



**Bryant Planning Commission Meeting**  
Monday, September 11th, 2017  
6:00 p.m.  
Boswell Municipal Complex - City Hall Courtroom

**Agenda**

**CALL TO ORDER**

- Chairman to call the meeting to order.
- Secretary calls roll

**APPROVAL OF MINUTES**

**Mintues**

Documents:

[Bryant Planning Commission Meeting Mintues 81417.pdf](#)

**ANNOUNCEMENTS**

**DRC REPORT**

**Serenity Vapes - 3116 Horizon Drive**

Requesting Sign Application Approval - **Approved**

Documents:

[Serenity Vapes - 3116 Horizon Drive - Sign App.pdf](#)

**Snell Prosthetic - 612 Office Park Drive**

Requesting Sign Application Approval - **Approved**

Documents:

[Snell Prosthetic - 615 Office Park Drive - Sign App.pdf](#)

**Planning & Community Development Department**

1. Updated Planning Area - **Recommended To Planning Commission**
2. Zoning Code Changes - **Recommended To Planning Commission**
3. Commercial Design Standards - **Recommended To Planning Commission**
4. Planning RFQ - **Recommended To Planning Commission**

**PUBLIC HEARING**

**Planning & Community Development Department**

1. Updated Planning Area
2. Zoning Code Changes
3. Commercial Design Standards

Documents:

[PAB Map.pdf](#)  
[Zoning Code Residential Districts.pdf](#)  
[Zoning Code Design Standards.pdf](#)

**OLD BUSINESS**

**NEW BUSINESS**

**Planning & Community Development Department**

Presenting Planning RFQ

Documents:

[Planning RFQ.pdf](#)

**ADJOURNMENT**



**Bryant Planning Commission Meeting**  
Monday, September 11th, 2017  
6:00 p.m.  
Boswell Municipal Complex-City Hall Courtroom

**UNAPPROVED MINTUES FOR 8/14/17 MEETING**  
**2 Pages**

**CALL TO ORDER:**

- Vice-Chairman Lance Penfield Calls Meeting To Order
- Commissioners Present: Poe, Statton, Brunt, Johnson, Erwin, Burgess, Penfield, Mayfield..

**APPROVAL OF MINTUES:**

**Approval of the July 10<sup>th</sup>, 2017 Planning Commission Minutes.**

*Action taken: Motion made to approve with corrections made to Vice-Chairman Erwin's title by Commissioner Mayfield and seconded by Vice-Chairman Erwin. Voice vote: 8 yeas and 0 nay.*

**Approval of the July 27<sup>th</sup>, 2017 Planning Commission Minutes.**

*Action taken: Motion made to approve by Commissioner Johnson and seconded by Commissioner Brunt. Voice vote: 8 yeas and 0 nay. Passed*

**DRC REPORT**

*Chairman Penfield reads the DRC Report.*

**Merchants & Farmers Bank - 3512 Hwy 5 North**

Requesting Sign Permit Approval - **Approved**

**US Pizza**

Vernon Williams - Requesting Approval of Parking Expansion - **Approved**

**Olde Savannah**

Requesting Rezoning Recommendation - **Recommended to Commission**

**Arvest Bank - 3217 North Reynolds Road**

Requesting Sign Permit Approval - **Approved**

**Pookie's Gourmet Popcorn**  
Requesting Sign Permit Approval - **Approved**

**Merchants & Farmers Bank - 3512 Hwy 5 North**  
Requesting Sign Permit Application Approval - **Approved**

**First Baptist Church Bryant**  
Requesting Approval of Landscaping Plan – **Approved**

#### **Discuss Planning And DRC Schedule**

**David's Burgers**  
Requesting Sign Permit Application Variance - **Recommended for Special Sign Permit**

**Bryant Parks And Recreation**  
Mickey Perez - Requesting Approval for Bishop Park Shade Structures - **Approved**

**Big Red - 1524 S. Reynolds Road**  
Requesting Sign Permit Application Approval - **Approved**

#### **PUBLIC HEARING**

**Olde Savannah - 3927 Springhill Road**  
Randy Ives - Requesting Rezoning from R-2 to PUD

*Chairman Penfield Calls for a roll call vote. 7 yeas. 0 nays. Passed. Johnson Abstain.*

#### **NEW BUSINESS**

**David's Burgers**  
Requesting Special Sign Permit Application

*Chairman Penfield Calls for a roll call vote. 8 yeas. 0 nays. Passed*

#### **PUBLIC HEARING**

**3400 Tropf Lane**  
B.J. LeMaire Requesting Rezoning from R-E/C-2 to C-2

*Chairman Penfield Calls for a roll call vote. 8 yeas. 0 nays. Passed*

**Planning & Community Development**  
James Walden - Zoning Code Changes

*Commissioner Mayfield moves to continue public hearing until next meeting, Commissioner Johnson Seconds. 8 yeas. 0 nays. Passed*

**ADJOURNMENT**

Motion made to adjourn by Commissioner Burgess, seconded by Commissioner Mayfield.

Approval of the minutes for August, 14th Bryant Planning Commission meeting was approved on September 11th, 2017.

\_\_\_\_\_ Date: \_\_\_\_\_2017  
Chairman Lance Penfield

\_\_\_\_\_ Date: \_\_\_\_\_2017  
Secretary Truett Smith

City of Bryant, Arkansas  
Code Enforcement, Permits and Inspections  
312 Roya Lane  
Bryant, Ar 72022  
501-943-0943

Project  
cost  
58,000

SIGN PERMIT APPLICATION

Applicants are advised to read the sign ordinance prior to completing and signing this form. The Sign Ordinance is available at [www.cityofbryant.com](http://www.cityofbryant.com)

Site plan showing placement of sign and any existing signs on the property. A rendering of sign showing correct dimensions of all signs are required with application. Additional documentation may be required by Sign Administrator.

Date: 8-10-17

Note: Electrical permits may be Required, Please contact the Permits Office at 501-943-0943 for more information.

SIGN CO. OR  
SIGN OWNER

Name V 2 Sign Co

Address 25608 Interstate 30

City, State, Zip Bryant, AR 72022

Phone 870-550-5577

Alternate Phone 501-847-3600

PROPERTY OWNER

Name Security VAPCS

Address 3116 Horizon Dr

City, State, Zip Bryant, AR 72022

Phone 501-794-7704

Alternate Phone \_\_\_\_\_

GENERAL DETAILS

Name of Business Security VAPCS

Address/Location of sign 3116 Horizon Dr

Sign dimensions (height, length, width) 28" X 18"

Zoning Classification \_\_\_\_\_ Aggregate Surface Area (total all signs) 36 sq ft

Height of sign from lot surface: Bottom 13' Top 15'-3"

SIGN TYPE

Pole  Monument

Wall

Other (type) \_\_\_\_\_

Total sq. ft. 36 sq ft

READ CAREFULLY BEFORE SIGNING

I, Drew McLean, do hereby certify that all information contained within this application is true and correct. I fully understand that the terms of the Sign Ordinance supersede the Sign Administrator's approval and that all signs must fully comply with all terms of the Sign Ordinance regardless of approval. I further certify that the proposed sign is authorized by the owner of the property and that I am authorized by the property owner to make this application. I understand that no sign may be placed in any public right of way. I understand that I must comply with all Building and Electrical Codes and that it is my responsibility to obtain all necessary permits.

Applicant's Signature

Date

Sign Administrator(or Designee) Approval

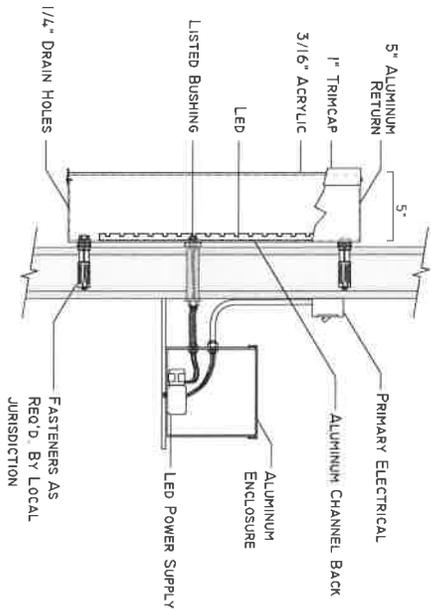
Date





224"

# Serenity Vapes



Internally illuminated remote Channel letters flush mounted To building fascia. .065 aluminum Channel backs, .040 aluminum 4" returns finished with semi gloss Black automotive paint. 1" black trim cap, 3/16" polycarbonate face with black/white perforated vinyl overlay. LED illumination.



Client: *Serenity Vapes*  
 3116 Horizon Dr  
 Brentwood, TN

Representative: Drew McGraw  
 Designer: Scott Telfer  
 Date: 8/10/17  
 File location: V2 Graphic files/  
 serenity\_vapes  
 File/product name: storefront

Approved  
 SIGNATURE REQUIRED FOR APPROVAL

UL Listed

All ideas, designs, and arrangements indicated or represented by this drawing are the property of V2 Sign Company, Inc. and were created, revised, and developed for use on and in connection with the specified project. It is not to be used, reproduced, copied, or exhibited for any other purpose without written permission. The rights thereof are protected by law.

.

City of Bryant, Arkansas  
Code Enforcement, Permits and Inspections  
312 Roya Lane  
Bryant, Ar 72022  
501-943-0943

SIGN PERMIT APPLICATION

Applicants are advised to read the sign ordinance prior to completing and signing this form. The Sign Ordinance is available at [www.cityofbryant.com](http://www.cityofbryant.com)

Site plan showing placement of sign and any existing signs on the property. A rendering of sign showing correct dimensions of all signs are required with application. Additional documentation may be required by Sign Administrator.

Date: 8/17/17

Note: Electrical permits may be Required, Please contact the Permits Office at 501-943-0943 for more information.

SIGN CO. OR  
SIGN OWNER

Name ARKANSAS SIGNS FIRST  
Address 1001 N. CYPRESS  
City, State, Zip NLR, AR 72114  
Phone 501-324-2933  
Alternate Phone 501-207-3605

PROPERTY OWNER

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Alternate Phone \_\_\_\_\_

GENERAL DETAILS

Name of Business SNELL PROSTHETICS

SIGN TYPE

Pole  Monument

Address/Location of sign 612 OFFICE PARK DR.

Wall

Sign dimensions (height, length, width) 34.75" H x 157" W x 9.5" D

Other (type) \_\_\_\_\_  
Total sq. ft. 3855

Zoning Classification C-2 Aggregate Surface Area (total all signs) \_\_\_\_\_

Height of sign from lot surface: Bottom 13.5' Top 16.395'

READ CAREFULLY BEFORE SIGNING

I, Dayna Isham, do hereby certify that all information contained within this application is true and correct. I fully understand that the terms of the Sign Ordinance supersede the Sign Administrator's approval and that all signs must fully comply with all terms of the Sign Ordinance regardless of approval. I further certify that the proposed sign is authorized by the owner of the property and that I am authorized by the property owner to make this application. I understand that no sign may be placed in any public right of way. I understand that I must comply with all Building and Electrical Codes and that it is my responsibility to obtain all necessary permits.

Dayna Isham  
Applicant's Signature

8/17/17  
Date

\_\_\_\_\_  
Sign Administrator(or Designee) Approval

\_\_\_\_\_  
Date



**SAVELL**  
Prosthetic & Orthotic Laboratory



Suite 1  
BANK OF AMERICA  
MORTGAGE  
Monday - Friday  
9:00am - 5:00pm

SPACE FOR  
LEASE  
307.857.4823  
555 W. 1st  
St. Louis, MO 63103



**\*Note 1 set**  
(P2-5)

28625 HARVEST VIEW ROAD  
STOUTLAND MO 65567  
PHONE 800-544-6381  
FAX 417-286-3350  
E-MAIL GRAPHICS@SIGNFAB.COM

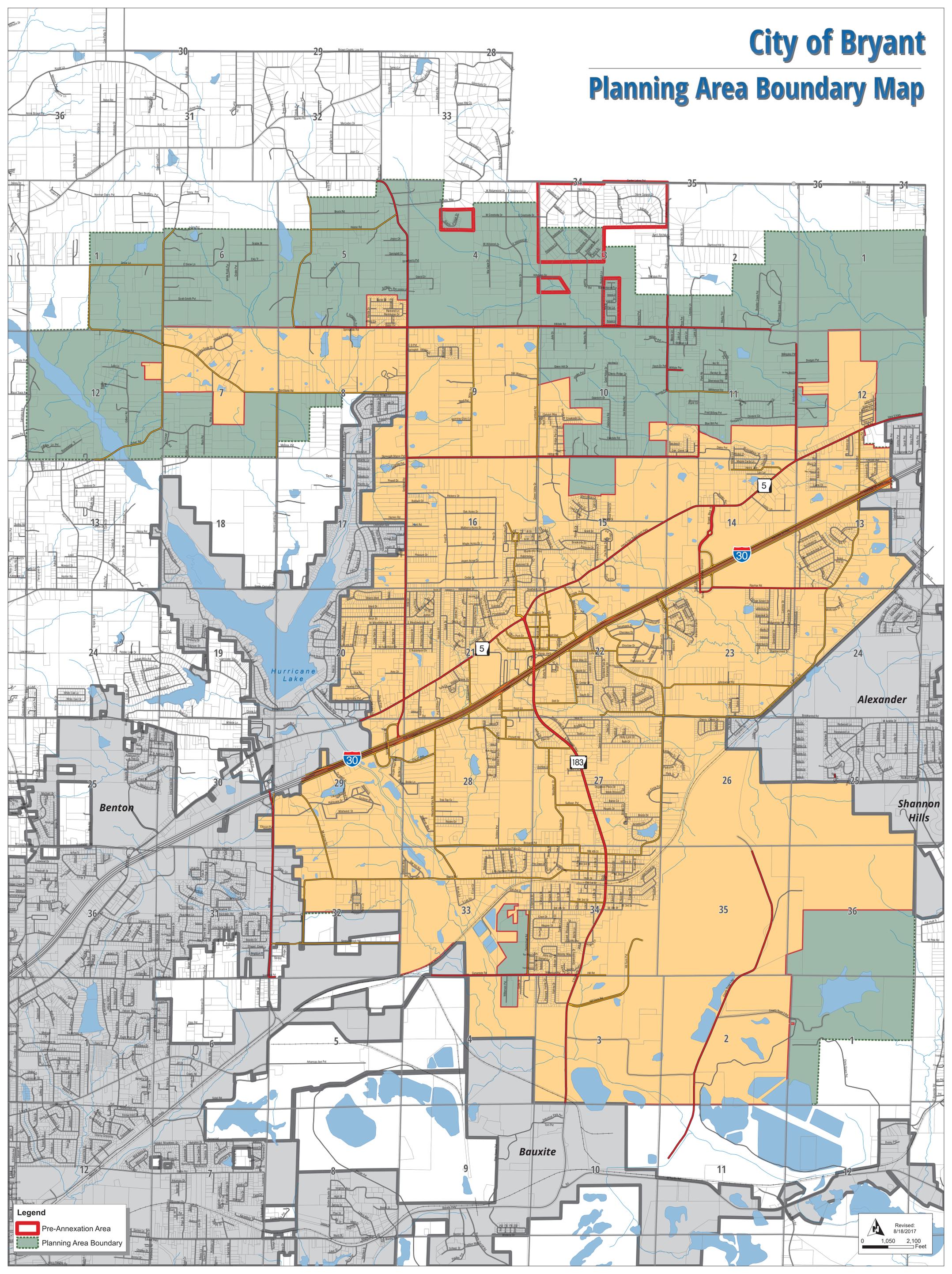
THIS PROOF DRAWING IS FOR YOUR REVIEW AND APPROVAL BEFORE FABRICATION BEGINS. SIGNED APPROVAL INDICATES THAT YOU HAVE READ AND APPROVE OF THE SPECIFICATIONS STATED. SIGN FAB WILL NOT BE RESPONSIBLE FOR ERRORS THAT COULD HAVE BEEN PREVENTED BY THE PROPER REVIEW OF THIS FORM. THANK YOU.



**Specs:** One set preformed channel letters w/ plex faces and LED's - raceway mounted.  
**Face:** SNELL - 2447 white plex w/ alron 2500-2108 green vinyl overlay applied / Logo - 7328 white plex w / arlon 2500-131 gold metallic vinyl applied as per artwork / Capsule - 7328 white plex w/ arlon 2500-22 black vinyl copy applied as per artwork.  
**Trim:** 1" black.  
**Return:** 5" pre-finished black / Interiors white.  
**Illumination:** Principal Fusion 2 series white LED's - PL-FS2-TW170-P.  
**Transformers:** Principal PL-60-12-U 120-277VAC - rwy.  
**UL Specs:** UL Listed w/ UL Labels.  
**Drain Holes:** Yes.  
**Electrical Holes:** To raceway.  
**Mounting Holes:** Letters, Logo - to raceway / Capsule - to raceway with square tube rails.  
**Raceway Info:** EXTRUDED 7"H x 4.5"D x length above / disconnect switch / painted SW 6101 sands of time.  
**Hardware:** standard EXTRUDED external mounting brackets.

Project:	<b>SNEL</b>	Job #:	<b>195214</b>	Approved By:	_____	Date:	_____
Graphics by:	<b>Jake Norris</b>	Date:	<b>8/3/17</b>	SIGNED APPROVAL OF ALL DRAWINGS MUST BE RECEIVED BEFORE PRODUCTION BEGINS.			
				Notes/Changes:			
				CE 46393 CO 7233			

# City of Bryant Planning Area Boundary Map



**Legend**

- Pre-Annexation Area
- Planning Area Boundary

Revised: 8/18/2017

0 1,050 2,100 Feet

### **SECTION 3 - ZONING MAP**

- A. The City is hereby divided into zoning districts as shown on the Official Zoning Districts Map, which currently is enforced. Any change will require a re-zoning request to the planning commission.

### **SECTION 4 - APPLICATION OF ZONING DISTRICT REGULATIONS**

- A. The regulations pertaining to each zoning district establish the character of the zoning district, and the regulations shall be applied uniformly within the zoning district.
- B. When a use is proposed for a zoning district that is not explicitly permitted or prohibited within the zoning district, the Planning Commission shall determine whether said use is compatible (i.e., in character) and if it is so finds that it is, authorize said use to be established. Mixed uses or uses not covered under the established zoning districts must be submitted as a Planned Unit Development (PUD). The Planning Commission shall decide each application on its merits.
- C. No building or structure or part thereof shall hereafter be erected, constructed, reconstructed, moved, or structurally altered unless in conformity with all of the regulations herein specified for the zoning district in which it is located.
- D. No building or other structure shall hereafter be erected or altered that does not comply with all conditions of the zoning district.
- E. Interpretation of District Boundaries. When uncertainty exists with respect to the boundaries of districts as shown on the Official Zoning Map, the following rules shall apply:
  - 1. District boundary lines in general are intended to be along or parallel to the centerline of streets, alleys, easements, other rights-of-way, and creeks, streams, or other water channels.
  - 2. District boundary lines are intended to be along or parallel to property lines or the lot lines of platted additions.
  - 3. In the absence of specific distances such dimensions shall be determined by the scale of the Official Zoning Map.
- F. Lots of Record: Any nonconforming lot that was platted before (insert adoption date) may be used for a permitted use provided that the setbacks are not reduced less than seventy-five (75) percent of the zoning requirement. No setback may be reduced to less than five (5) feet.

This provision shall only apply to the following nonconforming lots:

- 1. Lots that do not meet the minimum lot width or lot size requirements in its zoning district;
- 2. Lots that have been built upon such that the building setback, yards, open space, building height, or location of parking or loading spaces, do not now comply with the requirements in its zoning district.

## **SECTION 5 - RESIDENTIAL DISTRICTS**

### ***Section 5.1: District Descriptions***

#### ***5.1.1: Duplex Residential District R-1***

The R-1 District is intended to provide for quiet, medium density residential areas characterized by single-family homes/two-family homes and the supporting religious, recreational, educational, and institutional uses for an attractive, functional neighborhood.

#### ***5.1.2: Medium Density Single-Family Residential District R-1.S***

The R-1.S District is intended to provide for quiet, medium density residential areas characterized by single-family homes and the supporting religious, recreational, educational, and institutional uses for an attractive, functional neighborhood.

#### ***5.1.3: Low Density Single-Family Residential District R-2***

The R-2 District is intended to provide for quiet, low density residential areas characterized by single-family homes and the supporting religious, recreational, educational, and institutional uses for an attractive, functional neighborhood.

#### ***5.1.4: Rural Residential District R-E***

The R-E District is intended to provide for rural and estate residential areas that are very low density. The primary reason for the establishment of this zone is to permit development in areas not served by a public sewer sanitary sewerage system. The minimum lot sizes are necessarily large to ensure adequate space for septic tanks and tile fields needed for private disposal of sewage.

#### ***5.1.5: Manufactured Home Residential District R-M***

The R-M district is intended to provide housing that is affordable for a wide range of residents. This is considered a transitional district in which alternate varieties of housing is allowed in addition to traditional single-family residences. Properties in this district shall be developed in such a manner as to create harmony of size, shape and bulk within individual neighborhoods. This district is a combination of the previous R-M, MHP, and R-X Districts.

### ***Section 5.2: Table of Uses***

The permitted uses in each of the residential districts are set forth in the following table. The following symbols, placed opposite a permitted use and underneath a residential zoning district, shall have these meanings:

- “P” means that the listed use is permitted by right in that district.
- “CU” means that the listed use is permitted subject to approval as a conditional use.
- “X” means that the use is expressly prohibited.

**RESIDENTIAL DISTRICTS**

<i>Permitted Uses</i>	<i>R-1</i>	<i>R-1.S</i>	<i>R-2</i>	<i>R-E</i>	<i>R-M</i>	<i>Special Conditions</i>
<b>A. Residential</b>						
Accessory Buildings and Uses	P	P	P	P	P	
Single-Family Dwelling (1,000 sq ft. min.)	P	P	P	P	P	
Two-Family Dwelling	P	X	X	X	CU	
Multi-Family Dwelling	X	X	X	X	X	
Mobile Home	X	X	X	X	X	
Manufactured Home	X	X	X	X	P	
Manufactured Home Park	X	X	X	X	CU	
Townhouse	X	X	X	X	X	
Model Home – Temporary (18 month limit)	P	P	P	P	X	
<b>B. Commercial</b>						
Bed & Breakfast	X	X	X	CU	X	
Child Care Center	CU	CU	CU	X	CU	
Elder/Adult Care Center	CU	CU	CU	X	CU	
Home Occupation	CU	CU	CU	P	CU	
<b>C. Community Facilities and Public Utilities</b>						
Cemetery	CU	CU	CU	P	CU	
Church or other place of worship	P	P	P	CU	P	
Community building, public	CU	CU	CU	X	CU	
Public Utility Buildings/Facilities	CU	CU	CU	CU	CU	
Residential establishment for care of alcoholic, drug, or psychiatric patients	X	X	X	X	X	
Half-way House	X	X	X	X	X	
Hospital, health center, institution for aged or children, and extensions or additions to existing	CU	CU	CU	X	CU	
Library	CU	CU	CU	X	CU	
Nursing or rest home and extensions or additions to existing ones	CU	CU	CU	X	CU	

<b>Permitted Uses</b>	<b>R-1</b>	<b>R-1.S</b>	<b>R-2</b>	<b>R-E</b>	<b>R-M</b>	<b>Special Conditions</b>
Park or playground	CU	CU	CU	CU	CU	
School, public, parochial, or private non-profit	CU	CU	CU	X	P	
<b>D. Agricultural</b>						
Animal husbandry, dairying, and pasturage	X	X	X	CU	X	
Field crops, floriculture, horticulture, nursery truck gardening or viticulture, but not including retail sales on the premises – Gardens under 2 acres are permitted in all districts	X	X	X	P	X	
<b>E. Other</b>						
Other similar uses, not specifically listed above	CU	CU	CU	CU	CU	

**Section 5.3: Area Requirements**

Every building and use built or located in a residential district shall have the lot area and widths identified below. No buildings shall be built or enlarged unless the following yard setbacks are provided and maintained in connection with such building, structure, or enlargement.

Yard (front, rear, interior, exterior) are identified in the definition section of this Code. Front, rear, interior, and exterior yard setbacks shall be measured from the property line or, when greater, the projected edge of the proposed street right-of-way shown on the Master Street Plan. The projection of open balconies, bay windows, and uncovered porches (patios) into yard space is permissible.

Chimneys, cooling or water towers, elevators, bulkheads, fire towers, monuments, stacks, storage towers, tanks, spires, church steeples, radio towers or necessary mechanical apparatus shall not be subject to the height requirements.

**RESIDENTIAL LOT, YARD & HEIGHT REQUIREMENTS**

<b>Zoning District</b>	<b>Min. Lot Area</b>	<b>Max. Lot Coverage</b>	<b>Min. Lot Width</b>	<b>Setback Requirements</b>				<b>Max. Height Feet</b>
				<b>Front</b>	<b>Interior</b>	<b>Exterior</b>	<b>Rear</b>	
R-1	6,000 sq. ft.	40%	60 ft.	20 ft.*	8 ft.	15 ft.*	20 ft.	48 ft.
R-1.S	6,000 sq. ft.	40%	60 ft.	20 ft.*	8 ft.	15 ft.*	20 ft.	48 ft.
R-2	9,000 sq. ft.	25%	75 ft.	25 ft.*	8 ft.	15 ft.*	25 ft.	48 ft.

Zoning District	Min. Lot Area	Max. Lot Coverage	Min. Lot Width	Setback Requirements				Max. Height Feet
				Front	Interior	Exterior	Rear	
R-E	43,560 sq. ft.	25%	125 ft.	25 ft.*	15 ft.	25 ft.*	25 ft.	48 ft.
R-M	6,000 sq. ft. MHP: 20 acres	40%	60 ft.	20 ft.*	8 ft.	15 ft.*	20 ft.	48 ft.
All R Districts	Community Building, Assembly, Church, School or similar: 1 acre	40%	100 ft.	20 ft.	25 ft.	20 ft.	25 ft.	48 ft.

Notes: Existing platted lots of records that do not meet the above requirements may be used subject to Section 4, paragraph f.

\*When a majority of the lots on one side or street face of a block have existing principal structures on them and those structures do not meet the minimum required front setback or exterior setback, the required setback may be reduced. In such cases, the setback of all the structures on the street face of the block (no more than 6 lots) may be measured to determine the average setback. This calculated front setback may be used as the front or exterior setback line for any new construction or expansion of existing structures.

**Section 5.4: Parking**

Parking requirements shall be determined through the site plan review process. Each dwelling unit shall require a minimum of two (2) off-street parking spaces.

**Section 5.5: Accessory Structures**

**5.5.1: General Requirements**

A. Setbacks

Setback Requirements			
Front	Interior	Exterior	Rear
Not permitted in Front Yard*	5 ft*	Same as Zoning District*	5 ft

\*Must be placed behind the principal structure.

- B. An accessory structure shall be located more than ten (10) feet from the principal building on the property, except when the accessory structure has a one hour fire rating wall on the side nearest the principal structure.
- C. No accessory building or structure shall be constructed on any lot prior to the start of construction of the principal building to which it is accessory.
- D. The combined size of all accessory buildings on a lot shall not exceed the size of the principal building. The following additionally apply:
  - 1. Combined size of all accessory buildings on lots greater than ½ acre in size shall not be larger than 5% of the total lot area without a Conditional Use approval.
  - 2. Combined size of all accessory buildings on lots less than ½ acre in size shall not exceed 800 square feet or twenty-five (25) percent of the size of the principal building, whichever is less, without Conditional Use approval.

### ***Section 5.6: Home Occupations***

#### ***5.6.1: General Requirements***

Home occupations are subject to the following limitations:

- A. Must not involve the use of commercial vehicles operating from the residence.
- B. Must be clearly secondary to the residential purpose of the structure and does not involve a change in the residential character or appearance of the structure.
- C. Does not require use of an accessory building or involve activity outside the principal structure other than would be normally associated with a residential use.
- D. Must not occupy more than twenty-five (25) percent of the gross floor area of one floor of the structure.
- E. Must not involve the external display of goods and services.
- F. Must be conducted solely by a person or persons residing in the structure.
- G. Must meet the definition of a home occupation.
- H. Must not involve personal services such as massage or hair care. Must not involve automotive repair, appliance repair, heavy equipment repair, kenneling of animals, or veterinary surgery.

### ***Section 5.7: Residential Design Standards***

### **5.7.1: General Standards**

All single-family dwellings and manufactured homes except those within a manufactured home park are subject to the following standards:

- A. Dwellings shall have a minimum width or length of 20 ft. on any side.
- B. Dwellings shall be oriented such that the front door of the structure faces the street.
- C. All dwelling units that do not have a built-in front porch as part of the structure shall have a covered front landing, accessible by stairs with handrails, if necessary. The landing shall be at least six feet by six feet and oriented to the front yard.
- D. Dwellings shall be clad in wood, rock, masonry, stucco, EIFS, vinyl, or fiber-cement siding. Other materials may be used subject to DRC approval.
- E. Roofs shall have a minimum (4/12) slope.
- F. Any transportation elements including axles and hitches shall be removed from the structure.
- G. Units shall be set up and anchored in accordance with regulations set forth by the Arkansas Manufactured Home Commission, if applicable.
- H. Units shall have a solid masonry or concrete perimeter foundation around the base of the perimeter of the structure.
- I. Dwellings moved into this zoning district shall be new and under warranty or inspected by the city's Administrative Official prior to being moved on site to ensure the dwelling will be inhabitable in a safe manner based upon the following standards:
  - 1. All roofing material shall be secure without gaps or damaged shingles;
  - 2. All windows shall be operative without broken panes or damaged trim or screening;
  - 3. All exterior siding shall be in place and undamaged with no dents, tears, or burned sections;
  - 4. All kitchen and bathroom facilities shall be fully operational and all mechanical equipment in good working order;
  - 5. Any attached gutters shall be secure and functional;
  - 6. All cornice materials shall be in place and undamaged;
  - 7. Paint shall be uniform and unblemished;

8. Doors shall be plumb and fully operational;
9. Flooring shall be structurally undamaged and secure.

### ***Section 5.8: Manufactured Home Parks***

#### ***5.8.1: General Requirements***

All new manufactured home parks that are established or existing manufactured home parks which are expanded after the effective date of these regulations shall comply with all of the requirements and standards contained in this section.

#### ***5.8.2: Development Standards***

The manufactured home park shall conform to the following standards:

- A. The minimum development site area is twenty (20) acres.
- B. Maximum density shall be six (6) manufactured homes per gross acre.
- C. Only one (1) manufactured home may be located on a manufactured home site as designated by the required lot size and yard areas.
- D. A site development plan shall be required showing the area and dimensions of the tract of land; the number, locations and size of all manufactured home spaces; the location and width of roadways, walkways, and recreational areas; and the location of service buildings and other proposed structures. If approved, the development shall conform to the site development plan and violation of the plan shall nullify the permit. Existing facilities or rented spaces shall not be expanded without prior consent of the Planning Commission.
- E. Any manufactured home located in this district shall be set up and anchored in accordance with the Rules and Regulations of the Arkansas Manufactured Housing Commission.
- F. A manufactured home moved into a manufactured home park shall be new and under warranty or inspected by the city's Administrative Official prior to being moved on site to ensure the dwelling will be inhabitable in a safe manner. The standards and criteria for the inspection are contained in Section 5.7.1, paragraph I.

#### ***5.8.3: Design Standards***

- A. Use: Only manufactured homes shall be allowed as dwellings within a manufactured home park.
- B. Lot Size: Each manufactured home space shall contain a minimum of 4,500 square feet of site area. Each manufactured home space shall have a minimum width of forty (40) feet.

- C. **Manufactured Home Space:** Each manufactured home space shall be provided a concrete slab for anchoring the manufactured home. The slab shall be large enough to accommodate a multi-sectional manufactured home.
- D. **Yard Areas:** A manufactured home space shall have yard setbacks of not less than ten (10) feet on interior sides and twenty (20) feet on the front yard and rear yards.
- E. There shall be a minimum distance of twenty (20) feet between manufactured homes.
- F. **Parking and Streets:** A minimum of two (2) improved off-street parking spaces shall be provided per manufactured home space, each nine (9) feet by twenty (20) feet.
- G. All manufactured home spaces shall abut a public street with driveways consisting at least two inches of asphalt over a six-inch compacted gravel base.
- H. **Utilities:** Each manufactured home space shall be provided with sanitary sewer and water service. Utility services to each manufactured home space shall be in conformance with the subdivision regulations of the City of Bryant and all utility specifications adopted by the city. A 200 amp electrical service shall be provided for each manufactured home space.
- I. **Screening:** Adequate landscaping and fencing shall be provided around the perimeter of the manufactured home park. A solid masonry wall at least six (6) feet in height or a metal decorative fence with dense, sight obscuring vegetation at least six (6) feet in height shall be required. Chain-link fencing shall not be considered decorative. Additional fencing and landscaping may be required by the Planning Commission as part of a Conditional Use Permit for a manufactured home park.
- J. **Accessory Structures:** The only accessory structure permitted shall be a storage building with a maximum size of ten (10) feet by ten (10) feet, and a garage for the storage of motor vehicles, both of which must meet the yard area requirements.

***Section 5.9: Recreational Vehicles and Camping Trailers***

***5.9.1: Occupancy Prohibited***

Unless already permitted or established prior to the effective date of this section, a recreational vehicles or camping trailer shall not be occupied:

- A. Permanently at any time while it is parked or stored in any area within the city limits
- B. Temporarily more than fourteen (14) days unless located in a designated and permitted recreational vehicle park or as expressly approved at a construction site.

## SECTION 10 - DESCRIPTION OF COMMERCIAL DISTRICTS

The Commercial Districts established by this ordinance are designed to include the following two specific purposes:

- (1) To provide sufficient Neighborhood Commercial District (NCD) space, at appropriate locations and in proximity to established residential areas, for local retail and service commercial catering specifically to the recurring shopping needs of the occupants of nearby residences.
- (2) To provide sufficient Highway Commercial District (HCD) space at appropriate locations for varying types of wholesale and retail commercial, miscellaneous service activities and light industrial uses that are consistent in their marketing functions. These areas can accommodate those commercial and service uses which either generate heavy traffic or depend upon heavy traffic for their marketing function, and which often require open storage of products for sale, which serve not only the local residents but also the traveling public.

### **A. The Commercial Districts**

The Commercial Districts shall be cited in this regulation and on the official zoning map of Bryant, Arkansas as follows:

1. "NCD" Neighborhood Commercial District
2. "HCD" Highway Commercial District

### **B. General Zoning District Restrictions**

Unless otherwise specifically exempted in the appropriate district, the following restrictions shall apply to the two types of commercial districts:

1. Any lighting shall be so placed so as to reflect away from adjacent residential districts. No excessive or unusual noise, odor, or vibration shall be emitted so that it constitutes a nuisance, which substantially exceeds the general level of noise, odor, or vibration emitted by uses adjacent to or immediately surrounding the site. Such comparison shall be made at the boundary of the site.
2. ~~All trash receptacles and trash or garbage pickup shall be oriented away from the street side of the property and adequately screened by rock, wood, or masonry screening.~~
3. All signage shall be in conformance with the current Bryant sign regulations.
4. ~~For all façade walls; one hundred (100) percent of all exterior building materials shall be high quality materials and shall be limited to any combination of the following: brick, pre-cast textured concrete, natural or cultured stone, mortar, wood, glass, tile, stucco, split face or architectural faced concrete blocks, Hardiplank or similar concrete materials, and/or high strength exterior finish insulation system (EFIS) or Dryvit. For any non-façade walls, metal materials may be used.~~

D. Facilities are to be located in floodplains.

E. Facilities that will significantly change a surface area involving wetlands, deforestation, or water diversions.

2. Since these assessments are already required by federal law, these provisions are incorporated into this code and certification of compliance with the National Environmental Policy Act (NEPA) (43 U.S.C. Section 4321) must be provided before any permits will be issued.

#### **H. Timeliness**

The City of Bryant shall complete final action upon any permit application within 90 days of the filing of the application unless the Applicant files a request for extension. Any decision to deny a request will be made in writing and will be supported by substantial evidence contained in a written record.

### **17.4 Commercial Design Standards**

#### **A. Purpose**

The purpose of this section is to create a framework for ensuring that the design of buildings will either meet minimum design standards adopted by the community or be subject to public review by the Planning Commission. This section further seeks to maintain good civic design and arrangement within the commercial corridors and neighborhoods of the city thereby assuring a desired aesthetic environment and a stable economic environment. It is the intent of this section to promote the development of buildings that:

1. Are designed to maintain a visual aesthetic that meets a consistent standard and protects the general welfare of the community.
2. Express individual design and creativity without detracting from the visual environment to the point at which adjoining properties will be negatively affected.
3. Are appropriate to the context in which they reside; and
4. Generally do not detract from the aesthetics of the location, area, and community as a whole.

#### **B. Application and Required Information**

1. The regulations of this Section (Section 17.4) shall apply to all buildings excluding manufactured homes, single-family dwellings, two-family dwellings, multi-family dwellings, residential accessory structures, and structures intended for industrial use.
2. Compliance with the standards shall be triggered by the following forms of construction activity:

A. Construction of a new building.

- B. Modification to the exterior façade of an existing structure. (The Administrative Official shall have the authority to waive these requirements in situations where compliance would detract from the visual appearance of the building due to the planned modifications being limited to small portions of the building.)
  - C. When a nonconforming structure is otherwise required to come into compliance with the provision of this Zoning Code due to destruction or other reason.
3. The following information shall be provided by the applicant to determine compliance with these regulations:
- A. Rendered drawings of the front and side façade elevations of the building.
  - B. Materials list for front and side façades, roof structures, and trim.
  - C. Other pertinent information as may be required by the Administrative Official to determine compliance.

### **C. Procedures**

1. Administrative Approval: The Development Review Committee shall authority to review and approve or deny a building design when it meets all the following conditions:
  - A. The design of the building meets all the design standards contained in paragraph e of this section (Section 17.4).
  - B. The building does not exceed two stories in height.
  - C. The building is part of a building permit application or site plan review which would not otherwise require approval by the planning commission. If the building requires site plan review, its design shall be reviewed as part of the site plan review process. If the building does not require site plan review, its design shall be reviewed as part of the building permit review process. In cases that do not require site plan review, approval authority is granted to the Administrative Official.
2. Planning Commission Approval: The Planning Commission shall review building design and approve or deny the design under the following situations:
  - A. The design of the building does not meet all the design standards contained in paragraph e of this section (Section 17.4), as determined by the Administrative Official. Such designs shall be treated as a Non-Standard Building and be reviewed under the provisions of paragraph d of this section (Section 17.4).
  - B. The building exceeds two stories in height.
  - C. The building is part of a site plan review application which requires approval by the planning commission.

**D. Review of Building Permits for Non-Standard Buildings**

When a building design does not meet the design standards contained in *paragraph e: Design Standards* it shall require review by the Planning Commission. After submission of the required information listed in *paragraph b: Application and Required Information*, and a review period for the Administrative Official and Development Review Committee, the design shall be placed on the agenda for the next upcoming Planning Commission meeting. The submission deadlines and review period shall conform to the Planning Commission calendar established by the Administrative Official. To approve a design for a Non-Standard Building, the Planning Commission shall be required to find the following:

1. No discernible public benefit would be gained by requiring an alternative design;
2. The proposed design represents an innovative use of non-standard building materials to the extent that it is in harmony with the visual aspects of the location, area, and community as a whole;
3. The proposed construction meets the spirit and intent of this section of the Zoning Code.

**E. Design Standards**

The following standards must be met to qualify as a Standard Building:

1. The finished façade of the front façade, sidewall façade, or any visible side of the building shall be composed of architectural building materials. A visible side of the building shall mean any façade that faces a public street or fire apparatus access lane that is also used for public access, including internal streets developed to serve a multiple building site.

Architectural building materials shall include:

- A. Exterior Insulation Finish Systems (EIFS) or Dryvit:



B. Brick or Brick Panel Systems



C. Architectural or Split Concrete Blocks, excluding standard concrete blocks/Standard CMU



D. Glass



E. Pre-Cast Concrete



F. Native Stone or Mortar



G. Wood



H. Tile



I. Stucco



J. Aluminum Composite Panels (ACP)



K. Metal Paneling with concealed fasteners (May not exceed 30% of a total area of any one façade)



- L. Metal Siding with a sine wave pattern (May not exceed 30% of total area of any one façade)



- M. Hardiplank or Fiber Cement siding



- 2. The front building façade shall have windows and doors comprising no less than twenty (20) percent of its total square footage.
- 3. The vertical plane of each façade of the building shall not be completely flat but shall be broken vertically in a least one location by a minimum of a one (1) foot differential in the vertical plane for each one hundred (100) feet of horizontal surface or a minimum of one (1) time, whichever is more stringent. This requirement may be met by a recessed or extended entrance. Coursing or use of at least two (2) different architectural materials may be considered to meet this requirement on sidewall facades.



- 4. In general, the building shall not represent a simple box-like structure or resemble a temporary or portable building.

5. Mechanical equipment, whether ground-mounted or roof-mounted on any portion of the building must be placed or screened in such a manner that it is not visible from a public street or fire apparatus lane that is used for public access. Dumpster must be screened with a permanent walled enclosure. No fencing of any kind shall be considered a walled enclosure.

## **F. Appeals**

1. Appeal of Administrative Official Decision: Property owners or their agent may appeal decisions of the Administrative Official/Development Review Committee to the Bryant Planning Commission within thirty (30) days of the decision by submitting a written appeal to the Administrative Official. The Planning Commission shall hear the appeal at the next scheduled meeting. Decisions of the Planning Commission may be appealed to the Bryant City Council by submitting a written appeal within thirty (30) days of the date of the Planning Commission decision. The appeal will be placed on the City Council agenda in accordance with its adopted rules but no less than sixty (60) days following the Planning Commission decision.
2. Appeal of a Non-Standard Building: When the Planning Commission does not approve the design of a non-standard building, the applicant may appeal the decision to the Bryant City Council provided that the applicant submits a letter stating this intent to the Administrative Official within thirty (30) days of the Planning Commission decision of denial. The appeal will be placed on the City Council agenda in accordance with its adopted rules but no less than sixty (60) days following the Planning Commission decision.

City of Bryant  
REQUEST FOR QUALIFICATIONS (RFQ)  
PLANNING CONSULTING FIRM

The City of Bryant Requests Statements of Qualifications from interested Planning Consulting Firms to perform Planning Services for projects including: review and update of the comprehensive plan and focused planning on specific neighborhoods or areas with the goal of addressing suburban growth and urban infill. Interested Firms are to submit the following information for the city to review in compliance with Arkansas Code Annotated § 19-11-801 et. seq.

The city intends to select the firms(s) considered the best-qualified and capable of performing the work and negotiate a contract.

Responses are to be submitted no later than (\*to be determined\*) at the City of Bryant offices, 210 SW 3<sup>rd</sup> Street, Bryant, AR 72022. One original and an electronic copy are to be submitted. If you have any questions, please contact Truett Smith, Assistant Planning Director at 501-943-0301.

The City reserves the right to reject any or all responses and waive any irregularities or formalities in responses received. The City reserves the right to negotiate with the apparent acceptable firm(s). Awards will be based on those considerations that are in the best interest of the City and will be made to the responsive, responsible offerer(s) whose response is judged to be the most effective for the purpose intended, according to the requirements stated in the Request for Qualifications.

The following information shall be provided by all Planning Consulting firms submitting information as per this RFQ:

1. Name and contact information.
  - a. Name of firm
  - b. Complete address
  - c. Contact person
  - d. Telephone number
  - e. Fax number
  - f. E-mail address
  - g. Website address (if applicable)
  
2. General Statement of Qualifications regarding the firm's experience with similar comprehensive plans, including the following:
  - a. Name of Project (s)
  - b. Client Contact (s)
  - c. Total Project Cost (s)
  - d. Scheduled Completion Date
  - e. Actual Completion Date

3. Personnel
  - a. List the names of all personnel that will be associated with this project, including the following:
    - i. Titles
    - ii. Job descriptions
    - iii. Years of experience
    - iv. Short general description of the qualifications for each person
  
4. Comprehensive Plan Update Scope
  - A. **Executive Summary** – An executive summary is expected to be developed that outlines the vision, detailed goals and objectives, and policy statements that are laid out in the Comprehensive Plan. This executive summary will be used as a guide for decision making and as a means to educate the citizens of the community. It is expected that the executive summary will be located within the Comprehensive Plan document but can be a stand-alone document in a form that is suitable for easy distribution.
  - B. **Development of Goals, Objectives, and Policies** – The goals, objectives, and policies of the Comprehensive Plan should be developed with significant public participation in order to develop an acceptable and viable vision and guide for the community regarding future development and redevelopment. Also identify current gaps or conflicts between current codes and ordinances and the new Comprehensive Plan developed.
  - C. **Future Land Use Plan and Map (FLUP)** – Develop realistic population projections and build-out scenarios utilizing preferred land-use patterns. The build-out scenarios shall include projections of uses, infrastructure improvements required, and projection of sales tax. The build out scenarios shall be presented to City Council, City Staff, and the public in order to allow them to evaluate the cost benefit analysis and return on investment (ROI) of various development and re-development scenarios. The FLUP and Map, as well as the existing land use components, need to be created in GIS format (.shp file format) and present themselves in a parcel by parcel format. A planning “paintbrush” approach is not desired.
  - D. **Growth Management Plan** – Review the outlying areas of Bryant and provide locations for potential future growth, future infrastructure needs, a formal response to current housing market study, and impacts on infrastructure inventory.
  - E. **Economic Development and Tourism** – Review, analyze and update local, state and regional factors that influence the future development, redevelopment, and tourism opportunities in Bryant. Include the economic impacts for major components of the Plan and consider the influence of the revitalization of the core downtown district and the potential redevelopment of other areas within the City. The plan should indicate the biggest opportunities for the growth/enhancement of Bryant as a desirable tourism and meeting

destination, outline the main roadblocks and recommend strategies on how they can be overcome.

- F. **Sustainability** – Integrate the latest best practices the City should pursue and policies that are recommended to achieve a sustainable community.
  - G. **Healthy Community** – Incorporate healthy community principles into all pertinent recommendations of the Comprehensive Plan. Specific principles to be incorporated with the major components of the Plan are safe, accessible, active lifestyles for all populations and a clean, natural environment.
  - H. **Resiliency** – The consultant should provide the latest research and recommendations for developing a resilient community. (A community that is prepared to deal with natural and man-made disasters as well as economic shifts.)
  - I. **Community Character and Urban Design** – The Plan, through community input and review of existing plans, shall have a set of policies that address community image and preservation of community attributes and character. The consultant should consider density, aesthetic design guidelines, historic character and design guidelines, sign regulations, building types and transportation corridors.
  - J. **Implementation Plan** – The Plan needs to include recommendations for implementation strategies. Benchmarks, priorities, and measures of accountability should be established for the Plan.
  - K. **Capital Improvement Plan** – Identify and forecast capital improvement needs in the City of Bryant. The projects selected should provide the vital link between visions articulated by comprehensive plans and the City of Bryant’s annual capital expenditure budgets. All projects proposed will need to closely match projected revenues and capital needs over a (5)-year period, (10)-year period, and (15)-year period. An emphasis should be placed on projects that promote safety and quality of life for the community.
  - L. **Areas of Focus** - Create innovative development/redevelopment strategies and provide goals, objectives and strategies for the Heart of Bryant area and Bryant Parkway Corridor, which includes develop solutions to make infill inside these areas more advantageous. Also, evaluate development patterns in the City to determine if there are areas in the City with special conditions that may require further study or policies.
6. **Public Participation**
- The City considers citizen participation essential to a successful Comprehensive Plan. The Comprehensive Plan process shall be structured to efficiently maximize citizen involvement and participation. The consultant shall be responsible for designing a public engagement strategy, including an online platform, that incorporates effective and innovative participation techniques and encourages participation throughout the development of the Comprehensive Plan. Participation by residents, businesses, agencies, organizations and officials is a must throughout the planning process. The proposed public engagement strategy must include the latest technologies and be creative, inclusive, efficient, and reliable with the goal of channeling this

input into realistic alternatives for consideration by the public, the Planning Commission, and the City Council. The consultant team must demonstrate extensive expertise and experience in the public participation and facilitation processes. In regard to public participation, the consultant team must have strong leadership and creativity to provide clear direction in participation techniques that result in inclusive yet timely decisions.

7. Legal Concerns - Within 10 years
  - a. Explain the circumstances and outcome of any litigation, arbitration, or claims filed against your firm or litigation that you have filed against others.
  - b. Provide details of the General Liability coverage that you maintain for all projects that you are responsible for.
  - c. Provide details of your Professional Liability coverage.
8. The capacity (include staff size) and capability to perform the work above, to provide the plan to City Council for approval by the end 2018.
9. Past record of performance for similar work including such factors as control of costs, quality of work and ability to meet schedules and deadlines.
10. The firm's proximity to and familiarity with the City of Bryant.

Questions may be directed to Truett Smith at 501-943-0301.

Responses to the RFQ may be mailed to:

Truett Smith, Assistant Planning Director  
City of Bryant  
210 SW 3<sup>rd</sup> Street  
Bryant, AR 72022

Responses may also be hand-delivered to the City of Bryant Offices. Fax or electronic responses will not be accepted.

Deadline for submission is (\*to be determined\*)