1	ORDINANCE NO.	
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3	AN ORDINANCE TO AMEND CHAPTER 23, ARTICLE IV, DIVISION 3, § 23-	
4	115 OF THE LITTLE ROCK REVISED CODE OF ORDINANCES (1988), TO	
5	PROVIDE FOR A REVISION OF THE PURPOSES AND PROCEDURES	
6	CONCERNING CERTIFICATES OF APPROPRIATENESS; AND FOR OTHER	
7	PURPOSES.	
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9	WHEREAS, the purposes and procedures of concerning the Historic District Commission's	
10	treatment and issuance of Certificates of Appropriateness were established pursuant to Little Rock, Ark.	
11	Ordinance No. 19,755 (May 15, 2007) and amended, in part, by Little Rock, Ark. Ord. No. 20,423 (April	
12	19, 2011); and,	
13	WHEREAS, there is now a desire to amend the ordinance concerning the Historic District	
14	Commission's treatment and issuance of Certificates of Appropriateness in order to clarify and simply the	
15	processes of applying for and issuance of such a certificate; and	
16	WHEREAS, the inclusion of standard terms and procedures for Certificate of Appropriateness in	
17	Historic Preservation Ordinances is considered to be a best practice for the efficacy of managing the	
18	significant architectural and historic character of the local ordinance district; and	
19	WHEREAS, the proposed standard terms and procedures are in alignment with zoning approvals and	
20	Building Permits issued by the City of Little Rock's Planning & Development Department.	
21	NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY	
22	OF LITTLE ROCK, ARKANSAS:	
23	Section 1. Little Rock, Ark., Rev. Code § 23-115 (1988) is hereby amended to read as follows:	
24	DIVISION 3 CERTIFICATE OF APPROPRIATENESS.	
25	Sec. 23-115 Certificate of Appropriateness Required.	
26	(a) Certificate of Appropriateness required. No building or structure, including stone walls,	
27	fences, light fixtures, steps and paving or other appurtenant fixtures shall be erected, altered,	
28	restored, moved, or demolished within the Historic District created by this division until after	
29	an application for a certificate of appropriateness as to the exterior architectural changes has	
30	been submitted to and approved by the Historic District Commission.	
31	A Certificate of Appropriateness shall have been issued by the Commission prior to the	
32	issuance of a Building Permit or other permit granted for purposes of constructing, altering,	
33	restoring, moving or demolishing structures. A Certificate of Appropriateness shall be	
34	required whether or not a Building Permit is required. Each Certificate of Appropriateness	

shall be issued to a specific owner of real property and cannot be transferred from the
property owner to whom it was issued to another person. Each certificate of appropriateness
shall be issued for a specific parcel of real property and cannot be transferred for use on
another parcel of real property.

- 5 (b) Conditions. The Historic District Commission may impose conditions upon a Certificate of
 6 Appropriateness. The conditions must be stated within the Historic District Commission's
 7 Motion of Approval and approved as such as provided in this Chapter.
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 1. Expirations and Extensions. Conditions shall include time limits for the validity of
 9 the Certificate of Appropriateness. If permits issued by the Building Code Division
 10 relevant to the Certificate of Appropriateness expire following the period of
 11 validity, the Certificate of Appropriateness shall be null and void.
- i. All Certificates of Appropriateness, except for those for new construction
 and additions, shall expire one (1)-year from the date of issuance unless
 the work pursuant to that Certificate of Appropriateness has been
 commenced within that one (1)-year period or the permits required by
 the City and to be issued by the City's Building Code Division have been
 applied for within that one (1)-year period.
- 18 ii. Certificates of Appropriateness for new construction and additions shall
 19 expire three (3) years from the date of issuance unless the work pursuant
 20 to that Certificate of Appropriateness has been commenced within that
 21 three (3)-year period or the permits required by the City and to be issued
 22 by the City's Building Code Division have been applied for within that
 23 three (3)-year period.
- 24 iii. A six (6)-month extension of a Certificate of Appropriateness may be 25 granted administratively. If an additional extension is requested, the Historic District Commission may grant a second extension for up to one 26 27 (1)-year based on good cause. Any request for an extension of a 28 Certificate of Appropriateness must be submitted in writing to the 29 Historic District Commission at least one (1)-month prior to its 30 expiration. After a Certificate of Appropriateness, and any extensions 31 thereof, has expired, the certificate of appropriateness shall be null and 32 void.
- iv. An extension of a Certificate of Appropriateness shall not be granted if
 there are changes to the plans and specifications of such work approved

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by the issued Certificate of Appropriateness and in the case of a Certificate of Appropriateness issued for demolition.

3 (c) Enforcement and Violations. All work performed pursuant to a Certificate of Appropriateness 4 issued shall conform to the conditions expressly stated in the Certificate or reasonably 5 implied therefrom. In the event any condition or requirement included in the certificate of 6 appropriateness has not been met, or work requiring a Certificate of Appropriateness occurs 7 in the absence of Certificate of Appropriateness, a Citation for Violation shall be issued pursuant to Sec. 23-78 of this Division and all work shall immediately cease until such 8 9 violations have been remedied. If changes occur to the scope of work of an issued Certificate 10 of Appropriateness that are not a violation of a condition, as determined by staff, a Citation 11 will not be issued.

(d) Placement of Certificate of Appropriateness. The Certificate of Appropriateness or copy
shall be posted on the site of the work at the front of the property to be seen from the street
until the completion of the project.

Section 2. Severability. In the event any section, subsection, subdivision, paragraph, subparagraph, item, sentence, clause, phrase, or word of this ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining provisions of this ordinance, as if such invalid or unconstitutional provision was not originally a part of this ordinance.

Section 3. *Repealer*. All ordinances, resolutions, bylaws, and other matters inconsistent with this
 ordinance are hereby repealed to the extent of such inconsistency.

21 PASSED: November 21, 2023

22 **ATTEST: APPROVED:** 23 24 Frank Scott, Jr., Mayor 25 Susan Langley, City Clerk 26 **APPROVED AS TO LEGAL FORM:** 27 28 29 **Thomas M. Carpenter, City Attorney** 30 // 31 \parallel 32 // 33 // 34 // 35 //