



## CITY OF TONTITOWN PLANNING OFFICE

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Meeting: **July 26, 2022**  
Project: **Victory Church Addition**  
Planner: Courtney McNair, Garver

### AGENDA ITEM

# 7

## PRELIMINARY LARGE-SCALE DEVELOPMENT PLAN APPROVAL REQUEST

250 Industrial Circle  
Parcel # 830-37604-006

**SUMMARY:** Victory Church is requesting Preliminary Large Scale Development approval to construct a 13,303 SF building with associated parking and drives on approx. 3.45 acres.

**CURRENT ZONING:** **C-2** General Commercial / **R-MF-** Multi Family Residential-the proposed development meets the current zoning.

**CITY WARD:** 1- Gene McCartney, Amber Ibarra

**FLOODPLAIN:** No

**INFRASTRUCTURE SERVICE AREAS** (not a guarantee of service availability):

**Water:** Tontitown Water

**Electric:** Ozarks Electric

**Sewer/Septic:** Tontitown Sewer

**Phone:** AT&T

**Natural Gas:** Black Hills Energy

**Cable:** Cox Communications

**School District:** Springdale

### PROJECT SYNOPSIS:

Victory Church is requesting Preliminary Large Scale Development approval to construct a 13,303 SF building with associated parking and drives on approx. 3.45 acres.

There is an existing 11,860 SF building and associated parking onsite. Three (3) entrances are located along Industrial Circle.

### TECHNICAL INFORMATION:

#### Utilities:

**Water:** Tontitown Water-There is an existing 8-inch water line on the west side of Industrial Circle that the applicant plans to connect for service and the addition of two (2) fire hydrants. Additional utility easements maybe required for the water lines that service the fire hydrants and the fire line. Please contact the Public Utilities Director for coordination.

**Electric:** Ozarks Electric- No comments were received from OECC.

**Sewer/Septic:** Sewer- this project proposes to connect to the City of Tontitown sewer system. There is an existing sewer line just to the west of the proposed building location.

**Phone:** AT&T- No comments were received from ATT.

**Natural Gas:** Black Hills Energy- No comments were received from BHE.

**Cable:** Cox Communications- No comments were received from Cox.

It is the applicant's responsibility to coordinate any additional utility easements or connections as needed to service their property.

**School District:** Springdale school district submitted no comments.

**Stormwater Pollution Prevention Plan (SWPPP):**

The applicant has provided a grading and drainage plan. A SWPPP must be completed and posted on site prior to construction.

**Police:**

No comments were submitted.

**Fire:**

There is one (1) existing fire hydrant on Industrial Circle that the Fire Marshal will consider for fire protection on this site. Two (2) additional hydrants have been placed. This placement will need to be verified by the Fire Marshal, and any relocations will be at his discretion. There shall be a hydrant within 100-feet of the FDC.

There are two (2) entrances into the parking lot that will serve as access for the proposed structure, and a drive that goes completely around the building. There is one section with a drop-off area that the Fire Marshal will need to review. Additional width may be needed at this point in order to accommodate fire apparatus.

Based on the size of this proposed structure, and the use as an assembly area, a sprinkler system is required. This shall be reviewed and approved by the Fire Marshal. A riser room will need to be provided. A Knox box allowing entry into the building is required and placement is to be coordinated with the Fire Marshal.

"Fire Lane" striping shall be required and shall be reviewed and approved by the Fire Marshal prior to installation. All interior drives must meet the required compaction rating to support emergency vehicles.

**Drainage:**

This site shows a detention pond on the south side of the proposed building. The most concerning outstanding comment is that the grading plan around the perimeter of the parking lot is not designed, and this could significantly impact the drainage design. There are several outstanding engineering comments.

All remaining comments from the City Engineer must be addressed prior to Construction Plan approval.

**Streets:**

This project has frontage on Industrial Circle. There are three (3) access points into this property, but only two (2) access points will access the proposed structure. Site visibility appears to be adequate from the proposed entrance locations.

The applicant has provided additional ROW in order to be in compliance with the adopted Master Street Plan.

As stated above, all interior drives must meet the required compaction rating to support emergency vehicles.

**Planning:**

Cross access is required per Chapter 152.151 Design Standards for Large Scale Developments (G) (2) (a): *Commercial and institutional uses*. No more than 60% of the off-street parking area for the entire property shall be located between the front façade within the front yard of the principal building and the primary abutting street unless the principal building and/or parking lots are screened from view by outlot development and additional tree plantings or berms. Whenever possible, attempt to link with adjacent parking lots or provide shared parking areas which can serve neighboring buildings simultaneously. Shared drives and cross access between properties shall be required to adjacent developed and undeveloped properties. Access easements shall be shown on the site plan to provide cross access to adjacent properties. The location of this cross access shall be approved by the Planning Official. Parking lots shall be designed in regular, rectangular shapes.

The applicant has stated that they feel it would be a safety concern, but provided no further information. This cross access shall be required or a waiver from this requirement must be requested.

An access easement to the proposed building is also needed through the adjacent property as it has no direct street frontage. This shall be provided prior to construction.

Architectural Plans were submitted, and meet Tontitown's Design Standards.

All required setbacks are met. The landscape plan has some remaining conditions that will need to be addressed. It appears that the applicant plans to use hose bibs as a method for irrigation, and those locations will need to be shown on the plan within 100-feet of all landscaping to be irrigated. The Landscape Plans shall be required to be signed by a Landscape Professional. Clarification on plant installation and preserved trees will need to be addressed.

Lighting cut sheets have been submitted, and all lighting will be cut-off type lighting. The photometric plan needs clarification as no context was provided.

The applicant has stated that a sidewalk will be added along Industrial Circle, but it is not showing on the plans. This will need to be added.

Additional information has been requested regarding the available parking. It is unclear how the existing building will be used, and what the parking needs for that use may be. The shared parking will be acceptable if there are enough spaces to support the existing and proposed structures.

**STAFF RECOMMENDATION:** There are several details that remain to be addressed; the drainage could be impacted, and some site elements may need to be changed/added.

However, the proposed building, added parking and detention does not occupy the entirety of the site. There is room for adjustment. Therefore, staff will recommend approval of the Victory Church Addition Large Scale Development with conditions. Any major site adjustments will require this project received amended approval from the Planning Commission.

**CONDITIONS RECOMMENDED FOR APPROVAL:**

1. It is the applicant's responsibility to coordinate any additional utility easements or connections as needed to service their property.
2. Additional utility easements maybe required for the water lines that service the fire hydrants

- and the fire line. Please contact the Public Utilities Director for coordination.
3. The SWPPP shall be completed and posted on site prior to construction.
  4. The placement of the two (2) hydrants will need to be verified by the Fire Marshal, and any relocations will be at the Fire Marshal's discretion.
  5. The Fire Marshal will need to review and approve the access around the proposed building, especially at the drop off point on the south side of the proposed building.
  6. A sprinkler system for the proposed structure shall be required. This system shall be reviewed and approved by the Fire Marshal.
  7. A riser room shall be provided.
  8. A knox box allowing entry into the building shall be required and placement is to be coordinated with the Fire Marshal.
  9. "Fire Lane" striping shall be required and shall be reviewed and approved by the Fire Marshal prior to installation.
  10. There shall be a hydrant within 100-feet of the FDC.
  11. All interior drives shall meet the required compaction rating to support emergency vehicles.
  12. Cross access shall be required.
  13. An access easement to the proposed building shall be required through the adjacent property as it has no direct street frontage. This shall be provided prior to construction.
  14. The photometric plan shall be clarified as no context was provided.
  15. The Landscape Plan shall be updated to address outstanding comments, and shall be signed by a Landscape Professional.
  16. The sidewalk along Industrial Circle shall be added.
  17. Additional information regarding the available parking shall be provided.
  18. All remaining comments from the City Engineer shall be addressed prior to Construction Plan approval. Planning Staff will provide a copy of the remaining requirements to the engineer for the project.
  19. Correct all remaining items on the "Plat Requirement Worksheet", and all outstanding Planning Comments prior to Construction Plan approval. Planning Staff will provide a copy of the remaining requirements to the engineer for the project.

**PROCESS NOTES:**

1. The applicant shall submit five (5) copies of the Preliminary LSD plan with all corrections completed for signatures.
2. Construction Plans shall be submitted for review prior to scheduling a Pre-Construction Meeting.
3. No construction may begin on site without an approved Grading Permit or approved Construction Plans.
4. Prior to the Final Certificate of Occupancy (COO), the applicant shall submit for Final Large-Scale Development, request all Final Site Inspections, and Final Building Inspections.
5. The applicant shall apply for all required permits prior to construction.
6. All required fees and invoices shall be paid.

