

**OFFICE OF THE CITY MANAGER  
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION  
NOVEMBER 21, 2023 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
<p>An amendment to Little Rock Code § 23-115 to revise purposes and procedures concerning Certificates of Appropriateness.</p> <p><b>Submitted By:</b></p> <p>Planning &amp; Development Department</p>	<p>√ <b>Ordinance</b> Resolution</p>	<p>Emily Cox Acting City Manager</p>
<b>SYNOPSIS</b>	An amendment to Little Rock Code § 23-115 to revise purposes and procedures concerning Certificates of Appropriateness.	
<b>FISCAL IMPACT</b>	None.	
<b>RECOMMENDATION</b>	Approval of the ordinance.	
<b>BACKGROUND</b>	The Historic District Commission issues Certificates of Appropriateness (“COA”) for exterior architectural changes, site design, demolition and new construction in the MacArthur Park Local Ordinance District. This ordinance amendment will establish expiration terms for COAs to be compatible with existing procedures, approvals, and permits by the Planning & Development Department. The proposed expiration terms will set specific procedures for consistent and reliable treatment of various projects, handling both large-scale and small-scale projects, supporting continued property maintenance and project completion, and providing necessary public review for delayed impactful projects.	

**BACKGROUND  
CONTINUED**

In addition, the COA expiration terms are tied to the expiration of any requisite Building Permits. Provisions for reasonable extensions are provided. Finally, clarity for existing enforcement provisions for violations of COAs has been provided. These changes are a result of ongoing efforts by the Historic District Commission to better regulate COA practices and procedures for the benefit of the community and applicants.