



CONWAY

HISTORIC DISTRICT COMMISSION

APRIL



Monday, April 27, 2015 • 6:00 pm
City Hall • Downstairs Conference Room
1201 Oak Street • Conway, AR

ROBINSON HISTORIC DISTRICT AND OLD CONWAY DESIGN OVERLAY DISTRICT

CONWAY HISTORIC DISTRICT COMMISSION MEETING

APRIL 27, 2015 • 6:00PM • CITY HALL • 1201 OAK STREET

AGENDA

Minutes February 23, 2015

Public Hearings

Old Conway Design Overlay District Certificate of Appropriateness Review

- 1. Conway Corporation - Campus Master Plan - Southeast corner of Prairie and Locust Streets
2. Phoenix Recovery Center - New Office Building - 2225 Jersey Street

Discussion

2015 AHPP CLG Grant Request
Robinson Historic District Expansion Survey
Other items as decided by the Commission

HISTORIC DISTRICT COMMISSION MEMBERS

- Steve Hurd, Chairman
Velton Daves, Vice Chairman
Scott Zielstra, Secretary
George Covington, Sr.
Trey Massingill
Betty Pickett
Marianne Welch
Aaron Nicholson
Taylor Martin

Conway Historic District Commission February 23, 2015

Meeting Minutes
City Hall - Downstairs Conference Room, 6:00 p.m.

Roll Call
Steve Hurd, Chairman – present
Velton Daves, Vice-Chairman – present
Scott Zielstra, Secretary – present
George Covington, Sr. – absent
Trey Massingill – present
Marianne Welch – present
Betty Pickett – present
Aaron Nicholson – present
Taylor Martin - present
HDC City Staff, Bryan Patrick – present

Finding of a Quorum
8 Commission members – Quorum present. Also in attendance: Gary Tumlinson – 1221 Mitchell Street

Meeting Minutes
January 26, 2015 minutes. Mr. Velton Daves motioned for approval, seconded by Mr. Taylor Martin. Minutes approved unanimously.

PUBLIC HEARING - CERTIFICATE OF APPROPRIATENESS

Tumlinson Residence – Detached Pavilion 1221 Mitchell Street

Presentation: Intent is to build a pavilion on the open slab. Currently there is a picnic table on the site. There will only be 4 holes dug for the posts.

Commission Discussion: Committee sees no reason to not approve the addition of the pavilion.

Motion is made by Ms. Betty Pickett to accept the plan as submitted.

- Commission Conditions:
1. The pavilion shall be constructed as submitted.
2. Any site lighting shall be inward, downward, and shrouded.

Seconded by Mr. Velton Daves. Motioned approved unanimously

AHPP CLG Grant
Review of the Robinson Historic District expansion survey by the Arkansas Historic Preservation Program should be complete in the coming months but not before March. Additional funds will be requested for training in the next grant cycle year. This will fund attendance for local CLG training, National Trust, and Arkansas State historic conference.

Markham Street Neighborhood Specific Plan

Mr. Patrick gave a brief summary of the proposed Markham Street Specific Plan. The City Council will consider the Plan for adoption at the March 10, 2015 Council meeting. Mr. Patrick asked that the Historic District Commission give the City Council a recommendation of approval for the Specific Plan.

Motion made by Mr. Velton Daves to recommend the adoption of the Markham Street Specific Plan.

Seconded by Mr. Taylor Martin. Motion approved unanimously.

Dismiss

1. Conway Corporation - Campus Master Plan

PRAIRIE STREET CAMPUS MASTER PLAN CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT

Sowell Architects - Liz Hamilton
1315 North Street

OWNER

Conway Corporation
1307 Prairie Street

SITE

Address: Southeast corner of Prairie and Locust Streets

Present zoning: C-1 (Downtown Commercial) and RU-1 (Restricted Use) in the Old Conway Design Overlay Urban District.

Abutting zoning: C-1 (Downtown Commercial), RU-1 (Restricted Use), O-2 (Quiet Office)

Lot area: ± 3.68 Acres

Structures on Property and Surrounding Area Structures:

On property: Conway Corporation offices, "head end" data building, IT building, a rock house used for television production, wood frame residence, and wood frame apartments. Surrounding: Lifeword Ministries Campus, mid-century modern and suburban styled office buildings.

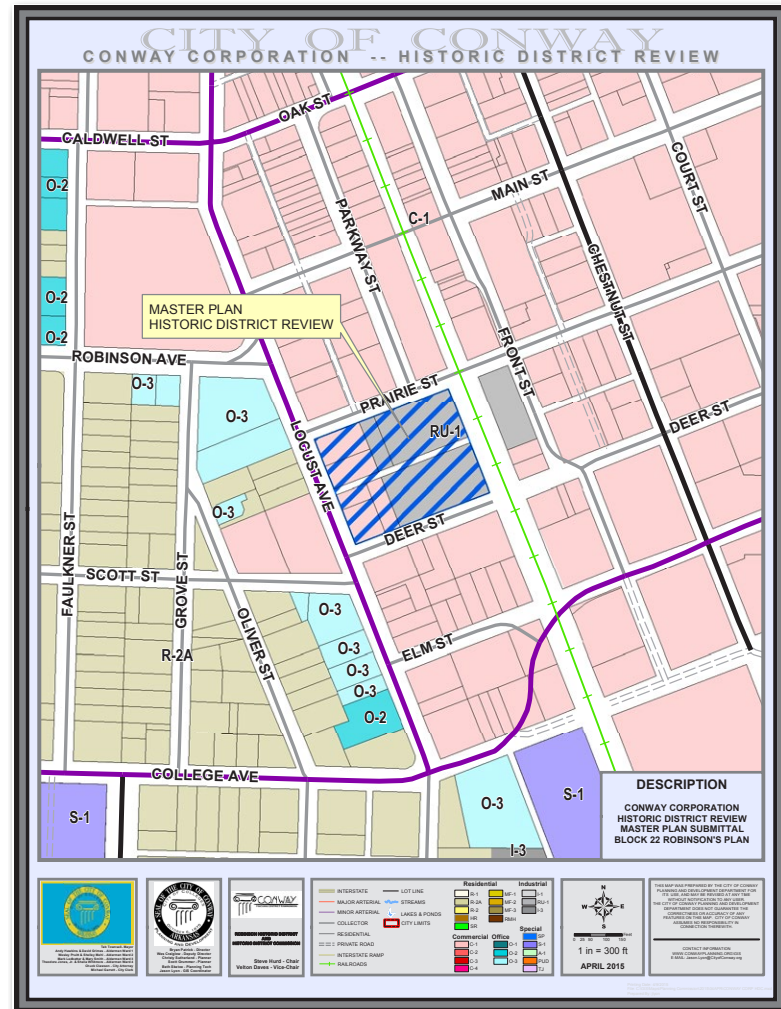
General description of property and proposed development:

At this time, Conway Corporation is not proposing an actual structure review but would like to present existing and long range campus plans for discussion. Submitted plans include an existing plan and four phased plans. Phase 1 would demolish the residential structures along Locust Street. There is no prohibition on demolition in the Old Conway Overlay.

The proposed phased plans show site changes. Staff comments will examine only site regulations. More detailed building plans will be reviewed later at the appropriate phasing time. The campus is in the OCDOD Transition zone. As an urban infill project, Staff will review with urban district guidelines.

Setbacks: Proposed structures should respect the predominant setbacks of area structures, especially the front setback. Old Conway Urban guidelines state that a minimum of 80% of any building facade shall be within three feet of all property lines except the rear property line. Structures may be set back up to 8 feet at the intersections in order to better articulate and accentuate the corners.

Spacing: Established spacing distance pattern between area structures. The proposed structure's spacing pattern is appropriate if allowing for parking. Additional future infill would be appropriate as downtown Conway becomes more urban. Surface parking as shown could be accommodated by a parking garage(s).



Lot coverage: The Old Conway Urban District allows up to 100% impermeable lot coverage. The proposed lot coverages are appropriate.

Orientation: The direction in which the front of a building faces. The proposed structures front facades will face Prairie, Locust, and Deer Streets. This is appropriate.

Alley: There is an unused/unbuilt alley abutting the rear of the property. This alley has no affect on the requested pavilion.

Vehicular Access Points: Curb cuts in the Urban Zone shall be no greater than 20 feet in width. When interrupted by a vehicular access point, the continuity of the sidewalk surface material and grade shall be maintained and the material and grade of the driveway interrupted. The curb cut shown on Locust is 40 feet wide. This should be reduced. The use of materials to visually continue the sidewalk across curb cuts is encouraged.

Driveway / Parking: Corner parking lots are not permitted. When a parking lot abuts a public sidewalk, a visual buffer shall be provided through the use of a wall or fencing along the sidewalk edge. Materials should be compatible with those of nearby buildings and utilize visually interesting elements, such as masonry patterns, articulation, and vegetation. In situations where walls are not appropriate, a landscape buffer may be utilized. However,

landscaping shall be dense and unbroken in order to completely meet the spirit and intent of this section. Planting strips and planter boxes may be incorporated to assist in fulfilling this requirement. Several low brick walls are proposed to screen the parking areas.

Sidewalks: The OCDOD Ordinance requires sidewalks to be constructed along all street frontages and located within the public right-of-way. As a commercial development in the Urban District, these sidewalks should be wide and pedestrian friendly with tree wells. Sidewalks shall extend from the structure's facade outward to the existing curb line of the street. Upon build-out in phase 4, appropriate sidewalks surround the property. Tree wells should be continued down the length of Prairie Street. Any street lighting should use the adopted downtown light standard design.

Tree preservation: There are at least 6 large oak trees that will be affected by construction. There are two large oak trees that appear to be preserved by incorporating them into the plazas at the corners of Prairie and Locust and Deer and Locust. Utmost care and tree preservation practices would be required during construction in order to keep these trees alive.

MASSING

Scale: The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The scale of the structures seems appropriate for the area.

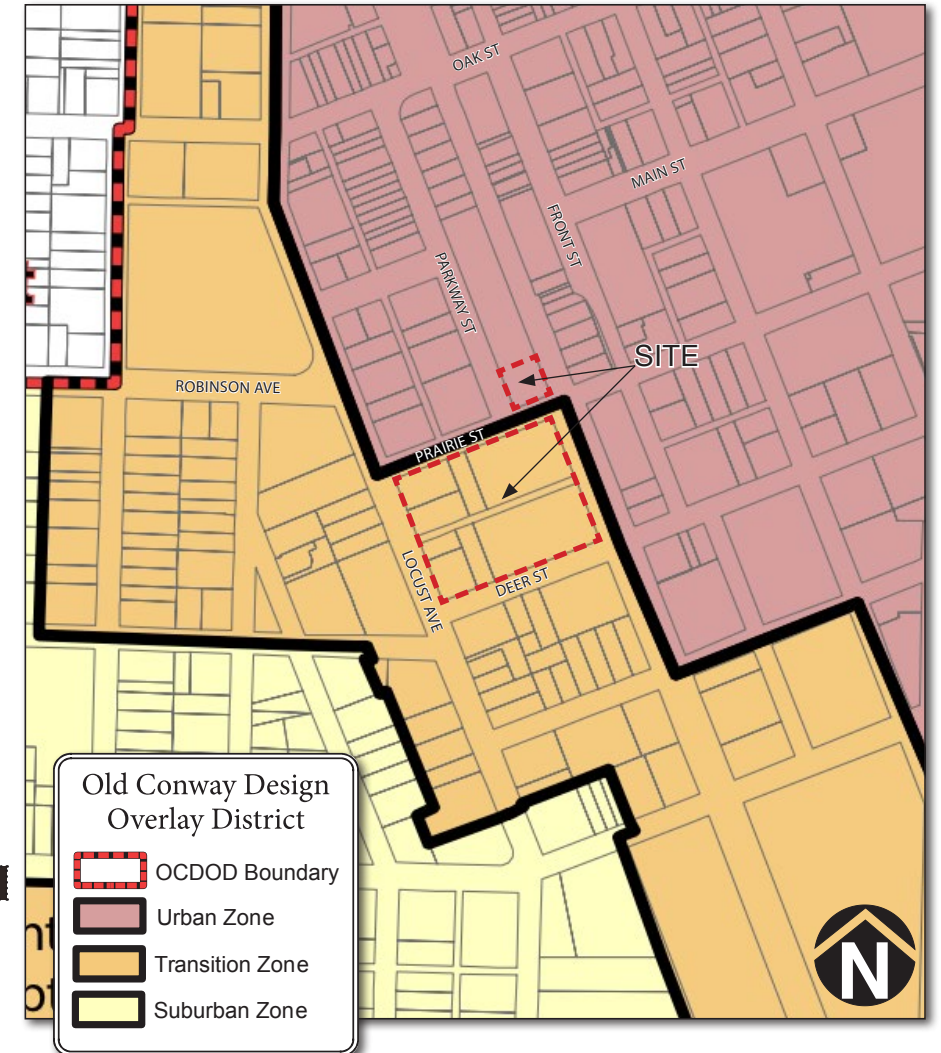
Height: In the Urban District, buildings shall have a front facade which is no fewer than two stories in height and no greater than six. The first story floor-to-floor height of any new building in the Urban Zone shall be a minimum of fifteen feet. The buildings are labeled as 2 and 3 stories. This is appropriate.

Width: New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The structure's widths are in character with other area structures.

Footprint: The area of land covered by a structure should be in relation to the majority of neighboring structures. The footprints of the proposed structures are appropriately in scale with other area structures.

Lighting: No light fixtures are shown at this time. However, any building or parking lot lighting should be inward, downward, and shrouded to stay within the bounds of the property.

Signage: In the OCDOD, wall and projecting signs are regulated by the sign ordinance. Free standing signs are not a traditional sign type found in the District. A free standing

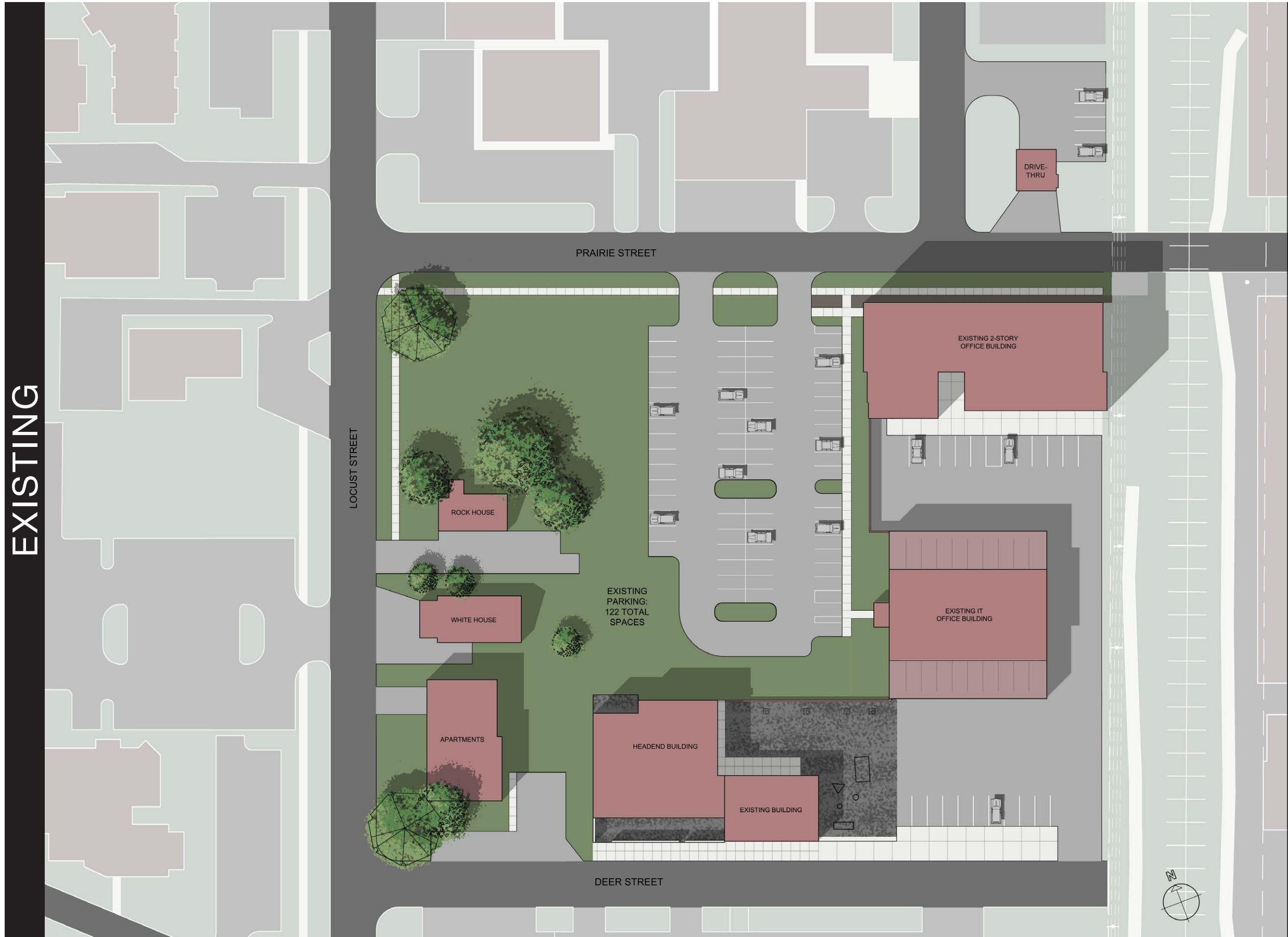


monument sign no larger than 16 square feet in area and 4 feet tall is allowed. A larger freestanding monument sign requires the approval of the HDC. Phase 1 mentions the placement of monument signs at each new entrance. The HDC has approved several commercial monument signs 6 feet tall and 36 square feet in area.

RECOMMENDATIONS

1. The submitted phased plans shall serve as guideline documents for future development of the Conway Corporation campus.
2. Tree preservation?
3. Signage?
4. Additional tree wells along Prairie Street - possibly use adopted street detail for recent Oak Street developments?

EXISTING



PRAIRIE STREET CAMPUS
MASTER PLAN

EXISTING

DESCRIPTION:

1. Current office and storage space: 16,000 square feet
2. Current parking counts: 122 spaces including parking at Rock House, White House, and Apartments.
3. New Head-in Facility complete.
4. Two existing structures on Locust Street contain Conway Corporation functions.
5. Rental income structure on the corner of Deer Street and Locust Street.
6. Existing remote drive-thru payment facility



PHASE 1



PRAIRIE STREET CAMPUS
MASTER PLAN

PHASE 1

DESCRIPTION:

1. Demolish Rock House, White House, and Apartments along Locust Street.
2. Construct new 3 story building on the corner of Locust and Prairie Streets to be approximately 28,800 square feet including a retail store, community room, and covered drive-through lane. Functions proposed to be housed in new building include: customer service, billing, drive-thru functions, and possibly major accounts.
3. Construct wide sidewalks along Prairie Street and Locust Street to accommodate tree wells per the City of Conway standards. A large plaza will accommodate the large existing tree and provide outdoor areas for public gathering and employee use. Construct low walls to shield parking lots from the street.
4. Expand parking lot to accommodate approximately 134 spaces. Reconfigure the two existing curb cuts along Prairie Street into one curb cut. Create one new curb cut along Locust street aligning with existing curb cut to the west.
5. Construct one monument sign at each new entrance.

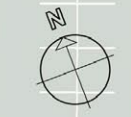


PHASE 2



PRAIRIE STREET CAMPUS
 MASTER PLAN
 PHASE 2

- DESCRIPTION:**
1. Renovate existing office building. Functions proposed to be housed in the existing office building include the following: marketing, accounting, human resources, advertising and programming, studio functions, and executive offices.
 2. Demolish existing drive through payment facility. Expand parking lot and connect with City parking lot to the north.



PHASE 3



PRAIRIE STREET CAMPUS
MASTER PLAN

PHASE 3

DESCRIPTION:

1. Construct new 2 story building approximately 12,400 square feet. New building to primarily house the Information Technology department as well as accommodate any additional departments needing additional space as needs evolve. Provide 11 additional parking spaces with new building.
2. Expand sidewalk and connections to existing campus buildings and parking lots.
3. Construct plaza on the corner of Locust Street and Deer Street to balance Phase 1 plaza along public street front. Preserve existing large tree using pervious paving, tree cut-outs, and other methods of preservation where applicable.



PHASE 4



PRAIRIE STREET CAMPUS
MASTER PLAN

PHASE 4

DESCRIPTION:

1. Demolish existing Information Technology building and surrounding parking lot.
2. Construct new employee parking lot to accommodate approximately 90 additional parking spaces. These spaces will allow total campus parking to accommodate approximately 226 spaces.
3. Construct new greenspace. Greenspace to include walking paths between new employee parking park and campus destinations. A park like setting for employees with benches and natural landscaping.
4. Provide single generator to serve the campus



2. Phoenix Recovery Center - New Office/Clinic Facility - 1225 Jersey Street

PHOENIX RECOVERY NEW OFFICE BUILDING CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

Phoenix Recovery Center - Dean Castle / Matt Bell
1224 Jersey Street
Conway, Arkansas 72032

SITE

Address: 1225 Jersey Street

Present zoning: Northeast Old Conway Specific Plan T4 Zone (Transitional Zone) in the Old Conway Design Overlay Transition District.

Abutting zoning: T4 Zone (Transitional Zone) and T3 (Suburban Zone)

Lot area: ± .37 Acres

Structures on Property and Surrounding Area Structures: On property: None. Surrounding: Two and one story ranch duplexes..

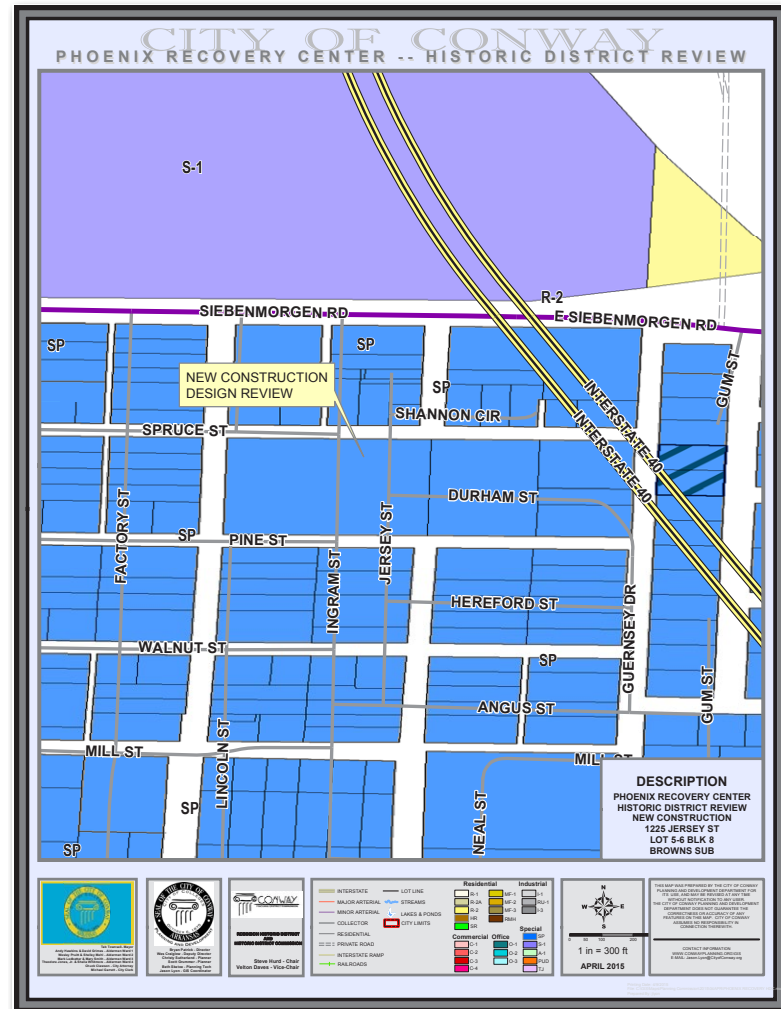
General description of property and proposed development: Phoenix Recovery would like to construct a one story office building to house its counseling and administrative offices. Phoenix Recovery is allowed to operate prisoner transitional housing and a drug recovery program through amendments to the Northeast Old Conway Area Specific Plan approved by the City Council in September 2013 and March 2014.

The submitted office building is a suburban styled office structure. The property is in the Old Conway transition zone. Transition zone guidelines may be drawn from either the urban or suburban zone. As a suburban styled project, it will be reviewed using the suburban guidelines.

Setbacks: Proposed structures should respect the predominant setbacks of area structures, especially the front setback. The front setback should be between 80% and 110% of the average area front setback. The proposed front setback on the north side is 15 feet from the property line. The south side is set 28 feet from the property line. This is slightly less than the predominant area setback of 20-25 feet. However, only a small portion of the structure's front setback is reduced. The rear setback is also somewhat smaller than the typical 25 feet. The lot is a double frontage lot and Ingram Street is actually offset to the west within the right of way. The reduced rear setback should not be a problem. If the City widens Ingram, there is ample room as additional street right of way would be acquired from the west side of the street to the existing curbline.

Spacing: Established spacing distance pattern between area structures. The proposed office's spacing is in keeping with typical area spacing.

Lot coverage: The Old Conway Suburban District allows up to 60% impermeable lot coverage. The proposed lot



coverage is well under 60% including right of way areas.

Orientation: The direction in which the front of a building faces. The office's front facade will face Jersey Street. This is appropriate.

Alley: There are no alleys in this block.

Driveway / Parking: The placement of driveways and parking are unknown. At the time of this writing, the site plan did not show parking areas.

Sidewalks: The OCDOD Ordinance requires that sidewalks be constructed or repaired as part of new construction. Sidewalk construction or in-lieu fee will be required along Jersey Street.

Fences: No fencing is proposed. A 6 foot privacy fence as required by City Council exists along Ingram Street.

Tree preservation: There are 4 significant trees at the rear (west) of the property. It is unclear whether they will be affected by the structure.

MASSING

Scale: The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The

scale of the structure is larger than other area structures. However, as the central office for the facility, it acts as an anchoring structure for the transitional housing duplexes.

Height: The average height of area structure's eaves and cornices. Also, the first floor elevation/height relationship. The office's height is appropriate and blends with area residences.

Width: New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The office is wider than area residences, however, the front facade's plane is broken into sections, thereby decreasing the overall mass.

Directional expression: Measurement of the height to width ratio of a structure's elevation. The height/width ratio of the office is appropriate.

Footprint: The area of land covered by a structure should be in relation to the majority of neighboring structures. The footprint is larger than other area structures. However, this would seem acceptable as the central office.

Complexity of form: The level of detailing and breaks in wall planes of a structure. The office has breaks in the wall planes, a base, "middle", and cornice. Columns and arbor like beams add to level of complexity and is appropriate.

Facade, wall area, rhythm: Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. Window and door openings should correspond to the rhythm and proportion on existing structures. Generally doors and windows should be proportioned in a range of 25-40% of the total surface area. Except for the rear elevation, which is largely hidden, the facades have a large percentage of windows and doors.

DESIGN ELEMENTS

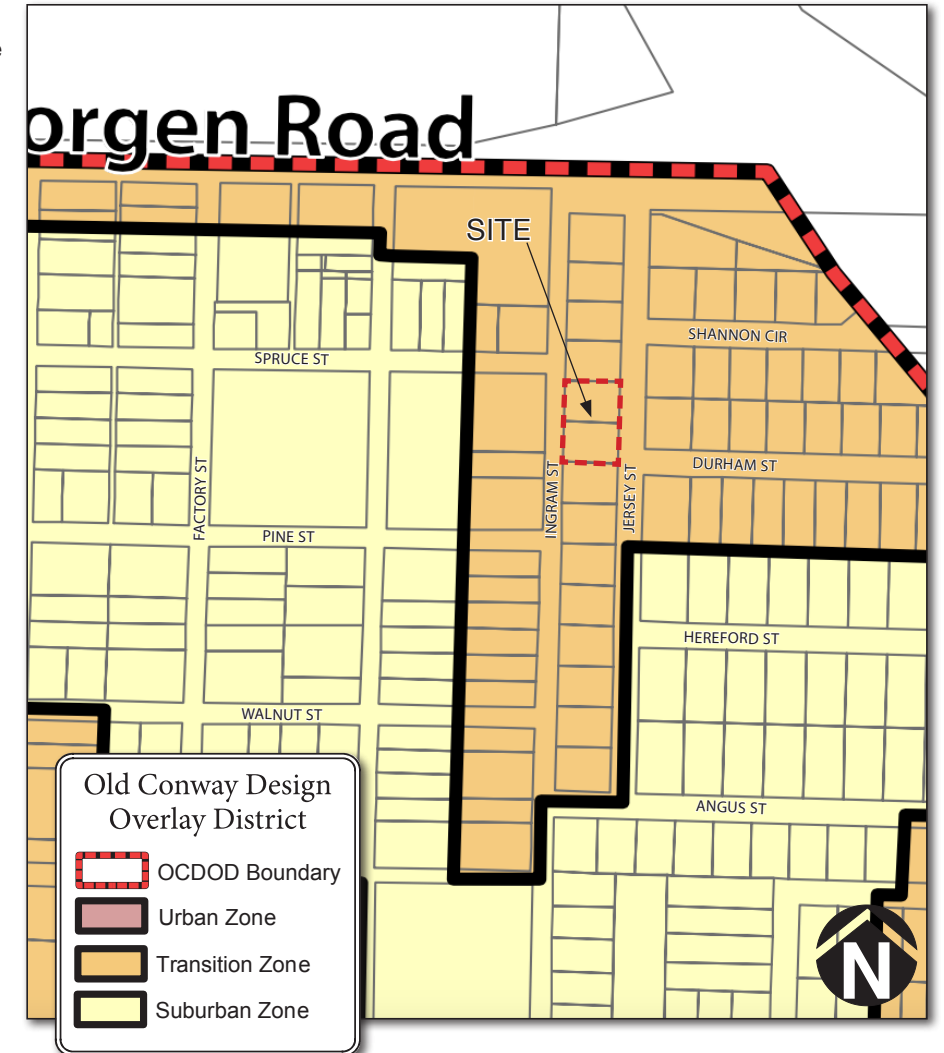
Style: The style should compliment existing and area structures. The office is a contemporary modern "suburban" style structure and will blend abutting residences.

Entries, porches and porticos: Porches should have a minimum depth of 6'-0". Porches are around 7'-6" deep.

Doors and windows. Windows have divided window lites and are a appropriately sized and styled for this structure and the area.

Awnings: When new construction uses awnings, traditional awning designs, materials, and placement should be used. Not applicable.

Lighting: Any new lighting should be inward, downward, and



shrouded so as to stay within the bounds of the property. No light fixtures are shown.

MATERIALS & DETAILING

Architectural details, siding and bricks: Eaves, brackets, dentils, cornices, molding, columns, trim, etc. A brick veneer wall with a water table band and stone or brick base is proposed. Windows and doors are trimmed with brick surrounds. Columns and arbor like wooden beams are proposed at porches.

Shutters: Not applicable.

Roof: An architectural ; asphalt shingle roof is proposed.

Decks/plaza space: None are shown on submitted plans.

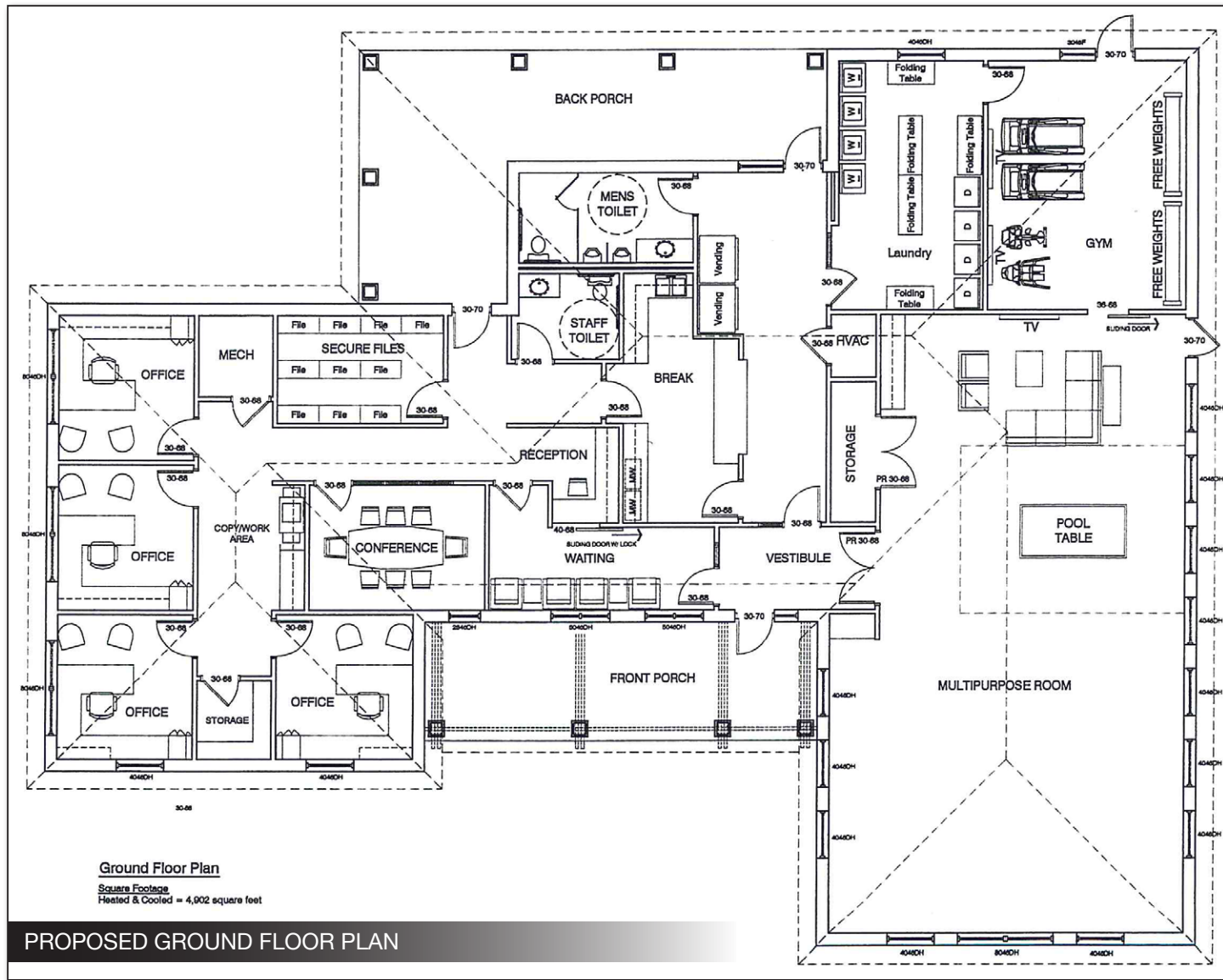
Skylights: None proposed.

Mechanical screening: HVAC units should be visually located away from streets or screened by landscaping. Exterior HVAC ductwork should not be visible from the street.

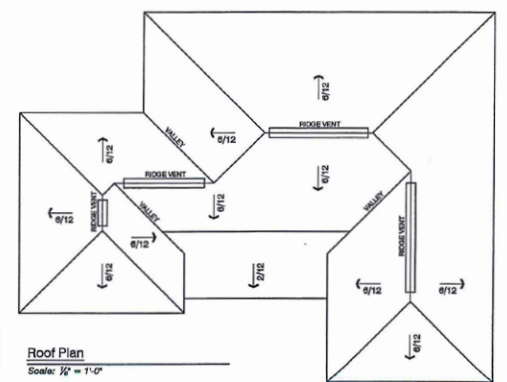
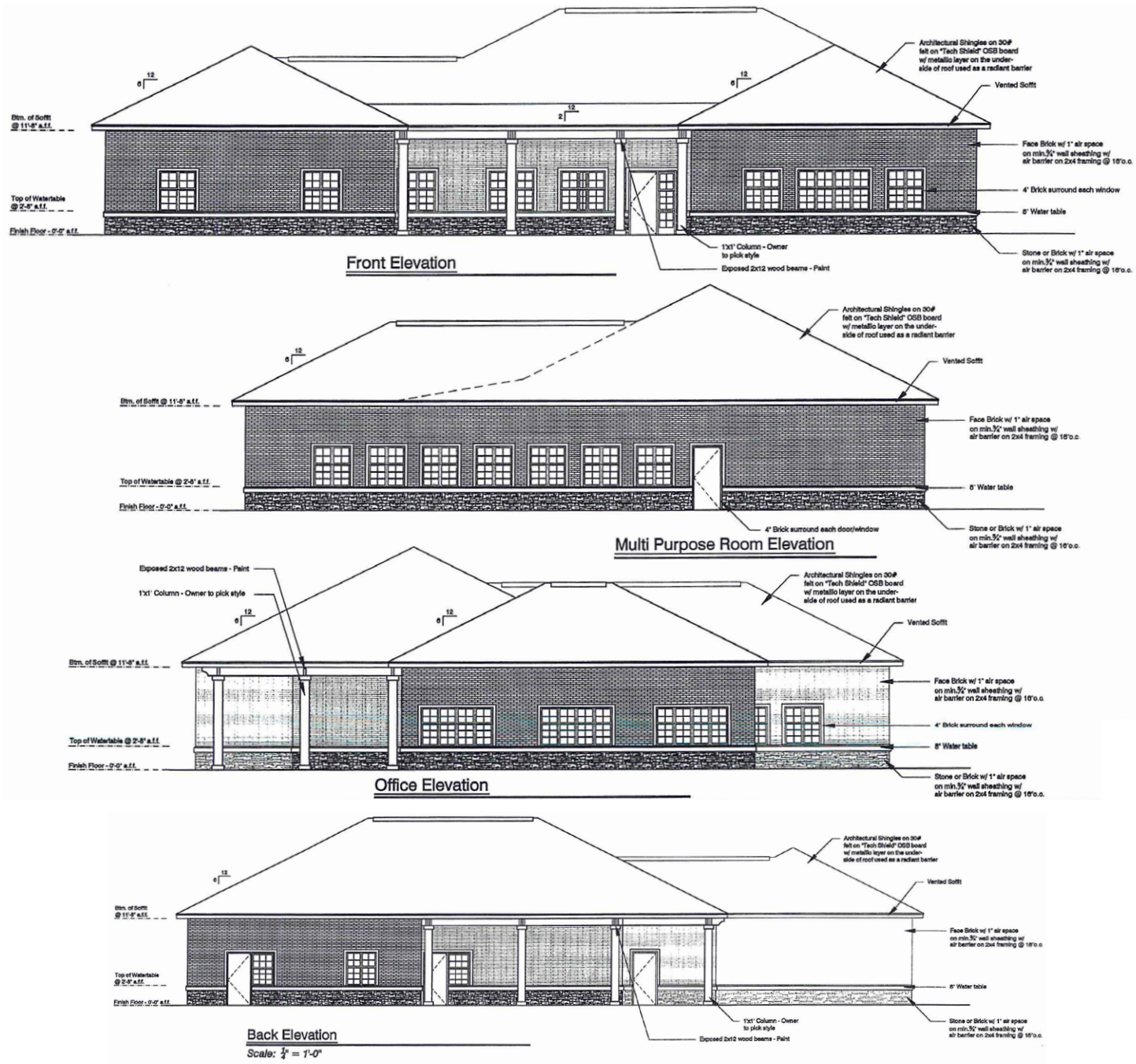
2. Phoenix Recovery Center - New Office/Clinic Facility - 1225 Jersey Street

RECOMMENDATIONS

1. The structure shall be constructed as submitted.
2. Reduced front and rear setbacks shall be allowed. These setbacks shall be approximately 14-15 feet from the property line.
3. Parking and driveways shall be reviewed as part of staff development review. Ingress/egress, landscaping, lighting, etc. shall meet development review standards.
4. Any site lighting shall be inward, downward, and shrouded.
5. Sidewalks or an in-lieu fee are required for the Jersey Street frontage.
6. HVAC units should be visually located away from streets or screened by landscaping.



2. Phoenix Recovery Center - New Office/Clinic Facility - 1225 Jersey Street



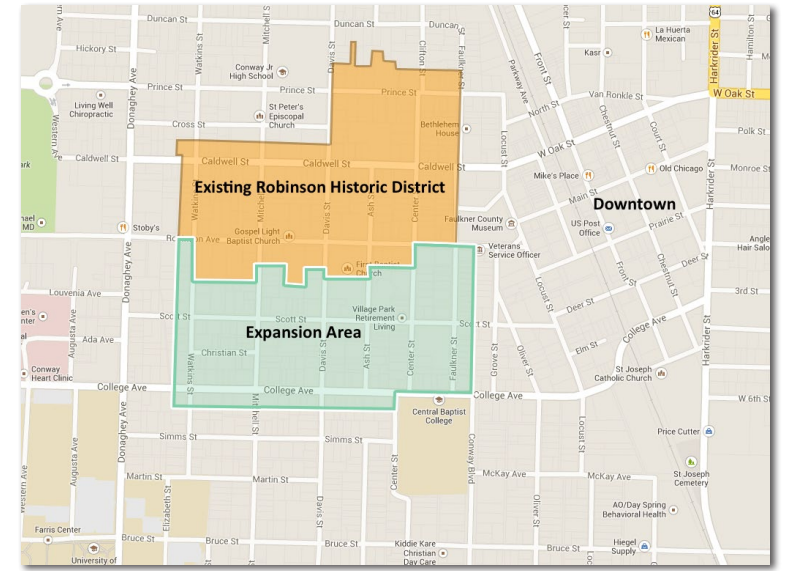
PROPOSED BUILDING ELEVATIONS

Discussion Items

1 2015 Arkansas Historic Preservation Program - Certified Local Government Grant
 Staff requested \$9231 for training and \$500 for some form of a celebration of the creation of the National Register of Historic Places. Requested training money would fund attendance of local CLG training sessions, National Trust for Historic Preservation Conference in Washington DC in November 2015 - 3 HDC members, and possible Arkansas state historic conference (location to be determined) Fall 2015 - 5 members. The grant cycle is for the Arkansas fiscal year of July 1, 2015 through June 30, 2016. If City travel funds remain available, a match can be made for Staff's attendance at the NTHP Conference in Washington. The Commission can determine how and when to celebrate the 50th anniversary of the creation of the NRHP.



2 Robinson District Expansion Survey
 We are awaiting word from the Arkansas Historic Preservation Program on acceptance of the recent architectural survey. Questions were asked by the AHPP as to why some surveyed structures were beyond the bounds of the Robinson District. Staff and Sandra Smith prepared statements explaining that these properties were of the same time period and importance and were all part of a cohesive district area.



3 CAMP
 CAMP is being offered again in May in North Little Rock. CAMP is the Commission Assistance and Mentoring Program training conducted by the National Association of Preservation Commissions (NAPC). CAMP is a wonderful opportunity to build or refresh your skills. This year, we have all new trainers from around the United States (link to speaker bios below), and some new sessions that include a design review workshop and a primer on public outreach and relationship building to build the effectiveness of your commission.

CAMP is scheduled to take place in North Little Rock on May 15, 2015, from 9 AM to 4:30 PM at 506 Main Street (North Little Rock History Commission). We will be providing a box lunch for participants.

Speaker Bios
<https://drive.google.com/file/d/0B411kbqPmXjJaXhDYzV1Ump1MUpxZHJmY1I3X0dDQmNDOG9R/view?usp=sharing>

Registration Form
https://docs.google.com/a/arkansasheritage.org/forms/d/1Yg_CXQTSbcd5xpeEFn9N6pNStchToJUxU-5GEH8/viewform