



# APPLICATION BY ORGANIZATION\* FOR ESTABLISHMENT OF A RESTRICTED PARKING DISTRICT

## I. Applicant Information:

In accordance with NLRMC, Sec. 4.2.3, Chapter 9 (Parking Regulations), the applicant must be an organization having legal authority over real property over real property within an area eligible to be a Restricted Parking District.

1. Organization Name	
2. Mailing Address	
3. City/State/Zip	
4. Phone Number	
5. Email (if applicable)	
6. Website (if applicable)	

## II. Representative Information:

1. Authorized Representative for Organization	
2. Mailing Address	
3. City/State/Zip	
4. Phone Number(s)	
5. E-Mail	

The undersigned, as Authorized Representative for the herein named organization, does affirm that said organization has legal authority over the area proposed to be a Restricted Parking District as indicated on the attached maps and requests that the City Council of the City of North Little Rock, Arkansas establish the district and apply the rules which are identified below:

*[List only rules that will apply.]*

1. \_\_\_\_\_.
2. \_\_\_\_\_.
3. \_\_\_\_\_.

Signed: \_\_\_\_\_  
Representative for Organization Applicant

\* Organization (such as property owners association or improvement district) must have legal authority over the area proposed to be within the district and this application has been approved according to the rules of the organization.

Restricted Parking District to be located in Ward \_\_\_\_\_.

Description of area to be included in the Restricted Parking District: (Include all streets, etc. on all borders of the district.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach map showing geographic location of the Restricted Parking District.

AFFIDAVIT

STATE OF ARKANSAS )  
 ) SS.  
COUNTY OF PULASKI )

I, \_\_\_\_\_, acting as Representative for the organization named herein, do hereby state, under penalty of perjury, that the said organization has legal authority over the area proposed to be within the Restricted Parking District and that this application has been approved according to the rules of said organization.

It is understand that the herein named organization will be responsible for all costs of publication for any notices as required by City Ordinances and will pay such fees in a timely manner.

Signed: \_\_\_\_\_  
Representative for Organization

SUBSCRIBED AND SWORN TO before me, a Notary Public within and for the State and County aforesaid, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**Instructions: (No Application will be accepted unless completed in full with all required attachments.)**

**For Applicant Organization**

1. Complete application form (including the list of rule[s], complete description of area to be included and Affidavit).
2. Select one, or no more than two, of the following rules, **and only these rules**, for application to the District:
  - (1) NO PARKING IN FRONT OR SIDE YARDS.
  - (2) NO PARKING COMMERCIAL OR LARGE RECREATIONAL VEHICLES.
  - (3) NO PARKING COMMERCIAL VEHICLES.
3. Attach map of proposed District.
4. File Application with the City Clerk’s Office in City Hall.

**For City Clerk’s Office**

1. File stamp the Application upon receipt from the applicant organization.
2. Prepare a Notice of Hearing for the Petition. The date of the public hearing before City Council will be no less than 30 days after filing of the application.
3. Forward the Notice of Hearing for publication in a local newspaper. The notice shall be published once a week for two (2) weeks with the last insertion to be not less than seven (7) days before the date fixed for the hearing. **All costs for publication will be the responsibility of the petitioners, with the invoice for such costs being mailed directly from the newspaper to the Petitioners’ Representative for immediate payment.**
4. Mail a copy of the Notice of Hearing to the Representative for Applicant Organization.
5. Send a copy of the Application for Restricted Parking District and Notice to the City Attorney’s Office for drafting of Ordinance pending approval by City Council.

**NOTICE OF HEARING**

All owners of real property within the following described area in the City of North Little Rock are hereby notified that an application has been filed with the North Little Rock City Clerk purporting to be signed the duly authorized representative for \_\_\_\_\_ stating that said organization has legal authority over the area proposed, which Application requests that a Restricted Parking District be established that will create more restrictive rules over parking in the area.

Area of proposed Restricted Parking District:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All owners of real property within the area are advised that said Application will be heard at a meeting of the North Little Rock City Council to be held at the hour of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and at said meeting all owners of real property within said territory who desire to be heard upon the question.

\_\_\_\_\_  
Diane Whitbey  
North Little Rock City Clerk