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Benton County Development Department

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SITE PLAN REVIEW PLANNER'S TECHNICAL REPORT

16949 W. Hwy. 102, Decatur AR

EXECUTIVE SUMMARY

The applicant is proposing to utilize the 9.78 acre property as the home of the NWA Riding Club (the Club). Based on the NWA Riding Club website, the youth riding club aims to provide a venue for riders to practice and compete in various events. The NWA Riding Club proposes to use an existing 110 ft. by 250 ft. outdoor riding arena for Club activities. The applicant has estimated a total of 40 memberships are expected for the current riding season. The Club participates in riding activities every two weeks (twice a month) from the beginning of April to the end of October. The hours of operation for Club events would be four hours in the afternoon. The average number of Club members at an event would be 25 to 40 patrons.

As part of Phase 1, the applicant aims to establish the property as the Club horse riding arena, install a total of 22 parking spaces (21 standard spaces and 1 ADA space), trailer parking area, and install a vegetative buffer along the eastern property line. As part of the proposed Phase 2, the applicant has outlined the installation of outdoor lighting in the riding arena and placement of food trailer.

To date, the following items are outstanding:

1. Site Plan revisions to include the following: A.) Include an inset diagram of the dimensional layout of the standard parking space and the ADA compliant parking space, B.) Include traffic circulation for 'trailer parking' area and detail the required loading and unloading area (10 ft. by 25 ft.), C.) Detail the type, size, and spacing of proposed landscaping, D.) Include the 'full-cut off lighting note' on site plan
2. Service Confirmation Letters to be submitted:
 - Fire/EMS
 - Electric provider
 - Landscaping agreement
 - Water provider
3. Submit a copy of the State ADEQ's Notice of Automatic Coverage for stormwater to Staff
4. Confirm solid waste generated on site will not necessitate dumpster installation and/or submit a service confirmation letter from a solid waste company stating the site will be serviced for proper waste disposal.
5. Provide the size and type of outdoor lighting proposed as part of Phase 2
6. Submit all approvals from the Arkansas Department of Health prior to placing food trailer on site, Phase 2.

PROJECT INFORMATION

Applicant: Vicky Graves

Property Owner: Richard Larson and Shelly Graves

Address of subject property: 16949 W. Hwy. 102, Decatur AR 72722

Parcel ID: 18-11300-040

Parcel Size: 9.783 acres

Current Land Use: Residential / Agriculture

Proposed Land Use: Other Commercial (110 ft. x 250 ft. horse riding arena)

Attachments: The following drawings and documents are attached:

1. Location Map
 2. Proposed Site Plan
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PLANNING ANALYSIS

Description of Property and Surrounding Area:

The 9.78 acre subject property is located on the south side of W. Hwy. 102, east of the City Limits of Decatur. The property is currently improved with an existing 1780 sq. ft. residential dwelling, an existing 1800 sq. ft. accessory shop building, and one mobile home. Primary vehicular access is provided via an existing gravel drive from W. Hwy. 102 that extends past the proposed horse riding arena to the existing residential dwelling. The property also has access via a private road 'Hide Away Lane' along the southern boundary of the subject parcel. The site has an array of mature trees on its western border. The 9.78 acre parcel gently slopes from south to north topographical relief. The parcel is bordered by agriculture on the northern property boundary, with medium-density residential on the southern, eastern, and western property boundaries. The property is not located within the FEMA 100-yr. floodplain, or in a County designated MS4 area.

Background information:

The subject property was originally subject to a citizen complaint regarding the installation of fencing for the horse arena. Based upon a March 17, 2015 Staff site visit, it was determined that the horse arena operation was for non-residential / non-agricultural purposes and required Planning Board approval to continue operation. On March 25, 2015 the applicants attended a Development Review Committee meeting to discuss the project proposal with Staff. On May 11, 2015 the applicant, Vicky Graves, submitted an official Site Plan Review application, with supporting project site plan prepared by a Professional Land Surveyor.

The property has been subject to multiple citizen complaints concerning operation of NWA Riding Club activities prior to any approval from Benton County Planning Board.

NWA Riding Club, represented by Vicky Graves, is proposing to operate an outdoor horse riding arena for club activities. The current arena is 100 ft. by 250 ft. with one (1) metal observation platform on the southern end of the riding arena. As part of Phase 1, the applicants are proposing to initially develop the

riding arena, gravel parking area, and Crow's Nest observation platform. As part of Phase 2, the applicant is proposing the installation of 12 outdoor lighting fixtures in the riding arena and the placement of a food stand.

On May 26, 2015, an inter-departmental review form was sent to the following agencies: Planning Division, Health Dept., Road Dept., Arkansas Highway and Transportation Dept. (AHTD), Building Safety Div., Fire Marshal, Administrator of General Services, and Benton County 911 Administration.

TECHNICAL REVIEW OF SITE PLAN

Parcel Information:

Site inspection and research against State assessment records reveals that the property is improved with one existing 1780 sq. ft. residential dwelling and an 1800 sq. ft. accessory storage shed. The proposed project area includes the 110 ft. by 250 ft. horse riding arena; the addition project area would consist of the standard and ADA parking area, and the trailer parking.

Noticing Requirements:

On May 28, 2015 the applicant submitted to Staff USPS certified mail receipts showing that written notice was sent to surrounding property owners regarding the June 17, 2015 public hearing, as well as photograph(s) verifying that the required public hearing notice signage along the properties frontage with W. Hwy. 102 has been conspicuously posted on site.

Standard Building Setbacks:

Required: A sixty-five (65) feet setback measured from the center line of the fronting road or twenty-five (25) feet from the fronting property line, whichever is greater is required; A side and rear yard, building to property line setback of ten (10) feet is required.

Comments: Site plans graphically shows the building setbacks for the subject property and there are no improvements existing or proposed within the required building setbacks.

Parking Requirements:

Required: Parking calculations shall be based upon the 'Other Commercial or Retail' Land Use as outlined in Table 6.3 of the Benton County Planning and Development Regulations. For the subject property and proposal, parking calculations shall be based upon 1.) 'Other Commercial or Retail' uses requiring 5 spaces per 1000 sq. ft. of GFA. Adequate loading areas shall be provided with 'Other Commercial or Retail' land uses.

Comment: All NWA Riding Club activities are proposed to be conducted in an outdoor setting. The GFA calculation for the required parking spaces cannot be derived for this proposed use. The applicant has provided 21 standard parking spaces and 1 ADA compliant parking space on the western side of the horse riding arena. Based on the current site plan, an area north of the riding arena is labeled 'trailer parking'. The applicant shall confirm how the trailer parking area will be utilized and how traffic will circulate in this area.

Site Plan Revisions; A.) Include an inset diagram of the dimensional layout of the standard parking space and the ADA compliant parking space.

Site Features- Loading area:

Current site plan does not show loading space. Applicant shall confirm the necessity of loading area and if the 'trailer parking' area will be used as a loading and unloading area.

Site Features – Lighting:

Applicant has indicated 12 outdoor lighting fixtures in the horse riding arena as part of **Phase 2**. The applicant shall confirm the type and orientation of lighting that is proposed as part of Phase 2 - lighting.

Comment: The site plan shall include a note stating 'All current and future outdoor lighting to be full cutoff'.

Parking / Landscape Buffer:

Required: Adjoining incompatible uses should be screened with landscaping, walls, berms, or similar treatments. Section 4.6.16.c states that all required vegetative screening must have a minimum height of five (5) feet. All trees should be wire basket, B & B, or container grown. Smaller flowering trees and ornamentals will be centered at four (4') feet maximum. Coniferous trees will be centered at four (4') feet to five (5') feet depending on desired effect. All shrubs are to be planted in continuous planting beds. Planting beds will be mulched to a minimum depth of three (3") inches and will be maintained weed free. Plantings consisting of trees and shrubs will be a minimum of 50% coniferous plantings.

Comment: Land Use Compatibility analysis, per sec. 6.7, shows that the proposed use is classified as 'General Commercial', and is immediately adjacent to single-family residential (medium density) land uses to the south, east, and west; agriculture to the north. This places the proposed use as being 'questionably compatible', and as such, will require mitigation efforts in order to buffer the proposed horse riding arena from surrounding land uses. Specifically, table 6.6 (*Compatibility Levels and Criteria*) requires 10 ft.-15 ft. increased setbacks and may require 2-3 tier plantings, 15 ft.-25 ft. in depth.

The site plan shows proposed vegetative buffer along the western property line. The applicant shall provide a service confirmation letter for grounds maintenance. The applicant shall confirm the size, type, and spacing of the proposed vegetative buffer. The site plan shall include a note detailing the proposed vegetative buffer including size, type, and spacing of vegetation to be planted.

Access Driveways:

Required: The design and construction shall be in accordance with the standards as presented in the Benton County Road Plan.

Comment: The site fronts along an AHTD maintained roadway. There is one (1) existing gravel access drive from W. Hwy. 102 that extends past the proposed horse riding arena to the existing residential dwellings.

The applicant shall confirm access to the horse riding arena will be from W. Hwy. 102 and the southern private access drive to the parcel will not be used for NWA Riding Club activities.

Site Services - Drainage/ Stormwater Management Plan:

Comment: The subject property is not located in an MS4 area. The applicant shall provide Benton County Planning Staff with a copy of the State ADEQ Notice of Automatic Coverage for the subject property.

Site Services - Solid Waste Disposal:

Comment: Current site plans does not show a dumpster on site. Applicant is to confirm that no dumpster will be required for the site and any waste generated on site will be disposed of properly.

A service confirmation letter shall be submitted for disposal of any waste generated on site.

Site Services – Food Trailer:

As part of Phase 2, the site plan shows a food trailer on the southern side of the horse riding arena.

The applicant shall provide Arkansas Department of Health approval prior to placing the food trailer on site.

Site Services - Electrical Power Supply:

A service confirmation letter shall be submitted to Staff from the electric provider for the subject parcel.

Site Services - Sewage Disposal:

Required: Regardless of development size, a state-approved septic disposal method is required of all commercial and industrial developments. All disposal system criteria must meet or exceed septic requirements as established by the Arkansas Department of Health (ADH) in accordance with Act 402 of 1977 as amended.

Comment: The applicant proposed to utilize portable toilets to service Club events. The applicant submitted a service confirmation letter dated March 30f, 2015 from Arkansas Portables NW stating the portable toilet on site is serviced weekly.

Site Services - Water Service:

A service confirmation letter shall be submitted to Staff from the water provider for the subject parcel.

Site Services - Fire & EMS:

Benton County E-911 Administration stated the address for the proposed riding arena as 16701 W. Hwy. 102.

The applicant shall submit a service confirmation letter from the responding Fire/EMS Department.

OUTSTANDING ITEMS:

1. Site Plan revisions to include the following: A.) Include an inset diagram of the dimensional layout of the standard parking space and the ADA compliant parking space, B.) Include traffic circulation for 'trailer parking' area and detail the required loading and unloading area (10 ft. by 25 ft.), C.) Detail the type, size, and spacing of proposed landscaping, D.) Include the 'full-cut off lighting note' on site plan
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4. Confirm solid waste generated on site will not necessitate dumpster installation and/or submit a service confirmation letter from a solid waste company stating the site will be serviced for proper waste disposal.
5. Provide the size and type of outdoor lighting proposed as part of Phase 2
6. Submit all approvals from the Arkansas Department of Health prior to placing food trailer on site, as part of Phase 2.

CONCLUSION:

The proposed utilization of the 7.83 acre property the main venue for NWA Riding Club was reviewed by planning staff to ensure compliance with the Planning and Development Regulations of Benton County. The project must revise its site plan as detailed in the 'outstanding items' above, item #1. Further, the applicant shall submit all service confirmation letters outlined in 'outstanding items' above, item #2. ADEQ's Notice of Automatic Coverage shall be completed with a copy submitted to Benton County Planning Staff. The applicant shall confirm solid waste generated on site will be disposed of properly. Submission of all Arkansas Department of Health approvals prior to placement or use of food trailer on site is required.

Prepared by: Taylor Reamer, Planning Manager

Reviewed by: Kevin M. Gambrill, AICP, Planning Director



LOCATION MAP

