

I. Call to Order

The regular meeting of the Conway Historic District Commission was held on Monday, April 27, 2026, at City Hall.

Josh Hamilton, Chair called the meeting to order.

Members present: Corey Parks, Vice Chair, Jason Covington, Marilyn Moix, Secretary, Nathaniel Johnson, Jr., and JT Dixon.

Absent: Ali Dyer.

II. Approval of minutes: The minutes from the March 2026 meeting were approved 5/0 with Jason Covington making the motion and Nathaniel Johnson, Jr., seconding.

Remodel 1938 Robinson Avenue Applicant: Parker West, 358 Davis Street, Conway

Tara gave a brief overview that this is a request to replace attic vents with “period correct” windows on the rear and eastern facades. Also being proposed is replacing aluminum siding on the rear gable with stone to match the existing stone.

The structure was built in 1938 and is a contributing structure. It is referred to as the “J.J. Fulmer House” and is characterized as an “English Revival” structure in the 2020 survey documents. The documents also state that most of the 1st floor windows have been replaced but the material type was not specified on the documents.

One of the standards for utilities is that outside areas be screened. There is an existing HVAC unit which is prominently visible from the public right of way which would benefit from being screened from view.

In the standards there are disadvantages in the use of synthetic materials being used, such as aluminum or vinyl siding, and as stated the applicant is proposing to replace the aluminum with stone. Masonry features that contribute to the overall building should be preserved and the applicant is looking to expand the overall masonry features.

For windows and doors the standards state that windows that contribute to the overall historic features should be retained and preserved and if any additional doors/windows are to be added that they should be installed on the rear or non-character defining facades. As stated, the applicant is proposing to replace windows on the rear and eastern facades. There are vents already there and the applicant is placing windows there. At the time of the initial application the applicant had not given the material detail sheets for the windows, but subsequently the applicant has told the staff that they will be using windows from the 615 Faulkner Street demolition (an approved demo from last year).

The applicant has also updated the elevations with correct information to the staff.

The following conditions apply upon approval:

- 1) Applicant must obtain all applicable building permits if/when a Certificate of Appropriateness is granted.
- 2) Siding replacement shall be stone as to match the existing stone in color and type.
- 3) Windows shall be wood and fake muntin bars shall not be used. Material specs or detail sheets shall be provided prior to building permit issuance. The windows shall be re-purposed historical windows as provided in the application and attached to the COA.
- 4) HVAC shall be screened with vegetation or fencing.

Josh opens the floor for anyone to speak in favor of this project:

Parker West comes forward and asks if the commission has any questions?

JT asks if the windows he is proposing to use are from the Faulkner Street demo? Parker stated, yes.

Jason asks if the HVAC unit has to be screened if they are not installing it?

Tara says as written it would benefit from being screened but it would be up to the commission if this is entirely necessary.

Corey asked Parker if he had any issue with screening the HVAC unit? Parker stated, "not at all".

Josh asks if Parker has any questions or issues with the conditions as written? Parker stated, "I don't believe so".

Josh opens the floor for anyone to speak against this project? No one came forward.

Josh brings it back into the commission for discussion.

Corey states that he feels it is straight-forward and he appreciates the intentionality of using historic windows from another structure in the district. Corey moves to recommend with the omission of #5, if there are no objections to approve with conditions as stated. Josh entertains a motion.

JT has a concern; he is uncertain of the function of the room where they are proposing the use of the three windows, but he is wanting to know if the sizing would be according the egress sizing of the windows would be appropriate for a bedroom usage? Yes, it would be.

Corey moves that we accept the amended conditions for this project. Nathaniel Johnson, Jr., seconded. Passes 5/0.

Josh entertains a motion for the project as a whole. Jason Covington seconds. Passes 5/0.

Additional business? Removal of tree and replacement of an out-building; both handled through staff and this was only informational for the Historic District Commission.

Josh calls to adjourn. Jason Covington motions to adjourn / second by Corey. Passes 5/0.

/mm