



Planning Department

2026 Commercial Construction Permits, Inspections, and Fees

A reference for commercial contractors and property owners (Feb 2026)

Commercial Permits

What type of work requires a permit?

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|----------------------|----------------|-----------------------|-------------------|--------------|
| ◇ New Construction | ◇ Parking Lots | ◇ Roofs | ◇ Fences | ◇ Electrical |
| ◇ Repairs | ◇ Remodels | ◇ Solar Panels | ◇ Retaining Walls | ◇ Plumbing |
| ◇ Additions | ◇ Decks | ◇ Accessory Buildings | ◇ Demolition | ◇ HVAC |
| ◇ Structural Changes | ◇ Pools | ◇ Impervious Surfaces | ◇ Generators | ◇ Ramps |

What happens if work is done without a permit

If work is being done without a permit, an inspector will put a “stop work” order on the property until all the appropriate permits are obtained. **If electrical, plumbing, and/or HVAC work that requires an inspection has been covered by drywall or is otherwise inaccessible, it shall be made accessible for the inspection.** The permit fee will then be three times the normal fee associated with the work. If work continues without a permit, a citation with a court date will be issued.

How long is a building permit valid?

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| ◇ New construction: valid for one year, work must begin within 180 days of issuance | ◇ Permits are voided after 6 months of inactivity |
| ◇ Demo: valid for 30 days | ◇ Repair/remodel: valid for 180 days |
| | ◇ Fire Rehab: valid for 90 days |
| | ◇ All permits begin on the date of issuance |

Planning Commission review and approval is required before applying for a building permit. For new construction and/or additions, the project must be reviewed and approved by the Planning Commission. The Planning Commission, with input from City Engineer, Fire Marshal, Central Arkansas Water, NLR Electric, NLR Wastewater will establish prerequisites that must be completed before applying for a building permit. Contact the Planning Department at 501-975-8835 for information on the requirements to submit to the Planning Commission for review.

Commercial Plans Review

What items are required to submit for a commercial building permit?

- ◇ A completed Commercial Building Permit Application.
- ◇ A set of plans (construction documents and civil) in .pdf format on a flash drive.
- ◇ Construction involving food services requires a Health Department letter.
- ◇ **Construction involving plumbing requires a State plumbing letter to be submitted with the application.**
- ◇ Planning Commission approval letter.
- ◇ **Construction located in the Argenta Historic District requires a Certificate of Appropriateness (COA).**
- ◇ Plan Review Fee (1/4 of the building permit fee).
- ◇ A final plat must be on file with Planning or be included with the submittal.
- ◇ Contractors are required to have a current bond, business license, and state license on file with Planning.

Commercial Plans Review

What should be included in the submitted plans?

- ◇ A title page or index cover sheet identifying the project and occupancy type and an index all of the included drawings.
- ◇ Civil drawings to include surveys and site plans indicating property lines, utilities, sidewalks, curbs, gutters, driveways, parking lot and spaces, ADA parking spaces and ramps noted, elevations, storm water, retaining walls, fences and fire hydrants.
- ◇ Stamped architectural, structural, mechanical, electrical, plumbing, and/or fire protection plans.
- ◇ Landscape Plan that complies with the landscape section of the Zoning Ordinance and the requirements.
- ◇ The typical plan review time is 14 business days once all required documents are submitted and any additional required documents have been provided.

What happens if submitted plans are rejected? The applicant will have 30 days to resubmit additional plans or revisions to the Plans Examiner. Failure to re-submit by the deadline will result in forfeiture of the Plan Review fee, the plans will be withdrawn, and the applicant is required to resubmit a new application and plans along with a new review fee for consideration.

Commercial Fences

- ◇ To obtain a commercial fence permit, submit a site plan showing the proposed location of the fence with the commercial permit application.
- ◇ Side yard fences shall not exceed 6 feet in height. Rear yard fences shall not exceed 8 feet in height.
- ◇ Vacant/empty lots may not be fenced unless approved by Board of Zoning Adjustment.

Commercial Inspections

When is an inspection required? Inspections are required for new construction, additions, decks, electrical, plumbing, and HVAC work or anytime any existing electrical, plumbing or HVAC work is exposed. An inspection is required for new framing or anytime existing framing is exposed.

Workmanship standards: The permit holder shall perform all work in a professional manner and the work shall be performed in accordance with any applicable construction codes and professional industry standards.

How do I schedule an inspection? The permit holder will contact the Permit Desk at 501-975-8835 to request an inspection. Contractors may also use the online system found at www.bsaonline.com. Contact the Permit Desk for information on how to register for the online system. When you schedule an inspection, it will be for the next business day.

What happens if an inspection fails? The permit holder will need to contact the Permit Desk at 501-975-8835 to have the inspection report emailed to the permit holder or to speak with the inspector for information concerning the failed inspection; and then schedule and pay for a re-inspection once the work is corrected.

Which codes apply in North Little Rock?

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| ◇ 2021 AR Fire Prevention Code | ◇ 2021 International Mechanical Code |
| ◇ 2020 National Electrical Code | ◇ 2010 American Disability Act |
| ◇ 2018 Arkansas Plumbing Code | ◇ American National Standards Institute - 117 Standard |
| ◇ 2018 Arkansas Fuel Gas Code | ◇ NLR Municipal Code – Chapter 4 |

Contacts

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| ◇ Planning Department.....501-975-8835 | ◇ NLR Electric Department.....501-975-8888 |
| ◇ Curb cuts and storm water.....501-371-8839 | ◇ NLR Wastewater.....501-945-7186 |
| ◇ City Engineer.....501-371-8839 | ◇ Argenta Historic District.....501-371-0755 |
| ◇ Fire Marshal.....501-812-5940 | ◇ Business License.....501-975-8617 |
| | ◇ Central Arkansas Water.....501-372-5161 |