

North Little Rock Planning Commission
Regular Meeting
October 9, 2018

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:00 PM in the Council Chambers, City Hall.

Members Present:

Banks
Belasco
Chambers
Dietz
Phillips
Wallace
White
Clifton, Chairman

Absent Member:

Foster

Staff Present:

Timothy Reavis, City Planner
Marie Miller, Deputy City Attorney
Keisa Stewart, Secretary
Shannon Carroll, City Clerk

Approval of Minutes:

Motion was made and seconded to excuse Mr. Foster from today's meeting. The motion was approved with (7) affirmative votes.

Motion was made and seconded to approve the September meeting minutes as submitted. The minutes were approved with (7) affirmative votes.

Administrative:

Subdivision Administrative:**A. SD2018-65 Charles Schattler Subdivision, Lot 5R-1 (SPR of a convenience store located at 1914 Parkway Dr.)**

- 1. Engineering requirements on detention before a building permit will be issued:**
 - 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. Prior to construction, Owner's Engineer shall submit stormwater design report for review and approval by the City Engineer. Stormwater plans are to be approved by City Engineer.
 - 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 permit applications 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 construction, a Pre-Construction meeting must be scheduled with the City Engineer for any projects that require work within street ROW.
 - 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. 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 have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - f. Label ALL driveway radii dimensions on Site Plan.
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Provide 40' building setback along Parkway and 25' setback along Lynn.
 - c. No fence is to be within a front building line. (other than what is required for screening)
 - d. Show 8' wood privacy fence along west and south property lines. Fence to stop 20' from property line at Parkway and stop 20' from property line at Lynn.
 - e. Add note "Existing buffer landscape to remain undisturbed" and show approximate edge of the buffer on both drawings.
 - f. 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 sidewalk and curb to ADA standards and City standards.
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.

- b. Allow existing trees to serve as required landscaping buffer along south property line.
 - c. Show 3 street trees 40' on center along Parkway and 5 street trees equally spaced along Lynn.
 - d. Tree caliper to be 2.5" minimum.
 - e. Pear trees do not count as street or shade trees.
 - f. Provide automated underground irrigation to all required trees and shrubs.
 - g. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
 - h. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. No pole sign permitted.
 - c. Sign cannot be placed in a sight triangle that blocks view of oncoming traffic.
 - d. No electronic changeable copy sign permitted.
- 8. Meet the requirements of the Fire Marshal, including:**
- a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
- 9. Meet the requirements of CAW, including:**
- a. Water is available to the site.
 - b. All CAW 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 CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. Meet the requirements of NLR Wastewater, including:**
- a. A complete set of drawings for development must be submitted to NLR Wastewater.
 - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

B. SD2018-66 Harris Industrial Park, Tract 5A-R (Replat & SPR of Camping World located at 9801 Diamond Dr.)

- 1. Engineering requirements on detention before the plat will be signed:**
 - a. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development instead of providing onsite detention (only for additional lot size).
- 2. Planning requirements before the plat will be signed:**
 - a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. County has the abutting lot as Lot 3AR. You will need to replat the "leftover" part of Lot 3AR at the same time.

- c. Provide bond for 5 street trees and 36 parking lot shade trees along west property line (no crepe myrtle).
- d. Provide 10' utility easements around property perimeter.
- 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 Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Floodplain Development Permit application to City Engineer.
 - e. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - f. Provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.
 - g. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Allow front yard fence as shown.
 - c. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 5. Meet the requirements of the Master Street Plan, including:**
 - a. Sidewalks not required due to location along interstate.
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide 5 street trees 40' on center.
 - d. Provide 36 parking lot shade trees.
 - e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
 - f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - g. Provide 6 foot front yard landscape strip between property line and paving.
 - h. Provide 4 foot side yard landscape strip between property line and paving.
 - i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffer.
- 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. Provide an approved fire protection plan.
 - b. Private hydrant on property is sufficient.
 - c. Drive lane between parking spaces at 25' is adequate.
 - d. Fire hydrants to be within 400 feet of all areas of building.
- 9. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
 - b. All CAW 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 CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. Meet the requirements of NLR Wastewater, including:**

- a. A complete set of drawings for development must be submitted to NLR Wastewater.
- b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

C. SD2018-67 LVL Addition, Lot 1R (Replat & SPR of a storage building located at 1311 McNeil Dr.)

1. Engineering requirements on detention:

- a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (roof top of storage building and surrounding gravel parking)

2. Planning requirements before the plat will be signed:

- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Provide 10' utility easements around property perimeter.

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 a private Engineer's letter stating that the gravel areas were designed to meet the 2012 Fire Code for supporting a fire truck.
- 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. 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 Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpster to have masonry screening or to be located behind a building and not seen from the road.
- c. No fence is to be within a front building line.
- d. All exterior lighting shall be shielded and not encroach onto neighboring properties.

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

- a. Sidewalks not required due to location in industrial subdivision.

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

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.
- c. Provide 2 parking lot shade trees which may be planted as street trees.
- d. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.

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. Provide an approved fire protection plan.
- b. Meet Fire Marshal's requirements on fire hydrant location.
- c. If commercial trucks or buses are being stored, building must have a sprinkler system installed per Chapter 9 of the 2012 IBC.
- d. Gravel areas shall be able to support 75,000 lbs. per the 2012 Fire Code.

9. Meet the requirements of CAW, including:

- a. Water is available to the site.
- b. All CAW 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 CAW. That work will be done at the expense of the developer.
- d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
- e. Approval of plans by AR Dept. of Health Engineering Division is required.
- f. Proposed water facilities will be sized to provide adequate pressure and fire protection.

10. Meet the requirements of NLR Wastewater, including:

- a. A complete set of drawings for development must be submitted to NLR Wastewater.
- b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

D. SD2018-68 Carpet Barn Subdivision, Lot 1R (SPR of a metal building located at 9313 Maumelle Blvd)

1. Engineering requirements on detention before a building permit will be issued:

- a. Pay the drainage in-lieu fee of \$5000/acre for the increase of impervious surfaces. (new roof tops and additional gravel 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 half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
- c. Provide a private Engineer's letter stating that the gravel areas were designed to meet the 2012 Fire Code for supporting a fire truck.
- d. Provide CNLR Floodplain Development Permit application to City Engineer.
- e. Provide copy of Corps of Engineers (COE) 404 Clearance/Permit to City Engineer.
- f. Prior to construction, Owner's Architect/Engineer shall submit signed construction plans and specifications (PDF format) to NLR Planning Department.
- g. Provide a (CLOMR).

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

- a. The proposed development is located in a FEMA designated floodplain, the first floors of any building are to be a minimum of 1' above the 100-Year Base Flood Elevation (BFE).
- b. Submit Letter of Map Revision Based on Fill (LOMR-F) at end of project and provide a copy of FEMA approval to City Engineer.
- c. Allow existing asphalt driveway within the ROW.

4. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Provide 3 additional parking spaces, in addition to what is shown.
- c. Remove parking area paving from ROW.
- d. Allow gravel drive to the west of the 3rd building to encroach into the 4' landscape strip.
- e. No fence is to be within a front building line.
- f. All exterior lighting shall be shielded and not encroach onto neighboring properties.

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

- a. Sidewalks not required due to location along Maumelle Blvd.

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

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
- b. Provide automated underground irrigation to all required trees and shrubs.

- c. Provide 5 street trees.
 - d. Provide 3 parking lot shade trees.
 - e. Parking lot shade trees must be located within the parking lot or a maximum distance of 10' from the edge of the parking lot.
 - f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - g. Provide 4 foot side yard landscape strip between property line and paving/gravel. Show on dwg. Landscape strip cannot be used as circulation.
 - h. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 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. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Provide adequate access for emergency vehicles.
 - d. Ensure that distance between exterior walls meet the 2012 building code.
 - e. Gravel areas shall be able to support 75,000 lbs. per the 2012 Fire Code.
- 9. Meet the requirements of CAW, including:**
- a. A water main extension will be required if an additional meter will be requested.
 - b. All CAW 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 CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. Meet the requirements of NLR Wastewater, including:**
- a. A complete set of drawings for development must be submitted to NLR Wastewater.
 - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes

E. SD2018-55 Rockwater Phase IV, Lots 1-7 (Preliminary Plat of a residential subdivision located on Rockwater Lane)

- 1. Engineering requirements before the plat will be signed:**
- a. Pay the drainage in-lieu fee of \$500/acre for residential development instead of providing onsite.
 - b. Provide full street improvements on Rockwater Lane (a private street) or a performance bond. Street improvements must be approved by City Engineer.
 - c. Remove C3 through C8 on Curve Table since this no longer applies.
 - d. Update distances associated with bearings along revised street.
 - e. Update contours if going to show them on plat.
- 2. Planning requirements before the plat will be signed:**
- a. Plat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Allow setbacks of: 15' front, 10' rear, 5' sides.

- c. Provide approved City Council ordinance abandoning ROW along bike path.
 - d. Provide note on plat stating all vehicular access to each lot will be from Rockwater Lane. (no driveways on Rockwater Blvd and the River Road Trail.)
 - e. Eastern edge of Tract 1 needs to follow the old northern edge of Lot 33. There is a triangle of old Lot 33 that needs to be shown as part of Tract 1.
- 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.
 - 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Due to the short distance and residential use, allow Rockwater Lane as a dead end street as shown.
 - 5. Meet the requirements of the Master Street Plan.**
 - a. Provide full street improvements on Rockwater Lane.
 - b. Rockwater Lane to be a private street.
 - 6. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide 1 street trees per lot.
 - 7. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. No pole sign permitted.
 - c. No electronic changeable copy sign permitted.
 - 8. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal's requirements on fire hydrant location.
 - c. Fire hydrants to be within 400 feet of all areas of building.
 - 9. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
 - b. All CAW 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 CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
 - 10. Meet the requirements of NLR Wastewater, including:**
 - a. A complete set of drawings for development must be submitted to NLR Wastewater.
 - b. Approval of plans by AR Dept. of Health Engineering Division is required.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve passed with (8) affirmative and (1) absent votes.

Public Hearings:

1. Rezone #2018-19 (postponed)

To rezone property from R-2 to C-2 to allow for commercial development at property located between Windsong Dr. & I-430.

2. Rezone #2018-20

To rezone property from R-1 to R-2 to allow for church activity at property located at 4312 Idlewild Ave.

The applicant, Mr. Mike Marlar representing the applicant, was present.

Chairman Clifton asked what activities would be happening at this location.

Mr. Marlar stated that the church purchased the residential next to a lot that was pre-purchased and he asked for the Pastor and Mr. Ken Davenport to speak on activities.

Mr. Ken Davenport stated that will be no structure changes, just using the house for their youth department.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against this application.

Mr. & Mrs. Rigsby are opposed to this application. They expressed their concerns regarding events that have been handle at this location as well as the noise. Mr. Rigsby expressed his concerns regarding the flooding in the neighborhood.

Pastor Joe Hodges addressed the issues that Mr. & Mrs. Rigsby spoke about regarding the church. He stated that they use the house for their youth ministry and there was a one-time function with the bounce house, music and BBQ.

Mr. Chambers asked if the other property next to this property in question could be used for the youth events.

Pastor Hodges stated that the property is in need of major repairs and the house that they currently use has been updated and is a lot better use.

Ms. Sara Mardin asked for clarity of R-1 and R-2. She asked would this rezone effect property values.

Mr. Reavis stated that R-1 is the most restrictive type of single family residential use, the only thing that can be in that zone is single family housing. R-2 is also single family zoning district but churches has a wide range of freedom of speech, there is no restrictions as to where a church can go. R-2 the owner can asked for a special use versus R-1 you cannot ask for special use. He stated that planning doesn't have that type of information.

Mr. Dietz stated that it can go either way but he didn't think it would decrease the property values.

Mr. White asked Pastor Hodges if there were any plans to tear down the house and turn it into a parking lot.

Pastor Hodges stated that they need more storage then parking, no plans as of now to tear down the house for parking.

Mr. Ken Davenport spoke on the church’s use for the house and the drainage/flooding issue in the neighborhood.

Chairman Clifton asked for a roll call vote on the application.

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

Rezone 2018-20 received a negative recommendation with (5) opposed, (2) affirmative, (1) abstain and (1) absent votes.

3. Rezone #2018-21

To rezone property from C-1 to R-4 & to amend the Land Use Plan from Public to Multi-family to recognize an existing apartment building located at 2500 Willow St.

The applicant, Ms. Belinda Snow, was present.

Chairman Clifton asked if anyone in the audience or Commissioners would like to speak for or against this application.

There were no comments.

Chairman Clifton asked for a roll call vote on the application.

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

Rezone 2018-21 was approved with (8) affirmative and (1) absent votes.

4. Special Use #2018-13 (postponed)

To allow a daycare in an I-2 zone located at 12 Maumelle Curve Court.

Public Comments/Adjournment:

A motion made to adjourn and it was seconded. The motion passed with (8) affirmative votes and the meeting was adjourned at 4:55 pm.

Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director