

MINUTES

The **Rogers Planning Commission** met for a *regular session* in the Council Chambers of the Maurice H. Kolman Building on Tuesday, June 16, 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, Mike Shupe, Don Spann, David Thrasher and Jim White were present. Mark Myers and Ron Shelby were absent.

OTHER OFFICIALS PRESENT:

Deputy City Clerk Dena Laney, Deputy City Attorney Jim Clark, Senior Planner Derrel Smith, Assistant City Planners Candy Anderson and Lori Stone, Director of Planning & Transportation Steve Glass, Project Engineer Lance Jobe, Water Utilities Engineer Mark Johnson, Fire Marshall Travis Hollis and Council members Larry Daniel and Bob Goodwin.

ACTION ON MINUTES:

(June 2, 2009)

Approved.

Motion by Shupe, second by Brown to approve the minutes of the meeting of June 2, 2009 as submitted.

Voice vote: Unanimous - Yes. ***Motion carried.***

CONSENT AGENDA:

None.

REPORTS OF BOARDS AND STANDING COMMITTEES:

None.

OLD BUSINESS:

PUBLIC HEARINGS:

(Agenda Item #1)

Request by Dayci Garcia for a Conditional Use Permit for vehicle sales & service at 1806 ½ So. 8th St. in the C-2 (Highway Commercial) zoning district

Garcia states this property has been used for auto repair before.

Commissioner White recommended approval of the Conditional Use for a period of one year. He explains to Garcia she will have to come back in a year to request an extension.

There were no comments in favor or against the Conditional Use Permit.

The Public Hearing was declared closed.

Motion by White, second by Thrasher to approve the Conditional Use for a period of one year.

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

(Agenda Item #2)
Request by John Pope for a Conditional Use Permit to operate an animal boarding & kennel at 400 E. New Hope Road in the RD-P (Residential Duplex-Patio) zoning district

Pope states the animals are trained at the facility and would be inside at night keeping noise to a minimum.

There were no comments in favor or against the Conditional Use Permit.

The Public Hearing was declared closed.

Commissioners state they have received a letter from Lindsey Properties requesting the Conditional Use be granted for a period one year to insure no problems.

Commissioner Brown states that he would prefer the use be only on the south 100ft of the property.

Pope states he has no problem with either request.

Motion by Brown, second by White to approve the Conditional Use for a period of one year and limited to the South 100ft of the property.

Voice vote: Unanimous –Yes. **Motion carried.**

(Agenda Item #3)
Request by Walter White to rezone 1.53 acres at 2114 So. 8th St. from C-2 (Highway Commercial) to C-4 (Open Display Commercial) zoning district

Watkins of Watkins Law presented the rezone request.

There were no comments in favor or against the rezone request.

The Public Hearing was declared closed.

Motion by White, second by Campbell to recommend approval of the rezone to City Council.

Roll call: Unanimous - Yes. **Motion carried.**

NEW BUSINESS:

(Agenda Item #1)

LSDP, Rite Pak Warehouse at 1st St. & New Hope in the C-2 (Highway Commercial) zoning district

Matt Casey of Coover Consulting presented the LSDP.

White states that committee has met and recommends approval subject to following conditions:

LSDP, Rite Pak Office & Warehouse

1. Drainage improvements must be completed and certified by the engineer of record, Coover Consulting, 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. Provide a soils report signed and sealed by a professional engineer to be included with the building permit application.
4. All signs will require separate permits.
5. 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.
6. Interior sidewalks are the responsibility of the lot owner and must be installed prior to issuance of a Certificate of Occupancy.
7. The developer must obtain an off-site drainage easement for all areas of discharge prior to issuance of a building permit.
8. Developer to contact the U.S. Postmaster at 401 No. 8th St. to schedule type of mail delivery.
9. Provide the city planner with a copy of the approval from AHTD to discharge storm water into their system prior to issuance of the Certificate of Occupancy.

10. 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.
11. 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.
12. 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'.
13. 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.
14. All parking lots and drives must be hard surfaced.
15. All mechanical, electrical and air conditioning equipment must be screened from public view.
16. The entire facility must comply with the requirements of the Americans with Disabilities Act of 1990.
17. 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.
18. The owner/developer will be responsible for any upstream or downstream flooding as a direct result of this development.
19. Provide the city planner with a copy of the final site plan and utility plan on compact disk formatted for AutoCAD 2004 prior to issuance of a Certificate of Occupancy.
20. An easement dedication plat will be required prior to issuance of a Certificate of Occupancy.

THE FOLLOWING PLAN REVISIONS ARE REQUIRED:

- Provide the design calculations for the retaining wall, including the global stability analysis.
- Please indicate on the Detention Pond Standpipe Detail North Elevation that a manhole lid is required on the top.
- The 100 year Water Surface Elevation shown in the pans is 1354.00 and that shown in the Drainage Report is 1354.71, please check. The elevation in the Drainage Report does not provide the one (1) foot of freeboard as required. I cannot locate the detention pond cross section as required.

- Please revise the Summary of Runoff chart to include the post-developed undetained flows as required.
- Post DA3 is shown to have a composite curve number. Based on the narrative, it does not appear that this should be a composite number.
- The outlet orifice and the pipe slope shown in the plans differ from that in the Drainage Report. Also, please model the outfall as an orifice and pipe as originally done.
- I found the flow calculations provided for the flume from the parking lot into the detention pond, but cannot locate the weir calculations used to size the opening length.
- It does not appear that the grate inlet calculations account for the 50% clogging factor, please include a statement in the drainage report narrative how this factor was accounted for. I can only locate the flow calculations for one of the grate inlets, please provide the calculations for the other and label each.
- The storm sewer calculations provided are for the 2 year event only. The design storm for storm sewers is the 10 year event with a check to the 100 year event. Please provide these calculations as required. For the tailwater elevations, assume the New Hope Road ditch is full for the 10 and 100 year events and those in the detention pond to match the pond report elevations for the respective event; the downstream HGL shown for Line 3 does not match the pond calculations. Please check the line slopes and inverts used in the calculations as some of them do not match those shown in the plans. Also, it appears that Lines 3 and 4 do not meet the 2 feet of freeboard required between the HGL and the ground for the 2 year event much less the 10 year event, please revise. Provide a drainage area map for the inlets.

Motion by White, second by Shupe to approve the LSDP subject to conditions as stated

Voice vote: Unanimous. ***Motion carried.***

There being no further business, the meeting adjourned at 4:51 P.M.

ATTEST

APPROVED

Chad Campbell, Secretary

Don Spann, Chairman