



DEPARTMENT OF PLANNING AND DEVELOPMENT

723 West Markham Street
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CERTIFICATE OF COMPLIANCE

HDC2025-014

Property Owner/Agent: Cromwell Court Opportunity Fund LLC/Haley Shelton, Downtown Dwellings

Address of Property: 507 (A-E) E 7th Street

Project Description with Conditions listed:

1) Wood Siding and Trim Board Repair

a) Trim Boards and Siding Repair

- i) Repair damaged trim boards and siding where possible by patching deteriorated wood with wood putty, repair larger areas using wood epoxies, and repair significantly deteriorated areas by removing damage and fitting with a new piece of wood, i.e. a dutchman repair.

b) Trim Boards and Siding Replacement

- i) Remove irreparably damaged trim boards and siding pieces and replace with boards of same dimension, shape and profile.
- ii) High grade cedar or cypress is recommended as replacement material for rot resistance.
- iii) Caulk, prime, and paint. Back prime new boards by applying a coat of primer to the reverse side and edges.

c) Trim Boards around Windows

- i) Repair damaged trim boards and siding where possible by patching deteriorated wood with wood putty, repair larger areas using wood epoxies, and repair significantly deteriorated areas by removing damage and fitting with a new piece of wood, i.e. a dutchman repair.
- ii) Remove damaged trim boards and replace with boards of same dimension, shape and profile. Match details of existing windows.
- iii) Caulk, prime, and paint. Back prime new boards by applying a coat of primer to the reverse side and edges.

2) Wood Soffit and Fascia Repair

a) General

- i) Repair damaged pieces where possible by patching deteriorated wood with wood putty, repair larger areas using wood epoxies, and repair significantly deteriorated areas by removing damage and fitting with a new piece of wood, i.e. a dutchman repair.
- b) Remove damaged soffit and fascia pieces and replace with wood boards of same dimension, shape and profile.
- c) Caulk, prime, and paint. Back prime new boards by applying a coat of primer to the reverse side and edges.

3) Painting

- a) Scrape areas as needed.
- b) Apply one coat of primer, and two coats of paint.
- c) Back prime new boards by applying a coat of primer to the reverse side and edges.
- d) Avoid non-breathable coatings which trap moisture.

4) Roofing

- a) Remove multiple layers of asphalt roofing and/or additional layers of roofing materials.
- b) Repair decking with boards of same thickness, (plywood, chipboard, or 1x6 boards for decking.)
- c) Drip edge may be installed. Paint exposed edge to match fascia.
- d) Gutters may be removed and replaced if necessary for roof installation.
- e) No changes will be made to the roof pitches, gables, or valleys.
- f) Reroof with architectural shingles.
- g) Chimney flashing to be installed in step pattern in the mortar joints of the masonry.
- h) A new roof ornament will be fabricated to match the other gables scrolls and will be installed on the uppermost gable.
- i) See Sections 4.23—4.26 of the Design Guidelines for a full list of standards.

5) Chimney Caps

- a) Chimney flues will be capped with a flat metal cap, not visible from the street, to keep bats from entering flue and the house.
- b) Material should be painted or treated to prevent rust.

6) Gutters

- a) Replace existing gutters with gutters of same type and location.
- b) Downspouts to be in same location as before.
- c) Paint downspouts as desired to camouflage.

Zoning & Building Code

- 1. Project shall adhere to all applicable City of Little Rock zoning and building code regulations.


Staff Signature

5/15/2025
Issue Date

5/15/2025
Expiration Date (Ord. No. 22,338)

The original is printed on pale orange paper.

POSTING OF COC ON PROPERTY DURING PROJECT: Pursuant to Little Rock, Ark. Ordinance No. 22,338, a Certificate of Compliance, or copy, shall be posted, available for inspection, and prominently displayed on the site of the work at the front of the property to be seen from the street until the completion of the project.

COC EXPIRATIONS AND EXTENSIONS: Pursuant to Little Rock, Ark. Ordinance No. 22,338, a Certificate of Compliance shall expire and be considered null and void on the expiration date noted above. If an extension is needed to complete work, please review terms of extension and expiration in Ord. No. 22,338 and contact Planning & Development staff at least one month prior to the expiration date.

