

North Little Rock Planning Commission
Regular Meeting
February 13, 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
Foster
Phillips
Wallace
White

Absent Members:

Clifton

Staff Present:

Shawn Spencer, Director
Timothy Reavis, City Planner
Marie Miller, Deputy City Attorney
Keisa Stewart, Secretary
John Pflasterer, Fire Marshal
Shannon Carroll, City Clerk
Robert Birch, Mayor Office

Approval of Minutes:

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

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

Administrative:

- Planning Commission training on March 14th in Little Rock
- Item #1 has been amended
- Item #s 2, 3, and 4 have been postponed

Subdivision Administrative:

- A. SD2018-4 Lakewood Valley Homes, Lots 1-11 (Preliminary Plat of a residential subdivision located at the northwest corner of McCain Blvd and Randolph Rd.)
1. **Provide approved city council ordinance abandoning the sewer easement as indicated on drawing before plat will be signed.**
 2. **Planning requirements before the final plat/replat will be signed:**
 - a. Provide ½ street improvements (street, drainage, curb and gutter, sidewalk) or a performance bond. Street improvements must be approved by City Engineer and accepted by City Council.
 - b. Provide 25' property line corner radius.
 - c. Final plat/replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - d. Provide 10' utility and drainage easements along front of properties as shown.
 3. **Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Allow 6ft side yard setbacks on all lots.
 4. **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 or provide a bond.
 5. **Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Existing fire hydrant locations are sufficient.
 - c. All exterior portions of a building must be within 150' of a FD access road.
 6. **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. Proposed water facilities will be sized to provide adequate pressure and fire protection.
 7. **Meet the requirements of NLR Wastewater, including:**
 - a. Sewer is available to the site.
 - b. No objections to proposal.
 8. **Meet the requirements of Rock Region Metro (CATA), including:**
 - a. This location is directly adjacent to 10-McCain Mall route stop at McCain Blvd and Randolph Rd. We strongly suggest improving aging pedestrian infrastructure at this site in order to improve access to transit.

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 (7) affirmative and (2) absent votes.

- B. SD2018-5 Havens Commercial Addition, Lot 1 (Preliminary Plat and Site Plan Review of a commercial lot located at 12209 Highway 70)

- 1. The entrance from Valentine Rd. (Hwy 391) does not meet the City's Master Street Plan.**
 - a. Allow location of entrance on Valentine, which is a waiver of the Highway 391 Access Management Plan. All waivers of the Access Management Plan must be approved by city council.
- 2. Engineering requirements before the final plat/replat will be signed:**
 - a. Provide on-site detention and submit detention calculations showing pre and post stormwater runoff comparisons so that post does not exceed pre stormwater runoff.
- 3. Planning requirements before the final plat/replat will be signed:**
 - a. Final plat/replat 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.
- 4. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Provide an approved city council ordinance for any waivers of the Master Street Plan.
 - b. A signed and recorded plat must be on file with the Planning Department.
 - c. Provide CNLR Grading Permit application to City Engineer with grading plans.
 - d. Provide CNLR Stormwater Permit application to City Engineer with half size erosion control plan showing silt fence, storm inlet protection, and drainage details.
 - e. Provide copy of ARDOT driveway permits for Hwy 391 and Hwy 70.
 - 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.
 - h. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, 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.
- 5. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.

- 6. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Label dumpster as having masonry screening.
 - c. No fence is to be within a front building line.
 - d. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 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.
 - b. Provide ½ street improvements.
- 8. 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 (11) street trees 40' on center.
 - d. Provide (13) parking lot shade trees as shown. Bradford Pear trees not allowed.
 - 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. Current drawing shows shrubs spaced too far apart.
 - 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 buffers.
- 9. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. No electronic changeable copy sign permitted.
- 10. 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. Existing fire hydrant locations are sufficient.
- 11. Meet the requirements of CAW, including:**
 - a. All CAW requirements in effect at the time of request for water service must be met.
 - b. 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.
 - c. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - d. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 12. Meet the requirements of NLR Wastewater, including:**
 - a. Hill Lake connection fee is required to connect to public sewer system.
 - b. Please make full submittal to NLRW for review and approval.
 - c. A sampling manhole is required in the effluent side of the grease interceptor.
 - d. Kor-n-seal boot required at the connection to the existing manhole.
 - e. Service line shall be SDR 26 PVC or better. No schedule 40 PVC is allowed.
 - f. Please remove manhole steps from details.
 - g. Please include plumbing plans when submitting plans for approval.
- 13. Meet the requirements of Rock Region Metro (CATA), including:**
 - a. This location is not within METRO's service area.

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 was passed with (7) affirmative and (2) absent votes.

C. SD2016-22 Maverick Addition, Tract 1A-R (One time, one year extension of a Site Plan Review for an industrial development located at 13200 Valentine Rd.)

Mr. Chambers stated the applicant request a one year extension. There were no additional comments from Commissioners or the audience. The motion to approve passed with (7) affirmative and (2) absent votes.

Public Hearings:

1. Special Use #2018-1

To allow animal training in a C-4 zone located at 5301McClanahan Dr. Suite A1.

The applicant, Ms. Brooke Milby, was present. She explained that they are a dog obedience training company. The hours are by appointment only, 9 am to 8 pm Thursday – Sunday.

Mr. Chambers asked if the applicant would like to reconsider their hours of operation to accommodate those whom may need an early appointment. He recommended 7am to 8pm, Monday - Sunday.

Chairman White asked if anyone in the audience or Commissioners would like to speak on this application.

There were no further comments.

Conditions:

1. Hours of operation: Monday – Sunday, 7am – 8pm.
2. Applicant is responsible for the clean-up and proper disposal of all animal waste.
3. Applicant will provide and maintain a “poop scoop” station for dog owners to use when taking their dogs to nearby grassy area.
4. All training to take place indoors.
5. No dogs may be boarded overnight.
6. The business shall meet all applicable Federal, State, County and City requirements and codes.
7. Business license to be issued after Planning Staff confirmation of requirements.
8. 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.

Chairman White asked for a roll call vote on the application as amended.

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

Special Use 2018-1 received an approval with (7) affirmative and (2) absent votes.

2. Special Use #2018-2 Postponed.

To allow a mobile home in an R-2 zone located at 7001Faulkner Lake Rd.

3. Rezone #2018-1 Postponed.

To rezone from R-1 to I-3 to allow for a conditional use located west of Graham Ave and north of Page Mill Road.

4. Conditional Use #2018-1 Postponed.

Conditional use to allow mining and selling topsoil in an I-3 zone located west of Graham Ave & north of Page Mill Rd.

5. Rezone #2018-3

To rezone from O-1 to I-2 to allow for industrial development at 5300 Northshore Dr.

The applicant, Donna Rochelle, representing Eugene Pfeifer, was present.

Mr. Spencer explained the history of this property and that a property line had moved and the zoning needed to match the property line.

Chairman White asked if anyone in the audience have any comments.

There were no further comments.

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

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

Rezone 2018-3 received an approval (8) affirmative and (1) absent votes.

6. Rezone #2018-4

To rezone from R-3 to C-4 to allow for an existing auto body repair shop located at 4262 Baucum Pike Rd.

The applicant, Mr. Bobby Taylor, was present. He stated that he has two existing buildings that he would like to put an awning between the two to be able to work under it.

Mr. Spencer asked how long have you been at this location and Mr. Taylor responded 51 years.

Mr. Spencer then explained that Mr. Taylor would like to do an addition to the building and in order to do the addition, Mr. Taylor had 2 steps to go through. First was rezoning the property and second would be platting his multiple lots into one lot.

Chairman White if the Commissioners would like to speak on this application.

Mr. Chambers expressed his concern about the lots in the back becoming a salvage yard.

Mr. Taylor stated that there is no salvage portion to his business. He is a small body repair shop and he can only work on a limited amount of cars at one time.

Chairman White asked if anyone in the audience would like to speak.

There were no further comments.

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

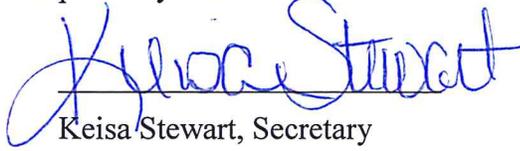
Banks	Yes	Dietz	Yes	Wallace	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Phillips	Yes	Clifton	Absent.

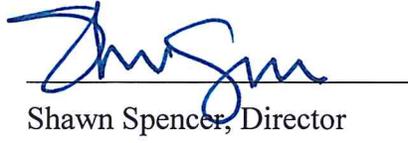
Rezone 2018-4 received an approval (8) affirmative and (1) absent votes.

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 4:12 pm.

Respectfully Submitted:


Keisa Stewart, Secretary


Shawn Spencer, Director