

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

**BOARD OF DIRECTORS COMMUNICATION
FEBRUARY 4, 2025 AGENDA**

Subject:	Action Required:	Approved By:
<p>An ordinance approving a Planned Zoning Development titled Flores Office - Warehouse – PD-O, located at 7524 Fairfield Drive (Z-10061)</p> <p>Submitted By:</p> <p>Planning & Development Department</p>	<p>√ Ordinance Resolution</p>	<p>Susan Altrui Acting City Manager</p>
SYNOPSIS	<p>The applicant requests to rezone the 0.33-acre property from R-2. Single-Family District to, Planned Development – Office PD-O to allow a small office – warehouse facility.</p>	
FISCAL IMPACT	<p>None.</p>	
RECOMMENDATION	<p>Staff recommends approval of the PD-O rezoning request. The Planning Commission voted to recommend approval by a vote of 8 ayes, 0 nays, 1 absent, and 2 open positions.</p>	
BACKGROUND	<p>The applicant proposes to rezone the property from R-2 to PD-O to allow for the construction of a 50’ x 30’ office-warehouse building to operate a construction company. The building will contain six (6) offices with associated parking for employees and customers, and one (1) garage door/bay area for the parking of company vehicles.</p> <p>The property is currently undeveloped. Several properties in the general area to the north along Chicot Road contain a mixture of commercial and office zoning and uses. Most of the remaining properties south, east and west of the site contain single-family zoning and uses.</p>	

**BACKGROUND
CONTINUED**

The property will take access from a newly constructed twenty-four (24) foot wide driveway apron extending from Chicot Road. The existing driveway along Fairfield Drive will be closed as part of the proposed development.

The site plan shows a front building setback of twenty-five (25) feet from the front property line, more than twenty-five (25) feet from the rear property line, more than thirty (30) feet from the side (west) property line and 6.3 feet from the east property line.

The hours of operation will be Monday-Friday, from 8am-5pm.

The proposed project involves constructing an office building designed to support both administrative and operational needs. The exterior of the building features cost effective modern finishes including vertical siding and a brick wainscot running around the entire structure. The building will be divided into two distinct sections to serve multiple functions effectively. One half will be accessible via a large garage door, creating a dedicated area for storing tools and equipment securely and providing easy access for loading and unloading materials.

The other half of the building will be developed into a functional office space, featuring an open office area that will encourage collaborative work among team members. This section will also include a break room for employees.

The proposed building will be less than fifteen (15) feet in height.

The perimeter of the property will be secured by a chain-linked fence. The developer will provide an eight (8) foot, opaque privacy fence on the east property line for screening as required by code.

The site plan shows landscaping as required by code.

Section 36-502 requires three (3) parking spaces for this type of development. The site plan shows six (6) parking spaces and one (1) ADA parking space for a total of seven (7) parking spaces. Staff feels the parking is sufficient to serve the proposed use. The proposed parking lot will be paved with asphalt.

**BACKGROUND
CONTINUED**

The Planning Commission reviewed this request at their December 12, 2025, meeting and there were no objectors present. All owners of property located within 300 feet of the site, as well as all Neighborhood Associations registered within the City of Little Rock, were notified. Please see the attached Planning Commission minutes for Staff's Analysis and the Commission's action.