

North Little Rock Planning Commission
January 13, 2026 - 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
- Reminder to turn off or silence cell phones

Administrative:

Approval of Minutes: December 9, 2025

Planning Commission Hearing Items:

1. SU2026-02 @ 4200 Dunkeld Drive a Special Use to allow a Type 1 Short-term Rental in an R4 zoning district
2. SU2026-03 @ 5623 MacArthur Dr A Special Use to allow a tire shop in a C4 zoning district
3. SU2026-01 @ 3500 Camp Robinson Road a Special Use to allow an events center in a CL zoning district
4. SD2026-01 Boohers Addition Lots 9 & 10 SPR @ 3500 Camp Robinson Road
5. SD2026-03 Summit Church Youth Building Renovation Replat and SPR @ 6717 Crystal Hill Road
6. SD2026-04 Cooper Industrial Addition Lot 2 SPR @ 7501 Counts Massie Road
7. CU2026-01 White Oak Crossing Lot 3 Conditional Use @ 9800 White Oak Crossing to allow a retail home improvement store in an I2 zoning district
8. SD2026-06 White Oak Crossing Lot 3 Replat and SPR @ 9800 White Oak Crossing

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
December 9, 2025**

Chairman White 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:

Emanuel Banks
Vandy Belasco
Don Chambers
Charlie Foster
Junior Phillips
Renee Pierce
Reverend William Robinson
Edward Wallace
Steve White, Chairman

Members Absent:

Staff Present:

Marie-Bernard Miller, Deputy City Attorney
Donna James, Assistant Director of Planning

Administrative:

Excuse members not present: Commissioner Chambers made a motion to excuse those not present. A seconded was provided by Commissioner Wallace. By voice vote all members present voted in favor of the motion, (9/0).

Approval of Minutes: Commissioner Chambers made a motion to approve the November 18, 2025, minute summary as submitted. Commissioner Wallace provided a second to the motion. By voice vote, the Commission members present voted unanimously in favor of the motion, (9/0).

Planning Commission Hearing Items – Development Review Committee & Public Hearings:

1. SU2025-20 @ 10904 Mason Drive a Special Use to allow a Short Term Rental in an RU zoning district

Ms. Elise Petrapolakis representing Ms. Phebe Wilson was present representing the request. Chairman White called the item and requested the applicant come forward and address the

Commission on the merits of the request. Ms. Petrapolakis stated the owner was seeking a Special Use to allow a Type 2, (non-owner occupied) Short-term Rental unit in a RU zoning district. She stated the unit was a new construction with the Certificate of Completion being finalized in October 2025. She stated the request for the Special Use would allow a short to mid-term rental for families passing through or relocated traveling employees.

Commissioner Chambers questioned if the home was purchased specifically for a Short-term Rental. Ms. Petrapolakis stated the home was purchased to be used as a Short-term Rental. Chairman White questioned if there were issues who would be responsible for addressing any issues. Ms. Petrapolakis stated Ms. Wilson would hire a management company who would be responsible for responding to complaints and making sure the unit was maintained. Commissioner Chambers questioned staff if it was common practice for out-of-state owners of Short-term Rentals. Staff responded this was common practice and one of the conditions of approval was for there to be a local contact who could respond to issues at the location within 30 to 60 minutes.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (9) affirmative votes, (0) no votes and (0) absent.

2. CU2025-12 @ 1323 W 9th Street a Conditional Use to allow an accessory dwelling unit in the rear yard in an R4 zoning district

Mr. Brian Wilson was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Mr. Wilson stated he wished to construct an accessory dwelling unit in his rear yard. He stated the unit would be constructed as two-story. He stated the ADU would meet the typical setback requirements of the ADU criteria; 10-feet from property lines and the primary structure. He stated the building was proposed 30-feet by 22-feet with a building height of 26-feet.

Commissioner Chambers questioned why the original unit was removed. Mr. Wilson stated the unit was movable and was sold. Staff stated there were questions if the unit met the minimum building code requirements. Staff stated City Council did approve the unit as a Short-term Rental but the applicant later sold the unit. Staff stated the unit would replace the previous unit but would not be allowed as a Short-term Rental.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (9) affirmative votes, (0) no votes and (0) absent.

3. CU2025-14 @ 1623 E Broadway a Conditional Use to allow auto sales in a C4 zoning district

Mr. Kevin Watkins was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Mr. Watkins stated he was seeking approval of a Special Use to allow automobile sales in a C4 zoning district. He stated the site was located on E Broadway and had a history of auto related activities and auto sales.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (9) affirmative votes, (0) no votes and (0) absent.

4. SU2025-21 @ 8712 Counts Massie Road a Special Use to allow a day spa, Skintastic Esthetics in an I2 zoning district

Ms. Kimberly Foster was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Ms. Foster stated the request was to allow a day spa at this location. She stated she had the business in North Little Rock before moving to Maumelle but wished to return her business to North Little Rock. She stated there was also a person which operated out of her business which offered permanent tattooing of cosmetics. She stated the Special Use request included the allowance of tattooing along with the day spa services.

Commissioner Chambers questioned the requirement for meeting all requirements of the State for Body Art. Staff stated one of the workers provided permanent tattooing of cosmetics. Staff stated this was the reasoning for the condition because the ability to provide tattooing of cosmetics was also included in the Special Use request.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There

being none he then called for a roll call vote.

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

SU2025-16 was approved with (9) affirmative votes, (0) no votes and (0) absent.

5. SD2025-56 PC Hardware Replat and SPR @ 401 N Olive Street

Mr. Travis Tolley of Crafton Tull 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 the increase of impervious surfaces. (roof tops/parking)
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. Provide half of the required 60 foot right-of-way.
 - c. Street improvements must be approved by City Engineer and accepted by City Council.
3. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - c. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - d. If applicable, provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - e. 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.
 - f. 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. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected

- and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - j. All driveways are to be concrete within the ROW.
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.
 6. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster are to have masonry screening on 3 sides and an opaque gate enclosure.
 - c. No fence is to be located between the front of the building and the front property line.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
 - e. Provide City Council approval of the placement of the landscaping within the right of way.
 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.
 8. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - b. Landscape plan as submitted is acceptable. Before a building permit can be issued to install the required landscaping and irrigation in the public right-of-way, approval from the City Council will be required.
 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:
 - b. Group S-1 storage facilities with fire areas exceeding 12,000 square feet shall be equipped with an automatic fire sprinkler system. Unless the new addition is separated by a 3-hour fire rated barrier, the entire building shall be considered an S-1 fire area and shall be fire sprinklered. (Volume 2 Section 903.2.9, Volume 2 Table 707.3.10)
 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. 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 North Little Rock Fire Department is required

- c. 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.
 - 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 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.
12. Meet the requirements of NLR Wastewater, including:
- a. The proposed building will be required to connect to the existing private sewer service line within the parcel.
 - b. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.

Commissioner Blasco provided a second to the motion. By voice vote, the Commission voted unanimously for approval (9/0).

6. SD2025-57 Onyx Industrial Addition Replat Lot 1RR @ 9600 Rowlett Drive

Mr. Tim Daters of White Daters and Associates 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. Storm water 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, street lights) or a performance bond.
 - b. Provide half of the required 65 foot right-of-way.
 - c. 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.
4. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
5. Meet the requirements of the Master Street Plan.
6. Meet the requirements of the Screening and Landscaping ordinance.
7. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
8. Meet the requirements of the Fire Marshal.
9. Meet the requirements of CAW, 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. 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 North Little Rock Fire Department is required
 - c. 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.
 - 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 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.
10. Meet the requirements of NLR Wastewater, including:
 - a. No objection or comments to replat of Lot 1-R.

Commissioner Blasco provided a second to the motion. By voice vote, the Commission voted unanimously for approval (9/0).

7. SD2025-58 Theresa Circle Addition Lot R SPR @ 4600 MacArthur Drive

Mr. John Pownall of Thomas Engineering Company 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. 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. 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. If applicable, 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.
 3. Meet the requirements of the City Engineer, including:
 - a. If applicable, meet the requirements of the hillside cut ordinance
 - b. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - c. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - d. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.

- e. 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.
 - 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.
 - l. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
 - m. Street improvements must be approved by City Engineer.
 - n. Show and label boundary of detention area as a drainage easement.
 - o. Provide stamped retaining wall plans for any retaining wall 5 feet or greater in height.
4. Other Boards approvals required before applying for a building permit.
- a. Provide approved City Council ordinance on rezoning property to C4.
 - b. Provide Board of Zoning Adjustment approval of the front yard fence.
 - c. Provide approved City Council ordinance on waiver of sidewalks.
5. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpster screening is required on 3 sides along with an opaque gate enclosure. The dumpster enclosure is to be of masonry material.
 - c. No fence is to be located from the front façade of the building to the front property line.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
6. Meet the requirements of the Master Street Plan, including:
- a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalks and the curb to ADA standards and City standards.
 - b. Provide ½ street improvements.
 - c. Provide ROW dedication as required 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. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - c. Provide Street trees at a minimum rate 1 tree per 30 linear feet of property line adjacent to the street 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.
 - ii. A minimum of 12 trees will be required adjacent to the MacArthur Drive right-of-way.
 - iii. A minimum of 13 trees will be required adjacent to the Theresa Drive right-of-way.
 - iv. Note: If red buds are to be used as street trees beneath overhead power lines and spaced they shall be spaced every fifteen (15) feet doubling the above minimum quantities.
 - d. Trees shall be planted at the rate of one (1) tree per six (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.
 - iii. A minimum of 5 trees will be required for the onsite parking area.
 - iv. A minimum of 3 trees will be required to be placed within the parking area.
 - e. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
 - i. Only shrubs from the approved planting list will count toward this requirement, unless approved by the Planning Commission. Shrubs shall be eighteen (18) inches in height at planting and be planted a maximum three (3) feet apart.
 - ii. Provide a buffer/screening adjacent to the dissimilar land use to the east and south as defined by Section 7.2.4: Buffers between Dissimilar Uses.
 - iii. The development of a C4 zoned property adjacent to the R3 zoned property to the north, will require a full screen as defined by Section 7.3.1. Class A Full Screens.
 - iv. 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.
 - v. Trees from 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.
 - vi. An eight (8) 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. Fabric screening is not allowable.
 - f. Wheel stops shall be required when parking areas abut sidewalks, landscaped areas or pedestrian areas. No portion of a vehicle shall encroach onto a sidewalk, landscaped area or pedestrian area.
 - g. Landscape plans to be revised prior to the December 2025 Planning Commission Hearing.
8. Meet the following requirements concerning signage:
- a. All signs require a permit and separate review.
9. Meet the requirements of the Fire Marshal, including:

- a. Provide an approved fire protection plan. (permanent item)
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Buildings containing a mercantile occupancy with a fire area exceeding 12,000 square feet shall be provided throughout with an automatic fire sprinkler system. (Volume 1 Section 903.2.7)
 - ii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - iii. Fire Apparatus access roads shall 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)
 - iv. 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. (Municipal Code Chapter 12, Article 3.2.4 D)
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 and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required
 - c. 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.
 - 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 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.
11. Meet the requirements of NLR Wastewater, including:
- a. Sand/Oil separator may be required.
 - b. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.

Commissioner Blasco provided a second to the motion. By voice vote, the Commission voted unanimously for approval (9/0).

**8. CU2025-13 Original City of Argenta Lots 4A, 5A, 6A & 6B Block 19 Revised
Conditional use in a C6 zoning district @ 210 E Broadway**

Mr. John Pownall of Thomas Engineering Company was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Mr. Pownall stated the request was to revise a previously approved Conditional Use for a lot within the proposed hotel development. He stated the previous proposal was to allow a building on the corner lot. He stated the current request was to allow the area to be used as parking. He stated all other aspects of the development remain in place.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Abstain
Foster	Yes	Phillips	Yes	Pierce	Yes
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (8) affirmative votes, (0) no votes, (1) abstain and (0) absent.

9. SD2025-59 Original City of Argenta Lots 4A, 5A, 6A & 6B Block 19 Revised SPR @ 210 E Broadway

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

1. Engineering requirements on detention:
 - a. Stormwater detention plan not required as there is no increase of or a reduction of impervious surface.
2. 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 Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - d. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.

- e. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - f. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
 - g. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
 - h. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
3. Meet the requirements of the City Engineer, including:
- a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - f. All driveways are to be concrete within the ROW.
 - g. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
 - h. Street improvements must be approved by City Engineer and accepted by City Council.
4. Other Boards approvals required before applying for a building permit.
- a. Provide approved City Council ordinance revising the approved Conditional Use.
 - b. Provide City Council approval of the placement of the landscaping within the right of way.
5. Meet the requirements of Community Planning, including:
- a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Dumpster to have masonry screening on 3 sides along with an opaque gate enclosure.

- c. No fence is to be located from the front façade of the building to the front property line.
 - d. Limit outdoor noise to promote a quiet setting. Use of outdoor speaker systems or amplified sound is not permitted.
 - e. All illumination shall be shielded and directed away from adjacent property.
6. Meet the requirements of the Master Street Plan, including:
- a. Provide 6' sidewalk directly behind curb and gutter.
 - b. Provide ½ street improvements.
7. Meet the requirements of the Screening and Landscaping ordinance, including:
- a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - b. Provide Street trees at a minimum rate 1 tree per 30 linear feet of property line adjacent to the street 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.
 - ii. A minimum of 9 trees will be required adjacent to the East Broadway right-of-way.
 - iii. A minimum of 7 trees will be required adjacent to the Theresa Drive right-of-way.
 - iv. Note: If red buds are to be used as street trees beneath overhead power lines and spaced they shall be spaced every fifteen (15) feet doubling the above minimum quantities.
 - c. Trees shall be planted at the rate of one (1) tree per six (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.
 - iii. A minimum of 9 trees will be required for the parking area.
 - iv. A minimum of 4 trees will be required to be placed within the parking area.
 - d. 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.
 - ii. A minimum of 22 shrubs will be required adjacent to the parking area and the E Broadway right-of-way.
 - iii. A minimum of 53 shrubs will be required adjacent to the s parking area and the N Poplar St right-of-way.

- e. 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.
 - f. Landscape plans to be revised prior to the December 2025 Planning Commission Hearing.
8. Meet the following requirements concerning signage:
- a. All signs require a permit and separate review.
9. Meet the requirements of the Fire Marshal, including:
- a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. A fire safety and evacuation plan shall be provided and maintained (Volume 1 Section 403, 404)
 - ii. Meet the fire-resistance rating requirements for exterior walls based on the fire separation distance. (Volume 2 Table 705.5)
 - iii. An automatic sprinkler system shall be provided throughout all buildings with a group R fire area. (Volume 2 Section 903.2.8)
 - iv. Class 1 standpipes shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet above the lowest level of the fire department vehicle access. (Volume 1 Section 905.3.1)
 - v. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - vi. Fire Apparatus access roads shall 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)
 - b. Fire Apparatus access roads will support 85,000 lbs. (NLR Ordinance 9267)
10. Meet the requirements of CAW, including:
- a. Ensure trees are not planted within 10' of existing or planned water lines.
 - b. All Central Arkansas Water requirements in effect at the time of request for water service must be met
 - c. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required
 - d. 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.
 - 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.

11. Meet the requirements of NLR Wastewater, including:
 - a. No objection or comments to revised site plan.

Commissioner Blasco provided a second to the motion. By voice vote, the Commission voted unanimously for approval (8, 1 Abstain Commissioner Chambers).

10. RZ2025-24 Northbrook Addition Phase 2 Rezoning from R1 to RU and Amending the Land Use Plan from Light Industrial to Single Family to allow development of single family lots

Mr. John Pownall of Thomas Engineering Company was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Mr. Pownall stated the request was to rezone the property from R1 to RU to allow development of a single family subdivision. He stated the requested rezoning would allow for a more diverse development including lots with smaller setbacks which would facilitate the development of new homes.

Chairman White questioned if anyone in the audience had any questions or comments. There being none he then questioned the Commissioners if they had any question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Yes
Foster	Yes	Phillips	Yes	Pierce	Yes
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (8) affirmative votes, (0) no votes and (0) absent.

11. SD2025-60 Northbrook Addition Phase 2 Preliminary Plat @ adjacent to 9800 Northbrook Drive

Mr. John Pownall of Thomas Engineering Company 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 before the final plat/replat will be signed:
 - a. Option to pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development or \$500/acre for residential development instead of providing on-site detention.
 - b. Provide full street improvements (street, drainage, curb and gutter, sidewalk, cross walks) or a performance bond. Street improvements must be approved by City Engineer and accepted by City Council.

2. Permit requirements/approvals submitted before construction can begin:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. Provide a full set of plans and specifications (PDF format) to the City Engineer for review.
 - c. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
 - iii. Proposed pipe material specifications.
 - iv. Proposed trench and bedding details, materials and specifications.
 - d. If applicable, provide CNLR Grading Permit application to City Engineer with grading plans.
 - e. Provide CNLR Stormwater Permit application to City Engineer with erosion control plan in accordance with CNLR Best Management Practices (BMP) Manual.
 - 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 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.
 - i. Schedule preconstruction meeting with City Engineer. The contractor's on-site superintendent must be present.
3. Meet the requirements of the City Engineer, including:
 - a. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - b. 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.
4. Planning requirements before the plat will be signed:

- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
6. Meet the requirements of the Master Street Plan, including:
 - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalks and the curb to ADA standards and City standards.
7. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's landscape and buffer ordinance requirements.
 - b. Provide a minimum of (1) tree 2.5 inches in caliper or greater within 10-feet of the front property line upon completion of each individual residence.
8. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
9. Meet the requirements of the Fire Marshal, including:
 - a. There currently is no second means of access into the Northbrook Subdivision. They are proposing to begin phase 2 increasing the size of the area that already far exceeds the allowed number of dwellings with one means of emergency vehicle access. The Fire Marshal's Office does not approve of this project until a contract is produced showing a second means of access being allowed thru the cemetery or a second road on the developers property connecting some other way. No houses should be allowed to be built until the road is in place and inspected.
 - b. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. In a one or two family residential development, where the number of one or two family dwelling units exceeds 30 there shall be two separate, fire apparatus access roads. These roads shall be sufficiently remote from each other. (Volume 1 Appendix D107)
 - ii. Where there are houses, fire hydrants shall have an average spacing of 500 feet along streets. The maximum distance from any point on a street frontage to a hydrant shall be 250 feet. (Volume 1 Appendix C Table C102.1)
 - iii. Where hydrants are not needed for the protection of structures they shall be provided at spacing not to exceed 1000 feet along streets. (Volume 1 Appendix C Table C102.1c)
 - iv. 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. (Municipal Code Chapter 12, Article 3.2.4 D)
10. Meet the requirements of CAW, including:
 - a. A 12" watermain will need to be installed along Northbrook Dr. and tied into the existing 12" main to achieve acceptable fire flows in the area.
 - b. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
 - c. 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
- d. Department of Health Engineering Division and Little Rock Fire Department is required.
 - e. This development will have minor impact on the existing water distribution system. Proposed water facilities will be sized to provide adequate pressure and fire protection.
 - f. 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.
 - g. Additional fire hydrant(s) will be required. Contact the Little Rock Fire Department to obtain information regarding the required placement of the hydrant(s) and contact Central Arkansas Water regarding procedures for installation of the hydrant(s).
 - h. A Capital Investment Charge based on the size of meter connection(s) will apply to this project in addition to normal charges.
11. Meet the requirements of NLR Wastewater, including:
- b. Public sewer main extension will be required to serve development.
 - c. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.

Commissioner Blasco provided a second to the motion.

Commissioner Foster questioned the access to the site. Mr. Pownall stated the developer was working with the adjacent Cemetery property to allow for a secondary emergency access to the site. The access will be through the main gate. Mr. Pownall stated the Fire Marshal was agreeable as long as the 2nd access was provided. Staff stated no building permits would be issued until the 2nd access was provided and the Fire Marshal was satisfied.

By voice vote, the Commission voted unanimously for approval (9/0).

12. PH2025-27 A Hillside Modification Request for Bent Tree Estates Phase II for Lots 22, 23, 33, 34, 35, 37, 38, 39 on Hollow Pine Drive, Lots 65 - 72 & 74 - 76 on Meandering Magnolia Drive to the City of North Little Rock, Pulaski County, AR

Mr. Thomas Pownall of Thomas Engineering Company was present representing the request. Chairman White called the item and requested the applicant come forward and address the Commission on the merits of the request. Mr. Thomas Pownall stated the request was to allow a hillside modification. He state a preliminary report had been secured. He stated this met the requirements of the hillside modification ordinance. He stated once the Commission had reviewed the preliminary report and gave acceptance then the final report would be prepared and reviewed and accepted by the City Engineer. He stated the report provided recommendations for stabilizing the cuts and fill slopes.

There was a general discussion concerning retaining walls and heights of walls. Mr. Pownall stated any walls which exceeded 5-feet would be engineered. Commissioner Chambers questioned the location of the cuts. Mr. Pownall stated currently the top of the cut was on the property line. He stated the proposal was to allow the cuts to be 10-feet from the property line.

Mr. Phillip Lloyd stated his concern was drainage inlets being covered with dirt. He stated the heights of several of the lots had been raised. He stated the height was well above the back fence of his neighbor. He questioned how the dirt would be held in these locations. He stated vegetation or walls were needed to hold the dirt. He stated once filling and cutting was started then there would be more issues. He stated the silt fences were not being kept in place which was causing the dirt to wash into the drains.

Mr. Richard Dean addressed the Commission stating the letter the Commission was referencing was written by him. He stated he had the same comment with regard to drainage and mud roads. He stated the Contractor was not paying attention to details. He stated the massive mud hill was behind his house and was causing significant damage to his fence. He stated he used to have a view of the sky and now his view was a mud hill. He questioned property values if he decided to sell due to the existing conditions of the area and the lack of a view of the sky only the mud hill.

Ms. Elizabeth Miller and Ms. Theresa Conley addressed the Commission with questions concerning flooding and drainage. She stated there were times water was held, sidewalks were covered in mud and the streets were often covered in mud.

Mr. Pownall stated the water path would not change. He stated the slopes would change but the direction of the water would not change. He stated there would not be any increase in water across their lot. He stated if the lot was holding water that would change. Mr. Pownall stated the end result would be drainage would be addressed.

Mr. Pownall stated no work could take place until the issues were resolved. Commissioner Chambers questioned what actions would take place to remediate the clogged drain. Mr. Pownall stated the dirt would be removed from the inlet and any dirt in the drain culvert would have to be removed to allow the drain to function properly. Chairman White questioned the clearing of the sidewalk. Mr. Pownall stated the sidewalks would also be cleaned.

Chairman White questioned if anyone in the audience had any additional questions or comments. There being none he then questioned the Commissioners if they had any additional question or comments. There being none he then called for a roll call vote.

Banks	Yes	Belasco	Yes	Chambers	Yes
Foster	Yes	Phillips	Yes	Pierce	No
Robinson	Yes	Wallace	Yes	White	Yes

SU2025-16 was approved with (8) affirmative votes, (1) no votes and (0) absent.

13. Approval of additional time for a Special Use – SU2024-01, 1821 Edmonds Street, NLR, AR

Ms. Aisha Green was present representing the request. Chairman White called the item and requested Ms. Green come forward and state her request. Ms. Green stated there were some issues which did not allow them to get their business license in the time allocated. She stated her request was to allow additional time to secure her business license.

Ms. Marie-Bernard Miller, Deputy City Attorney, stated the applicant's request for additional time was outside their preview of the Commission since an ordinance had been passed by Council to allow the Special Use. She stated the additional time was an item only the Council could address. Chairman White questioned if Ms. Green would need a Council Member to sponsor the request. Ms. Miller stated typically this was the practice but the request could also be sponsored by the Mayor.

Chairman White instructed Ms. Green to get with staff to determine the next step in her request

Public Comments/Adjournment:

Chairman White called for public comment. There being no further business before the Commission, and on a motion by Commissioner Chambers and seconded by Commissioner Wallace, and by consent of all members present (9/0), the meeting was adjourned at 4:50 pm. The next regularly scheduled Commission meeting is to be-held on Tuesday, January 13, 2026, 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 # 2026-02

Request: a Special Use to allow a Type 1, Owner Occupied, Short-term Rental in an R4 zoning district

Location of the Request: @ 4200 Dunkeld Drive, NLR, AR

Applicant/Owner: Edward Mraz and Alyssa Loyd

Legal Description: Lot 22 Block 69 Lakewood 5N Addition to the City of North Little Rock, Pulaski County, AR

Site Characteristics: The site contains a single family home which was constructed with a main level of 2,019 square feet and a finished basement containing 940 square feet. The home was constructed in 1972. The applicant's purchased the property in December of 2024. The area is predominately single family homes. There is a Church located to the east at Fairway Avenue and Somers Avenue.

Land Use: Single Family

Master Street Plan: Dunkeld Drive is indicated on the Master Street Plan as a local street. The property is located one block from Fairway Avenue which is indicated as a Residential Collector Street Classification on the Master Street Plan. Fairway Avenue is also indicated as a Bike Route with a proposed Sharrow on the Master Bike Plan.

Surrounding Zoning and Uses

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

General Information:

1. **Compatible with previous actions?** A Special Use is the process established by City Council for operation of Short-term Rentals within the City of North Little Rock.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal impact on public services and utilities.
4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** Short-term rentals are similar to hotel/motels with a transient population, which could potentially have a negative impact on the neighborhood. With the unit being an owner occupied STR it is less likely there will be a significant impact on the neighborhood.

6. **Is the site of adequate size for the development?** The area is a single family neighborhood. There is an existing concrete driveway and a garage located accessed from Dunkeld Drive allowing sufficient on-site parking.
7. **Will this set a precedent for future rezoning?** A Special Use is required for Short-term Rentals in the R4 zoning districts.
8. **Should a different zoning classification be requested?** A Special Use is the appropriate request.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on December 17, 2025. The Committee reviewed the request and recommended approval with conditions.

Staff Summary: 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 a Special Use to allow a Type 1, (owner occupied) Short-term Rental unit in a R4 zoning district. The home is constructed with an upstairs and downstairs living space. The applicant proposes to utilize the downstairs area as the Short-term Rental while maintain the upper area as his family's full-time home. The applicant indicates he is a stay at home parent and the use of the lower level as a Short-term Rental would assist in providing additional income for the family. Staff is supportive of the applicant's request.

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 or the approval is void.
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; the phone number to report a safety complaint; solid waste (trash) pick-up day;
 - e. the maximum occupancy limits as approved by the business license;
 - f. the maximum number of parking spaces available on-site;
 - g. notification that a guest, local contact person, responsible person, or owner may be cited and/or fined by the City.
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.
11. Any structures located on the lot shall meet all applicable Federal, State, County, and City requirements and codes.
12. Applicant must meet all applicable Federal, State, County and City requirements.
13. The Planning Department shall perform an inspection to confirm all requirements of the approval have been met.
14. Required permits and/or business license must be obtained within 12-months of the date of approval of the Special Use by City Council. Failure to obtain required permits and/or business license will result in notice of revocation of approval of the Special Use.
15. 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.

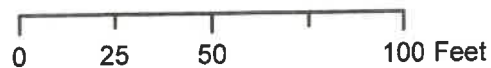
Special Use #2026-02



Ortho Map

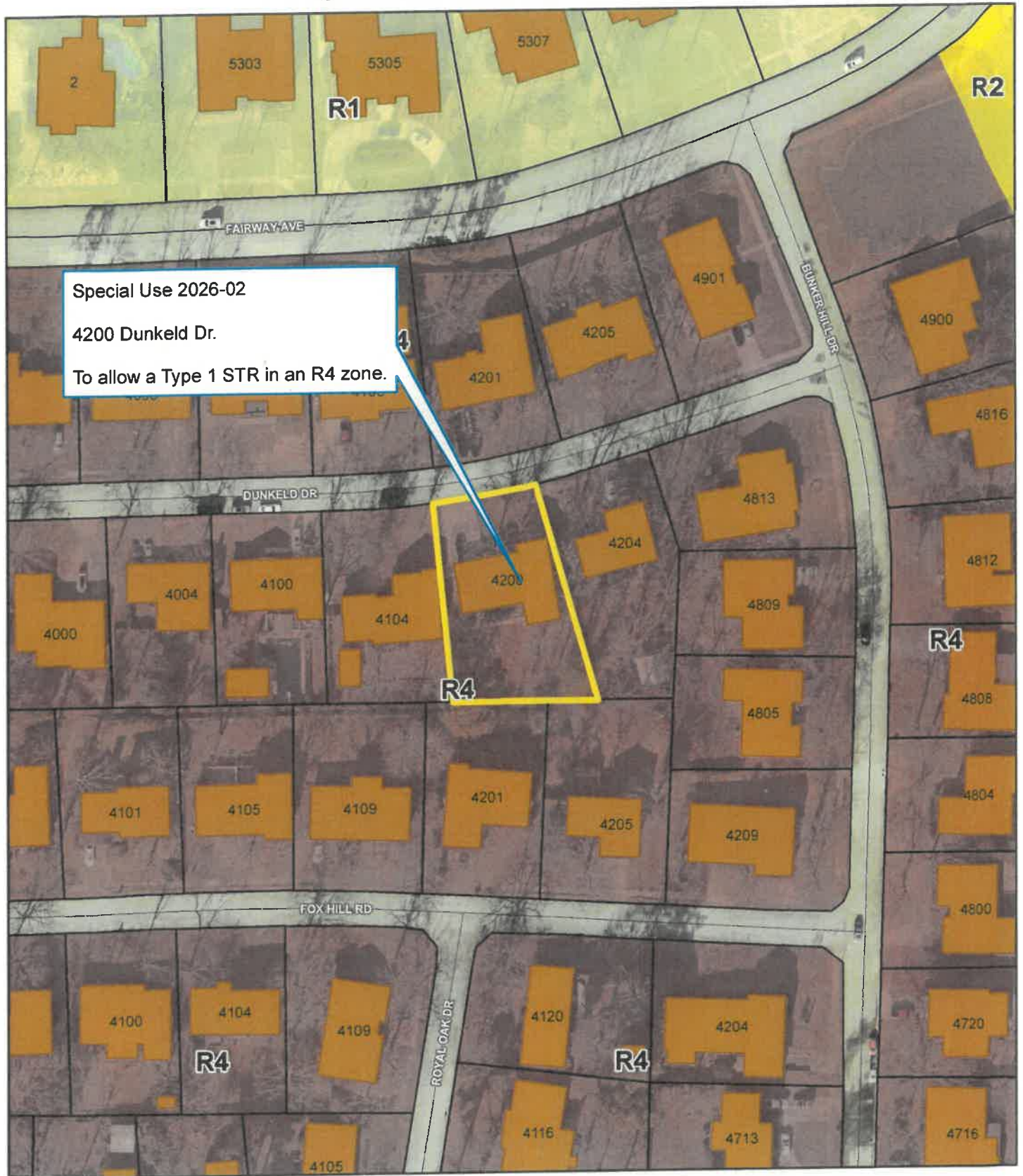
Date: 12/30/2025

1 inch = 50 feet



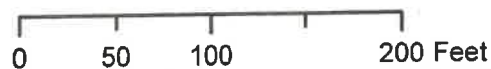
Not an actual survey

Special Use #2026-02



Zoning Map

1 inch = 100 feet



Date: 12/30/2025

Not an actual survey

Short-Term Rental Proposal Letter

Property Address: 4200 Dunkeld Dr, North Little Rock, AR 72116

To Whom It May Concern:

We are submitting this proposal to operate a short-term rental (STR) at our residence located at 4200 Dunkeld Drive in North Little Rock, Arkansas. The space proposed for short-term rental use is a **fully furnished basement apartment** with its own **private entrance and separate access points** from the main home.

The apartment includes **one bedroom, one full bathroom, a living area, simple kitchen amenities, and private outdoor access**. It functions as a completely self-contained unit, designed to provide guests with comfort, privacy, and a safe, clean environment.

Our intent is to host responsible guests seeking short stays in North Little Rock—such as families visiting nearby attractions, professionals on temporary assignments, or travelers exploring the area. We will manage all bookings, guest communications, and safety protocols personally.

We plan to list and manage the rental exclusively through **Airbnb**, which offers identity verification, guest screening, secure payments, and host protection insurance. All local, state, and federal lodging regulations will be followed, and the property will remain compliant with North Little Rock's STR ordinances, including tax remittance and occupancy limitations.

We are committed to maintaining the quiet character of our neighborhood, ensuring appropriate parking, trash collection, and minimal impact on surrounding residents.

Thank you for your time and consideration of this application.

Sincerely,

Edwad Mraz

Phone: 850-736-0046 / Email: edward.mraz67@gmail.com

Owner / Host, 4200 Dunkeld Dr



BEADLE SURVEYING PLC.

45 BARNARD LN., VILONIA, ARKANSAS 72173
PHONE 501-681-5853 E-MAIL BEADLESURVEYING@GMAIL.COM

LOT SURVEY

LOT 22, BLOCK 69, LAKEWOOD ADDITION TO THE CITY OF NORTH LITTLE ROCK, PULASKI
COUNTY, ARKANSAS, AS SHOWN IN PLAT OF RECORD AS PLAT BOOK 27, PAGE 18, RECORDS
OF PULASKI COUNTY, ARKANSAS.

SURVEY PREPARED FOR EXCLUSIVE USE OF
EDWARD MRAZ & ALYSSA LOYD AND AMERICAN
ABSTRACT & TITLE COMPANY AND FIDELITY
NATIONAL TITLE INSURANCE COMPANY AND
FIRST NATIONAL TITLE COMPANY, EAGLE
BANK AND TRUST COMPANY, CHICAGO
TITLE INSURANCE COMPANY
AND DOES NOT EXTEND TO OTHER PARTIES

DATE OF SURVEY 12/19/2024
DATE OF DRAWING 12/20/2024

I CERTIFY THAT THIS DRAWING CORRECTLY
REPRESENTS A SURVEY COMPLETED BY ME.

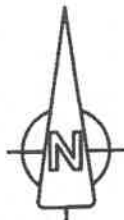

KEVIN M. BEADLE, SURVEYOR

ADDRESS: 4200 DUNKELD DRIVE
NORTH LITTLE ROCK, AR 72116

C/L DUNKELD DRIVE (50'R/W)



30' BUILDING
LINE

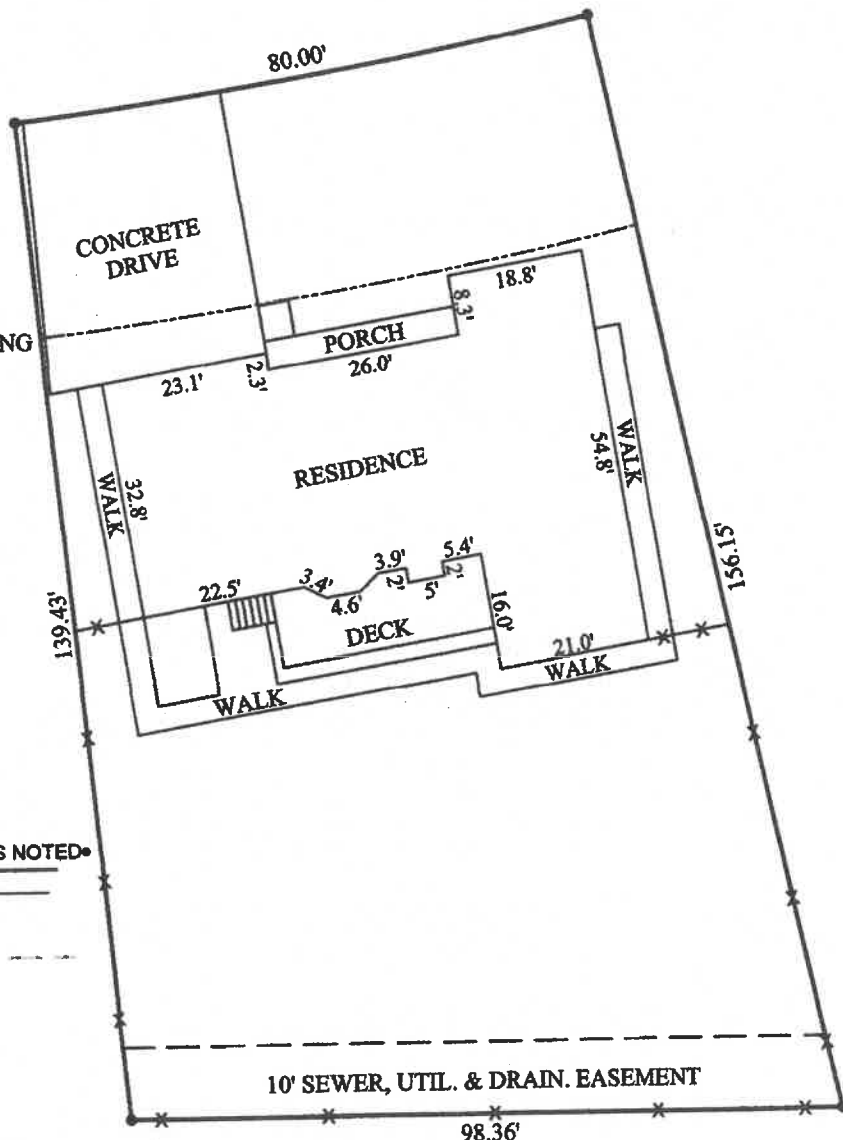
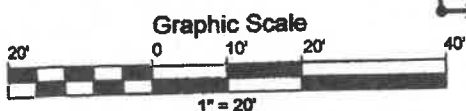


BASIS OF BEARINGS- PLAT

LEGEND

MONUMENTS FOUND OR SET AS NOTED
BOUNDARY —————
TIE / REFERENCE - - - - -
C/L ROAD - - - - -
FENCE - x - x - x - x -
EASEMENT/ RIGHT OF WAY - - - - -

F3 FOUND #3 REBAR
S3 SET #3 REBAR WITH CAP
F4 FOUND #4 REBAR
S4 SET #4 REBAR
C CALCULATED



FILE: 22B69LWA

Item #2
Special Use #2026-03

Request: a Special Use to allow a tire shop in a C4 zoning district

Location of the Request: @ 5623 MacArthur Dr, NLR, AR

Applicant: ALSIRI MAZEN AMEEN ABDULL

Owner: E-STEPS INVESTORS LLC/BSTW PROPERTIES LLC

Legal Description: TRACT "A" PART LOT 1 PERRY'S SUBDIVISION OF SE NW OF SECTION 16, TOWNSHIP 2 NORTH, RANGE 12 WEST BEING A PART OF TRACT 1 OF PERRY'S ADDITION TO ARGENTA NOW NORTH LITTLE ROCK MPDA BEGINNING AT THE SE CORNER OF SAID TRACT 1 OF PERRY'S ADDITION IN THE SE1/4 OF SECTION 16 WHERE THE EAST LINE OF SE NW INTERSECTS THE NORTHERLY AND EASTERLY LINE OF THE OLD CONWAY HWY (PARKWAY DR) THENCE N ALONG THE EAST LINE SE NW 148' TO WHERE THE EAST LINE INTERSECTS THE SOUTHERLY LINE OF THE NEW CONWAY HWY NOW KNOWN AS HWY 365 THENCE NORTHWESTERLY ALONG NEW CONWAY HWY (HWY 365) 209.55' TO SOUTHERLY LINE OF SOUTHERLY DIRECTION WITH SAID EAST ROW LINE 68.76' TO ROW OF OLD CONWAY HWY (PARKWAY DR) THENCE SOUTHEASTERLY 249.8' ALONG SAID ROW TO POB TO THE CITY OF NORTH LITTLE ROCK, PULASKI COUNTY, AR

Site Characteristics: The site is currently operating as an auto repair shop (major) which includes auto body repair. This section of MacArthur Drive has a number of uses including auto repair, restaurants, convenience stores, an Elementary School and a Church. Located in the rear of the building is a railroad main line and across the rail line are single family and multi-family homes.

Land Use: Community Shopping

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

Surrounding Zoning and Uses

<u>Direction</u>	<u>Zoning</u>	<u>Uses</u>
North	C3 & PI	Church, Mini-warehouse, Amboy Elementary School
South	NA	Railroad Line
East	C3	Family Dollar
West	NA	Railroad ROW & MacArthur Dr ROW

General Information:

1. **Compatible with previous actions?** The City has approved tire shops in conjunction with auto body repair previously.
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 and utilities with the approval of the Special Use to allow tire sales.
4. **Legal Consideration/Reasonableness?** The request to allow tire sales along with auto body repair is a reasonable request.
5. **Will the approval have a stabilizing effect on surrounding properties?** If the business operates within the boundaries of the approval the business should not have any adverse effect on the surrounding properties.
6. **Is the site of adequate size for the development?** The site is a developed site.
7. **Will this set a precedent for future rezoning?** The zoning will remain unchanged.
8. **Should a different zoning classification be requested?** A Special Use is the appropriate request for a tire store in a C4 zoning district.

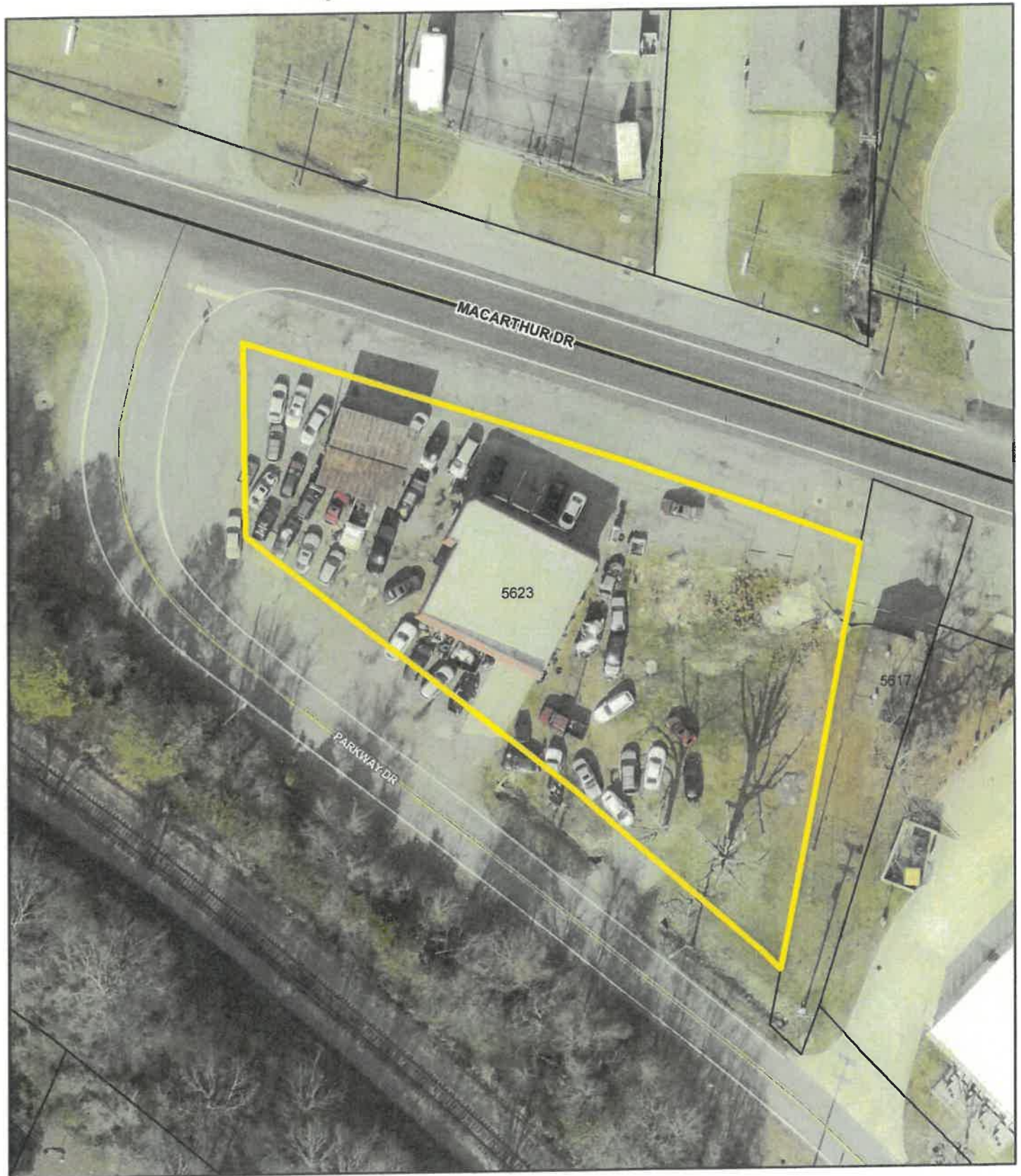
Staff Summary: The request is to allow a tire store within a C4 zoning district as a Special Use. The business currently operates as an auto body repair center and is proposing to maintain an inventory of tires to expand the services offered. The site appears to have a number of vehicles located within the front and side yard of the business. Staff recommends all vehicles be removed from the front and side yard and placed in the rear yard of the building located behind a screening fence.

Conditions to Consider:

1. Hours of operation 7 am to 7 pm Monday through Saturday.
2. All work to be done inside the building, no outdoor repairs or installation of tires shall be permitted.
3. Tires are to be stored in a dry securable area of the primary structure. No outside open-air storage of tires, new or used, is permitted.
4. A maximum of 30 tires may be displayed outside under a non-permeable cover during business hours. Tires shall be kept neat and organized, preferably in metal racks. Any temporary outside displayed of tires for sale shall be placed a maximum of 10 feet from the primary structure.
5. Tires shall be isolated from other stored materials which may create hazardous products if a fire were to break-out including, but not limited to; lead acid batteries, fuel tanks, solvent barrels, and pesticide containers.
6. No more than 100 tires per 1,500 square feet of inside storage space is permitted.
7. Regular pick-up scrap tires by a licensed carrier is required to avoid an excessive amount of tires stored on the property.
8. Vehicles are only to be repaired and/or maintained inside the building.
9. No outdoor storage of vehicles, merchandise or repaired parts.

10. All auto repair (wrecked vehicle repair) shall take place inside the building.
11. There is to be no storage of vehicles within the front yard. All vehicles must be stored in a secure location screened with an opaque fence within the rear yard of the site.
12. Customer vehicles are not allowed to be left outside overnight.
13. No vehicle sales are permitted from the lot.
14. Dumpster to have masonry screening on three sides with an opaque gate enclosure.
15. All signs must comply with Article Fourteen - Sign Code.
16. No outdoor PA or amplified music is permitted.
17. Applicant must meet all applicable Federal, State, County and City requirements.
18. Any structure located on the lot must meet all applicable Federal, State, County and City requirements and codes.
19. Applicant/owner understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.
20. Business license to be issued after Planning Staff confirmation of requirements.

Special Use #2026-03



Ortho Map

1 inch = 50 feet

0 25 50 100 Feet



Date: 12/30/2025

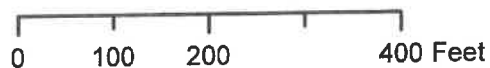
Not an actual survey

Special Use #2026-03



Zoning Map

1 inch = 200 feet



Date: 12/30/2025

Not an actual survey

Osman Valle
5700 Hopson Dr
Little Rock AR,
501-650-0829
osmanvalle@gmail.com

Date: 12/10/2025

To Whom It May Concern,

Subject: Authorization for Special Use – Auto Repair Operations at 5623 MacArthur Drive

I, **Osman Valle**, the legal owner of the property located at **5623 MacArthur Drive, North Little Rock, AR 72118**, hereby grant full permission to my tenant, **Mazen Alsiri**, to operate an auto-repair Auto Body Paint ,Auto Sales,and Tires sales business on this premise.

This authorization includes, but is not limited to, the following activities:

- Brake services
- Oil changes
- Basic mechanical repairs
- General automotive maintenance

I fully consent to Mr. Alsiri applying for and obtaining any required **special use permits**, business licenses, zoning approvals, or inspections needed by the City of North Little Rock for these operations. He is authorized to use the building for commercial automotive repair in accordance with all city regulations, environmental requirements, and applicable laws.

I confirm that **Mazen Alsiri** has my permission to conduct all approved auto-repair activities inside the building and on the leased property as part of his business operations.

If additional confirmation or documentation is required, I am available to provide it upon request.

Signature: _____

Printed Name: Osman Valle

Item #3
Special Use #2026-01

Request: a Special Use to allow a mixed use activities building including an events center in a CL zoning district

Location of the Request: @ 3500 Camp Robinson Road, NLR, AR

Applicant: Kristy M. Angyal, Kip A. Moore & Associates, P.A.

Owner: Douglas Holmstrom, Lonoke Property LLC

Legal Description: Boohers Addition Lots 9 & 10 Block 20 Argenta on Addition to the City of North Little Rock, Pulaski County, AR

Site Characteristics: The site is the former Fire Station #6 constructed in 1950 and utilized as the Levy Fire Station until the new station was constructed in 2021 just to the north at 3919 Pike Avenue. The area is predominately a commercial area. There is a Church located to the west and auto repair located to the east. South of W 35th Street is a retail shopping center. Camp Robinson Road was recently reconstructed as a part of the Levy Jump Start which narrowed the road to 2 travel lanes and allowed street scapeing and landscaping elements meant to create a more walkable/pedestrian friendly area.

Land Use: Community Shopping

Master Street Plan: Camp Robinson Road is classified on the Master Street Plan as a Principal Arterial. W 35th and Schaer Streets are classified as local streets on the Master Street Plan. There do not appear to be any bikeways, existing or proposed, located adjacent to the site.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	CL	Retail
South	CL	Shopping Center
East	CL	Auto Repair
West	CL	First Baptist Church

General Information:

1. **Compatible with previous actions?** A Special Use is required to allow an events center in any zoning district within the City. These type requests have been approved in similar situations to allow small scale event type venues within commercial areas of 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 approval of the Special Use to allow the events center as proposed.

4. **Legal Consideration/Reasonableness?** The request is reasonable.
5. **Will the approval have a stabilizing effect on surrounding properties?** If the use is limited to events consistent with the applicant's request there should be minimal effect on the surrounding area.
6. **Is the site of adequate size for the development?** The site is a developed site. The plan indicates 5 parking spaces located along Schear Street.
7. **Will this set a precedent for future rezoning?** The zoning will remain unchanged.
8. **Should a different zoning classification be requested?** A Special Use is the appropriate request to allow an events center in a CL zoning district.

Staff Summary: The applicant is seeking approval of a Special Use to allow an events center to be located on the property of the former North Little Rock Fire Station #6. The property is an odd shaped property with W 35th Street located on the southern boundary, Schare Street on the east and Camp Robinson Road on the west with Schaer and Camp Robinson intersecting at the northern boundary creating a triangular shaped property. There are 5 parking spaces backing into Schaer Street located partially in the right of way along Schear Street.

The site plan indicates the existing building containing 1,762 square feet on the lower level and 2,022 square feet on the upper level. The applicant is proposing to add 355 square feet in 3 areas on the lower level enclosing once open areas within the framework of the existing building structure. The 4th area is proposed as an outdoor meditation/prayer garden. A new sidewalk will be added adjacent to the existing parking area along Schear Street to allow access to the building. The upper level is proposed as a residence. The lower level will be used as meeting space for the area neighborhoods and also as rental space for special occasions and events.

As noted the plan indicates 5 parking spaces located along Schear Street. A typical condition of approval of an events center is to provide 1 parking space per 5 occupants. With the limit of 25 guest the typical minimum parking requirement would be met. There is however potential within the area for additional parking. There is street parking located one block to the west along Pike Avenue. There are also a number of businesses located in close proximity to the site which provide the potential for securing a parking agreement should parking become an issue in the future.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on December 17, 2025 in conjunction with SD2026-01 Boohers Addition Lots 9 & 10 Block 20 Site Plan Review. The Committee reviewed the Site Plan request and provided a recommendation of approval with conditions.

Conditions to Consider:

1. Meet the Fire Marshal and Building Official's requirements for the events center portion of the building.
2. Limit outdoor noise to promote a quiet setting. Use of outdoor speaker systems or amplified sounds is not permitted.
3. Limit the number of event participants to 25 guests.
4. Provide (1) on-site parking space per 5 occupants per the fire marshal's approved occupancy load.

5. The days and hours of operation for the events center are from 6 am to 10 pm daily.
6. Provide licensed security for events serving alcohol
7. All signs must comply with Article Fourteen of the North Little Rock Zoning Ordinance.
8. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
9. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.
10. Business license to be issued after Planning Staff confirmation of requirements.

Special Use #2026-01



Ortho Map

1 inch = 50 feet

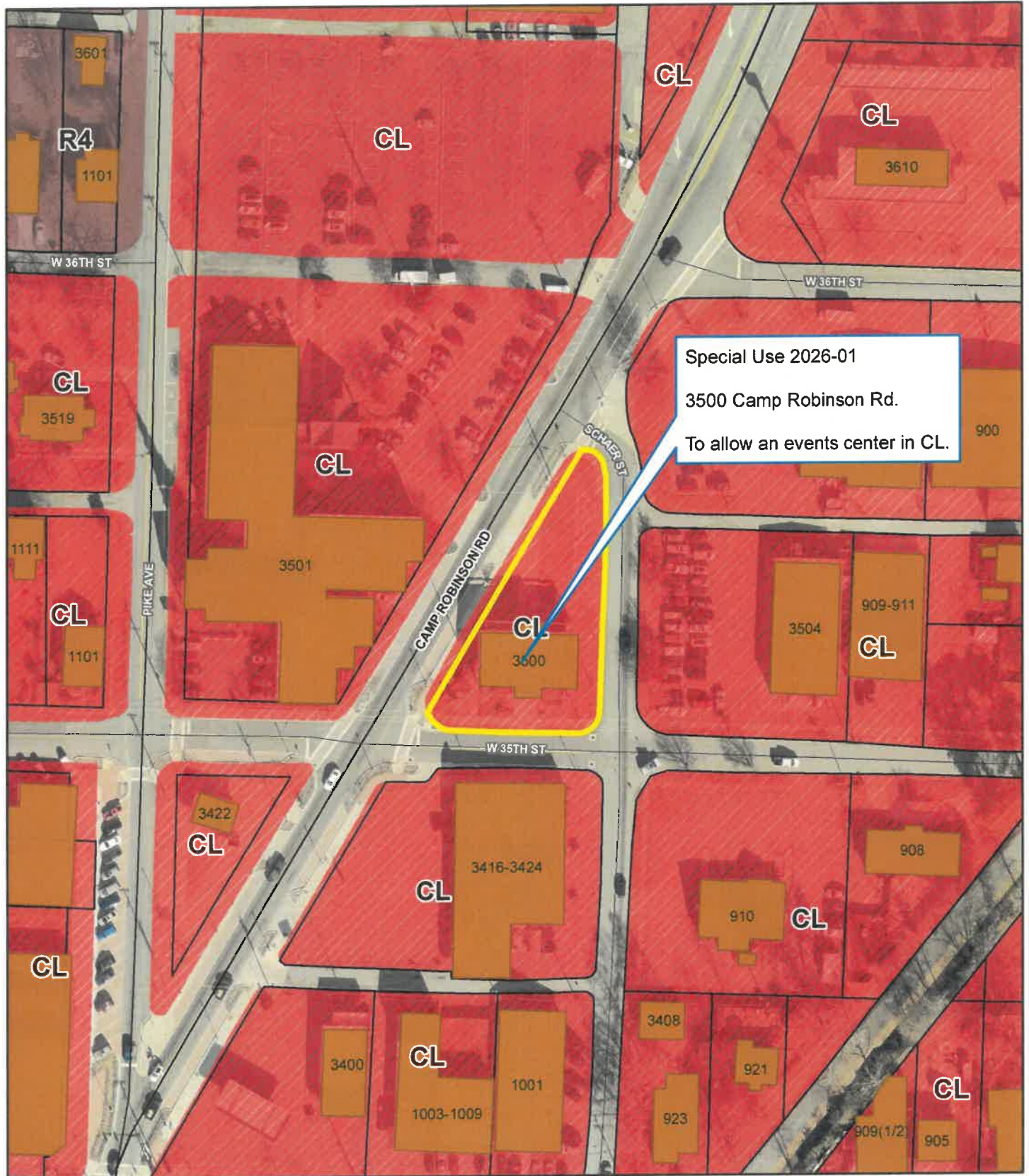
0 25 50 100 Feet



Date: 12/30/2025

Not an actual survey

Special Use #2026-01



Zoning Map

Date: 12/30/2025

1 inch = 100 feet



Not an actual survey

November 19, 2025

Ms. Donna James
Planning Department
700 W 29th Street
North Little Rock, AR 72114

Re: Site Plan Review
Lots 9 and 10, Block 20 Boohers Addition to Argenta City of North Little Rock
Mixed-Use Addition and Remodel (formerly Fire Station No 6)
3500 Camp Robinson Road

Ms. James:

Please accept this letter to serve as our application for site plan review. On behalf of Mr. Douglas Holmstrom (property owner), we wish to be placed on the December 17, 2025 Design Review Committee meeting agenda. This property is located within the Levy Development Overlay.

The Owner is requesting a site plan review for new ground level building additions within the framework of the existing building structure. A new sidewalk will also be added adjacent to the existing parking area along Schaer Street.

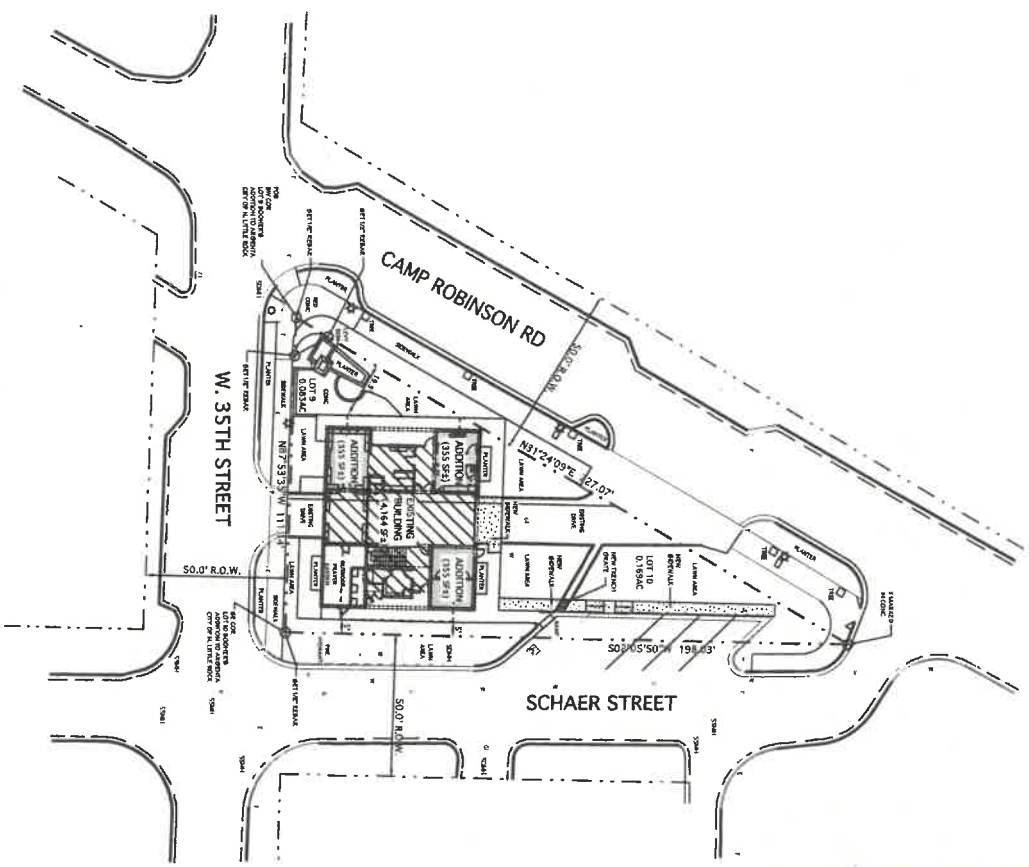
Enclosed please find a check for the review fee in the amount of \$200.00.

Please feel free to call with any questions.

Respectfully Submitted,



Kristy M. Angyal, Architect
Kip A. Moore & Associates, P.A.



VICINITY MAP
NO SCALE

LEGAL DESCRIPTION

LOTS 9 AND 10, BLOCK 20, ROBERTS ADDITION TO LEVY, NOW IN THE CITY OF NORTH LITTLE ROCK, FILED FOR RECORD NOVEMBER 2, 1906, BOOK 1, PAGE 33, RECORDS OF PULASKI COUNTY, ARKANSAS.

LESS AND SURETY BOND OF HAN, ROBERTSON, A PART OF LOT 9, BLOCK 20, ROBERTS ADDITION TO THE CITY OF NORTH LITTLE ROCK, PULASKI COUNTY, ARKANSAS, FILED FOR RECORD AS INSTRUMENT NO. 2020027944 ON MAY 6, 2020, RECORDS OF PULASKI COUNTY, ARKANSAS.

GENERAL NOTES

1. PROPERTY IS ZONED MIXED USE IN "UD" (USE DEVELOPMENT OVERLAY) DISTRICT.
2. WATER SUPPLIED BY CENTRAL ARKANSAS WATER.
3. WASTEWATER DISPOSAL SUPPLIED BY NORTH LITTLE ROCK WASTEWATER.
4. THE SUBJECT PROPERTY IS CONTIGUOUS AND CONTAINS NO GAPS OR ISLES.
5. THE SUBJECT PROPERTY HAS PRESET PHYSICAL ACCESS TO CAMP ROBINSON ROAD, W. 35TH STREET, AND SCHAER STREET NORTH LITTLE ROCK, AR 72118.
6. THE LOCATIONS OF UTILITIES AND IMPROVEMENTS ARE FROM AN ALTA'S SURVEY OF LOTS 9 AND 10, BLOCK 20, ROBERTS ADDITION TO ARKANSAS, MAY 14, 1906, PULASKI COUNTY, ARKANSAS FOR CITY OF NORTH LITTLE ROCK BY HOLDMAN ENGINEERING SURVEYING & CIVIL DESIGN, PLLC ON 1/12/2022.

FLOOD STATEMENT:

THERE ARE NO PORTIONS OF THIS LOT INCLUDED AND WITHIN THE 100-YEAR FLOODPLAIN AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP #05119C03426, DATED JULY 6, 2015.

ZONING NOTES:

PROPERTY IS ZONED MIXED USE IN "UD" (USE DEVELOPMENT OVERLAY) DISTRICT.

BUILDING ZONES (BZS)

SET BACKS FRONT: 10' MIN 5' - MAX 15'

SET BACKS REAR: NONE

SET BACKS SIDE: NONE

SET BACKS REAR: 5 STORIES

BUILD MAX: 5 STORIES

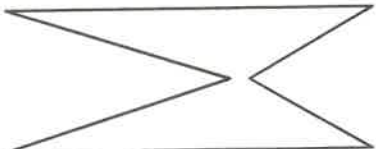
PROPERTY OWNER:

Mr. Douglas Robertson
3 Shore Park Drive
North Little Rock, AR 72116

SITE PLAN REVIEW
REMODEL AND ADDITION

MIXED USE

3500 Camp Robinson Road
North Little Rock, Arkansas 72118



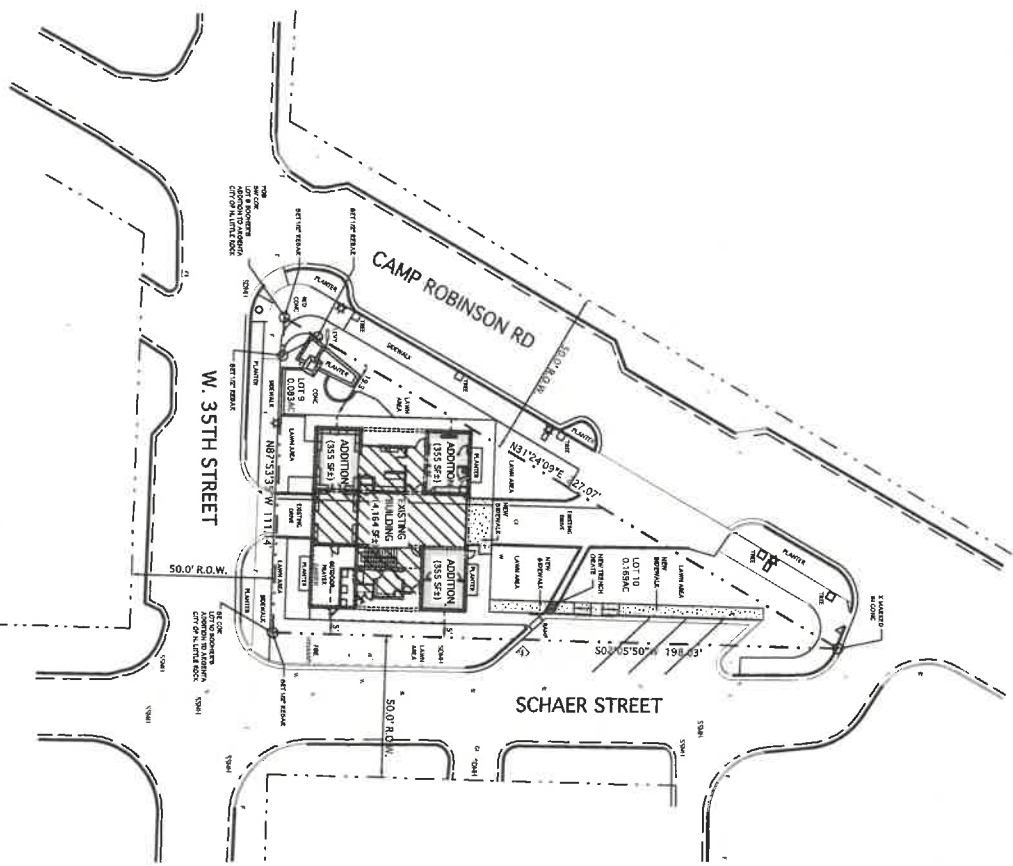
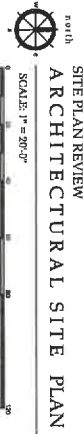
Item #4

SD2026-01 Boohers Addition Lots 9 & 10 SPR @ 3500 Camp Robinson Road

1. Engineering requirements on detention:
 - a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof tops/parking)
2. 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 erosion control plan in accordance with CNLR Best Management Practices (BMP) Manual.
 - c. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - d. If applicable, provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - e. 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.
 - f. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
3. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - j. All driveways are to be concrete within the ROW.
 - k. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
4. Planning requirements before the plat will be signed:
 - a. A replat into a single lot will be required prior to issuance of a building permit.
 - b. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.

5. Other Boards approvals required before applying for a building permit.
 - a. Provide approved City Council ordinance on Special Use to allow an events center.
6. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpsters are to have masonry screening on 3-sides along with an opaque gate enclosure.
 - c. No fencing is to be located between the front of the building and the public right of way.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
7. Meet the requirements of the Master Street Plan, including:
 - a. Repair or replace any broken curb, gutter or sidewalk located in the public right of way.
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 minimal landscape and buffer ordinance requirements.
 - c. Existing landscape on site can be used to meet the current code requirements. Any landscape, turf, or irrigation not in place, damaged, or removed during construction shall be replaced to meet the code requirements before a certificate of occupancy can be issued.
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. An A-3 assembly occupancy with an occupant load of 300 or more shall be equipped with an automatic fire sprinkler system. (Volume 1 & 2 Section 903.2.1.3)
 - ii. An A-3 assembly occupancy with an occupant load of 300 or more shall be equipped with a fire alarm system meeting the requirements of the AFPC Section 907.2.1.
 - iii. Areas of a building with different occupancy types shall be separated with fire barriers meeting the requirements of Volume 2 Table 508.4.
 - iv. Emergency lighting. (Volume 1 Section 1008)
 - v. Approved exit signs. (Volume 1 Section 1013)
 - vi. Two emergency exits (Volume 1 Section 1006)
 - b. A main electrical disconnect shall be installed outside of every building (Municipal Code Chapter 4, Article 3, Sec. 1)
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. 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 North Little Rock Fire Department is required.
 - c. 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

- 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 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.
 - e. 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. The proposed building addition and remodel will be required to connect to the existing private sewer service line within the parcel.
 - b. Please state use of development.
 - c. A grease interceptor will be required if food will be prepared or served.
 - d. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.



LEGAL DESCRIPTION

LOTS 9 AND 10, BLOCK 20, BOOKER'S ADDITION TO LEVY, NOW IN THE CITY OF NORTH LITTLE ROCK, ARKANSAS, FOR RECORD NUMBER 2, 1906, BOOK 1, PAGE 33, RECORDS OF POLK COUNTY, ARKANSAS.

LESS AND EXCEPT RIGHT OF WAY DEDICATION, A PART OF LOT 9, BLOCK 20, BOOKER'S ADDITION TO THE CITY OF NORTH LITTLE ROCK, FOR RECORD NUMBER 2, 1906, BOOK 1, PAGE 33, INSTRUMENT NO. 522,662/2941 ON MAY 6, 2005, RECORDS OF POLK COUNTY, ARKANSAS.

GENERAL NOTES

1. PROPERTY IS ZONED MIXED USE IN "UD" (LEVY DEVELOPMENT OVERLAY) DISTRICT.
2. WATER SUPPLIED BY CENTRAL ARKANSAS WATER.
3. WASTEWATER DISPOSAL SUPPLIED BY NORTH LITTLE ROCK WASTEWATER.
4. THE SUBJECT PROPERTY IS CONTIGUOUS AND CONTAINS NO GAPS OR BOMBS.
5. THE SUBJECT PROPERTY HAS DIRECT PHYSICAL ACCESS TO CAMP ROBINSON ROAD.
6. W. 35TH STREET AND SCHAEER STREET NORTH LITTLE ROCK, AR 72116.
7. THE LOCATIONS OF UTILITIES AND IMPROVEMENTS ARE FROM AN ALTA/ANALYST SURVEY OF LOTS 9 AND 10, BLOCK 20, BOOKER'S ADDITION TO ARGETTA, NW 1/4, SE 1/4, SECTION 22, TOWNSHIP 2 NORTH, RANGE 12 WEST CITY OF NORTH LITTLE ROCK, ARKANSAS, INSTRUMENT NO. 522,662/2941 ON MAY 6, 2005, RECORDS OF POLK COUNTY, ARKANSAS.
8. HOLLOWAY ENGINEERING SURVEYING & CIVIL DESIGN, PLLC ON 1/12/2022.

FLOOD STATEMENT:

THERE ARE NO FLOODING OF THIS LOT INCLUDED AND WITHIN THE 100 YEAR FLOODPLAIN AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP #05119C03426, DATED JULY 6, 2015.

ZONING NOTES:

PROPERTY IS ZONED MIXED USE IN "UD" (LEVY DEVELOPMENT OVERLAY) DISTRICT

BUILDING ZONES (BTZS)

SET BACKS FRONT: MIN 5' - MAX 15'

SET BACKS SIDE: NONE

SET BACKS REAR: NONE

BLOCK MAX: 5 STORES

PROPERTY OWNER:

Mr. Douglas Holmstrom
3500 Camp Robinson Road
North Little Rock, AR 72116

SITE PLAN REVIEW
REMODEL AND ADDITION

MIXED USE

3500 Camp Robinson Road
North Little Rock, Arkansas 72118



KIP A. MOORE
& Associates, P.A.
Architects

DATE: NOVEMBER 18, 2023
SHEET NO: AS-1.1
ARCHITECTURAL SITE PLAN

Item #5**SD2026-03 Summit Church Youth Building Renovation Replat and SPR @ 6717 Crystal Hill Road**

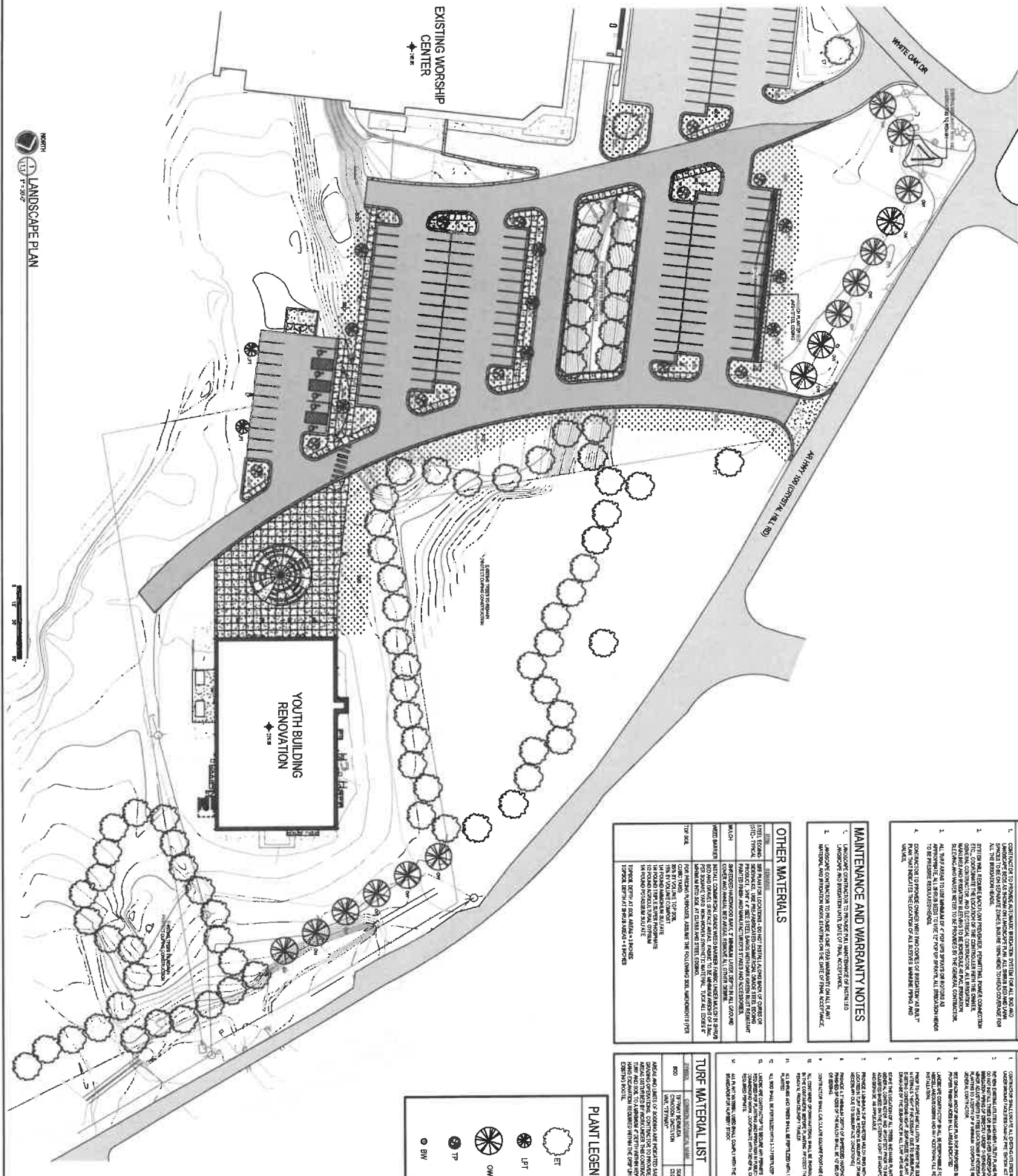
1. Engineering requirements on detention:
 - a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof tops/parking)
2. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning 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. If applicable, provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with erosion control plan in accordance with CNLR Best Management Practices (BMP) Manual.
 - e. Provide CNLR driveway/curb cut permit application to City Engineer or copy of ARDOT driveway permit if State Highway.
 - f. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - g. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department if an extension of a main is required.
 - h. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
 - i. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Built of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
3. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.
 - c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.

- h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
- i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
- j. All driveways are to be concrete within the ROW.
- k. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
- l. 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 ROW dedication along Crystal Hill Road to meet the Master Street Plan.
- 5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpsters are to have masonry screening on 3-sides along with an opaque gate enclosure.
 - c. No fencing is to be located between the front of the building and the public right of way.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 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.
 - c. Provide ROW dedication.
- 7. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - b. Existing trees can be used to meet the street/parking tree requirements if noted to be preserved and protected on the landscape plan. Any gaps in the tree coverage greater than 60-linear feet adjacent to the right-of-way will require additional plantings to meet the 30-foot on center street tree requirements.
 - c. Trees are required to be a minimum of 2.5" in caliper and shrubs are required to be a minimum of 18-inches in height at installation. Provide minimum specifications on landscape plan.
 - d. Street trees are to be provided at a minimum rate 1 tree per 30 linear feet of property line adjacent to the street 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.
 - e. Trees shall be planted at the rate of one (1) tree per six (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.
 - f. 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.

- g. 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.
- h. Landscape plans to be revised prior to the January 2026 Planning Commission Hearing
- 8. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
- 9. Meet the requirements of the Fire Marshal, including:
 - a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. The change of use requires the building be brought up to code for the current use. (Volume 1 Section 102.3)
 - ii. An A-3 assembly occupancy with an occupant load of 300 or more shall be equipped with a fire alarm system meeting the requirements of the AFPC Section 907.2.1.
 - iii. A Group E occupancy shall be equipped with a fire alarm system meeting the requirements of the AFPC Section 907.2.1.
 - iv. An A-3 assembly occupancy over 12,000 square feet, or with an occupant load of 300 or more shall be equipped with an automatic fire sprinkler system. (Volume 1 & 2 Section 903.2.1.3)
 - v. A Group E occupancy over 12,000 square feet, or with an occupant load of 300 or more shall be equipped with an automatic fire sprinkler system. (Volume 1 & 2 Section 903.2.3)
 - vi. 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)
 - vii. Exit doors shall not be provided with a latch or lock other than panic hardware. (Volume 1 Section 1010.2.9)
 - viii. 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)
 - ix. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - x. Fire Apparatus access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the building. (Volume 1 Section 503.1.1)
 - xi. 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)
 - b. Fire Apparatus access roads will support 85,000 lbs. (Municipal Code Chapter 12, Article 3.2.4 D)
- 10. Meet the requirements of CAW, including:
 - a. Show and reference the existing 60' wide utility easement for the existing 8" main on White Oak Dr. Instrument number 84 42841.
 - b. Show and reference the existing 30' wide utility easement centered on the existing 42" water line along Crystal Hill Rd. instrument number 2010012956.
 - c. Gas mains or other utilities are not permitted within an existing Central Arkansas Water easement.
 - d. Permanent structures are not permitted to be built within an existing Central Arkansas Water easement.
 - e. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
 - f. The North Little Rock Fire Department needs to evaluate this site to determine whether additional public and/or private fire hydrant(s) will be required. If additional fire hydrant(s) are required, they will be installed at the Developer's expense.
 - g. Please submit plans for water facilities and/or fire protection system to Central Arkansas Water

for review. Plan revisions may be required after additional review. Contact Central Arkansas Water regarding procedures for installation of water facilities and/or fire service. Approval of plans by the Arkansas Department of Health Engineering Division and North Little Rock Fire Department is required.

- h. 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.
 - i. 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
 - j. 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.
 - k. 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.
11. Meet the requirements of NLR Wastewater, including:
- a. A grease interceptor will be required if food will be prepared or served.
 - b. The renovated building will be required to connect the private service line to the existing connection point at the public sewer main within the parcel boundaries.
 - c. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.



- ### GENERAL IRRIGATION NOTES
1. IRRIGATION SYSTEM TO PROVIDE ADEQUATE IRRIGATION FOR ALL SOIL AND LANDSCAPE TYPES TO BE PLANTED IN THE ALL TERRACE AND LANDSCAPE AREAS. THE IRRIGATION SYSTEM SHALL BE DESIGNED TO PROVIDE ADEQUATE IRRIGATION FOR ALL PLANTS AND SOIL TYPES TO BE PLANTED IN THE ALL TERRACE AND LANDSCAPE AREAS.
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 4. THE IRRIGATION SYSTEM SHALL BE DESIGNED TO PROVIDE ADEQUATE IRRIGATION FOR ALL PLANTS AND SOIL TYPES TO BE PLANTED IN THE ALL TERRACE AND LANDSCAPE AREAS.

- ### MAINTENANCE AND WARRANTY NOTES
1. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.
 2. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.
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 4. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.

- ### OTHER MATERIALS
1. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.
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- ### GENERAL LANDSCAPING NOTES
1. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.
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 4. LANDSCAPE CONTRACTOR TO PROVIDE ADEQUATE MAINTENANCE OF ALL PLANTS AND LANDSCAPE AREAS FOR A PERIOD OF ONE YEAR AFTER COMPLETION OF THE PROJECT.

- ### TURF MATERIAL LIST
- | ITEM | DESCRIPTION | QUANTITY | UNIT |
|------|-------------|----------|------|
| 1 | GRASS SEED | 1000 | LB |
| 2 | GRASS SEED | 1000 | LB |
| 3 | GRASS SEED | 1000 | LB |
| 4 | GRASS SEED | 1000 | LB |
| 5 | GRASS SEED | 1000 | LB |
| 6 | GRASS SEED | 1000 | LB |
| 7 | GRASS SEED | 1000 | LB |
| 8 | GRASS SEED | 1000 | LB |
| 9 | GRASS SEED | 1000 | LB |
| 10 | GRASS SEED | 1000 | LB |

- ### PLANT LEGEND
- | SYMBOL | PLANT NAME |
|--------|-------------------|
| ET | EXISTING TREE |
| LPT | LONDON PLANE TREE |
| OW | WILLOW OAK |
| TP | TURF PAPER |
| BW | JAPANESE BOXWOOD |

LANDSCAPE PLAN
11-1-2017

10' 0"

L1.1

PROJECT
DATE
BY



YOUTH RENOVATION
THE SUMMIT CHURCH
NORTH LITTLE ROCK, AR

LANDSCAPE PLAN

LEWIS ARCHITECTS ENGINEERS
ELLIOTT • MCMORRAN • VADEN
RAGGSDALE • WOODWARD • INCORPORATED
501 223 9302 • WWW.LEWISVAW.COM

Item #6**SD2026-04 Cooper Industrial Addition Lot 2 SPR @ 7501 Counts Massie Road**

1. Engineering requirements on detention:
 - a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof tops/parking)
2. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. If applicable, prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
 - i. Proposed pipe material specifications.
 - ii. Proposed trench and bedding details, materials and specifications.
 - c. If applicable, provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with erosion control plan in accordance with CNLR Best Management Practices (BMP) Manual.
 - 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. If applicable, prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Built of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
3. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Provide a private Engineer's letter stating that the gravel areas were designed to meet the 2012 Fire Code for supporting a fire truck.
 - c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in

- accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- e. Driveway radii shall be labeled and shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
 - g. Spacing between proposed commercial/industrial driveways shall not be closer than 40'.
 - h. Driveway widths shall be labeled and shall be 10' minimum to 40' maximum.
 - i. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
 - j. All driveways are to be concrete within the ROW.
 - k. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
 - l. Street improvements must be approved by City Engineer and accepted by City Council.
4. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpsters are to have masonry screening on 3-sides along with an opaque gate enclosure.
 - c. No fencing is to be located between the front of the building and the public right of way.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
 5. Meet the requirements of the Master Street Plan, including:
 - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalks and the curb to ADA standards and City standards.
 6. Meet the requirements of the Screening and Landscaping ordinance, including:
 - a. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - b. Landscape plan as submitted is acceptable
 7. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
 8. Meet the requirements of the Fire Marshal, including:
 - a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Emergency lighting. (Volume 1 Section 1008)
 - ii. Approved exit signs. (Volume 1 Section 1013)
 - iii. Egress doors shall be openable from the egress side without the use of a key or tool. (Volume 1 Section 1010.2)
 - iv. 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)
 - v. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - vi. 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)
 - b. Fire Apparatus access roads will support 85,000 lbs. (Municipal Code Chapter 12, Article 3.2.4 D)
 9. Meet the requirements of CAW, including:
 - a. Show and Reference existing 10' utility easement centered on the existing 16" waterline instrument # 2004037349
 - b. All Central Arkansas Water requirements in effect at the time of request for water service must be met.

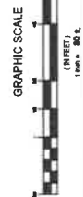
- c. If there are facilities that need to be adjusted and/or relocated, contact Central Arkansas Water. That work would be done at the expense of the developer.
- 10. Meet the requirements of NLR Wastewater, including:
 - a. Please submit a full set of plans including the Plumbing Plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.



The site plan illustrates the layout of the Tullame Industrial Plaza. The main building complex is situated on the left side of the plan, with a large rectangular building labeled "TULLAME INDUSTRIAL PLAZA ASSOCIATED BUILDINGS & CONTRIBUTIONS OF AMERICAS". To the right of this building is a large, shaded rectangular area, likely a parking lot or a different type of industrial structure. The plan includes various dimensions for the building, parking spaces, and setbacks. Key streets shown are Grant Harris Road to the north and Collins Industrial Lane to the east. The plan also indicates the location of the "TULLAME INDUSTRIAL PLAZA" and "ASSOCIATED BUILDINGS & CONTRIBUTIONS OF AMERICAS".



	THOMAS ENGINEERING COMPANY		OVERALL SITE PLAN LOT 2	
	3610 LOGGERS ROAD, N. LITTLE ROCK, AR 72116 TEL. 501-763-4443 FAX. 501-763-0814		APPROVED _____ DATE _____ TYPED _____	




THOMAS ENGINEERING COMPANY
 LANDSCAPE PLAN
 LOT 2
 COOPER INDUSTRIAL
 NORTH LITTLE ROCK, ARKANSAS
 APPROVED _____ DRAWN BY _____ DATE 11/11/2025
 SCALE _____ SHEET NO. C1.1
 15000 LOCKPORT ROAD, N. LITTLE ROCK, AR, 72118
 TEL: 501-795-4468 FAX: 501-795-4668

Item #7
Conditional Use # 2026-01

Request: White Oak Crossing Lot 3 Conditional Use to allow a retail home improvement store in an I2 zoning district

Location of the Request: @ 9800 White Oak Crossing, NLR, AR

Applicant: Thomas Pownall, Thomas Engineering Company

Owner: WFIT White Oak Crossing LLC

Legal Description: Lot 3 White Oak Crossing Commercial Park Addition to the City of North Little Rock, Pulaski County, AR

Site Characteristics: The lot was previously cleared with the construction of the mini-warehouse located to the south of this site. The Maumelle Charter High School is located to the north of the site. Northwest of the site are ball fields owned by the City of Maumelle and Northeast of the site are homes located in the City of Maumelle. The area is developing with a mix of non-residential and residential uses. In the general area south of the site are developing single family neighborhoods within the Country Club of Arkansas Subdivision(s) and the Cypress Bend at White Oak Crossing Subdivision.

Land Use: Multi Family.

Master Street Plan: White Oak Crossing is indicated on the Master Street Plan as a Minor Arterial. The Master Bike Plan indicates a proposed Bike Lane along Counts Massie Road.

Surrounding Zoning and Uses

<u>Direction</u>	<u>Surrounding Zoning</u>	<u>Surrounding Uses</u>
North	PI	Maumelle Charter School
South	C4	Mini-warehouse
East	C4	Undeveloped & Mini-warehouse
West	I2 & C4	Undeveloped and Mini-warehouse

General Information:

1. **Compatible with previous actions?** The request to allow a conditional use for a retail home improvement store in an I2 zoning district is compatible with previous actions.
2. **Neighborhood Position/Comment?** None at the time of printing.
3. **Effect on public service and utilities?** There should be minimal effect on public services and utilities with the approval of the Conditional Use to allow the home improvement store with outdoor display within an I2 zoning district.
4. **Legal Consideration/Reasonableness?** The request is reasonable.

5. **Will the approval have a stabilizing effect on surrounding properties?** There should be no effect on the surrounding properties with the approval of the Conditional Use as proposed.
6. **Is the site of adequate size for the development?** The site is adequate in size for the proposed use.
7. **Will this set a precedent for future rezoning?** The zoning will remain unchanged.
8. **Should a different zoning classification be requested?** A Conditional Use is the appropriate request to allow a retail home improvement store with outdoor display in an I2 zoning district.

Staff Summary: The applicant is seeking approval of a Conditional Use to allow the placement of a Retail Home Improvement Store 5,000 – 25,000 square feet with outdoor sales/display. The store is proposed containing 17,500 square feet with an outdoor garden center (75-feet x 80-feet) secured with an 8-foot chain link fence. The request also includes the placement of seasonal gardens sales within the parking lot of the retail store. Staff is supportive of the applicant's request.

Design Review Committee and Design Review Committee Recommendation: The applicant met with the Design Review Committee on SD2026-06 a revised preliminary plat and site plan review request to allow the platting of the proposed lot and site plan approval for the placement of the new retail building. The Committee recommended approval with conditions of the revised preliminary plat and the site plan application requests.

Conditions to Consider:

1. To allow seasonal garden sales within the parking lot. The placement of the seasonal garden sales area(s) shall not block fire lane(s) or ingress/egress.
2. Outdoor seasonal garden sales may not encroach into required access drives and/or driveways.
3. Allow the placement of an 8-foot chain link fence within the side yard around the outdoor sales area.
4. Allow reduced screening on the southern and eastern perimeter adjacent to the C4 zoned property.
5. All signs must comply with Article Fourteen of the North Little Rock Zoning Ordinance.
6. Any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
7. Business license holder understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.
8. Business license to be issued after Planning Staff confirmation of requirements.
9. Applicant must meet all applicable Federal, State, County and City requirements.

Conditional Use # 2026-01



Ortho Map

1 inch = 100 feet
0 50 100 200 Feet



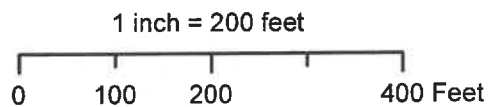
Date: 12/30/2025

Map is not to survey accuracy

Conditional Use # 2026-01



Zoning Map



Date: 12/30/2025

Map is not to survey accuracy



THOMAS ENGINEERING COMPANY

civil engineers

land surveyors

3810 LOOKOUT RD

NORTH LITTLE ROCK, AR 72116
NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

(501)753-4463

November 25, 2025

Ms. Donna James
Assistant Planning Director
North Little Rock Planning Department
120 Main Street
North Little Rock, AR 72114

RE: Site Plan Review, Plat, & Conditional Use
Ace Hardware
Lot 3, White Oak Crossing Commercial Park

Dear Ms. James:

Please accept this letter to serve as our application for the above reference submittal. We wish to be placed on January 13th, 2025, Planning Commission Meeting Agenda. Ace Hardware is proposing to plat the lot and develop as shown on the Site Plan.

We request a Conditional Use for the following:

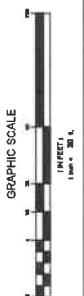
1. Allow outdoor display and sales.
2. Allow 8' chain link fence around outdoor sales area.
3. All reduced screening the east C4 zoned property.

Enclosed please find a check for the review fee in the amount of \$450.00.

If you have any questions, please give me a call.

Sincerely,

Thomas R. Pownall, P.E.
Vice President



Item #8

SD2026-06 White Oak Crossing Lot 3 Replat and SPR @ 9800 White Oak Crossing

1. Engineering requirements on detention:
 - a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention.
2. Permit requirements/approvals submitted before a building permit will be issued:
 - a. A signed and recorded plat must be on file with the Planning Department.
 - b. If applicable, prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans and detention calculations are to be approved by City Engineer and a written approval provided to Planning Department. Drainage submittal shall include, as a minimum, the following:
 - i. Proposed pipe material specifications.
 - ii. Proposed trench and bedding details, materials and specifications.
 - c. If applicable, provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with erosion control plan in accordance with CNLR Best Management Practices (BMP) Manual.
 - 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. If applicable, prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Builts of these shapefiles in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
3. Meet the requirements of the City Engineer, including:
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Repair or replace existing sidewalk and curb to City Engineer's standards.

- c. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
- d. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- e. Driveways shall not be closer than 40' to adjoining streets or 10' from adjoining property lines.
- f. Cross drains in the ROW shall be labeled and shall be RCP with flared end sections unless otherwise approved by Engineering.
- g. All driveways are to be concrete within the ROW.
- h. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk, street lights) or a performance bond.
- i. Provide half of the required 80 foot right-of-way.
- j. 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.
- 5. Meet the requirements of Community Planning, including:
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide dumpster location. Dumpsters are to have masonry screening on 3-sides along with an opaque gate enclosure.
 - c. No fencing is to be located between the front of the building and the public right of way.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 6. Meet the requirements of the Master Street Plan, including:
 - a. Provide 5' sidewalks and ramps with a minimum of 5' green space between sidewalks and the curb to ADA standards and City standards.
 - b. Provide ½ street improvements.
 - 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. Any new site development must comply with the City's minimal landscape and buffer ordinance requirements.
 - c. Provide a scaled landscape plan, graphically indicating the plant material and locations, plant material legend graphically indicating the different plant materials, plant material list and specifications noting the minimum plant material size at installation.
 - i. Provide note on landscape plan stating all turf and plant material shall be irrigated by an automatic underground irrigation system.
 - d. Provide street trees at a minimum rate 1 tree per 30 linear feet of property line adjacent to the street 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.

- e. Trees shall be planted at the rate of one (1) tree per six (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.
- f. A continuous screen of shrubs shall be required for any landscape strip adjacent to any parking area.
- g. Provide landscape plan prior to the January 2026 Planning Commission Hearing.
- 8. Meet the following requirements concerning signage:
 - a. All signs require a permit and separate review.
- 9. Meet the requirements of the Fire Marshal, including:
 - a. Meet the requirements of the 2021 Arkansas Fire Prevention Code including:
 - i. Buildings containing a mercantile occupancy with a fire area exceeding 12,000 square feet shall be provided throughout with an automatic fire sprinkler system. (Volume 1 Section 903.2.7)
 - ii. 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)
 - iii. Fire Apparatus access roads shall have an unobstructed width of not less than 20 feet. (Volume 1 Section 503.2.1)
 - iv. 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)
 - b. Fire Apparatus access roads will support 85,000 lbs. (Municipal Code Chapter 12, Article 3.2.4 D)
 - c. A main electrical disconnect shall be installed outside of every building (Municipal Code Chapter 4, Article 3, Sec. 1)
- 10. Meet the requirements of CAW.
- 11. Meet the requirements of NLR Wastewater, including:
 - a. White Oak Connection Fee applies. Payment of this fee is required prior to connection to NLRW's collection system.
 - b. Please submit a full set of plans to kunderwood@nlrwu.com for review and approval prior to construction beginning.





 THOMAS ENGINEERING COMPANY		LANDSCAPE PLAN LOT 3 WHITE OAK CROSSING COMMERCIAL PARK		SHEET NO. C1.1
		APPROVED ☒ SCALE	DESIGNED BY TEP	

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