

MINUTES

The **Rogers Planning Commission** met for a *regular session* in the Council Chambers of the Maurice H. Kolman Building on Tuesday, May 5, 2009 at 4:30 P. M. The meeting was called to order by Chairman Don Spann. Those in attendance were led in the Pledge of Allegiance.

MEMBERS PRESENT: Commissioners Dan Brown, Chad Campbell, James Gosserand, Mark Myers, Mike Shupe, Don Spann, David Thrasher, and Jim White. Absent was Ron Shelby.

OTHER OFFICIALS PRESENT: City Planner Derrel Smith, Assistant City Planners Candy Anderson and Lori Stone, Project Manager Lance Jobe, Deputy City Attorney Jim Clark, Administrative Assistant Donna Johnston, Water Utility Engineer Mark Johnson, Main Street Director Kerry Jensen, and Council Members Larry Daniel and Bob Goodwin.

ACTION ON MINUTES:
(April 21, 2009)
APPROVED. Motion by Brown, second by Myers to approve the minutes of the meeting of April 21, 2009 as submitted.
Voice Vote: Unanimous. **Motion carried.**

REPORTS OF BOARDS AND STANDING COMMITTEES: None.

CONSENT AGENDA:

LSDP, Adult Development Center

1. Drainage improvements must be completed and certified by the engineer of record, Morrison, Shipley, with all ditches and basins solid-sodded, concrete-lined, or underground conduit installed prior to issuance of a Certificate of Occupancy. Erosion control methods must be used during construction.
2. Construction debris must be cleared from all stormwater structures and verified by a site inspection from the Planning Department prior to issuance of a Certificate of Occupancy.

3. An elevation certificate must be provided to the Floodplain Administrator and Building Official prior to issuance of a building permit. A final elevation certificate must be provided prior to issuance of a Certificate of Occupancy.
4. A soils report signed and sealed by a professional engineer must be included with the building permit application.
5. All signs will require separate permits.
6. Landscaping must be installed and a three-year guarantee submitted on plant replacement or a letter of credit posted prior to issuance of a Certificate of Occupancy. Minimum size of shrubs is five gallons, for shade trees it is 2 ½" B & B, and for ornamental trees it is 1 ½" B & B.
7. Sidewalks must be 6' in width and ramped at all curb cuts to meet ADA and AHTD specifications and installed the full width of the property or a letter of credit posted prior to issuance of a Certificate of Occupancy. Sidewalks must match any existing sidewalks in the area, include truncated domes at the handicap ramps and be located a minimum of 6' behind the curb. Two handicap ramps are required at each street radius for any street that is a collector and above.
8. Interior sidewalks are the responsibility of the lot owner and must be installed prior to issuance of a Certificate of Occupancy.
9. Developer to contact the U.S. Postmaster at 401 North 8th Street to schedule type of mail delivery.
10. The proposed trash dumpster must be screened with a solid-type screening consistent with the architectural style of the building.
11. Engineer to schedule a pre-construction meeting with the Rogers Planning Department prior to issuance of a grading permit. All Phase 1 erosion control must be installed prior to the pre-construction meeting and a reduced set of construction plans (11" x 17") will be required.
12. The person financially responsible for the project must obtain a grading permit including a copy of the NOI, a copy of the Stormwater Pollution Prevention Plan, and a copy of the Grading and Erosion Control Plan.
13. A copy of the Notice of Termination with ADEQ must be provided in order to receive a Certificate of Occupancy (projects over 5 acres).
14. If more than seven (7) significant trees are to be removed, the developer must submit a tree protection or replacement plan. The replacement plan must show one tree for

every five trees removed in the disturbed area. Trees removed from a non-construction area must be replaced at five trees for every one tree removed.

15. A perimeter buffer strip shall be temporarily maintained around the disturbed area. The minimum width for the buffer strip is 25' with a maximum width of 40'.
16. A truck wash down area must be shown on the plans. A typical detail will be provided by the Planning Department and must be shown on a detail sheet.
17. All parking lots and drives must be hard surfaced.
18. All mechanical, electrical and air conditioning equipment must be screened from public view.
19. The entire facility must comply with the requirements of the Americans with Disabilities Act of 1990.
20. All water and sewer plans must be approved by the Rogers Water Utility Department prior to construction. THIS IS A SEPARATE REVIEW PROCESS AND A PRE-CONSTRUCTION MEETING WILL BE REQUIRED.
21. The owner/developer will be responsible for any upstream or downstream flooding as a direct result of this development.
22. Provide the City Planner with a copy of the site plan and utility plan on compact disk formatted for AutoCAD 2004 prior to issuance of a Certificate of Occupancy.

Large Scale Committee has met and recommends moving the LSDP for the Harps at Pinnacle Hills to the consent agenda. Large Scale Committee is in favor of the waiver for the distance between the two entrances. Until the lot split is recorded, Large Scale recommends not issuing the grading permit.

LSDP, Harps at Pinnacle Hills

1. Drainage improvements must be completed and certified by the engineer of record, Engineering Services, Inc., with all ditches and basins solid-sodded, concrete-lined, or underground conduit installed prior to issuance of a Certificate of Occupancy. Erosion control methods must be used during construction.

2. Construction debris must be cleared from all stormwater structures and verified by a site inspection from the Planning Department prior to issuance of a Certificate of Occupancy.
3. All wells and septic systems must be located and abandoned by a State-licensed and bonded driller in accordance with State requirements.
4. Provide the Building Official and City Planner with compaction tests for all ponds and fill areas.
5. Provide a soils report signed and sealed by a professional engineer to be included with the building permit application.
6. All signs will require separate permits.
7. Landscaping must be installed and a three-year guarantee submitted on plant replacement or a letter of credit posted prior to issuance of a Certificate of Occupancy. Minimum size of shrubs is five gallons, for shade trees it is 2 ½" B & B, and for ornamental trees it is 1 ½" B & B.
8. Sidewalks must be 6' in width and ramped at all curb cuts to meet ADA and AHTD specifications and installed the full width of the property or a letter of credit posted prior to issuance of a Certificate of Occupancy. Sidewalks must match any existing sidewalks in the area, include truncated domes at the handicap ramps and be located a minimum of 6' behind the curb. Two handicap ramps are required at each street radius for any street that is a collector and above.
9. Interior sidewalks are the responsibility of the lot owner and must be installed prior to issuance of a Certificate of Occupancy.
10. The developer must obtain an off-site drainage easement for all areas of discharge.
11. The developer shall reimburse the City of Rogers \$77,159.60 for one-half of the traffic light on Pauline Whitaker Parkway prior to issuance of a Certificate of Occupancy.
12. Streets must be built to City standards with curb and gutter and sidewalks installed or a letter of credit posted prior to City Council acceptance of the final plat.
13. Developer to contact the U.S. Postmaster at 401 North 8th Street to schedule type of mail delivery.
14. The proposed trash dumpster must be screened with a solid-type screening consistent with the architectural style of the building.

15. Engineer to schedule a pre-construction meeting with the Rogers Planning Department prior to issuance of a grading permit. All Phase 1 erosion control must be installed prior to the pre-construction meeting and a reduced set of construction plans (11" x 17") will be required.
16. The person financially responsible for the project must obtain a grading permit including a copy of the NOI, a copy of the Stormwater Pollution Prevention Plan, and a copy of the Grading and Erosion Control Plan.
17. A perimeter buffer strip shall be temporarily maintained around the disturbed area. The minimum width for the buffer strip is 25' with a maximum width of 40'.
18. A truck wash-down and concrete wash area must be shown on the plans. A typical detail will be provided by the Planning Department and must be shown on a detail sheet.
19. All parking lots and drives must be hard surfaced.
20. All mechanical, electrical and air conditioning equipment must be screened from public view.
21. The entire facility must comply with the requirements of the Americans with Disabilities Act of 1990.
22. All water and sewer plans must be approved by the Rogers Water Utility Department prior to construction. THIS IS A SEPARATE REVIEW PROCESS AND A PRE-CONSTRUCTION MEETING WILL BE REQUIRED.
23. The owner/developer will be responsible for any upstream or downstream flooding as a direct result of this development.
24. Provide the City Planner with a copy of the site plan and utility plan on compact disk formatted for AutoCAD 2004 prior to issuance of a Certificate of Occupancy.

THE FOLLOWING PLAN REVISIONS ARE REQUIRED:

- Please use the intensity values given in the Rogers Drainage Manual for the StormCAD inlet calculations.
- Please explain how Drop Inlet #1 has sufficient freeboard. It appears that the Hydraulic Grade Line at drop inlet DI-1 is shown to be 1300.18 in the Drainage Report and the elevation shown on the grading plan for the gutter line at this inlet is shown to be 1301.32. $1301.32 - 1300.18 = 1.14' < 2'$ required.

THE FOLLOWING WAIVER IS BEING REQUESTED:

- The two driveways do not meet the required separation distance. Large Scale Committee recommends this waiver.

APPROVED.

Motion by White, second by Myers to add the LSDP for Harps at Pinnacle Hills to the consent agenda, subject to the conditions listed to include waiving the separation distance on the two driveways and not granting a grading permit until the lot split has been recorded.

Voice Vote: Unanimous. **Motion carried.**

APPROVED.

Motion by White, second by Campbell to approve the consent agenda.

Voice Vote: Unanimous. **Motion carried.**

NEW BUSINESS:

(Agenda Item #1)

Request by Tyson Foods for a LSDP Waiver to Allow the Existing Gravel Parking Lot at 212 Elm Street to be Paved. The Facility is in the I-1(Light Industrial) Zoning District.

Geoffrey Bates stated he was the engineer for this project.

Commissioner White said after discussions with Staff, it appears a lot of the comment items have been taken care of. Large Scale recommends the granting of this waiver subject to the conditions listed below. Grading permit will be held until required plan revisions are met.

1. Drainage improvements must be completed and certified by the engineer of record, Bates Consulting, with all ditches and basins solid-sodded, concrete-lined, or underground conduit installed. Erosion control methods must be used during construction.
2. Construction debris must be cleared from all stormwater structures and verified by a site inspection from the Planning Department.

3. Landscaping must be installed and a three-year guarantee submitted on plant replacement. Minimum size of shrubs is five gallons, for shade trees it is 2 ½” B & B, and for ornamental trees it is 1 ½” B & B.
4. Provide a landscape plan and chart showing size and type of plants and calculations supporting the number required.
5. Sidewalks must be 10’ wide in width and ramped at all curb cuts to meet ADA and AHTD specifications and installed the full width of the property or provide a letter of credit. Sidewalks must match any existing sidewalks in the area, include truncated domes at the handicap ramps and be located a minimum of 6’ behind the curb.
6. Developer to dedicate a total of 50’ of ROW (or fraction thereof) for West Walnut by separate document prior to issuance of a grading permit.
7. Engineer to schedule a pre-construction meeting with the Rogers Planning Department prior to issuance of a grading permit. All Phase 1 erosion control must be installed prior to the pre-construction meeting and a reduced set of construction plans (11” x 17”) will be required.
8. The person financially responsible for the project must obtain a grading permit including a copy of the NOI, a copy of the Stormwater Pollution Prevention Plan, and a copy of the Grading and Erosion Control Plan.

9. A copy of the Notice of Termination with ADEQ must be provided.
10. A perimeter buffer strip shall be temporarily maintained around the disturbed area. The minimum width for the buffer strip is 25' with a maximum width of 40'.
11. A truck wash-down and concrete wash area must be shown on the plans. A typical detail will be provided by the Planning Department and must be shown on a detail sheet.
12. All parking lots and drives must be hard surfaced.
13. The owner/developer will be responsible for any upstream or downstream flooding as a direct result of this development.

THE FOLLOWING PLAN REVISIONS ARE REQUIRED:

- Provide a signed and sealed survey of the entire site.
- Provide the percentage of impervious surface area and lot coverage.
- Label the building square footage.
- Provide a 25' landscape buffer along the east, north and south property lines.
- No dumpsters are shown. Indicate method of trash disposal.
- Provide a landscape plan with calculations showing the amount of required/provided material.
- Show tree protection barriers and indicate type of fencing.
- Show the location for the "Tree Protection Area" sign.

- Show the perimeter buffer strip or provide an alternative (i.e., two rows of silt fence, waddles, etc.).
- A tree protection or replacement plan is required in addition to the grading plan.
- Add a wash rack and concrete wash area at the construction entrance.
- Label the location of the ADEQ permit box on the erosion control plan.
- Show the rocked construction entrance off Poplar which must be either 20% of the lot depth or a maximum of 100’.
- Show adjacent zoning districts.
- Please revise General Note #1 on the cover sheet to state that precast structures may be used with cast in place tops.
- Provide a retaining wall design stamped by a structural engineer and the details need to be included in the plans.
- Show sod in the detention pond as required.
- Provide a detail of the sluice gate.
- Change the 18” CMP leaving the detention pond to concrete pipe since it is shown to be placed beneath a gravel parking lot and drive.
- Provide a drainage easement around the detention pond as required.

Drainage Report Comments:

- Check the design storm data used for the SCS calculations. The 24 hour total precipitation value used for all storm events does not match those given in the Rogers Drainage Manual. Please revise. Also, use a Type II storm distribution for Rogers.
- Please justify the use of the curve numbers selected. The drainage report states that the soil types are predominantly Hydrologic Soil Group B, but it appears that this site is

approximately 50% Group B and 50% Group C. Typically, gravel roads (similar to a parking lot) would have a curve number of 85 and 89 for these soil groups respectively. Use a curve number of 98 for all paved areas.

- The pre-developed hydrographs are included in the drainage report, but the post-developed hydrographs, detention pond routing hydrographs, and detention pond report were not. Please include.
- Provide a weir calculation to size the curb cut from the parking lot into the detention pond.
- Provide a chart to show the increase in flow from the un-detained areas.

Provide a written response to all comments.

APPROVED.

Motion by White, second by Myers to approve this large scale development plan subject to all conditions being met.

Voice Vote: Unanimous. **Motion carried.**

There being no further business, motion by Thrasher, second by Gosserand to adjourn the meeting. Meeting adjourned at 4:40 P.M.

ATTEST:

APPROVED:

Chad Campbell, Secretary

Don Spann, Chairman

