



North Little Rock Planning Commission
October 10, 2023 - Agenda / Public Hearing 4:00 PM
City Council Chambers – 300 Main Street, NLR, AR 72114

Call to Order

- Roll Call
- Reminder to speak into the microphone

Administrative:

Approval of Minutes: ▪ September 12, 2023

Planning Commission Hearing Items:

1. Special Use 2023-26 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone @ 105 Wisteria Dr
2. Special Use 2023-33 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone @ 5006 Lockridge Rd
3. Special Use 2023-34 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone @ 6705 Pontiac Dr
4. Special Use 2023-36 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R2 zone @ 7 Longview Road
5. Special Use 2023-38 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone @ 4900 Hickory Ave
6. Conditional Use 2023-12 a Conditional Use to allow auto sales in a C4 zone @ 4620 MacArthur Dr
7. Rezone 2023-21 a rezoning from R to R4 to recognize two existing single family structures on a single lot @ 4601 Pike Ave
8. Rezone 2023-22 a rezoning from CONS to C3 @ the Southwest corner of I-40 and North Hills Blvd
9. Rezone 2023-23 a rezoning from R4 to C6 @ 800 N Olive St
10. Rezone 2023-24 a rezoning from R4 to C6 @ 720 N Olive St
11. SD 2023-61 Division 49 Add Lots 1 – 5 Combined - Preliminary & Final Plat located in the 4900 Block of Division St
12. Rezone 2023-25 Jimmy Doyle Country Club Add Lot 1 from C4 to I2 to allow a truck repair facility @ 11800 Maybelline Rd
13. SD 2023-64 Jimmy Doyle Country Club Add Lot 1 Replat and SPR @ 11800 Maybelline Rd
14. Special Use 2023-27 a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone @ 3818 N Magnolia St

NLR PLANNING COMMISSION MEETING PROCEDURES

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

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

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

**North Little Rock Planning Commission
Minute Summary
September 12, 2023**

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

Planning Commission Members Present:

Norman Clifton, Chair
Steve White, Vice-Chairman
Emanuel Banks
Don Chambers
Charlie Foster
Junior Phillips (4:13 pm)
Renee Pierce
Edward Wallace

Members Absent:

Vandy Belasco

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 White to excuse those not present. By voice vote, the Commission members voted unanimously in favor of the motion, (7/0/2)

Chairman Clifton announced the disposition of the following items stating –

Item 4, Rezone 2023-21 @ 4601 Pike Ave – Postponed to the October 10, 2023 hearing
Items 16, & 17, Rezone 2023-16 a rezoning from C6 to C5 @ 425 W Broadway (to allow a convenience store with fuel pumps) & SD2023-58 Westgate Manor Addition Lots 1A & 1B Replat and SPR to allow a convenience store with fuel pumps @ 425 W Broadway – had been withdrawn from consideration

Approval of Minutes:

Commissioner Chambers made a motion to approve the August 8, 2023, minute summary as submitted. Commissioner Pierce provided a second to the motion. By voice vote, the Commission members voted unanimously in favor of the motion, (7/0/2).

Planning Commission Hearing Items:

1. Rezone 2023-19 a rezoning from I2 to I1 to allow administrative offices for the North Little Rock Public Schools @ 3201 HWY 161

Adam Jenkins was present representing the NLR School District. Chairman Clifton called the item requesting the applicant come forward to present their request. The applicant stated the request was to rezone the property to allow North Little Rock School District to use the existing buildings as administrative offices for the school district.

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

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

Rezone 2023-19 was approved with (7) affirmative votes, (0) no votes and (2) absent.

2. Rezone 2023-18 a rezoning from Rt1 to R2 to recognize and existing single family home @ 14511 Saddlewood Dr

Ms. Jenny Moses was present representing the request. Chairman Clifton called the item requesting the applicant come forward to present their request. The applicant stated the request was to rezone the property to recognize an existing site built single-family home constructed on the site.

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

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

RZ2023-19 was approved with (7) affirmative votes, (0) no votes and (2) absent.

3. Rezone 2023-20 a rezoning from Rt1 to R2 to recognize and existing single family home @ 14421 Saddlewood Dr

Ms. Candice Woodruff was present representing the request. Chairman Clifton called the item requesting the applicant come forward to present their request. The applicant stated the request was to rezone the property to recognize an existing site built single-family home constructed on the site.

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

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

RZ2023-20 was approved with (7) affirmative votes, (0) no votes and (2) absent.

5. A Special Use SU2023-24 to allow the continuation of a Type 2 STR in an R1 zone @ 4426 Arlington

Mr. & Ms. Henderson were present representing the request. Chairman Clifton called the item requesting the applicant come forward to present their request. The applicant stated the request was to recognize an existing short-term rental on the property. The applicant stated the home had been a long-term rental in the past and after the last tenant vacated the site, they decided to offer the unit as a short-term rental. Mr. Henderson stated there were a number of issues with previous renters. He stated there had been cars on blocks, lawns not being mowed and numerous other issues. He stated since the unit was offered as a short-term rental there had been few if any issues with the property. He stated they lived less than two miles away. He stated his wife managed the property. He stated they felt the property was an asset to the community and not a negative to the neighborhood.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. He informed the Commission staff had provided (5) letters regarding the request. He stated there were (4) letters in opposition and (1) in support.

There was a general discussion by the Commission concerning the request. Commissioner Pierce questioned the number of occupants allowed. Ms. Henderson stated the house was a 3-bedroom house and there was a sectional and an air mattress, which allowed up to 8-persons. Chairman Clifton questioned the time-frame the unit had been a rental. Ms. Henderson stated they lived in the house for 10 years and then rented the house for approximately 10 years to different long-term renters. She stated the home had been offered as a short-term rental since July of last year.

Chairman Clifton questioned the applicant if they had reviewed the recommendations presented by staff. The applicant replied in the affirmative stating they would comply.

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

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

SU2023-24 was approved with (6) affirmative votes, (1) no vote and (2) absent.

6. A Special Use SU2023-25 to allow a Bed and Breakfast in an R4 zone @ 3900 Monticello Dr

Antonio and Susan Ridgel were present representing the request. Mr. Ridgel stated the request was to allow them to offer their home as a bed and breakfast. He stated the request also included the allowance of a sign. Chairman Clifton questioned if they had received a copy of the staff recommended conditions and if they were agreeable. Mr. Ridgel stated the conditions were agreeable.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item. He informed the Commission staff had provided them with letters in opposition of the request.

Ms. Toby Jost stated she lived on the corner of Corn Wallis and Monticello. She stated the concern was the applicant's home backed up to her home. She stated the use first caught her attention when a red neon sign was placed in the window stating the business was open. She stated she called the City and the sign was removed but was later reinstalled. She stated she had pictures of the sign the applicant was seeking approval to allow. She stated she did not feel anyone expected signage offering business services in a single family neighborhood. She stated she had a teenage daughter. She stated her pool could be seen out the window of the applicant's second floor. She stated she had seen numerous cars with out of state license plates at the home. She stated her husband was an airline pilot and was gone on numerous occasions. She stated she did not like being home alone knowing there could be strangers staying next door. She stated on Google the home was being offered as a bed and breakfast. She stated she was concerned with the quality of guest.

Commissioner White questioned if the business was operational. Staff stated the applicant had a business license for an owner occupied short-term rental. Staff stated the current request was to allow serving of a meal and the placement of a sign.

There was a general discussion by the Commission concerning the request. Commissioner Pierce stated if the request was denied the applicant could continue to operate as a short-term rental. Commissioner Foster stated the only difference was to allow them to serve a meal.

There was a general discussion concerning the applicant’s request for a sign. Commissioner Foster made a motion to disallow a sign. Commissioner Pierce provided a second to the motion. Ms. Lee stated the motion would likely be to strike condition six listed in the staff recommended conditions. She stated this would prohibit a sign. Commissioner White stated his objection was for signage in a neighborhood.

Chairman Clifton called for a role call vote on the motion to strike #6 in the conditions –

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

The motion to strike the condition to allow a sign was approved by 8 affirmative votes and 1 absent.

Mr. Robert Haney stated the neighborhood was not told of the applicant’s approval of a short-term rental and questioned if there was anything that could be done about the use now. Staff stated in any residential zoning district owner occupied short-term rentals were allowed without public review.

Ms. Ashley Wright stated if approved there would be a business located in her quiet residential neighborhood. She stated she did not feel anyone wanted a business in their neighborhood. She stated they were renting rooms for \$50/night, not even market rate.

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

SU2023-25 was denied with (4) affirmative votes, (4) no votes and (1) absent.

7. A Special Use SU2023-28 to allow the continuation of a Type 2 STR in an R1 zone @ 118 E A Ave

Mr. Tyler Henderson was present representing the request. He stated his request was to continue to operate a short-term rental on the property. He stated the unit had been a short-term rental for seven years.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item.

Mr. Jerry Covan stated he lived on Skyline Drive and had lived there for 13 years. He stated he was unaware the property was being offered as a short-term rental. He stated the home was being rented and the request was to offer the smaller unit as a rental as well. He stated he did not feel this was a good fit for the neighborhood. He stated the allowance would put the neighborhood in jeopardy for additional business to come into the quiet historic neighborhood.

Mr. Mike Wilson addressed the Commission stating he was not aware there was a short-term rental in the area. He stated he purchased his property due to the Park Hill's historic character. He stated he was concerned with the potential for the number of rentals.

Mr. Michael Shield stated he had been living in the house behind the property for 29 years and he did not want the request to pass.

Mr. David Priest stated he was a live-long resident of North Little Rock. He stated the history of Park Hill should be protected. He stated the historic part of Park Hill should be protected along with the residents.

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

SU2023-28 was denied with (2) affirmative votes, (6) no votes and (1) absent.

8. A Special Use SU2023-29 to allow a Daycare Center in a C2 zone @ 700 N Beech St

Ms. Carla Hardiman was present representing the request. She stated she was standing in for her son in his request for a Special Use to allow a daycare at 700 Beech Street. Chairman Clifton questioned if she had received the staff comments and if they were agreeable. Ms. Hardiman stated she had received the comments and all were acceptable.

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

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

SU2023-29 was approved with (8) affirmative votes, (0) no votes and (1) absent.

9. A Special Use SU2023-30 to allow the continuation of a Type 2 STR in an R1 zone @ 6411 Countrywood Cove

Ms. Sophia Nguyenle was present representing the request. She stated she had been operating the unit as a short-term rental since October of last year. She stated she had three children and when they traveled it was difficult to get a room she and her family could stay in comfortably. She stated they had to get two rooms and the family could not all stay together. She stated short-term rentals were a better option. She stated there were rules for the renters of her rental such as no parties and no drinking. Chairman Clifton question if Ms. Nguyenle had received the staff comments and if they were agreeable. She replied in the affirmative.

Chairman Clifton questioned if there was anyone in the audience wishing to speak for or against the item.

Mr. Wayne Sullivan addressed the Commission in opposition of the request. He stated the Bill of Assurance for the subdivision stated there were to be no businesses located in the Country Side Subdivision. He stated the BOA prohibited a number of uses including hotels and motels. He stated the short-term rental was essentially a hotel. He stated the home was located in a cul de sac. He stated with overnight stayers you could not control how they parked. He stated last weekend the overnight stayers were parking in the yard. He stated this devalued a neighborhood. He stated this was a 3-bedroom house. He stated up to (9) people could stay. He stated that created the potential for (9) cars, trying to park on at the end of a cul de sac. He stated in the past construction workers had rented the unit. He stated in addition to their trucks they brought their job trailers. He stated the turn-around radius blocked the sidewalk.

MR. Farris Whaley addressed the Commission in opposition of the request. He stated this was a quiet street with 10 houses. He stated he was opposed to any changes in the neighborhood.

Ms. Laurie Criddle stated she lived in the cul de sac adjacent to the homes to the north. She stated both cul de sacs had large number of children. She stated the area did not have a great deal of crime. She stated the neighborhood did not need the use.

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

SU2023-30 was denied with (0) affirmative votes, (8) no votes and (1) absent.

10. A Special Use SU2023-21 to allow an Events Center in a C3 zone @ 4000 Vali Court

The applicant was not present. The item was postponed to the next agenda.

11. A Special Use 2023-15 to allow youth mentoring in a R3 zone @ 2001 Parker St

Mr. Anthony Pettigrew was present representing the request. Chairman Clifton requested Mr. Pettigrew address the Commission on the merits of his request. Mr. Pettigrew stated he wished a Special Use to allow a youth mentoring program. He stated the program would provide intervention for youth. Chairman Clifton questioned if Mr. Pettigrew had reviewed the staff recommended conditions for the request and if they are acceptable. Mr. Pettigrew stated he was agreeable to the conditions.

Commissioner Chambers questioned the parking required for the use. Stating there appeared to be four on-site parking spaces and potentially seven on the street. Staff stated based on the square footage and the applicants proposed use the site would require between eight to ten on-site parking spaces. Commissioner Chambers questioned if the use were approved and the applicant could not provide the required parking what would be the outcome. Staff stated if he could not provide the parking he would not receive an zoning certificate.

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

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

SU2023-15 was approved with (8) affirmative votes, (0) no votes and (1) absent.

**12. SD2023-55 Lusk Commercial Park Addition Lot 2 Final Plat and SPR @ 10300
Maumelle Blvd (to allow auto repair major in a C3 zone)**

The applicant 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. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention. (OR) Provide on-site stormwater detention as well as clear calculations showing detention volume is sufficient, or demonstrate to City Engineer 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 or request a waiver from City Council.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
 - c. Show and label the boundary of the detention area as a drainage easement if applicable.
3. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
 - i. Proposed pipe material specifications.
 - ii. Proposed trench and bedding details, materials and specifications.
 - c. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - e. Provide copy of ARDOT driveway permit for Maumelle Blvd.
 - f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - g. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
 - h. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
 - i. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be

natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

4. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least (1) day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Driveways shall 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. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - h. All driveways are to be concrete within the ROW.
5. Planning requirements before the plat will be signed:
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide cross access easement on plat with abutting property as shown on the plat.
 - c. Provide 10' utility easements around property perimeter as shown on the plat.
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 (3) sides and an opaque fence.
 - c. All fencing materials must comply with the materials allowed within the zoning ordinance.
 - d. No fence is to be located in front of the building.
 - e. Provide street trees or provide a bond.
 - f. Provide streetlights or provide a bond.
 - g. All exterior lighting shall be directed downward and shielded to not encroach onto neighboring properties.
7. Meet the requirements of the Master Street Plan, including:

- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards along the access easement adjacent to the proposed parking.
- b. Meet the requirements of Maumelle Blvd Access Management Plan.
8. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - c. Provide a minimum of (8) street trees adjacent to the Maumelle Blvd right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code. Trees from Table B shall be spaced every 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'.
 - d. Provide trees within the parking areas
 - i. Trees 10' 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.
 - 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.
 - e. Provide shrubs adjacent to the front of the parking bays.
 - i. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - ii. 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.
 - f. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - g. Plant material shall be irrigated by an automatic underground irrigation system.
 - h. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.
9. Meet the following requirements concerning signage:
 - a. All signs require a separate permit review.
 - b. Provide sign location on site plan.
 - c. All signs must comply with Article Fourteen – Sign Code and the Maumelle Blvd Sign Overlay District.
10. Meet the requirements of the Fire Marshal, including:
 - a. Provide an approved fire protection plan.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:

- i. A Group F-1 and S-1 fire areas exceeding 12,000 square feet shall be equipped with an automatic fire sprinkler system. (Volume 2 Section 903.2.4 & 903.2.9)
 - ii. Group S-1 storage facilities used for the repair of commercial motor vehicles where the fire area exceeds 5000 square feet shall have an automatic fire sprinkler system. (Volume 2 Section 903.2.9.1)
 - 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)
 - c. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
11. Meet the requirements of CAW, including:
 - a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
 - b. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review.
 - c. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.
 - d. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.
 - e. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
 - f. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.
12. Meet the requirements of NLR Wastewater, including:
 - a. Sanitary sewer main extension required to serve property – Have the owner's engineer submit a plan for a public main extension to our office for review.
 - b. Sand/Oil Interceptor will likely be required.
 - c. White Oak Connection fee applies. Payment of this fee is required prior to connection to NLRW's collection system.

- d. Please submit a full set of plans to NLRW for review and approval prior to construction
- 13. Meet the requirements of NLR Electric.
- 14. Meet the requirements of Rock Region Metro.

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

13. SD2023-56 Cunningham's Addition Lot 8 Block 47 Replat and SPR @ 805 N Cypress St (to allow a 6 bedroom assisted living facility)

The applicant 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. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention. (OR) Provide on-site stormwater detention as well as clear calculations showing detention volume is sufficient, or demonstrate to City Engineer 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. If currently not in place, provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
 - c. Show and label boundary of detention area as a drainage easement.
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 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.
 - i. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
4. Meet the requirements of the City Engineer, including:
- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. 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. 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.
 - f. 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.
5. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. The dumpster is to have masonry screening on (3) sides along 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.

6. Meet the requirements of the Master Street Plan, including:
 - a. If currently not in place, provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
7. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - c. A minimum of (4) street trees will be required.
 - 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' 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'.
 - d. Provide shrubs adjacent to the front of the parking bays.
 - i. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - ii. 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.
 - e. Provide a buffer/screening adjacent to the dissimilar land use to the south. The development of the R4 property requires a half screen (as defined by Section 7.3.2) adjacent to the C1 property.
 - i. Trees from Section 7.5, Table B or C shall be spaced every 20'; or trees from Table D shall be used if beneath overhead power lines and spaced every 20'.
 - ii. A 6' tall, continuous opaque screen shall be provided. An opaque screen may include (1) of the following: wall, fence, site grading, or plantings. The opaque screen must be opaque in all seasons.
 - f. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - g. Plant material shall be irrigated by an automatic underground irrigation system.
 - h. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.
8. Meet the following requirements concerning signage:
 - a. All signs require a separate permit review.
 - b. Provide sign location on site plan.
 - c. All signs must comply with Article Fourteen – Sign Code.
9. Meet the requirements of the Fire Marshal, including:
 - a. Provide an approved fire protection plan.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. An assisted living facility is a Group R-4 occupancy. (Volume 2 Section 310.5)

- ii. A Group R-4, Condition 2 facility shall be equipped with an NFPA 13R fire sprinkler system. (Volume 1 Section 903.2.8.3)
 - iii. An approved fire safety and evacuation plan shall be prepared and maintained. (Volume 1 Section 403.9.3)
10. Meet the requirements of CAW, including:
- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
 - b. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.
 - c. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
 - d. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.
11. Meet the requirements of NLR Wastewater, including:
- a. Please submit a full set of plans to NLRW for review and approval prior to construction.
12. Meet the requirements of NLR Electric.
13. Meet the requirements of Rock Region Metro.

Commissioner Wallace provided a second to the motion. By voice vote, the Commission voted unanimously for approval (7/0/1 & 1 abstention, Charlie Foster).

14. Rezone 2023-17 Giles Addition Lot 11R, Block 12, a Rezoning from RU to R3 to allow a duplex @ 1218 Rockwater Blvd

Mr. Thomas Pownall was present representing the request. Chairman Clifton called the item requesting the applicant come forward to present their request. The applicant stated the request was to rezone the site to allow future development of a duplex.

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

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

RZ2023-17 was approved with (8) affirmative votes, (0) no votes and (1) absent.

15. SD2023-57 Giles Addition Lot 11R, Block 12, Replat @ 1218 Rockwater Blvd

The applicant 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. (OR) Provide on-site storm water detention as well as clear calculations showing detention volume is sufficient, or demonstrate to City Engineer 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. If currently not in place, street improvements must be approved by City Engineer and accepted by City Council.
 - b. Show and label boundary of detention area as a drainage easement if applicable.
3. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - c. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - d. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
 - e. Prior to construction, Owner’s Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
 - f. Prior to construction, Owner’s Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the “SW Attribute Data Entry Template.xlsx” as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the

same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

4. Meet the requirements of the City Engineer, including:
 - a. Repair or replace existing sidewalk and curb to City Engineer's standards if necessary.
 - 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.
5. Planning requirements before the plat will be signed:
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide street trees or provide a bond.
6. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
7. Meet the requirements of the Master Street Plan, including:
 - a. If currently not in place, provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
8. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
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. Every sleeping room will have a wired smoke alarm inside and outside the room and one on every level. (Volume 2 Section 907.2.11.2)
 - ii. The alarms in a dwelling shall be interconnected. (Volume 2 Section 907.2.11.5)
 - iii. At least one alarm in each dwelling shall also function as a Carbon Monoxide alarm. (Volume 2 Section 915.1.5)
11. Meet the requirements of CAW, including:
 - a. NO OBJECTIONS; All Central Arkansas Water requirements in effect at the time of request for water service must be met.
12. Meet the requirements of NLR Wastewater, including:
 - a. No service connections will be permitted on the 18" sewer mains to the south or west of this parcel. (See attached map)

- b. Please add a 15' exclusive sanitary sewer easement for the existing 8" public sanitary sewer main that crosses the northern portion of the property.
 - c. Please submit a full set of plans to NLRW for review and approval prior to construction.
13. Meet the requirements of NLR Electric.
14. Meet the requirements of Rock Region Metro (CATA).

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

18. SD2023-59 Argenta Addition Lot 1-6, Blk 22, SPR to allow a solar carport structure @ 204 E 4th St

The applicant 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. Prior to the issuance of a building permit a replat of the existing lots must be recorded creating a single lot for the property.
2. Engineering requirements on detention:
 - a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.
3. Engineering requirements before the plat will be signed
 - a. If not existing, provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
 - c. Provide property line corner radius.
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 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. Repair or replace existing sidewalk and curb to City Engineer's standards.
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.
7. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
8. Meet the requirements of the Master Street Plan, including:

- a. If not existing, provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalk and curb to ADA standards and City standards.
9. Meet the requirements of the Screening and Landscaping ordinance.
10. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
11. Meet the requirements of the Fire Marshal.
12. Meet the requirements of CAW
 - a. NO OBJECTIONS; All Central Arkansas Water requirements in effect at the time of request for water service must be met.
13. Meet the requirements of NLR Wastewater, including:
 - a. The drawing does not correctly depict the existing sanitary sewer facilities in N. Poplar Street and should be corrected to avoid confusion in the future. (See attached map)
14. Meet the requirements of NLR Electric.
15. Meet the requirements of Rock Region Metro.

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

Public Comments/Adjournment:

Chairman Clifton called for public comment. There being no further business before the Commission, and on a motion by Commissioner Foster and seconded by Commissioner Wallace, and by consent of all members present (8/0/1), the meeting was adjourned at 5:30 pm. The next regularly scheduled Commission meeting is to be held on Tuesday, October 10, 2023, at 4:00 pm in the City Council Chambers of City Hall, 300 Main Street, NLR, AR.

Respectfully Submitted:
Donna James, AICP
Assistant Director of Planning

Item #1
Special Use 2023-26

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

Location of the Request: @ 105 Wisteria Dr, NLR, AR

Applicant/Owner: Pitts Property Rentals, LLC

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

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

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

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R1	Single Family
South	R1	Single Family
East	R2	Church
West	R1	Single 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 R1 zoning districts, which were operational prior to April 10, 2023.
2. **Neighborhood Position/Comment?** Staff has numerous calls with questions regarding the proposed Special Use. Some of the callers have indicated support and others opposition to the request.
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 with a single family home. There is an existing concrete driveway located within the front yard allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in residentially zoned areas.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request.

Summary:

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

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

Conditions to Consider:

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

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

Special Use #2023-26



Ortho Map

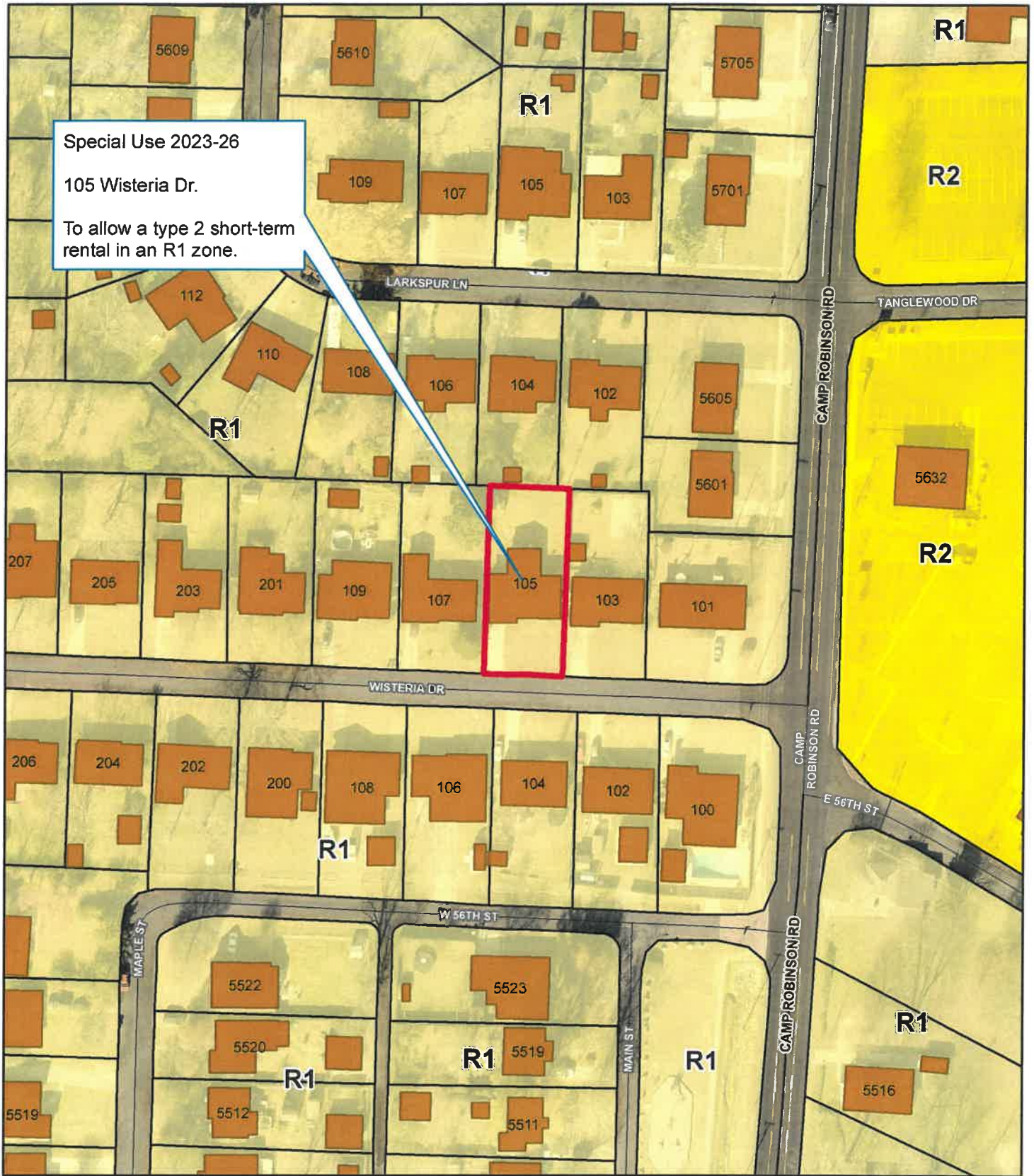
1 inch = 30 feet



Date: 9/14/2023

Not an actual survey

Special Use #2023-26



Zoning Map

1 inch = 100 feet



Date: 9/14/2023

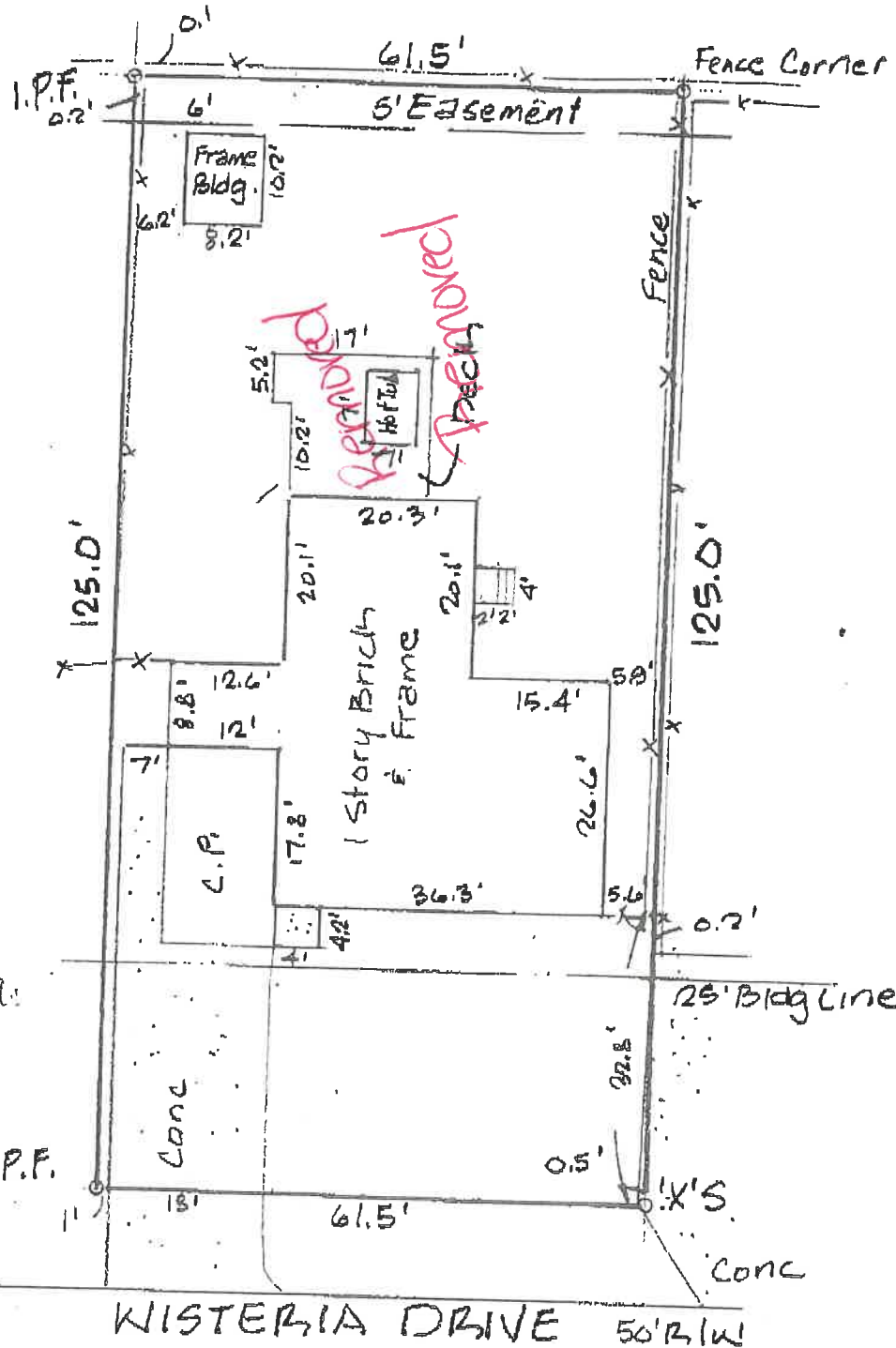
Not an actual survey

DONALD W. BROOKS, INC.

E.S. (Stan) Cunningham, Jr. (RLS#1375)

Donald W. Brooks (RLS#5)
20820 ARCH STREET PIKE
HENSLEY, AR 72065
PHONE (501) 888-5336

Timothy C. Cole (RLS#1)



Examined & Approved:
11/16/06 by:

LEGAL DESCRIPTION

Lot 23, MEADOWLANE ADDITION to the City of North Little Rock, Pulaski County, Arkansas.

This property is not in the 100 year flood plain as per Panel 4 for North Little Rock, AR. Community-Panel #050182 0004 D, dated September 5, 1990 in Zone X.

Item #2
Special Use 2023-33

Request: a Special Use to allow the continuation of a Short-term Rental in an R1 zone

Location of the Request: @ 5006 Lockridge Rd, NLR, AR

Applicant/Owner: Karen Hall-Fore, LKJ Inc.

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

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

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

Surrounding Zoning and Uses

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

Background:

1. **Compatible with previous actions?** A Special Use is the process established by City Council for consideration of Type 2 Short-term Rentals within R1 zoning districts, which were operational prior to April 10, 2023.
2. **Neighborhood Position/Comment?** Staff has numerous calls with questions regarding the proposed Special Use. Some of the callers have indicated support and others opposition to the request.
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 with a single family home. There is an existing concrete driveway located within the front yard allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in residentially zoned areas.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request.

Summary:

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

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

Conditions to Consider:

1. Approval of the Special Use does not ensure approval of a Business License. The applicant must comply with all other applicable requirements within the Comprehensive Code to Regulate Issuance of, and Conditions Associated with, Short-Term Residential Rental Business Licenses (Ordinance #9559 Adopted by the NLR City Council on April 10, 2023)
2. Per §8.2.3(d), Revocation and Limitations, Time Limitations, a Business License must be obtained within (1) year of Special Use approval.
3. The owner or owner representative for all short-term residential rentals shall post in a prominent common area or near the front door within the short-term rental:
 - a. the physical street address assigned by the City;
 - b. owner or owner representative name and telephone number;
 - c. local contact person name and telephone number;
 - d. telephone numbers for the North Little Rock Police Department, the North Little Rock Fire Department, 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.

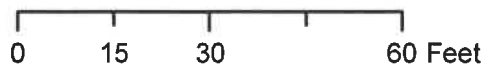
4. The number of occupants is limited to a maximum of (2) people per bedroom, plus (2), for the entire unit when the property is operated as a Short-Term Rental.
5. Commercial functions and other similar events are prohibited at the transient use site.
6. Special events including, but not limited to, 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
10. The addition of any outdoor recreational activities must be reviewed by staff prior to installing.

Special Use #2023-33



Ortho Map

1 inch = 30 feet



Date: 9/14/2023

Not an actual survey

Special Use #2023-33



Zoning Map

1 inch = 100 feet

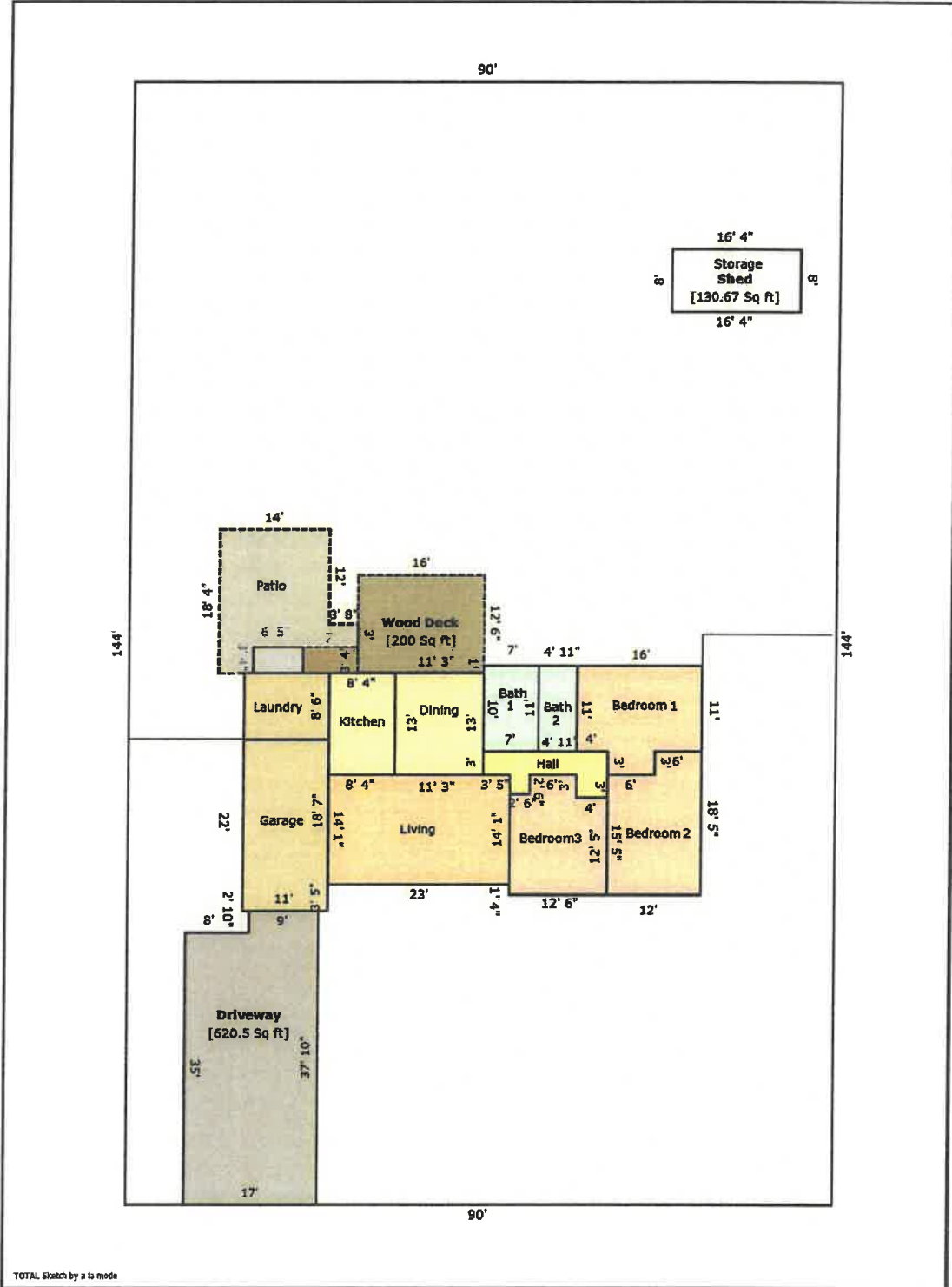


Date: 9/14/2023

Not an actual survey

Building Sketch (Page - 1)

Borrower	LKH INC		
Property Address	5006 Lochridge Rd		
City	North Little Rock	County	State AR Zip Code 72116
Lender/Client	Karen Hall		



TOTAL Sketch by a la mode

Item #3
Special Use 2023-34

Request: a Special Use to allow the continuation of a Short-term Rental in an R1 zone

Location of the Request: @ 6705 Pontiac Dr, NLR, AR

Applicant/Owner: Karen Hall-Fore, LKJ Inc.

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

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

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

Surrounding Zoning and Uses

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

Background:

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

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

Summary:

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

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

Conditions to Consider:

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

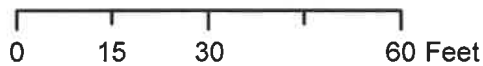
4. The number of occupants is limited to a maximum of (2) people per bedroom, plus (2), for the entire unit when the property is operated as a Short-Term Rental.
5. Commercial functions and other similar events are prohibited at the transient use site.
6. Special events including, but not limited to,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

Special Use #2023-34



Ortho Map

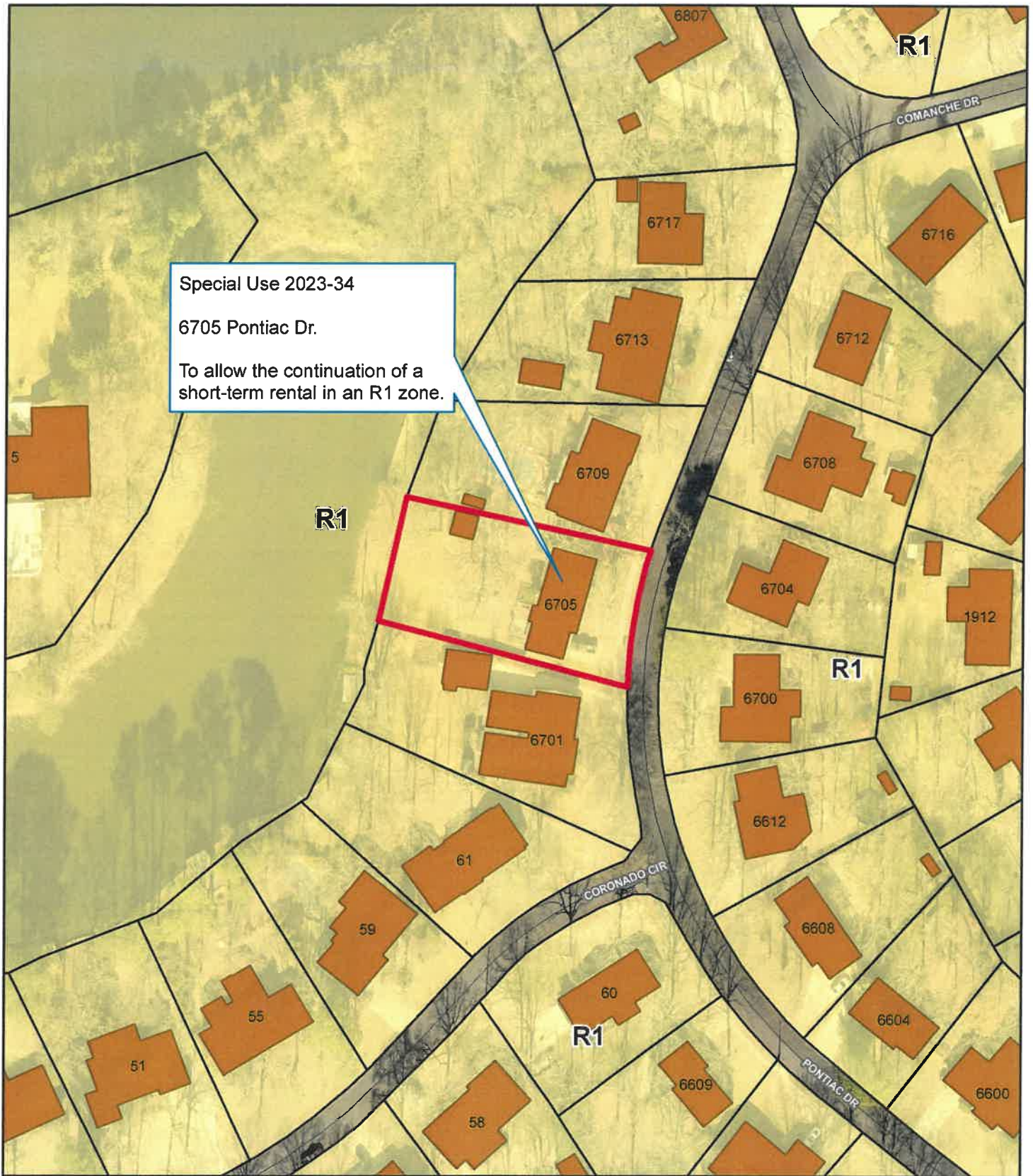
1 inch = 30 feet



Date: 9/14/2023

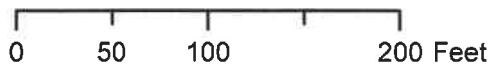
Not an actual survey

Special Use #2023-34



Zoning Map

1 inch = 100 feet



Date: 9/14/2023

Not an actual survey

Item #4
Special Use 2023-36

Request: a Special Use to allow the continuation of a Type 2 Short-term Rental in an R2 zone

Location of the Request: @ 7 Longview Rd, NLR, AR

Applicant/Owner: Hattie Tyler

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

P.C. Background: Ordinance #9559 Adopted by the NLR City Council on April 10, 2023, established the Comprehensive Code to Regulate Issuance of, and Conditions Associated with, Short-Term Residential Rental Business Licenses. The applicant is seeking approval to allow a Type 2 (non-owner occupied) Short-Term Rental in a R2 zoning district. The applicant did not have a business license prior to the city issuing a moratorium on business license for Short-term rentals but the applicant has documentation the unit was listed on a hosting platform prior to the adoption of the ordinance regulating Short-term Rentals.

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

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R2	Single Family
South	R2	Single Family
East	R2	Single Family
West	R2	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 R2 zoning districts, which were operational prior to April 10, 2023.
2. **Neighborhood Position/Comment?** Staff has numerous calls with questions regarding the proposed Special Use. Some of the callers have indicated support and others opposition to the request.
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 with a single family home. There is an existing concrete driveway located within the front yard allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in residentially zoned areas.
8. **Should a different zoning classification be requested?** No, a Special Use is the appropriate request.

Summary:

The applicant is seeking a Special Use to allow a Type 2, (non-owner occupied) Short-term Rental unit in a 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. The applicant has provided documentation the Short-term Rental was in use prior to the adoption of the Short-term Rental Ordinance by the City of North Little Rock by providing a backdated listing and a copy of rental reviews prior to April 10, 2023. The applicant has provided a site plan, including the area of on-site parking. This request is to recognize the unit as non-conforming.

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

Conditions to Consider:

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

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

Special Use #2023-36

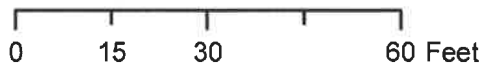


LONGVIEW RD



Ortho Map

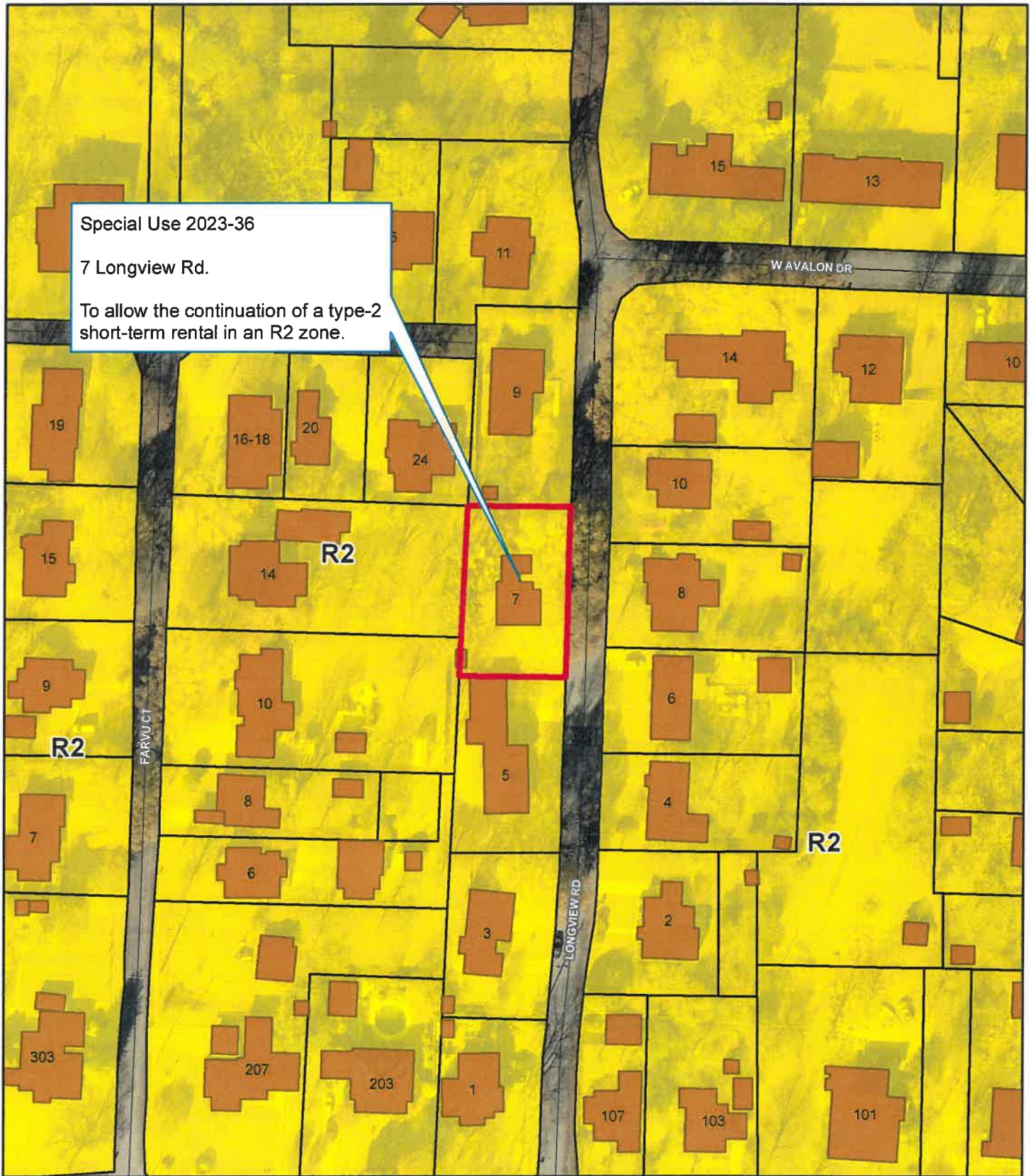
1 inch = 30 feet



Date: 9/14/2023

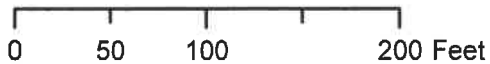
Not an actual survey

Special Use #2023-36



Zoning Map

1 inch = 100 feet



Date: 9/14/2023

Not an actual survey

Item #5
Special Use 2023-38

Request: a Special Use to allow the continuation of a Type 2 Short-term Rental in an R1 zone

Location of the Request: @ 4900 Hickory Ave, NLR, AR

Applicant/Owner: Jason Newton

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

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

Master Street Plan: The property is located on the northeast corner of Hickory and McCain Blvd. Hickory is a local street on the Master Street Plan. McCain Blvd is classified as a minor arterial on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R1	Vacant Residential Lot
South	NA	McCain Blvd ROW
East	R1	Single Family
West	R4	Multi-family

Background:

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

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

Summary:

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

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

Conditions to Consider:

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

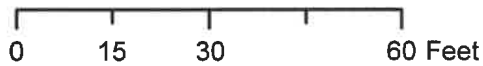
4. The number of occupants is limited to a maximum of (2) people per bedroom, plus (2), for the entire unit when the property is operated as a Short-Term Rental.
5. Commercial functions and other similar events are prohibited at the transient use site.
6. Special events including, but not limited to,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

Special Use #2023-38



Ortho Map

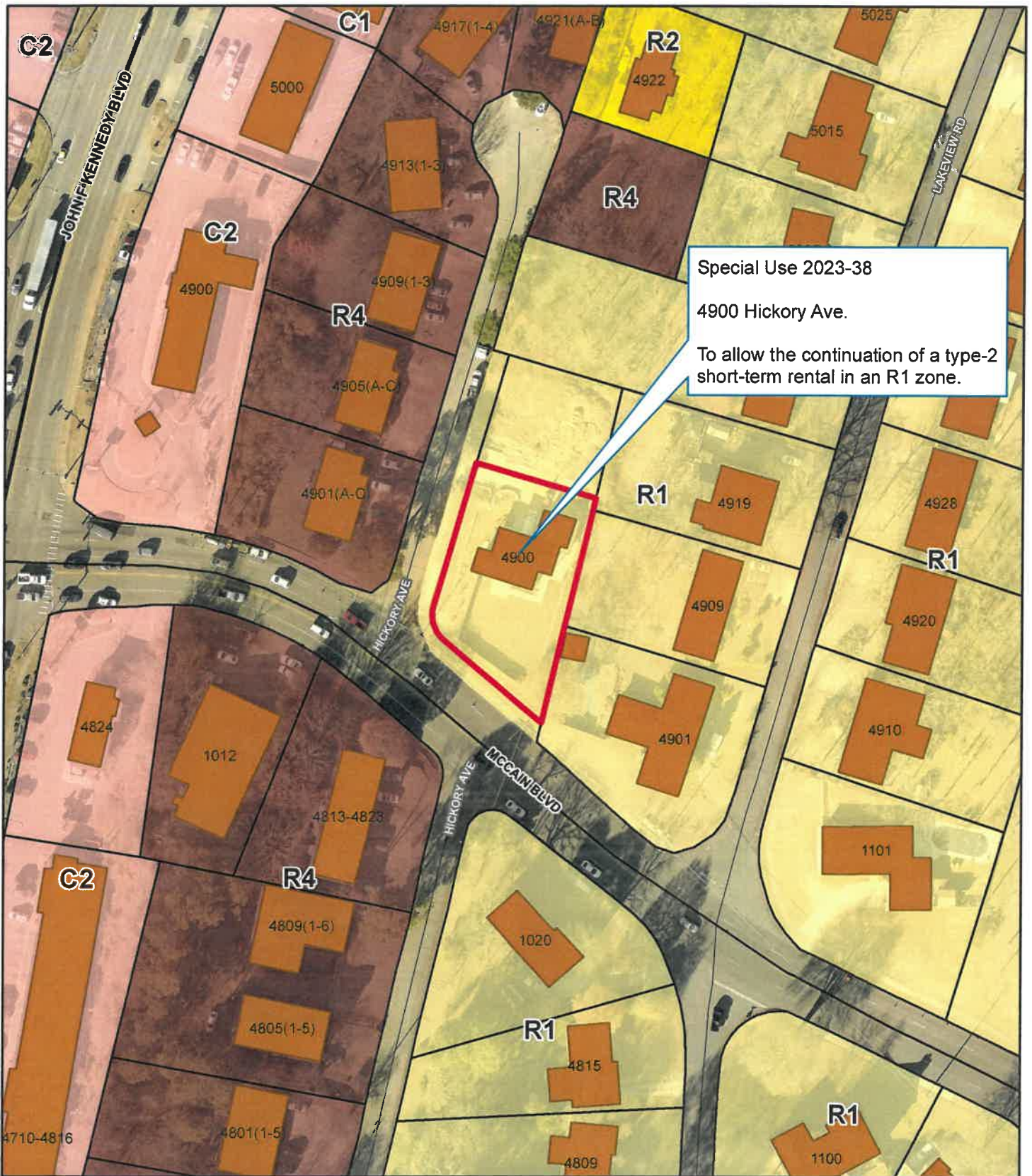
1 inch = 30 feet



Date: 9/14/2023

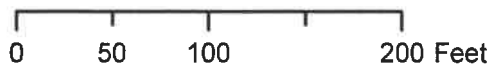
Not an actual survey

Special Use #2023-38



Zoning Map

1 inch = 100 feet



Date: 9/14/2023

Not an actual survey

Item #6
Conditional Use 2023-12

Request: a Conditional Use to allow auto sales in a C4 zone

Location of the Request: @ 4620 MacArthur Dr, NLR, AR

Applicant/Owner: Car World Inc.

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

Site Characteristics: The site has a history of automobile sales. There was not a Conditional Use previously approved for auto sales and there has not been a business license issued by the City Clerk's office within the last 12-months to maintain any non-conforming status for automobile sales.

Master Street Plan: MacArthur Drive is classified on the Master Street Plan as a minor arterial and is a State Highway (AR - HWY 365). MacArthur Drive is a two-lane road with a continuous center turn lane. There is no curb, gutter or sidewalk in place along the property frontage. There are no dedicated bikeways located in the area. The site has a 6-foot chain link fence along the MacArthur Road frontage.

Surrounding Land Use and Zoning

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R3	Residential
South	C4	Office Warehouse
East	R3	Residential
West	C4	Undeveloped

Background:

1. **Compatible with previous actions?** There are a number of automobile sales lots located along MacArthur Drive.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** The addition of auto sales at this location will have minimal effect on public services and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** There will be minimal change on the surrounding properties with the approval of the Conditional Use to allow automobile sales at this location.
6. **Is the site of adequate size for the development?** The site is adequate in size to allow the sale of automobiles.
7. **Will this set a precedent for future rezoning?** No, automobile sales requires approval of a Conditional Use in the C4 zoning districts.
8. **Should a different zoning classification be requested?** No a Conditional Use is the appropriate request to allow automobile sales within the C4 zoning district.

Summary:

The applicant is seeking approval of a Conditional Use to allow auto sales at this location. Auto sales within the C4 zoning classification requires approval of a Conditional Use. Per the Zoning Ordinance there shall be a ratio of one vehicle per every 450 square feet of open lot paved area. This ratio shall include sales, employee, and customer vehicles. Open lot area does not include any structures. Based on the current paved open lot area on this lot (approximately 11,400 square feet) a maximum of 25 vehicles are allowed.

Per the Zoning Ordinance fences shall not be allowed in the front yard of an automobile/vehicle outdoor sales or leasing lot, except as otherwise required by separate regulation. The site currently contains a 6-foot chain link fence along MacArthur Drive. The existing fence is to be removed prior to the issuance of a zoning certificate for a business license.

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

Conditions to Consider:

1. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio shall include sales, employee, and customer vehicles. Open lot area does not include any structures. Based on the current paved open area on the lot a maximum of 35 vehicles is allowed.
2. A six (6) foot opaque privacy fence or a solid masonry wall shall be required when automobile/vehicle outdoor sales or leasing lot abuts a residential use or zoning district. Fences or walls shall not extend beyond the front building line of the abutting residential use or zoning district.
3. Fences shall not be allowed in the front yard of an automobile/vehicle outdoor sales or leasing lot, except as otherwise required by separate regulation.
4. Existing fences located in the front yard of an automobile/vehicle outdoor sales or leasing lot shall be removed, unless required when adjacent to residential use.
5. Automobile/vehicle outdoor sales or leasing lots shall not utilize barbed wire or razor wire. Any existing barbed wire or razor wire shall be removed.
6. All exterior automobile/vehicle outdoor sales or leasing lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential use or zoning district.

Item #6

Conditional Use 2023-12

Page 3 of 3

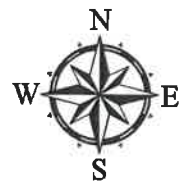
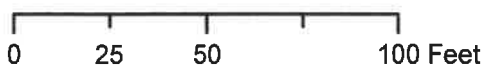
7. Sales or lease vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the Standards of Article 6 and approved by the City Engineer. Sale or lease vehicles shall not be displayed on grass or gravel surfaces.
8. Automobile/vehicle outdoor sales or leasing lots and any structures located on the lot shall meet all applicable City, County, State and Federal requirements and codes.
9. All signage shall meet the requirements of Article 14, Signs of the Zoning Ordinance.
10. Sale vehicles shall be secured after business hours and shall not be used as storage.
11. No inoperable or wrecked vehicles shall be stored or sold from the sales lot nor any vehicle parts as are defined under the Chapter 8 of the North Little Rock Code, Property Maintenance and Nuisance Abatement Code.
12. Vehicle sales lot shall be maintained at all times.
13. The Planning Department shall perform an inspection to confirm all requirements of the approval have been met.
14. By receipt of the City of North Little Rock business license, the holder shall acknowledge that failure to comply with these conditions may result in loss of the Special Use and/or removal of electric power meter.

Conditional Use # 2023-12



Ortho Map

1 inch = 50 feet



Date: 9/28/2023

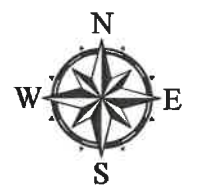
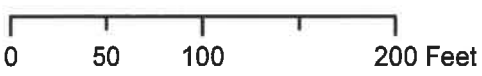
Map is not to survey accuracy

Conditional Use # 2023-12



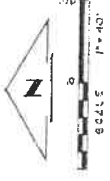
Zoning Map

1 inch = 100 feet



Date: 9/28/2023

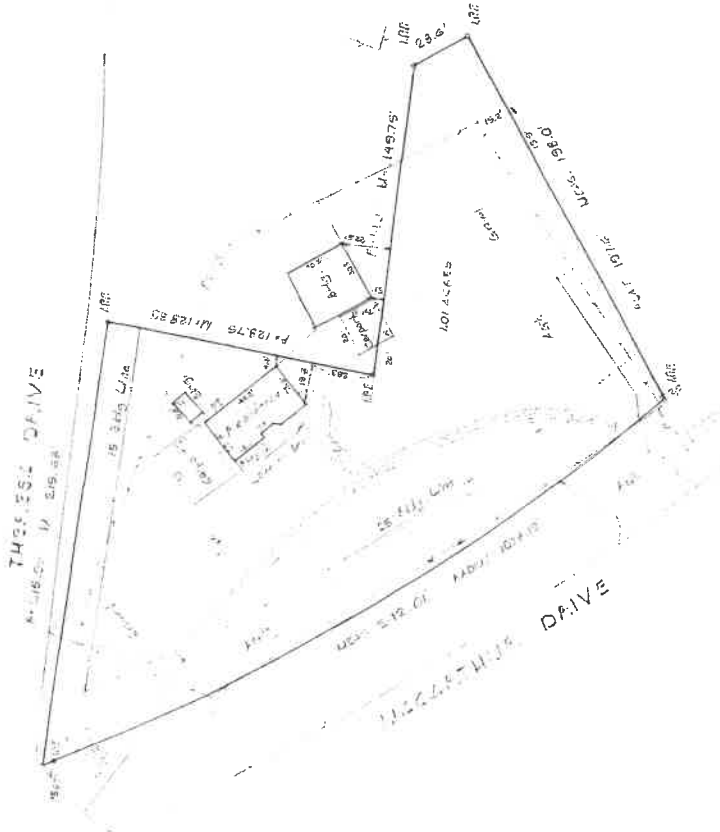
Map is not to survey accuracy



LEGAL DESCRIPTION

Lot W, THERESA CIRCLE ADDITION to the City of North Little Rock, Pulaski County, Arkansas.

Source of Title: Warranty Deed recorded as Instrument No. 2022005866, records of Pulaski County, AR



SURVEYOR'S CERTIFICATE
 This is to certify that this survey was made under my supervision on August 31, 2023 and is my opinion of the property lines of land indicated hereon. This survey was done to the standards set forth by the State of Arkansas Land Surveying Act. No utilities were located, unless otherwise noted hereon. The presence of any subterranean utilities is not noted on this survey. The surveyor makes no statement concerning the flood status of said property. This survey and liability of this survey are for and limited solely to the parties shown hereon and are nontransferable under any circumstances.



PROPERTY SURVEY

FOR USE & BENEFIT:
 Car World Inc

PROPERTY ADDRESS: 4600 MacArthur Drive, North Little Rock, AR

Date: August 31, 2023 **Scale:** 1" = 40'

BROOKS SURVEYING, INC
 20820 ARCH STREET PIKE
 HENSLEY, AR 72065
 501-888-5336/brooks-surveying@att.net

Item #7
Rezone 2023-21

Request: a rezoning from R3 to R4 to recognize (2) existing residential units on a single lot

Location of the Request: @ 4601 Pike Ave, NLR, AR

Applicant/Owner: Everett Harwell

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

Site Characteristics: The property contains (2) residential units located on a single lot; the home containing 1120 square feet constructed in the early 1940's and a garage apartment containing 900 square feet located on 2-levels also constructed in the early 1940's. There is also a 10' by 30' garage located on the lower level of the garage apartment building.

Master Street Plan: Pike Avenue is indicated as a collector street on the Master Street Plan. There are no dedicated bikeways indicated on the Master Bike Plan adjacent to the site.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R3	Single Family with a Detached Garage Apartment
South	R3	Single Family
East	R3	Single Family and Two-family
West	R3	Single Family

Background:

1. **Compatible with previous actions?** To recognize an existing home and a garage apartment located on a single lot requires a rezoning. The City has granted similar rezoning requests in the past to recognize multiple units on a single lot.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** The homes are existing. There should be minimal impact on the existing public services and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** There will be minimal impact on the adjacent properties.
6. **Is the site of adequate size for the development?** The two homes located on the lot are existing and were constructed in the mid-1940's as a single family home and garage apartment.
7. **Will this set a precedent for future rezoning?** No.

8. **Should a different zoning classification be requested?** A rezoning to R4 is the appropriate zoning classification to recognize the two homes on a single lot.

Summary: The applicant is seeking a rezoning of the property to recognize two existing residential units on a single parcel. The units have been on the property since the 1940's. The applicant recently upgraded the electrical service to the garage apartment. During the permitting process, staff informed the applicant a rezoning was required to allow the 2nd unit and to allow the 2nd unit to have a separate electrical service. The applicant indicated the garage apartment unit has sat vacant for more than 12-months. Based on ordinance requirements once a property is not in use with the non-conformity for a period of 12-months the non-conformity is no longer allowed.

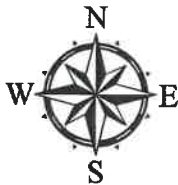
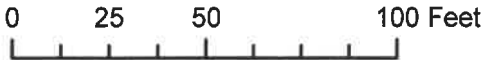
Staff is supportive of the request.

Rezone Case #2023-21



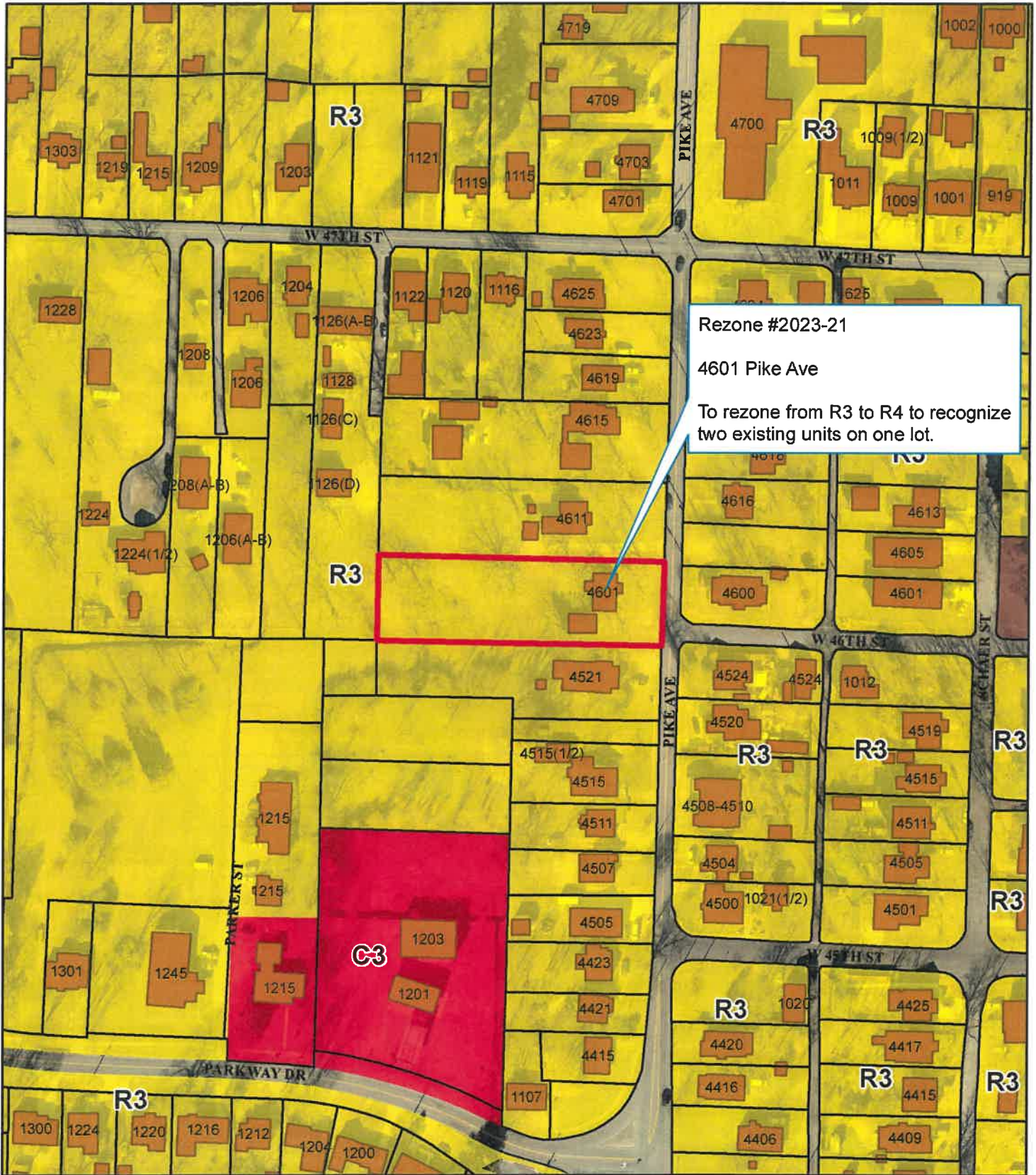
Ortho Map

1 inch = 50 feet



Date: 8/21/2023

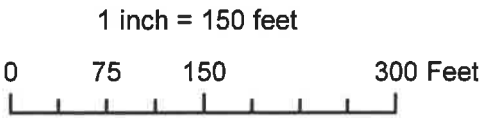
Rezone Case #2023-21



Rezone #2023-21
4601 Pike Ave
To rezone from R3 to R4 to recognize two existing units on one lot.



Zoning Map



Date: 8/21/2023

Item #8
Rezone 2023-22

Request: a rezoning from CONS to C3

Location of the Request: @ the Southwest corner of I-40 and North Hills Blvd, NLR, AR

Applicant/Owner: First Pentecostal Church of Jesus Christ

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

Site Characteristics: A portion of the site is wooded. The remaining area is a former golf driving range. The property to the north was previously rezoned from CONS to C3. The area along North Hills Blvd has developed with office warehouse type uses. North Hills Blvd adjacent to the site is a two-lane roadway with open ditches for drainage.

Master Street Plan: North Hills Blvd is indicated on the Master Street Plan as a minor arterial. There is a proposed bike trail indicated on the Master Bike Plan along North Hills Blvd.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Wooded Commercial Zoned Property
South	I2	Office Warehouse
East	CONS	Wooded Undeveloped CONS Zoned Property
West	I2	Wooded Industrially Zoned Property

Background:

1. **Compatible with previous actions?** Previous rezonings in the area have rezoned a large amount of property from CONS to Industrial and Commercial zoning designations.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal impact on public service and utilities with the proposed rezoning of the property.
4. **Legal Consideration/Reasonableness?** The request is reasonable. There are other commercial and industrial zoned properties in the area.
5. **Will the approval have a stabilizing effect on surrounding properties?** There should be no impact with the rezoning of the property to C3.
6. **Is the site of adequate size for the development?** The site is adequate for development as a commercial use.
7. **Will this set a precedent for future rezoning?** No, previous actions have rezoned a large amount of property in the area to C3 and I2.
8. **Should a different zoning classification be requested?** No, C3 will support a future commercial user.

Summary:

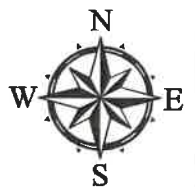
The applicant is seeking a rezoning of the property from CONS to C3 to allow the future development of the property. The parcels to the north and west have been rezoned from CONS to commercial and industrial zoning classifications and remain undeveloped. Property to the south and southeast have been rezoned from CONS to I2 and have developed with office and office warehouse uses.

Rezone Case #2023-22



1 inch = 500 feet

0 250 500 1,000 Feet

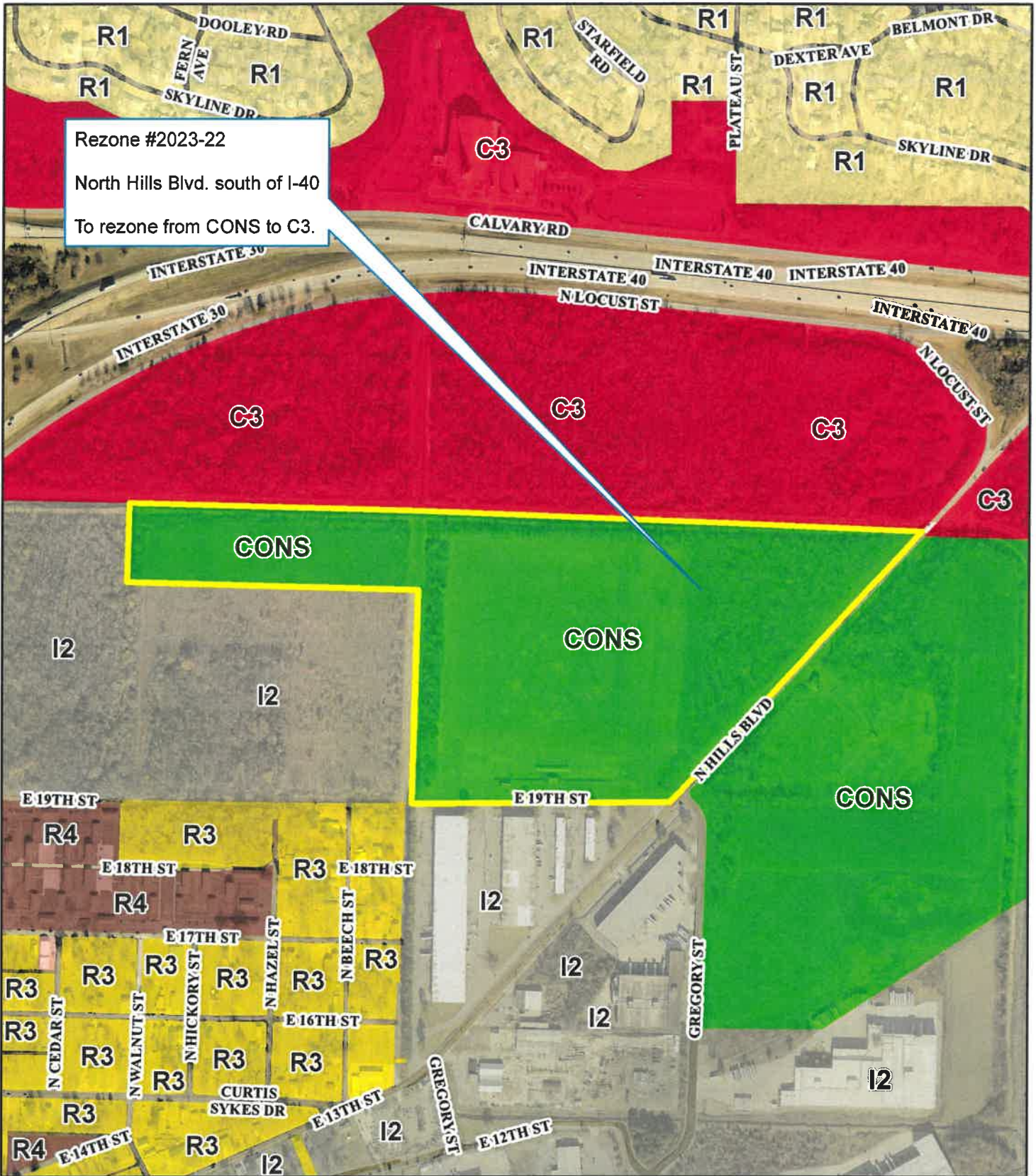


Date: 9/12/2023

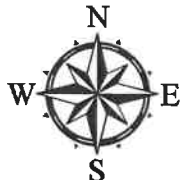
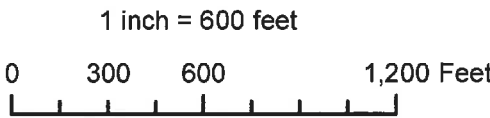


Ortho Map

Rezone Case #2023-22

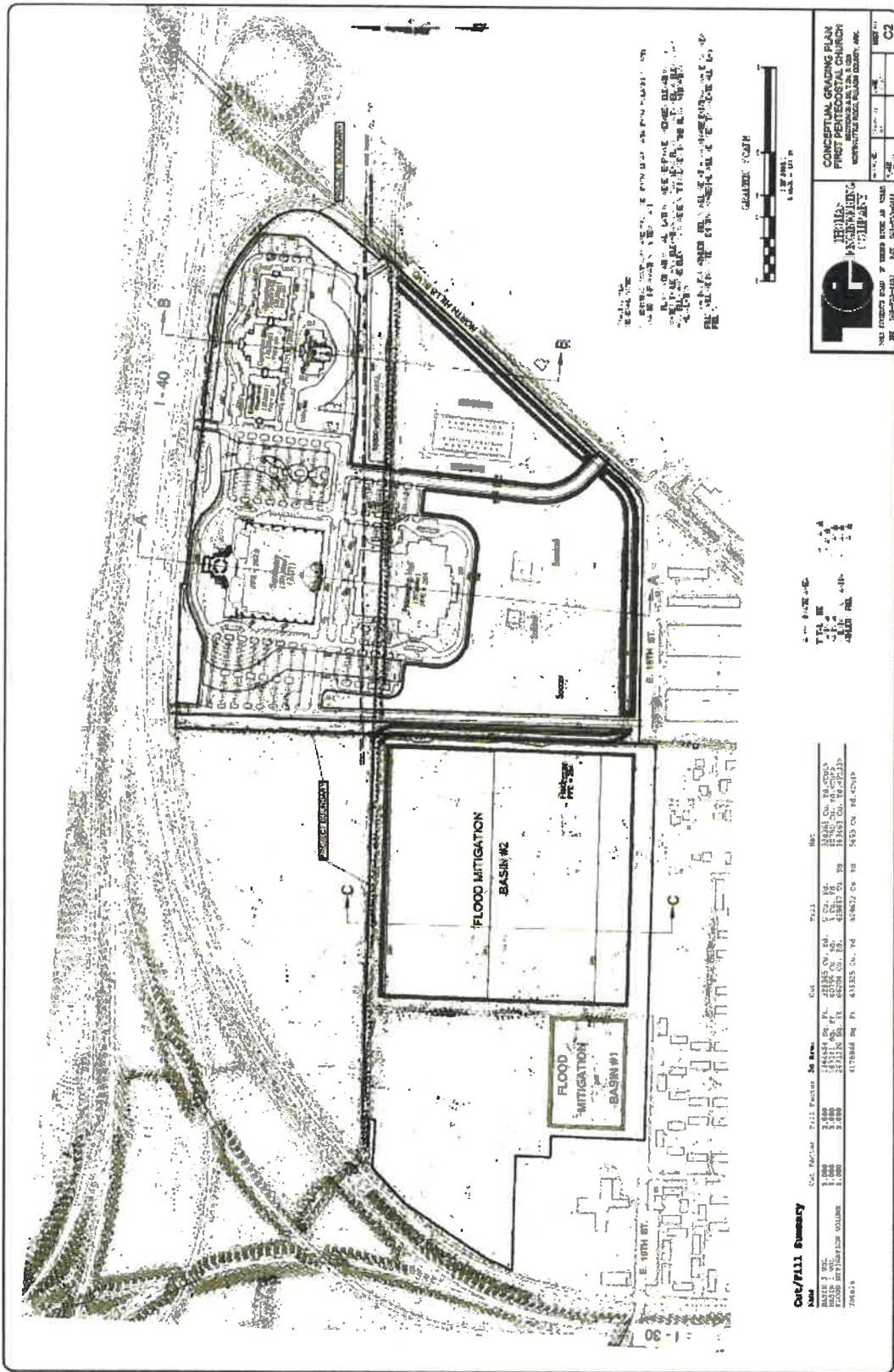


Zoning Map



Date: 9/12/2023

Figure 3. Proposed Project Facility



Item #9
Rezone 2023-23

Request: a rezoning from R4 to C6 to allow development of a duplex

Location of the Request: @ 800 N Olive St, NLR, AR

Applicant: Thomas Pownall, Thomas Engineering

Owner: Riverwalk Rentals, LLC

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

Site Characteristics: The site is located on the southeast corner of E 8th and N Olive Streets.

Master Street Plan: E 8th and N Olive Streets are classified as local streets on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R4	Single Family
South	C6	Duplex
East	R4 & I2	Single Family & Office Warehouse
West	C6	Single Family & Vacant C6

Background:

1. **Compatible with previous actions?** A large portion of the area was rezoned from R4 to C6 within the past few years.
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?** There should be minimal impact on the surrounding properties with the rezoning from R4 to C6.
6. **Is the site of adequate size for the development?** The site is adequate in size for development.
7. **Will this set a precedent for future rezoning?** No, the area contains a mix of R4 and C6 zoning classifications. Both C6 and R4 allow for development of one, two and multi-family housing.
8. **Should a different zoning classification be requested?** No, C6 zoning allows for development of residential as proposed by the applicant.

Summary:

In June of 2021, the Commission considered a Master Plan for the East Argenta area. The applicant proposed the rezoning of lots within their ownership (32 lots) from R5, C5 and I1 to C6 to allow a mixed use development containing commercial, residential, multi-family, activity courtyards and green allies. Though the majority of the lots were contiguous, there were a few lots not owned by the applicants sprinkled in the area that were not part of the rezoning request. Those properties remained zoned R4. The applicant has since purchased additional lots and is seeking the rezoning of these lots from R4 to C6 to continue development of the East Argenta Master Plan.

The request for rezoning aligns with the East Argenta Master Plan and the stated goals of mixed-use development and walkability in the 2010 Master Plan for the Argenta District. Staff supports the applicant's rezoning request to C6 in an effort to further realize the goals outlined in the City's 2010 plan.

Rezone Case #2023-23

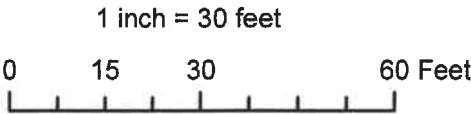


NOLIVE ST

E 8TH ST

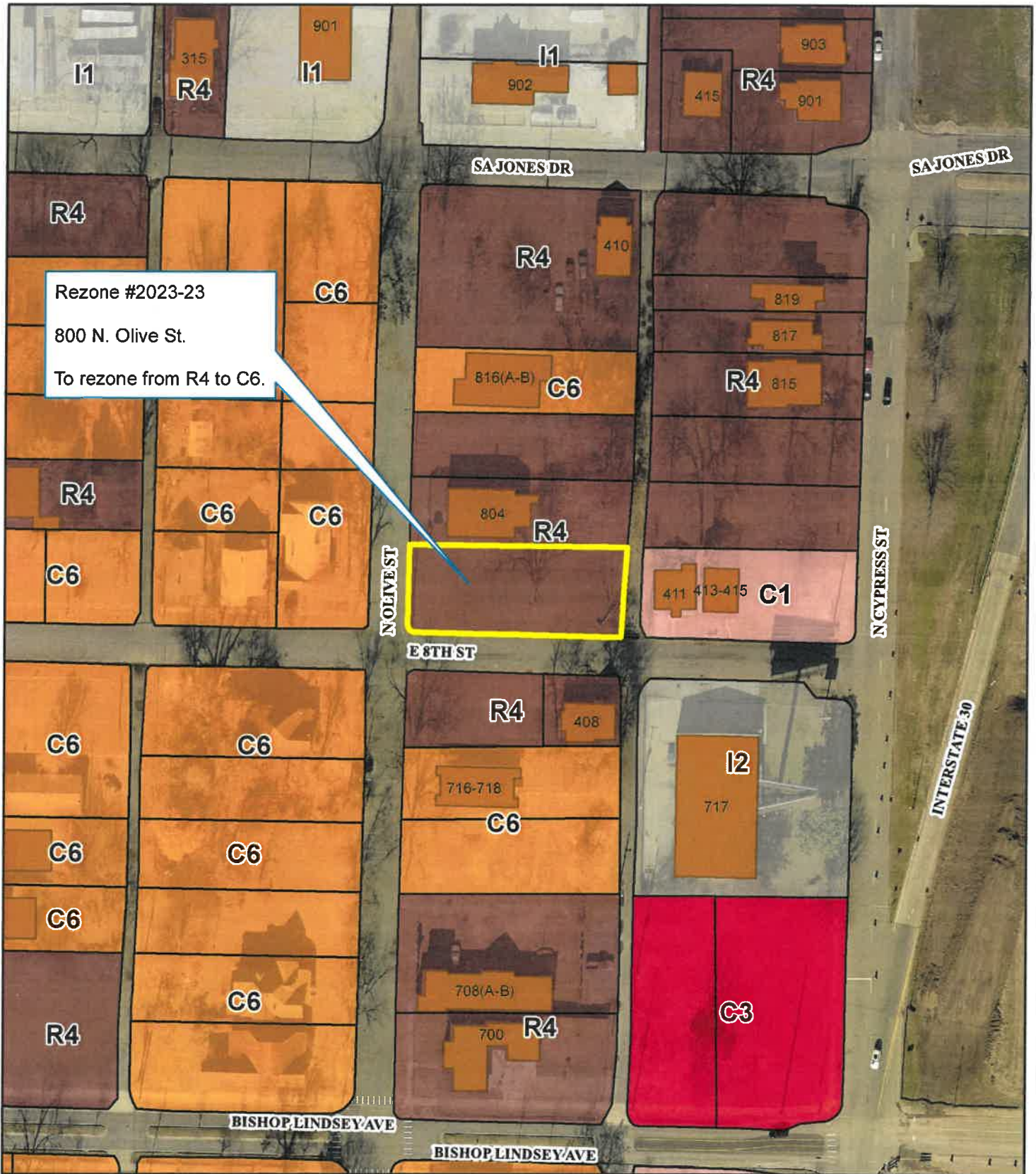


Ortho Map

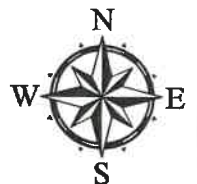


Date: 9/18/2023

Rezone Case #2023-23



1 inch = 100 feet



Date: 9/18/2023



Zoning Map

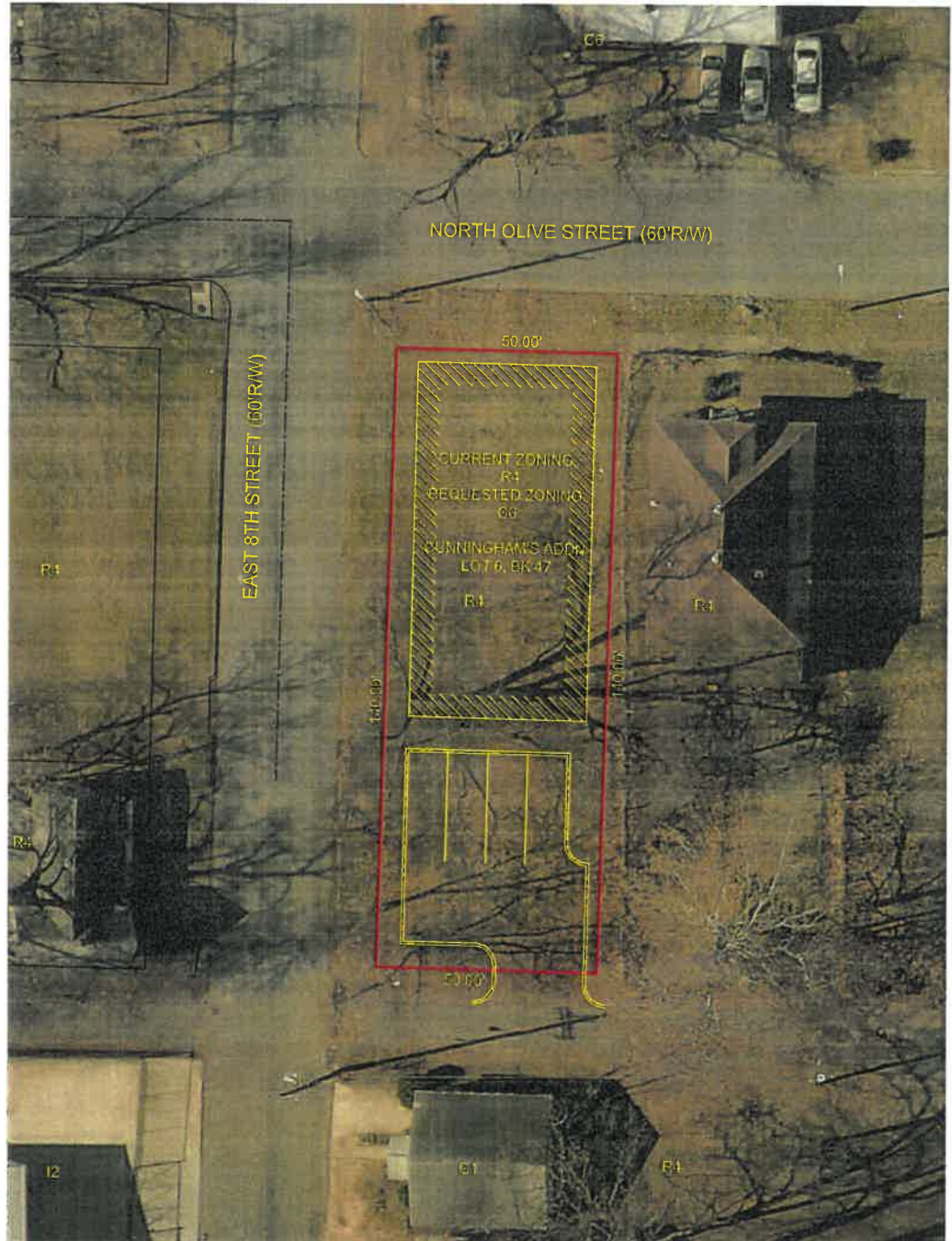


MEMBER NATIONAL SOCIETY
PROFESSIONAL ENGINEERS

THOMAS ENGINEERING COMPANY

3810 LOOKOUT ROAD
NORTH LITTLE ROCK, ARKANSAS 72116
TELE. No. 501-753-4463

CIVIL ENGINEERS—LAND SURVEYORS
LAND PLANNING & DEVELOPMENT
RESIDENTIAL—COMMERCIAL—INDUSTRIAL



REZONING MAP

LOT 6, BLOCK 47

CUNNINGHAM'S ADDITION

City of North Little Rock, Pulaski County, Arkansas

DATE: 9/13/23
SCALE: 1" = 30'

Item #10
Rezone 2023-24

Request: a rezoning from R4 to C6 to allow development of a duplex

Location of the Request: @ 720 N Olive St, NLR, AR

Applicant: Thomas Pownall, Thomas Engineering

Owner: Riverwalk Properties, LLC

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

Site Characteristics: The site is located on the northeast corner of E 8th and N Olive Streets.

Master Street Plan: E 8th and N Olive Streets are classified as local streets on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R4	Single Family
South	C6	Duplex
East	R4 & I2	Single Family & Office Warehouse
West	C6	Single Family & Vacant C6

Background:

1. **Compatible with previous actions?** A large portion of the area was rezoned from R4 to C6 within the past few years.
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?** There should be minimal impact on the surrounding properties with the rezoning from R4 to C6.
6. **Is the site of adequate size for the development?** The site is adequate in size for development.
7. **Will this set a precedent for future rezoning?** No, the area contains a mix of R4 and C6 zoning classifications. Both C6 and R4 allow for development of one, two and multi-family housing.
8. **Should a different zoning classification be requested?** No, C6 zoning allows for development of residential as proposed by the applicant.

Summary:

In June of 2021, the Commission considered a Master Plan for the East Argenta area. The applicant proposed the rezoning of lots within their ownership (32 lots) from R5, C5 and I1 to C6 to allow a mixed use development containing commercial, residential, multi-family, activity courtyards and green allies. Though the majority of the lots were contiguous, there were a few lots not owned by the applicants sprinkled in the area that were not part of the rezoning request. Those properties remained zoned R4. The applicant has since purchased additional lots and is seeking the rezoning of these lots from R4 to C6 to continue development of the East Argenta Master Plan.

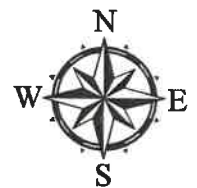
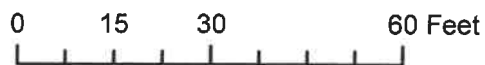
The request for rezoning aligns with the East Argenta Master Plan and the stated goals of mixed-use development and walkability in the 2010 Master Plan for the Argenta District. Staff supports the applicant's rezoning request to C6 in an effort to further realize the goals outlined in the City's 2010 plan.

Rezone Case #2023-24



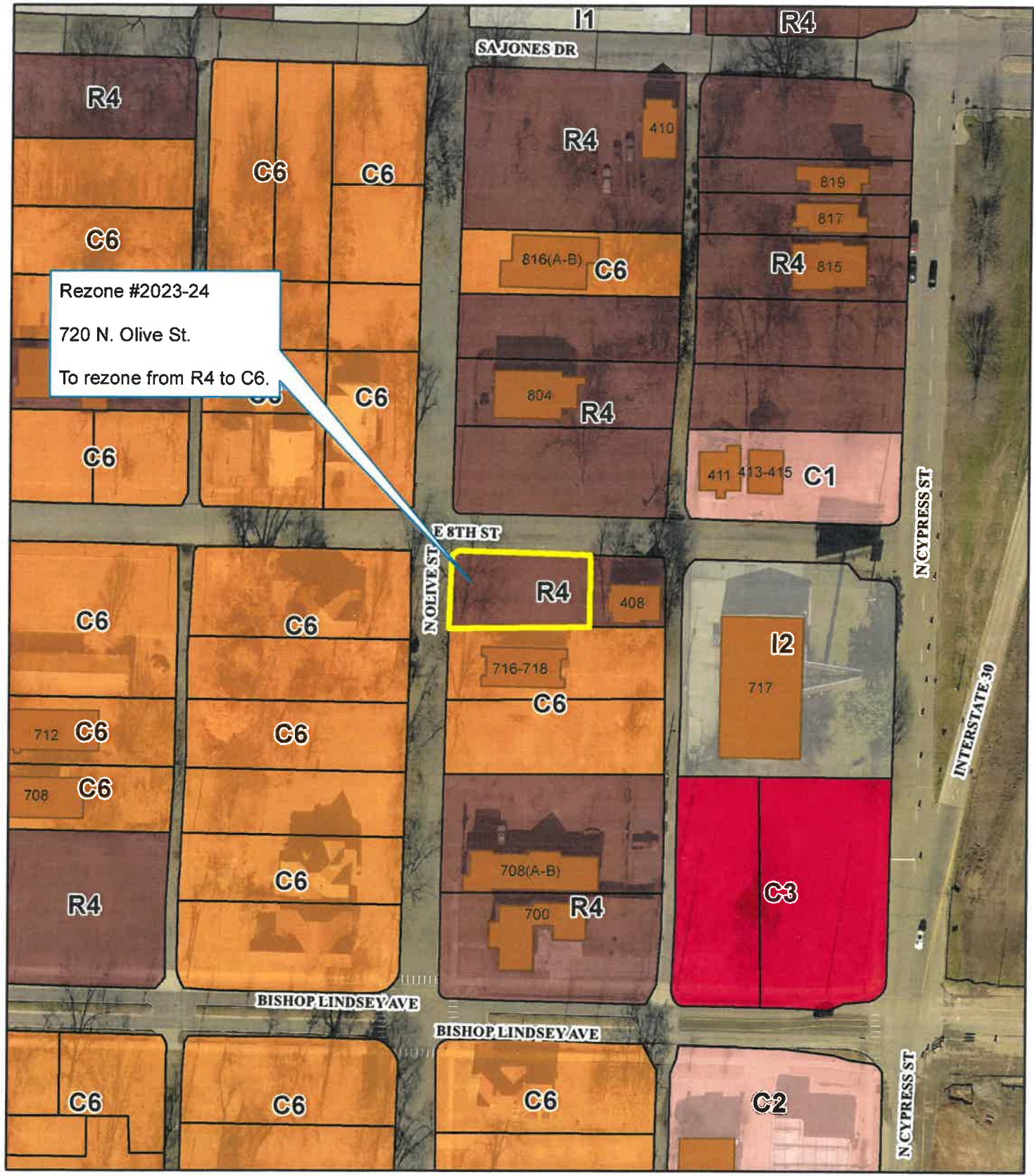
Ortho Map

1 inch = 30 feet

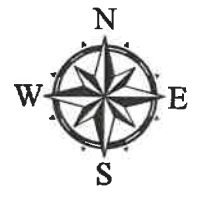
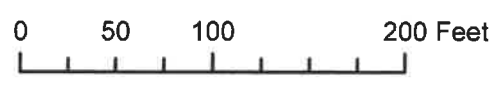


Date: 9/18/2023

Rezone Case #2023-24



1 inch = 100 feet



Date: 9/18/2023

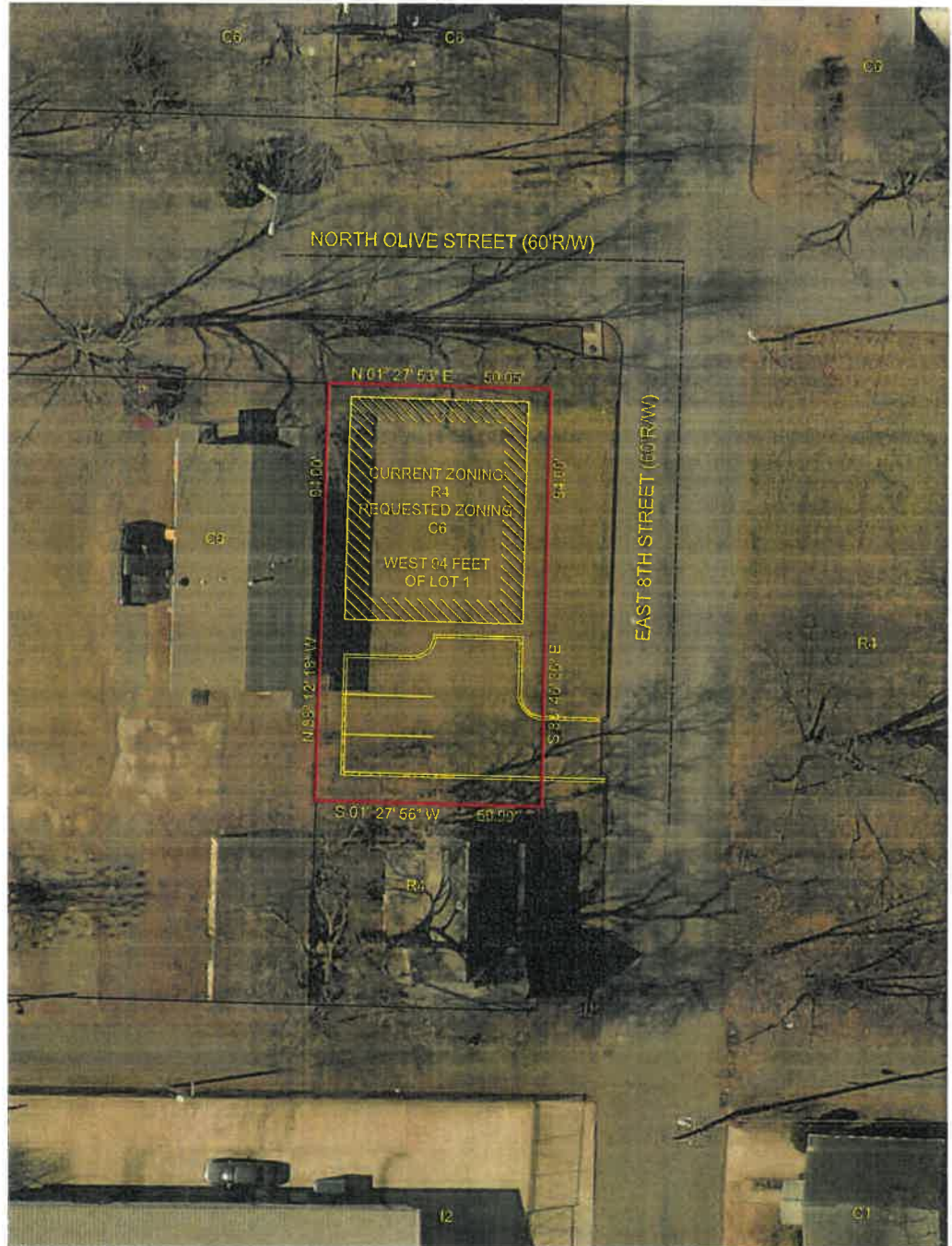


MEMBER NATIONAL SOCIETY
PROFESSIONAL ENGINEERS

THOMAS ENGINEERING COMPANY

3610 LOOKOUT ROAD
NORTH LITTLE ROCK, ARKANSAS 72116
TELE. No. 501-753-4483

CIVIL ENGINEERS—LAND SURVEYORS
LAND PLANNING & DEVELOPMENT
RESIDENTIAL—COMMERCIAL—INDUSTRIAL



REZONING MAP THE WEST 94 FEET OF LOT 1, BLOCK 44, ORIGINAL TOWN OF ARGETNA, City of North Little Rock, Pulaski County, Arkansas

DATE: 9/13/23
SCALE: 1" = 30'

Item #11

SD 2023-61 Division 49 Add Lots 1 – 5 Combined - Preliminary & Final Plat located in the 4900 Block of Division St

Hillside Modifications - Excavation, grading, filling, hillside cuts, construction of retaining structures, and similar topographic alternations when such alterations are performed in an area where: (1) the slope is steeper than a vertical rise of 1 foot for each 4 feet of horizontal distance (referred to hereinafter as a “4:1 slope”) prior to the alteration; or (2) the final grade is steeper than a 4:1 slope between abutting lots or tracts of land, except hillside cuts or retaining structures less than or equal to five feet (5’) in vertical height.

- 1. Engineering requirements on detention:**
 - a. Stormwater detention plan will be required during Site Plan Review process.
- 2. Engineering requirements before the plat will be signed:**
 - a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
- 3. Planning requirements before the plat will be signed:**
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide streetlights or provide a bond.
 - c. Provide ROW dedication along Division Street to meet the Master Street Plan.
 - d. Provide 10’ utility easements around property perimeter.
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
- 5. Meet the requirements of the Master Street Plan, including:**
 - a. Provide 5’ sidewalks and ramps with a minimum of 5’ green space between sidewalk and curb to ADA standards and City standards.
 - b. Provide ½ street improvements to meet the Master Street Plan.
 - c. Provide ROW dedication to meet the Master Street Plan.
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Tree plantings shall be required for all new Single-Family and Two-Family dwellings.
 - c. One (1) tree shall be required for each lot and to be located within (10’) of the front property line.
 - d. Trees shall be (2 ½’) inch caliper or greater at time of planting. Caliper shall be measured at (3’) above the ground surface.
- 7. Meet the following requirements concerning signage.**
- 8. Meet the requirements of the Fire Marshal.**
- 9. Meet the requirements of CAW, including:**
 - a. NO OBJECTIONS; All Central Arkansas Water requirements in effect at the time of request for water service must be met.

Item #11

SD 2023-61 Division 49 Add Lots 1 – 5 Combined - Preliminary & Final Plat

Page 2 of 2

10. Meet the requirements of NLR Wastewater, including:

- a. Separate sanitary sewer service lines are required for each parcel.
- b. Each parcel will require a new tap installed by NLRW Staff to connect to Sanitary Sewer Facilities. Please contact our office for scheduling and payment (\$350.00 each).

11. Meet the requirements of NLR Electric.

12. Meet the requirements of Rock Region Metro.

Item #12
Rezone 2023-25

Request: a rezoning from C4 to I2 to allow a truck repair facility

Location of the Request: @ 11800 Maybelline Rd, NLR, AR

Applicant: Thomas Pownall, Thomas Engineering

Owner: Phelan Development LLC

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

Site Characteristics: The site is the former Jimmy Doyle Country Club. The applicant is proposing to purchase the property, rezone the property from C4 to I2 and redevelop the site with a truck repair facility.

Master Street Plan: Maybelline Rd is indicated on the Master Street Plan as a local commercial street. The road also serves as the I-40 Frontage Road. There are no bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	NA	I-40
South	C4	Truck-O-Mat
East	C4	Liquor Store, Undeveloped C4 Property
West	I2	Warehousing and Storage

Background:

1. **Compatible with previous actions?** The Commission has considered rezonings for similar type uses within the area.
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 with the rezoning and redevelopment of the site.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** The approval should have minimal impact on surrounding properties.
6. **Is the site of adequate size for the development?** The site is adequate in size for development as proposed.
7. **Will this set a precedent for future rezoning?** No, the approval will not set precedent for future rezonings for similar type requests.
8. **Should a different zoning classification be requested?** No, I2 is the appropriate zoning classification for the use as proposed.

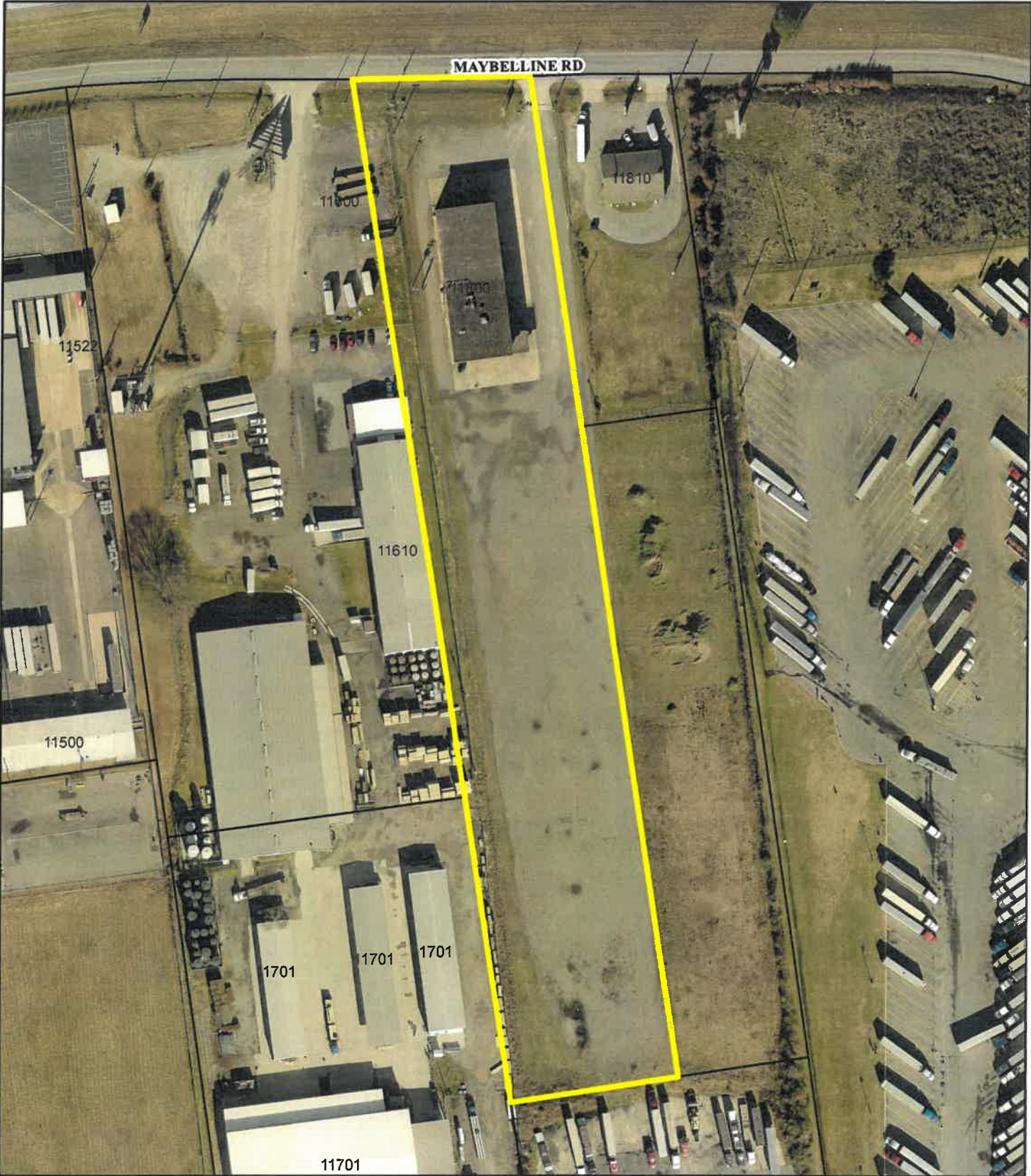
Summary:

The applicant is seeking a rezoning of the property from the current C4 zoning classification to I2 to allow the redevelopment of the site with large implement/vehicle repair. The Zoning Ordinance defines Large Implement/Vehicle – Repair as general repair of commercial vehicles and large implements, including but not limited to agricultural equipment, motor homes, recreational vehicles, marine vehicles, and tractor-trailers. Such repair includes the rebuilding or reconditioning of engines, implements, or trailers, including bodywork, welding, painting service, muffler services, and/or transmission repair.

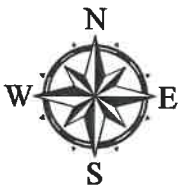
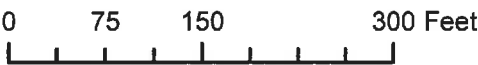
As a separate item on the current agenda, the applicant is seeking approval via Site Plan Review (SD2023-64), to allow the redevelopment of the site with a 33,600 square foot repair facility. The site will contain 6,400 square feet of office space along with 27,200 square feet of service area. The plan indicates the facility will be developed with 22 service bays.

Parking for the proposed uses is based on (1) space per 250 sf of gross floor area of the use plus (1) space per employee at maximum shift plus (1) space per work bay. Based on this calculation, the site is required to provide 73 on-site parking spaces. The site plan presented (SD2023-64) indicates 132 spaces being provided.

Rezone Case #2023-25



1 inch = 150 feet



Ortho Map

Date: 9/18/2023

Item #13**SD 2023-64 Jimmy Doyle Country Club Add Lot 1 Replat and SPR @ 11800 Maybelline Rd**

1. Engineering requirements on detention:

- a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention. *(OR)* Provide on-site stormwater detention as well as clear calculations showing detention volume is sufficient, or demonstrate to City Engineer on-site detention is not required (based on proposed development) by providing detention calculations showing pre and post site runoff comparisons.

2. Engineering requirements before the plat will be signed:

- a. Street improvements must be approved by City Engineer and accepted by City Council.
- b. Show and label boundary of detention area as a drainage easement.

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 CNLR Floodplain Development Permit application to City Engineer.
- g. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- h. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- i. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- j. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

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

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.

- b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- d. 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.
- e. 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.
- f. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
- g. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
- h. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
- i. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
- 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. Planning requirements before the plat will be signed:

- a. Plat will be submitted to NLR Planning Department and tied to Arkansas State Plane Coordinates.
- b. Provide ROW dedication along Maybelline Road to meet the Master Street Plan.
- c. Provide 10' utility easements around property perimeter.

6. Other Boards approvals required before applying for a building permit.

- a. Provide approved City Council ordinance granting approval of the Rezoning.
- b. Provide approval of the Board of Zoning Adjustment to allow the placement of a fence in front of the building.

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 on (3) sides with a solid 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 Master Street Plan, including:

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

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

- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
- b. Prior to the issuance of a building permit provide street trees or provide a bond.
- c. Prior to the issuance of a building permit provide streetlights or provide a bond.
- d. Any new site development must comply with the City's landscape and buffer ordinance requirements.

- e. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
- f. Trees shall be planted at (1) tree per (6) parking spaces.
 - i. Trees ten (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than fifty (50) percent of the overall requirement for the parking lot or area.
 - 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.
- g. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - i. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
- h. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - i. Plant material shall be irrigated by an automatic underground irrigation system.
- 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.
- k. Provide a buffer/screening adjacent to the dissimilar land use to the west. The development of the C4 property requires a half screen (as defined by Section 7.3.2) adjacent to the I2 property.
 - i. Each side and rear yard buffer areas shall be five (5) percent of the lot width and depth. Buffer areas shall not be less than six (6) feet or greater than forty (40) feet.
 - ii. Trees from Section 7.5, Table B or C shall be spaced every twenty (20) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every twenty (20) feet.
 - iii. A six (6) foot tall, continuous opaque screen shall be provided. An opaque screen may include one (1) of the following: wall, fence, site grading, or plantings. The opaque screen must be opaque in all seasons.
- l. Provide plant material legend graphically indicating the different plant materials. Provide plant material list and specifications indicating minimum plant material size at installation.

10. Meet the following requirements concerning signage:

- a. The ground signs may not be located within the sight triangle
- b. All signs require a permit and separate review.
- c. All signs must comply with Article Fourteen – Sign Code.

11. Meet the requirements of the Fire Marshal, including:

- a. Provide an approved fire protection plan.
- b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. 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. Meet the hydrant spacing and fire flow requirements of the fire code. (Volume 1 Appendix B & C)

- iii. 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)
- iv. Group S-1 storage facilities used for the repair of commercial motor vehicles where the fire area exceeds 5000 square feet shall have an automatic fire sprinkler system. (Volume 2 Section 903.2.9.1)
- v. Fire barriers separating an occupancy into different fire areas shall have a fire resistance rating of not less than that indicated in Table 707.3.10. (Volume 2 Table 707.3.10)

12. Meet the requirements of CAW, including:

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
- b. A water main extension will be needed to provide water service to this property.
- c. Submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review.
- d. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.
- e. If there are facilities that need to be adjusted and/or relocated, contact Central Arkansas Water. That work would be done at the expense of the developer.
- f. Contact Central Arkansas Water regarding the size and location of the water meter.
- g. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon installation of the RPZA, successful tests of the assembly must be completed by a Certified Assembly Tester licensed by the State of Arkansas and approved by CAW. The test results must be sent to CAW's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 377-1226 if you would like to discuss backflow prevention requirements for this project.
- h. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives are used, a reduced pressure zone backflow preventer shall be required.

13. Meet the requirements of NLR Wastewater, including:

- a. NLRW staff will investigate sewer main parallel to western property line to determine if it can/should be abandoned. Information will be provided before NLR Design Review Meeting on September 20th. (Fieldwork on the sewer main parallel to the western property line should be abandoned but there is still a portion of the investigation that has not been completed. Once the final fieldwork is complete NLRW will contact the project engineer with the final results.)
- b. Provide a 15' exclusive sanitary sewer easements for all public sanitary sewer mains within property boundaries.
- c. Please submit a full set of plans to NLRW for review and approval prior to construction.

14. Meet the requirements of NLR Electric, including:

- a. Customer must pay to remove area lights and poles if they want them removed.
- b. NLR Electric requires a 5' easement on the west side of the property.

Item #13

SD 2023-64 Jimmy Doyle Country Club Add Lot 1 Replat and SPR @ 11800 Maybelline Rd

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15. Meet the requirements of Rock Region Metro.

Item # 14
Special Use 2023-27

Request: to allow the continuation of a Type 2 Short-term Rental in an R1 zone

Location of the Request: @ 3818 N Magnolia St, NLR, AR

Applicant/Owner: Smokey Lane Apostolic Church of Jesus Christ Northside Academy

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

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

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R1	Single Family
South	R2	Single Family
East	R2	Single Family
West	R1	Single Family

1. **Compatible with previous actions?** A Special Use is the process established by City Council for consideration of Type 2 Short-term Rentals within R1 zoning districts, which were operational prior to April 10, 2023.
2. **Neighborhood Position/Comment?** Staff has received a few calls with questions regarding the proposed Special Use.
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 with a single family home. There is an existing concrete driveway located within the front yard allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in residentially zoned areas.

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

Summary:

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

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

Conditions to Consider:

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

7. No recreational vehicle, trailer, other vehicle or structure not classified as a permanent residential dwelling may be used as a Short-Term Rental.
8. The minimum number of off-street parking spaces required for motor vehicles of overnight guests at the transient use site shall comply with the applicable residential requirements set forth in the NLR Zoning Ordinance.
9. Signage advertising the unit as a Short-Term Rental is not permitted
10. The addition of any outdoor recreational activities must be reviewed by staff prior to installing.

Special Use #2023-27



Ortho Map

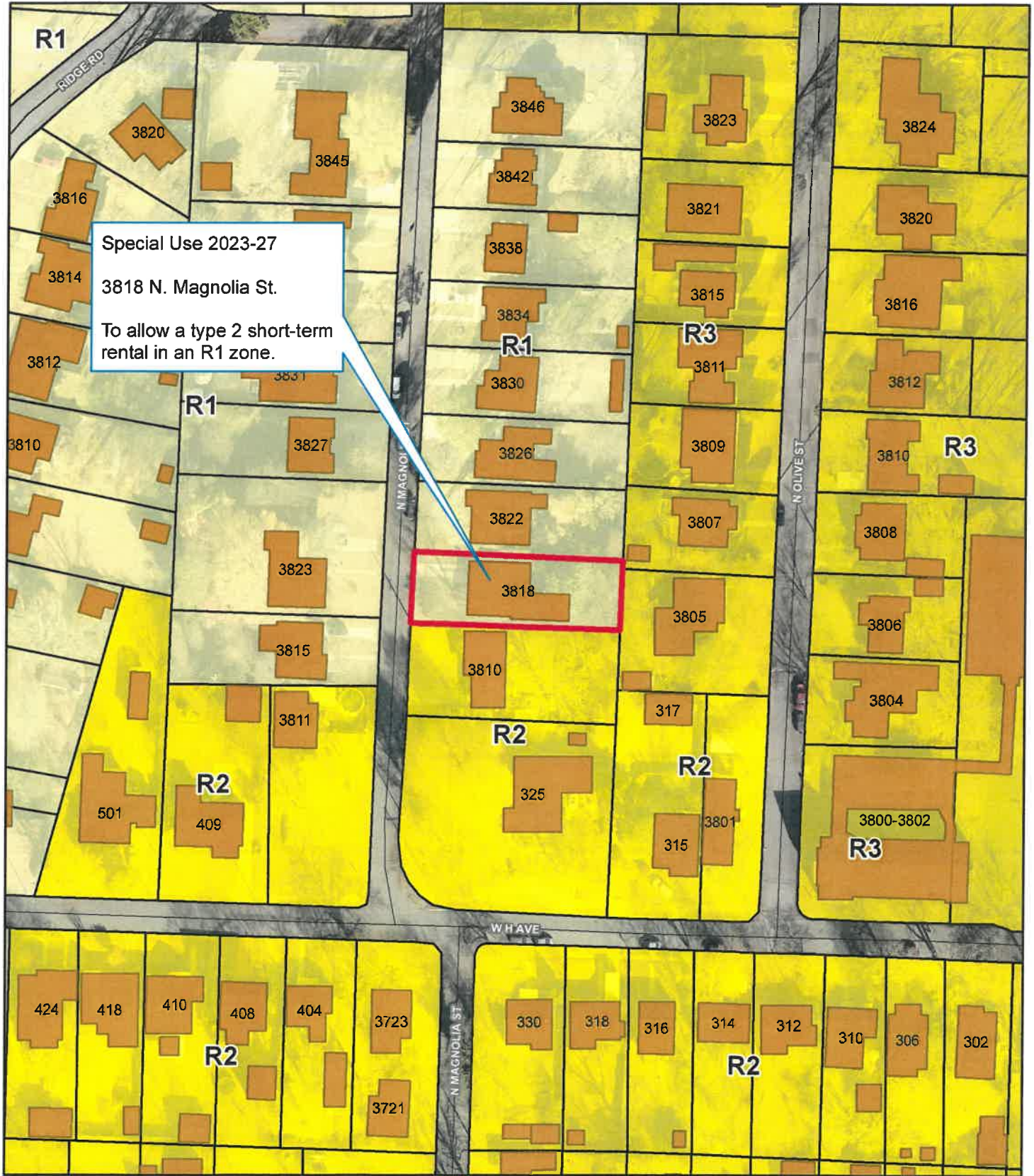
1 inch = 30 feet



Date: 8/7/2023

Not an actual survey

Special Use #2023-27



Zoning Map

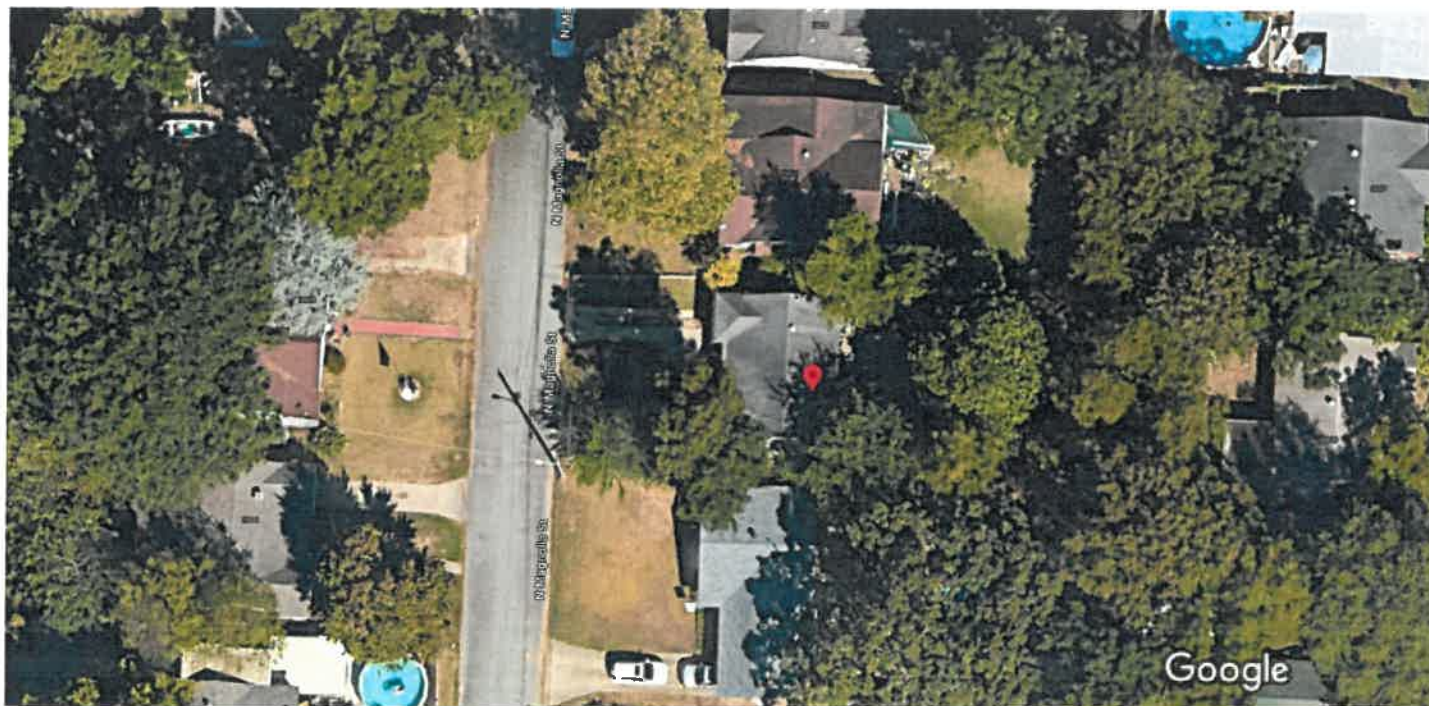
1 inch = 100 feet



Date: 8/7/2023

Not an actual survey

Google Maps 3818 N Magnolia St









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3818 N Magnolia St

Building

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