DEPARTMENT OF PLANNING AND DEVELOPMENT
HEIGHTS DESIGN OVERLAY DISTRICT RESIDENTIAL
HANDOUT FOR BUILDING PERMIT APPLICATIONS:

APPLICANT SUBMITTALS CHECKLIST:
Survey requirements for projects that are subject to the DOD. Survey must show:
- Show location of trees to be preserved (if any) along with DBH (diameter at breast height), and genus.
- Photos may be submitted to relate size of tree to be preserved.
- Locations of new trees are not required to be shown on survey.

INTERPRETATION OF ORDINANCE:
1) If the house is not on a corner lot, calculate total width of street frontage and divide by 40. The ordinance states that there is to be one tree per 40 linear feet or portion thereof, so round up on the answers. 50 feet of street frontage divided by 40 equals 1.25 trees so round up to 2 trees. Required trees are to be planted somewhere within the front yard setback.

2) If the house is on a corner lot, the following applies:
   a) On the front property line, calculate total width of street frontage and divide by 40. The ordinance states that there is to be one tree per 40 linear feet or portion thereof, so round up on the answers. For example, 50 feet of street frontage divided by 40 equals 1.25 trees so round up to 2 trees. Required trees are to be planted somewhere within the front yard setback.
   b) On the side property line, calculate total width of street frontage and divide by 40. The ordinance states that there is to be one tree per 40 linear feet or portion thereof, so round up on the answers. For example 140 feet of street frontage divided by 40 equals 3.5 trees so round up to 4 trees. Required trees are to be planted somewhere within the side yard setback along the street.
   c) Trees cannot be transferred from one setback to the other.

ADMINISTRATION:
1) Permits may not be issued on the same day that they are received. Allow extra time for identification and approval of trees to be preserved and approval of tree species not listed on the list stated in the ordinance. Allow 1-2 days for processing and approval. The zoning desk will collect all information and fill out the checklist when that application is submitted.

2) Building permits for interior work only, routine repairs, and maintenance shall not be subject to the Heights DOD.
DEPARTMENT OF PLANNING AND DEVELOPMENT
HEIGHTS DESIGN OVERLAY DISTRICT RESIDENTIAL
ZONING COMPLIANCE CERTIFICATE

ADDRESS: ______________________________________________________

LEGAL DESCRIPTION:_____________________________________________________________________________
________________________________________________________________________________________________

ZONING CLASSIFICATION:_________________________________________ FLOODPLAIN DISTRICT: YES  NO

PROPOSED USE: ____________________________________     EASEMENT CLEARANCE: APPROVED OR DENIED

Is this application for a building permit for a new house?
Is this application for a building permit for an addition to an existing house with an increase in foundation area of more than 600 square feet?
Has this house had an addition to it since the enactment of the Heights DOD (November 3, 2019) such that the two additions combined would result in over 600 square feet of foundation area being added to the structure?

If yes to any of the above 3 questions, this application for a building permit will be subject to the Heights DOD.
If this application for a building permit for anything other than those stated above, this building permit is not subject to the Heights DOD.

If preservation of an existing tree(s) is desired, on the survey provide the locations, DBH, and genus, of the tree(s) noted. Photos may be submitted for approval. Fencing around the dripline of the tree before site work starts is recommended.

To determine how many trees are required: (round up on number of trees after dividing by 40)
Length of property line frontage along front property line: _____ feet divided by 40 = ______. # of trees required rounded up _____ minus trees preserved _____ = net trees to be planted ______. (If one preserved tree is in excess of 12’ DBH, that tree will satisfy all requirements on that street frontage.)

If on a corner, length of property line frontage along side property line: _____ feet divided by 40 = ______. # of trees required rounded up _____ minus trees preserved _____ = net trees to be planted ______. ______. (If one preserved tree is in excess of 12’ DBH, that tree will satisfy all requirements on that street frontage.)

Trees will be chosen from the approved list of trees as stated in the ordinance? Circle YES or NO.
If trees are to be planted that are not on the approved list of trees as stated in the ordinance, state genus and species below.__________________________________________________________________________________________
________________________________________________________________________________________________

_____ APPLICATION IS DENIED
_____ APPLICATION IS APPROVED.

ZONING OFFICER: ______________________________ ______________________________ DATE: __________

I hereby certify that the data submitted on or with the application is true and correct. Also, I have read and I understand the Heights Design Overlay District. Any deviation from information contained hereon unless approved by the Zoning Official will render this permit null and void.

Signature of Contractor, Owner or Agent ______________________________ Date __________ Phone ______________________________

2 of 2 revised 11/4/2019
ORDINANCE NO. 21,787

AN ORDINANCE TO ESTABLISH THE HEIGHTS LANDSCAPE DESIGN OVERLAY DISTRICT PURSUANT TO THE DESIGN OVERLAY AUTHORITY OF CHAPTER 36 OF THE CODE OF ORDINANCES OF THE CITY OF LITTLE ROCK, ARKANSAS; AND FOR OTHER PURPOSES.

WHEREAS, Heights residents concerned about the future development pattern of their neighborhood worked together to develop proposals during 2017 and 2018; and,

WHEREAS, the Heights Neighborhood Association did participate in the development of the draft Design Overlay District (DOD) and recommends its approval; and,

WHEREAS, the City of Little Rock desires to protect and support the continued vitality of this neighborhood; and,

WHEREAS, the Little Rock Planning Commission has worked with the Heights Neighborhood Association committee since September 2017, and of the topics discussed, trees was chosen to be the subject of the proposed DOD; and,

WHEREAS, the Heights Landscape DOD’s main goal is to have trees retained or planted in the front-yards and residents with corner lots shall also retain or plant trees along the street side as new houses are built or additions added to existing structures; and,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY OF LITTLE ROCK, ARKANSAS.

Section 1. That Little Rock, Arkansas Rev. Code Chapter 36, Article V, Division V is hereby amended to add a new Section 36-434.46 through 36-434.51 inclusive, to be commonly known as “Division 17, Heights Landscape Design Overlay District” as follow:

DIVISION 17. - HEIGHTS LANDSCAPE DESIGN OVERLAY DISTRICT

Sec. 36-434.46. - Purpose and Intent:

(a) Purpose and Intent. The purpose of the Heights Landscape Design Overlay District (District) is to restore the tree canopy along the streets where new residential construction and expansions of residential structures have decreased or created voids in the tree canopy.

(b) District Boundaries. The District shall include all parcels within the area designated in Exhibit A and described as: A part of Sections 29, 30, 31, and 32 all in Township 2 North, Range 12 West and a part of Sections 25 and 26 all in Township 2 North, Range 13 West, Pulaski County, Arkansas, being more particularly described as follows: Beginning at the centerline intersection.
of North University Avenue and Evergreen Street; thence north along the centerline of North University Street to the centerline intersection of Cantrell Road; thence west along the centerline of Cantrell Road to the centerline intersection of North Hughes Street; thence north along the centerline of North Hughes Street to an extension of the north boundary of Betswood Subdivision; thence easterly along said north boundary of Betswood Subdivision to the northeast corner of Tract B Betswood Subdivision; thence southerly along the east boundary of Tract B Betswood Subdivision extended to a point on the centerline of Perryville Road; thence easterly along the centerline of Perryville Road to the centerline intersection of North McKinley Street; thence north along the centerline of North McKinley Street to the centerline intersection of Hawthorne Road; thence east along the centerline of Hawthorne Road to the centerline of University Avenue; thence north along the centerline of University Avenue to Brentwood Road; thence west along the centerline of Brentwood Road to an extension of the west boundary of the Mountain Home Subdivision; thence north along the western boundary of the Mountain Home Subdivision extended to a point on the centerline of Longwood Road; thence east along the centerline of Longwood Road extended to the west boundary of the South West ¼ North West ¼ of Section 30, Township 2 North, Range 12 West; thence north along the west line of T2N R12W Sec 30 to a point on centerline of the CRI&P railroad; thence southeasterly along the centerline of the CRI&P Railroad to the intersection of an extension of the west boundary of Lot 31 Sherrill Heights Subdivision; thence along the west line of said Sherrill Height Subdivision to the northwest corner of Lot 11 Club Terrace Subdivision; thence southerly along the west line of Club Terrace Subdivision to a point on the north line of the southeast ¼ southwest ¼ of Section 29, Township 2 North, Range 12 West; thence easterly along said north line to the northeast corner of the southeast ¼ southwest ¼ of said Section 29; thence southerly along east line of the southwest ¼ of said Section 29 to the southeast corner of the southwest ¼ of said Section 29; thence west along the south line of T2N R12W Sec 29 to the centerline intersection of Cantrell Road; thence southeasterly along the centerline of Cantrell Road to the centerline intersection of Allsopp Park Road; thence southwesterly along the centerline of Allsopp Park Road to the centerline intersection of North Lookout Road; thence southwesterly along the centerline of North Lookout Road to the centerline intersection of Kavanaugh Boulevard; thence northwesterly along the centerline of Kavanaugh Boulevard to the centerline intersection of L Street; thence west along the centerline of L Street to the centerline intersection of North Fillmore Street; thence south along the centerline of North Fillmore Street to the centerline intersection of Evergreen Drive; thence west along the centerline of Evergreen Drive to the point of beginning.
See attached Exhibit “A” for map of area.

Section 36-434.47. - Definitions.

Responsible Party. As defined in Section 15-6 above, means the following:

1. The permit applicant who is the designated agent for development related activities for purposes of obtaining all required permits. The permit applicant relinquishes responsibility to the construction superintendent when all necessary permits have been issued by the City; or,
2. The Construction Superintendent who is that person designated as the on-the-site agent for the project and responsible for all construction related activities until the issuance of a final Certificate of Occupancy; or,
3. The lessee or any person or entity having control of the property subject to this chapter; or,
4. The owner, which is the person, firm, corporation or other entity holding current legal title to the property. The responsibility of the owner shall commence upon the date of issuance of the Certificate of Occupancy.

Preserved Tree means a tree selected for preservation by the responsible party and approved by the City. A tree is considered preserved if a minimum of 75% of the critical root zone is maintained at undisturbed natural grade and not more than 25% of the tree canopy is removed. Nothing within this definition requires that a properly planted and appropriate tree shall survive for a period greater than thirty-six (36) months.

Tree Canopy. As defined in Section 15-6 above, means the outermost spreading branch layer of a tree.

Sec. 36-434.48. - Application of design regulations.

(a) The regulations in this Division shall be in addition to and shall overlay all other Zoning Districts and other ordinances requirements regulating the development of land so that any parcel of land lying in the Overlay District shall also lie within one (1) or more of the other underlying Zoning Districts. Therefore, all property within this Overlay District will have requirements of both the underlying and Overlay Zoning District in addition to other ordinance requirements regulating the development of land. In case of conflicting standards between this division and other city ordinances, the overlay requirements shall control.

(b) These regulations shall apply to all lots zoned or occupied by single-family or two-family dwellings except non-residentially occupied lots with Conditional Use Permits.

1. Any addition to the principal structure of more than 600 square-feet of foundation area.
(2) All other subsequent additions after passage of this division that result in total of more
600 square-feet of foundation area added to the principal structure as existing before
the passage of this Division.

(3) Construction of new single-family or two-family structures.

(4) Any lot that has had the principal building demolished and has not had active
construction activities on that lot within one (1)-year of the Demolition Permit being
issued.

Sec. 36-434.49. - Review section.
Prior to the issuance of any Building Permits within the boundaries of the Heights Landscape
Design Overlay District, the Planning & Development Department Director shall determine
compliance of all Building Permit requests with the terms of this ordinance.

Sec. 36-434.50.
New construction and additions or modifications to existing structures on lots zoned or occupied
by single-family or two-family dwellings except non-residentially occupied lots with Conditional
Use Permits.

(a) In order to be compatible with the tree canopy of the neighborhood, new construction and
additions to existing structures shall comply with the following criteria:

(1) Plans for new construction, additions and modifications which are subject to this
ordinance shall be submitted to the Planning & Development Department; and,

(2) The Department will review plans for consistency with the detailed requirements
of this ordinance and consistency with the tree canopy of the District; and,

(3) If a proposed tree is not on the list of approved trees, but in the opinion of the City
Arborist, in consultation with the Planning & Development Department Director,
is compatible with the intent of this Division, then such approved alternative is in
compliance with the provisions of this Code..

(b) Tree Preservation. There is no requirement under this Division to preserve existing trees
within the front-yard and street side-yard setbacks as defined per the underlying zoning.
However, the responsible party may select certain trees to be preserved to comply with the
provisions of this Division. See Section 15-52 (g) Prohibited Activities and Section 15-52 (h)
Tree Protection for proper methods of tree preservation.

(c) Credits for Preserved Trees. For each existing tree preserved within the front or side-yard
setback, there shall be a one to one credit applied to the minimum tree requirements. Trees in
the front or side-yard setback that are to be preserved that are twelve (12) inches or greater in
diameter at breast height (DBH) shall fulfill all requirements for the required trees within the
front or side-yard setback.
(d) **Required Tree Planting.** One (1), two and one-half (2-1/2)-inch or greater caliper single trunk tree measured at twelve (12) inches above soil line shall be planted for every forty (40) feet or portion thereof of street frontage of the lot. Multi-trunk trees shall be measured as a total caliper of all trunks at twelve (12) inches above the soil line and shall be required to have a minimum of four and one half (4-1/2)-inch or greater caliper. On corner lots, trees required on one (1) street frontage may not be planted on a different street frontage. A minimum of one (1) tree shall be planted for each street frontage.

(e) **Approved Planting Times.** To be an appropriately planted tree, the tree shall be planted in the spring, or in the fall, with the approval of the City’s Arborist, in consultation with the Planning & Development Department.

(f) **Tree Form.** Trees planted shall provide shade. Trees shall not be planted that are of a columnar form at maturity. A tree with a columnar form at maturity will be five (5) or more times as tall as they are wide.

(g) **Species.** Trees shall be selected from the list attached as Exhibit B. Native species not on the list are permitted upon review and approval by the City’s Arborist, in consultation of the Planning & Development Department. See attached Exhibit B for a list of Trees.

(h) **Location.** Trees shall be planted within the front yard and street side yard setbacks as defined per the underlying zoning. Trees shall not be planted within five (5) feet of adjoining property lines. A Franchise Permit is required for all trees that are proposed to be planted in the public right-of-way. All tree plantings shall not interfere with above or utilities, obstruct views at intersections, or cause other public safety concerns.

(i) **Installation.** Trees shall be planted according to recognized horticultural practices.

(j) **Continuous Maintenance.** See Sec 15-53. Tree Pruning. Responsible parties shall in no instance overly prune to reduce or prohibit a tree’s mature height and spread. Trees shall not be topped. Trees shall be maintained according to recognized horticultural practices. Nothing requires that a properly planted and appropriate tree shall survive for a period greater than thirty-six (36) months. Any tree required to be planted which dies within thirty-six (36) months of planting shall be replaced by the responsible party during the next planting period. In no event will an approved and appropriately planted tree ever be pruned in such a manner as to preclude future vertical growth.

(k) **Standards for Preserved Trees.** The City Official may visit each site and review photographs of each site for which there is a plan in order to verify that the trees to be preserved pursuant to the plan are of sufficient size, quantity and quality to warrant preservation. Trees that do not warrant preservation shall not qualify as preserved trees as determined by the City Official.
(i) Utility. This article shall not apply to the maintenance of overhead or underground utility lines, nor does it apply to the development of subdivisions in the construction of streets, curbs, gutters, storm sewers and overhead or underground utility lines. It is expected that proper care and planning are used in the construction so that the maximum number of trees can be preserved.

Sec. 36-434.51. - Exceptions.
Any request to vary, alter, or modify specifications of this Design Overlay District shall be processed as a request for a variance considered by the Board of Adjustment.

Section 2. Nothing in this ordinance shall affect any Planned Zoning District in affect prior to the date of the approval of this ordinance.

Section 3. Penalty. If responsible party determined to be out of compliance with the provisions of this ordinance does not come into compliance within a time frame set by the Planning & Development Department, then the responsible owner shall be subject to the penalties set forth in Section 1-9 of this Code.

Section 4. Severability. In the event any title, section, paragraph, 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 portions of the ordinance which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of the ordinance.

Section 5. Repealer. All laws, ordinances, resolutions, or parts of the same that are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

PASSED: October 2, 2019
ATTEST:

[Signature]
Susan Langley, City Clerk

APPROVED AS TO LEGAL FORM:

[Signature]
Thomas M. Carpenter, City Attorney

APPROVED:

[Signature]
Frank Scott, Jr., Mayor
**Exhibit B**

Trees shall be selected from the following list:

(1) Deciduous—Large (average height 60' × 40' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fagus grandifolia</td>
<td>American Beech</td>
<td></td>
</tr>
<tr>
<td>Liriodendron tulipfera</td>
<td>Tulip Poplar Tree</td>
<td></td>
</tr>
<tr>
<td>Magnolia acuminata</td>
<td>Cucumber Magnolia</td>
<td></td>
</tr>
<tr>
<td>Platanus occidentalis</td>
<td>Sycamore</td>
<td></td>
</tr>
<tr>
<td>Quercus acutissima</td>
<td>Sawtooth Oak</td>
<td></td>
</tr>
<tr>
<td>Quercus alba</td>
<td>White Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus falcata</td>
<td>Southern Red Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus michauxii</td>
<td>Swamp Chestnut Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus nigra</td>
<td>Water Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus nuttallii</td>
<td>Nuttall Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus palustris</td>
<td>Pin Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus phellos</td>
<td>Willow Oak</td>
<td>Yes</td>
</tr>
<tr>
<td>Quercus shumardii</td>
<td>Shumard Oak</td>
<td>Yes</td>
</tr>
</tbody>
</table>

(2) Deciduous—Medium Trees (average height 40' × 30' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acer rubrum &quot;Drummondii&quot;</td>
<td>Swamp Red Maple</td>
<td></td>
</tr>
<tr>
<td>Acer rubrum</td>
<td>&quot;Red Sunset&quot; Red</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sunset Maple</td>
<td></td>
</tr>
<tr>
<td>Betula nigra</td>
<td>River Birch</td>
<td>Yes</td>
</tr>
<tr>
<td>Ginkgo biloba</td>
<td>Ginkgo (male)</td>
<td></td>
</tr>
<tr>
<td>Koelreuteria paniculata</td>
<td>Golden Rain Tree</td>
<td></td>
</tr>
<tr>
<td>Pistacia chinensis</td>
<td>Pistachio</td>
<td></td>
</tr>
<tr>
<td>Taxodium distichum</td>
<td>Bald Cypress</td>
<td>Yes</td>
</tr>
<tr>
<td>Ulmus parvifolia</td>
<td>Chinese Elm</td>
<td></td>
</tr>
</tbody>
</table>

(3) Trees to be planted under utility lines shall be selected from the following species:

(Deciduous—Small Trees (average height 20' × 15' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acer palmatum</td>
<td>Japanese Maple</td>
<td></td>
</tr>
<tr>
<td>Cercis canadensis</td>
<td>Redbud</td>
<td></td>
</tr>
<tr>
<td>Botanical Name</td>
<td>Common Name</td>
<td>Native species</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Cercis chinensis</td>
<td>Chinese Redbud</td>
<td></td>
</tr>
<tr>
<td>Cornus florida</td>
<td>Flowering Dogwood</td>
<td>Yes</td>
</tr>
<tr>
<td>Ilex decidua</td>
<td>Deciduous Holly</td>
<td></td>
</tr>
<tr>
<td>Magnolia soulangiana</td>
<td>Saucer Magnolia</td>
<td></td>
</tr>
</tbody>
</table>

(4) Evergreen—Large Trees (average height 60' × 30' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Magnolia grandiflora</td>
<td>Southern Magnolia</td>
<td></td>
</tr>
</tbody>
</table>

(5) Evergreen—Medium Trees (average height 40' × 30' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ilex opaca</td>
<td>American Holly</td>
<td></td>
</tr>
<tr>
<td>Magnolia virginiana</td>
<td>Sweet Bay Magnolia</td>
<td></td>
</tr>
</tbody>
</table>

(6) Evergreen—Small Trees (average height 20' × 15' width)

<table>
<thead>
<tr>
<th>Botanical Name</th>
<th>Common Name</th>
<th>Native species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ilex attenuata &quot;Fosteri&quot;</td>
<td>Foster's Holly</td>
<td></td>
</tr>
<tr>
<td>Ilex vomitoria</td>
<td>Yaupon Holly</td>
<td></td>
</tr>
</tbody>
</table>