



**North Little Rock Planning Commission
November 14, 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: ▪ October 10, 2023

Planning Commission Hearing Items:

1. Special Use 2023-38 a Special Use to allow the continuation of a Short-term Rental in an R2 zone @ 4900 Hickory Ave
2. Special Use 2023-40 a Special Use to allow the continuation of a Short-term Rental in an R1 zone @ 1208 Skyline Dr
3. RZ2023-27 a Rezoning from C3 to R4 to allow future development of townhomes @ 7616 North Hills Blvd
4. RZ2023-26 a Rezoning from R1 to C4 to allow future development of office-warehouse @ 7123 Service Rd
5. RZ2023-28 a Rezoning from C3 to I2 to allow future development of office for a large vehicle carrier company located near ABF Road, North of I-40 and West of the UP Main Rail Line
6. RZ2023-29 a rezoning from C3 to R4 to allow the redevelopment of the site with multi-family @ 5517 MacArthur Dr
7. SD2023-68 Burkhalter-Hass Lot 3 SPR SPR located in the 7900 Blk of Burkhalter Hass Drive
8. SD2023-69 Today's Power Preliminary Plat and SPR located in the 7400 Blk of Industry Drive
9. Special Use 2023-35 a Special Use to allow a Type 2 Short-term Rental in an R1 Zone @ 27 Coronado Circle

NLR PLANNING COMMISSION MEETING PROCEDURES

Public Hearings: The regularly scheduled meeting is held on the second Tuesday of each month at 4:45 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
October 10, 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
Junior Phillips
Renee Pierce

Members Absent:

Vandy Belasco
Edward Wallace
Charlie Foster

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, (6/0/3)

Approval of Minutes:

Commissioner Chambers made a motion to approve the September 12, 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, (6/0/3).

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

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to provide the Commission details of the proposed

request. Mr. Pitts stated the property had been used as a Short-term Rental and his goal was to allow the unit to continue to be used as a short-term rental. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations. Mr. Pitts replied in the affirmative and he stated he was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Special Use 2023-26 was approved with (6) affirmative votes, (0) no votes and (3) absent.

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

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to provide the Commission details of the proposed request. Ms. Karen Hall stated the property had been used as a Short-term Rental and her goal was to allow the home to continue to be used as a short-term rental. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations. Ms. Hall replied in the affirmative and she stated she was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Special Use 2023-33 was approved with (6) affirmative votes, (0) no votes and (3) absent.

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

The applicant was present representing the request. Chairman Clifton called the item

requesting the applicant come forward to provide the Commission details of the proposed request. Ms. Karen Hall stated the property had been used as a Short-term Rental and her goal was to allow the home to continue to be used as a short-term rental. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations. Ms. Hall replied in the affirmative and she stated she was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Special Use 2023-34 was approved with (6) affirmative votes, (0) no votes and (3) absent.

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

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to provide the Commission details of the proposed request. Ms. Hattie Tyler stated the property had been used as a Short-term Rental and her goal was to allow the home to continue to be used as a short-term rental. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations. Ms. Tyler replied in the affirmative and she stated she was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Special Use 2023-36 was approved with (6) affirmative votes, (0) no vote and (3) absent.

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

Chairman Clifton stated the item was being postponed at the applicant’s request. There was no discussion of the item.

6. Conditional Use 2023-12 a Conditional Use to allow auto sales in a C4 zone @ 4620 MacArthur Dr

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to provide the Commission details of the proposed request. Mr. Perrone stated the property had been used as a car lot in the past and his goal was to allow auto sales on the property. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations and conditions. Mr. Perrone replied in the affirmative and he stated he was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

SU2023-28 was approved with (6) affirmative votes, (0) no votes and (3) absent.

7. Rezone 2023-21 a rezoning from R3 to R4 to recognize two existing single family structures on a single lot @ 4601 Pike Ave

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to address the Commission. The applicant stated the property had two separate living units on the property and had been used as separate living units in the past. He stated recently electrical service had been upgraded to the garage unit to allow the unit to be rented. He stated at the time of request for the electric to be inspected it was determined a rezoning was required prior to the allowance of the second meter.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Rezone 2023-21 was approved with (6) affirmative votes, (0) no votes and (3) absent.

8. Rezone 2023-22 a rezoning from CONS to C3 @ the Southwest corner of I-40 and North Hills Blvd

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to represent the request. The applicant stated the Church had owned the property for a number of years and the desire was to rezone the property to allow for future development of a school and church campus. He stated a portion of the property was currently zoned C3 and the request was to rezone the remainder of the property from CONS to C3 to match the existing zoning.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Abstain

Rezone 2023-21 was approved with (5) affirmative votes, (0) no votes, (1) abstention, Chairman Clifton and (3) absent.

9. Rezone 2023-23 a rezoning from R4 to C6 @ 800 N Olive St

Mr. Thomas Pownall was present representing the request. Chairman Clifton called the item requesting the applicant come forward to address the Commission. Mr. Pownall stated the rezoning was to allow future development of multi-family 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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Rezone 2023-23 was approved with (6) affirmative votes, (0) no votes and (3) absent.

10. Rezone 2023-24 a rezoning from R4 to C6 @ 720 N Olive St

Mr. Thomas Pownall was present representing the request. Chairman Clifton called the item requesting the applicant come forward to address the Commission. Mr. Pownall stated the rezoning was to allow future development of multi-family 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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Rezone 2023-24 was approved with (6) affirmative votes, (0) no votes and (3) absent.

11. SD 2023-61 Division 49 Add Lots 1 – 5 Combined - Preliminary & Final Plat located in the 4900 Block of Division 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. 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.
2. Engineering requirements on detention:
 - a. Stormwater detention plan will be required during Site Plan Review process.
3. Engineering requirements before the plat will be signed:
 - a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
 - b. Street improvements must be approved by City Engineer and accepted by City Council.
4. Planning requirements before the plat will be signed:
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - 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.
5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
6. Meet the requirements of the Master Street Plan, 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.
7. 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.
8. Meet the following requirements concerning signage.
9. Meet the requirements of the Fire Marshal.
10. 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.
11. 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).
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 (6/0/3).

12. Rezone 2023-25 Jimmy Doyle Country Club Add Lot 1 from C4 to I2 to allow a truck repair facility @ 11800 Maybelline Rd

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 truck repair facility.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

RZ2023-17 was approved with (6) affirmative votes, (0) no votes and (3) absent.

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

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. 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.
- 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 (6/0/3).

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

The applicant was present representing the request. Chairman Clifton called the item requesting the applicant come forward to provide the Commission details of the proposed request. Ms. Kidder stated the property had been used as a Short-term Rental and her goal was to allow the home to continue to be used as a short-term rental. Chairman Clifton questioned if the applicant had been provided a list of the staff recommendations. Ms. Kidder replied in the affirmative and she was agreeable to the proposed conditions.

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	Absent	Phillips	Yes	Pierce	Yes
Wallace	Absent	White	Yes	Clifton	Yes

Special Use 2023-27 was approved with (6) affirmative votes, (0) no votes and (3) absent.

Public Comments/Adjournment:

Chairman Clifton called for public comment. There being no further business before the Commission, and on a motion by Commissioner Foster and seconded by Commissioner Wallace, and by consent of all members present (6/0/3), the meeting was adjourned at 4:30 pm. The next regularly scheduled Commission meeting is to be held on Tuesday, November 13, 2023, at 4:00 pm in the City Council Chambers of City Hall, 300 Main Street, NLR, AR.

Respectfully Submitted:
Donna James, AICP
Assistant Director of Planning

Item #1
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:

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 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

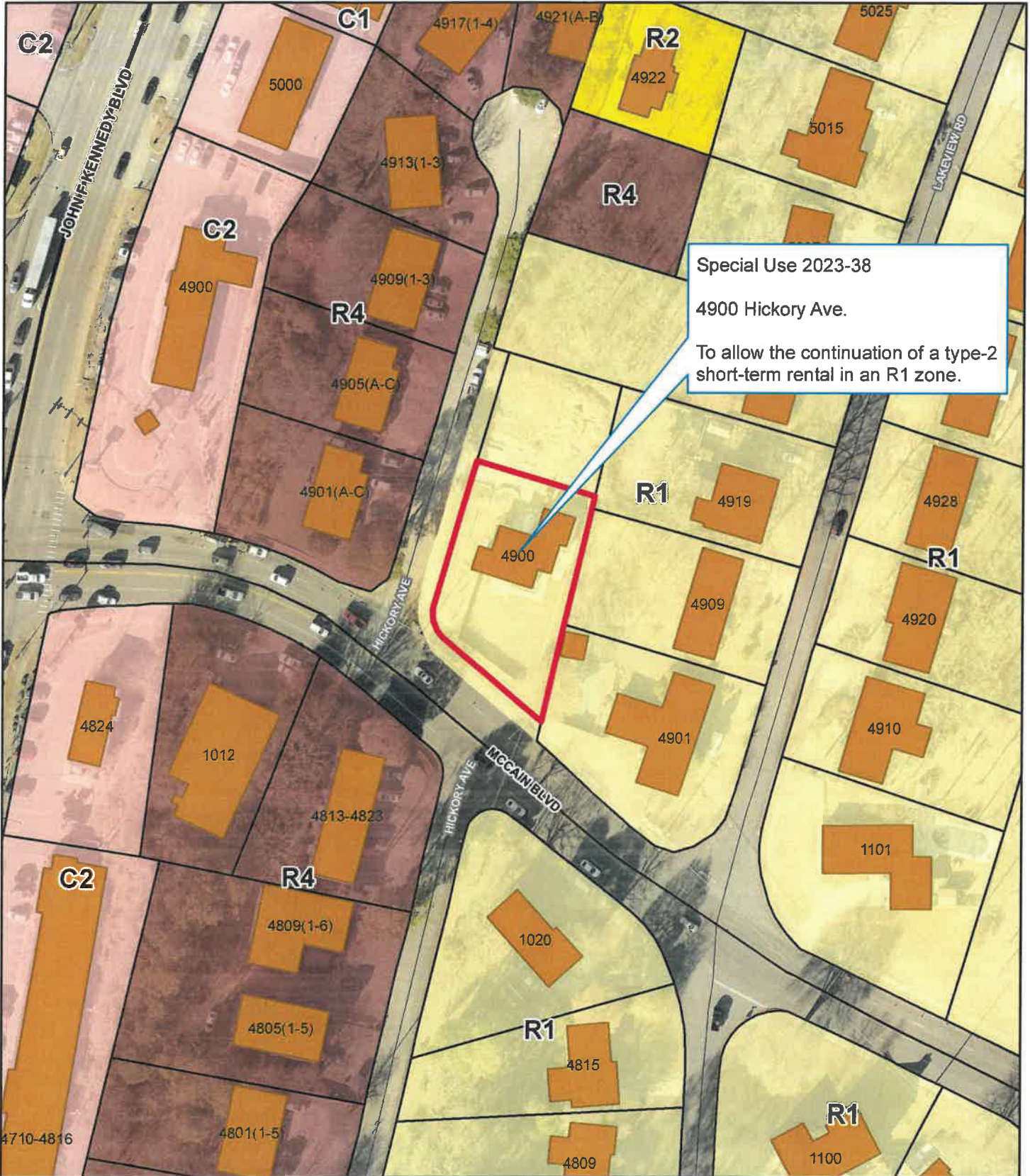
1 inch = 30 feet



Date: 9/14/2023

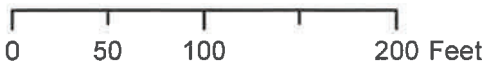
Not an actual survey

Special Use #2023-38



Zoning Map

1 inch = 100 feet



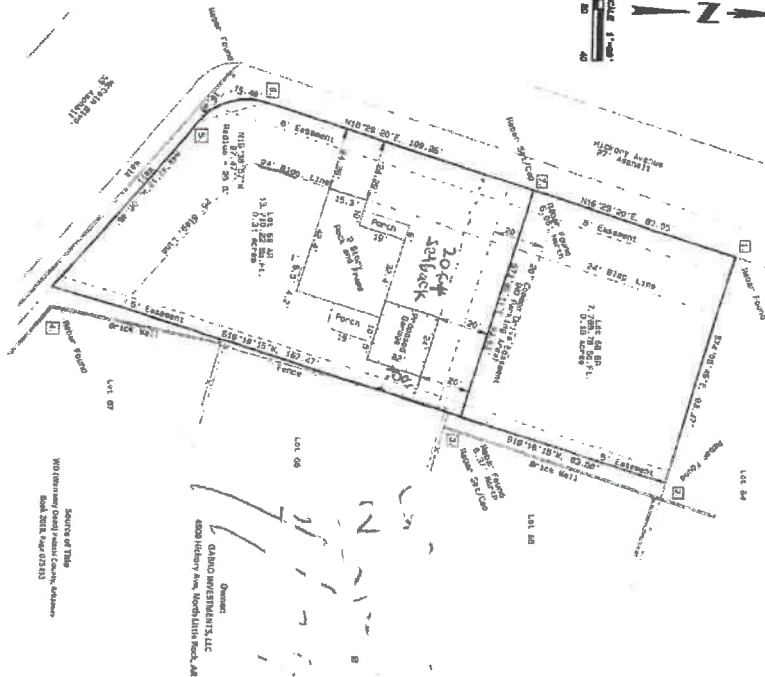
Date: 9/14/2023

Not an actual survey

01/11/2011
 Road - 10' wide
 Cap. 15' High Concrete # 421135
 Level - 1' Feet



REPLAT:
 Lots 68AR and 68BR, Block 200, Park Hill Addition, N.L.R.



1. This Survey was taken by the following:
2. The Survey was taken on the following date:
3. The Survey was taken at the following place:
4. The Survey was taken by the following person:
5. The Survey was taken by the following firm:
6. The Survey was taken by the following instrument:
7. The Survey was taken by the following method:
8. The Survey was taken by the following means:
9. The Survey was taken by the following means:
10. The Survey was taken by the following means:

Lot	Area	Area	Area
1	1,200.00	1,200.00	1,200.00
2	1,200.00	1,200.00	1,200.00
3	1,200.00	1,200.00	1,200.00
4	1,200.00	1,200.00	1,200.00
5	1,200.00	1,200.00	1,200.00
6	1,200.00	1,200.00	1,200.00
7	1,200.00	1,200.00	1,200.00
8	1,200.00	1,200.00	1,200.00
9	1,200.00	1,200.00	1,200.00
10	1,200.00	1,200.00	1,200.00

LEGAL DESCRIPTION
 Lot 68AR and 68BR, Block 200, Park Hill Addition, being a replat of Lots 68R and 68B, Block 200, Park Hill Addition, to the City of North Little Rock, Pulaski County, Arkansas.

CERTIFICATE OF RECORDING
 This instrument was recorded on this day of this month, 2011, at the office of the County Clerk of Pulaski County, Arkansas, and the same is hereby certified to be a correct and true copy of the original as the same appears of record in this office.

CERTIFICATE OF FULL PAYMENT
 This instrument was fully paid on this day of this month, 2011, at the office of the County Clerk of Pulaski County, Arkansas, and the same is hereby certified to be a correct and true copy of the original as the same appears of record in this office.

CERTIFICATE OF EMPOWERMENT
 This instrument was duly empowered on this day of this month, 2011, at the office of the County Clerk of Pulaski County, Arkansas, and the same is hereby certified to be a correct and true copy of the original as the same appears of record in this office.

CERTIFICATE OF SIGNATURE AGENCY
 This instrument was signed by the following person on this day of this month, 2011, at the office of the County Clerk of Pulaski County, Arkansas, and the same is hereby certified to be a correct and true copy of the original as the same appears of record in this office.

CERTIFICATE OF FILING
 This instrument was filed on this day of this month, 2011, at the office of the County Clerk of Pulaski County, Arkansas, and the same is hereby certified to be a correct and true copy of the original as the same appears of record in this office.

Lot	Area	Area	Area
1	1,200.00	1,200.00	1,200.00
2	1,200.00	1,200.00	1,200.00
3	1,200.00	1,200.00	1,200.00
4	1,200.00	1,200.00	1,200.00
5	1,200.00	1,200.00	1,200.00
6	1,200.00	1,200.00	1,200.00
7	1,200.00	1,200.00	1,200.00
8	1,200.00	1,200.00	1,200.00
9	1,200.00	1,200.00	1,200.00
10	1,200.00	1,200.00	1,200.00



Prepared by: Surveying, LLC
 2105 South Main St.
 Little Rock, AR 72202
 501-482-3155
 501-981-1189

DATE RECORDED: 01/11/2011
 ADDRESS: 2105 S. MAIN ST., LITTLE ROCK, AR 72202
 SCALE: 1" = 40'

Item #2
Special Use 2023-40

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

Location of the Request: @ 1208 Skyline Drive, NLR, AR

Applicant/Owner: Kyndal and Melanie Capps

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 Skyline and Plateau Streets. Skyline is a residential collector on the Master Street Plan and Plateau Street is 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	Vacant Residential Lot
South	NA	McCain Blvd ROW
East	R1	Single Family
West	R4	Multi-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 one indicating 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.

Parking requirements for a short-term rental are the same as parking requirements for other residential uses. Single-family units are required to provide 2 on-site parking spaces per unit. Driveway surfaces are to be concrete, asphalt, or other solid masonry material. Gravel is not permitted as a front yard driveway surface.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on October 18, 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;

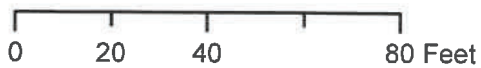
- h. the maximum number of parking spaces available on-site;
 - i. a copy of the Good Neighbor Brochure; and,
 - j. notification that a guest, local contact person, responsible person, or owner may be cited and/or fined by the City in accordance with this Ordinance.
4. The number of occupants is limited 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 #2023-40



Ortho Map

1 inch = 40 feet



Date: 10/11/2023

Not an actual survey

JAMES L. BUTLER
 PROFESSIONAL LAND SURVEYOR
 5323 JOHN F. KENNEDY BLV'D.
 NORTH LITTLE ROCK, AR 72116
 PH. 501-753-4965 FAX 501-753-2247



SCALE : 1" = 20'
 DATE : AUGUST 21, 2017

LEGAL DESCRIPTION :

Lot 1, Block 125, PARK HILL ADDITION,
 to the City of North Little Rock, Pulaski County, Arkansas.

CERTIFICATION:

This is to certify that I have surveyed the above described land and that all corners are marked and located in accordance with existing monuments in the vicinity. This certification is for and limited to the parties named hereon.

FOR THE USE AND BENEFIT OF :

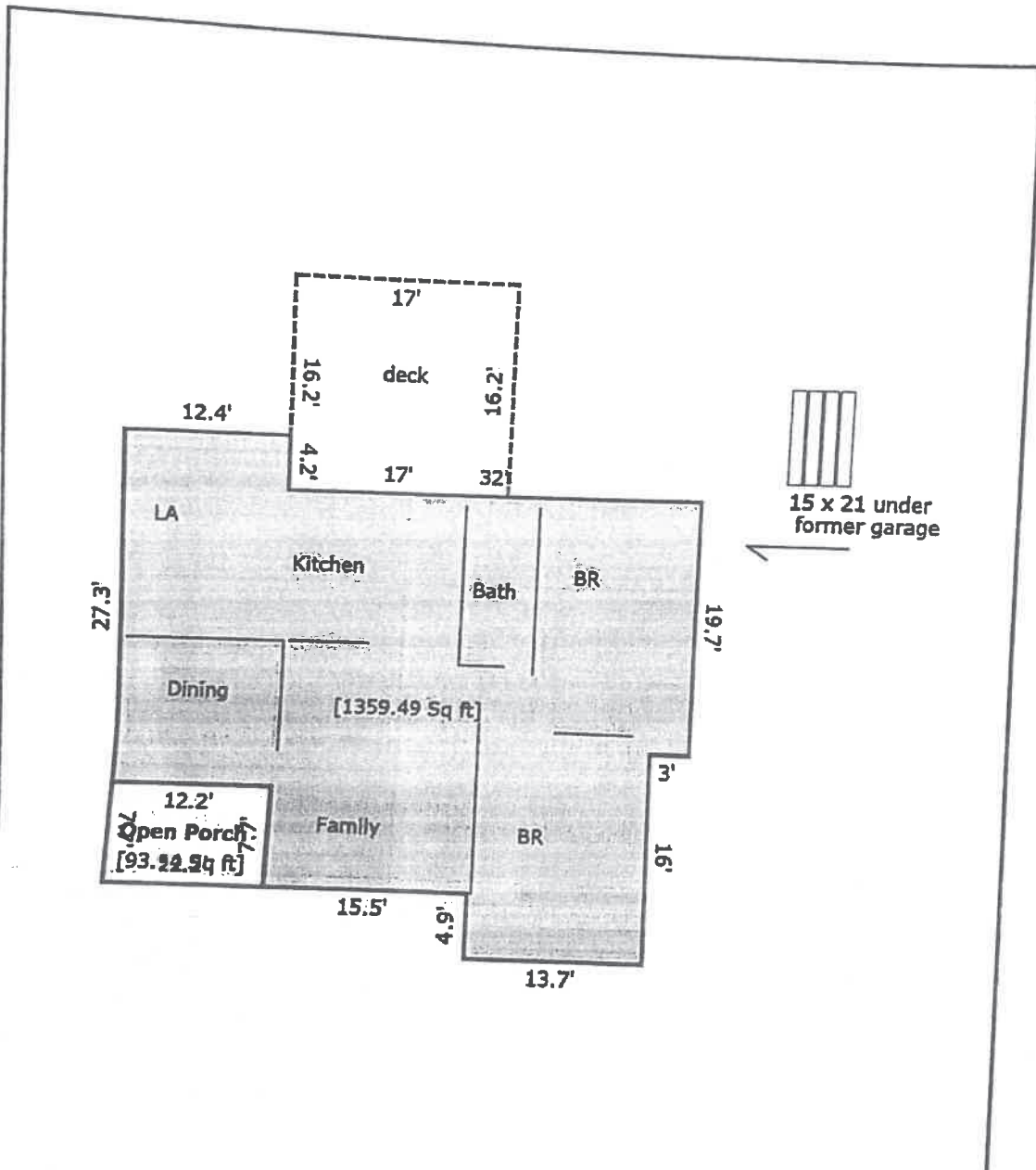
KYNDAL CAPPS,
 MELANIE CAPPS,
 SWBC MORTGAGE,
 FIRST NATIONAL TITLE COMPANY.

FIP DENOTES FOUND IRON PIN
 SIP DENOTES SET IRON PIN

Building Sketch

FHA/VA Case No. 031-5009035

Borrower	Kyndal E. Capps & Melanie K. Capps		
Property Address	1208 Skyline Dr		
City	North Little Rock	County	Fulaski
Lender/Client	SWBC Mortgage	State	AR
		Zip Code	72116



TOTAL Sketch by a to sketch, Inc.

Area Calculations Summary

Living Area		Calculation Details
First Floor	1359.49 Sq ft	
		27.3 x 12.2 = 333.06
		13.7 x 4.9 = 67.13
		29.2 x 11.1 = 324.12
		19.7 x 3.2 = 630.4
		23.9 x 0.2 = 4.78
Total Living Area (Rounded):	1359 Sq ft	
Wood Deck	275.4 Sq ft	17 x 16.2 = 275.4
Open Porch	93.94 Sq ft	12.2 x 7.7 = 93.94



Item #3
Rezoning # 2023-27

Request: a Rezoning from C3 to R4 to allow future development of townhomes and to amend the Future Land Use Plan from Community Shopping to Multi Family

Location of the Request: @ 7616 North Hills Blvd, NLR, AR

Applicant: CJS Enterprises Inc.

Owner: Arkansas Metro Inc.

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

Site Characteristics: The property is paved with a scattering of trees located along the rear portion of the site. There are office buildings located to the south of the site. There are apartments located to the north and west of the site with single family homes located to the east.

Master Street Plan: North Hills Blvd is classified as a collector street on the Master Street Plan. There are no dedicated bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	R4	Apartments
South	C3	Commercial/Office
East	R1	Single Family
West	R4	Apartments

Background:

1. **Compatible with previous actions?** Yes, rezoning to allow the development of townhouse/multi-family housing has been approved by the City.
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 request.
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.
6. **Is the site of adequate size for the development?** The site is adequate for development of five units of townhomes as proposed.
7. **Will this set a precedent for future rezoning?** No, the area to the north and west are currently zoned R4.

8. **Should a different zoning classification be requested?** No, R4 will allow the development of the town homes as proposed.

Summary:

The applicant is requesting a rezoning of the property from C3 to R4 to allow the future development of five units of townhomes on the property. A single access drive from North Hills Blvd will be constructed to serve the units. Each unit will have a two car parking pad constructed along the access drive. The site is indicated on the Future Land Use Plan as Community Shopping. Along with the rezoning request a request to amend the Future Land Use Plan to Multi Family is also included.

Rezone Case #2023-27



Ortho Map

1 inch = 50 feet



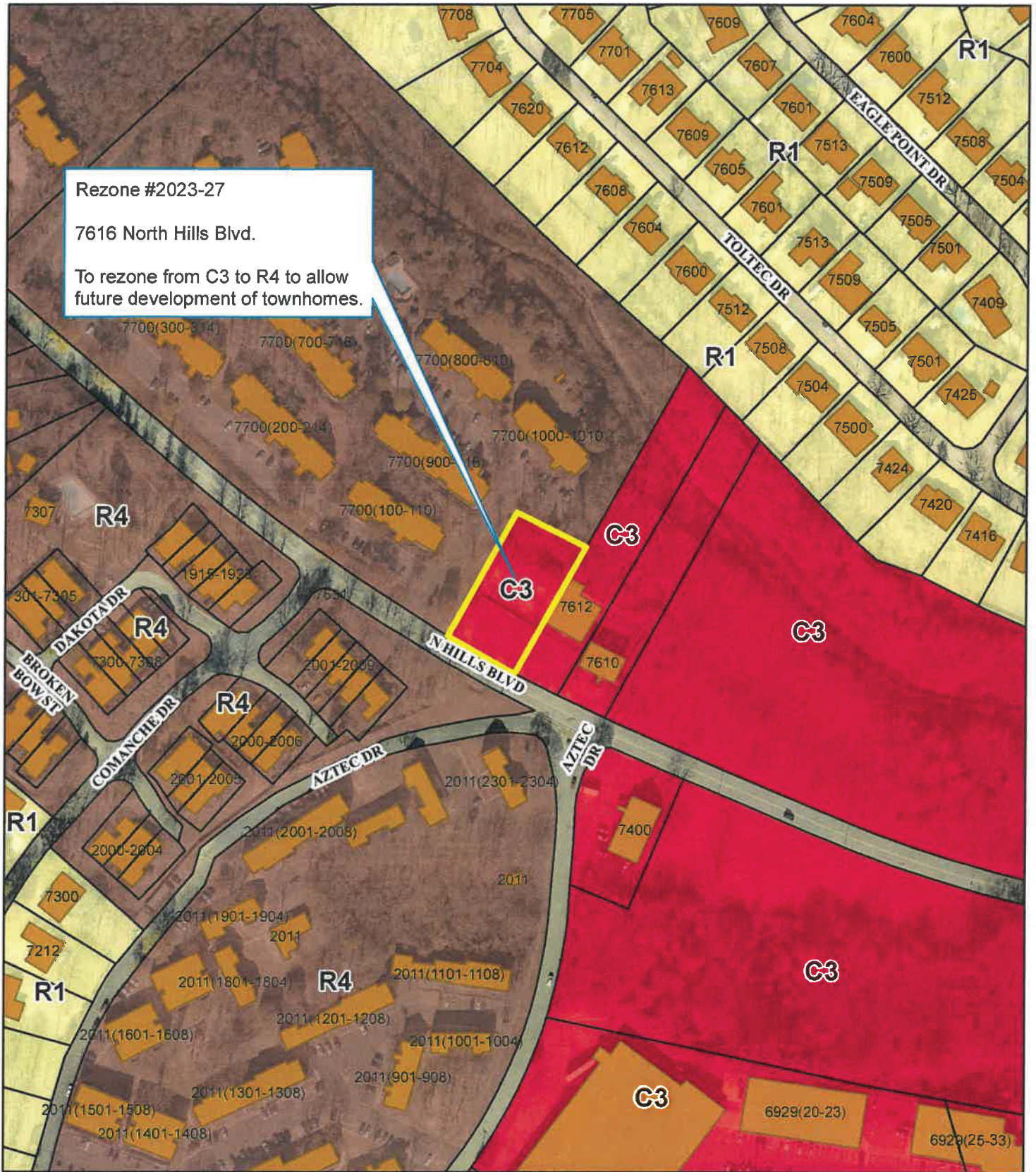
Date: 10/11/2023

Rezone Case #2023-27

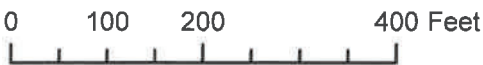
Rezone #2023-27

7616 North Hills Blvd.

To rezone from C3 to R4 to allow future development of townhomes.



1 inch = 200 feet



Zoning Map

Date: 10/11/2023



Item #4
Rezoning #2023-26

Request: a Rezoning from R1 to C4 to allow future development of office-warehouse and to amend the Future Land Use Plan from Single Family to Community Shopping

Location of the Request: @ 7123 Service Rd, NLR, AR

Applicant: Thomas Engineering

Owner: Rob Jac Enterprises LLC

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

Site Characteristics: The properties have two street frontages, MacArthur Drive and Service Road. This property is vacant. There are single family homes located to the north, south and west of the site. MacArthur Drive and a Rail Main Line are located to the eastC3 of the property.

Master Street Plan: MacArthur Drive, a State Highway, Principal Arterial on the Master Street Plan. Service Road is classified as a Residential Street. There are no dedicated bikeways located in the area.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Single Family
South	C4	Vacant
East	NA	MacArthur Drive Rail Line
West	R1	Single Family

Background:

1. **Compatible with previous actions?** Rezoning within this area have occurred in the recent past.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There will be minimal impact on public services and utilities.
4. **Legal Consideration/Reasonableness?** The request is not consistent with the Future Land Use Plan.
5. **Will the approval have a stabilizing effect on surrounding properties?** There are single family homes located in the area and across Service Road. The redevelopment of the site will require a full buffer adjacent to the residential uses.
6. **Is the site of adequate size for the development?** The lot size is adequate for redevelopment.

7. **Will this set a precedent for future rezoning?** Possibly, the previous rezoning requests have been to C3 with the exception of one request, which rezoned the property to C4 along with a Conditional Use Request to allow a contractors office with outdoor storage which was never developed. The Conditional Use approval has since expired.
8. **Should a different zoning classification be requested?** No, to allow office warehouse as proposed requires a minimum zoning classification of C4 and at the time of development will require approval of a Conditional Use as well.

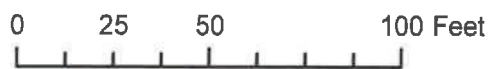
Summary:

The applicant is seeking a rezoning of the property from R1 to C4 to allow future development of office warehouse. The site plan submitted by the applicant indicated access to the site from MacArthur Drive and parking located along MacArthur Drive and a rear yard buffer area of approximately 70-feet. At the time of development a full buffer will be required along Service Road and adjacent to any property which remains a single family use. In addition to the requested rezoning the applicant is seeking to amend the Future Land Use Plan from Single Family to Community Shopping.

Rezone Case #2023-26



1 inch = 50 feet

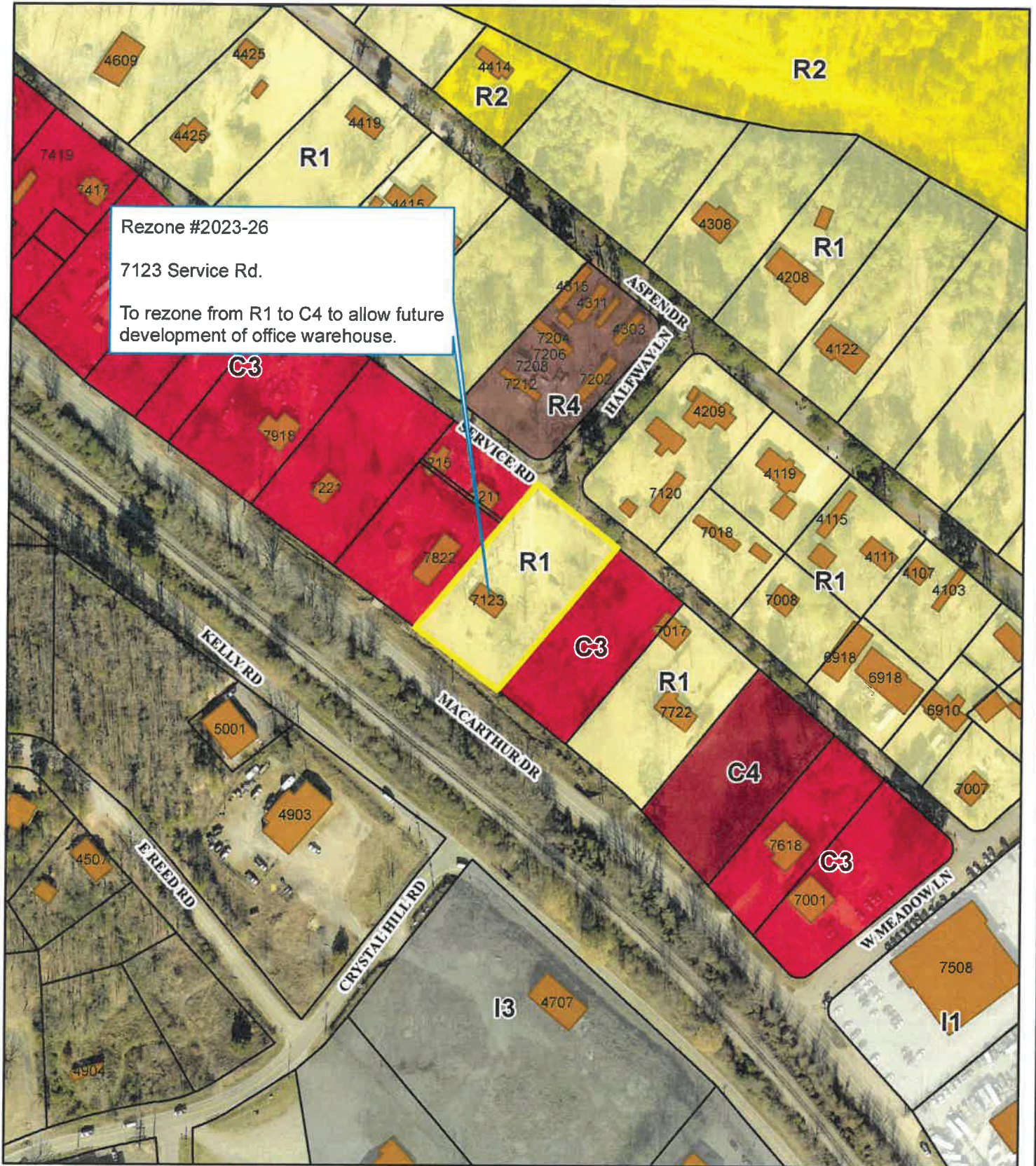


Date: 10/11/2023

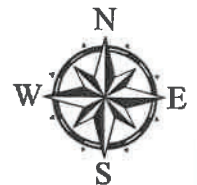


Ortho Map

Rezone Case #2023-26



1 inch = 200 feet



Date: 10/11/2023



Zoning Map



THOMAS ENGINEERING COMPANY

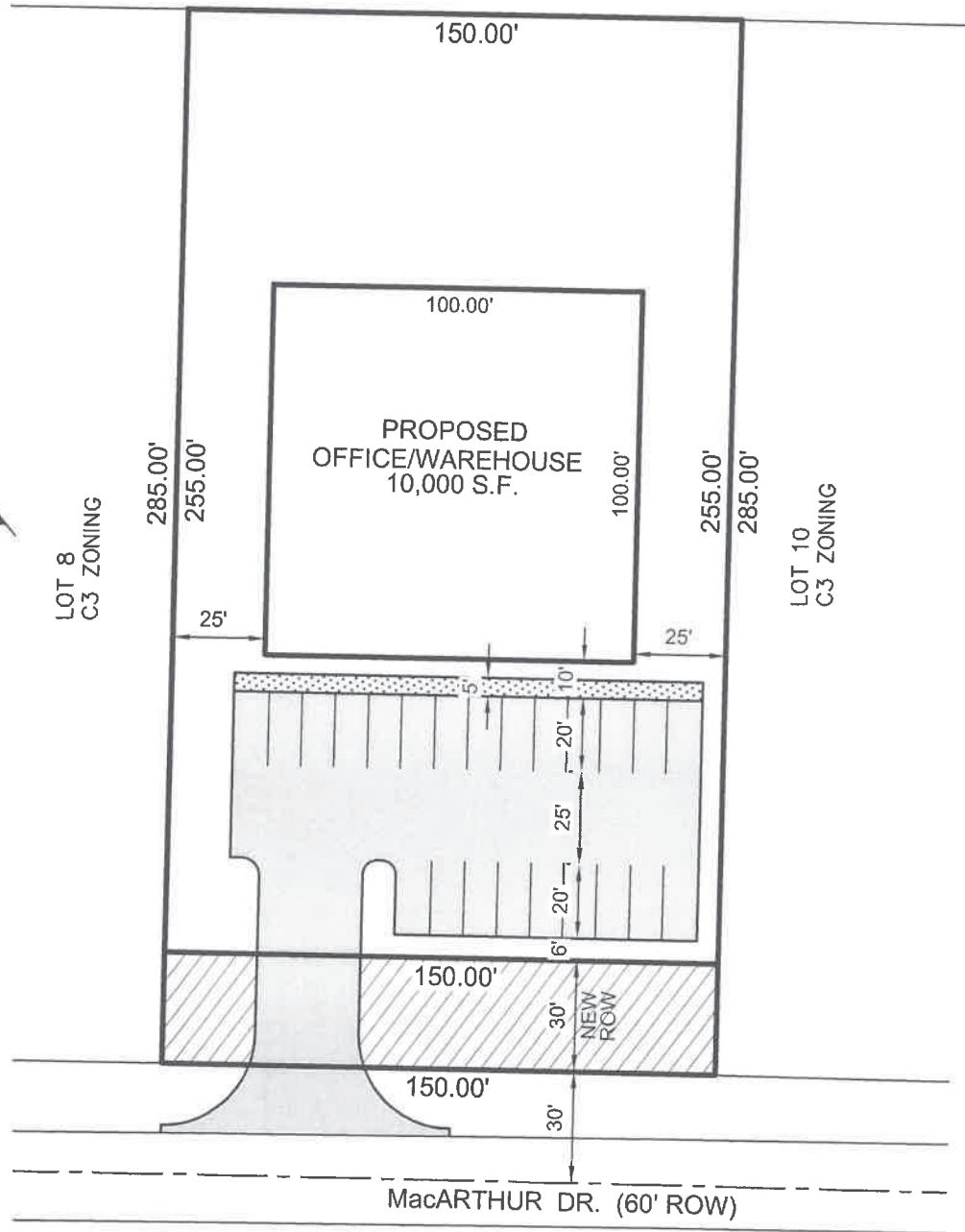
3810 LOOKOUT ROAD
NORTH LITTLE ROCK, ARKANSAS 72116
TELE. No. 501-753-4463

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

LOT 20
R4 ZONING

LOT 19
R1 ZONING

SERVICE ROAD (30' ROW)



CONCEPTUAL SITE PLAN

LOT 9 MEADOWLANE ACRES ADDITION

City of North Little Rock, Pulaski County, Arkansas

DATE: 9/27/23

SCALE: 1" = 50'

OWNER: ROB JAC ENTERPRISES LLC

Item #5
Rezoning # 2023-28

Request: a rezoning from C3 to I2 to allow future expansion of an existing office development for a large vehicle carrier company

Location of the Request: located near ABF Road, North of I-40 and West of the UP Main Rail Line

Applicant: Cromwell Architects and Engineers

Owner: Woodcrest Company

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

Site Characteristics: The site is a heavily wooded site located north of I-40, west of the UP Rail Line and east of the existing ABF Freight company. The site is currently not served by a city street. ABF is proposing to purchase the property for a future expansion area. Prior to development of the proposed expansion, the company (ABF) will replat the additional property into their existing parcel.

Master Street Plan: I 40, an interstate highway is located along the southern boundary of this property with no access to the roadway system. ABF Drive is classified as a commercial street and does not access this property.

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Undeveloped
South	NA	I40
East	I2	UP Rail Line
West	I2	ABF Freight Company

Background:

- Compatible with previous actions?** Yes, rezoning to Industrial have been approved in the area to allow development of
- Neighborhood Position/Comment?** None at the time of printing.
- Effect on public service and utilities?** There should be minimal impact on the public services and utilities with the rezoning of this property.
- Legal Consideration/Reasonableness?** The request is reasonable.
- Will the approval have a stabilizing effect on surrounding properties?** There should be minimal impact with approval of the rezoning due to the zoning pattern in the area.

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 rezoning request is consistent with the zoning pattern in the area and with the Future Land Use Plan.
8. **Should a different zoning classification be requested?** No, I2 is consistent with the zoning and uses in the area.

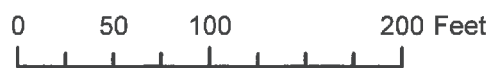
Summary:

The applicant is seeking a rezoning of the property from C3 to I2 to allow an expansion of the existing trucking company. The applicant is proposing a future expansion of the truck parking area.

Rezone Case #2023-28



1 inch = 100 feet

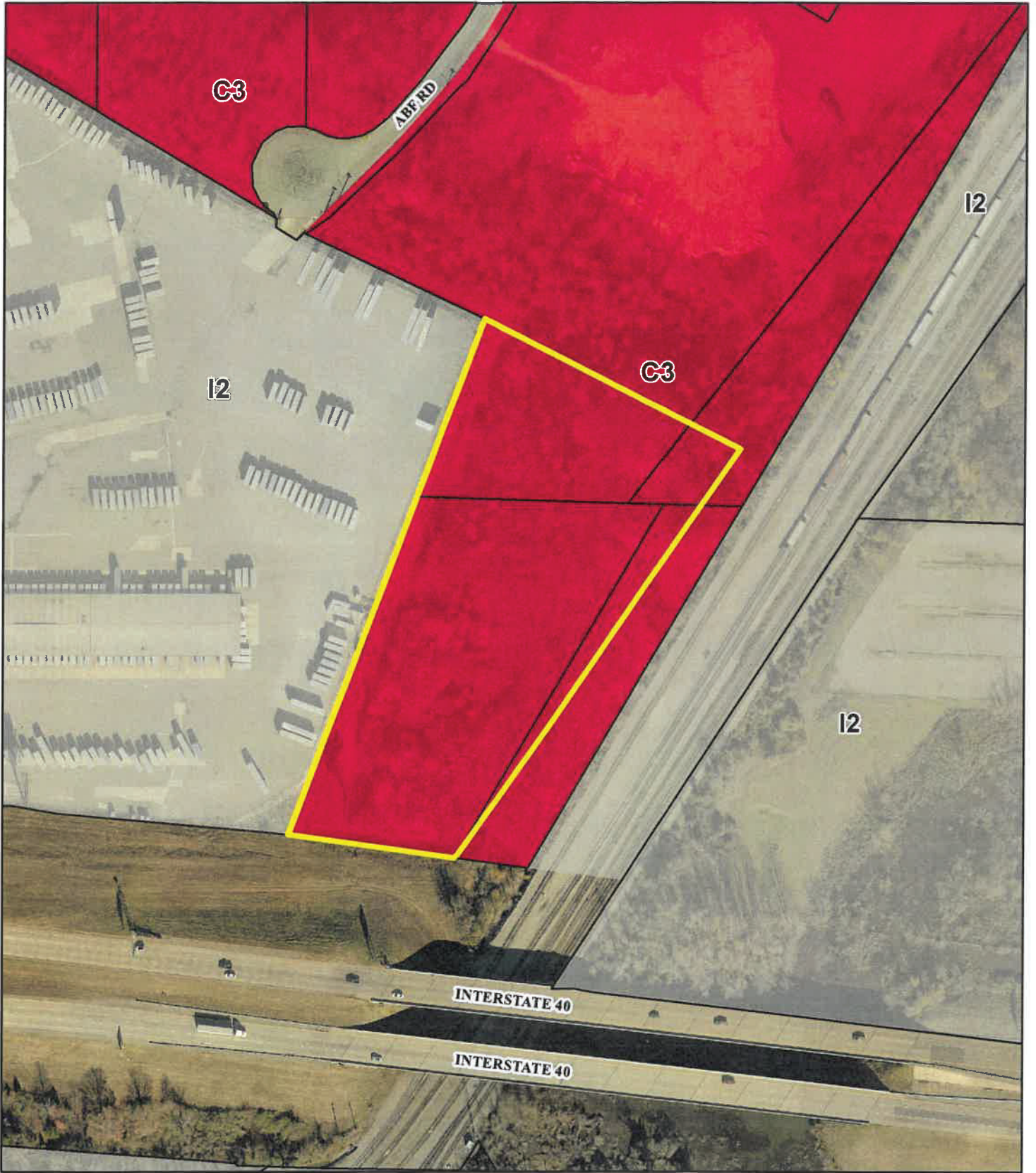


Date: 10/23/2023



Ortho Map

Rezone Case #2023-28



1 inch = 200 feet



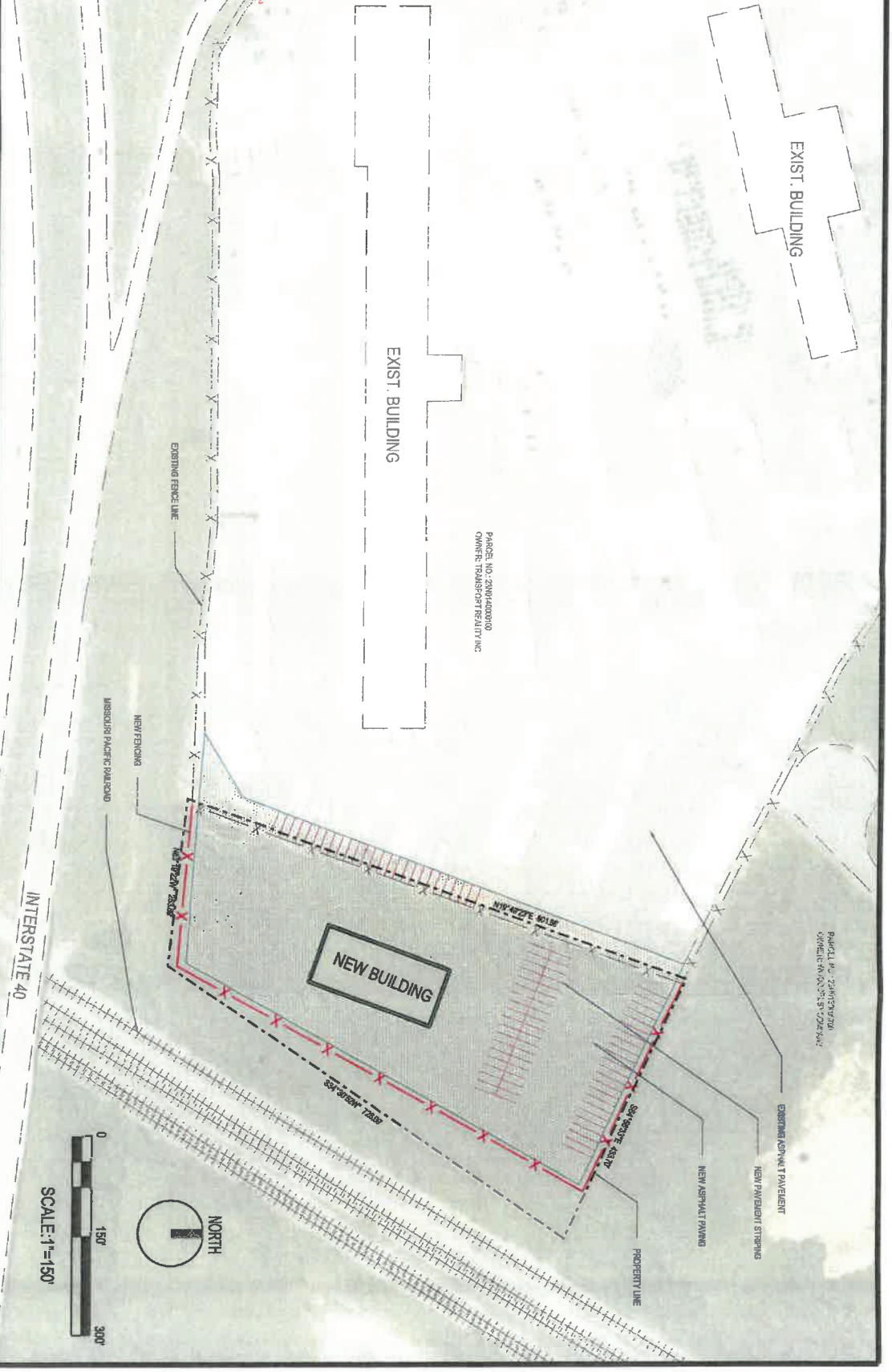
Date: 10/23/2023



Zoning Map




APPLICANT:
 SHAUN MCCAFFREY
 SENIOR DIRECTOR
 ARCBEST
 479-522-7319
 s.mccaffrey@arcb.com



No.	Date	Description

SITE DEVELOPMENT PLAN
ARCBEST PROPERTY REZONING
 ABF FACILITY NORTH LITTLE ROCK

Issue Date
 10-10-2023
 Project Number
 2023-217


CROMWELL
 1300 East 8th Street Little Rock, AR 72202
 501.372.2800 cromwell.com

Drawing Number
C-100

Item # 6
Rezoning #2023-29

Request: a rezoning from C3 to R4 to allow the redevelopment of the site with multi-family and to amend the Land Use Plan from Community Shopping to Multi Family

Location of the Request: @ 5517 MacArthur Dr, NLR, AR

Applicant/Owner: S&V Renovations, Yensi Vasquez

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

Site Characteristics: The site is the former Parklane Motel, which was severely damaged by the March 2023 tornado. The site contains 16 units and an office-apartment. Six of the buildings contain (2) units and (1) building contains (4) units and the office-apartment.

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

Surrounding Zoning & Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	C3	Art Studio
South	C3	Manufacturing
East	C4	Church and auto sales
West	R4	Apartments

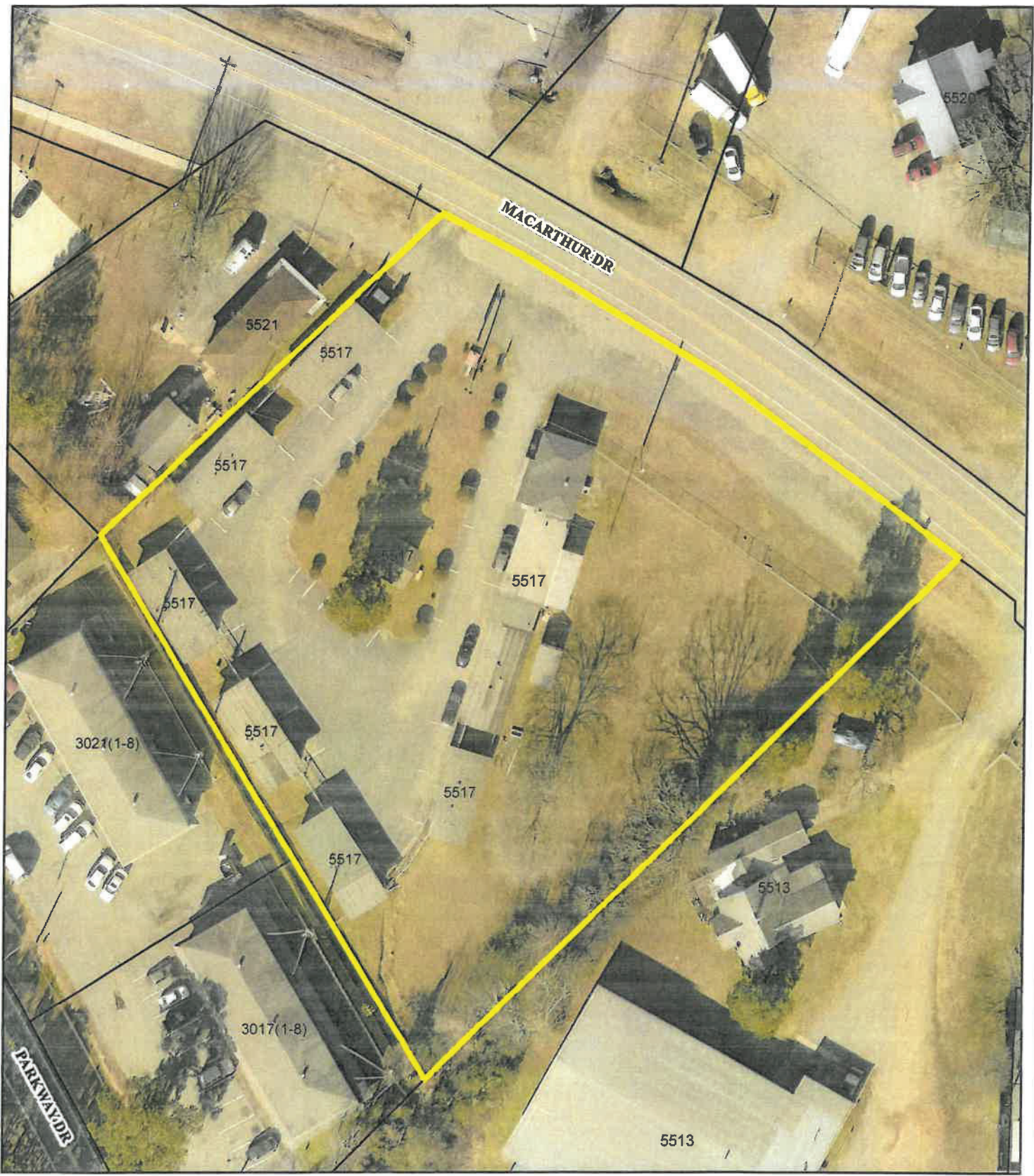
Background:

1. **Compatible with previous actions?** The applicant is seeing a rezoning to R4 to allow the conversion of the former hotel into multi-family units.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal effect on public service with the conversion of the former hotel into multi-family housing.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** Possibly, with the conversion the residents will be more long term than visitors of the hotel.
6. **Is the site of adequate size for the development?** Yes, the site is adequate to allow the use as a multi-family development.
7. **Will this set a precedent for future rezoning?** No, the rezoning will not set precedent for future rezoning request.
8. **Should a different zoning classification be requested?** No, R4 allows for the redevelopment of the site as proposed by the applicant to allow conversion of the former hotel into multi-family units.

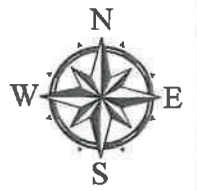
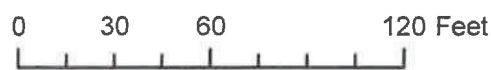
Summary:

The applicant is seeking a rezoning of the property from C3 to R4 to allow the redevelopment of the site as multi-family housing. The applicant is proposing renovation of the units and the addition of a second floor to allow the units to become long-term rental units. The applicant indicates additional parking will be added to the site to meet the minimum required parking of the zoning ordinance. The site will contain a total of 17 rental units resulting in the placement of 31 required parking spaces.

Rezone Case #2023-29



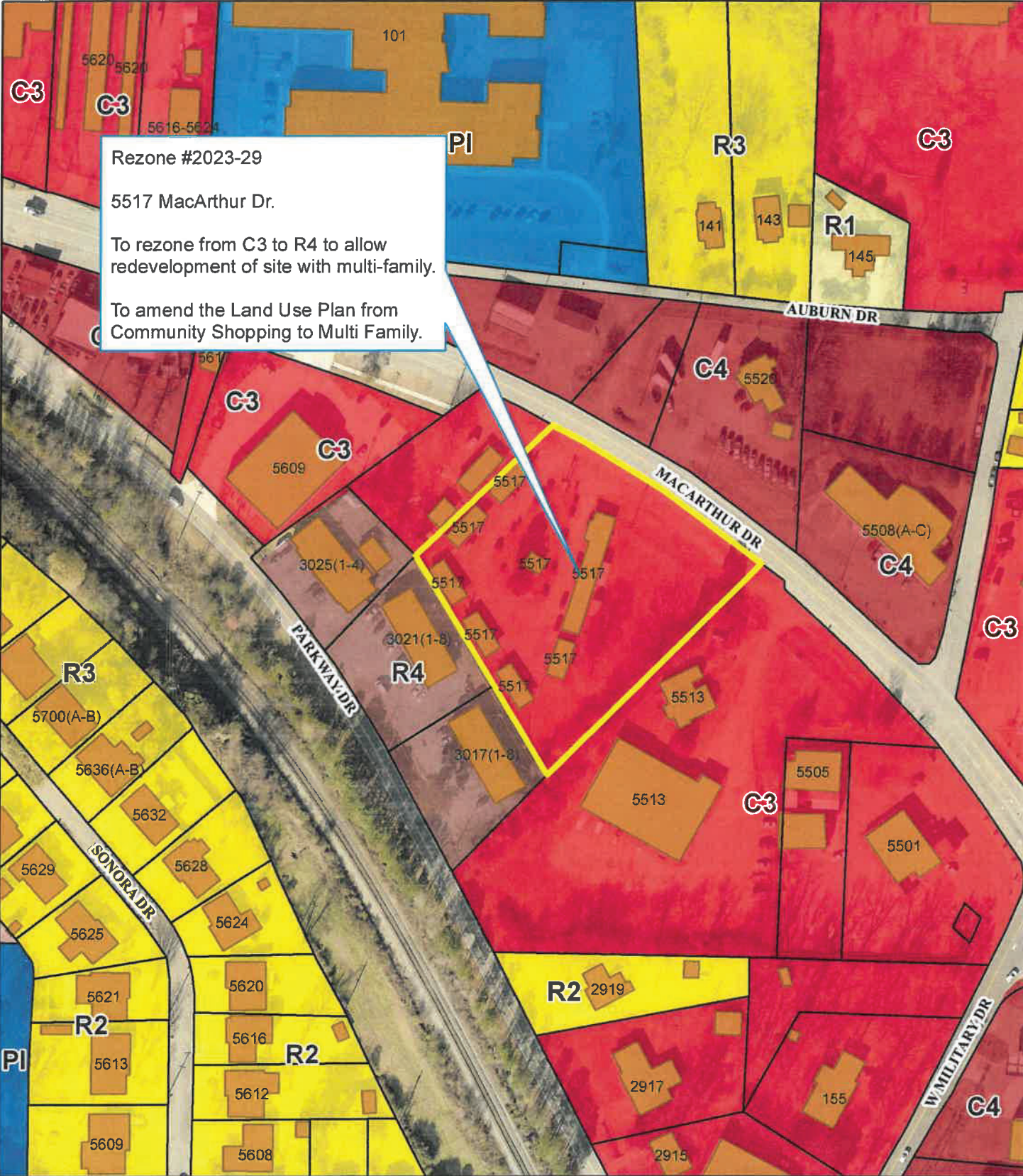
1 inch = 60 feet



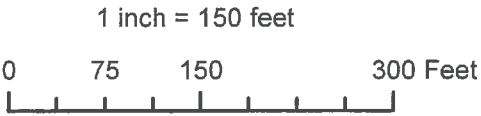
Ortho Map

Date: 10/23/2023

Rezone Case #2023-29

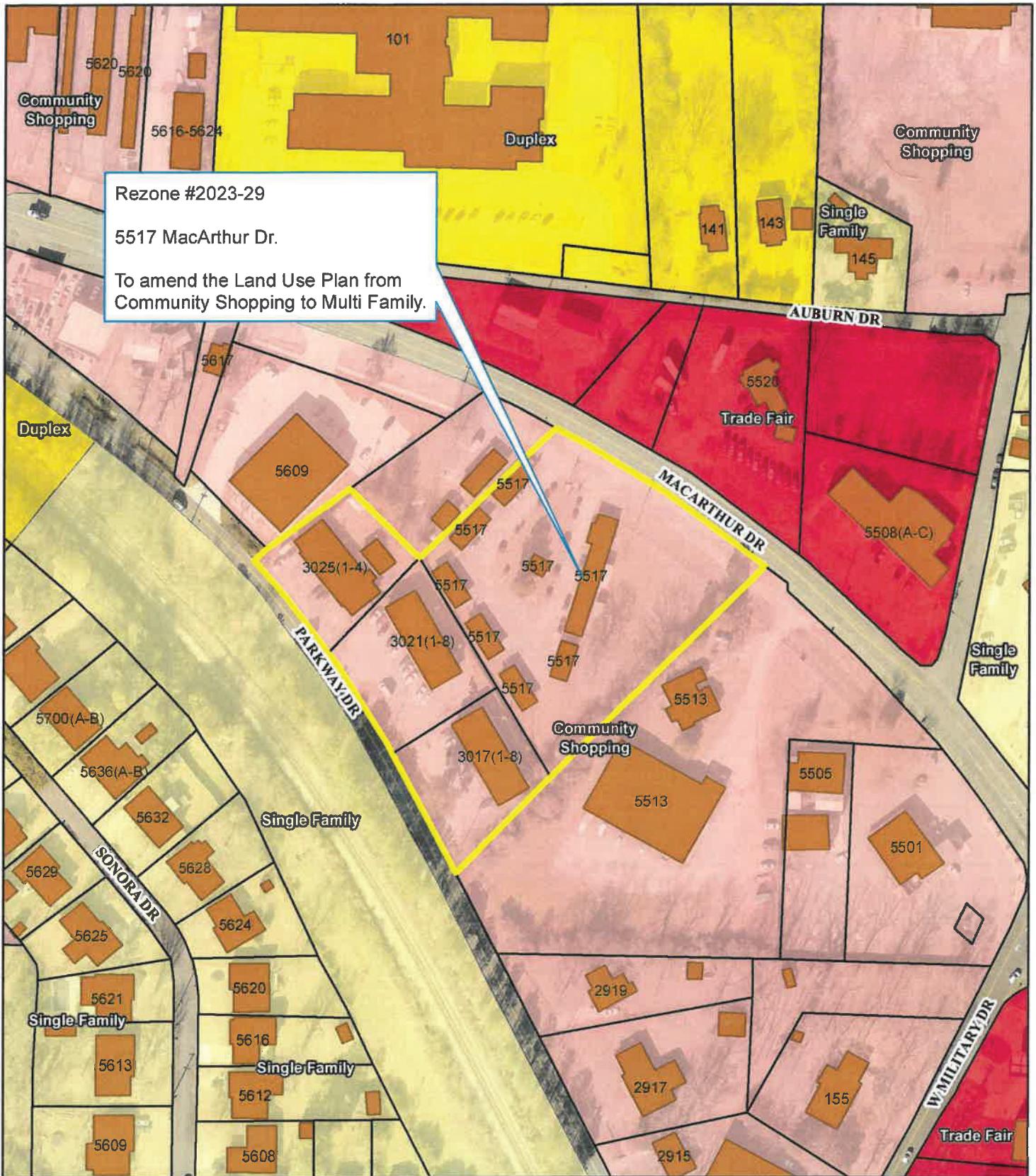


Rezone #2023-29
5517 MacArthur Dr.
To rezone from C3 to R4 to allow redevelopment of site with multi-family.
To amend the Land Use Plan from Community Shopping to Multi Family.



Date: 10/31/2023

Rezone Case #2023-29



Rezone #2023-29
5517 MacArthur Dr.
To amend the Land Use Plan from
Community Shopping to Multi Family.

1 inch = 150 feet

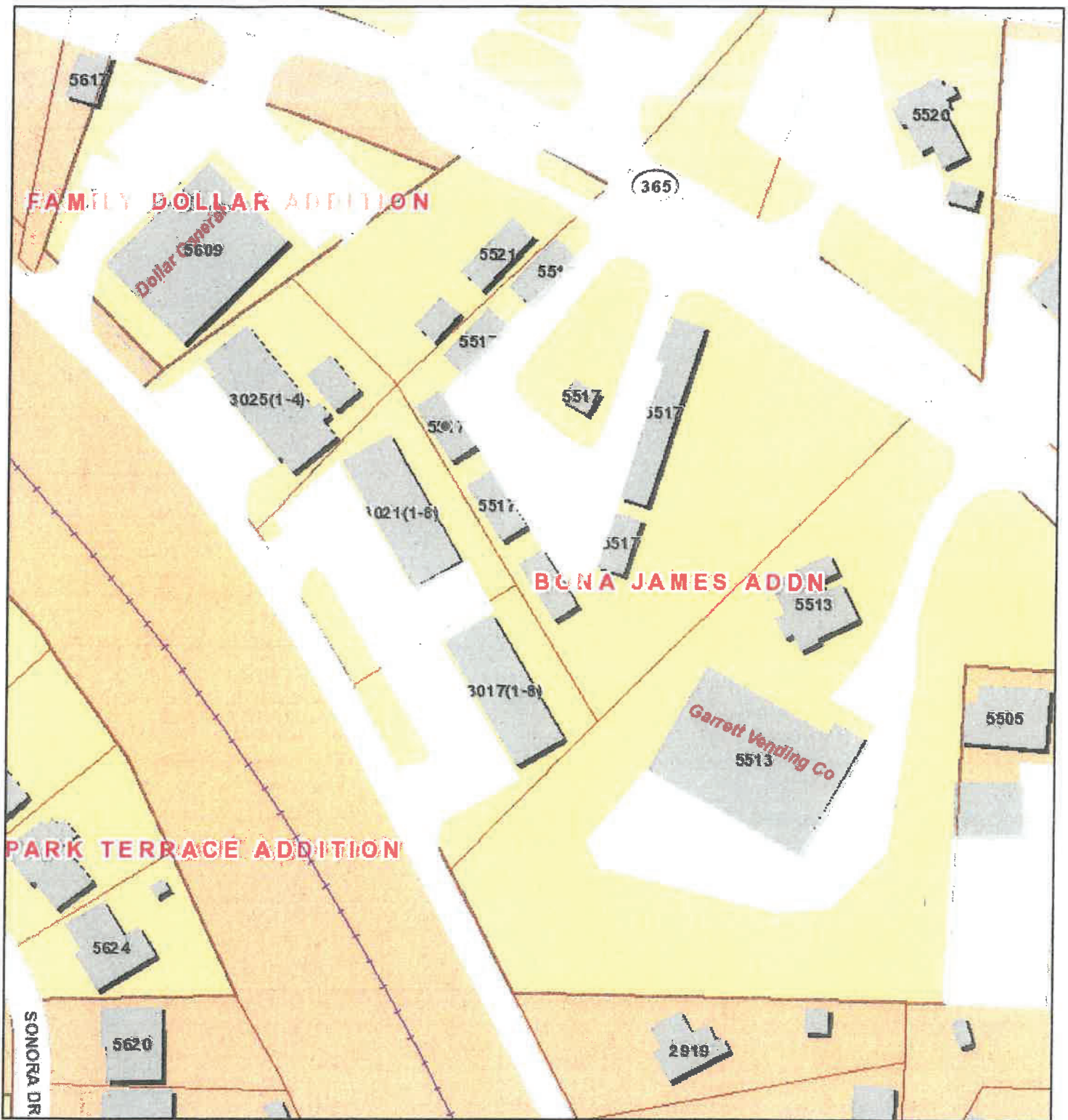


Land Use Map

Date: 10/30/2023



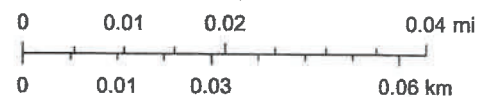
PROPOSED LONG TERM TENANTS



September 18, 2023

1:1,200

- | | | |
|----------------------|----------------------|--------------------------|
| Parcels | Stream Edge | Road or Parking Edge |
| Airport | Lake Maumelle | Trail |
| Military Reservation | Arkansas River | River Trail Mile Markers |
| Park | Stream Centerline | Minor Roads |
| Athletic Field | Lock Gate | Local Street |
| Swamp or Marsh | Dam or Weir | Private Road |
| Lakes and Ponds | Road or Parking Area | Other |



Item #7

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

1. Engineering requirements on detention:

- a. Provide on-site storm water detention as well as clear calculations showing that detention volume is sufficient, or demonstrate to City Engineer that on-site detention is not required (based on proposed development) by providing detention calculations showing pre and post site runoff comparisons.

2. Engineering requirements before the plat will be signed:

- a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
- b. Street improvements must be approved by City Engineer and accepted by City Council.

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

- a. A signed and recorded plat must be on file with the Planning Department.
- b. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
 - i. Proposed pipe material specifications.
 - ii. Proposed trench and bedding details, materials and specifications.
- c. Provide CNLR Grading Permit application to City Engineer with grading plans.
- d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- e. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
- f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
- g. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
- h. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- i. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.

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

- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
- b. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision

and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.

- c. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - d. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - e. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - f. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - g. All driveways are to be concrete within the ROW.
- 5. Meet the requirements of Community Planning, including:**
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location.
 - c. Dumpster to have masonry screening.
 - d. No fence is to be located in front of the building.
- 6. Meet the requirements of the Master Street Plan.**
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:**
- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
 - b. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - c. Provide a minimum of 6 street trees adjacent to the future Burkhalter-Haas Dr right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
 - d. Provide a minimum of 7 parking lot trees/.
 - i. Trees shall be planted at one (1) tree per six (6) parking spaces.
 - ii. Trees ten (10) feet from the edge of parking area may serve for the parking lot shading requirements, but may not satisfy more than fifty (50) percent of the overall requirement for the parking lot or area.
 - iii. Parking lot trees are to be chosen from Table B or C, Section 7.5 of the North Little Rock zoning code, Table D shall be used if beneath overhead power lines.
 - e. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - i. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
 - f. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
 - g. Plant material shall be irrigated by an automatic underground irrigation system.
 - h. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.

- i. Provide plant material legend graphically indicating the different plant materials. Provide plant material list and specifications indicating minimum plant material size at installation.
- 8. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
- 9. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. - Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - ii. - Fire Apparatus access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the building. (Volume 1 Section 503.1.1)
 - iii. - Dead end roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4. (Volume 1 Appendix D103.4)
 - c. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
- 10. Meet the requirements of CAW, including:**
- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
 - b. Please submit plans for water facilities to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities. Approval of plans by Central Arkansas Water, the Arkansas Department of Health Engineering Division and Little Rock Fire Department is required.
 - c. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.
 - d. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon
- 11. Meet the requirements of NLR Wastewater, including:**
- a. Please consolidate sewer service lines for property to have only one connection point to the public sanitary sewer.
 - b. Please submit a full set of plans to NLRW for review and approval prior to construction.
- 12. Meet the requirements of NLR Electric.**
- 13. Meet the requirements of Rock Region Metro.**

Item #8

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

1. Engineering requirements on detention:

- a. Option to pay the drainage in-lieu of fee of \$5000/acre instead of providing onsite detention.

(OR)

- b. Provide on-site storm water detention as well as clear calculations showing that detention volume is sufficient, or demonstrate to City Engineer that on-site detention is not required (based on proposed development) by providing detention calculations showing pre and post site runoff comparisons.

2. Engineering requirements before the plat will be signed:

- a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, streetlights) or a performance bond.
b. Street improvements must be approved by City Engineer and accepted by City Council.
c. Show and label boundary of detention area as a drainage easement if applicable.

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

- a. A signed and recorded plat must be on file with the Planning Department.
b. Provide CNLR Grading Permit application to City Engineer with grading plans.
c. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
d. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
e. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.

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

- a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.

5. Planning requirements before the plat will be signed:

- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
b. Provide street trees or provide a bond.
c. Provide streetlights or provide a bond.

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

- a. All Solar Farms shall be reviewed through the Site Plan Review process. All waivers or variances of these AES requirements shall be considered through the Special Use process with City Council providing final approval and not directed to the Board of Zoning Adjustment variance hearing process.

7. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
b. If a dumpster is added in the future the dumpster is to have masonry screening on three sides and an opaque gate enclosure.
c. No AES shall be connected to the utility grid until written authorization from the local utility company is provided to the Planning Department, which will then be attached to the building

permit. The local utility company may require a representative to be present at the time of connection.

- d. All power transmission lines and power lines to and from a detached AES structure shall be located underground.
- e. All electrical and plumbing components of an AES shall conform to the relevant and applicable City, County, State, and Federal codes.
- f. Photovoltaic shingles, siding, or other non-glare, stealth type and unobtrusive components of an AES are permitted in all Zoning Districts.

8. Meet the requirements of the Master Street Plan, including:

- a. Provide ½ street improvements.

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

- a. All disturbed areas are to be sodded, fertilized, watered and mulched.
- b. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
- c. Provide a minimum of 25 street trees adjacent to the Industry Drive right-of-way.
 - i. Street trees are to be chosen from Section 7.5 of the North Little Rock zoning code Trees from Table B shall be spaced every thirty (30) feet to achieve the required number of trees; trees from Table C shall be spaced every twenty-five (25) feet; or trees from Table D shall be used if beneath overhead power lines and spaced every fifteen (15) feet.
- d. Provide plant material legend graphically indicating the different plant materials. Provide plant material list and specifications indicating minimum plant material size at installation.
- e. Note turf, groundcover, or mulch (species or type) on the development plan
 - i. Ground cover shall be selected from Section 7.5 of the North Little Rock zoning code. Plant materials / turf from Table J, or mulch of shredded bark or stone shall be applied in all landscaped areas.
- f. Plant material shall be irrigated by an automatic underground irrigation system.

10. Meet the following requirements concerning signage:

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

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

- a. Provide an approved fire protection plan.
- b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. A clear brush free area of 10 feet shall be required around the perimeter of ground-mounted photovoltaic arrays. Vegetative surface shall be maintained under the arrays. (Volume 1 Section 1205.5.1)

12. Meet the requirements of CAW, including:

- a. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
- b. Please submit plans for water facilities to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities. Approval of plans by Central Arkansas Water, the Arkansas

Department of Health Engineering Division and Little Rock Fire Department is required.

- c. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's material and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of Customer Owned Line Agreement is required.
- d. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZ) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water (CAW) requires that upon

13. Meet the requirements of NLR Wastewater, including:

- a. NLRW has force mains located on the southern portion of this property. NLRW will notify the owner once staff has located force mains so that a 20' exclusive sanitary sewer easement can be centered over the pipe on the plat. (Please see attached map for reference but not to be used for Survey)
- b. Please submit a full set of plans to NLRW for review and approval prior to construction.

14. Meet the requirements of NLR Electric.

15. Meet the requirements of Rock Region Metro.

Item #9
Special Use 2023-35

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

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

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

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

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

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

Surrounding Zoning and Uses

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

Background:

- 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 #2023-35



Ortho Map

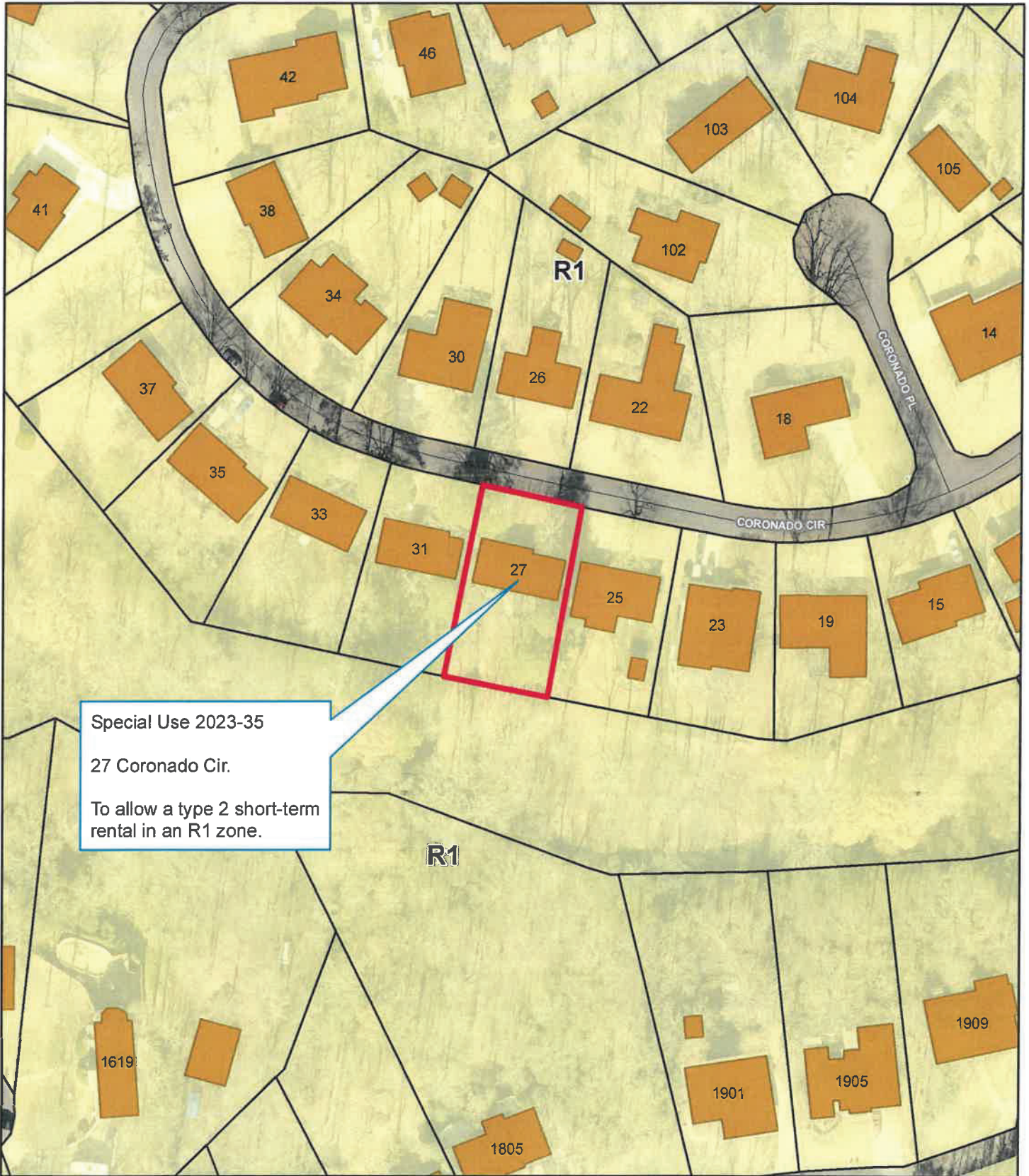
1 inch = 30 feet



Date: 9/14/2023

Not an actual survey

Special Use #2023-35



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



Zoning Map

1 inch = 100 feet



Date: 9/14/2023

Not an actual survey

Creek

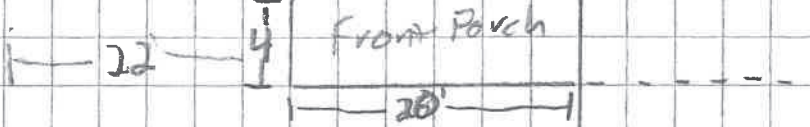
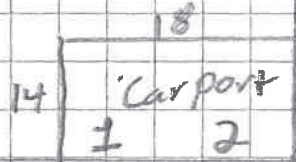
73'



60'

26'

Home



Drive way

3 4

38'

18'

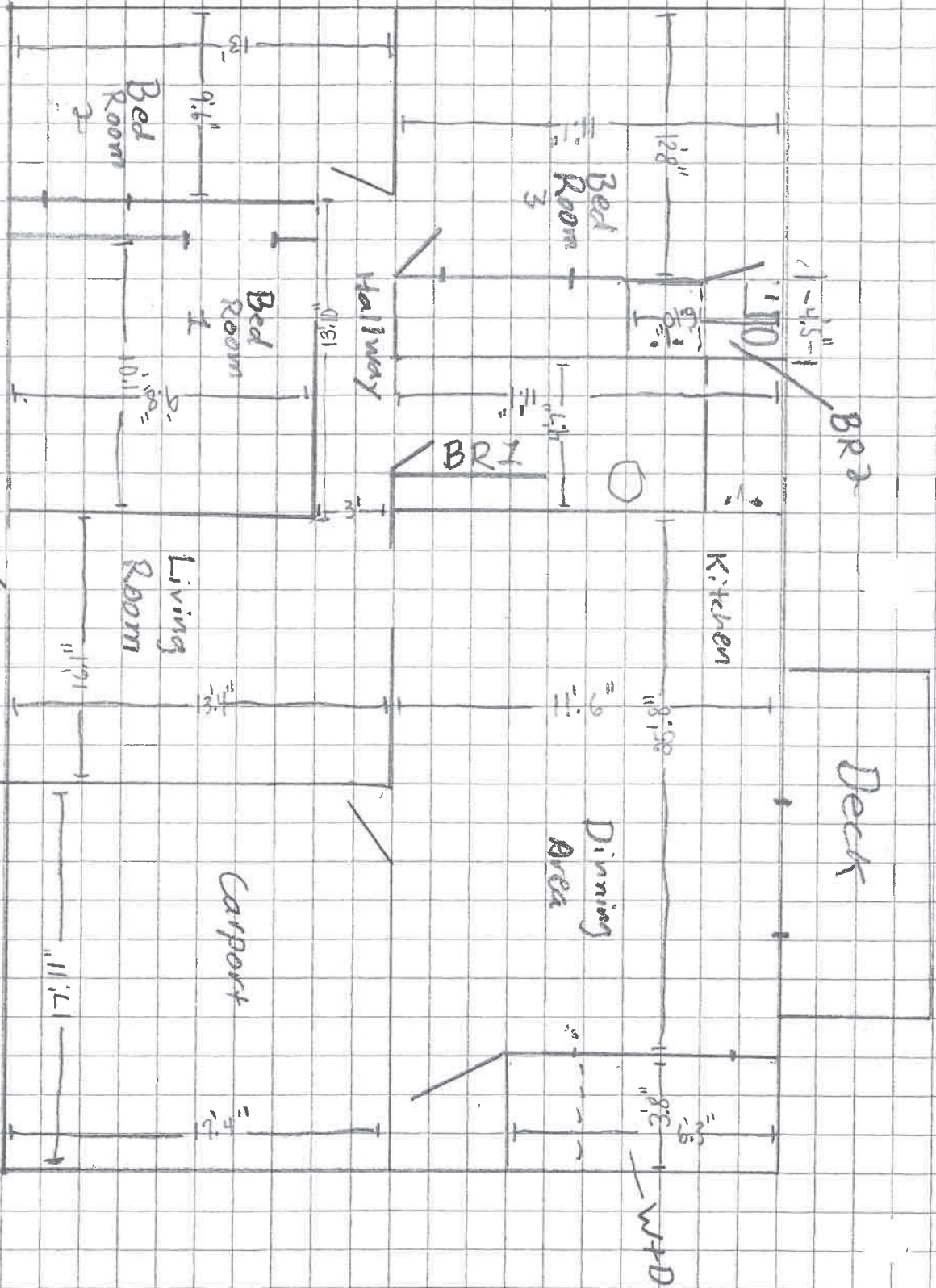
48'

8'



Road

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



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