

FILE NO.: Z-9064

NAME: Isom Short-form PD-O, located at 3224 Shackelford Pass

LOCATION: Located at 3224 Shackelford Pass

DEVELOPER:

Roma Isom
3224 Shackelford Pass
Little Rock, AR 72205

ARCHITECT:

Kwendeche, AIA
2124 Rice Street
Little Rock, AR 72202

SURVEYOR:

Brooks Surveying, Inc.
20820 Arch Street Pike
Hensley, AR 72065

AREA: 0.69 acres NUMBER OF LOTS: 1 FT. NEW STREET: 0 LF

CURRENT ZONING: R-2, Single-family

ALLOWED USES: Single-family residential

PROPOSED ZONING: PD-O

PROPOSED USE: General and professional office

VARIANCE/WAIVERS: None requested.

A. PROPOSAL/REQUEST/APPLICANT'S STATEMENT:

The existing 2,500 square foot one story residential designed house is currently used as a single-family residence and is intended to be converted for use as professional office for a real estate developer, his staff, and two-tenant office spaces for general and professional office uses. The existing footprint of the

house will be retained except for the intended enclosure of a rear open deck to provide additional air-conditioned office space.

A new paved parking lot will be installed in the front yard for four (4) vehicular parking spaces. The site plan includes the placement of five (5) parking spaces in the rear yard served by a 12-foot wide driveway extending north of the building. The existing aluminum picket fence on the front of the property will be relocated to the west to allow installation of a new five (5) foot wide sidewalk. All other fences locations will remain in place. A new treated wood wheelchair accessible ramp will be installed at the entry front of the house and the existing garage doors will be removed and replaced with a new solid clad façade with an entry door.

Building signage will be installed in accordance with the current sign ordinance and the existing trees and shrubbery will be retained in non-paved areas. A single ground sign will be located along Shackleford Pass.

The applicant is requesting to not install screening via a solid fence or wall or evergreen plantings along the southern and western perimeters of the site. Both areas are heavily wooded and are currently not developed. The applicant has stated should these areas develop with a use less intensive than the office use proposed by the applicant the required screening will be put in place by the applicant.

B. EXISTING CONDITIONS:

The site contains a single-family home. The areas to the west and south are heavily wooded. To the north is a property zoned PD-C which was approved as a contractor's office and storage yard. East of the site are properties zoned PCD. The northern lot is an office use. The southern lot is a mixed office and office warehouse development.

C. NEIGHBORHOOD COMMENTS:

As of this writing, staff has not received any comment from area property owners. All property owners located within 200 feet of the site along with the John Barrow Neighborhood Association were notified of the public hearing.

D. ENGINEERING COMMENTS:

PUBLIC WORKS CONDITIONS:

1. Due to the proposed use of the property, the Master Street Plan specifies that Shackleford Pass for the frontage of this property must meet commercial street standards. Dedicate right-of-way to 30 feet from centerline.
2. With site development, provide the design of street conforming to the Master Street Plan. Construct one-half street improvement to Shackleford Pass

including 5-foot sidewalks with the planned development. The new curb should connect with the existing curb to the north and maintain the same width of 15.5 feet from centerline.

3. Remove portions of the existing fence along the north property line out of the right-of-way.
4. Damage to public and private property due to hauling operations or operation of construction related equipment from a nearby construction site shall be repaired by the responsible party prior to issuance of a certificate of occupancy.

E. UTILITIES AND FIRE DEPARTMENT/COUNTY PLANNING:

Wastewater: Sewer main extension required with easements if new sewer service is required for this project. This address not currently connected to the City sewer system. Contact Little Rock Wastewater Utility for additional information.

Entergy: Entergy does not object to this renovation proposal. Overhead facilities are in place serving the existing structure. Contact Entergy in advance regarding future service requirements if they are different than what currently exist.

CenterPoint Energy: Please be advised that CenterPoint Energy (CNP) owns and operates natural gas facilities along the eastern property line. An existing service line is under the site for the new parking lot shown in the proposed drawing. CNP request that all right-of-way and easements be maintained. CNP insist AR One Call be called prior to any future construction activities. If there are any questions or concerns please do not hesitate to contact CNP.

AT & T: No comment received.

Central Arkansas Water:

1. All Central Arkansas Water requirements in effect at the time of request for water service must be met.
2. The 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.
3. 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 the Little Rock Fire Department is required.

4. A Capital Investment Charge based on the size of meter connection(s) will apply to this project in addition to normal charges. This fee will apply to all connections including metered connections off the private fire system.
5. 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.
6. Contact Central Arkansas Water regarding the size and location of water meter.
7. Due to the nature of this facility, installation of an approved reduced pressure zone backflow preventer assembly (RPZA) is required on the domestic water service. This assembly must be installed prior to the first point of use. Central Arkansas Water 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 Central Arkansas Water. The test results must be sent to Central Arkansas Water's Cross Connection Section within ten days of installation and annually thereafter. Contact the Cross Connection Section at 501.377.1226 if you would like to discuss backflow prevention requirements for this project.
8. The facilities on-site will be private. When meters are planned off private lines, private facilities shall be installed to Central Arkansas Water's materials and construction specifications and installation will be inspected by an engineer, licensed to practice in the State of Arkansas. Execution of a Customer Owned Line Agreement is required.
9. Fire sprinkler systems which do not contain additives such as antifreeze shall be isolated with a double detector check valve assembly. If additives area used, a reduced pressure zone back flow preventer shall be required.
10. 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.

Fire Department: **Maintain Access:**

Fire Hydrants. Maintain fire apparatus access roads at fire hydrant locations as per Appendix D of the 2012 Arkansas Fire Prevention Code Vol. 1 **Section D103.1 Access road width with a hydrant.** Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet, exclusive of shoulders.

Dead Ends. Maintain fire apparatus access roads at dead end locations as per Appendix D of the 2012 Arkansas Fire Prevention Code Vol. 1 **Section D103.4 Dead Ends.** Dead-end fire apparatus access roads in excess of 150 feet

shall be provided with width and turnaround provisions in accordance with Table D103.4. Requirements for Dead-end fire apparatus access roads.

Gates. Maintain fire apparatus access road gates as per Appendix D of the 2012 Arkansas Fire Prevention Code Vol. 1 Section D103.5 Fire apparatus access road gates. Gates securing the fire apparatus access roads shall comply with all of the following criteria:

1. Minimum gate width shall be 20 feet.
2. Gates shall be of swinging or sliding type.
3. Construction of gates shall be of material that allow manual operation by one person.
4. Gate components shall be maintained in an operable condition at all times and replaces or repaired when defective.
5. Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
6. Manual opening gates shall not be locked with a padlock or chain and padlock unless they are capable of being opened by means of forcible entry tools or when a key box containing the keys to the lock is installed at the gate location.
7. Locking device specifications shall be submitted for approval \by the fire code official
8. Electric gate operators, where provided, shall be listed in accordance with UL 325.
9. Gates, intended for automatic operation shall be designed, constructed and installed to comply with requirements of ASTM F 2200.

Fire Hydrants. Locate Fire Hydrants as per Appendix C of the 2012 Arkansas Fire Prevention Code. Section C101 – C105, in conjunction with Central Arkansas Water (Jason Lowder 501.377.1245) and the Little Rock Fire Marshal’s Office (Captain Tony Rhodes 501.918.3757). Number and Distribution of Fire Hydrants as per Table C105.1.

Parks and Recreation: No comment received.

County Planning: No comment.

CATA: The site is not located on a dedicated CATA Bus Route.

F. ISSUES/TECHNICAL/DESIGN:

Building Code: Due to the occupancy the facility must comply with all 2012 Arkansas Fire Prevention Codes. Contact Building Codes for an on-site inspection to review conditions and requirements.

Curtis Richey at 501.371.4724; crichey@littlerock.org or
Mark Alderfer at 501.371.4875; malderfer@littlerock.org.

Planning Division: This request is located in the I-430 Planning District. The Land Use Plan shows Mixed Use (MX) for this property. The Mixed Use category provides for a mixture of residential, office and commercial uses to occur. A Planned Zoning District is required if the use is entirely office or commercial or if the use is a mixture of the three (3). The applicant has applied for a rezoning from R-2 (Single Family District) to PDO (Planned District Office) to allow for the conversion of the house on the site to an office building with parking.

Master Street Plan: Shackleford Pass is shown as a Local Street on the Master Street Plan. The primary function of a Local Street is to provide access to adjacent properties. Local Streets that are abutted by non-residential zoning/use or more intensive zoning than duplexes are considered as "Commercial Streets". A Collector design standard is used for Commercial Streets. This street may require dedication of right-of-way and may require street improvements for entrances and exits to the site.

Bicycle Plan: There are no bike routes shown in the immediate vicinity.

Landscape:

1. Site plan must comply with the City's landscape and buffer ordinance requirements.
2. Street buffers will be required at six (6) percent of the average depth of the lot. The minimum dimension shall be one-half ($\frac{1}{2}$) the full width requirement but in no case less than nine (9) feet. The maximum dimension required shall be fifty (50) feet.
3. Trees and shrubs are required planted adjacent to street right-of-way. Plant material is to be provided at one (1) tree and three (3) shrubs for every 30 linear feet. Existing trees and vegetation can be used to satisfy landscape requirements.
4. Screening requirements will need to be met for the vehicular use areas adjacent to street right-of-ways. Provide screening shrubs with an average linear spacing of not less at three (3) feet within the required landscape area. Provide trees with an average linear spacing of not less than thirty (30) feet.

5. A perimeter planting strip is required along any side of a vehicular use area that abuts adjoining property or the right-of-way of any street. This strip shall be at least nine (9) feet wide. One (1) tree and three (3) shrubs or vines shall be planted for every thirty (30) linear feet of perimeter planting strip.
6. A land use buffer six (6) percent of the average width / depth of the lot will be required when an adjacent property has a dissimilar use of a more restrictive nature. The minimum dimension shall be nine (9) feet. As a component of all land use buffer requirements, opaque screening, whether a fence or other device, a minimum of six (6) feet in height shall be required upon the property line side of the buffer. The plantings, existing and proposed, shall be provided within the landscape ordinance of the City, Section 15-81. The properties to the south and west are zoned R-2, screening will be required.
7. An irrigation system shall be required for developments of one (1) acre or larger. For developments of less than one (1) acre there shall be a water source within seventy-five (75) feet of the plants to be irrigated.
8. The City Beautiful Commission recommends preserving as many existing trees as feasible on this site. Credit toward fulfilling Landscape Ordinance requirements can be given when preserving trees of six (6) inch caliper or larger.

G. SUBDIVISION COMMITTEE COMMENT: (August 5, 2015)

The applicant was present representing the request. Staff presented an overview of the item stating there were a few outstanding technical issues associated with the request in need of addressing prior to the Commission hearing the final request. Staff requested the applicant provide the days and hours of operation, the number of office suites and any proposed dumpster locations.

Public Works comments were addressed. Staff stated a dedication of right of way to 30-feet from centerline was required to meet the minimum Master Street Plan requirement. Staff stated street construction was required along Shackleford Pass to correspond with the street widening to the north. Staff stated the back of curb should be located a minimum of 15.5-feet from centerline.

Landscaping comments were addressed. Staff stated screening of the vehicular use area was required along Shackleford Pass. Staff stated a minimum landscape strip of nine (9) feet was required along perimeters of the site abutting the paved areas. Staff stated a land use buffer and screening was required along the southern and western perimeters of the site.

Staff noted the comments from the various other agencies. There were no more issues for discussion. The Committee then forwarded the item to the full Commission for final action.

H. ANALYSIS:

The applicant submitted a revised site plan addressing a number of the issues raised at the August 5, 2015, Subdivision Committee meeting. The applicant has provided the days and hours of operation, the number of office suites and stated there will not be a dumpster at this site. The revised site plan indicates the right of way dedication per the master street plan and the applicant has indicated street construction will be installed per the boundary street ordinance requirements.

The applicant is requesting to rezone the site from R-2, Single-family to PD-O. An existing 2,500 square foot one story residential house is proposed for conversion to an office use as professional office for a real estate developer, his staff, and two-tenant office spaces for general and professional office uses. The existing footprint of the house will be retained except for the intended enclosure of a rear open deck to provide additional air-conditioned office space. The hours of operation are from 8 am to 5 pm Monday through Friday.

A new paved parking lot will be installed in the front yard for four (4) vehicular parking spaces. The site plan includes the placement of five (5) parking spaces in the rear yard served by a 12-foot wide driveway extending north of the building. The rear parking is proposed as employee parking. Staff recommends based on the width of the driveway which does not allow for two-way traffic the drive and parking be signed as employee parking only.

The site plan indicates the placement of seven (7) staff office suite, a director's office suite and two (2) lease spaces. The site plan indicates the placement of nine (9) parking spaces to serve the site. The applicant has indicated of the seven (7) agents there are few occasions all the agents are in the office at the same time and very seldom are more than one (1) agent serving a client in their office. Parking for an office use based on one (1) parking space per 400 gross square feet of floor area would typically require the placement of six (6) parking spaces. Staff has concerns the parking as proposed may not be adequate to serve the office use should all the agents be in the office along with the two (2) lease tenants. There is adequate area to the west of the proposed rear parking area to add additional parking should parking become an issue in the future.

The existing aluminum picket fence on the front of the property will be relocated to the west to allow installation of a new five (5) foot wide sidewalk. All other fences locations will remain as currently exist. The applicant is requesting to not install screening via a solid fence or wall or evergreen plantings along the southern and western perimeters of the site. Both areas are heavily wooded and are currently not developed. The applicant has stated should these areas develop with a use less intense than the office use proposed by the applicant the required screening will be put in place by the applicant.

Building signage will be installed in accordance with the current sign ordinance. Building signage will be limited to a maximum of ten (10) percent of the façade area abutting the public street. A single ground sign will be located along Shackleford Pass. The applicant has not indicated the size of the sign. Staff recommends the ground sign be limited to signage allowed in office zones or a maximum of six (6) feet in height and 64 square feet in area.

Staff is supportive of the request. To staff's knowledge there are no outstanding technical issues associated with the request. Staff feels the redevelopment of the site as proposed by the applicant is appropriate.

I. STAFF RECOMMENDATION:

Staff recommends approval of the request subject to compliance with the comments and conditions as outlined in paragraphs D, E and F of the agenda staff report.

PLANNING COMMISSION ACTION:

(AUGUST 27, 2015)

The applicant was present. There were no registered objectors present. Staff presented the item with a recommendation of approval of the request subject to compliance with the comments and conditions as outlined in paragraphs D, E and F of the agenda staff report. There was no further discussion. The item was placed on the consent agenda and approved as recommended by staff by a vote of 11 ayes, 0 noes and 0 absent.