshore Dr

- 1. Planning requirements before the plat will be signed:**
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide shared access easement on plat with abutting property.
- 2. Meet the requirements of the Master Street Plan.**
- 3. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. At the completion of the project, submit Elevation Certificate to City Engineer.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - j. All driveways are to be concrete within the ROW.
- 4. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Prior to construction, Owner's Engineer shall submit stormwater design report 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

Item # 4B - SD2023-41 Northshore Business Park Lots 2A & 2B Replat & SPR a replat and SPR for the development of an orthopedic clinic – @ 5520 Northshore Dr

Page 2 of 3

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 Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
- c. With the development of the site (SPR) provide street trees or provide a bond.
- 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.

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

- a. Any new site development must comply with the City’s landscape and buffer ordinance requirements.
- b. All disturbed areas are to be sodded, fertilized, watered and mulched.
- c. Provide a minimum of 25 trees in the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces. Trees (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than (50) percent of the overall requirement for the parking lot or area. 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.
- d. Provide shrubs in the landscape strip adjacent to the west parking area.
 - i. Landscape strips shall be required along all front, side, and rear yards adjacent to parking areas, driveways, or vehicle maneuvering areas. Shrubs are required in the landscape strips as per Section 7.2.2 North Little Rock zoning code.
 - ii. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - iii. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be (18) inches in height at planting and be planted a maximum (3) feet apart.
- e. Provide a minimum of (10) street trees. 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 (30) feet to achieve the required number of trees; trees from Table C shall be spaced every (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every (15) feet.
- f. Side and rear yard landscape strips shall be at least (4) feet in width.
- g. Note turf, groundcover, or mulch (species or type) on the development plan. 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.
- h. Differ between plant symbols to clarify the location, and species of the individual shrub and tree types. Provide height and/or caliper specifications that meet or exceed the minimum code requirements.
- i. Plant material shall be irrigated by an automatic underground irrigation system.

Item # 4B - SD2023-41 Northshore Business Park Lots 2A & 2B Replat & SPR a replat and SPR for the development of an orthopedic clinic – @ 5520 Northshore Dr

Page 3 of 3

- j. 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.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
- 8. Meet the requirements of the Fire Marshal, including:**
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Ambulatory care facilities shall meet the automatic fire sprinkler system requirements of Volume 2 Section 903.2.2.
 - ii. An automatic sprinkler system shall be provided throughout buildings with a group I fire area. (Volume 1 Section 903.2.6)
 - iii. There shall be a fire hydrant within 400' of any portion the building if unsprinklered, within 600' if sprinklered. (Volume 1 Section 507.5.1)
 - iv. Meet the hydrant spacing and fire flow requirements of the fire code. (Volume 1 Appendix B & C)
 - v. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - vi. Fire Apparatus access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inches. (Volume 1 Section 503.2.1)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
- 9. Meet the requirements of CAW.**
- 10. Meet the requirements of NLR Wastewater, including:**
- a. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Please contact Mitch Foreman (mforeman@nlrwu.com) to ensure no pretreatment or industrial permitting is required.
 - c. Please add a 15' exclusive sanitary sewer easement to all existing public sewer mains within property boundaries. (See attached map)
 - d. Consolidate sewer service lines before connecting to public main.
 - e. Submit full set of plans to our office for review and approval.
- 11. Meet the requirements of NLR Electric.**
- 12. Meet the requirements of Rock Region Metro.**

Item # 5 - SD2023-42 Lusk Lot 8, Final and SPR a Final Plat and SPR for the development of 2 office buildings and 2 mini-warehouse buildings @ 7101 Dewafelbakker Ln

- 1. 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. Provide half of the required 70' foot right-of-way.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
 - d. Show and label boundary of detention area as a drainage easement.
- 2. Planning requirements before the plat will be signed:**
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. With the first phase of the development provide street trees or provide a bond.
 - c. With the first phase of the development provide streetlights or provide a bond.
- 3. 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 ROW dedication as required per the MSP.
- 4. Engineering requirements on detention:**
 - a. Provide on-site stormwater 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.
- 5. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - e. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - f. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - g. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - h. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - i. All driveways are to be concrete within the ROW.
- 6. 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.
- 7. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
 - c. No fence is to be located in front of the building.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 8. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - b. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - c. **Provide a minimum of (4) trees in the parking area.** Trees shall be planted at the rate (1) tree per (6) parking spaces. Trees (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than (50) percent of the overall requirement for the parking lot or area. 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.
 - d. Provide a minimum of (10) street trees. 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 (30) feet to achieve the required number of trees; trees from Table C shall be spaced every (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every (15) feet.
 - e. **Note turf, groundcover, or mulch (species or type) on the development plan.** 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. Differ between plant symbols to clarify the location, and species of the individual shrub and tree types. Provide height and/or caliper specifications that meet or exceed the minimum code requirements.
 - 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.
- 10. Meet the requirements of the Fire Marshal, including:**
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Group S-1 storage facilities with fire areas exceeding 12,000 square feet shall be equipped with an automatic fire sprinkler system. (Volume 2 Section 903.2.9)
 - ii. S-1 fire areas used for the storage of upholstered furniture and mattresses exceeding 2500 square feet shall be equipped with an automatic fire sprinkler system. (Volume 2 Section 903.2.9.4)
 - iii. Buildings used for the storage of commercial motor vehicles where the fire area exceeds 5000 square feet shall be provided with an automatic fire sprinkler system. (Volume 2 Section 903.2.10.1)
 - iv. Fire barriers separating an S-1 occupancy into different fire areas shall have a fire resistance rating of not less than 3 hours. (Volume 2 Table 707.3.10)
 - v. Buildings of Type II B construction do not require a fire rated exterior walls if the building are a minimum of 20 feet apart. (Volume 2 Table 705.5)
 - vi. There shall be a fire hydrant within 400' of any portion around the exterior of a building if unsprinklered, within 600' if sprinkled. (Volume 1 Section 507.5.1)
 - vii. Meet the hydrant spacing and fire flow requirements of the fire code. (Volume 1 Appendix B & C)
 - viii. Group S-1 storage facilities shall meet the required 250 foot exit access travel distance. Travel distance is increased to 400 feet where the requirements of 1017.2.2 are met. (Volume 2 Section 1017)
 - ix. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - x. 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)
 - xi. Gates securing fire apparatus access roads will have a minimum width of 20 feet. (Volume 1 Appendix D 103.5)
 - b. Fire Apparatus access roads shall support 85,000 lbs. (NLR Ordinance 9267)
 - c. Fire Apparatus access roads shall have a turning radius that will allow NLRFD apparatus to make turns between buildings.
- 11. Meet the requirements of CAW.**
- 12. Meet the requirements of NLR Wastewater, including:**
- a. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Submit full set of plans to our office for review and approval.
- 13. Meet the requirements of NLR Electric.**
- 14. Meet the requirements of Rock Region Metro.**

Item #6 - SD2023-43 Northshore Business Park Lots 2ARR & 2BRR Replat a replat of an existing lot into 2 lots @ 7777 Northshore Place

- 1. Planning requirements before the plat will be signed:**
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- 2. Engineering requirements on detention:**
 - a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.
- 3. Meet the requirements of the City Engineer.**
- 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.**
- 6. Meet the requirements of the Screening and Landscaping ordinance,**
 - a. Replace any dead or diseased landscaping prior to the signing of the replat.
 - b. Meet the requirements of the Landscape and Screening Ordinance with the development of Lot 2BRR.
- 7. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
- 8. Meet the requirements of the Fire Marshal.**
- 9. Meet the requirements of CAW.**
- 10. Meet the requirements of NLR Wastewater, including:**
 - a. Please add a 15' sanitary sewer easement to the existing 10" public main crossing the northern portion of the property. (See attached map)
 - b. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - c. Submit full set of plans to our office for review and approval.
- 11. Meet the requirements of NLR Electric.**
- 12. Meet the requirements of Rock Region Metro.**

1. Engineering requirements on detention:

- a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.

2. Meet the requirements of the City Engineer, including:

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. Repair or replace existing sidewalk and curb to City Engineer's standards.
- c. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
- g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
- h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
- i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
- j. All driveways are to be concrete within the ROW.

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 showing silt fence, storm inlet protection, and drainage details.
- d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
- e. Provide 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 Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
- c. No fence is to be located in front of the building.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

5. Meet the requirements of the Master Street Plan.

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

- a. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - b. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - c. Parking lot and street trees shall be two and one-half (2.5) inch caliper or greater at time of planting. Caliper shall be measured at three (3) feet above the ground surface.
 - 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 (30) feet to achieve the required number of trees; trees from Table C shall be spaced every (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every (15) feet.
 - ii. 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.
 - d. Provide a minimum of 2 trees in the parking area. Trees shall be planted at the rate (1) tree per (6) parking spaces.
 - i. Trees (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than (50) percent of the overall requirement for the parking lot or area.
 - 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 (18) inches in height at planting and be planted a maximum (3) feet apart. Graphically indicate shrub material scaled at the required 3'-spacing on the development plan
 - f. Note turf species or type on the development plan.
 - i. Grasses shall be selected from Section 7.5 Table J of the North Little Rock zoning code.
 - g. Plant material shall be irrigated by an automatic underground irrigation system. Provide note on the development plan indicating that all landscape areas will be irrigated
 - 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.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. The site is located within the JFK Sign Overlay District.
- 8. Meet the requirements of the Fire Marshal, including:**
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. An, A-2 assembly occupancy with an occupant load of 100 or more shall be equipped with an automatic fire sprinkler system. (Volume 1 & 2 Section 903.2.1.2)
 - ii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - iii. Fire Apparatus access roads shall have an unobstructed vertical clearance of not less than 13 feet 6 inches. (Volume 1 Section 503.2.1)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)

9. Meet the requirements of CAW.

10. Meet the requirements of NLR Wastewater, including:

- a. Public sanitary sewer main extension is required to serve the property. Please make formal submittal of plan to provide sewer service to the development.
- b. Grease interceptor with sampling manhole is required if food will be prepared and sold.
- c. Submit full set of plans to our office for review and approval.

12. Meet the requirements of NLR Electric.

13. Meet the requirements of Rock Region Metro.