

North Little Rock Planning Commission
Regular Meeting
August 9, 2016

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:45 PM in the Council Chambers, City Hall.

Members Present:

Alexander
Belasco
Chambers
Foster
Harris
Phillips
Clifton, Chairman

Members Absent:

Dietz
White

Staff Present:

Shawn Spencer, Director
Tim Reavis, City Planner
Marie Miller, City Attorney
Keisa Stewart, Secretary

Approval of Minutes:

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

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

Administrative:

Subdivision Administrative:**A. SD2016-27 Foothills Addition, Lot 5 (Preliminary Plat and Site Plan Review of apartments located at NE corner of I-40 and North Hills Blvd.)****1. Planning requirements before the final plat/replat will be signed:**

- a. Final plat/replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
- b. Set the 2 required subdivision boundary corner monuments with blank brass caps.
- c. Obtain and submit a standard control data form for each required subdivision boundary corner tied to a NLR geodetic control monument by closed traverse.
- d. Pay for street trees or provide a bond.
- e. Pay for street lights or provide a bond.
- f. Provide half street ROW dedication.
- g. Provide 15' utility easements around property perimeter.

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

- a. 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.
- b. Provide CNLR Stormwater Permit with stormwater plans showing silt fence, storm inlet protection, and drainage details.
- c. Provide CNLR driveway/curb cut permit.
- d. Provide CNLR Floodplain Development Permit.
- e. Provide Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit.
- f. Provide Corps of Engineers (COE) 404 Clearance/Permit.
- g. Provide Arkansas Department of Health approval for water and sewer facilities.
- h. Prior to any excavation/street cuts within street ROW, obtain CNLR Excavation and Barricade Plan Application/Permit.
- i. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to the City Engineer.

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

- a. Provide detention calculations showing pre and post site runoff, demonstrating that proposed detention volume is sufficient.
- 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. Meet the requirements of Community Planning, including:

- a. Provide the standard requirements of Zoning and Development Regulations.
- b. Dumpsters to have masonry screening.
- c. Allow fences as shown on site plan
- d. Show fence type / details.
- e. 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.
- b. Provide ½ of required ROW dedication.
- 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 detailed landscape plan.
 - d. Provide (57) street trees 40' on center.
 - e. Provide (311) parking lot shade trees.
 - f. Parking lot shade trees must be at the furthest 10' from edge of paving.
 - g. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - 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.
 - b. Provide sign location on site plan.
 - c. No pole sign permitted. 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. (show hydrants)
 - c. Meet Fire Marshal's requirements concerning apparatus access.
 - d. All curbing to meet Fire Marshal's requirements.
 - e. Meet Fire Marshal's requirements concerning access to the inner apartments.
 - f. All gates to meet Fire Marshal's requirements.
 - g. 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. Provide a 15' Sanitary Sewer Easement centered for each sewer main within the proposed Preliminary Plat.
 - b. Proposed Stormwater Detention facilities shall not be constructed within the easements of the existing sewer mains.
 - c. Show proposed sewer main extensions for each building including the proposed manhole locations, proposed rim elevation, flow line in/out elevations, pipe size, material, etc.
 - d. Provide minimum 15' Sanitary Sewer Easement centered for each main.
 - e. Show the proposed size and material of each service line for each building.
 - f. Provide hydraulic contribution calculations when submittal of construction drawings are made to NLRW.
 - g. Submit construction drawings along with check list items for NLRW approval prior to construction of facilities.
- 11. Meet the requirements of Rock Region Metro (CATA), including:**

- a. Metro serves near this area on Route 10 at McCain Boulevard and Route 7 Shorter College. The area falls within our METRO Links paratransit service area. We request that pedestrian access be provided to North Hills Boulevard. Gates and turning radii must be able to accommodate a 25'-0" Paratransit vehicle Federally mandated curbside pick-up.

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 votes.

B. SD2016-30 Norm's Place, Lot 1 (Preliminary Plat of parts of 3 lots into 1 lot located at 7015 Woodmist Dr.)

- 1. 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.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Met City's requirements on building permits.
- 3. Meet the requirements of the City Engineer.**
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
- 5. Meet the requirements of the Master Street Plan, including:**
 - a. Sidewalks not required.
- 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 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. Meet Fire Marshal's requirements on fire hydrant location.
- 9. 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. Approval of plans by AR Dept. of Health Engineering Division is required.
 - e. 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 was passed with (7) affirmative votes.

C. SD2016-26 Iron Mountain Addition, Lot 6R, Block 27 (Replat of 4 commercial lots into 1 lot located at 601 E 13th Street.)

- 1. Engineering requirements before the replat will be signed:**
 - a. Provide 25' property line corner radius.
- 2. Planning requirements before the final plat/replat will be signed:**
 - a. Final plat/replat will be submitted in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Provide correct zoning within and around plat.
 - c. Show 40' front setbacks on Locust and 13th.
 - d. Show 20' rear setback on northern side of property.
 - e. Show 15' side setback on eastern side of property.
 - f. Allow encroachment of existing building into setback area. Future development must meet setbacks.
 - g. Provide a 10' utility easement around perimeter.
- 3. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Site Plan Review required for any future development.
 - c. Pay the drainage in-lieu fee of \$5000/acre for commercial/industrial development at the time of redevelopment.
 - d. Provide ½ street improvements at the time of redevelopment.
 - e. No fence is to be within a front building line.
 - f. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 4. Meet the requirements of the Master Street Plan, including:**
 - a. Provide 5' sidewalks and ramps at future development.
- 5. 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 buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 6. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.
- 7. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
- 8. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
- 9. Meet the requirements of NLR Wastewater, including:**
 - a. Sewer is available to the site.
- 10. Meet the requirements of Rock Region Metro (CATA), including:**
 - a. As a property along a transit route; we request that the new site design include improve pedestrian amenities.

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 votes.

D. NS-2436-15 WNLR Commercial Addition, Lots 9-18 (One time – one-year extension on a preliminary plat)

Public Hearings:

1. Rezone #2016-8: To rezone 7015 Woodmist Dr. from Conservation to R-1 and to amend the land use plan from Public to Single Family to allow for a single family residential structure.

The applicant, Mr. Mike Marlar, was present.

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

There were no comments.

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

Alexander	Yes	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Absent
Chambers	Yes	Harris	Yes	Clifton	Yes

Rezone 2016-8 was approved with (7) affirmative and (2) absent votes.

2. Conditional Use #2016-11: To allow a car lot in a C-4 zone located at 2006 Hwy 161.

The applicant, Mr. Edwin Johnson, was present.

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

Ms. Belasco asked for clarification on the hours of operations. She stated that she received several phone calls regarding noise complaints concerning the car lot with a garage doing car repairs.

Mr. Johnson stated that the hours that was set at the subdivision meeting were 6AM – 9PM Monday – Saturday.

Mr. Chambers stated that he received phones calls opposed to this application. He recommended to change the hours to 8AM – 6PM Monday – Saturday.

Mr. Johnson asked if they could stay open until 7PM on Saturdays’.

The Commissioners agreed with Mr. Johnson’s request.

Conditions:

1. Hours of Operation shall be 8AM – 6PM Monday – Friday and 8AM – 7PM Saturday.
2. All signs must comply with the sign ordinance. Any illegal signs shall be removed before a business license is issued.
3. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.

4. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
5. Six-foot privacy fence shall be required when vehicle sales lot abuts a residential use.
6. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
7. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio shall include sales, employee, and customer vehicles. Open lot area does not include any structures. This allows for 34 vehicles on the property at any one time.
8. All exterior vehicle sales lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential uses.
9. Sales vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of the City Engineer. Sales vehicles shall not be displayed on grass or gravel surfaces.
10. All signage shall meet the requirements of Article 14 of the zoning ordinance.
11. No inoperable or wrecked vehicles shall be stored or sold from the sales lot. Vehicle sales lots shall not store inoperable or wrecked vehicles, nor any parts thereof, as those terms are defined under the North Little Rock Property Maintenance and Nuisance Abatement Code.
12. Vehicle sales lot shall be maintained at all times.
13. Sales vehicles shall be locked and secured after business hours.
14. Sales vehicles shall not be used as storage.
15. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
16. Business license to be issued after Planning Staff confirmation of requirements.
17. 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.

Chairman Clifton asked if there were any further comments.

There were no further comments.

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

Alexander	Yes	Dietz	Absent	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Absent
Chambers	Yes	Harris	Yes	Clifton	Yes

Conditional Use 2016-11 was approved with (7) affirmative and (2) absent votes.

Public Comments/Adjournment:

A motion was made to adjourn and it was seconded. The motion passed with (7) affirmative votes and the meeting was adjourned at 5:00 pm.

Respectfully Submitted:

Keisa Stewart, Secretary



Shawn Spencer, Director