

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

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**BOARD OF DIRECTORS COMMUNICATION  
OCTOBER 18, 2022 AGENDA**

<p><b>Subject:</b></p> <p>Short-Term Rental Ordinance.</p> <p><b>Submitted By:</b></p> <p>Planning &amp; Development Department</p>	<p><b>Action Required:</b></p> <p style="text-align: center;">√ <b>Ordinance</b> Resolution</p>	<p><b>Approved By:</b></p> <p style="text-align: center;">Bruce T. Moore City Manager</p>
<p style="text-align: center;"><b>SYNOPSIS</b></p> <p style="text-align: center;"><b>FISCAL IMPACT</b></p> <p style="text-align: center;"><b>RECOMMENDATION</b></p> <p style="text-align: center;"><b>BACKGROUND</b></p>	<p>To approve an ordinance regulating Short-Term Rentals within the zoning area of the City of Little Rock, Arkansas.</p> <p>None.</p> <p>Staff recommends approval. The Planning Commission voted to recommend approval by a vote of 10 ayes, 0 nays and 1 open position.</p> <p>Several years ago, Planning &amp; Development Zoning and Subdivision Staff were presented with the question of what do to with a request for what is now called a ‘Short-Term Rental’ (STR). At that time, the decision was made that if no one continued to live in the dwelling as their primary residence then the use was commercial, and if the structure continued to also serve as a primary residence, then the use was more like a ‘Bed and Breakfast’. The first type (non-owner occupied) required the use of the PZD, Planned Zoning District, process and the later type (owner-occupied) used of the Special Use Permit process.</p> <p>The following is a review of the draft ordinance for STRs:</p> <ul style="list-style-type: none"> <li>➤ <u>Section 1</u>: Assures that STRs are taxed the same as hotels and motels for rooms.</li> <li>➤ <u>Sections 2 and 3</u>: Codifies the treatment of STRs and defines Bed and Breakfast and STR as the same.</li> </ul>	

**BACKGROUND  
CONTINUED**

- Section 4: Adds a new Article to the Zoning Code (Chapter 36 of the Code of Ordinances) for STRs. This Article has multiple sections. The ‘Purpose’ section defines several. This section also defines the ‘Responsible Party’ and ‘Administrative Approval’

The ‘Entitlement’ Section gives the requirements for each type of STR and delineates the process of review. It goes on to enumerate the documents need to confirm the STR pre-dates the ordinance. An annual inspection fee is proposed to verify life safety requirements are fulfilled. And the process for review and approval of pre-existing STRs is presented. Section 4 requires certain life safety measures and includes a fee to help defer some of the cost of providing safety checks of the units. This section goes on to address the process of implementation for pre-existing uses.

The ‘Responsible Party’ section enumerates the duties and availability (24/7 and response within one hour) of the party. A requirement to post and sharing ‘Responsible Party’ contact information with the occupants, neighbors, and the city.

The ‘Development Standards’ section lists activities not permitted as well as signage and parking standards. There is a requirement for a floor plan with safety devises and exit routes noted. This portion of the draft outlines life safety requirements, and occupancy requirements. A requirement for insurance is provided.

The ‘Compliance’ section lists tasks that must be completed with the sanctions for non-compliance. The general process for review of complaints is outlined with an appeal process.

The intent is to put the current administrative rules for STRs in the zoning code. The draft assures that Bed and Breakfasts are treated the same as STRs. The second major thing is to assure that STRs provide some of the same life safety protections that hotels and motels are expected to provide for overnight visitors.