

The regular meeting of the Conway Historic District Commission was held on Monday, November 23, 2020 via Zoom. The following members were present and acting; Steve Hurd, Margaret West, Emily Walter, and Shelby Fiegel. David Carolina, Taylor Martin, and Liz Hamilton were absent.

The October meeting minutes were approved 4-0 on a motion made by Margaret West and seconded by Emily Walter. Chairman Steve Hurd voted to reach a quorum.

## **I. PUBLIC HEARING- ROBINSON HISTORIC DISTRICT**

### **A. 829 Ash Street- Accessory Structure Modifications**

Michael Mabry (applicant/owner) is proposing to rehabilitate an existing outbuilding/garage at the rear of the property, which has seen considerable deterioration. The applicant is proposing to close the existing garage bay opening and install a door in its place. The existing door to the left of the garage bay opening will be closed in. The existing door to the right of the garage bay opening will be converted to a window. The applicant is proposing to repair with like wooden materials and restore existing materials where possible.

Shelby Fiegel motioned to approve with recommendations (below), Emily Walter seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach a quorum.

Recommendations are as followed:

1. Any window which is added should match the form of the window on the south side of the front façade.
2. HVAC and utility equipment shall be appropriately located at the rear or side of the structure and/or appropriately screened.

## **II. PUBLIC HEARINGS- OLD CONWAY DESIGN OVERLAY DISTRICT**

### **A. 516 Ash Street- New Single-Family Residence**

Cary Kuykendall (contractor) on behalf of the applicant/owner Cory Cox is proposing to construct a new 1,272 square foot single-family home and a 432 square foot garage in a traditional contemporary style.

Emily Walter motioned to approve with recommendations (below), Margaret West seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach quorum.

Recommendations are as followed:

1. Require a 12' driveway that widens to 18' at the front of the house.
2. Require the planting of three canopy trees in the front yard.
3. Require windows to be true divided lights or 1 over 1 if not true divided light.
4. Require 5' sidewalk with a 5' setback from the back of the curb.
5. Require fascia and soffits to be finished with wood construction or wood equivalent such as HardieBoard.
6. HVAC equipment be placed in a manner to minimize its visibility from the street.
7. Require a brick foundation skirt (brick will not go up any higher than the foundation).
8. Add two small windows to either side of the fireplace on the right elevation and add one window on the left elevation in the bedroom (will match back elevation on the right side).
9. Any updates to the plans (column details, etc.) will be approved by the Planning Department.

### **B. 1805 Bruce Street- Exterior Modifications**

Darren McDonald (applicant/owner) is proposing to rehabilitate the existing balcony on the front façade of the structure and construction of a new covered balcony spanning the full width of the

eastern elevation. The applicant is also proposing to expand the porch across the full width of the front and eastern sides of the structure with a new railing. Additionally, a new fence is proposed along both street frontages.

Emily Walter motioned to approve recommendation number 1 (below), but to table recommendations 2, 3, 4, and 5. Shelby Fiegel seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach a quorum.

Staff recommendations are as follows:

1. Detailed fencing plans shall be submitted to the Planning Director ensuring compliance with the fencing height, placement, and materials standards of the Overlay District.
2. Additional information or plans shall be submitted to the Director of Planning detailing the proposed materials of the porch and associated railing.
3. Information shall be provided to the Planning Director describing the anticipated impact on any existing trees. A replacement tree shall be planted for every tree over 8" in diameter that is removed.
4. Revised parking plans shall be submitted to the Planning Director demonstrating compliance with the location requirements of the Overlay District.
5. Plans shall be resubmitted to the Planning Director for approval prior to issuance of the COA.

### **C. 802 Sixth Street- Sign Exception Review**

Cory Menne (applicant/owner) is requesting approval of an existing free-standing monument sign in front of an existing automobile sales establishment. The sign is 32 square feet in size with 25 square feet devoted to sign surface area and will be internally illuminated.

Emily Walter motioned to approve with staff recommendations (below), Margaret West seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach quorum.

Staff recommendations are as follows:

1. Canopy trees shall be planted at a ratio of one tree every 30 feet along Sixth Street in accordance with the site's approved development review plan with the City (this will be coordinated with Planning Department staff).

## **III. Discussion**

### **A. Adoption of Historic Preservation Plan**

Shelby Fiegel motioned to table the acceptance of the adoption of the Historic Preservation Plan until December. Commissioners must submit comments to Planning Department staff (James Walden) in writing before the meeting for discussion and approval. Margaret West seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach a quorum.

### **B. Approval of 2021 Calendar**

Shelby Fiegel motioned to approve the 2021 calendar (4th Monday of each month at 5:30 p.m.) and Emily Walter seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach a quorum.

### **C. Selection of New Commissioners**

Margaret West motioned to approve both candidates (Donna Marie Carson and Shane Lind) for the Historic District Commission. Emily Walter seconded the motion. The motion passed 4-0; Chairman Hurd voted to reach a quorum.

A motion to adjourn, made by Shelby Fiegel and seconded by Emily Walter, was approved unanimously.