

The regular meeting of the Conway Historic District Commission was held on Monday, May 22, 2023 in the City Council Chambers at City Hall. The following members were present and acting: Steve Hurd, Emily Walter, Liz Hamilton, Shane Lind, Shelby Fiegel, Jenny Davis and Marianne Black.

April meeting minutes were approved on a motion made by Shane Lind and seconded by Emily Walter; passed 6-0 without the chairman voting.

## **I. PUBLIC HEARING ITEMS- OLD CONWAY DESIGN OVERLAY DISTRICT**

### **A. 354 Watkins Street- Exterior Modifications**

Melvin Gonzales (2 Hopkins Ln) was the applicant for this remodel. This proposal is the result of a stop work order and involves exterior renovation to include window, shingles, carport roof, porch trim and replacement of columns.

Staff recommendations:

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. All windows will be required to be one-over-one.
3. Window removal shall be limited to the two already removed. Should another window need to be removed it shall be replaced in a manner that maintains the same number of windows per room as is currently displayed on the plans included with this submittal.
4. Roofing shall be composed of asphalt shingles.
5. No shutters shall be allowed.
6. Applicant must complete/repair house skirt using brick to match existing.
7. Applicant shall provide safe egress from rear portion of house by installing stairs/ramp.

Shelby Fiegel motioned to approve the staff recommendations with Jenny Davis seconding the motion. The motion passed 6-0, without the chairman voting.

### **B. 1262 Lincoln Street- New Single-Family Residence**

The applicant, Dietrick Greenlaw, (15 Sheffield Dr, Little Rock) is proposing the new construction of a 2,270-sf minimal traditional style home. The plans as submitted had a prominent garage extending beyond the front of the home. This is somewhat inconsistent with general recommendations for new construction within the district. There is no room to the sides of the lot to allow for construction of a driveway with a back facing garage, as the home will occupy the lot entirely. The applicant agreed to recess the garage behind the front façade to be more consistent with general style recommendations. The recommendation is added to the staff recommendation as originally presented to HDC and is listed below. Discussion of sidewalk requirement was initiated, and the requirement was confirmed as a city requirement.

Staff recommendations:

1. Windows shall be one-over-one. If muntin bars are used, they must be true divided lights.
2. Board and batten siding should consist of wood or wood substitute such as Hardie® siding/LP® SmartSide® type siding.
3. 25-40% of front elevation must contain windows.
4. No additional parking area, beyond the driveway, may be added to the front yard.
5. A 5' sidewalk with 6.5' greenspace is required. Sidewalk must link to any existing sidewalk.
6. 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. Imagery shows at least two significant canopy trees were removed and these will need to be replaced by trees from the approved list.
7. Provide revised plans address windows, sidewalk, and trees to Planning Director for approval prior to issuance of a Certificate of Appropriateness.

8. **Porch must extend past garage so that garage does not overwhelm the scale and character of the house.** *(Added in the duration of the meeting).*

Liz Hamilton motioned to approve the staff recommendations, with addition, and Shane Lind seconded the motion. The motion passed 6-0, without the chairman voting.

#### **C. 303 Locust Avenue- Exterior Modifications**

Edgar Castillo (2245 Rosemary Dr) presented as the applicant. This proposal was the result of a stop work order due to unpermitted modifications to the exterior of the structure. These include alteration of the front porch, windows, front door replacement, siding and painting of the front.

Staff recommendations:

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. All windows will be required to be one-over-one.
3. Window removal shall be limited to those already removed. Should any other windows need to be removed, they shall be replaced in a manner that maintains the same number of windows per room as is currently displayed on the floor plans included with this submittal
4. All fascia and soffits shall be repaired with wood or a wood-like material such as Hardie® siding/LP® SmartSide®.
5. Roofing shall be composed of asphalt shingles.
6. No shutters shall be allowed.
7. Porch shall have a minimum depth of 6 feet.

Jenny Davis motioned to approve the staff recommendations and Shelby Fiegel seconded the motion. The motion passed 6-0, without the chairman voting.

#### **D. 920 Mitchell Street- Accessory Structure Modifications**

Spencer Gordon (920 Mitchell) was the applicant for this remodel. This proposal is the renovation of an existing carport to include enclosing the carport and replacement of the roof.

Staff recommendations:

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. Roofing shall be composed of asphalt shingles.
3. Exterior materials must consist of stone, wood, or Hardie® siding/LP® SmartSide® type siding.
4. Carport must complement design elements and materials of the home and surrounding structures.

Shelby Fiegel motioned to approve the staff recommendations with Shane Lind seconding the motion. The motion passed 6-0, without the chairman voting.

## **II. ADDITIONAL BUSINESS**

### **A. Report to the Commission**

1006 Garland Avenue was approved as part of a Markham Street Neighborhood administrative review to allow new fencing and a 12' x 80' concrete pad (MSP-0423-0063).

### **B. New Planning Department Staff**

Tara Jackson was introduced as the new Long Range Planner in the Planning Department.

A motion to adjourn, made by Shelby Fiegel and seconded by Shane Lind, was approved unanimously.