



**DEPARTMENT OF PLANNING AND DEVELOPMENT**

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**LITTLE ROCK HISTORIC DISTRICT COMMISSION**

**MINUTE RECORD**

Thursday, June 6<sup>th</sup>, 2024, 4:00 p.m.

Willie Hinton Neighborhood Resource Center, 3805 W. 12<sup>th</sup> Street

I. Roll Call

Members Present:

Chair, Amber Jones  
Vice Chair, Christina Aleman  
Jonathan Nunn

Staff Present:

Hannah Ratzlaff  
Jeremy Gosdin  
Sherri Latimer  
Raeanne Gardner

Citizens Present:

Joe Flaherty  
Brian Minyard  
Mark Hagge  
Ed Sergeant  
Constantine Vlisides

II. Finding a Quorum

A quorum could not be established, with only three (3) members present.

III. Citizen Communication

Brian Minyard, Interim Executive Director of the Quapaw Quarter Association, addressed the Commission. He asked if the Commission, or its Staff, could provide more information regarding a recent item (Resolution No. 16,333) presented to the Board of Directors at the June 4<sup>th</sup>, 2024 public hearing related to the Terry House at 411 E 7<sup>th</sup> Street.

Sherr Latimer, Deputy City Attorney, addressed Mr. Minyard's request. Latimer said the Terry House site is currently the subject of litigation and believes the City will enter into a contract for architectural services to obtain an expert witness related to the legal matter. She said the trial is scheduled to occur sometime this fall and beyond this no other action has been taken.

Mr. Minyard said when he saw the resolution on the Board of Directors' agenda, he hoped the contract would lead to investment in the structure by the City. Latimer said the City's position is that no major investment will occur or be expended until the court rules that the City is obligated to make repairs to the house.

Commissioner Aleman expressed that the wording of the resolution seemed like WER Architects would be providing an architectural and conditions assessment in order to propose a maintenance and restoration or rehabilitation plan and that she was equally confused about the intent of the contract. Latimer said the contract was most likely a step in litigation. Commissioner Nunn expressed that he hoped that the contract amount [not to exceed \$120,000.00] was evidence of an intent to perform work beyond serving as an expert witness.

Latimer said that if the City was found to be the responsible party for restoration, work would have to be bid out for that determined scope of work and there is no guarantee WER Architects would be hired. Latimer said it is her best guess that WER Architects was contracted to provide an analysis and to serve as an expert witness in the current lawsuit.

IV. Minutes

1. April 4<sup>th</sup>, 2024 Minutes

No action could be taken due to lack of a quorum.

V. National Register Nominations

None

VI. Deferred Certificates of Appropriateness

None

VII. New Certificates of Appropriateness

HDC2024-013

First Luther Church/ Sergeant  
Architecture PLLC  
700 S. Rock Street  
Exterior Alterations, Accessibility Ramp

No action could be taken due to lack of a quorum. The item was deferred to the July 3<sup>rd</sup>, 2024 public hearing.

VIII. Other Matters

1. COA Procedures for Administrative Issuance

No action could be taken due to lack of a quorum.

2. National Register Updates

Staff provided an update on recent nominations that were successfully listed in the National Register of Historic Places, including the Asher Avenue Overpass and the Capitol-Main Historic District Boundary Increase. The Red Carpet Inn Nomination was still under review by the National Parks Service.

3. Historic Preservation Active & Completed Projects Map

Staff, Ratzlaff, announced a new interactive map created by Ratzlaff and managed by the Planning & Development Department. The interactive map uses GIS technology to provide information regarding completed and active preservation program projects from 2018 to present. The information will be periodically updated to reflect active project status and to display past preservation projects managed by the City of Little Rock from 1981 forward.

4. CAMP Training, October 4, 2024

Staff reminded the Commission of an upcoming CAMP training opportunity in Hot Springs scheduled for Friday, October 4<sup>th</sup>.

5. MacArthur Park Historic District Design Guidelines Update

Staff provided an update on the status of the new design guidelines project. The first draft was submitted to Planning & Development staff in May and went through a round of edits at the staff level. The draft will be presented to the Commission at the July 3<sup>rd</sup> meeting.

6. Enforcement Issues

418 15<sup>th</sup> Street—unpermitted installation of fencing

Raeanne Gardner, Assistant City Attorney, provided an update on the enforcement issue at 418 E 15<sup>th</sup> Street. The case is currently in Environmental Court and staff is currently waiting on the determination.

#### 7. Certificates of Compliance

HDC2024-006—221 E 10<sup>th</sup> Street—downspout replacement  
HDC2024-007—515 Rock Street—removal of non-historic signage and handicap ramp, siding and trim repair  
HDC2024-008—1112 Rock Street—reroof  
HDC2024-009—1104 Rock Street—reroof  
HDC2024-010—1422 Scott Street—siding repair  
HDC2024-011—316 E 11<sup>th</sup> Street—siding and roof repair, and gutter installation to accessory structure  
HDC2024-012—515 Rock Street—ridge vent  
HDC2024-014—609 Rock Street—reroof  
HDC2024-016—524 E 6<sup>th</sup> Street--exterior repairs  
HDC2024-017—923 Cumberland Street—exterior repairs and reroof of accessory dwelling  
HDC2024-018—715 Sherman Street—reroof  
HDC2024-019—515 E 8<sup>th</sup> Street—gutter installation  
HDC2024-020—1017 Cumberland Street—exterior repairs, reroof, HVAC installation

The Commission discussed a potential issue in achieving a quorum for the next scheduled meeting, Wednesday, July 3, 2024. A special called meeting on a different date was suggested as a solution. Ratzlaff said that public notice had already been published and sent out for the Certificate of Appropriateness application and National Register nominations scheduled for July 3<sup>rd</sup>.

Commissioner Jones asked for more information regarding the A.E. Bush House at 1516 S. Ringo (Listed 1982) in the Dunbar neighborhood that was recently demolished. Jones asked if preservation staff were notified about demolition permits for historic sites outside of a local ordinance district. Ratzlaff said that a demolition check for historic significance is performed when an application is submitted for demolition permit citywide. This is currently an informal process. Ratzlaff determines, based on data provided by the Arkansas Historic Preservation Program, whether a property has been determined to be historically significant or has potential historic significance. If found, Ratzlaff contacts the property owner to provide information regarding historic tax credits and other demolition alternatives. If a property owner chooses to move forward with the demolition, the demolition permit will move forward with Planning & Development internal review. The same process occurs for structures which are placed on the Unsafe/Vacant list in an effort to contact property owners and to provide information regarding demolition

alternatives before a demolition permit is requested or the structures is placed on Board of Directors' agenda for City-initiated demolition for public health, welfare, and safety.

In the case of the A.E. Bush House, City staff, the Quapaw Quarter Association, and the Dunbar Historic Neighborhood Association worked closely with the various property owners of 1516 S. Ringo over the past two years. The current owner was not interested in demolition alternatives and decided to move forward with a demolition permit. Ratzlaff reminded the Commissioners that the City does not have the authority to deny a demolition permit or review a permit based on historic and heritage significance for historic structures outside a local ordinance district nor does the City have an established demolition delay ordinance.

There was a discussion regarding the draft Downtown Little Rock Master Plan.

VIII. Adjournment

There being no further business for the Commission, the meeting was adjourned at 4:41 P.M.

Attest:

\_\_\_\_\_

Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Secretary

\_\_\_\_\_

Date