

The regular meeting of the Conway Historic District Commission was held on Monday, September 26, 2023, at City Hall. The following members were present and acting: Emily Walter, Liz Hamilton, Shelby Fiegel, Shane Lind, Marianne Black, and Jenny Davis.

- I. 1711 Simms Street. Development. The application is the result of a stop work order. Construction has halted and the applicant is pursuing a Certificate of Appropriateness prior to seeking a building permit. The applicants (James and Kimberly Cox) are proposing to construct a new 312sf detached, BBQ deck connected to a proposed 120sf storage building via a shared 4-foot roof line.
Staff recommends approval of the request with the following conditions:
 1. Applicant must obtain all applicable building permits* if/when a Certificate of Appropriateness is granted.
*Applicant shall provide proof of appropriate licensure of professionals performing work to the Building Permits Department.
 2. Building materials shall be composed of wood or Hardie® siding.
 3. Roofing materials shall be wood and/or asphalt or composition shingles.
 4. Structures shall be at least 5 feet from the property lines and 10 feet from each other. Structures may share a common roof line with a 4-foot breezeway.
 5. Care should be taken to preserve all significant trees on the property. Any canopy tree removed must be replaced by a canopy tree from the approved tree list.

Jenny Davis motioned to accept the staff recommendations, with Shelby Fiegel seconding the motion. The motion unanimously passed.

- II. Shelby Fiegel motioned to accept the nominations of Liz as vice-chair and Jenny Davis as secretary until the end of the year, with Shane Lind seconding the motion. Motion unanimously passed.

Shelby Fiegel motioned to adjourn, with Jenny Davis seconding the motion. Motion unanimously passed.