

# Old Conway Design Overlay District Review Board July 2009 Meeting Minutes

City Hall - Downstairs Conference Room, July 23, 2009, 7:00 p.m.

## Roll Call

*David Carolina* – present

*Velton Daves*, Chairman – present

*Melissa Headrick* – present

*Rod Miller* – absent

*Betty Pickett* – present

*Mary Etta Qualls* – present (present prior to approval of June minutes)

*Barbara Stroope*, Secretary – absent

## Finding of a Quorum

Five board members present.

## Approval of previous minutes

### February 2009 Minutes

- Motion to accept by Betty Pickett
- Second by David Carolina
- Approved
  - *Velton Daves, Chairman* – approve
  - *Melissa Headrick* – approve

### March 2009 Minutes

- Motion to accept by Betty Pickett
- Second by David Carolina
- Approved
  - *Velton Daves, Chairman* – approve
  - *Melissa Headrick* – approve

### June 2009 Minutes

- Motion to accept by Mary Etta Qualls
- Second by Melissa Headrick
- Approved
  - *Velton Daves, Chairman* – approve
  - *Betty Pickett* – approve
  - *David Carolina* – approve

## Old Business

None

## New business

### Islamic Center - 1715 South Boulevard

#### Board Discussion

##### Discussion

- Dr. Javed Shinwari spoke on behalf of the Islamic Center and asked general questions about the Planning Department report and presented an updated drawing of the proposed structures showing a revised floor plan and building elevations.
- General discussion followed concerning the site, facade, setbacks, tree preservation, windows, finished floor height, and ceiling height.

#### Conditions of the Certificate of Appropriateness

1. Structures shall be constructed as shown on submitted drawings; final floor plan and elevations submitted on July 23,2009.
2. Front setback shall be 45± feet from the curb, matching the existing building's front setback line. Side setbacks and the outbuilding's rear setback shall be no less than 6 feet. Setback adjustments may be approved by the Director of Planning as needed due to building code requirement compliance.
3. Driveway shall be 10 feet wide and be placed along the east property line. No other paving in front yard shall be allowed.
4. A four foot wide concrete sidewalk shall be constructed across the South Boulevard frontage. This sidewalk shall be four feet from the back of curb and will continue the existing sidewalk from the west.
5. The existing chain link fences shall be removed.
6. Existing significant trees (8+ inches in diameter) shall be preserved along property lines. The existing large pecan in the center of the rear lot area may be removed to allow parking and the duplex structure. The large stump in the front yard shall be removed and one additional canopy tree shall replace it in the front yard.
7. Finished first floor elevation shall be a minimum of 18 inches above grade. Floor to ceiling height shall be 9 feet.
8. Additional windows and doors shall be required as shown on enclosed floor plan.
9. All columns are to be tapered. Columns on the rear of the primary structure and the front of the duplex outbuilding shall be a minimum trimmed dimension of 6 inches.
10. Additional braced roof structures as sketched shall be added to South Boulevard facade.
11. Four inch brick veneer cladding shall be used on the primary and duplex structure.
12. Roofing shall be asphalt composition shingles.
13. HVAC units shall be visually located away from streets and/or screened by landscaping. Gas and electric meters shall be located at the side or rear facade.
14. Planning Director may make minor adjustments as required to meet building/fire code regulations.
15. 6 Foot privacy fence shall be constructed on the west property line from the rear of the primary building to the front of the duplex outbuilding.

#### Motion to accept

- Motion to approve as amended by Betty Pickett
- Second by *Mary Etta Qualls*
- Approved
  - *David Carolina* – approve
  - *Velton Daves*, Chairman – approve
  - *Melissa Headrick* – approve

## Meeting adjourned