

Old Conway Design Overlay District Review Board February 2009 Meeting Minutes

City Hall – Downstairs Conference Room

February 26, 2009

7:00 p.m.

Roll Call

David Carolina – present

Velton Daves, Chairman – present

Melissa Headrick – present

Betty Pickett – present

Mary Etta Qualls – absent

Barbara Stroope, Secretary – absent

Marianne Smith Welch – present

Finding of a Quorum

Four board members present.

Approval of previous minutes

November 2008 meeting minutes

Discussion

- Sentence in Schaeffer Carport Review Discussion reading, “Discussion of a fairly...”, should end with, “is a sidewalk across street and the slope of sidewalk area.”
- Motion to accept with corrections by Betty Pickett
- Second by David Carolina
- Approved
 - *Velton Daves, Chairman* – approve
 - *Melissa Headrick* – approve
 - *Marianne Smith Welch* – approve

Reviews

Habitat for Humanity New Home Review

Board Discussion

Discussion

- Bill Tobias spoke on behalf of Habitat for humanity and asked general questions about the Planning Department report.

- General discussion followed concerning the site, facade direction, setbacks, tree preservation, windows, finished floor height, ceiling height, and use of vinyl siding.

Conditions of the Certificate of Appropriateness

1. Setbacks along Mill and Factory Streets shall be 25 to 33 feet from the back of the existing curb.
2. The front facade of the home shall face Factory Street.
3. A four foot wide sidewalk shall be required along Mill and Factory Streets. ADA compliant ramp(s) will be required at the corner.
4. Two street trees would be required along Mill Street and two street trees along Factory Street. The trees along Factory Street must be understory trees as there is overhead power. The existing large tree at the northeast corner of the lot is to be preserved.
5. The home is required to be 18 inches or two blocks above grade.
6. An additional single window is required on the side facade in bedroom #2 (north-west bedroom). A double window is required on the side facade in the kitchen/dining area (south elevation).
7. Porch shall be a minimum of 7'6" in depth.
8. Finished front porch columns shall be approximately 8 inches square(finished dimension).
9. Craftsman style wide trim shall be used around windows and doors as opposed to shutters. Minimum 5" wide trim around windows.
10. Roof shall be asphalt composition.
11. The HVAC unit shall be at the side or rear of the home and screened with a low fence or shrubs. Electrical service shall also be at the side or rear of the home.

- Motion to approve as read by *David Carolina*
- Second by *Marianne Welch*
- Approved
 - *Velton Daves*, Chairman – approved
 - *Melissa Headrick* - approved
 - *Betty Pickett* – approved

Fowlkes Properties, LLC Multi-Family Review

Board Discussion

Discussion

- Architect Terry Burruss presented the overall plan and design for the proposed commercial/multi-family development. General discussion followed concerning the site, sidewalks, trees and tree preservation, additional windows, and additional detailing.

Conditions of the Certificate of Appropriateness

1. Site shall be constructed as shown with allowance for adjustments as required by Development Review of City Planning Staff .
2. A five foot wide sidewalk shall be required along Locust and Prince Streets. ADA compliant ramp(s) will be required at the corner.
3. If possible, 8 canopy street trees shall be planted along Prince Street and 4 canopy street trees along Locust Street. If overhead power prevents canopy trees, understory trees may be substituted. The

existing large pecan tree at the south property line shall be preserved at the expense of some parking. A 2 inch caliper canopy tree shall be planted in the large interior parking landscape island. If city sponsored streetscape improvements are possible, allowance will be made for these tree requirements.

4. 4 additional windows per side elevation are required on the Prince Street 7 plex and 4 Plex apartments above the retail space. Final decision per Planning and Development Department review.
5. The HVAC units shall be at the sides, rear, or roof mounted and screened with a low fence or shrubs in accordance with Development Review. No HVAC equipment shall be mounted on the west side of structures. Electrical service shall also be at the side or rear of the structures.
6. Dumpster shall be screened with masonry enclosure and gated.
7. 5-Plex garage doors shall be consistent in style with garage doors on west retail building.
8. Prince Street unit shall have vertical detailing or expanded window units in order to break up the facade. Final decision per Planning and Development Department review.
9. If Planning and Development Director does not approve above items requiring Planning and Development Department review, the applicant must return to the Old Conway Design Review Board for approval.

Certificate of Appropriateness

- Motion to approve as read by *Marianne Welch*
- Second by *David Carolina*
- Approved
 - *Velton Daves*, Chairman – approved
 - *Melissa Headrick* - approved
 - *Betty Pickett* – approved

Discussion

- New Old Conway Design Review Board Member - Bryan Patrick, City of Conway OCDRB Staff person, began general discussion concerning the OCDRB seeking a new board member nomination for 2009.
- Arkansas Income Tax Credit Legislation - Mr. Patrick explained upcoming proposed legislation to offer a personal income tax credit for historic preservation/rehabilitation.

Meeting adjourned