



DEPT. OF COMMUNITY
DEVELOPMENT
PLANNING DIVISION
301 W. CHESTNUT
PHONE: (479) 621-1186
FAX: (479) 986-6896

PLANNING COMMISSION MEETING AGENDA

AUGUST 4, 2026

5:30 PM

VIEW ONLINE

PLANNING COMMISSION: [HTTPS://US02WEB.ZOOM.US/J/84448587732](https://us02web.zoom.us/j/84448587732)

BOARD OF ADJUSTMENT: [HTTPS://US02WEB.ZOOM.US/J/84448587732](https://us02web.zoom.us/j/84448587732)

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AGENDA

CALL TO ORDER PLANNING COMMISSION:

ROLL CALL:

ACTION ON MINUTES:

- a. Approving July 21, 2026 meeting minutes.

PUBLIC FORUM:

Public testimony on any issue not listed on the agenda may be provided at this time.

CONSENT AGENDA:

Items listed under the Consent Agenda are considered standard review and may be approved by a single motion. If you wish to provide testimony on any item, please notify the Commission prior to vote so that the item may be moved to New Business for separate consideration.

- i. RZ26-00370 - At 1755 W. Pleasant Grove Rd.

A request by PWX, LLC/ Grove Lot 4 to rezone 1755 W. Pleasant Grove Road from the T5.2 (City



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Medium-Intensity) zoning district to the HC (Highway Commercial) zoning district.

STAFF: Christina Moore, Planner I

OWNER: Shane Miller

ii. RZ26-00366 - At 2718 S. Champions Dr.

A request by Shemin/Champions Drive to rezone 2718 S. Champions Drive from the T2 (Rural) zoning district to the t5.2 (City Medium-Intensity) zoning district.

STAFF: Laural Scates, Planner I

OWNER REPRESENTED BY: Matt Loos, Olsson

PUBLIC HEARINGS:

a. OLD BUSINESS — Items previously discussed and tabled.

i. RZ26-00345 - At 6253 S. Mt Hebron Rd.

A request by GMD Investments to rezone 6253 S. Mt Hebron Rd. from the T2 (Rural) zoning district to the T4.1 (Neighborhood Medium-Intensity) and T4.2 (Neighborhood High-Intensity) zoning districts. (TABLED 7/21/26)

STAFF: Amber Long, Planner II

OWNER REPRESENTED BY: William Burckart, Burckart Construction and Matt Loos, Olsson Engineering

b. NEW BUSINESS — Items removed from Cosent Agenda.

i. SGN26-0368 – At 5115 W. JB Hunt Dr.

A request by the Northgate Holdings for a Common Signage Plan at 5115 W. JB Hunt Drive in the T6.1 (Regional Low-Intensity) zoning district.

STAFF: Christina Moore, Planner I

REPRESENTED BY: Katie Conner, Sage Partners

REPORTS :

a. COMMISSIONERS

b. STAFF

ADJOURN PLANNING COMMISSION:

CALL TO ORDER BOARD OF ADJUSTMENT:

ACTION ON MINUTES:

a. Approving July 7, 2026 meeting minutes.

OLD BUSINESS:



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NEW BUSINESS:

a. VAR26-0369 – 303 S. Arkansas Street

A request by Sign Studio on behalf of First National Bank Downtown Rogers for a variance to differ from the Unified Development Code at 303 S. Arkansas St. in the T5.2 (City Medium-Intensity) zoning district.

STAFF: Christina Moore, Planner I

REPRESENTED BY: Best Sign Studio

b. VAR26-0365 – 1609 N. 24th Street

A request by Best Sign Group on behalf of Rogers Public Schools for a variance to differ from the Unified Development Code at 1609 N. 24th Street in the I-1 (Light Industrial) zoning district.

STAFF: Laural Scates, Planner I

REPRESENTED BY: Sign Studio

REPORTS :

a. COMMISSIONERS

b. STAFF

ADJOURN BOARD OF ADJUSTMENT:



COMMUNITY DEVELOPMENT
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301 W. CHESTNUT
planning@rogersar.gov
(479) 621-1186

ROGERS PLANNING COMMISSION MINUTES

The Rogers Planning Commission met for a public meeting at Rogers City Hall at 301 W. Chestnut Street on July 21, 2026 at 5:30 P.M. The meeting was called to order by Chairwoman Samantha Best followed by the Pledge of Allegiance.

ROLL CALL

Commissioners attending: Jorge Andrade, Samantha Best, Derek Burnett, Kevin Jensen, Steve Lane, and Isaac Stevens.

DECLARATION OF ABSTENTION

Chairwoman Best asked that any Commissioners needing to abstain on agenda items state so and not participate in discussion or vote on the item. Commissioner Lane abstained from the GMD Investments rezone under New Business.

ACTION ON MINUTES

Motion by Best, second by Burnett to remove reference of Commissioner McClure from the July 7, 2026 meeting minutes.

Voice Vote: Unanimous – Yes. Motion carried.

APPROVED.

Motion by Stevens, second by Andrade to approve the amended July 7, 2026 minutes.

Voice vote: Unanimous – Yes. Motion carried.

APPROVED

PUBLIC FORUM

None.

CONSENT AGENDA

i. RZ26-00354 – 9.22 acres at the intersection of W. Pleasant Grove Road and S. 28th Place

A request by Joshua Haley on behalf of Nguyen to rezone 9.22 acres at the intersection of W. Pleasant Grove Road and S. 28th Place from the T2 (Rural) zoning district to the HC (Highway Commercial) zoning district.

The Chair opened the public hearing for comments on the consent agenda. There were none. The public hearing was declared closed

Motion by Stevens, second by Andrade to approve the consent agenda as presented.

Voice vote: Unanimous – Yes, Motion carried.
APPROVED.

PUBLIC HEARINGS

Old Business

None.

New Business

i. RZ26-00339 – 0.77 acres at 706 W. Olrich St.

A request by Panchal-Olrich to rezone 0.77 acres at 706 W. Olrich St. from the I-1 (Light Industrial) zoning district to the T5.1 (City Low-Intensity) zoning district.

Planner Christina Moore noted this request is to rezone the eastern half of the property to T5.1 as presented in the Neighborhood Center and City Corridor placetypes. The request is subject to standard and enhanced review. The proposed rezoning is consistent with the Unified Development Code, implements the Future Land Use Map's City Corridor placetype, and establishes an orderly and logical transition of the development intensity. The request aligns with the FLUM, respects adjacent neighborhood-scale development, and supports the planned progression of intensity toward the middle of the Neighborhood Center. Staff finds the request to be appropriate for this location and recommends approval.

Sunil Panchal represented the request and had no further comments.

The Chair opened the public hearing for comments. There were none.
The public hearing was declared closed

Motion by Stevens, second by Jensen to recommend the rezone request to City Council for approval.

Voice vote: Unanimous – Yes, Motion carried.

APPROVED.

ii. RZ26-00345 – At 6253 S. Mt Hebron Rd.

A request by GMD Investments to rezone 6253 S. Mt Hebron Rd. from the T2 (Rural) zoning district to the T4.1 (Neighborhood Medium-Intensity) and T4.2 (Neighborhood High-Intensity) zoning districts.

Planner Amber Long noted that the request is from T2 to T4.1 & T4.2 in the Neighborhood Center (NC) and Neighborhood Fabric (F-NH) placetypes. The request is subject to standard and enhanced review. The proposed districts, T4.1 & T4.2, implement the Neighborhood Center placetype as envisioned by the Future land Use Map (FLUM). The proposed zones contribute to an orderly transition of intensity within the broader placetype and the requested zones are within one full transect of the most intense zone allowed on all adjacent properties. The subject property and the proposed districts conform to all applicable requirements in the Unified Development Code and staff recommends approval of the request. Staff states several emails

have been received with concerns about the proposed development and notes that all new projects are subject to additional review.

Bill Burckart with Burckart Construction Incorporated and Matt Loos with Olsson Engineering represented the request.

The Chair opened the public hearing for comments.

- Jesse Ashley – concerns about drainage, density, traffic, and safety.
- John Haynie – concerns about traffic.
- Gary Olsen – against request.
- Sam Bruton – against request.
- Janrae White – concerns about density, traffic, and commercial uses.
- Eric Eggburn – against request.
- Fred Wanger – against request.
- Andrew Powell – concerns about existing infrastructure.
- Debbie Myers – concerns about traffic, drainage, and property values.
- Nathan Bradley – concerns about traffic and density.
- Scott Deer – against request.
- David Stuart – against request.
- Eli Roberts – against request.

There were no further comments and the public hearing was declared closed

Bill Burckart addresses some of the drainage and traffic concerns and note that these would be thoroughly reviewed during the site development process. Burckart emphasizes the intent to build a community with mixed housing types and pedestrian-oriented development.

Commissioners and Burckart further discuss the request.

Motion by Jensen, second by Burnett to table the request to the August 4, 20206 Planning Commission meeting.

Voice vote: Unanimous – Yes, Motion carried.

TABLED.

Reports

ADJOURN

There being no further business, the Chair adjourned the meeting at 6:53 p.m.

ATTEST:

APPROVED:

Ezequiel Tovar, Secretary

Samantha Best, Chair



Rezone

PWX Grove Lot 4

PLANNING

Staff: Christina Moore, Planner (cmoore@rogersar.gov)



Vicinity Map

Location

1755 W. Pleasant Grove Road, Rogers, AR

Place Type

Highway Corridor (H-CO)

Zoning

T5.2 (City Medium-Intensity)

Proposed Zoning

HC (Highway Commercial)

Representative

Shane Miller

Nature of the Request:

The following request is for an amendment to the City of Rogers Unified Development Code Zoning Map, in accordance with Section 2.8 of the Rogers Unified Development Code.

Request Details:

- Proposal: The applicant is proposing to rezone ± 1.49 acres from T5.2 (City Medium-Intensity) to HC (Highway Commercial) in the Highway Corridor (H-CO) placetype.
- Review Type: Standard



Rezone

PWX Grove Lot 4

PLANNING



Aerial Vicinity Map

Location Description

The subject property is located northeast of the intersection of W Pleasant Grove Road and Dixieland Road.

Parcels:



Rezone

PWX Grove Lot 4

PLANNING

Rezone Request

HC in the Highway Corridor placetype is subject to Standard Review.

2.8.6 Standard Review Criteria

When reviewing and making decisions on zoning map amendments labeled "SR" in Table 2.8.3.A, the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.

2.8.6.2 Standard Review Criteria for a Special Purpose District

The Planning Commission shall recommend approval of the proposed district(s) where:

- They conform to the applicable requirements of this UDC; and
- They are likely to implement the place type envisioned by the Future Land Use Map; and
- Adequate infrastructure exists to serve the development permitted; and
- The property is unlikely to develop, or poorly suited for development allowed under the current district; and
- The proposed district will result in development compatible with the placetype assigned to nearby properties.

About the Future Land Use Map (FLUM)

The Future Land Use Map is an element of the Comprehensive Plan identifying placetypes that the Planning Commission and City Council have carefully considered and determined to be appropriate for the future growth of the City.

2.8.3 Relationship with Future Land Use Map

"Table 2.8.3.A Zoning Districts Allowed in Placetypes sets forth zoning districts that:"

- (A) Are likely to create the placetype envisioned by the Plan and thus conform to the Future Land Use Map. Such districts are subject to Standard Review.
- (B) May create the placetype envisioned by the Plan and thus may conform to the Future Land Use Map. Such districts are subject to Standard Review and Enhanced Review.
- (C) Will not create the placetype envisioned by the Plan and thus will not conform to the Future Land Use Map. Such districts will not be considered by the Planning Commission and City Council unless and until the Future Land Use Map and this UDC are amended accordingly," (UDC 2.8.3).

Summary of Request:

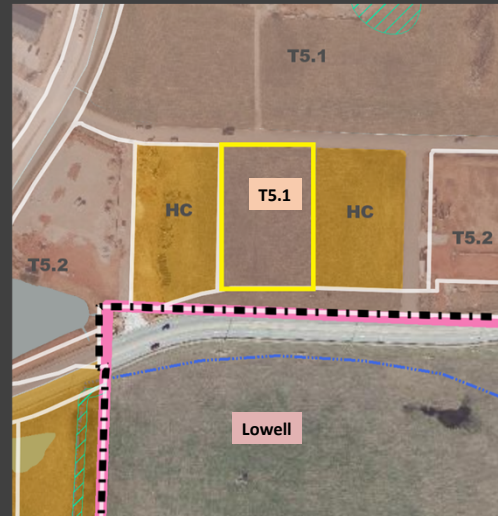
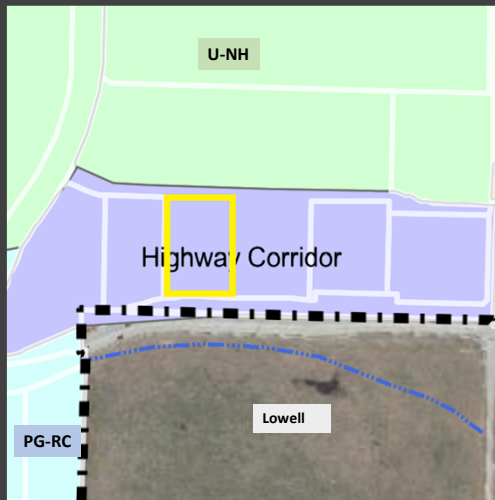
This request for a rezone from T5.2 (City Medium-Intensity) to HC (Highway Commercial) in the Highway Corridor is subject to Standard Review per Table 2.8.3.A.



Rezone

PWX Grove Lot 4

PLANNING



Rezone Request

Rezone from T5.1 to HC in the Highway Corridor (HC).

Placetype Description

"Highway Corridors comprise areas including open-display commercial uses, light industry, warehousing and distribution, and other businesses centered around large-scale trades and services. Infill and redevelopment will add mixed-use buildings with residential units and amenities for residents and employees. Developments will be connected through cross-access lanes and active transportation facilities." *Rogers Future Land Use Placetypes*, pg. 5.

Current Zone (T5.1)

"A low-intensity mixed-use district where medium-scale buildings line streets mainly in corridor and city center placetypes." (UDC Section 4.2).

Proposed Zone (HC)

"A district consisting mostly of low-scale commercial strip development. These districts standards allow for the existing condition to persist, however also allow for under-utilized parts of parking lots to be filled with active uses." (UDC Section 4.2)



Rezone

PWX Grove Lot 4

PLANNING

2.8.6.2 Standard Review Criteria for Special Purpose Districts

When reviewing and making decisions on zoning map amendments labeled "SR" in Table 2.8.3.A, the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.

The proposed district(s) conform to the applicable requirements of this UDC.

Yes. The proposed rezone of the property to HC is an anticipated special purpose district within the Highway Corridor placetype.

Place Type	T2	T3.1	T3.2	T4.1	T4.2	T5.1	T5.2	T5.3	T6.1	T6.2	T6.3	HC	I-1	I-2
Highway						SR	SR					SR	ER	

HC zoning will create the Highway Corridor placetype envisioned by the FLUM. The rezone is for property surrounded by HC zoned parcels on the same block and T5.1 to the north across the street. This rezone will help support the surrounding regional center by providing similar uses and development.

Placetype

Highway Corridor

Placetype Description

"Highway Corridors comprise areas including open-display commercial uses, light industry, warehousing and distribution, and other businesses centered around large-scale trades and services. Infill and redevelopment will add mixed-use buildings with residential units and amenities for residents and employees. Developments will be connected through cross-access lanes and active transportation facilities." *Rogers Future Land Use Placetypes*, pg. 5.



Rezone

PWX Grove Lot 4

PLANNING

2.8.6.2 Standard Review Criteria for Special Purpose Districts

When reviewing and making decisions on zoning map amendments labeled "SR" in Table 2.8.3.A, the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.

The proposed district(s) are likely to implement the place type envisioned by the Future Land Use Map.

Yes. The FLUM designates the property as Highway Corridor, an area intended for open-display commercial uses and other businesses centered around large-scale trades and services along the corridor.

The FLUM designates the property as the Highway Corridor, reflecting a vision for this location to be a linear destination of commercial uses.



Rezone

PWX Grove Lot 4

PLANNING

2.8.6.2 Standard Review Criteria for Special Purpose Districts

When reviewing and making decisions on zoning map amendments labeled “SR” in Table 2.8.3.A, the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.

Adequate infrastructure exists to serve the development permitted in the proposed district(s); and	Yes. The subject property is surrounded by land already zoned HC or under active commercial development — the parcels on either side are already zoned Highway Commercial, and the block is developing commercially. The property lies along the City’s southern boundary with Lowell, within an already-served corridor.
The property is unlikely to develop, or poorly suited for development allowed under the current district(s)	The current T5.2 zone is oriented toward medium-scale, mixed-use corridor development and is poorly suited to this auto-oriented Highway Corridor context. The property remains vacant while the surrounding HC-zoned parcels have moved forward with commercial development.

The subject property is surrounded by properties zoned HC or under commercial development.



Rezone

PWX Grove Lot 4

PLANNING

2.8.6.2 Standard Review Criteria for Special Purpose Districts

When reviewing and making decisions on zoning map amendments labeled "SR" in Table [2.8.3.A](#), the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.

The proposed district will result in development compatible with the placetype assigned to nearby properties.

Yes. The proposed zone matches the properties on either side of the subject property, both already zoned HC. Development on this property can proceed in line with the commercial development already underway on the block, consistent with the Highway Corridor placetype.

The proposed zone will be the same as surrounding properties. Development on this property can proceed in line with the developments underway on the surrounding properties.



Rezone

PWX Grove Lot 4

PLANNING

Standard Review Conclusion for Special Purpose Districts

The proposed district(s) conform to the applicable requirements of this UDC; and	✓
The proposed district(s) are likely to implement the place type envisioned by the Future Land Use Map; and	✓
Adequate infrastructure exists to serve the development permitted in the proposed district(s); and	✓
The property is unlikely to develop, or poorly suited for development allowed under the current district(s); and	✓
The proposed district will result in development compatible with the placetype assigned to nearby properties.	✓

Staff finds that the proposed rezoning from T5.1 to HC is consistent with the Unified Development Code and implements the Future Land Use Map's Highway Corridor placetype. Adequate infrastructure exists to serve the property, but the property is unable to develop in a way that is compatible with the surrounding placetypes. As such, staff finds the request to be appropriate for this location.



Rezone

PWX Grove Lot 4

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Uses Allowed in HC

Use	HC	I-1	I-2
LIVING, in a	P	P	
Detached House			
Cottage House			
Attached House			
Duplex			
Multi-Unit House			
Town House			
Apartment House	P		
Live-Work Building	P		
Mixed-Use Building			
AGRICULTURE	P		
CIVIC SPACES	P	P	P
COMMUNITY SERVICES	P	P	P
OFFICE	P	P	
PROFESSIONAL OR PERSONAL SERVICES	P	P	
EATING AND DRINKING	P	P	
HEALTHCARE SERVICE	P	P	
LODGING	P	P	
PARKING	P	P	
RETAIL	P	P	P
ENTERTAINMENT OR EVENT VENUE	P	P	
ARTISANAL INDUSTRY	P	P	
TECHNOLOGY INDUSTRY	P	P	
AUTO SERVICE	P	P	
FREIGHT, LOGISTICS, AND STORAGE	P	P	
TRANSPORTATION SERVICES	P	P	
GENERAL INDUSTRY	P	P	P

Zoning Standards in HC

Standard	HC	I1	I2
Area Standards			
Max Building Coverage (% of lot)	70	80	80
Max. Impervious Surface (% of lot)	80	80	80
Principal Buildings			
Min. Exterior Yard (ft)	30	30	30
Max. Exterior Yard (ft)	None		
Min. Building Occupancy			
Min. Interior Yard (ft)	20	20	20
Min. Interior Yard, Alleyside	0	0	0
Max Building Height (stories)	6	5	6
Ground Floor Spaces			
Min. Floor to Ceiling Height (ft)	None		
Min. Depth (ft)	None		
Min Entry Frequency (ft)	None		
Min Glazing (% of facade)	None		
Upper Floor Space Min Glazing (% of facade)	15	None	

Placetype: HC

Uses Allowed in HC

Use Standards in HC

Freight, Logistics, and Storage uses may not be located within 250 feet of an arterial or collector street or any mixed-use street or boulevard, meaning that while zoned HC, this location would not allow this use.



Rezone

PWX Grove Lot 4

PLANNING



Conclusion:

- The request to rezone to HC allows the property to be developed in line with the surrounding area and in accordance with the Future Land Use Map.

Recommendation:

APPROVE

PUBLIC INPUT:

Staff received no public input.

RECOMMENDATIONS:

Conclusion:

Staff recommends **approval** of this request.

2.8.8 Planning Commission

2.8.8.2 Enhanced Review Districts

The Director shall place applications for enhanced review districts on the regular agenda and the Commission shall hold a separate public hearing.

Possible Planning Commission Motions for Standard Review:

- Recommend approval or denial. Either motion is deemed to pass when a majority of the quorum present vote in favor; or
- Table the request to a date certain not to exceed 60 days for more information. Such a motion requires a majority of the quorum present to pass; or
- Dismiss the request and the applicant's request. Such a motion requires a majority of the quorum present to pass.

PROPERTY OWNER AFFIDAVIT

The petitioner, PWX, LLC, petitions the Planning Commission of the City of Rogers, Arkansas to rezone certain real property as set forth herein:

LEGAL DESCRIPTION:

Lot 4, The Grove Phase 1 Subdivision, City of Rogers, AR

LAYMAN'S DESCRIPTION:

1755 W Pleasant Grove Road, Rogers, AR 72758

PRESENT ZONING: T5.2

ZONING REQUEST: HC

Respectfully Submitted,

PWX, LLC

By: [Signature]

(Property Owner Signature)

STATE OF ARKANSAS

COUNTY OF Pulaski

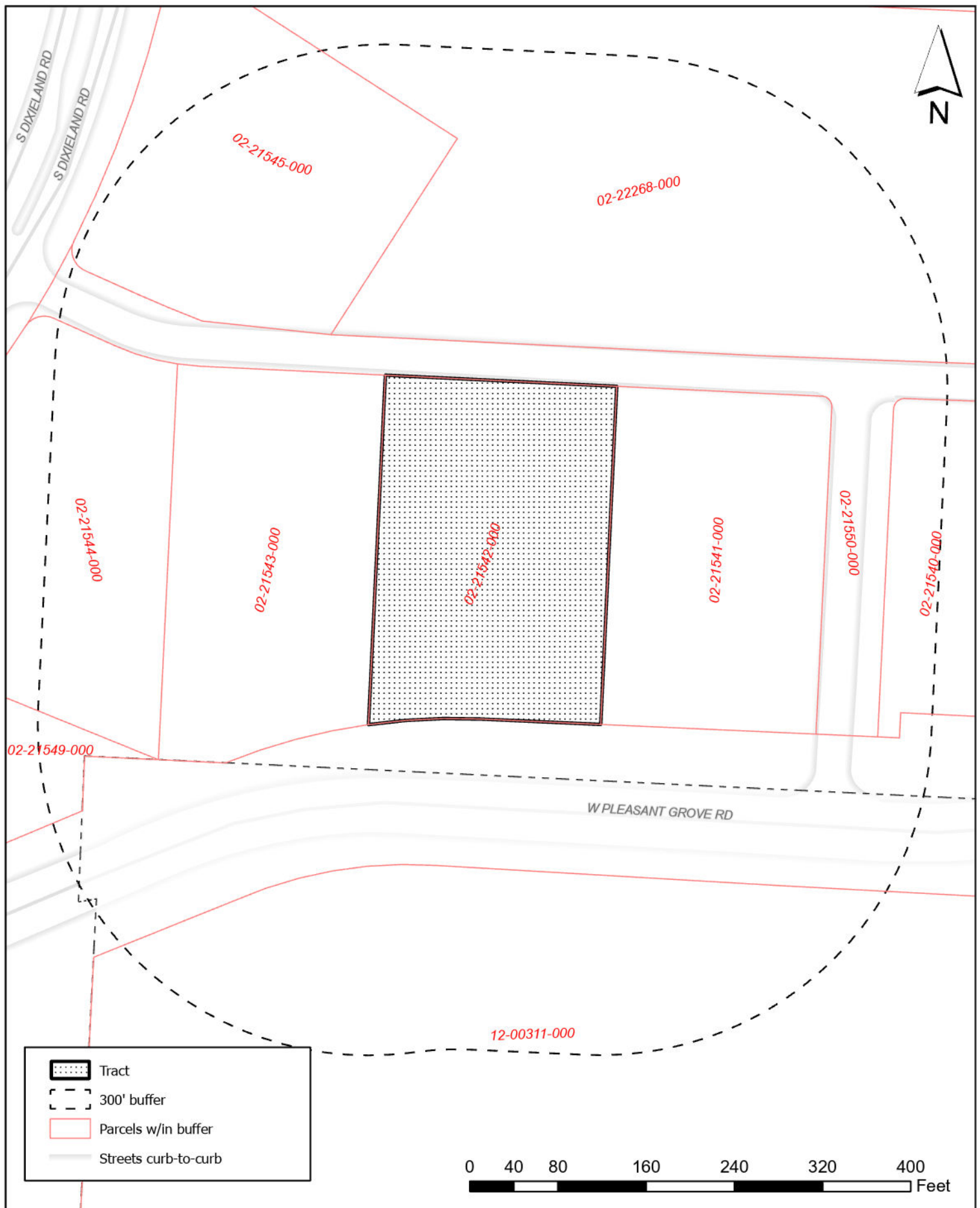
Subscribed and sworn before me this the 15th day of June, 2026.

[Signature]
Notary Signature

Terri Stebbins
Notary Name Printed

6/26/30
Commission Expires





RZ26-00370
PWX-Grove

Legal Description

Lot 4, The Grove Phase 1 Subdivision, City of Rogers, AR

PLAT 02/02/2007 2007-121, CORRECTION PLAT 02/02/2007 2007-128 & ESMT PLAT 3/13/2025
L202513327

Parcel #: 02-21542-000



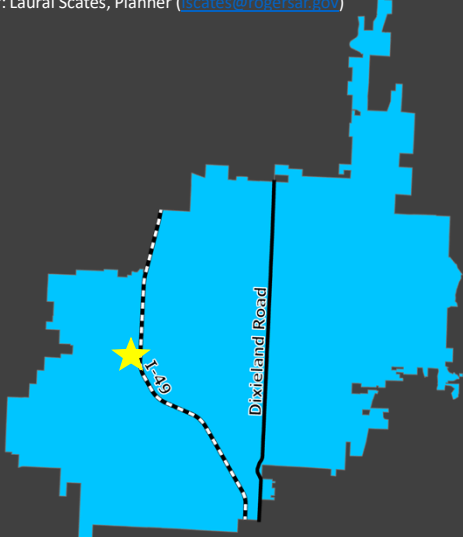


Rezone

Shemin/Champions

PLANNING

Staff: Laural Scates, Planner (scates@rogersar.gov)



Vicinity Map

Location
2718 S Champions Dr.

Place Type
Uptown Regional Center

Zoning
T2 (Rural)

Proposed Zoning
T5.2 (City Medium-Intensity)

Representative
Matt Loos

Nature of the Request:

The following request is for an amendment to the City of Rogers Unified Development Code Zoning Map, in accordance with Section 2.8 of the Rogers Unified Development Code.

Request Details:

- Proposal: The applicant is proposing to rezone ±2.02 acres from T2 (Rural) to T5.2 (City Medium-Intensity) in the Uptown Regional Center (UT-RC) placetype.
- Review Type: Standard



Rezone Shemin/Champions

PLANNING



Aerial Vicinity Map

Location Description

The subject property is located north of Champions Dr and west of S Pinnacle Hills Pkwy.
Parcel: 02-01671-218



Rezone Shemin/Champions

PLANNING

Rezone Request

T5.2 in the **Uptown Regional Center** is subject to Standard Review.

2.8.6 Standard Review Criteria

When reviewing and making decisions on zoning map amendments labeled "SR" in Table 2.8.3.A, the Planning Commission:

- Shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC.



Place Type	T2	T3.1	T3.2	T4.1	T4.2	T5.1	T5.2	T5.3	T6.1	T6.2	T6.3	HC	I-1	I-2
Uptown Regional Center						ER	SR	SR	SR	SR	ER			

About the Future Land Use Map (FLUM)

The Future Land Use Map is an element of the Comprehensive Plan identifying placetypes that the Planning Commission and City Council have carefully considered and determined to be appropriate for the future growth of the City.

2.8.3 Relationship with Future Land Use Map

"Table 2.8.3.A Zoning Districts Allowed in Placetypes sets forth zoning districts that:"

- Are likely to create the placetype envisioned by the Plan and thus conform to the Future Land Use Map. Such districts are subject to Standard Review.
- May create the placetype envisioned by the Plan and thus may conform to the Future Land Use Map. Such districts are subject to Standard Review and Enhanced Review.
- Will not create the placetype envisioned by the Plan and thus will not conform to the Future Land Use Map. Such districts will not be considered by the Planning Commission and City Council unless and until the Future Land Use Map and this UDC are amended accordingly," (UDC 2.8.3).

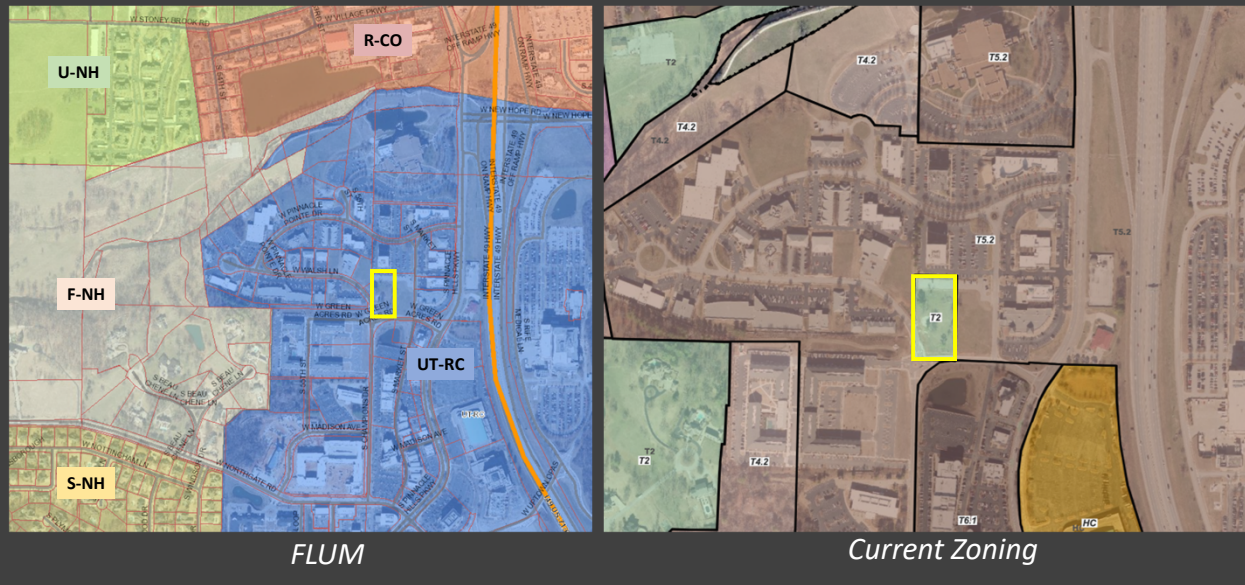
Summary of Request:

This request for a rezone from T2 (Rural) to T5.2 (City Medium-Density) in the Uptown Regional Center is subject to Standard Review per Table 2.8.3.A.



Rezone Shemin/Champions

PLANNING



Rezone Request

Rezone from T2 to T5.2 in the Uptown Regional Center (UT-RC).

Placetype Description

“Uptown Regional Center is one of the region’s most productive hubs for dining, shopping, entertainment, employment, healthcare services and urban housing. It will continue to develop with new streets, parking structures, civic spaces, dedicated transportation facilities for non-drivers, and intensive buildings with activity along their ground floors.” *Rogers Future Land Use Placetypes*, pg. 6.

Current Zone (T2)

“A very low-intensity district intended for agricultural uses and as a temporary holding zone pending development.” (UDC Section 4.2).

Proposed Zone (T5.2)

“A medium-low intensity mixed-use district where medium to large-scale buildings line streets in corridor and city center placetypes.” (UDC Section 4.2)



Rezone Shemin/Champions

PLANNING

Uses Allowed in the Uptown Regional Center and T5.2

Use	T5.1	T5.2	T5.3	T6.1	T6.2	T6.3
LIVING, in a	P	P	P	P	P	P
Detached House	P					
Cottage House	P					
Attached House	P					
Duplex	P					
Multi-Unit House	P					
Town House	P	P	P	P		
Apartment House	P	P	P	P		
Live-Work Building						
Mixed-Use Building	P	P	P	P	P	P
AGRICULTURE	P	P	P	P	P	P
CIVIC SPACES	P	P	P	P	P	P
COMMUNITY SERVICES	P	P	P	P	P	P
OFFICE	P	P	P	P	P	P
PROFESSIONAL OR PERSONAL SERVICES	P	P	P	P	P	P
EATING AND DRINKING	P	P	P	P	P	P
HEALTHCARE SERVICE	P	P	P	P	P	P
LODGING	P	P	P	P	P	P
PARKING	P	P	P	P	P	P
RETAIL	P	P	P	P	P	P
ENTERTAINMENT OR EVENT VENUE	P	P	P	P	P	P
ARTISANAL INDUSTRY	P	P	P	P	P	P
TECHNOLOGY INDUSTRY	P	P	P	P	P	P
AUTO SERVICE	P	P	P	P	P	P

Zoning Standards in T5.2

Zone Standards	T2 (Existing)	T5.2 (Proposed)
Max Building Coverage	30%	100%
Max Impervious Surface	30%	100%
Min Exterior Yard	30'	0'
Max Exterior Yard	NA	10'
Interior Yard Setback	30'	0'
Alley side setback	10'	0'
Max building height	2 stories	6 stories

Placetype: UT-RC

Uses Allowed in T5.2

Use Standards in T5.2

Such uses providing intensive services are prohibited in T5 on a property with frontage on a mixed use street or boulevard. For the purposes of this use standard, "intensive services" shall mean services that are likely to result in loitering or queuing of pedestrians outdoors, including but not limited to provision of prepared food or sleeping accommodations.

Healthcare Service (4.7.8)

In T5 and T6 such uses are prohibited on lots with frontage on a mixed use street.

Parking (4.7.9)

Surface parking is not allowed within 150 feet of a mixed-use street.

Artisanal Industry (4.7.12)

In T5 and T6 such uses may not be located at ground level along a mixed use street or boulevard unless they occupy a storefront and at least 25% of the sales is derived from onsite transactions.

Technology Industry (4.7.13)

In T5 and T6 such uses may not be located at ground level along a mixed use street.

Auto Service (4.7.14)

Such uses are prohibited on mixed use streets in centers.

Vehicle bays shall be oriented toward the interior of the lot and not visible from the street in T5 and T6.



Rezone Shemin/Champions

PLANNING



Conclusion:

- The subject property is one of the last T2 locations within this area of the Uptown Regional Center, and is surrounded by properties already zoned T5.2
- The request to rezone to T5.2 allows the property to be developed in line with the surrounding area and in accordance with the Future Land Use Map.

Recommendation:

APPROVE

PUBLIC INPUT:

Staff received no public input.

RECOMMENDATIONS:

Conclusion:

Staff recommends **approval** of this request.

2.8.8 Planning Commission

2.8.8.2 Enhanced Review Districts

The Director shall place applications for enhanced review districts on the regular agenda and the Commission shall hold a separate public hearing.

Possible Planning Commission Motions for Standard Review:

- Recommend approval or denial. Either motion is deemed to pass when a majority of the quorum present vote in favor; or
- Table the request to a date certain not to exceed 60 days for more information. Such a motion requires a majority of the quorum present to pass; or
- Dismiss the request and the applicant's request. Such a motion requires a majority of the quorum present to pass.

PROPERTY OWNER AFFIDAVIT

I, Kenneth Shemin, certify that I am the legal owner of the property located at
(Owner name, printed)

PID #02-01671-218 which is the subject of this application. I hereby
(Address or Parcel ID)

authorize, Olsson - Matthew Loos, P.E. to act as my agent for this application only.
(agent name or list self)

I acknowledge that all information contained in this application has been prepared by me or my agent and are true and correct. I have read the application and consent to its filing, and I remain responsible for compliance with applicable regulations.

Dated this the 10th day of June, 2026.

[Signature]
Signed

Kenneth Shemin
Name Printed

STATE OF Arkansas

COUNTY OF Benton

Subscribed and sworn before me this the 10th day of June, 2026.



[Signature]
Notary Signature

Leslie McKay
Notary Name Printed

1-17-2032
Commission Expires

BEFORE THE PLANNING COMMISSION OF THE CITY OF ROGERS, ARKANSAS

NOTICE OF PUBLIC HEARING FOR A REZONE REQUEST

Notice is hereby given pursuant to Section 2.3.4.2 of the Rogers Unified Development Code that Olsson, Inc. is applying to the Rogers Planning Commission to rezone parcel # 02-01671-218 located at 2718 S Champions Dr. The property is more particularly described as follows:

LEGAL DESCRIPTION:

A PART OF THE NW/4 OF THE NW/4 OF SECTION 21 T-19-N R-30-W BENTON COUNTY ARKANSAS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS BEGINNING AT THE SW CORNER OF SAID 40 ACRE TRACT AND THEN RUNNING EAST 70 YARDS THENCE NORTH 140 YARDS THENCE WEST 70 YARDS THENCE SOUTH 140 YARDS TO THE PLACE OF BEGINNING CONTAINING 2.02 ACRES MORE OR LESS SUBJECT TO A STREET RIGHT-OF-WAY DRAINAGE AND UTILITY EASEMENT IN FAVOR OF THE PUBLIC RECORDED DECEMBER 17 1998 AS LAND DOCUMENT 1998-136831 SURVEYS: 10/31/2016 2016-813(SEE ADMIN NTS) 3

LAYMAN'S DESCRIPTION: 2718 S Champions Dr, Rogers, AR 72758

PRESENT ZONING: T2 – Rural

ZONING REQUEST: T5.2 – City Medium Intensity

A public hearing by the Rogers Planning Commission will be held on August 4th, 2026 **(Date assigned by Planning Staff)** at 5:30 p.m. in the City Council Chambers of the City Hall Building located at 301 W. Chestnut Street, Rogers, Arkansas.

Respectfully Submitted,

By: 
(Applicant's Signature)

List of Property Owners

(Within 300 feet of property lines – Pinnacle Hills)

1. **Name:** PINNACLE PARK HOLDCO LLC
Mailing Address: 325 NW A STREET, BENTONVILLE, AR 72712
Parcel Number: 02-14504-000, 02-14738-000, 02-14769-000, 02-14771-000
2. **Name:** GREAT SOUTHERN BANK
Mailing Address: 218 S GLENSTONE AVE, SPRINGFIELD MO 65802-3103
Parcel Number: 02-14503-000
3. **Name:** 2526 PHP LLC
Mailing Address: 168 HARMON RD, TONTITOWN AR 72762
Parcel Number: 02-01671-219
4. **Name:** 2530 PINNACLE HILLS LLC
Mailing Address: 1704 W INDUSTRIAL DR UNIT A, ROGERS AR 72756
Parcel Number: 02-14504-003
5. **Name:** FIRST WESTERN BANK
Mailing Address: PO BOX 547, ROGERS AR 72757-0547
Parcel Number: 02-15422-002, 02-15422-003
6. **Name:** ROGERS THAT LLC
Mailing Address: 7211 S YALE AVE, TULSA OK 74136
Parcel Number: 02-15422-040
7. **Name:** PINNACLE CENTER 4 LLC
Mailing Address: 5100 JB HUNT DR STE 1000, ROGERS AR 72758-6601
Parcel Number: 02-15422-000, 02-15422-001
8. **Name:** HUTTON ROGERS MF LLC
Mailing Address: 736 CHERRY ST, ATTN PROPERTY MANAGEMENT,
CHATTANOOGA TN 37402
Parcel Number: 02-01671-074, 02-01671-082, 02-0167-084
9. **Name:** VERMA, ISHU
Mailing Address: 33 CHERYL CIR, BENTONVILLE AR 72712
Parcel Number: 02-14781-001
10. **Name:** ORVC PROPERTIES LLC
Mailing Address: 4219 HOMEWOODS DR, LITTLE FLOCK AR 72756-7404
Parcel Number: 02-14780-000, 02-14781-000

11. **Name:** PINNACLE CORNER LLC

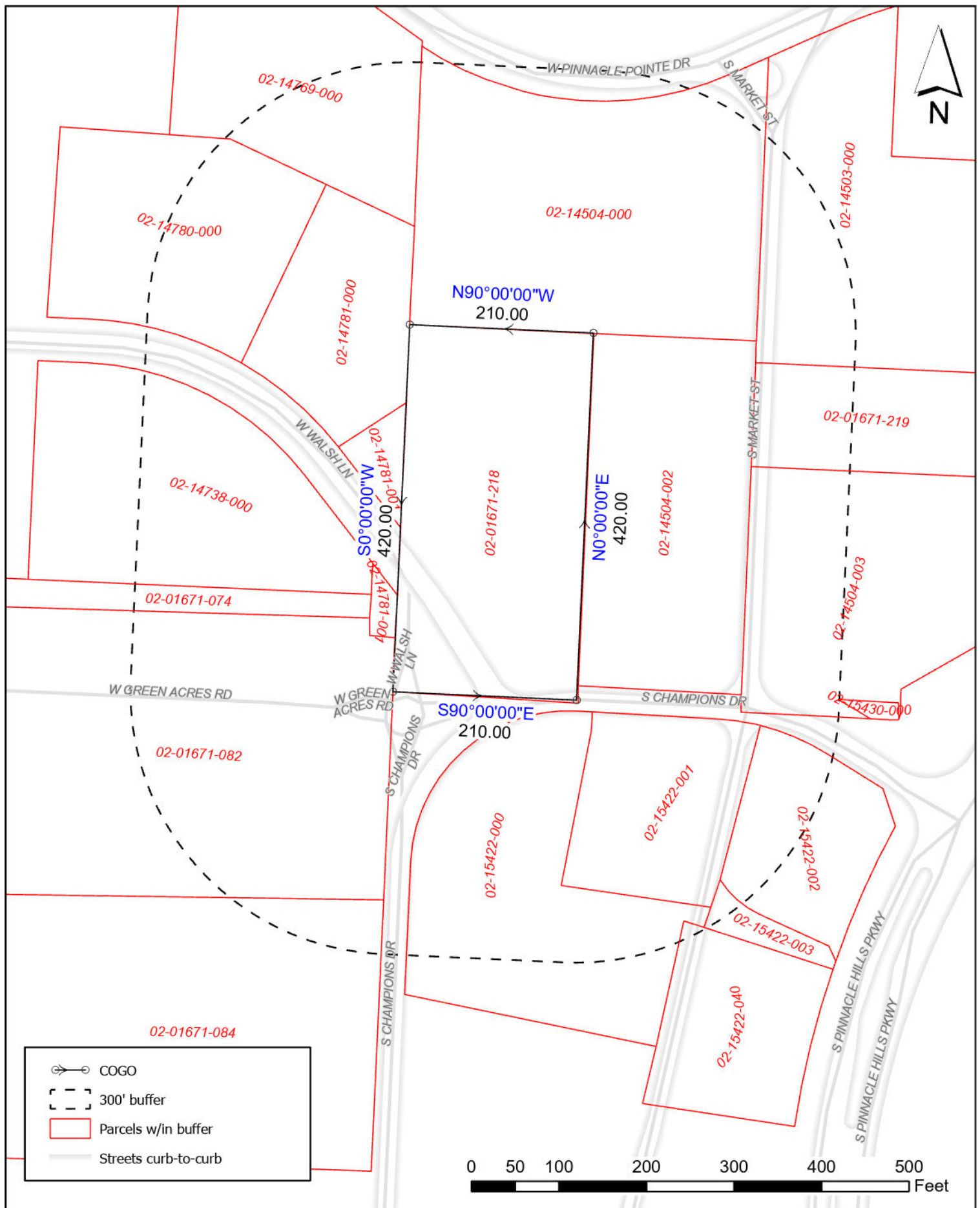
Mailing Address: 5100 JB HUNT DR STE 1000, ROGERS AR 72758

Parcel Number: 02-14504-002

12. **Name:** PINNACLE LAND PARTNERS LLC

Mailing Address: 333 PINNACLE DR PH, ROGERS AR 72758

Parcel Number: 02-15430-000



RZ26-00366
Shemin/Champions Dr

CERTIFICATION

I hereby state that to the best of my knowledge all property owners within 300 feet of my property have been notified by Certified mail at least 15 days prior to the upcoming public hearing for my public hearing request.

Dated this the 17th day of July, 20 26.


Signed

Carson Felks
Name Printed

STATE OF ARKANSAS

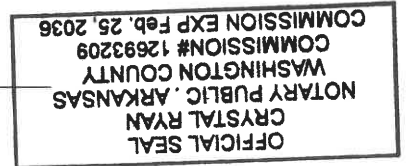
COUNTY OF Washington

Subscribed and sworn before me this the 17 day of July, 20 26.


Notary Signature

Crystal Ryan
Notary Name Printed

2-25-2036
Commission Expire



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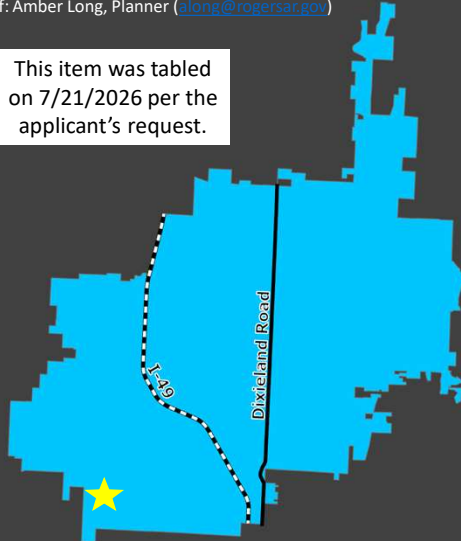


Rezone GMD Investments

PLANNING

Staff: Amber Long, Planner (along@rogersar.gov)

This item was tabled on 7/21/2026 per the applicant's request.



Vicinity Map

Location

6253 S Mt. Hebron Rd.

Place Type

Neighborhood Center/Neighborhood Fabric

Zoning

T2 (Rural)

Proposed Zoning

T4.1 (Neighborhood Medium-Intensity) & T4.2 (Neighborhood High-Intensity)

Representative

Bill Watkins

Watkins, Boyer, Gray & Curry - PLLC

Nature of the Request

The following request is for an amendment to the City of Rogers Unified Development Code Zoning Map, in accordance with Section 2.8 of the Rogers Unified Development Code.

Request Details

- Proposal: The applicant is proposing to rezone ±10 acres from T2 to T4.1 & T4.2 in the Neighborhood Center (N-C) and Urban Neighborhood (U-NH) placetypes.
- Review Type: Standard/Enhanced
- Case Number: RZ26-00345



Existing Conditions:
Aerial Vicinity Map

Location Description

The subject property is at the southeast corner of S Mt. Hebron Road and W Garrett Road, cater-corner to Mt. Hebron Park. The subject property is currently used for Living, in a Detached House. Surrounding properties are used for Living, in a Detached House (i.e. single-family residential) and Civic Space (i.e. public park).

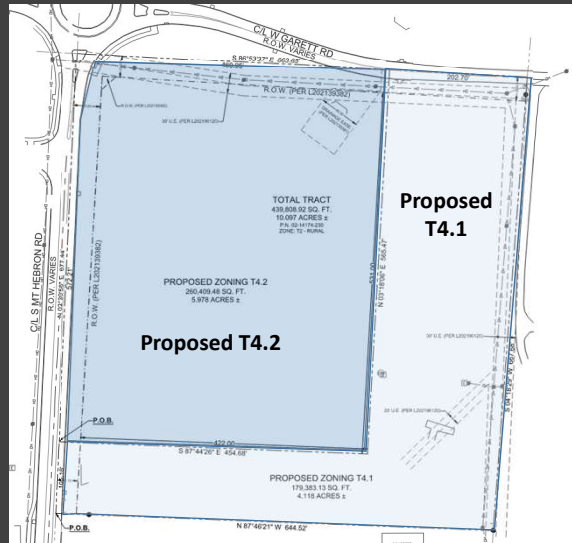
Parcels: 02-14174-230



Rezone

GMD Investments

PLANNING



Zoning Exhibit: T2 to T4.1 & T4.2

Rezone Request Summary

Existing Zoning	Placetype(s)		
T2	Neighborhood Center (N-C) Neighborhood Fabric (F-NH)		
Proposed Zoning	Placetype(s)	Review Criteria	Code Reference
T4.1	N-C	Enhanced Review	UDC § 2.8.3.1 UDC § 2.8.7
	F-NH	Standard Review	UDC § 2.8.7
T4.2	N-C	Enhanced Review	UDC § 2.8.3.1 UDC § 2.8.7
	F-NH	Enhanced Review	UDC § 2.8.6

About the Future Land Use Map (FLUM)

The Future Land Use Map is an element of the Comprehensive Plan identifying placetypes that the Planning Commission and City Council have carefully considered and determined to be appropriate for the future growth of the City.

2.8.3 Relationship with Future Land Use Map

“Table 2.8.3.A Zoning Districts Allowed in Placetypes sets forth zoning districts that:

- (A) Are likely to create the placetype envisioned by the Plan and thus conform to the Future Land Use Map. Such districts are subject to Standard Review.
- (B) May create the placetype envisioned by the Plan and thus may conform to the Future Land Use Map. Such districts are subject to Standard Review and Enhanced Review.
- (C) Will not create the placetype envisioned by the Plan and thus will not conform to the Future Land Use Map. Such districts will not be considered by the Planning Commission and City Council unless and until the Future Land Use Map and this UDC are amended accordingly,” (UDC 2.8.3).

2.8.3.1 Zoning Transition in Neighborhood Centers

“Neighborhood Centers may extend up to 660 feet or one block, whichever is less, from the designated intersection shown on the Master Street Plan and Future Land Use Map. When zoning map amendments are proposed in Neighborhood Centers adjacent to Suburban Neighborhood placetypes, the proposed zoning plan shall include two or more zones with the most intense zone located closer to the intersection. Zoning boundaries shall follow mid-block lines such as alleys or interior property lines rather than along streets,” (UDC 2.8.3.1).

2.8.6 Standard Review Criteria

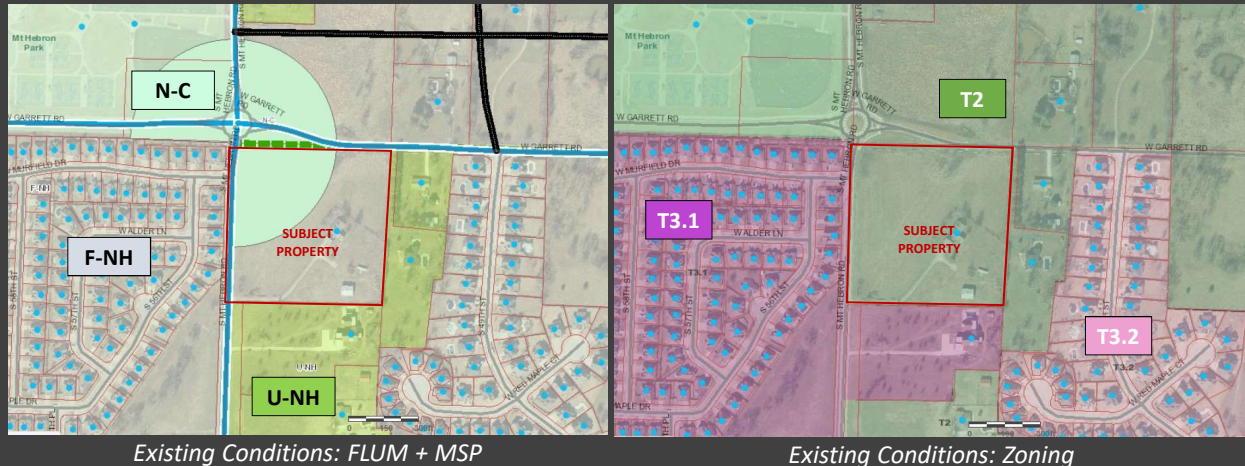
“When reviewing and making decisions on zoning map amendments labeled “SR” in Table 2.8.3.A, the Planning Commission shall recommend approval of the proposed district(s) where they conform to the applicable requirements of this UDC,” (UDC 2.8.6).

2.8.7 Enhanced Review Criteria

“When reviewing and making decisions on zoning map amendments labeled “ER” in Table 2.8.3.A, the Planning Commission may recommend approval where the Commission finds the proposed district(s) conform to Sections 2.8.7.1.(A)-(E),” (UDC 2.8.7).



Existing Conditions



Rezone Request

Rezone from T2 to T4.1 to T4.2 in Neighborhood Center (N-C) and Neighborhood Fabric (F-NH).

Placetype Descriptions

- Neighborhood Center (N-C): “Neighborhood Centers are places for neighbors to gather, interact, and conveniently access services within a very short distance of most homes. They generally extend several hundred feet from key roadways. Developments cultivate a safe and inviting environment for non-drivers through elements such as enhanced streetscape design, dedicated facilities for active mobility, gathering spaces, and active storefronts,” (*Rogers Future Land Use Placetypes*, pg. 4).
- Neighborhood Fabric (F-NH): “Neighborhood Fabric areas offer a diverse mix of housing options, ranging from single-family homes to small-scale multi-unit housing, neighborhood-scale parks, schools, and low impact retail and service establishments. These areas are constructed in an interconnected pattern of accessible streets and blocks for active transportation users of all ages and abilities. Neighborhood character is created through the style and type of housing and greenspace,” (*Rogers Future Land Use Placetypes*, pg. 6).

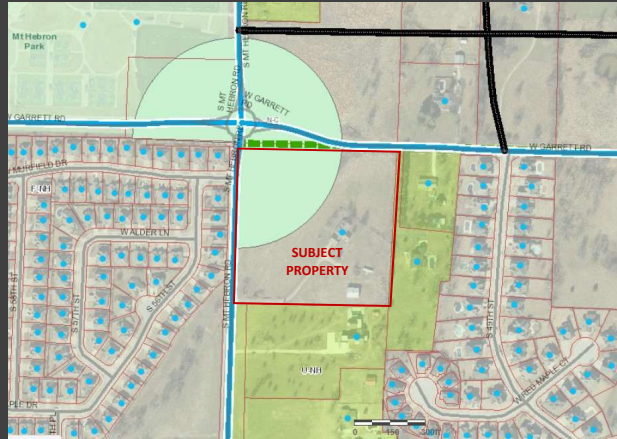
Zoning Summary

- Current Zone (T2): “A low-intensity district intended primarily for suburban neighborhoods, neighborhood fabric, and downtown neighborhood placetypes where nonresidential uses are limited,” (UDC Section 4.2).
- Proposed Zone (T4.1): “A medium-intensity district intended primarily for neighborhood fabric, downtown neighborhood, and urban neighborhood placetypes where compatible nonresidential uses within walking distance of homes are allowed,” (UDC Section 4.2).
- Proposed Zone (T4.2): “A high-intensity district intended primarily for urban neighborhood placetypes where compatible nonresidential uses within walking distance of homes are

encouraged,” (UDC Section 4.2).

The Planning Commission may recommend approval where the commission finds:

- Proposed zoning conforms to zoning arrangement for Neighborhood Centers:
 - T4.2 is proposed closer to the intersection
 - T4.1 is proposed closer to the adjacent neighborhoods.
- T4 zones support compact, pedestrian-oriented development; ideal near trails and parks.
- T4.2 permits small-scale services with active storefronts, gathering spaces, and compact residential developments.
- T4.1 permits a range of residential building types, civic uses, and mixed-use buildings.



Existing Conditions: FLUM + MSP

The applicant's zoning exhibit conforms to this vision. The exhibit shows the more-intensive T4.2 zone closer to the intersection. This arrangement fulfills the requirements of UDC Section 2.8.3.1, which calls for a primarily residential zone such as T4.1 to be closer to adjacent Neighborhood Fabric and Urban Neighborhood areas. The proposed T4 districts enable the compact and pedestrian-oriented development preferred in this placetype. T4.2 permits commercial uses that are generally compatible with neighborhoods: schools, churches, government buildings, offices, personal or professional services, retail, and restaurants. Like T4.2, T4.1 allows detached homes, duplexes, apartment houses, townhomes, and mixed-use buildings—allowing medium-intensity residential and mixed-use developments within walking distance of everyday services and community resources. Drive-throughs are prohibited to ensure that commercial uses in this location are inviting for pedestrians and cyclists.



Rezone GMD Investments

PLANNING

Staff Analysis - 2.8.7 Enhanced Review Criteria

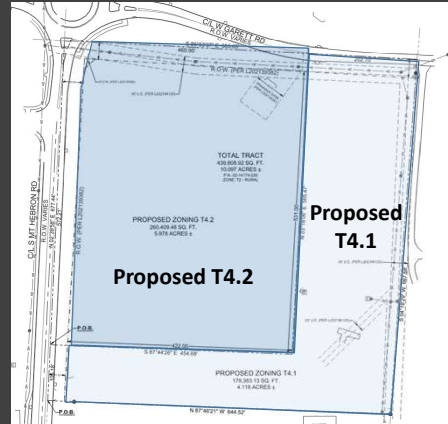
The Planning Commission may recommend approval where the commission finds:

The proposed districts contributes to establishing an orderly transition of intensity within the broader placetype by:

I) Where the subject property is within a center and corridor placetype, ensuring higher intensity zones are generally interior to the placetype to provide an orderly transition between the center and edge of the placetype.

Conforms.

- T4.2 is proposed adjacent to the intersection.
- T4.1 is proposed adjacent to urban neighborhood, across from F-NH.



Existing Conditions: FLUM + MSP

Staff Analysis

The proposed zones contribute to an orderly transition of intensity within the broader placetype. Per UDC Section 2.8.3.1, when requested with T4.1, T4.2 should be located closer to the intersection to direct the more intensive development away from adjacent neighborhood areas. The applicant's zoning exhibit reflects this arrangement.



Rezone

GMD Investments

PLANNING

Staff Analysis - 2.8.7 Enhanced Review Criteria

The Planning Commission may recommend approval where the commission finds:

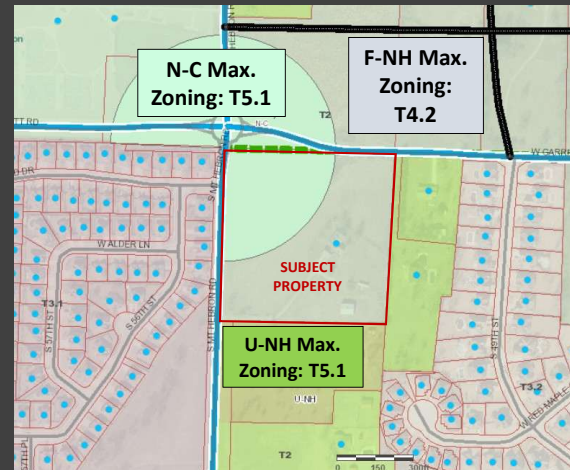
The proposed districts are within one full transect of the most intense zone allowed on adjacent properties.

Conforms.

- T4.2 is the most intense zone allowed in F-NH.
- T5.1 is the most intense zoning district allowed in U-NH and N-C.

The proposed districts conform to the applicable requirements of this UDC.

Conforms.



Existing Conditions: FLUM + MSP

Staff Analysis

The requested zones are within one full transect of the most intense zone allowed on all adjacent properties. The adjacent properties north and south of W Garretts Road are in the Neighborhood Center, Urban Neighborhood, and Neighborhood Fabric placetypes. T4.2 is the most intense zone allowed in Neighborhood Fabric and the second-most intense zone allowed in Urban Neighborhoods and Neighborhood Centers. Notably, T4.1 is permitted by standard review in Neighborhood Fabric and Urban Neighborhood, as it is considered generally appropriate throughout those placetypes. The subject property is separated from the properties at the southwest corner of the intersection by a 3-lane road, which exempts this adjacency from the requirement to be within one full transect.

The subject property and the proposed districts conform to all applicable requirements in the UDC.



Rezone

GMD Investments

PLANNING

Selected Zone Standards from Table 4.5.A

Standard	T2	T3.1	T3.2	T4.1	T4.2	T5.1	T5.2	T5.3
Area Standards								
Max Building Coverage (% of lot)	30	40	50	60	70	90	100	100
Max. Impervious Surface (% of lot)	30	50	60	70	80	100	100	100
Principal Buildings								
Min. Exterior Yard (ft)	30	20	15	10	5	0	0	0
Max. Exterior Yard (ft)	See 4.5.3.1					30	10	0
Min. Building Occupancy	None					70	80	100
Min. Interior Yard (ft)	30	10	5	5	5	0	0	0
Min. Interior Yard, Alleyside	10	5	5	0	0	0	0	0
Max Building Height (stories)	2	2.5	2.5	3	4	4	6	6
Ground Floor Spaces								
Min. Floor to Ceiling Height (ft)	None			12	12	12	12	12
Min. Depth (ft)	None			12	12	12	12	12
Min Entry Frequency (ft)	None			60 residential; 100 nonresidential				
Min Glazing (% of facade)	None			15/15	50/25	50/25	50/25	70/25
Upper Floor Space Min Glazing (% of facade)	None			15	15	15	15	15

Principal Use Standards from Table 4.6.A and 4.7

Zoning District	Permitted Uses
T4.1	Detached house, cottage house, attached house, duplex, multi-unit house*, town house, apartment house*, live-work building*, agriculture, civic spaces, parking
T4.2	Detached house, cottage house, attached house, duplex, multi-unit house*, town house, apartment house*, live-work building*, mixed-use building, agriculture, civic spaces, community services*, office, personal or professional services, eating and drinking*, lodging, parking, and retail*

Uses permitted with standards are marked with an asterisk (*). See staff report notes section for more information.

Zoning Standards

The slide above includes select building disposition, contextual development, and use standards for T4.1 and T4.2.

Applicable Use Standards

- **Multi-unit houses (UDC 4.7.1.7)** - permitted only when consistent in scale with the two nearest residential buildings on the same block face.
- **Apartment Houses (UDC 4.7.1.9)** - permitted when located on lots with frontage on an arterial or collector street on the Master Street Plan, in a Center placetype, or when abutting or across the street from a public park.
- **Live-Work Buildings (UDC 4.7.1.10)** – the nonresidential uses allowed are limited to those allowed in T4.2.
- **Mixed-Use Buildings (UDC 4.7.1.11)** - nonresidential uses allowed are the same as those allowed in the zone of the subject property.
- **Community Services (UDC 4.7.4)** - intensive services are prohibited in T4 in all cases.
- **Eating and Drinking (UDC 4.7.7)/Retail (UDC 4.7.10)** – in T4.2, such uses are allowed on the ground floor of a mixed-use building. Such uses are only allowed in a single-purpose building where: 1) Located within 660 feet or one block, whichever is less, of the intersection of two streets each being a collector or an arterial; and 2) They do not have a drive-through.



Rezone

GMD Investments

PLANNING

Staff Analysis Conclusion- 2.8.7 Enhanced Review

The proposed district(s) conform to the applicable requirements of this UDC.	✓
The proposed district(s) are likely to implement the place type envisioned by the Future Land Use Map.	✓
The proposed district(s) contribute to establishing an orderly transition of intensity with the broader place type by: I) Where the subject property is within a center and corridor placetype ensuring higher intensity zones are generally interior to the placetype to provide an orderly transition between the center and edge of the placetype.	✓
The proposed district(s) is within one full transect of the most intense zone allowed on adjacent properties.	✓

Staff Analysis - Conclusion

Staff finds the request to rezone from T2 to T4.2 and T4.1 appropriate at this location. Staff recommends approval of this request.



Aerial

CERTIFICATION

I hereby state that to the best of my knowledge all property owners within 300 feet of my property have been notified by Certified mail at least 15 days prior to the upcoming public hearing for my public hearing request.

Dated this the 6th day of July, 2026.

W.P. Burkhardt
Signed

W.P. Burkhardt
Name Printed

STATE OF ARKANSAS

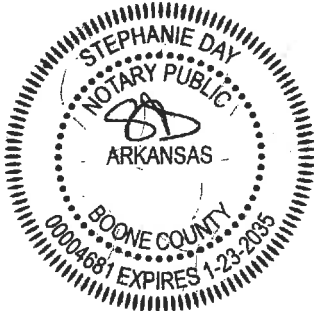
COUNTY OF Benton

Subscribed and sworn before me this the 6th day of July, 2026.

Stephanie Day
Notary Signature

Stephanie Day
Notary Name Printed

January 23, 2035
Commission Expire



PROPERTY OWNER AFFIDAVIT

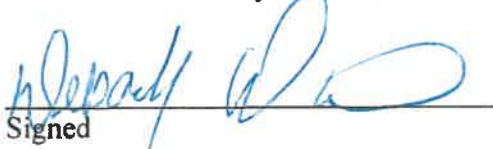
I, GMD Investments, LLC - Deb Davis, certify that I am the legal owner of the property located at

6253 S Mount Hebron Rd, Rogers, AR 72758-9427 - Parcel ID: 02-14174-230, which is the subject of this application.

I hereby authorize, Bill Burckart, to act as my agent for this application only.

I acknowledge that all information contained in this application has been prepared by me or my agent and are true and correct. I have read the application and consent to its filing, and I remain responsible for compliance with applicable regulations.

Dated this the 1st day of June, 2026.

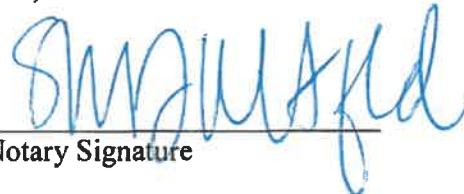

Signed


Name Printed

STATE OF ARKANSAS

COUNTY OF BENTON

Subscribed and sworn before me this the 1st day of June, 2026.


Notary Signature

NANCY CRUTCHFIELD
NOTARY PUBLIC
BENTON COUNTY, ARKANSAS
COMM. EXP. 11/08/29
COMMISSION NO. 12709052

Nancy Crutchfield
Notary Name Printed

November 8, 2026
Commission Expires

BEFORE THE PLANNING COMMISSION OF THE CITY OF ROGERS, ARKANSAS

NOTICE OF PUBLIC HEARING FOR A REZONE REQUEST

Notice is hereby given pursuant to Section 2.3.4.2 of the Rogers Unified Development Code that GMD Investments, LLC – Deb Davis is applying to the Rogers Planning Commission to rezone RZ26-00345 certain real property at 6253 S Mt. Hebron, Rogers Ar. The property is more particularly described as follows:

LAYMAN's DESCRIPTION: 6253 S. Mt Hebron Road, Rogers, Benton CO., AR.

Legal Descriptions below for each zone:

ZONE T4.2 - 5.978AC TRACT DESCRIPTION :

A PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SE1/4 SE1/4) OF SECTION 32, TOWNSHIP 19 NORTH, RANGE 30 WEST, CITY OF ROGERS, BENTON COUNTY, ARKANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SE1/4 SE1/4, THENCE N 87°23'25" W A DISTANCE OF 1327.74 FEET; THENCE N 02°39'58" E A DISTANCE OF 748.15 FEET TO THE POINT OF BEGINNING, THENCE N 02°39'58" E A DISTANCE OF 572.21 FEET; THENCE S 86°53'37" E A DISTANCE OF 460.95 FEET; THENCE S 03°18'06" W A DISTANCE OF 565.47 FEET; THENCE N 87°44'26" W A DISTANCE OF 454.68 FEET TO THE POINT OF BEGINNING WITH AN AREA OF 260409.48 SQUARE FEET, OR 5.978 ACRES, MORE OR LESS, AND SUBJECT TO ALL RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIVE COVENANTS OF RECORD OR FACT.

ZONE T4.1 - 4.118AC TRACT DESCRIPTION :

A PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SE1/4 SE1/4) OF SECTION 32, TOWNSHIP 19 NORTH, RANGE 30 WEST, CITY OF ROGERS, BENTON COUNTY, ARKANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SE1/4 SE1/4, THENCE N 87°23'25" W A DISTANCE OF 1327.74 FEET; THENCE N 02°39'58" E A DISTANCE OF 642.97 FEET TO THE POINT OF BEGINNING, THENCE N 02°39'58" E A DISTANCE OF 105.18 FEET; THENCE S 87°44'26" E A DISTANCE OF 454.68 FEET; THENCE N 03°18'06" E A DISTANCE OF 565.47 FEET; THENCE S 86°53'37" E A DISTANCE OF 202.70 FEET; THENCE S 04°18'29" W A DISTANCE OF 667.68 FEET; THENCE N 87°46'05" W A DISTANCE OF 644.52 FEET TO THE POINT OF BEGINNING, WITH AN AREA OF 179383.13 SQUARE FEET, OR 4.118 ACRES, MORE OR LESS, AND SUBJECT TO ALL RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIVE COVENANTS OF RECORD OR FACT.

LAYMAN's DESCRIPTION: 6253 S. Mt Hebron Road, Rogers, Benton CO., AR.

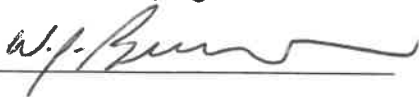
PRESENT ZONING: T2

ZONING REQUEST: See Attached map for split zoning of T4.1 and T4.2

A public hearing by the Rogers Planning Commission will be held on July 21, 2026 at 5:30 p.m. in the City Council Chambers of the City Hall Building located at 301 W. Chestnut Street, Rogers, Arkansas.

Respectfully Submitted,

W.P. Burckart, Agent

By: 

LEGEND

- | | |
|----------|-----------------|
| | FOUND REBAR |
| X | COMPUTED POINT |
| | AC UNIT |
| | ELECTRIC RISER |
| | TELEPHONE RISER |
| | ELECTRIC METER |
| | UTILITY POLE |
| --- | PROPERTY LINE |
| - - - | RIGHT-OF-WAY |
| --- | CENTERLINE |
| ----- | EASEMENT |
| DH ----- | OVERHEAD LINE |

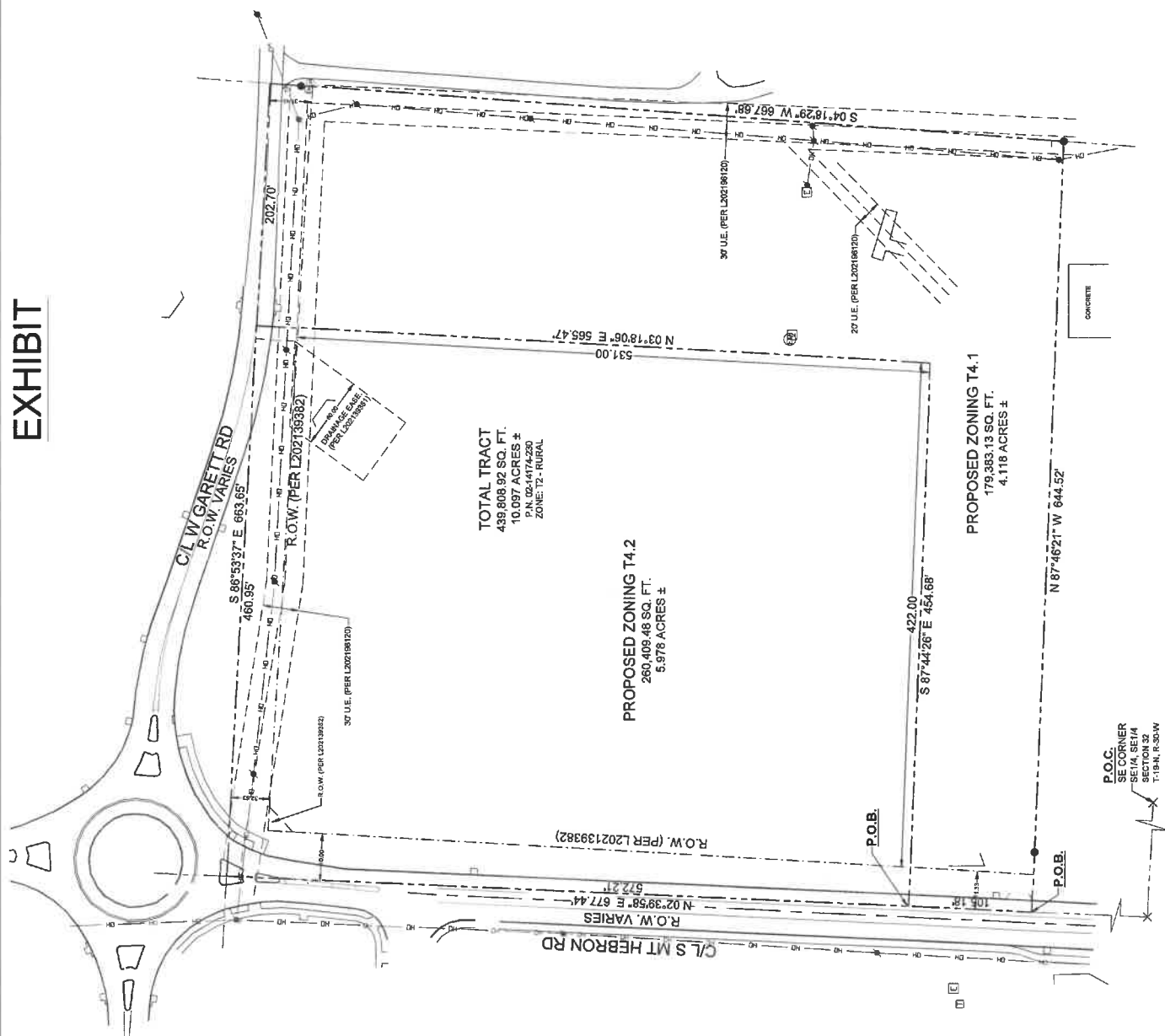


ZONE T4.2 - 5.978AC TRACT DESCRIPTION:

PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SECTION 32,
TOWNSHIP 6N, RANGE 9E, MERIDIAN 10W) OF SECTION 32,
TOWNSHIP 6N, RANGE 9E, MERIDIAN 10W, COMMENCING AT THE SOUTHWEST CORNER OF SAID
QUARTER, PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID
QUARTER, THENCE N 87° 22' 25" E A DISTANCE OF 1327.74 FEET; THENCE N 02° 39' 59" E A DISTANCE
OF 74.15 FEET TO THE POINT OF BEGINNING, THENCE N 02° 39' 59" E A DISTANCE OF 572.21 FEET;
THENCE S 89° 53' 37" E A DISTANCE OF 460.05 FEET; THENCE S 02° 10' 00" W A DISTANCE OF 955.47
FEET TO AN IRON PILE OR MONUMENT, BEARING S 02° 10' 00" W A DISTANCE OF 100 FEET WITH AN
AREA OF .290426 ACRES SQUARE PER LOT, OR 5.970 ACRES, MORE OR LESS, AND SUBJECT TO ALL
RIGHTS OF GRANTOR, EASEMENTS AND RESTRICTIVE COVENANTS OF RECORD OR FACT.

ZONE T4.1-4.118AC TRACT DESCRIPTION:

AS A PART OF THE SOUTHEAST QUARTER 6E114 4E110 OF SECTION 32, TOWNSHIP 19 NORTH, RANGE 30 WEST, CITY OF ROGERS, BENTON COUNTY, ARKANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID NE1/4 SE1/4, THENCE N 87°25' W A DISTANCE OF 132.71 FEET; THENCE N 10°30' E A DISTANCE OF 161.81 FEET; THENCE S 87°25' W A DISTANCE OF 132.71 FEET; THENCE S 87°25' W A DISTANCE OF 106.18 FEET; THENCE S 87°24' W A DISTANCE OF 65.64 FEET; THENCE N 87°25' W A DISTANCE OF 132.71 FEET; THENCE S 87°25' W A DISTANCE OF 202.70 FEET; THENCE S 10°12' W A DISTANCE OF 161.81 FEET; THENCE S 87°25' E A DISTANCE OF 64.52 FEET TO THE POINT OF BEGINNING, WITH AN AREA OF 7588.33 SQUARE FEET, OR 4.118 ACRES, MORE OR LESS, AND SUBJECT TO ALL RIGHTS-OF-WAY, EASEMENTS AND RESTRICTIVE COVENANTS OF RECORD OR FACT.



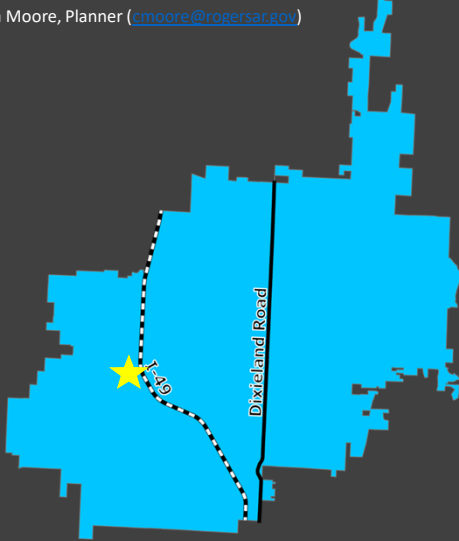




Common Signage Plan Northgate Holdings

PLANNING

Staff: Christina Moore, Planner (cmoore@rogersar.gov)



Vicinity Map

Location

5115 W. JB Hunt Drive

FLUM Place Type

Uptown Regional Center (UT-RC)

Zoning

T6.1 (Regional Low-Intensity)

Representative

Katie Conner & Leslie McKay, Sage Partners

Nature of the Request:

The following request is to propose a common signage plan for the multi-tenant building located at 5115 W JB Hunt Drive.

Request Details:

Proposal: The applicant is proposing a common sign plan to allow wall signs larger than the 30 sqft and more than 1 sign per tenant allowed by code.



Common Signage Plan

Northgate Holdings

PLANNING

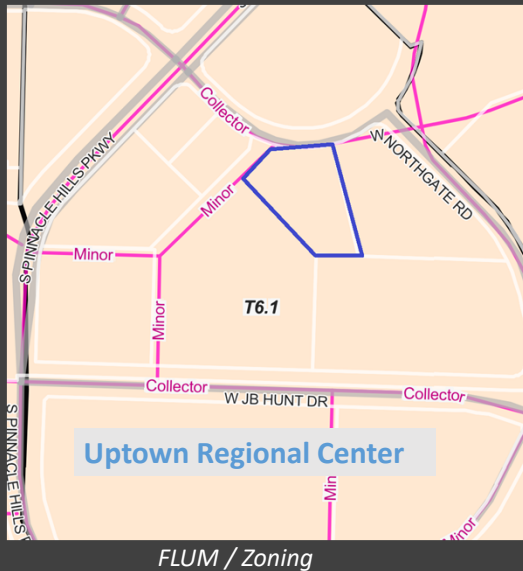


Staff Report Briefing

- The applicant is establishing wall sign entitlements permitting wall signs up to 106 sq ft, well above the base allowed maximum of 30 sq ft per tenant.
- The proposal retains one (1) existing, legal nonconforming wall sign (PepsiCo, 106 s.f.) on the Southeast elevation, and adds three (3) new wall signs (75 s.f. and (2) 64 s.f.).
- The applicant is proposing signage limited to the Northeast and Southeast elevations of Northgate 2, a multi-story office building at 5115 W. JB Hunt Drive.
- All new signage must adhere to the CSP, or the City Code where the CSP is silent.

Staff Report Briefing

- The applicant is establishing wall sign regulations permitting four wall signs on an existing multi-tenant building at 5115 W JB Hunt Dr.
- The signs will range in size from 64 sq ft to 106 sq ft
- All new signage must adhere to the CSP, or the City Code where the CSP is silent.



“A medium-high intensity mixed-use, pedestrian-oriented district where tall buildings line streets in center placetypes.”

The Uptown Regional Center placetype permits wall, projecting, blade, awning, façade, monument, directory, and wayfinding signs), and is intended for the City's most intensive, pedestrian-oriented employment core.

Placetype Description

The Uptown Regional Center is one of the region's most productive hubs for dining, shopping, entertainment, employment, healthcare services and urban housing. It will continue to develop with new streets, parking structures, civic spaces, dedicated transportation facilities for non-drivers, and intensive buildings with activity along their ground floors.



Common Signage Plan

Northgate Holdings

PLANNING

Wall Sign Allowances (Deviation Requested)

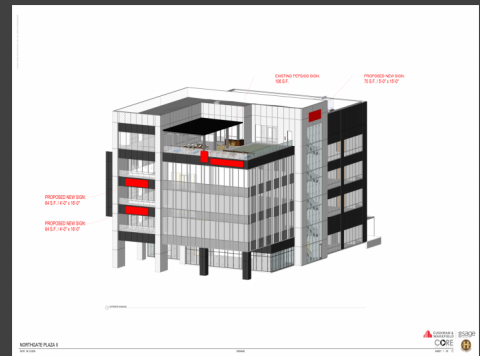
- **Rogers' Code Wall Sign Requirements:**
 - Number: 1 wall sign per tenant
 - Area: 30 square feet max
- **Proposed Wall Sign Allowances**
 - Southeast Elevation: (2) cumulative 106 s.f. (existing) + (2) 64 s.f. (new) / 30 s.f. allowable
 - Northeast Elevation: (1) 75 s.f. (new) / 30 s.f. allowable



Southeast



Northeast



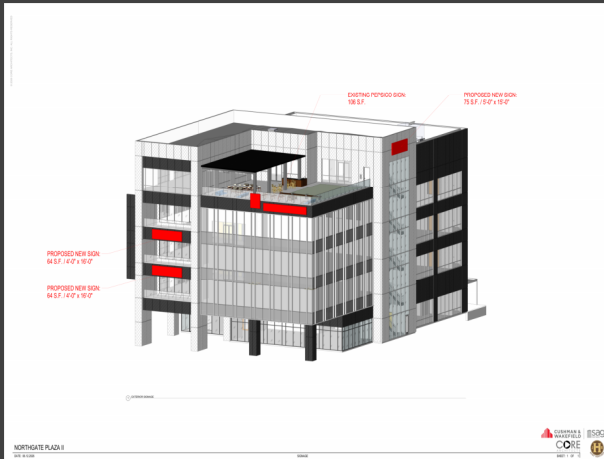
Wall Sign Deviations from Code

- **Rogers' Code Wall Sign Requirements:**
 - Number: One per tenant
 - Size: 30 s.f.
- **Proposed Wall Sign Allowances**
 - Number: The northeast side has 1 side for 1 tenant while the south side has 4 signs for 3 tenants
 - Size: The proposed signs are larger than the 30 square feet allowance. The proposed signs range from 64 sqft to 106 sq ft



Common Signage Plan Northgate Holdings

PLANNING



Sign Design and Construction Details

Sign Type and Materials

- Wall-mounted tenant identification signage

Sign Placement and Context

- Signage limited to the Northeast and Southeast elevations only
- Flush-mounted wall signs; no projection hazards identified
- Signs sized proportionate to the building's multi-story scale

Context – Surrounding Uses

- Compatible with adjacent Pinnacle Hills office, hotel, and institutional buildings

The signs will be illuminated and compatible in size to adjacent buildings. The signs will be 1 per tenant with the exception of the existing PepsiCo Sign.

Wall Sign Deviations from Code

- **Rogers' Code Wall Sign Requirements:**
 - Number: One per tenant
 - Size: 30 s.f.
- **Proposed Wall Sign Allowances**
 - Number: The northeast side has 1 side for 1 tenant while the south side has 4 signs for 3 tenants
 - Size: The proposed signs are larger than the 30 square feet allowance. The proposed signs range from 64 sqft to 106 sq ft

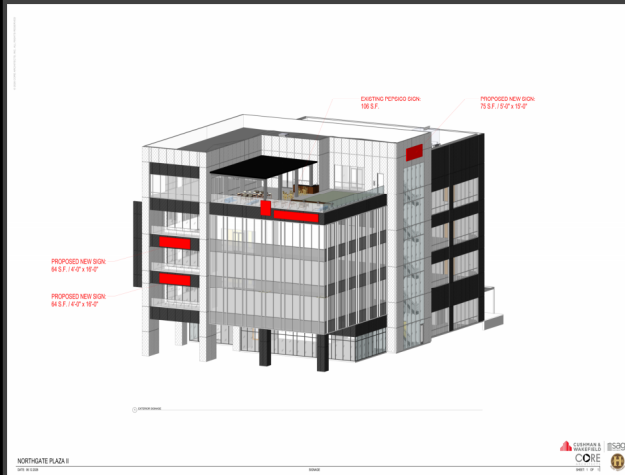


Common Signage Plan Northgate Holdings

PLANNING

Sign Compliance Summary by Elevation

- **Northeast Elevation**
 - Signs: 75 s.f. | Allowed: 30 s.f. | Proposed Number: 1 signs
- **Southeast Elevation**
 - Signs: Existing 106 s.f. & (2) new 64 s.f. | Allowed: 30 s.f. | Proposed Number: 2 signs
- **Total**
 - Combined Sign Area: 309 s.f. | Proposed Number: 4 signs across 2 elevations



Wall Sign Deviations from Code

- **Rogers' Code Wall Sign Requirements:**
 - Number: One per tenant
 - Size: 30 s.f.
- **Proposed Wall Sign Allowances**
 - Number: The northeast side has 1 side for 1 tenant while the south side has 4 signs for 3 tenants
 - Size: The proposed signs are larger than the 30 square feet allowance. The proposed signs range from 64 sqft to 106 sq ft



Common Signage Plan

PLANNING

Northgate Holdings

Applicant's Responses

Is the proposal compatible with the surrounding area?	"Yes."
Is the proposal consistent with the intended character of the placetype?	"Yes."

Applicant's Responses:

Is the proposal compatible with the surrounding area?

Yes

Is the proposal consistent with the intended character of the placetype?

Yes



Common Signage Plan

Northgate Holdings

PLANNING

Applicant's Responses

Does the proposal minimize visual clutter and maximize readability and aesthetic appeal?	"Yes."
Does the proposal present a clear and public danger to public safety?	"No."

Applicant's Responses:

Does the proposal minimize visual clutter and maximize readability and aesthetic appeal?

Yes

Does the proposal present a clear and public danger to public safety?

No



Common Signage Plan

PLANNING

Northgate Holdings

Staff Analysis

Is the proposal compatible with the surrounding area?

The site sits within the Uptown Regional Center, surrounded by comparably-scaled office, hotel, and institutional buildings. Wall identification signage of this scale is consistent with existing signage on adjacent multi-story buildings. Staff has no compatibility concerns.

Is the proposal consistent with the intended character of the placetype?

The proposal is consistent with the intended character of the Uptown Regional Center placetype, which is intended for the City's most intensive, pedestrian-oriented employment core with tall buildings lining the street. Wall signage is an expressly permitted, and identification signage of this scale is anticipated for multi-story regional-center office buildings.

Staff Analysis:

Is the proposal compatible with the surrounding area?

The proposed wall signs are proportionate and compatible with the surrounding commercial developments in the Uptown Regional Center.

Is the proposal consistent with the intended character of the placetype?

The proposed signage is appropriate for the U-RC placetype, and aligns with surrounding developments.



Common Signage Plan

Northgate Holdings

PLANNING

Staff Analysis

Does the proposal minimize visual clutter and maximize readability and aesthetic appeal?

Signage is concentrated on 2 of the building's 4 elevations and limited to 4 discrete signs. Although 3 new signs and the existing sign exceed the 30 s.f. per-tenant maximum, sizes are proportionate to the building's multi-story scale and are consolidated rather than multiplied across additional tenants. Staff finds the proposal minimizes visual clutter and supports legibility.

Does the proposal present a clear and public danger to public safety?

All proposed signs are flush wall-mounted with no projection hazards, consistent with sign placement and clearance standards. No sight-triangle, ingress/egress, or clearance conflicts have been identified. Staff finds no danger to public safety.

Staff Analysis:

Does the proposal minimize visual clutter and maximize readability and aesthetic appeal?

Signage is proportionally sized according to the multi-story building and minimizes clutter by limiting the signage to 2 facades.

Does the proposal present a clear and public danger to public safety?

Signage does not present a danger to public safety



Common Signage Plan

PLANNING

Northgate Holdings

Staff Recommendation Summary

Applicant's Proposal	Staff's Analysis and Recommendation
1. Wall Signs (Deviation Requested) A. Southeast Elevation: Existing 106 s.f. (retained) + (1) new 75 s.f. proposed / 30 s.f. allowable B. Northeast Elevation: (2) new 64 s.f. proposed / 30 s.f. allowable	1. Wall Signs A. Staff recommends no modifications to sign size, count, or placement. B. All four signs exceed the 30 s.f. per-tenant maximum; the CSP's flexibility provision (UDC §5.8.9) supports this deviation given the elevation-limited placement and building scale. C. Approval also resolves the existing PepsiCo sign's nonconforming status (UDC §5.8.5) by incorporating it as an approved CSP entitlement.

Staff Summary

See slide



Common Signage Plan

Northgate Holdings

PLANNING

Staff Recommendation

Applicant's Proposal	Staff's Finding
1. Criteria Summary	Staff's Finding
1. Compatible with surrounding area?	1. Yes – consistent with surrounding Pinnacle Hills development
2. Consistent with Uptown Regional Center (T6.1) placetype?	2. Yes – Uptown Regional Center / T6.1 supports intensive employment-core signage
3. Minimizes visual clutter?	3. Yes – signage concentrated on 2 of 4 elevations, proportional sizing
4. No public safety danger?	4. Yes – flush-mounted wall signs; no projection hazards identified

Staff Summary

See slide



Common Signage Plan Northgate Holdings

PLANNING



Aerial View

Recommendation:

*Recommendation: Approve the
Common Signage Plan for Northgate
Holdings as proposed.*

PUBLIC INPUT:

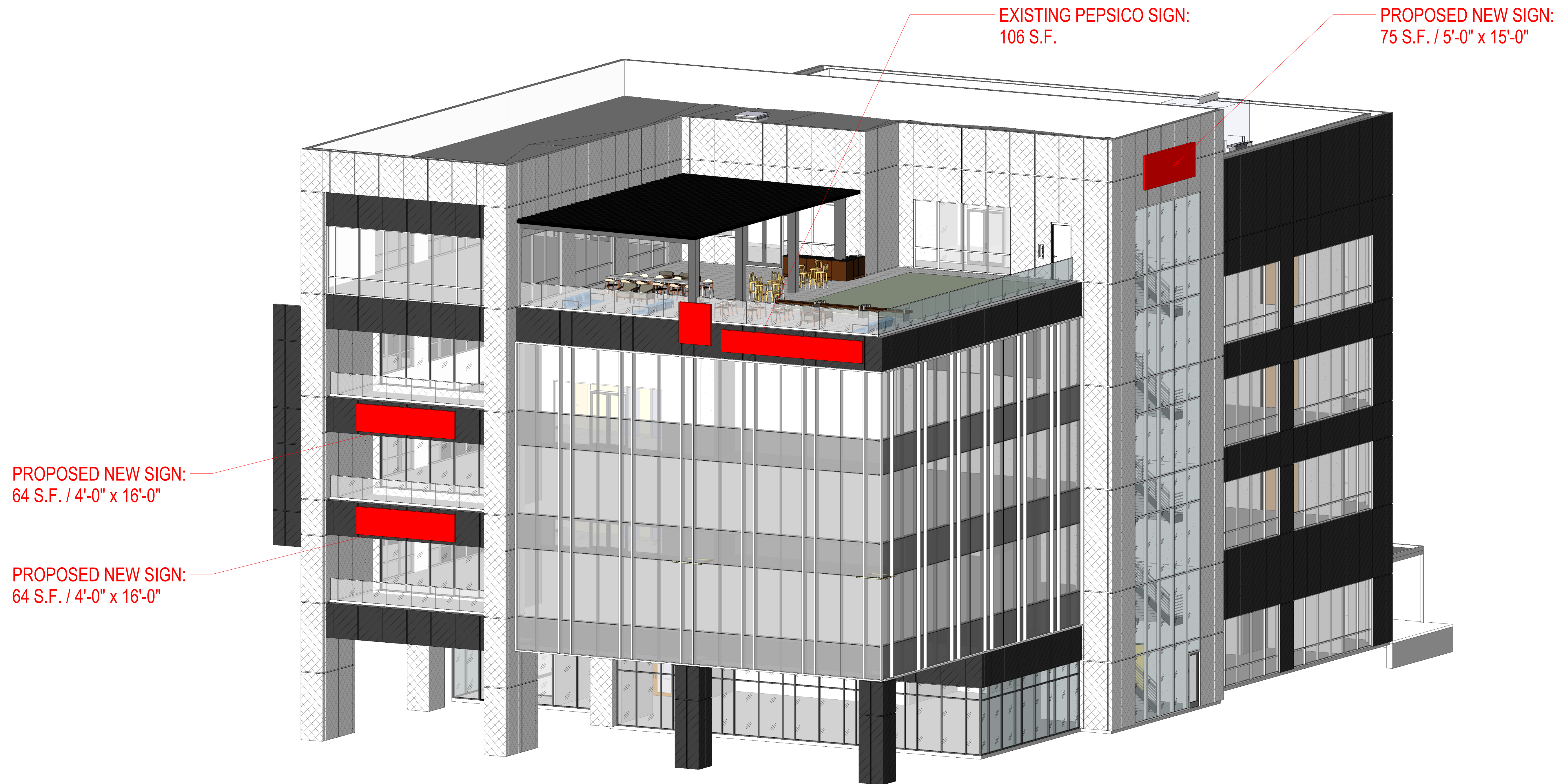
No public input has been provided.

RECOMMENDATIONS:

Staff recommends **approval** of this request.

Possible Planning Commission Motions:

- Approve the CSP as presented;
- Approve the CSP with modifications; or
- Deny the CSP



1 EXTERIOR SIGNAGE

PROPERTY OWNER AFFIDAVIT

I, Ken Shemin, certify that I am the current owner of the property which is the subject of this application. I hereby authorize, Katie Conner to act as my agent for this application only. All statements contained in this application have been prepared by me or my agents and are true and correct to the best of my knowledge. The application is being submitted with my knowledge and consent.

Dated this the 11 day of June, 2026.


Signed

Kenneth Shemin
Name Printed

STATE OF Arkansas

COUNTY OF Benton

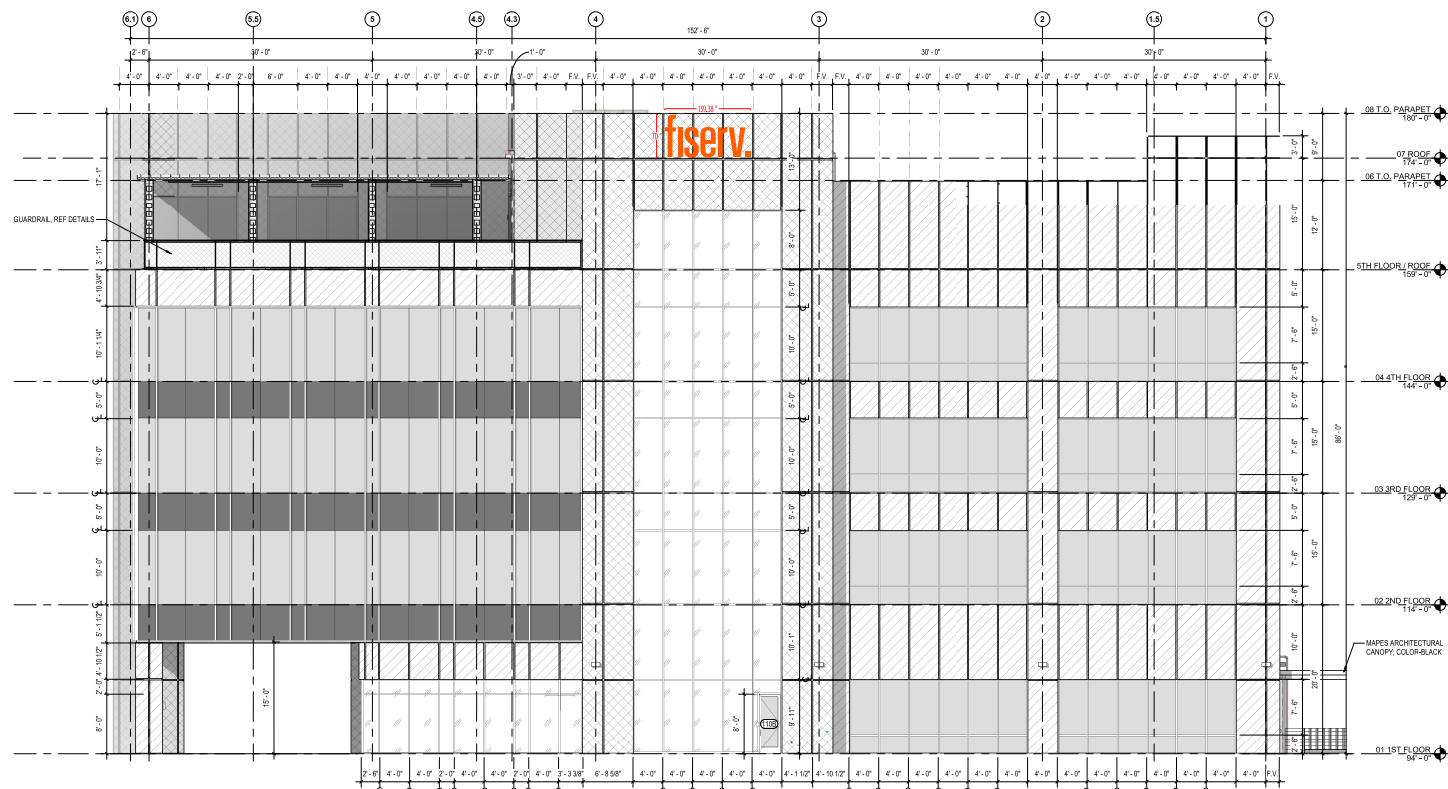
Subscribed and sworn before me this the 11th day of June, 2026.


Notary Signature

Leslie McKay
Notary Name Printed

1-17-2032
Commission Expires







File No.: **26-4073**

5431 Pinnacle Pointe Dr., Ste. 105, Rogers, AR 72758
Phone: 479.935.4177 Fax: 866.889.7709

OWNERSHIP REPORT

For the use and benefit of: Northgate Holdings, LLC

The undersigned, having made a diligent search of the records of Benton County, Arkansas, through June 18, 2026 at 7:00 a.m. of the following described property:

Tract J-12B, Pinnacle Hills I, City of Rogers, Benton County, Arkansas, as shown on Plat recorded in/as Document No. L202126805

Parcel No. 02-15427-007

Find the adjoining owners, and their respective mailing addresses, of the above described property as set forth in Exhibit "A" attached hereto.

CITY TITLE & CLOSING LLC

By: 

Angela Marie Ellis, Authorized Signatory
License No. 17453830

****DISCLAIMER****

This report is being issued without any representation as to the status or validity of the title, and the Company assumes no liability by virtue of errors or omissions. Any liability of the Company shall not exceed the amount paid for the report.

Exhibit "A"

Parcel No. 02-15421-000

Parkway Tower Partners LLC
c/o Sage Partners
5100 W JB Hunt Dr., Ste. 800
Rogers, AR 72758

Parcel No. 02-15420-000

JDHQ Hotels LLC
c/o Atrium Hospitality
12735 Morris Rd. Ext., Ste. 400
Alpharetta, GA 30004

Parcel No. 02-22637-000

PH Land Lease I LLC
5100 JB Hunt Dr., Ste. 1000
Rogers, AR 72758

Parcel No. 02-22638-000

Walton Arts Center Council, Inc.
PO Box 3547
Fayetteville, AR 72703

Parcel No. 02-15427-000

Regions Bank
c/o Regions Bank Corporate Real Estate
2050 Parkway Office Circle, Ste. 500
Birmingham, AL 35244

Parcel No. 02-15427-006

Pinnacle Heights 1 LLC
c/o Sage Partners
5100 W JB Hunt Dr., Ste. 800
Rogers, AR 72758

Parcel No. 02-15427-002

Northgate Holdings LLC
5100 W JB Hunt Dr., Ste. 1000
Rogers, AR 72758

Parcel No. 02-15427-001

First National Bank
PO Box 700
Paragould, AR 72451

Parcel No. 02-15427-005

Pinnacle SNS LLC
11300 Cantrell Rd., Ste. 201
Little Rock, AR 72212

Parcel No. 02-15427-003

Pinnacle Coffee Partners LLC
5100 W JB Hunt Dr., Ste. 1000
Rogers, AR 72758

Parcel No. 02-15427-004

BDP Holdings LLC
8422 Counts Massie Rd.
Maumelle, AR 72113

****DISCLAIMER****

This report is being issued without any representation as to the status or validity of the title, and the Company assumes no liability by virtue of errors or omissions. Any liability of the Company shall not exceed the amount paid for the report.

NORTHGATE HOLDINGS LLC

5115 W JB HUNT DR
ROGERS, AR



Basic

Land

Sales

Valuation

Improvements

Parcel Boundary

Basic Info

Parcel Number:	02-15427-007
County Name:	Benton County
Property Address:	NORTHGATE HOLDINGS LLC 5115 W JB HUNT DR ROGERS, AR Map This Address
Mailing Address:	NORTHGATE HOLDINGS LLC 5100 W J B HUNT DR STE 800 ROGERS AR 72758
Collector's Mailing Address	NORTHGATE HOLDINGS LLC %TAX DEPT 5100 W J B HUNT DR STE 1000 ROGERS, AR 72758
Total Acres:	1.29
Timber Acres:	0.00
Sec-Twp-Rng:	21-19-30
Lot/Block:	TCT J-12B/
Subdivision:	PINNACLE HILLS PH 1-ROGERS
Legal Description:	REPLAT 4/9/2021 L202126805 & REPLAT 3/29/2022 L202220222 (ESMT DED & ESMT VAC)
School District:	C30 ROGERS CITY
Homestead Parcel?:	No
Tax Status:	Taxable
Over 65?:	No

NORTHGATE HOLDINGS LLC

5115 W JB HUNT DR
ROGERS, AR

[Basic](#)[Land](#)[Sales](#)[Valuation](#)[Improvements](#)[Parcel Boundary](#)

Land Divisions						
Land Type	Quantity	Front Width	Rear Width	Depth 1	Depth 2	Quarter
COMM	56,192 sqft					

NORTHGATE HOLDINGS LLC

5115 W JB HUNT DR
ROGERS, AR

[Basic](#)[Land](#)[Sales](#)[Valuation](#)[Improvements](#)[Parcel Boundary](#)

Sales History

No sales history available

NORTHGATE HOLDINGS LLC

5115 W JB HUNT DR
ROGERS, AR

[Basic](#)[Land](#)[Sales](#)

Valuation

[Improvements](#)[Parcel Boundary](#)

Valuation Information		
Entry	Appraised	Assessed
Land: ?	1,231,955	246,391
Improvements: ?	8,478,935	1,695,787
Total Value: ?	9,710,890	1,942,178
Taxable Value: ?		1,942,178
Millage:		0.0546
Estimated Taxes: ?		\$106,042.92
Assessment Year:		2026

NORTHGATE HOLDINGS LLC

5115 W JB HUNT DR
ROGERS, AR



[Basic](#)

[Land](#)

[Sales](#)

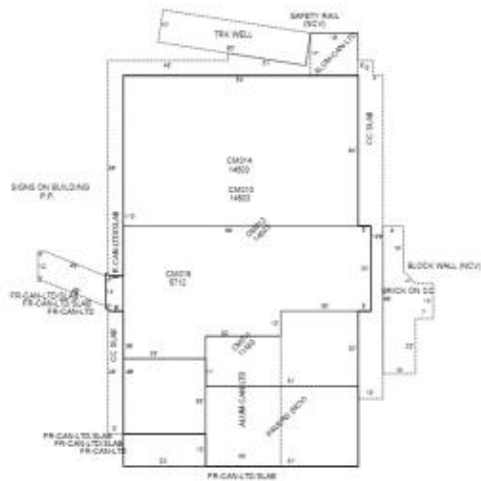
[Valuation](#)

[Improvements](#)

[Parcel Boundary](#)

Commercial Improvements

Commercial Improvement #1



Building Section #:	1			
Business Name:	PEPSICO			
Location:	5115 W JB HUNT DR			
Total SF:	60,684			
Stories:	5			
Year Built:	2022			
Effective Age:	6			
Occupancy:	Code	Description	Class	Percent
	344	OFFICE BUILDING	A-3	100%

Additive Items:

Description	Qty.
CANOPIES ALUM-CAN-LTD (ALL)	1883
CANOPIES FR-CAN-LTD (ALL)	754
CANOPIES FR-CAN-LTD/SLAB (ALL)	4977
DOCKS, SHIPPING & LOADING LOADING WELL	782
LIGHTING INCANDESCENT FIXTURES (EA.)	8
LIGHTING LIGHT POLES (STEEL)	60
LIGHTING MERCURY VAPOR (EA.)	4
PAVING 2" ASPHALT PAVING	17777
PAVING BRICK ON CONCRETE GROUTED FLAT	762
PAVING CONCRETE SLAB (ALL)	2763
SECURITY EQUIPMENT MINIATURE CAMERAS ON P.P. (ALL)	5
WALLS, MASONRY TRASH ENCLOSURE DBL (PRICED BY EACH)	1

Property Detail

Benton County Personal Property & Real Estate Tax Records

Property Information		
Parcel #:	<u>02-15427-007</u>	
Tax Year/ Book:	2025 Current	
Legal:	REPLAT 4/9/2021 L202126805 & REPLAT 3/29/2022 L202220222 (ESMT DED & ESMT VAC)	
Property Type:	Real Estate	
Owner:	NORTHGATE HOLDINGS LLC	
Tax Payer:	NORTHGATE HOLDINGS LLC %TAX DEPT 5100 W J B HUNT DR STE 1000 ROGERS, AR 72758	
Site Address:	5115 W JB HUNT DR	
Subdivision:	PINNACLE HILLS PH 1-ROGERS	
Lot Block:	TCT J-12B	
S-T-R:	21-19-30	
Acres:	1.29	
Tax Status:	Non-Exempt	
Total Mandatory:	\$106,042.92	
Tax Paid:	\$0.00	
Balance:	\$106,042.92	

2025 Tax Information							
Tax Type	Tax Description	District	Exempt	Assessed Value	Tax Owed	Tax Paid	Balance
AV	Ad Valorem	C30	Non-Exempt	\$1,942,178.00	\$106,042.92	\$0.00	\$106,042.92
Total Mandatory:					\$106,042.92	\$0.00	\$106,042.92

Receipts

Receipt #	Book	Tax Year	ReceiptDate	Cash Amt	Check Amt	Credit Amt	Total	
<u>127300</u>	Current	2024	10/14/2025	\$0.00	\$383,199.41	\$0.00	\$383,199.41	
<u>119006</u>	Current	2023	10/11/2024	\$0.00	\$106,419.42	\$0.00	\$106,419.42	
<u>116297</u>	Current	2022	10/12/2023	\$0.00	\$287,732.00	\$0.00	\$287,732.00	
<u>118248</u>	Current	2021	10/13/2022	\$0.00	\$287,522.36	\$0.00	\$287,522.36	

Gloria Peterson, Collector
Bentonville Office: (479) 271-1040

BENTON COUNTY ARKANSAS
Proof Of Payment

Taxpayer

NORTHGATE HOLDINGS LLC
%TAX DEPT
5100 W J B HUNT DR STE 1000
ROGERS, AR 72758

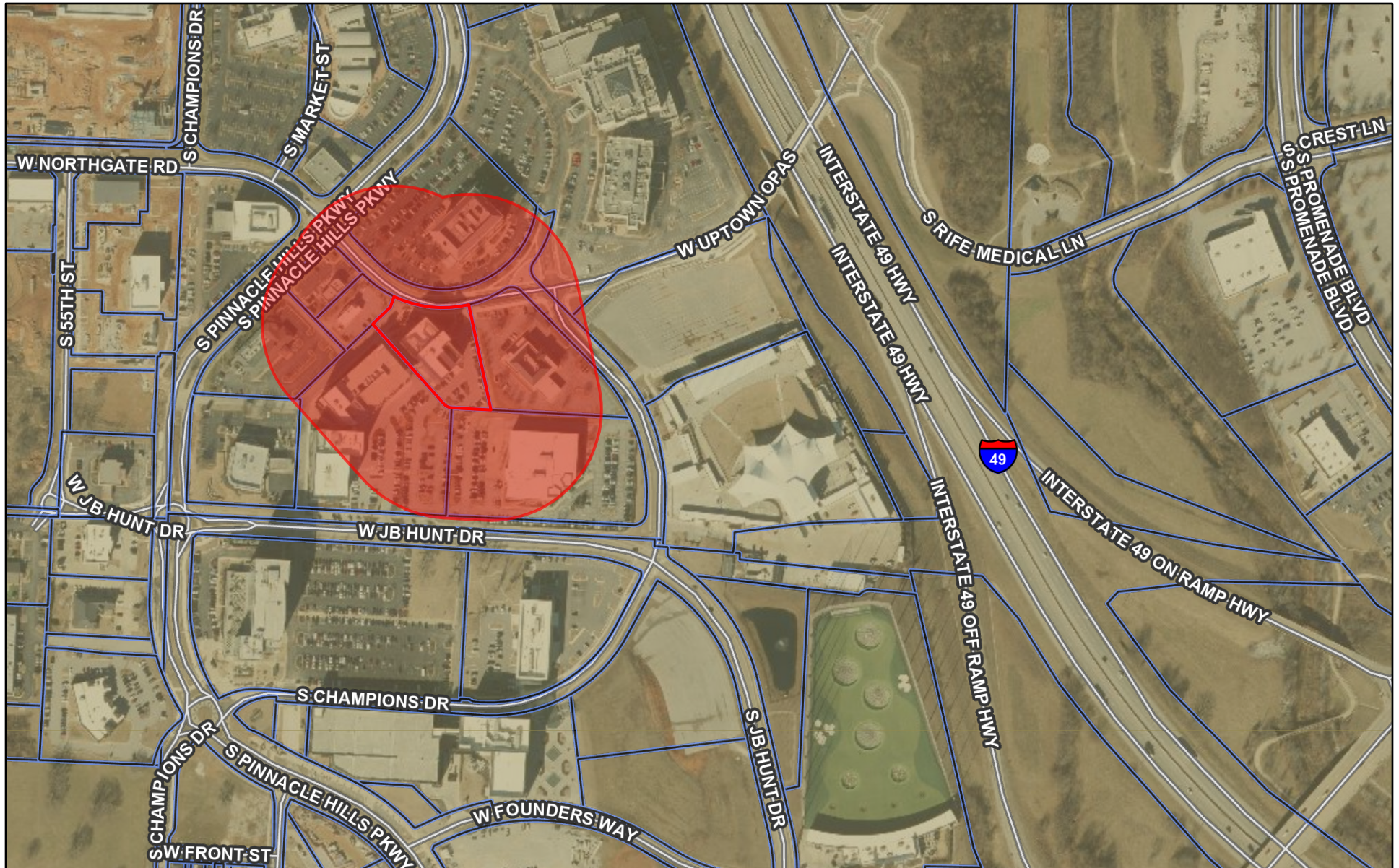
Orig Receipt No.: 127300
Amt Paid: Cash Amount \$0.00
 Check Amount \$383,199.41
 Credit Card Amount \$0.00
 Total **\$383,199.41**
Date Paid: 10/14/2025

Parcel Info

Parcel/PPAN: 02-15427-007	Tax Type	Taxes Owed	Taxes Paid	Taxes Balance
Tax Year: 2024	Ad Valorem	\$105,304.89	-\$105,304.89	\$0.00
Property Type: Real Estate	Voluntary Tax	\$3,884.36	\$0.00	\$0.00
Owner Name: NORTHGATE HOLDINGS LLC	Voluntary Tax	\$3,884.36	\$0.00	\$0.00
Property Address: 5115 W JB HUNT DR	Voluntary Tax	\$388.44	\$0.00	\$0.00
Subdivision: PINNACLE HILLS PH 1-ROGERS	Total:	\$105,304.89	-\$105,304.89	\$0.00
Lot: TCT J-12B				
Block:				
Sec-Twp-Rng: 21-19-30				
Acres: 1.29				
Legal Description: REPLAT 4/9/2021 L202126805 & REPLAT 3/29/2022				
L202220222 (ESMT DED & ESMT VAC)				

DISCLAIMER: This proof of payment was created from the best available data from the collector's office as of 6/11/2026. The paid status of taxes is subject to change due to NSF checks, refunds, partial payment and other conditions. If you have any questions about the information contained herein please contact the collector's office.

02-15427-007 300' Buffer



June 25, 2026

graphicsLayer0
Parcels
Major Roads
Streets
Cities
ROGERS

1:4,514
0 0.04 0.07 0.15 mi
0 0.05 0.1 0.2 km



NORTHWEST PLAZA
5
1
1

NOTICE OF PUBLIC HEARING
COMMON SIGNAGE PLAN

Notice of Public Hearing
To inform the community of the proposed changes to the Common Signage Plan, a public hearing will be held on the following date and time:
Date: August 1, 2024
Time: 6:00 PM to 8:00 PM
Location: Rogers City Council Chamber
201 W. Cherokee St.
Rogers, AR 72756
For more information, please contact the Planning Commission at (479) 621-1186 or planning@rogersar.gov.

**COMMUNITY DEVELOPMENT
PLANNING DIVISION**
(479) 621-1186
planning@rogersar.gov

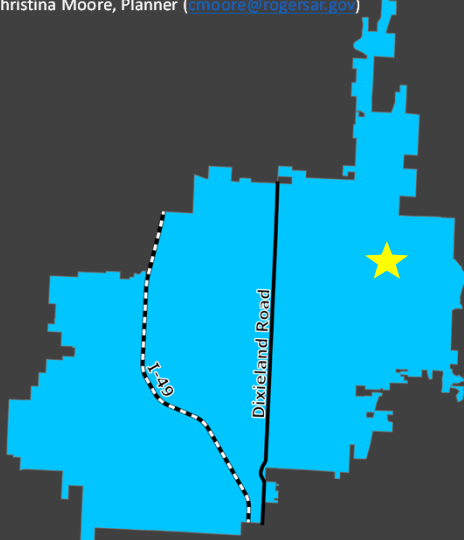


Variance

FNB DTR

PLANNING

Staff: Christina Moore, Planner (cmoore@rogersar.gov)



Vicinity Map

Location

303 S Arkansas St

Nature of Request

To allow a second wall sign on the north building elevation, in addition to the existing wall sign on the west elevation.

Zoning

T5.2 (Downtown City Center Placetype)

Existing Use

Financial Institution (Bank)

Representative

Kali Daniels

Summary:

This request is for a variance from Section 5.8.12(G) to allow a second wall sign on the building's north elevation, exceeding the one-wall-sign-per-tenant limit. Each sign is 20 sq. ft., within the individual 30 sq. ft. maximum; only the number of signs is at issue.



Section 2.12 Variances

2.12.1 Purpose & Intent

The Board of Adjustment is authorized to grant a variance or waive from any provision of this UDC where strict enforcement of the provision would cause undue hardship due to circumstances unique to the individual property under consideration, and grant such variances or waivers only when it is demonstrated that such action will be in keeping with the spirit and intent of the provisions of the UDC.

2.12.2 Review Criteria

The Board of Adjustment shall consider the following in determining whether or not to grant a variance or waiver:

- A. Would the variance or waiver cause undue hardship to the property owner due to circumstances unique to the property; and
- B. Is the hardship a result of any action taken by the property owner or on their behalf; and
- C. Is the variance or waiver requested the minimum amount necessary to carry out the project; and
- D. Is there another reasonable method of avoiding the need for a variance or waiver; and
- E. Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC.

Section 2.12 Variances:

2.12.1 Purpose & Intent

The Board of Adjustment is authorized to grant a variance or waive from any provision of this UDC where strict enforcement of the provision would cause undue hardship due to circumstances unique to the individual property under consideration, and grant such variances or waivers only when it is demonstrated that such action will be in keeping with the spirit and intent of the provisions of the UDC.

2.12.2 Review Criteria

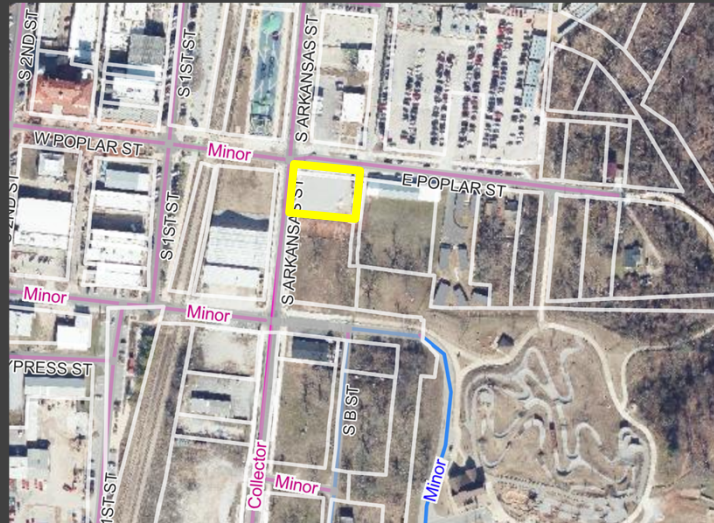
The Board of Adjustment shall consider the following in determining whether or not to grant a variance or waiver:

- Would the variance or waiver cause undue hardship to the property owner due to circumstances unique to the property; and
- Is the hardship a result of any action taken by the property owner or on their behalf; and
- Is the variance or waiver requested the minimum amount necessary to carry out the project; and
- Is there another reasonable method of avoiding the need for a variance or waiver; and
- Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC.



Variance FNB DTR

PLANNING



Location



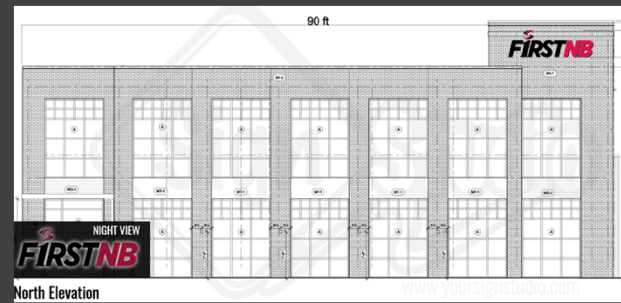
Variance

FNB DTR

PLANNING



Current Conditions



*Proposed Sign on north
facade*

Staff Summary:

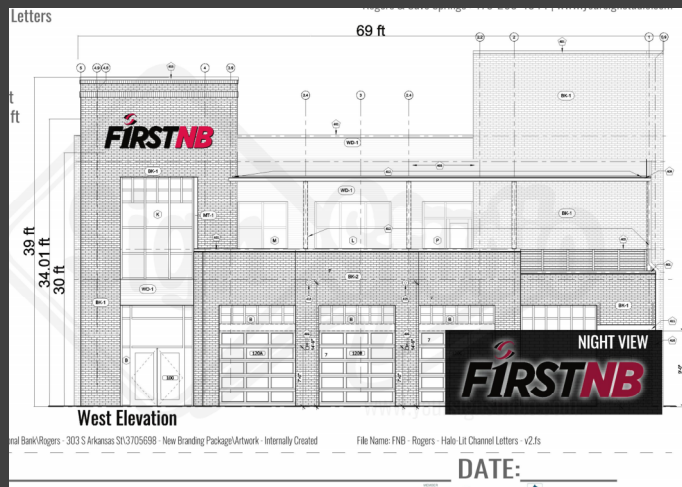
- The exhibit compares the current condition (one wall sign, west elevation) to the proposed condition (two wall signs: west and north elevations) and to what the code allows (one wall sign per tenant).
- Both the existing west sign and the proposed north sign are 20 sq. ft. each, well under the 30 sq. ft. per-sign maximum.
- The code limits wall signage to one per tenant regardless of size, so the variance is needed for the second sign itself, not its dimensions.



Variance

FNB DTR

PLANNING



Existing Conditions

- The existing sign is a wall-mounted, halo-lit channel letter sign reading “FIRSTNB,” installed on the building’s west elevation facing S Arkansas St.
- The sign measures 30 in. tall by 154 in. wide (20 sq. ft.) and is installed at a height of 30 ft.

Site Area:

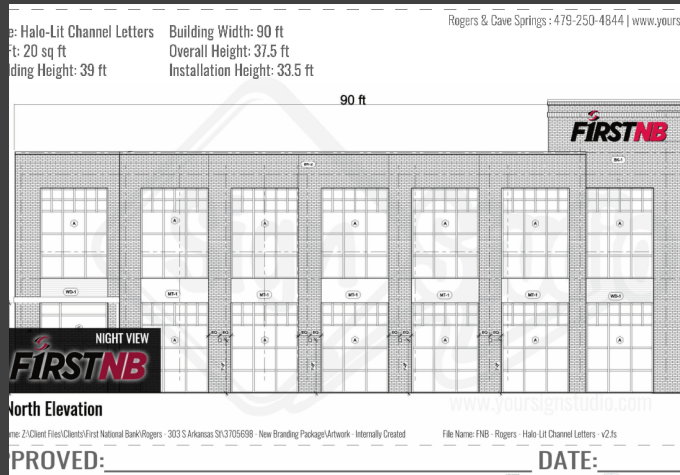
This site is located in downtown Rogers at 303 S Arkansas St, near its intersection with E Poplar St.

Existing Conditions:



Variance FNB DTR

PLANNING



Proposal exhibit

Variance Request

- Section 5.8.12(G) states: “The total number of wall signs shall be limited to one (1) per tenant,” with a maximum area of thirty (30) square feet per sign.
- The applicant is proposing a **second wall sign** on the building’s north elevation, in addition to the existing wall sign on the **west elevation**, exceeding the **one-sign-per-tenant limit** in the Downtown City Center placetype.

Variance Request:



Variance

FNB DTR

PLANNING

Analysis

Question	Applicant's Response	Staff Response
How does strict enforcement of the code cause undue hardship due to circumstances that are unique to this property?	"Downtown Rogers has experienced substantial growth and redevelopment, resulting in evolving traffic patterns, increased density, and a more complex streetscape. Visibility from key approach corridors has become challenged, and a second sign is needed as a wayfinding tool to help customers locate the correct entrance."	The property sits near the intersection of S Arkansas St and E Poplar St, giving it frontage on two public streets. Multiple street frontages are common among Downtown City Center parcels, so this condition is not particularly unique to this property.
Is the hardship the result of any action taken by the property owner or on their behalf?	"No, unique site conditions created the need for the sign, not any action by the property owner."	No. The building's frontage on two public streets is a pre-existing physical condition of the site, not a result of any action taken by the applicant.

Summary of Applicant's Hardship:

Q: How does strict enforcement of the code cause undue hardship due to circumstances that are unique to this property?

Applicant: Downtown Rogers has experienced substantial growth and redevelopment, resulting in evolving traffic patterns, increased density, and a more complex streetscape. Visibility from key approach corridors has become challenged, and a second sign is needed as a wayfinding tool to help customers locate the correct entrance.

Staff: the property sits near the intersection of S Arkansas St and E Poplar St, giving it frontage on two public streets. Multiple street frontages are common among Downtown City Center parcels, so this condition is not particularly unique to this property.

Q: Is the hardship the result of any action taken by the property owner or on their behalf?

Applicant: No, unique site conditions created the need for the sign, not any action by the property owner.

Staff: No. The building's frontage on two public streets is a pre-existing physical condition of the site, not a result of any action taken by the applicant.



Variance

FNB DTR

PLANNING

Analysis

Question	Applicant's Response	Staff Response
Is the variance or waiver requested the minimum amount necessary to carry out the project?	"Yes."	Yes. The proposed sign is 20 sq. ft., matching the existing west sign and well under the 30 sq. ft. maximum per sign; only the one-sign-per-tenant limit is exceeded.
Is there another reasonable method of avoiding the need for a variance or waiver?	"Effective signage is needed as a wayfinding tool given the surrounding roadways and access points; a second sign is the most direct way to serve customers approaching from Poplar St."	The applicant could rely on directional or monument signage rather than a second full wall sign, though such signage carries its own size limitations and may not provide comparable visibility from Poplar St.
Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC?	"The additional sign will match the existing sign in materials, halo-lit channel letters, and quality, maintaining an appearance consistent with the character of nearby downtown developments."	The proposed sign is identical in design, materials, and size to the approved west sign, maintaining architectural consistency with the building.

Summary of Responses:

Q: Is the variance or waiver requested the minimum amount necessary to carry out the project?

Applicant: "Yes"

Staff: "Yes. The proposed sign is 20 sq. ft., matching the existing west sign and well under the 30 sq. ft. maximum per sign; only the one-sign-per-tenant limit is exceeded."

Q: Is there another reasonable method of avoiding the need for a variance or waiver?

Applicant: "Effective signage is needed as a wayfinding tool given the surrounding roadways and access points; a second sign is the most direct way to serve customers approaching from Poplar St."

Staff: "The applicant could rely on directional or monument signage rather than a second full wall sign, though such signage carries its own size limitations and may not provide comparable visibility from Poplar St."

Q: Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC?

Applicant: "The additional sign will match the existing sign in materials, halo-lit channel letters, and quality, maintaining an appearance consistent with the character of nearby downtown developments."

Staff: The proposed sign is identical in design, materials, and size to the approved west

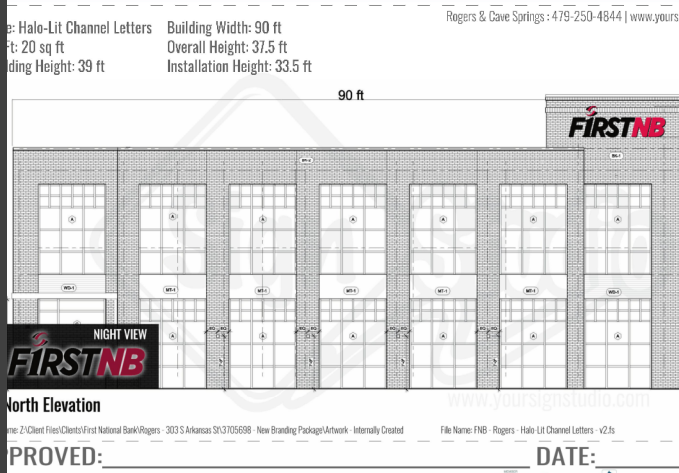
sign, maintaining architectural consistency with the building.



Variance

FNB DTR

PLANNING



Recommendation

- **APPROVE** the variance.

Public Input:

No public comment on this request is reflected in the materials provided; confirm current public input before the hearing.

Recommendation

Re: Notice of Public Hearing – Variance Request for Additional Building Signage at 303 S Arkansas St Rogers, AR 72756

To the **Board of Adjustment**,

We respectfully submit this letter in support of our variance request to allow 1 additional building signs at the referenced bank location.

The property is limited to one building sign under current regulations; however, unique site conditions have created practical challenges that warrant consideration of an additional sign. Downtown Rogers has experienced substantial growth and redevelopment in recent years, resulting in evolving traffic patterns, increased density, and a more complex streetscape. As new commercial, residential, and mixed-use developments continue to emerge, visibility of existing businesses has become increasingly challenged from key approach corridors. Additionally, the property's location is bordered by multiple access points and surrounding roadways, creating several potential points of entry for visitors. In this environment, effective signage serves not only as a business identification tool but also as an essential wayfinding element, helping customers safely and efficiently locate the appropriate entrance while minimizing confusion and unnecessary circulation through adjacent streets and parking areas.

Finally, the addition of the additional building sign will enhance the exterior appearance of the building, ensuring it remains visually appealing and consistent with the character and quality of nearby developments.

For these reasons, we respectfully request approval of the variance. Thank you for your time and consideration.

Sincerely,
Kali Daniels
Permits Coordinator/Sign Studio

479-250-4844

Permits@yoursignstudio.com

PROPERTY OWNER AFFIDAVIT

I, Robert Hussey, certify that I am the legal owner of the property located at
(Owner name, printed)

3035. Arkansas Street which is the subject of this application. I hereby
(Address or Parcel ID)

authorize, Sign Studio to act as my agent for this application only.
(agent name or list self)

I acknowledge that all information contained in this application has been prepared by me or my agent and are true and correct. I have read the application and consent to its filing, and I remain responsible for compliance with applicable regulations.

Dated this the 16 day of June, 2026.

[Signature]
Signed

Robert Hussey
Name Printed

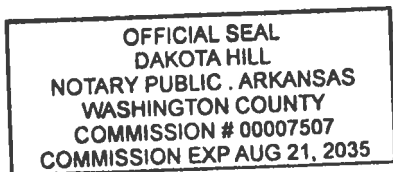
STATE OF AR

COUNTY OF Benton

Subscribed and sworn before me this the 12 day of June, 2026

[Signature]
Notary Signature

Dakota Hill
Notary Name Printed



8/21/35
Commission Expires



FNB - Rogers - West Elevation



Job #: 3705698

Sales Rep: Roe

PROOF DATE: 5/11/2026

PLEASE CONFIRM ALL PROOF SPECS ARE ACCURATE. IT IS YOUR RESPONSIBILITY TO CHECK FOR ANY AND ALL ERRORS.
WE ARE NOT RESPONSIBLE FOR ERRORS AFTER APPROVAL. ANY ADDITIONS OR CORRECTIONS AFTER PROOF APPROVAL WILL BE AT CUSTOMER'S EXPENSE.

Type: Halo-Lit Channel Letters

Sq Ft: 20 sq ft

Building Height: 39 ft

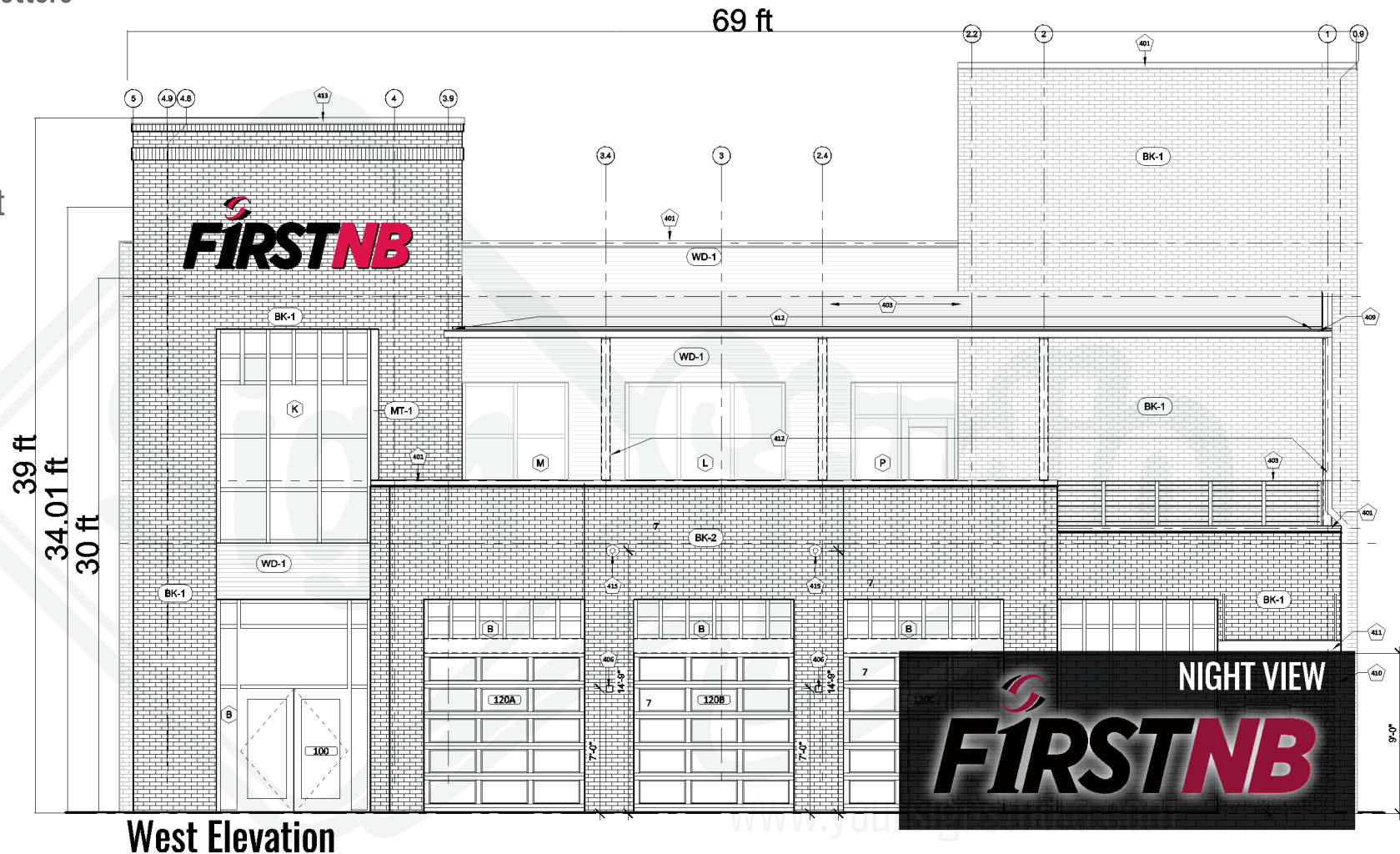
Building Width: 69 ft

Overall Height: 34.01 ft

Installation Height: 30 ft

Notes:

Rogers & Cave Springs : 479-250-4844 | www.yoursignstudio.com



Folder Name: Z:\Client Files\Clients\First National Bank\Rogers - 303 S Arkansas St\3705698 - New Branding Package\Artwork - Internally Created

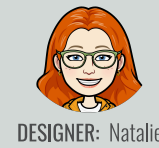
File Name: FNB - Rogers - Halo-Lit Channel Letters - v2.fs

APPROVED: _____

DATE: _____



FNB - Rogers - North Elevation



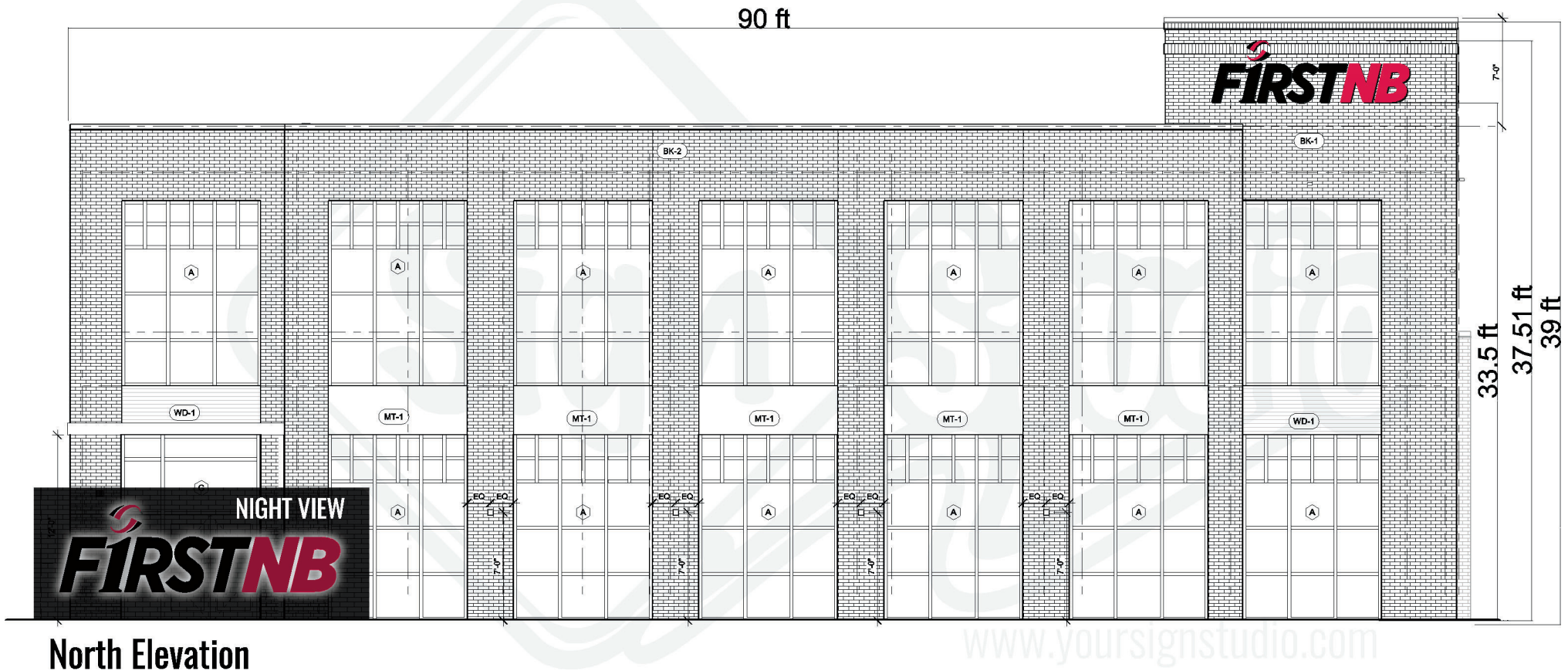
Job #: 3705698
Sales Rep: Roe
PROOF DATE: 5/11/2026

PLEASE CONFIRM ALL PROOF SPECS ARE ACCURATE. IT IS YOUR RESPONSIBILITY TO CHECK FOR ANY AND ALL ERRORS.
WE ARE NOT RESPONSIBLE FOR ERRORS AFTER APPROVAL. ANY ADDITIONS OR CORRECTIONS AFTER PROOF APPROVAL WILL BE AT CUSTOMER'S EXPENSE.

Type: Halo-Lit Channel Letters
Sq Ft: 20 sq ft
Building Height: 39 ft

Building Width: 90 ft
Overall Height: 37.5 ft
Installation Height: 33.5 ft

Rogers & Cave Springs : 479-250-4844 | www.yoursignstudio.com



Folder Name: Z:\Client Files\Clients\First National Bank\Rogers - 303 S Arkansas St\3705698 - New Branding Package\Artwork - Internally Created

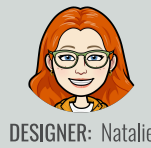
File Name: FNB - Rogers - Halo-Lit Channel Letters - v2.fs

APPROVED: _____

DATE: _____



FNB - Rogers - Site Plan



Job #: 3705698
Sales Rep: Roe
PROOF DATE: 5/11/2026

PLEASE CONFIRM ALL PROOF SPECS ARE ACCURATE. IT IS YOUR RESPONSIBILITY TO CHECK FOR ANY AND ALL ERRORS.
WE ARE NOT RESPONSIBLE FOR ERRORS AFTER APPROVAL. ANY ADDITIONS OR CORRECTIONS AFTER PROOF APPROVAL WILL BE AT CUSTOMER'S EXPENSE.

Type: Site Plan

Rogers & Cave Springs : 479-250-4844 | www.yoursignstudio.com



Folder Name: Z:\Client Files\Clients\First National Bank\Rogers - 303 S Arkansas St\3705698 - New Branding Package\Artwork - Internally Created

File Name: FNB - Rogers - Halo-Lit Channel Letters - v2.fs

APPROVED: _____

DATE: _____

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FNB - Rogers - Halo-Lit Channel Letters



DESIGNER: Natalie

Job #: 3705698

Sales Rep: Roe

PROOF DATE: 4/14/2026

PLEASE CONFIRM ALL PROOF SPECS ARE ACCURATE. IT IS YOUR RESPONSIBILITY TO CHECK FOR ANY AND ALL ERRORS.
WE ARE NOT RESPONSIBLE FOR ERRORS AFTER APPROVAL. ANY ADDITIONS OR CORRECTIONS AFTER PROOF APPROVAL WILL BE AT CUSTOMER'S EXPENSE.

Rogers & Cave Springs : 479-250-4844 | www.yoursignstudio.com

Type: Halo-Lit Channel Letters

Size: 48.125" x 154"

Material: Aluminum faces painted, Clear acrylic backs, White LED halo-lit

Paint Color: Black & PMS 187c

Return Color: Black

Mounting: Stud-mounted

Quantity: 2

Notes:



www.yoursignstudio.com

Folder Name: Z:\Client Files\Clients\First National Bank\Rogers - 303 S Arkansas St\3705698 - New Branding Package\Artwork - Internally Created

File Name: FNB - Rogers - Halo-Lit Channel Letters - v1.fs

APPROVED: _____

DATE: _____



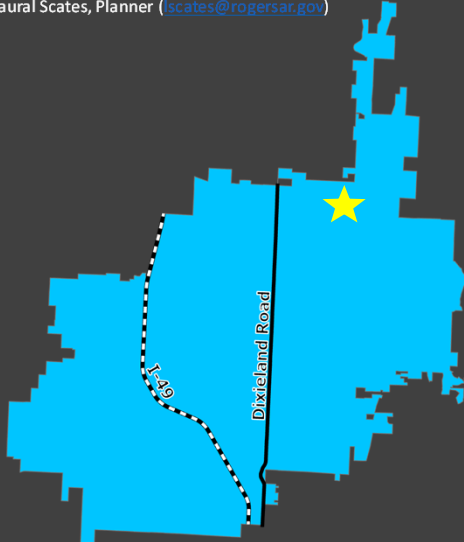


Variance

PLANNING

1609 N 24th St

Staff: Laural Scates, Planner (lscales@rogersar.gov)



Vicinity Map

Location

1609 N 24th St

Nature of Request

To allow for construction of an EMC on a monument sign in front of Mathias Elementary School.

Zoning

I2 (Heavy Industrial)

Existing Use

Civic Space

Representative

Abby Plemmons

Summary:

This request is for a variance from Section 5.8.8 to allow for the construction of a sign that would otherwise not be permitted in a neighborhood placetype. The variance request is also for the size of the digital portion of the sign, relative to the fixed sign.



Section 2.12 Variances

2.12.1 Purpose & Intent

The Board of Adjustment is authorized to grant a variance or waive from any provision of this UDC where strict enforcement of the provision would cause undue hardship due to circumstances unique to the individual property under consideration, and grant such variances or waivers only when it is demonstrated that such action will be in keeping with the spirit and intent of the provisions of the UDC.

2.12.2 Review Criteria

The Board of Adjustment shall consider the following in determining whether or not to grant a variance or waiver:

- A. Would the variance or waiver cause undue hardship to the property owner due to circumstances unique to the property; and
- B. Is the hardship a result of any action taken by the property owner or on their behalf; and
- C. Is the variance or waiver requested the minimum amount necessary to carry out the project; and
- D. Is there another reasonable method of avoiding the need for a variance or waiver; and
- E. Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC.

Section 2.12 Variances:

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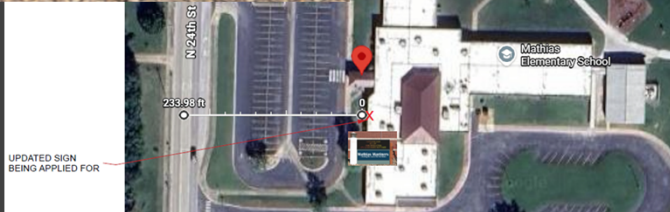
- Would the variance or waiver cause undue hardship to the property owner due to circumstances unique to the property; and
- Is the hardship a result of any action taken by the property owner or on their behalf; and
- Is the variance or waiver requested the minimum amount necessary to carry out the project; and
- Is there another reasonable method of avoiding the need for a variance or waiver; and
- Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC.



Variance

1609 N 24th St

PLANNING



Existing Conditions

- The existing sign is a fixed monument sign stating the name of the school with a board for announcements below.
- The sign is 6' tall and 8' wide.
- The sign faces 24th street.
- It is just over 200 feet from the street.

Site Area:

This site is located in northeast Rogers at 1609 N 24th Street.

Existing Conditions:



Variance

1609 N 24th St

PLANNING



Proposal exhibit

Variance Request

- Section 5.8.8 (C)(III) states:
“Changeable or digital copy, but not both, are permitted on any sign with fixed copy except in Neighborhood Placetypes, but the area of the changeable or digital copy shall not exceed 50% of the area of fixed copy.”
- The applicant is proposing a sign in a neighborhood placetype where the area of the changeable or digital copy is greater than 50% of the fixed copy.

Variance Request:



Variance

PLANNING

1609 N 24th St

Question	Applicant's Response	Staff Response
How does strict enforcement of the code cause undue hardship due to circumstances that are unique to this property?	"An EMC would allow the school to provide information directly to students & visitors of the property, relaying events, school notifications, safety, and directional information."	There is nothing particularly unique about this property. The applicant did not state a reasonable hardship.
Is the hardship the result of any action taken by the property owner or on their behalf?	"No."	Yes, the decision to update the existing sign forces the code to be applied to the new sign.

Summary of Applicant's Hardship:

Q: How does strict enforcement of the code cause undue hardship due to circumstances that are unique to this property?

Applicant: The applicant states that an EMC would allow the school to provide information directly to students & visitors of the property, relaying events, school notifications, safety, and directional information.

Staff: There is nothing particularly unique about this property. The applicant did not state a reasonable hardship.

Q: Is the hardship the result of any action taken by the property owner or on their behalf?

Applicant: No

Staff: Yes, the applicant's decision to update the existing sign forces the code to be applied to the new sign.



Variance

1609 N 24th St

PLANNING

Question	Applicant's Response	Staff Response
Is the variance or waiver requested the minimum amount necessary to carry out the project?	"Yes."	No. The applicant is proposing a sign that is not allowed in the placetype, and the digital sign is the same size as the fixed sign, where the code only allows it to be 50% of the size of the fixed sign.
Is there another reasonable method of avoiding the need for a variance or waiver?	"The property owner has requested a variance to better serve students and parents and has not created any additional hardship."	The applicant could reduce the size of their electronic sign and increase the size of the fixed sign to meet size requirements. They could also wait for the City's updates to the code and FLUM that would remove the need for a variance.
Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC?	"The sign is located by the school building and is seen only by parents in the car line. The board has allowed EMC's via variance for other schools such as Founders Academy, setting a precedent for other reasonable requests."	Staff is working on code and FLUM amendments that may change the placetype that this property is in, and the requirements for sign proportions. While the sign is not along the street, an electronic sign is still visible from the street, facing a residential home.

Summary of Request:

Q: Is the variance or waiver requested the minimum amount necessary to carry out the project?

Applicant: "Yes"

Staff: "No. The digital sign is the same size as the fixed sign, where the code only allows it to be 50% of the size of the fixed sign."

Q: Is there another reasonable method of avoiding the need for a variance or waiver?

Applicant: "The property owner has requested a variance to better serve students and parents and has not created any additional hardship."

Staff: "The applicant could reduce the size of their electronic sign and increase the size of the fixed sign to meet size requirements.

They could also wait for the City's updates to the code and FLUM that would remove the need for a variance."

Q: Any other factor the Board feels is important to consider in keeping with the purpose and intent of this UDC?

Applicant: "The sign is located by the school building and is seen only by parents in the car line. The board has allowed EMC's via variance for other schools such as Founders Academy, setting a precedent for other reasonable requests."

Staff: "Staff is working on code and FLUM amendments that may change the placetype

that this property is in, and the requirements for sign proportions.

While the sign is not along the street, an electronic sign is still visible from the street, facing a residential home.”



Variance

1609 N 24th St

PLANNING



Analysis

The purpose and intent of Section 5.8.8 (C)(III) not allowing this sign type in a neighborhood placetype is to prevent negative impacts like light pollution and nuisance to neighborhood residents.

Even with cars in front of it, the sign is visible from the street, facing a residential property. The electronic copy is on the top portion of the sign, and cars in the parking lot will not always be present, blocking visibility from the street.

Staff Analysis:

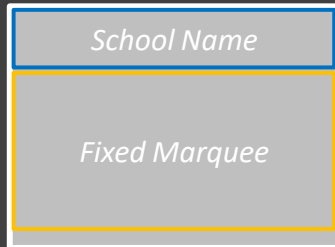


Variance

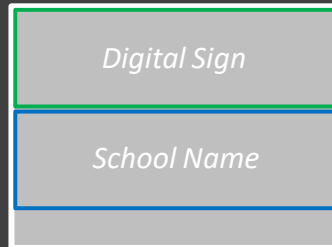
1609 N 24th St

PLANNING

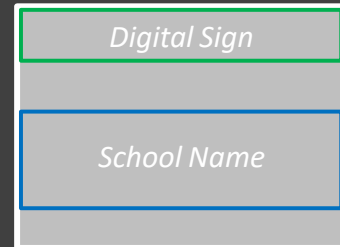
Analysis



Current Sign



Proposed Sign



Code Requires

Staff Analysis:

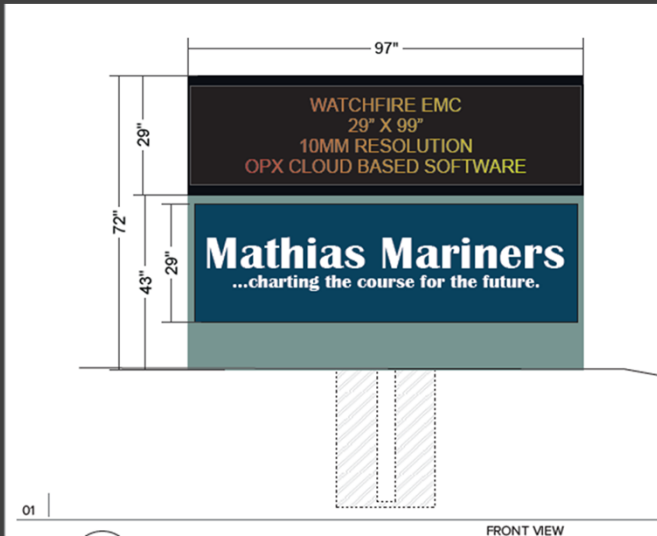
- The exhibit shows the proportions of the current sign, with the fixed marquee outlined in orange and the fixed sign with the school's name outlined in blue.
- The proposed sign shows both the fixed portion with the school name and the digital portion measuring 29" tall and 97" wide (about 19.5 sqft).
- If the fixed portion of the sign were to stay the same size as what is proposed, code only allows the digital sign to be about 9.75 sq ft, or 50% of the fixed sign.
- The applicant could reduce the size of their electronic sign and increase the size of the fixed sign to meet size requirements in the code.



Variance

PLANNING

1609 N 24th St



Recommendation

- **DENY** the variance from Section 5.8.8 (C)(III):
 - The proposed sign is in a neighborhood placetype, does not meet code requirements for size, and is visible from the street.
 - The applicant may apply under the Special Sign Program (5.8.10), or hold the request until we amend the code.

Public Input:

Staff did receive inquiries about this request but no opposition was voiced.

Recommendation



DEPT. OF COMMUNITY DEVELOPMENT
PLANNING DIVISION
301 W. CHESTNUT
PHONE: (479) 621-1186

OFFICE USE ONLY

Permit Fee: _____ (\$500) Zoning: _____

App. Number _____

CityWorks Application: _____

Date: _____

VARIANCE APPLICATION

APPLICANT: Best Sign Group

ADDRESS: 2860 W Walnut Rogers AR 72756 SUITE #: STE 300

GENERAL LOCATION OF PROPERTY: 1609 N 24th Street

PHONE #: 479.621.6626 EMAIL: mjones@bestsigngroup.com; aplemmons@bestsigngroup.com

PROPERTY OWNER: Rogers Public Schools PHONE #: 479.636.3910

REQUEST to ALLOW(Cite Variation[s] from Applicable Section[s] of Code and Proposal):
Deviation from section (C)(III) to allow for EMC on monument sign.

Sec. 2.12.2 requires variance applicants to respond to these criteria for variance consideration:

Would the variance or waiver cause undue hardship to the property owner due to circumstances unique to the property; and
NO

Is the hardship a result of any action taken by the property owner or on their behalf; and
Property owner has requested variance to better serve students and parents, they have not created any additional hardship.

Is the variance or waiver requested the minimum amount necessary to carry out the project; and
Yes

Is there another reasonable method of avoiding the need for a variance or waiver; and

Is there any other important factor that should be considered by the Board in keeping with the purpose and intent of the UDC?

The sign is located by the school building and is seen only by parents in the car line.
the board has allowed EMC's via variance for other schools such as Founders Academy,
setting a precedence for other reasonable requests.


Applicant Signature


Date

Attachment Checklist:

- ☐ Owner Signature on Letter or Application ☐ If needed, additional sheet for above required responses
- ☐ Survey, elevations, sign proofs and/or other documents as needed to illustrate request
- ☐ Director's Minimum Submittal Requirements(required at time of application)

PLANNING STAFF PROVIDES:

BOARD OF ADJUSTMENT DECISION: _____

SECRETARY, BOARD OF ADJUSTMENT

DATE of PUBLIC HEARING

PROPERTY OWNER AFFIDAVIT

I, Rogers Public Schools, certify that I am the legal owner of the property located at
(Owner name, printed)

1609 N. 24th Street, Rogers, AR which is the subject of this application. I hereby
(Address or Parcel ID)

authorize, Best Sign Group to act as my agent for this application only.
(agent name or list self)

I acknowledge that all information contained in this application has been prepared by me or my agent and are true and correct. I have read the application and consent to its filing, and I remain responsible for compliance with applicable regulations.

Dated this the 10th day of June, 2026.

Dan F. Caley
Signed

Dan Caley, Director of Facilities
Name Printed

STATE OF Arkansas

COUNTY OF Benton

Subscribed and sworn before me this the 10 day of June, 2026.

Dora De Santiago
Notary Signature

Dora De Santiago
Notary Name Printed

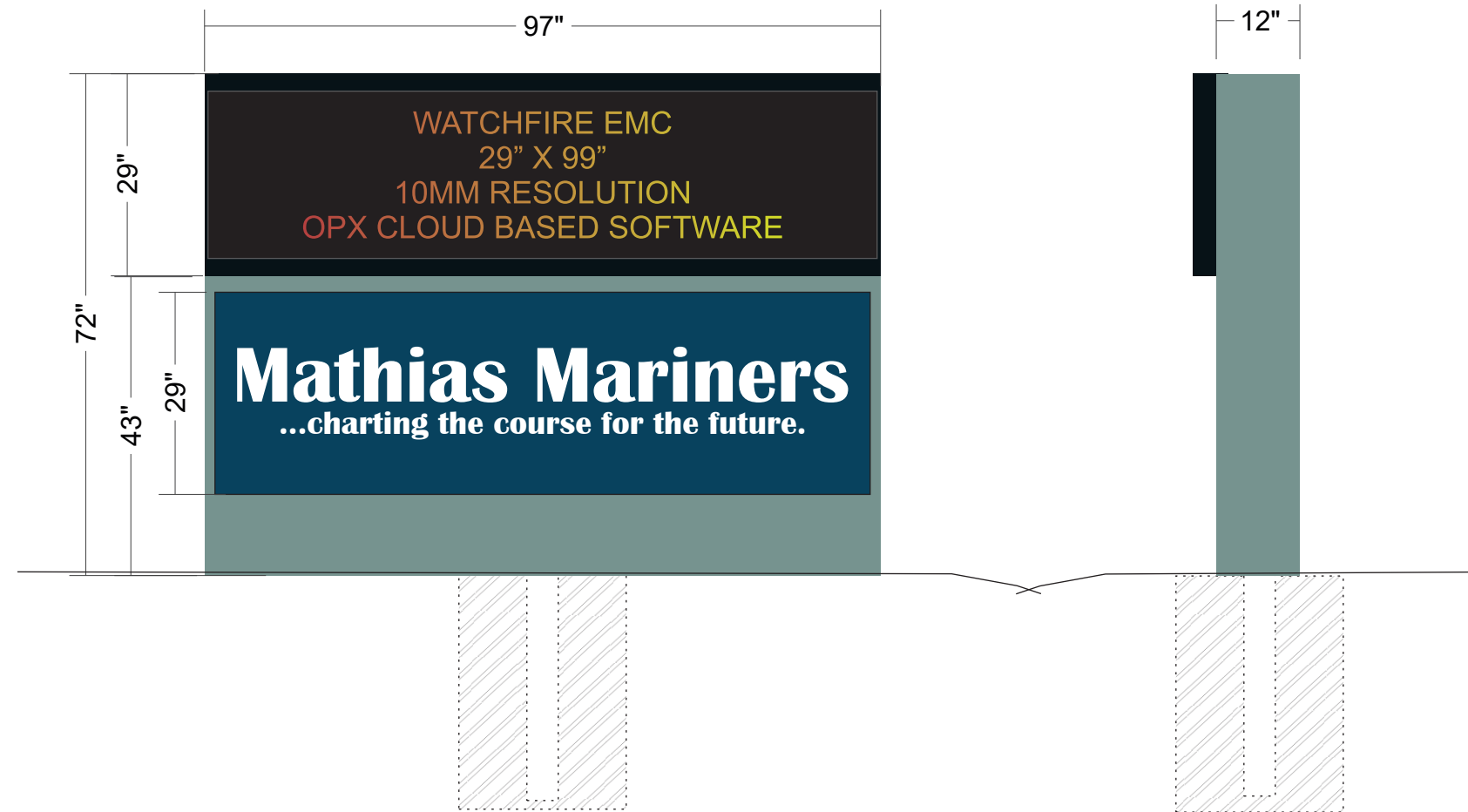
October 16, 2034
Commission Expires

DORA DE SANTIAGO
BENTON COUNTY
NOTARY PUBLIC - ARKANSAS
My Commission Expires Oct. 16, 2034
Commission No. 00003275

DATE:
0

REV:
0

01



1/2" - 1'
SIDE VIEW



TOP VIEW

FRONT VIEW



ROPE REMOVED
TO FIT CABINET
IN BETWEEN BOLLARD
AND LIGHTHOUSE



02

3/8" - 1'
DAY VIEW

ART: ADP

PG: 01

EXISTING SIGN



N 24th St

N 24th St

233.98 ft

0

UPDATED SIGN
BEING APPLIED FOR



Mathias
Elementary School

Measure distance

Click on the map to add to your path

Total distance: 233.98 ft (71.32 m)

BEFORE THE BOARD OF ADJUSTMENT OF THE CITY OF ROGERS, ARKANSAS

NOTICE OF PUBLIC HEARING FOR A VARIANCE REQUEST

Notice is hereby given pursuant to Section 2.3.4.2 of the Rogers Unified Development Code that Rogers Public Schools – Mathias Elementary is applying to the Rogers Board of Adjustment for variance, Mathias Elementary, to differ from certain requirements of the Unified Development Code at 1609 N 24th Street, Rogers AR in Zone F-NH.

A public hearing by the Board of Adjustment will be held on _____, 20__ at 5:30 p.m. in the City Council Chambers of the City Hall Building located at 301 W. Chestnut Street, Rogers, Arkansas.

More information is available from the following:

_____, Planner II

City of Rogers

479.621.1186

Mike Jones

Best Sign Group

479.621.6626

mjones@bestsigngroup.com

Respectfully,

Mike Jones

As authorized by _____ (insert
city staff person that granted waiver) on

_____ (insert date).

Section 2. I understand that to expedite review of my submittal staff will not independently verify that I have met these minimum submittal requirements and will instead proceed directly to a formal review. I understand that, if during formal review, it is found that I have filed the incorrect application, or it is found that my submittal does not include the required plan sheets or plan contents including a .kmz shapefile, and all related files, including ONLY linework depicting rights-of-ways, easements, utilities, edge of curb, driveways, building footprints, sidewalks, shared-use paths, lots, tracts, and programmed open spaces. In the event the total number of records exceeds 1,000 the project must be divided spatially such that there are two or more shapefiles, and related files which were not waived by staff, that my project may be subject to delay.

Date: 6/11/26

Applicant's Printed Name: Mike Jones

Applicant's Signature: Mike Jones

APPLICANT'S ACKNOWLEDGMENT

CERTIFICATION

I hereby state that to the best of my knowledge all property owners within 300 feet of my property have been notified by Certified mail at least 15 days prior to the upcoming public hearing for my public hearing request.

Dated this the 14 day of July, 2026.

Abby Plemmons

Signed

Abby Plemmons

Name Printed

STATE OF ARKANSAS

COUNTY OF Washington

Subscribed and sworn before me this the 14th day of July, 2026.

Kerry Allen
Notary Signature

KERRY ALLEN
Notary Name Printed

10/10/2028
Commission Expires

KERRY ALLEN NOTARY PUBLIC WASHINGTON CO., ARKANSAS COMM. EXP. 10-10-2028 COMMISSION # 12705955
--

PROPERTY OWNER INFORMATION SURROUNDING:

1609 N 24TH STREET – ROGERS AR

PN: 02-00827-000

TOWN WEST LEASING LLC

2200 W TOWN WEST DR., ROGERS AR

MAILING: PO BOX 2676 - ROGERS AR 72757

PN: 02-00859-002

TROTTER FAMILY TRUST

1502 N 24TH ST., ROGERS AR

MAILING: SAME

PN: 02-22624-000

CTF HOLDINGS LLC

W TOWN WEST DR., ROGERS AR

MAILING: 75N EAST AVE STE 500, FAYETTEVILLE AR 72701

PN: 02-00824-001

MARY ANN & WILLIAM SALLEY LLC

2120 A&D E TOWN WEST DR, ROGERS AR

MAILING: 2120 W TOWN WEST DR

PN: 02-00830-000

MATHIAS FAMILY TRUST

1660 N DIXIELAND RD, ROGERS AR

MAILING: SAME

PN: 02-22362-000

DIXIELAND INDUSTRIAL LLC

1400 N DIXIELAND RD ROGERS AR

MAILING: 833 S EAST AVE COLUMBUS KS 66725

PN: 02-12282-000

Owner: 2101 & 2103 ROSELAWN ST ROGERS AR 72756 LLC

Address: 2101& 2103 W ROSELAWN S

MAILING: 500 WESTOVER DR., SANFORD, NC 27330

PN: 02-12281-000

Owner: JAYARATNE, PUNNASIRI & SURANGANI R

Address: 2105& 2107 W ROSELAWN ST

MAILING: 13213 W 132ND ST. OVERLAND PARK, KS 66213-2388

PN: 02-12280-000

Owner: ROWLAND, CRAIG A & PATRICIA F

Address: 2109 & 2111 W ROSELAWN ST

MAILING: 2109 W ROSELAWN ST. ROGERS AR 72756

PN: 02-12279-000

Owner: JOCO REAL ESTATE INVESTMENTS LLC

Address: 2113& 2115 W ROSELAWN D

MAILING: 212 CHERRY ST. OLATHE, KS 66061

PN: 02-122748-000

Owner: SIAHMAKOUN, SIAMAK & KUNG, WAI PING

Address: 2117& 2119 W ROSELAWN ST

MAILING: 1403 NW K ST. BENTONVILLE AR 72712

PN: 02-12277-000

Owner: ACHARYA, ANKUR

Address: 2201& 2203 W ROSELAWN ST

MAILING: 931 E. SKYLINE LOOP, CENTERTON AR 72719

PN: 02-12276-000

Owner: 2205 & 2207 W ROSELAWN STREET TRUST-SMITH, SCOTT ROYAL

Address: 2205& 2207 W ROSELAWN ST

MAILING: PO BOX 235 BENTONVILLE AR 72712

PN: 02-12275-000

Owner: DICKSON, KAREN IRENE & DICKSON, MATTHEW & JENNIFER

Address: 2209& 2211 W ROSELAWN S

MAILING: 13112 WILLOW OAK LANE, ROGERS AR 72756

PN: 02-12274-000

Owner: KIRMER FAMILY TRUST - LYNETTE S

Address: 2213& 2215 W ROSELAWN ST

MAILING: 8280 TITLEIST CIR., ROGERS AR 72756

PN: 02-12273-000

Owner: PENROSE FAMILY TRUST, JOHN & SANDRA

Address: 2217& 2219 W ROSELAWN ST

MAILING: 7700 EL VERANDO DR., BAKERSFIELD CA 93309

PN: 02-12272-000

Owner: D FAMILY INVESTMENTS LLC

Address: 2221& 2223 W ROSELAWN S

MAILING: 1620 ELM SPRINGS RD., SPRINGDALE AR 72762

PN: 02-12271-000

Owner: OLVERA-ALARCON, INOCENCIO

Address: 2301& 2303 W ROSELAWN ST

MAILING: 14315 SUNSET DR., ROGERS AR 72758

PN: 02-12270-000

Owner: OHMS, SETH ANDREW

Address: 2305& 2307 W ROSELAWN ST

MAILING: 237 W ROSELAN ST., ROGERS AR 72756

PN: 02-12269-000

Owner: MORA, JOSE G & MARIA ISABEL

Address: 2309& 2311 W ROSELAWN ST

MAILING: 2309 W Roselawn St., Rogers AR 72756

PN: 02-12268-000

Owner: DO, DUNG QUANG & DO, JASON

Address: 2313& 2315 W ROSELAWN ST.

MAILING: 2000 S PROMENANDE BLVD UNIT 102, ROGERS AR 72758

PN: 02-12267-000

Owner: PRIME ESTATES LLC

Address: 2317& 2319 W ROSELAWN ST

MAILING: PO BOX 8152, FAYETTEVILLE AR 72703-8152

PN: 02-12266-000

Owner: RIVERA, GERMAN AGUILAR

Address: 2321& 2323 W ROSELAWN ST

MAILING: 1532 W JANDA DR., ROGERS AR 72756

PN: 02-12265-000

Owner: PAULY, JACQUELINE

Address: 2325& 2327 W ROSELAWN ST

MAILING: 3 WELLS LN., BELLA VISTA AR 72715

PN: 02-12299-000

Owner: BLUE CORN PROPERTIES LLC

Address: 2324& 2326 W ROSELAWN ST

MAILING: PO BOX 2706, BENTONVILLE AR 72712

PN: 02-12298-000

Owner: MARTFELD ENTERPRISES LLC

Address: 2320& 2322 W ROSELAWN ST

MAILING: 8 CHARITCHER LN., BELLA VISTA, AR 72714

PN: 02-12297-000

Owner: DAVIS, ROBERT C III & DAISY TEO

Address: 2316& 2318 W ROSELAWN ST

MAILING: PO BOX 843, ROGERS AR 72757-0843

PN: 02-2296-000

Owner: MARTFELD ENTERPRISES LLC

Address: 2312& 2314 W ROSELAWN ST

MAILING: 8 CHARITCHER LN., BELLA VISTA, AR 72714

PN: 02-12295-000

Owner: ROLLINS TRUST, BOBBY L & AMY S

Address: 2308& 2310 W ROSELAWN ST

MAILING: 5805 HAYDEN RD., PEA RIDGE AR 72751

PN: 02-12294-000

Owner: HALLBERG, BONNIE SPECIAL NEEDS TRUST - PENROSE, SANDRA LYNN

Address: 2304& 2306 W ROSELAWN ST

MAILING : 7700 EL VERANO DR. BAKERSFIELD CA 93309

PN: 02-12293-000

Owner: DORNAN, DAVID HASKEL

Address: 2300& 2302 W ROSELAWN S

MAILING: 36 N KILLDEER RD, ROGERS AR 72756

PN: 02-12292-000

Owner: UGALDE, MICAELA & UGALDE, SILVIA

Address: 2222& 2224 W ROSELAWN ST

MAILING: PO BOX 475 ROGERS AR 72757-0475

PN: 02-12291-000

Owner: MENA, NESTOR SAID

Address: 2218& 2220 W ROSELAWN ST

MAILING: 2218 W ROSELAWN ST. ROGERS AR 72756

PN: 02-12290-000

Owner: ROLLINS TRUST, BOBBY L & AMY S

Address: 2214& 2216 W ROSELAWN

MAILING: 5805 HAYDEN RD. PEA RIDGE AR 72751

PN: 02-12289-000

Owner: ROLLINS TRUST, BOBBY L & AMY S

Address: 2214& 2216 W ROSELAWN

MAILING: 5805 HAYDEN RD. PEA RIDGE AR 72751

PN: 02-12288-000

Owner: PITTMAN, GAIL K

Address: 1308 N 22 ST & 2200 W ROSELAWN ST

MAILING: 1308 N 22ND ST. ROGERS AR 72756

PN: 02-12283-000

Owner: DAVIS, ROBERT C III & DAISY TEO

Address: 1309& 1311 N 22ND ST

MAILING: PO BOX 843 ROGERS AR 72757-0843

PN: 02-12284-000

Owner: MEEKS, ROBERT LEE & COLT, SUZETTE Y & COLT, NATHANIEL R

Address: 1305& 1307 N 22ND ST

MAILING: 1307 N 22ND ST ROGERS AR 72756

PN: 02-12287-000

Owner: BEGNEAUD, MICHAEL DAVID & KRISTEN COTTON

Address: 1304& 1306 N 22ND ST

MAILING: 15446 PUTMAN RD. ROGERS AR 72756

PN: 02-00859-003

Owner: ZULUETA, CHRISTIAN FLETCHER & STACY NICOLE

Address: 1304 N 24TH ST

MAILING: 1304 N 24TH ST ROGERS AR 72756

PN: 02-10671-000

Owner: BORCHARDT, STEVEN E & ANGELA

Address: 1302 N 24TH ST

MAILING: 1302 N 24TH ST ROGERS AR 72756

PN: 02-00859-001

Owner: D&C HOLDINGS LLC

Address: N 24TH ST

MAILING: 2411 MARYLANE DR ROGERS AR 72756

PN: 02-10580-009

Owner: ROGERS INDUSTRIAL DEVELOPMENT CORP

Address: W BEKAERT DR

MAILING: 317 W WALNUT, ROGERS AR 72756

PN: 02-00849-001

Owner: ADULT DEVELOPMENT CENTER BENTON CO INC

Address: 2202 N 24TH ST

MAILING: PO BOX 908 ROGERS AR 72756

PN: 02-00820-001

Owner: CITY OF ROGERS

Address: N DIXIELAND RD

MAILING: 301 W CHESTNUT ST. ROGERS AR 72756

PN: 02-22362-000

Owner: DIXIELAND INDUSTRIAL LLC

Address: 1400 N DIXIELAND RD

MAILING: 833 S EAST AVE. COLUMBUS KS 66725

7018 1830 0001 1362 7123

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Rogers, AR 72756

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	ROGERS INDUSTRIAL DEVELOPMENT CORP 317 W WALNUT ROGERS, AR 72756-4566	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6690

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Rogers, AR 72756

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	ZULUETA, CHRISTIAN FLETCHER & STACY NICOLE 1304 N 24TH ST ROGERS, AR 72756-2163	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6812

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Pea Ridge, AR 72751

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	ROLLINS TRUST, BOBBY L & AMY S 5805 HAYDEN RD PEA RIDGE, AR 72751	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7000

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For delivery information, visit our website at www.usps.com.
Bakersfield, CA 93309

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	PENROSE FAMILY TRUST, JOHN & SANDRA 7700 EL VERANO DR BAKERSFIELD, CA 93309	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6935

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Rogers, AR 72756

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	DICKSON, KAREN IRENE & DICKSON, MATTHEW & JENNIFER 13112 WILLOW OAK LN ROGERS, AR 72756	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7062

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Springdale, AR 72762

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	D FAMILY INVESTMENTS LLC 1620 ELM SPRINGS RD SPRINGDALE, AR 72762	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7215

**U.S. Postal Service™
CERTIFIED MAIL® RECEIPT**
Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Bentonville, AR 72712

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	SIAHMAKOUN, SIAMAK & KUNG, WAI PING 1403 NW K ST BENTONVILLE, AR 72712	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6805

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Bentonville, AR 72712

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	SMITH, FRANK 805 E CENTRAL AVE BENTONVILLE, AR 72712	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6829

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Rogers, AR 72756

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	RIVERA, GERMAN AGUILAR 1532 W JANDA DR ROGERS, AR 72756	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7093

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Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	OHMS, SETH ANDREW 2307 W ROSELAWN ST ROGERS, AR 72756	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7055

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Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	BEGNEAUD, MICHAEL DAVID & KRISTEN COTTON 15446 PUTMAN RD ROGERS, AR 72756	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7000

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Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	MEEKS, ROBERT LEE & COLT, SUZETTE Y & COLT, NATHANIEL R 1307 N 22ND ST ROGERS, AR 72756	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Bentonville, AR 72712

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To 2205 & 2207 W ROSELAWN STREET TRUST-SMITH, SCOTT ROYAL 2205 & 2207 W ROSELAWN ST BENTONVILLE, AR 72712		

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To UGALDE, MICAELA & UGALDE, SILVIA PO BOX 475 ROGERS, AR 72757-0475		

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To ROGERS PUBLIC SCHOOL DISTRICT 30 500 W WALNUT ST ROGERS, AR 72756-3774		

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To RODRIGUEZ, NELSON 2403 W EASY ST ROGERS, AR 72756-2066		

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To D&C HOLDINGS LLC 2411 MARYLANE DR ROGERS, AR 72756		

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For delivery information, visit our website at www.usps.com.
Fayetteville, AR 72703

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To PRIME ESTATES LLC PO BOX 8152 FAYETTEVILLE, AR 72703-0003		

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To MARY ANN & WILLIAM SALLEY LLC 2120 W TOWN WEST DR ROGERS, AR 72756		

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Rogers, AR 72757

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To DAVIS, ROBERT C III & DAISY TEO PO BOX 843 ROGERS, AR 72756		

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72757

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To ADULT DEVELOPMENT CENTER BENTON CO INC PO BOX 908 ROGERS, AR 72757-0908		

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Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To PITTMAN, GAIL K 1308 N 22ND ST ROGERS, AR 72756-2173		

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Rogers, AR 72758

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To DO, DUNG QUANG & DO, JASON 2000 S PROMENADE BLVD UNIT 102 ROGERS, AR 72758		

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For delivery information, visit our website at www.usps.com.
Rogers, AR 72756

OFFICIAL USE

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.82	
Total Postage and Fees	\$11.02	07/14/2026
Sent To BORCHARDT, STEVEN E & ANGELA 1302 N 24TH ST ROGERS, AR 72756		

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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For delivery information, visit our website at www.usps.com.
Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
TROTTER FAMILY TRUST-BRIAN & JAMES
1502 N 24TH ST
ROGERS, AR 72756

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
TOWN WEST LEASING LLC
PO BOX 2676
ROGERS, AR 72757-2676

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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For delivery information, visit our website at www.usps.com.
Bakersfield, CA 93309

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
HALLBERG, BONNIE SPECIAL NEEDS TRUST - PENROSE,
SANDRA LYNN
7700 EL VERANO DR
BAKERSFIELD, CA 93309

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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For delivery information, visit our website at www.usps.com.
Overland Park, KS 66213

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
JAYARATNE, PUNNASIRI & SURANGANI R
13213 W 132ND ST
OVERLAND PARK, KS 66213-2388

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Bentonville, AR 72712

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
BLUE CORN PROPERTIES LLC
PO BOX 2706
BENTONVILLE, AR 72712

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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For delivery information, visit our website at www.usps.com.
Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
MORA, JOSE G & MARIA ISABEL
2309 W ROSELAWN ST
ROGERS, AR 72756

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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CERTIFIED MAIL® RECEIPT
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For delivery information, visit our website at www.usps.com.
Sanford, NC 27330

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
2101 & 2103 ROSELAWN ST ROGERS AR 72756 LLC
500 WESTOVER DR
SANFORD, NC 27330

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Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Bella Vista, AR 72714

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
MARTFIELD ENTERPRISES LLC
8 CHARITCHER LN
BELLA VISTA, AR 72714

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Domestic Mail Only

For delivery information, visit our website at www.usps.com.
Centerton, AR 72719

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
ACHARYA, ANKUR
931 E SKYLINE LOOP
CENTERTON, AR 72719

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
MATHIAS FAMILY TRUST- MATHIAS, J MARK &
MUSGROVE, VINCENT L
1660 N DIXIELAND RD
ROGERS, AR 72756-2104

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
ROWLAND, CRAIG A & PATRICIA F
2109 W ROSELAWN ST
ROGERS, AR 72756-2190

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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Rogers, AR 72756

Official Use

Certified Mail Fee \$5.55
\$4.65
Extra Services & Fees (check box, and fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
Postage \$0.82
Total Postage and Fees \$11.02
07/14/2026

Sent To
DORNAN, DAVID HASKEL
36 N KILLDEER RD
ROGERS, AR 72756

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 7017

**U.S. Postal Service™
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Domestic Mail Only

For delivery information, visit our website at www.usps.com.
COLUMBUS, KS 66725

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	DIXIELAND INDUSTRIAL LLC 833 S EAST AVE COLUMBUS, KS 66725	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6955

**U.S. Postal Service™
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Domestic Mail Only

For delivery information, visit our website at www.usps.com.
SPRINGDALE, AR 72764

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	ARKANSAS & MISSOURI RAILROAD 306 E. EMMA SPRINGDALE, AR 72764	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7018 1830 0001 1362 6942

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Postage	\$0.82	
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Sent To	JOCO REAL ESTATE INVESTMENTS LLC 212 S CHERRY ST OLATHE, KS 66061	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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BELLA VISTA, AR 72715

Official Use

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\$	\$4.65	11
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☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	PAULY, JACQUELINE 3 WELLS LN BELLA VISTA, AR 72715	

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ROGERS, AR 72756

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
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☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	KIRMER FAMILY TRUST - LYNETTE S 8280 TITLEIST CIR ROGERS, AR 72756-8077	

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GREENUP, IL 62428

Official Use

Certified Mail Fee	\$5.55	0756
\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	SCHROCK TRUST, MICHAEL L PO BOX 276 GREENUP, IL 62428-0276	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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ROGERS, AR 72756

Official Use

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\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
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☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
Sent To	OLVERA-ALARCON, INOCENCIO 14315 SUNSET DR ROGERS, AR 72758	

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

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ROGERS, AR 72756

Official Use

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\$	\$4.65	11
Extra Services & Fees (check box, add fees as appropriate)		
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☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$	
Postage	\$0.82	
Total Postage and Fees	\$11.02	
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PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

Director's Minimum Submittal Requirements

Community Development Department

Last Updated 4/15/2025

APPLICANT'S ACKNOWLEDGMENT

Of the Director's Minimum Submittal Requirements

Note to Applicant: You must complete and upload this document to CityWorks with your application.

In order to expedite review of your application, beginning **Thursday, March 6th, 2025**, staff will no longer perform a detailed quality control review. As the applicant it is your responsibility to review the Director's Minimum Submittal Requirements (hereinafter referred to as "requirements") and ensure your submittal fully complies. This document serves as your acknowledgment of these requirements and confirmation that your submittal complies with the requirements or modified requirements (where applicable). You should complete Section 1 below only if you have had a pre-application meeting with city staff and staff waived specific requirements. If no waivers were granted you should leave this section blank. Section 2 should be completed in all cases.

Section 1. I acknowledge the Director's Minimum Submittal Requirements and to the best of my knowledge I have submitted plans and **have provided a .kmz shapefile, and all related files, including ONLY linework depicting rights-of-ways, easements, utilities, edge of curb, driveways, building footprints, sidewalks, shared-use paths, lots, tracts, and programmed open spaces. In the event the total number of records exceeds 1,000 the project must be divided spatially such that there are two or more shapefiles, and related files**, which comply with all submittal requirements except the following (insert any requirements waived by staff below, if none were waived leave blank):

	Preliminary Plat	Public Improvement Plan	Final Plat	Site Development Plan	Development Permit	Disturbance Permit	Appeals - Provide Statement of Appeal in Letter Form	Variances	Cert. of Appropriateness	Zoning Map Amendment
Required Shapefile in .kmz format	X	X	X	X						
Legal Description in Microsoft Word Document										X
Cover Sheet	X	X	X	X		X		(2)		
Survey	X	X	X		(1)					
Land Development Plan, Preliminary	X									
Land Development Plan, Final		X		X		X				
Grading, Final		X		X		X				
Utility, Preliminary	(3)									
Utility, Final		X		X		X				
Drainage Plan		X		X						
Erosion Control Plan		X		X		X				
Site Plan				X						
Building Entrances	(5)	(5)	(5)	X	X				X	
Landscape Plan		X		X						
Photometric Plan				X						
Building Elevations				X					X	
Renderings				X					X	
Floor Plans				X						
Final Plat			X							
Water Plan and Profile		X								
Sewer Plan and Profile		X								
Storm Drain Plan and Profile		X								
Street Plan and Profile		X								
Paving and Striping Plan		X								
Street Signage Plan		X								
Statement/Letter of Appeal							X			
Standard Dedication Language			X							
Signature Blocks			X							
Common Signage Plan	(6)			(6)						

(1) Where development permit is acting as the sign permit

(2) Where variance pertains to the placement, location, or setback of a structure

(3) Only needed if not in Right-of-Way

(4) Some Plan Sets may not require each item to be on its own sheet or some may need additional sheets.

(5) To ensure adequate fire protection we need to know which lot lines are adjacent to primary and rear building entrances. Buildings need not be identified on the plan, but the lot lines adjacent to planned entrances shall be symbolized in a manner that identifies them as such.

(6) Only required where proposed application type is for a commercial subdivision, mixed-use development, or any other project including multiple businesses/tenants. Refer to UDC Section 5.8.9(D) for elements required to be submitted for a common signage plan.

The purpose of this list is to provide guidance to design professionals as to content that is commonly required to adequately review a given plan sheet against city requirements and policies so as to minimize the number of review cycles. You are encouraged to use professional judgment where including all required plan content on a given plan sheet would create difficulty reading the plan for reviewers.

1. Miscellaneous information, including:

	Cover Sheet	Survey	Existing Conditions	Land Development Plan, Preliminary	Land Development Plan, Final	Grading, Preliminary	Grading, Final	Utility Plan, Preliminary	Utility Plan, Final	Drainage Plan	Erosion Control Plan	Site Plan	Landscape Plan	Photometric Plan	Building Elevations	Renderings	Floor Plans	Final Plat	Water Plan and Profile	Sewer Plan and Profile	Storm Drain Plan and Profile	Street Plan and Profile	Paving and Striping Plan	Street Signage Plan	Common Signage Plan
a. Name, email, phone number and company of person preparing the plan	(1)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
b. The registration seal and signature of any licensed design professional of record responsible for the plan		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
c. Date plan was originally prepared and revision dates	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
d. Graphic and written scale of one inch equals 10-60 or 100 feet. A scale of one inch equals 200 feet may be used for applications consisting of over 200 acres.		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
e. Legal description for the boundary of the property	X	X	(5)									(5)						(5)							X
f. North arrow		X	X	X	X	X	X	X	X	X	X	X	X	X	(6)	(6)	(6)	X	X	X	X	X	X	X	X
g. Legend of symbols, shades, hatches, and lines	X	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)	(7)
h. Project name and application type	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	(7)	X	(7)	X	(7)
i. Flood certification statement with correct FIRM effective date (June 5, 2012)	X																								

2. Drawn information, including:

a. <u>Property Lines</u> , Existing, identifying point of beginning and distances and bearings of property lines, consistent with the legal description.		X	X	X	X	X	X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X
b. <u>Natural features</u> including floodplain, floodway, wetlands, individual trees exceeding 4 inches in diameter at breast height, contiguous areas of tree canopy exceeding 10,000 square feet, slopes exceeding 20%, existing and proposed grades, and Cave Springs Karst Areas, and identifying individual trees to be preserved vs. removed, canopy coverage to be preserved vs. removed (including area in square feet), mitigation method (on-site mitigation vs. payment of fee-in-lieu), indicate the location and dimensions (if applicable) of proposed erosion control best management practices (BMPs) including construction entrances, silt fence, concrete washout, etc.		X	X	X	(8)	X	(8)	X	(8)	X	X	(8)	(8)				X								X
c. <u>Streets</u> , Existing and proposed streets including their classifications and typologies, right-of-way or tracts they are proposed to be located within, whether intended to be public or private, shared use paths, alleys, and mid-block pedestrian corridors			X	X	X	X	X	X	X	X	X	X	X	X			X	X	X	X	X	X	X	X	X
d. <u>Blocks</u> , The perimeter of existing and proposed blocks, in feet, as measured along the property line			X	X	X	X	X	X	X	X	X	X	X												
e. <u>Other Features in ROW</u> , All vertical and horizontal obstructions in the right-of-way or in tracts intended to contain streets, including existing streets, curbs, medians, inlets, travel lanes, fire lanes, on-street parking, bicycle facilities, streetlights, street signs, street signals, crosswalks, sidewalks, sidepaths, shared use paths and trails and identifying whether proposed, proposed to be retained, demolished or modified. Where proposed all features required by Articles 3 and 7 shall be depicted.					X		X		X			X	X		X	(g)		X	X	X	X	X	X	X	
f. <u>Driveways, Intersections, Curb Cuts</u> including their width and off-set dimensions and identifying whether proposed to be retained, demolished or modified			X		X		X		X			X	X		X			X	X	X	X	X	X	X	X
g. <u>Conditions on abutting properties</u> including ownership, parcel numbers, zoning boundaries, drainage infrastructure, driveways, sidewalks and shared-use paths, rights-of-way or tracts intended to contain streets including their width from centerline and in total, buildings, their use and height in stories, with approximate dimension from the shared property line		X	X	X		X		X		X	X	X	X	X											X

The purpose of this list is to provide guidance to design professionals as to content that is commonly required to adequately review a given plan sheet against city requirements and policies so as to minimize the number of review cycles. You are encouraged to use professional judgment where including all required plan content on a given plan sheet would create difficulty reading the plan for reviewers.	Cover Sheet	Survey	Existing Conditions	Land Development Plan Preliminary	Land Development Plan Final	Grading Preliminary	Grading Final	Utility Plan Preliminary	Utility Plan Final	Drainage Plan	Erosion Control Plan	Site Plan	Landscape Plan	Photometric Plan	Building Elevations	Renderings	Floor Plans	Final Plat	Water Plan and Profile	Sewer Plan and Profile	Storm Drain Plan and Profile	Street Plan and Profile	Paving and Striping Plan	Street Signage Plan	Common Signage Plan
h. <u>Lots</u> including their area in square feet (or in acres where larger than one acre), numeric lot identification, and their dimensions					X		X		X			X	X	X				X							
i. <u>Tracts</u> including their area in square feet (or in acres where larger than one acre), alphabetic tract identification, their dimensions, and their purpose. Where courtyards or terraces or other shared use spaces are proposed or required, tracts dedicated to such use shall be shown. Where stormwater detention is required or proposed, tracts dedicated to such shall be shown. Where programmed open space is required, tracts dedicated to such purposes shall be shown.				(3)	X	(3)	X	(3)	X			X	X	X			X								
j. <u>Easements</u> including their dimensions and purposes identifying whether they are existing, proposed, proposed to be modified or vacated	X	X	(10)	X	(10)	X	(10)	X				X	X	X			X								X
k. <u>Utility Infrastructure</u> including sizing, material, depth, height, width, etc. with dimensions from other utilities and identifying whether within right-of-way or tract intended for a street or located within an easement on private property				X		X		X											X	X	X	X	X	X	
l. <u>Buildings and Structures</u> Location of existing and proposed buildings and structures, with finished floor elevations, dimensions from right-of-way or tracts proposed to contain streets and from adjacent property lines, dimensions of building width and length, number of floors, and building coverage, gross floor area per floor, and total building area, all in square feet. Buildings containing residential units shall identify the number of dwelling units per floor by building type, the total number of units by building type, and the total number of units.	(4)	(4)	(4)	X	(4)	X	(4)	X	X	(4)	X	X	X				(11)								(12)
m. <u>Uses</u> Identification of anticipated or existing uses within each building, specifically identifying intended use of the building's ground level and whether the building will be designed for nonresidential use or residential use, building entrances and exits, docks or other service entrances, outdoor storage and sales areas, and other paved areas.	X		X									X					X								
n. <u>Vehicular Use Areas</u> Location of proposed, existing, or existing and proposed to be demolished or modified vehicular use areas with written setback dimensions from existing/proposed street rights-of-way or tracts intended to contain streets and from adjacent property lines; identifying fire access lanes, and including typical dimensions of drives, drive-aisles, parking spaces, drive-thru lanes, and the surface material (concrete, asphalt, etc.)		X	X			X		X	X	X	X	X	X	X											(12)
o. <u>Pedestrian Use Areas</u> including sidewalks, shared-use paths, pedestrian ways, paths, lighting, surface material, and dimensions whether existing, existing and proposed to be modified, or proposed		X	X	X		X	X		X	X	X	X	X	X			X					X	X		X
p. <u>Phasing</u> Location and identification of boundaries and phase numbers of the development if proposed to be platted or developed in phases, and showing all public improvements by phase.				X		X		X		X	X														
q. <u>Other Site Features</u> Location and identification of any proposed and any existing site features to be retained, including detention areas, stairs, retaining walls, and other pertinent site features. Retaining walls should include materials and top and bottom of wall heights.		X	X	X		X	X	X	X	X	X	X	X	X											
r. <u>Building Elevations</u> in color and including exterior building materials, location and dimension of storefront glazing and the degree to which such glazing is transparent or opaque, showing overall facade fenestration and articulation, doors, windows, etc.																X	X	X							(12)
s. <u>Floor Plans</u> of building ground floor identifying location of walls, stairwells, elevator banks relative to tenant spaces, exterior doorways, lobbies and storefront systems, and identifying the tenant space depth and floor to ceiling height.																X	X	X							

The purpose of this list is to provide guidance to design professionals as to content that is commonly required to adequately review a given plan sheet against city requirements and policies so as to minimize the number of review cycles. You are encouraged to use professional judgment where including all required plan content on a given plan sheet would create difficulty reading the plan for reviewers.

† **Programmed open space** in conformance with the preliminary plat including the block or tract it is located within, its area in square feet, the type of programmed open space, and details regarding the amenities proposed within the open space where required including but not limited to play structures, trails, athletic fields, gardens, amenity centers, any buildings, gathering spaces, pools, splash pads, dog parks, landscaping, etc.

3. Tabular information provided in the following order for each phase and in total. The plan shall identify buildings, phases of development, and other graphic information by numbers or letters to allow easy reference to the following information:

- a. Existing and proposed zoning
- b. Total land area in square feet and acres
- c. Land area in square feet and acres for existing and proposed rights-of-way
- d. Programmed open spaces by type and area in square feet and acres
- e. Net land area in square feet and acres
- f. Height above grade of buildings and structures by story and by feet
- g. Gross floor area of each floor and total gross floor area per building
- h. Building coverage in square feet
- i. Number of onsite parking spaces proposed and whether the uses are expected to rely on on-street parking
- j. Applications constituting an amendment to a previously-approved plan or plat shall include a written description of the changes and call attention visually to the drawn areas being amended

4. Any other information deemed necessary by the Director for a determination as to the suitability of the plan for the site

Cover Sheet	Survey	Existing Conditions	Land Development Plan, Preliminary	Land Development Plan, Final	Grading, Preliminary	Grading, Final	Utility Plan, Preliminary	Utility Plan, Final	Drainage Plan	Erosion Control Plan	Site Plan	Landscape Plan	Photometric Plan	Building Elevations	Renderings	Floor Plans	Final Plat	Water Plan and Profile	Sewer Plan and Profile	Storm Drain Plan and Profile	Street Plan and Profile	Paving and Striping Plan	Street Signage Plan	Common Signage Plan
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		X	X	X	X	X	X	X	X	X	X	X	X				X							
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a. Existing and proposed zoning	X																							
b. Total land area in square feet and acres	X	X																						
c. Land area in square feet and acres for existing and proposed rights-of-way	X	X																						
d. Programmed open spaces by type and area in square feet and acres	X		X		X		X		X	X	X													
e. Net land area in square feet and acres	X	X	X		X	X	X	X	X	X	X													
f. Height above grade of buildings and structures by story and by feet	X		X									X	X		X		X							
g. Gross floor area of each floor and total gross floor area per building	X		X									X	X			X								
h. Building coverage in square feet	X		X						X			X	X											
i. Number of onsite parking spaces proposed and whether the uses are expected to rely on on-street parking	X		X		X						X	X					X							
j. Applications constituting an amendment to a previously-approved plan or plat shall include a written description of the changes and call attention visually to the drawn areas being amended	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

4. Any other information deemed necessary by the Director for a determination as to the suitability of the plan for the site	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
--	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

- (1) If multiple firms/individuals prepared sheets within the larger plan set you must identify all on cover sheet
- S Required - see Specifications
- (2) Required only when requesting relief from street typology specifications of Table 3.4.5.1.B
- (3) Required for programmed open spaces and stormwater detention areas only
- (4) Existing and proposed to remain only
- (5) Required only where survey is not required or provided.
- (6) Street building fronts upon shall be identified as well as direction each facade faces.
- (7) Required where not provided or deviating from what is provided on cover sheet or where cover sheet is not required
- (8) Only those proposed to be retained or required to be obtained according to an approved preliminary plat.
- (9) When located within 30 ft of right-of-way
- (10) Required only when requesting relief from utility standards.
- (11) Finished floor elevations only
- (12) Required only for Site Development Plans