

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

**BOARD OF DIRECTORS COMMUNICATION  
SEPTEMBER 3, 2024 AGENDA**

<b>Subject:</b>	<b>Action Required:</b>	<b>Approved By:</b>
<p>An ordinance to amend Little Rock Code §§ 23-115 and 23-120 to revise the procedures concerning administrative review of certificates of appropriateness.</p> <p><b>Submitted By:</b></p> <p>Planning and Development Department</p>	<p style="text-align: center;">√ Ordinance Resolution</p>	<p style="text-align: center;">Emily Cox Acting City Manager</p>
<p><b>SYNOPSIS</b></p> <p><b>FISCAL IMPACT</b></p> <p><b>RECOMMENDATION</b></p> <p><b>BACKGROUND</b></p>	<p>An ordinance to amend Little Rock Code 23-97 §§ 23-115 and 23-120 to revise the procedures concerning administrative review of certificates of appropriateness.</p> <p>None.</p> <p>Approval of the resolution.</p> <p>The amendment of these ordinances provides a clear process for the Historic District Commission (“HDC”) to delegate to administrative staff the authority to issue a Certificates of Appropriateness for minor projects which do not materially affect the historic nature of properties and the neighborhood and need not be reviewed by the Commission due to legal or other requirements. This is considered to be a “best practice” in the field and would reduce the burden of the HDC as well as expedite the approval process for desirable improvements made by property owners. The HDC voted unanimously to support the proposed changes on July 3, 2024.</p>	