

The background of the entire page is a close-up, slightly angled view of the American flag, showing the stars and stripes in detail. The stars are white on a blue field, and the stripes are red and white.

**CONWAY**  
HISTORIC DISTRICT COMMISSION  
STAFF REPORT

**5:30pm • May 29, 2018 • City Hall**



May 29, 2018 • 5:30 pm • 1201 Oak Street

# AGENDA

**A. Call to Order**

**B. Approval of Minutes**

1. April 23, 2018

**C. Public Hearings - Asa P. Robinson Historic District**

1. 1517 Caldwell Street - New parking lot & fence
2. 1708 Caldwell Street - New fence + driveway

**Public Hearings - Old Conway Design Overlay District**

3. 923 Parkway Street - McKinney Remodel & Addition
4. 1201 College Avenue - St. Joseph Parish Parking Lot

**D. Discussion**

1. Robinson District and Old Conway Design Overlay District Guideline Amendments
2. HDC Term Limitations Amendments
3. 2018 CLG Grant

**E. Adjourn**

Meeting is Tuesday due  
to the Memorial Day  
holiday

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## HISTORIC DISTRICT COMMISSION MEMBERS

Steve Hurd, Chairman  
Marianne Black, Vice-Chairwoman  
David Carolina  
George Covington, Sr.  
Shelby Fiegel  
Taylor Martin  
Gerald Tosh

Conway Historic District Commission April 23, 2018 Meeting Minutes

City Hall - Downstairs Conference Room, 5:30 p.m.

Roll Call
Steve Hurd, Chairman - present
Marianne Black, Vice Chairperson - present
Taylor Martin - present
George Covington, Sr. - present
Gerald Tosh - present
David Carolina - absent
Shelby Fiegel - absent
HDC City Staff - Bryan Patrick - present

Finding of a Quorum.
5 Commission members - Quorum present.

Also in attendance:
Sarah Bryan - 1704 Mill St
Reed Weaver - 1335 Salem Rd
Tom and Becky Tubaugh - 1 Downing Cir

Meeting Minutes
March 26, 2018 minutes. George Covington motioned for approval, seconded by Marianne Black. Minutes approved unanimously.

Old Conway Design Overlay District Certificate of Appropriateness Review

Weaver New Residence 1822 Johnston Avenue

Presentation:
Reed Weaver presented the house design. Mr. Weaver explained that the proposed residence is similar to one under construction on Simms Street. The Simms Street house will be using a board and batten vinyl siding.

Neighborhood Discussion:
Sarah Bryan spoke in favor of the use of vinyl siding in the Overlay District.

Opposition. None

Commission Discussion:
There was general discussion about the overall design, type of driveway, tree preservation, siding, and sidewalks. Mr. Weaver stated that the submitted drawing actually showed a 50 foot wide lot, however, the lot is actually around 60 feet wide. He asked if the house could be constructed slightly wider? Since the proposed side setbacks would remain the same at 6 feet, the width of the house could increase.

Marianne Black asked about the use of false window dividers as shown in the submitted plan. She stated that one over one windows without false dividers would be preferred. Mr. Weaver stated that he had no problem with using one over one windows.

Motion made by George Covington to approve the new residence with staff recommended conditions and additional language concerning 6 foot side setbacks:

- 1. The residence shall be constructed as shown in submitted plans.
2. Driveway shall be concrete maximum of 12 feet in width.
3. The residence's front setback shall be approximately 28 feet from the curb or approximately 13'-6" from the property line or best dimension to line up with existing residences. Side setbacks shall be 6'-0" or greater.
4. Porch columns including carport columns shall be a trimmed out to approximately 8 inches by 8 inches.
5. Floor to ceiling height shall be 9 foot minimum.
6. Siding material shall be vinyl with Hardi-plank or equivalent fiber cement board on front facade areas.
7. Wide trim around windows and doors, open rafter tails, and mixture of siding shall be used as shown.
8. One over one windows are preferred rather than windows with false dividers
9. HVAC and utility equipment shall be appropriately located at the rear or side of the structure and/or appropriately screened.
10. The existing sidewalk along Johnston Avenue shall be replaced with a new sidewalk.

Motion seconded by Gerald Tosh. Motion approved unanimously.

Tubaugh New Porch Addition 1935 Simms Street

Presentation:
Becky Turnbaugh presented the project. Mrs. Turbaugh stated that they had an ugly house and were trying to make it better. They had planned to replace the existing vinyl with new vinyl siding but once the old was removed, they discovered that the original wooden siding was in good shape. They planned to repaint the wood siding and not use any vinyl. They also planned to construct a private sidewalk from the porch to Simms Street. Due to the size of the project, actual street sidewalk along Simms is not required. They will also construct a new concrete driveway.

Neighborhood Discussion:
In Favor. None
Opposition. None

Commission Discussion:
There was general discussion concerning the driveway, overall design, etc. The Commission further discussed

conditions concerning fencing, vinyl siding, one over one windows.

Motion made by Marianne Black to approve the office building with staff recommended conditions and additional conditions:

- 1. The front porch addition shall be constructed as shown in submitted plans. Porch shall be 6 feet minimum in depth.
2. The residence's front setback shall be approximately 29 feet from the curb.
3. Porch columns including carport columns shall be a trimmed out to approximately 8 inches by 8 inches.
4. Doors and windows may be replaced as submitted.
5. A picket fence shall be allowed the front yard and a 6 foot privacy fence shall be allowed in the rear yard.
6. Existing vinyl siding will be removed and original wood siding restored.
7. Wide trim around windows and doors shall be used as shown.
8. One over one windows are preferred rather than windows with false dividers.
9. Architectural asphalt roof shall be used.
10. A sidewalk from the porch to the street is encouraged.
11. A single width concrete driveway shall be allowed.

Motion seconded by Taylor Martin. Motion approved unanimously.

Discussion

Vinyl Siding
HDC Staff, Bryan Patrick, presented a proposed ordinance to amend the Old Conway Design Overlay District and Robinson District Guidelines concerning vinyl and other synthetic siding. Mr. Patrick stepped through the ordinance explaining the various changes. Marianne Black made a motion to approve the proposed ordinance and to go forward to the City Council. George Covington seconded the motion. The motion was approved unanimously.

HDC Terms Revisions
Mr. Patrick presented the proposed ordinance revising HDC member terms to (2) 3 year terms followed by an alternating term of (2) terms - 6 years on and (2) terms off - 6 years. Mr. Patrick stated that after thinking about the ordinance he would suggest that the ordinance be revised to allow (2) 3 year terms followed by alternating terms of 3 years; 3 years on and 3 years off. HDC members concurred that alternating 3 year terms would be better. Marianne Black made the motion to approve and to go forward to City Council. Gerald Tosh seconded. The motion was approved unanimously.

Adjourn

Mr. Covington made the motion to adjourn. Mr. Martin seconded. The meeting was adjourned.



**C1 NEW PARKING LOT AND FENCE - 1517 CALDWELL STREET**

**ROBINSON HISTORIC DISTRICT  
CERTIFICATE OF APPROPRIATENESS REVIEW  
CLARK NEW PARKING LOT  
1517 CALDWELL STREET**

**APPLICANT/OWNER**

Jan Clark  
1000 Regina Cove  
Conway, AR 72034

**SITE**

Address. 1517 Caldwell Street

Lot Area. ± 0.33 acre.

**Present Zoning.** O-2 (Quiet Office). The property is within the Asa P. Robinson Historic District.

**Abutting Zoning.** O-2 (Quiet Office) and R-2A (Large Lot Duplex). The property is within the Asa P. Robinson Historic District.

**Surrounding Area Structures.** The property is located in the Robinson Historic District on the southeast corner of Caldwell and Center Streets. The residence converted to office is a one story Queen Anne. Other area office structures include a colonial revival and vernacular cottage. Area residences consist of a 1920s single family and duplex craftsman bungalows and Queen Anne.

**General Description of Property and Proposed Development.** The applicant is proposing to construct a new 15 space parking lot with landscaping in support of the repurposed residence.

**Setbacks and Spacing.** Not applicable.

**Lot Coverage.** Robinson District guidelines don't have specific lot coverages. There will be ample pervious area between the proposed parking lot and Caldwell Street along with pervious area surrounding the former residence.

**Orientation.** The direction in which the front of a building faces. Not applicable.

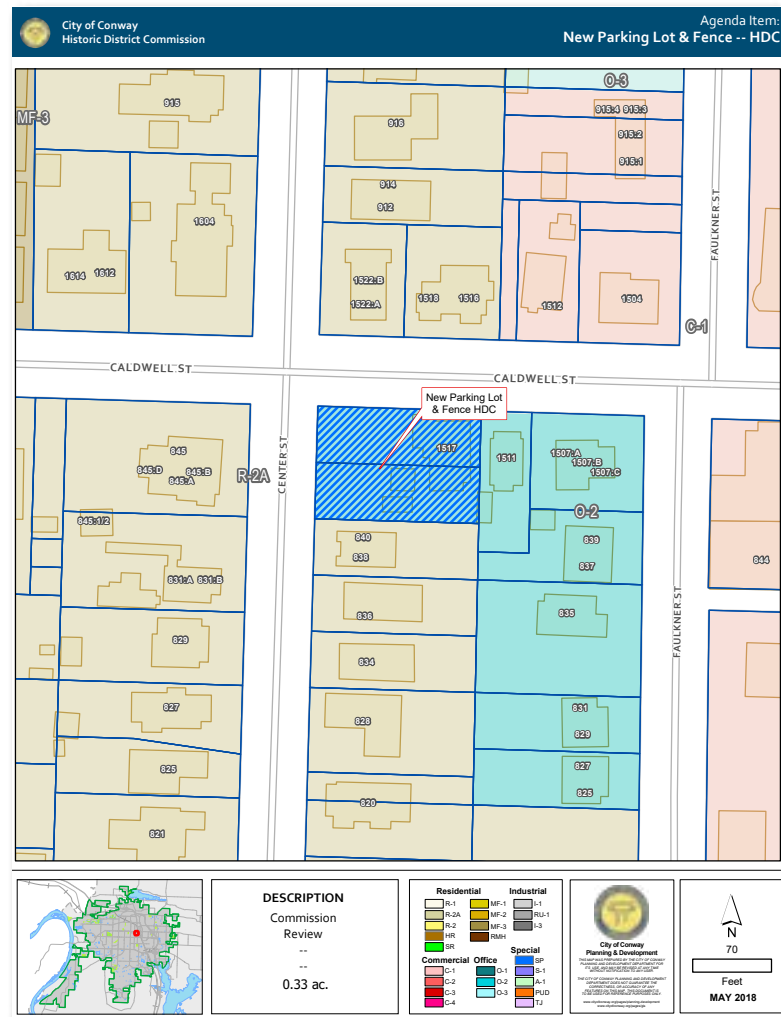
**Alley.** There are no alleyways within the review area.

**Driveway/Parking/Carport.** The applicant is proposing a 15 space asphalt paved parking lot.

**Sidewalks.** There are existing sidewalks along Caldwell and Center Streets. Sidewalks affected by parking lot construction will need to be repaired.

**Fences.** A 6 foot wooden privacy fence is proposed on the south side of the property.

**Tree preservation.** There are no significant trees affected by the project.



Aerial View of 1517 Caldwell St

**MASSING**

Scale, Height, Width, Directional expression, Footprint, Complexity of form, Façade, wall area, rhythm. Not applicable.

**DESIGN ELEMENTS**

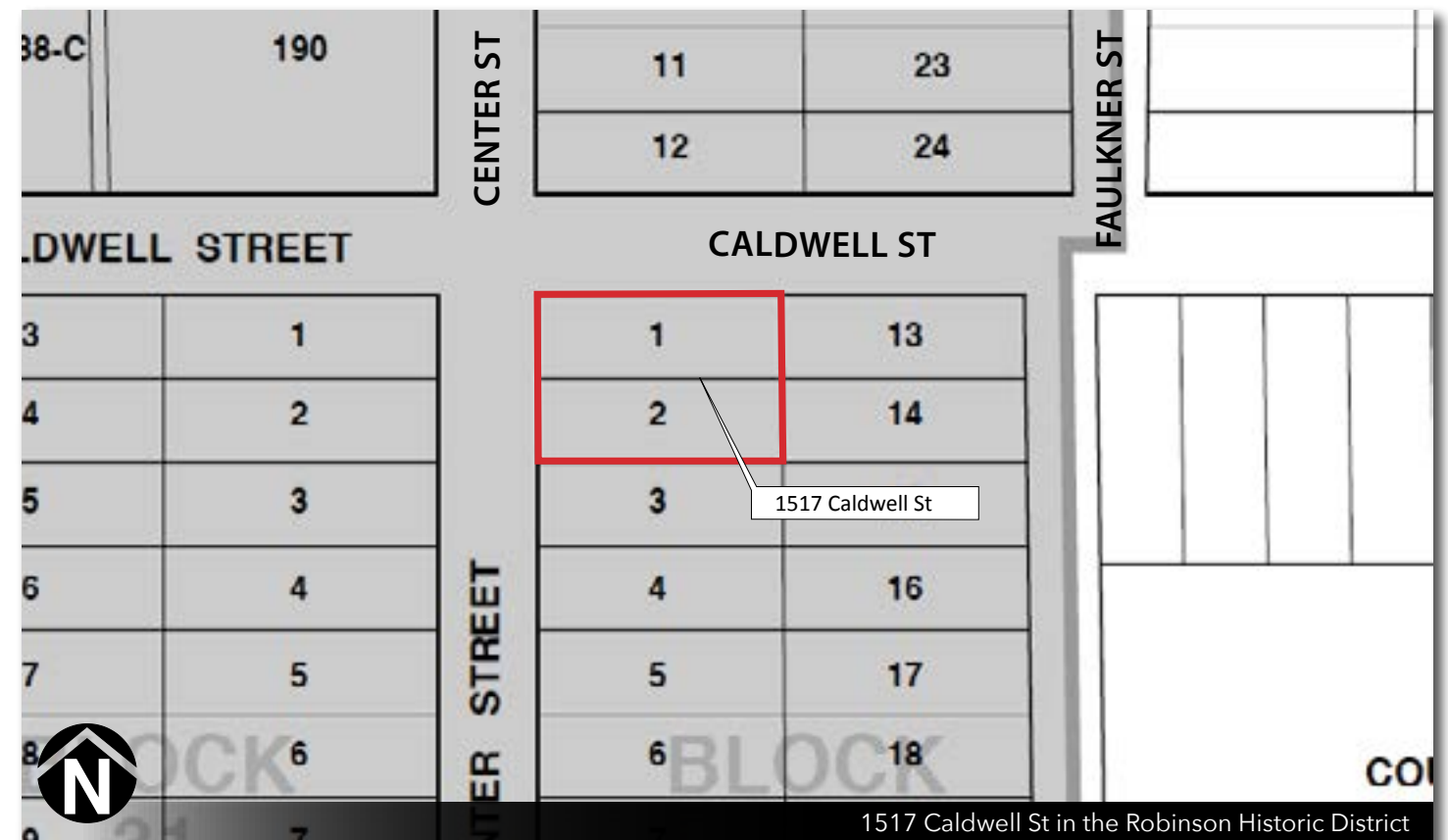
Style, Entries, Porches, and Porticos, Doors and windows, Awnings. Not applicable.

**Lighting.** Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. No lighting is shown on submitted plans.

**MATERIALS & DETAILING**

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. Not applicable.

**Landscaping.** In addition to Historic District Commission review and conditions, parking lots must meet Planning Department development review standards for landscaping. A hedge 30" in height or other means including a low wall, berms, etc must be used to screen the parking area from the street. Perimeter trees are also typically required.



1517 Caldwell St in the Robinson Historic District

**C1 NEW PARKING LOT AND FENCE - 1517 CALDWELL STREET**

The proposed site plan shows crepe myrtles surrounding the parking area. Crepes can be used but would be in addition to the required screening hedge.

**Shutters, Roof, Decks/Plaza Space, Skylights, Mechanical Screening.** Not applicable.

**ROBINSON HISTORIC GUIDELINES**

**Robinson District Guidelines Concerning Parking Lots.** The following list contains explanations and guidelines concerning parking lots:

**Neighborhood**

2.1.9. Neighborhood Guidelines. Do not destroy the relationship between the buildings and landscape features within the setting by widening existing streets, changing landscape materials or constructing inappropriately located new street or parking.

**Site**

2.2.1 Features and Plantings Explanation. The introduction of an intrusive contemporary site feature or item of equipment, such as a parking lot, a swimming pool, freestanding mechanical equipment, or a satellite dish, must be carefully reviewed to determine if it will compromise the historic character of the site and the district. Although the impact of intrusive contemporary site features or equipment can often be diminished through careful siting and screening, in some cases it may be so detrimental to the character of the site or the streetscape that the alteration cannot be accommodated. Such might be the case if the bulk of a residential rear yard were paved for parking or if an addition required the removal of several healthy, mature shade trees.

2.2.17 Features and Plantings Guidelines. New parking should be unobtrusive as possible. "Shared" parking should also be planned so that several businesses can utilize one parking area as opposed to introducing random, multiple lots.

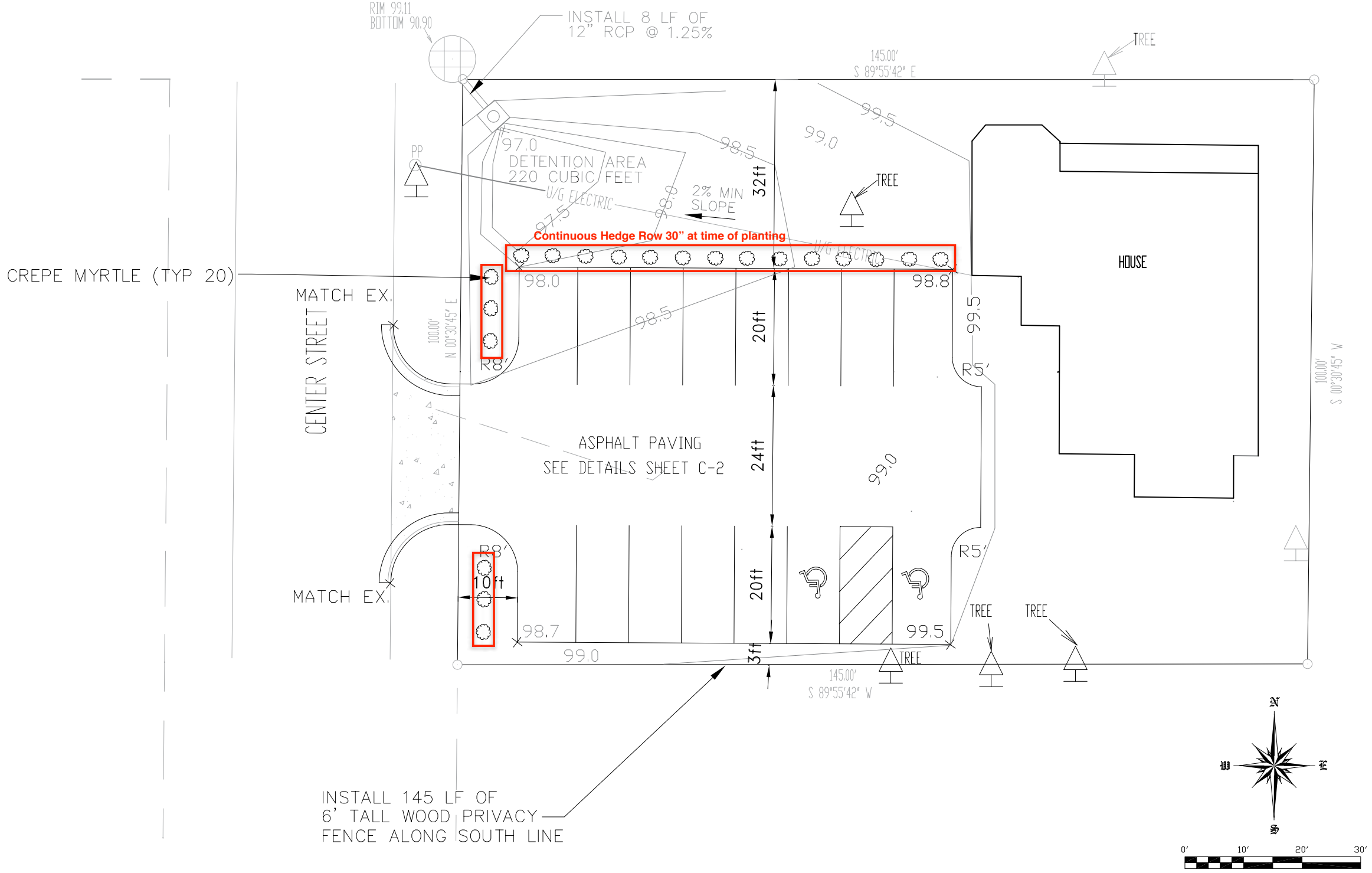
2.2.3 Walkways, Drives, and Parking Explanation. If a parking lot must be located in the historic district, it should be located as unobtrusively as possible and must be screened from street view by a substantial planting strip or a combination of plantings and fencing. As many existing trees as possible should be saved, and new trees planted, to maintain or enhance the tree canopy.

Residential parking areas shall be retained gravel, or concrete. Asphalt paving is not appropriate in residential areas.

In commercial areas, parking areas shall be concrete, asphalt, pavers, or an appropriate impervious material. Loose gravel is prohibited.

In residential districts, new paved areas should never directly abut the principal site structure, significantly alter the site topography, or overwhelm in area the residential, landscaped character of a backyard. Care must be taken that paved areas do not injure nearby trees by intruding onto their root areas.

Site plan with Staff comments



2.2.3 Walkways, Drives, & Parking - Guidelines

1. Retain and preserve the topography, patterns, configurations, features, dimensions, materials, and color of existing walkways, driveways, and off street parking areas that contribute to the overall historic character of individual building sites, the streetscape, and the historic district.

6. Design new walkways, driveways, and off street parking areas to be compatible in location, patterns, spacing, configurations, dimensions, materials, and color with existing walkways, driveways, and off street parking areas that contribute to the overall historic character of the district.

8. It is not appropriate to locate a new off street parking area in a district with residential character where it is visible from the street, where it will significantly alter the proportion of built area to yard area on the individual site, or where it will directly abut the principal structure.



**C1 NEW PARKING LOT AND FENCE - 1517 CALDWELL STREET**

View of property from Caldwell St looking SE



View of property from Center St looking E



9. Locate off-street parking in a manner that preserves existing topography, site features, and trees.
10. Location of parking areas should be at the rear of the property or preferably off the alley if possible.
11. On-site parking requirements should be compatible with existing Conway Zoning Ordinances.
12. Introduce perimeter plantings, hedges, fences, or walls to screen and buffer off street parking areas from adjacent properties and the public street. Subdivide large parking areas with interior planting islands to break up any large paved area.
13. Maintain the continuity of sidewalks in the public-right-of-way when introducing new driveways.
14. Sidewalks are an integral part of the Robinson Historic District. The repair, replacement, is required with new construction.
15. Protect significant trees over 8 inches in diameter and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the drip line of trees.
16. Recommended materials for parking areas: brick or stone pavers, concrete, or compacted crushed rock or brick.
17. If locating parking on a vacant lot, the front of the parking lot should not extend past the setback of the adjacent structure furthest from the street.
18. If locating parking on a corner lot, it should be screened on both streets and the front of the lot should not extend past the setback of the adjacent properties on both streets.



**C1 NEW PARKING LOT AND FENCE - 1517 CALDWELL STREET**

- 19. Corner lot parking is not appropriate between commercial buildings and the street. Parking should be located at the rear or side of commercial structures.
- 20. Asphalt is not a historic paving method and should not be used for new driveways.
- 21. In lighting walkways, driveways, and off street parking areas, follow the guidelines for lighting.

**Robinson District Guidelines Concerning Fences and Driveways.** The following list contains explanations and guidelines concerning fencing and driveways applicable to the C of A request:

**Site**

**2.2.2 Fences and Walls - Guidelines**

- 7. Introduce compatible new fences and walls constructed of traditional materials only in locations and configurations that are characteristic of the historic district. Keep the height of new fences and walls consistent with the height of traditional fences and walls in the district.
- 10. Walls or fences taller than 42" or that are more than 65% solid should not be constructed in the front yard area (and/or street side yard area of a corner lot).
- 12. Fences and walls should be appropriate or compatible with the historic character of the house. Iron fencing is generally compatible with larger houses, while wood fencing is more appropriate to cottages and bungalows.
- 13. New fences or walls should be constructed of traditional materials and only in locations and designs characteristic of the district.
- 14. Wood picket fences may be located in front or side yards of bungalows or cottages along property lines. Size, scale, design and form should be compatible with the house.
- 15. Privacy fences shall be restricted to the rear and side yard and should be no more than 6 feet in height. The upper two feet of privacy fencing should have 50% opacity provided by a wooden or iron grid lattice. Privacy fences should be setback from the front façade at least one-half the distance between the front and rear walls of the structure. Size, scale, design and form should be compatible with the house.
- 16. Chain link, vinyl, plastic composite, and bare concrete are prohibited.
- 17. Bare concrete block, railroad ties, or landscape timber retaining walls are prohibited.

**RECOMMENDATIONS**

Robinson District Guidelines state that new parking should be as unobtrusive as possible and must be screened from street view by a substantial planting strip or a combination of plantings and fencing. Residential parking may be gravel or concrete. Commercial parking may be concrete, asphalt, or pavers. The front of the parking lot should not extend past the fronts of adjacent structures. A corner parking lot should be screened from both streets.

The proposed parking lot is for a repurposed residential structure now used as a realty office. Although the parking lot will serve a commercial purpose, it should be constructed to blend with abutting residential uses. As a commercial parking lot, asphalt can be seen as appropriate. The submitted plan shows a landscape drainage detention area with a concrete detention structure in the northwest corner of the property. It is likely, that this drainage detention area and structure will not be necessary. The plan also shows cape myrtles as a screening measure. Planning Department development review regulations don't allow crepe myrtles as trees, however, they could serve as a partial screening measure. Development review regulations require a parking lot to be screened with a continuous hedge row that is 30 inches high at the time of planting. A vertical element such as crepes would add to the required hedge row screening.

A typical 6 foot tall privacy fence is also planned along the south property line. There are several similar abutting privacy fences. Robinson District Guidelines call for the top 2 feet of a 6 foot privacy fence to be 50% opaque through the use of wooden lattice. The proposed privacy fence will be viewable from Caldwell and Ash Street.

With appropriate landscaping screening measures, staff recommends approval of the new parking lot with the following conditions:

1. The parking lot asphalt area shall be constructed as shown in submitted plans.
2. A continuous hedge row screening the parking area shall be required as shown on Staff sketch.
3. Vertical "accent" plantings shall be required as per Staff sketch.
4. Tree and shrub species shall be determined as part of Planning Staff development review.
5. Lighting shall be determined as part of Planning Staff development review.
6. A 6 foot tall wooden privacy fence shall be allowed along the south property line. The upper 2 feet 50% opaque through the use of wooden lattice?

**C2 NEW FENCE - 1708 CALDWELL STREET**

**ROBINSON HISTORIC DISTRICT  
CERTIFICATE OF APPROPRIATENESS REVIEW  
WHITEHEAD FENCE & DRIVEWAY  
1708 CALDWELL STREET**

**APPLICANT/OWNER**

Dylan Whitehead  
1708 Caldwell Street  
Conway, AR 72034

**SITE**

**Address.** 1708 Caldwell Street

**Lot Area.** ± 0.19 acres.

**Present Zoning.** R-2A (Large Lot Duplex). The property is within the Old Conway Design Overlay Suburban District.

**Abutting Zoning.** R-2A (Large Lot Duplex) and MF-3 (Multifamily). The property is within the Asa P. Robinson Historic District.

**Surrounding Area Structures.** The property is located in the Robinson Historic District on the north side of Caldwell near the north termination of Ash Street. The residence was recently constructed replacing a dilapidated mission style residence.

**General Description of Property and Proposed Development.**

**Fencing:** The applicant is proposing to construct a 6 foot wooden privacy fence on the west side of the property. This would complete the surrounding of the back yard. The proposed fence would align with the front porch. The wooden fence would also be extended 18 feet from the house towards the street stepping down from 6 feet to 4 feet.

**Driveway:** Extend the driveway eastward to the proposed fence. The additional concrete will taper in the area generally aligned with the front of the house. The taper will allow the existing strip of grass and tree along the east side of the property to remain. The additional concrete will make the rear garage more accessible.

**Setbacks.** Not applicable.

**Spacing.** Established spacing distance pattern between area structures. Spacing is not changed.

**Lot Coverage.** Robinson District guidelines don't have specific lot coverages. There will be ample pervious area after proposed driveway expansion.

**Orientation.** The direction in which the front of a building faces. Not applicable.

**Alley.** There are no alleyways within the review area.



**Driveway/Parking/Carport.** The applicant is proposing to expand the driveway concrete on the east side of the existing driveway. The proposed expansion area is on the east side of the driveway to the property line starting at the front of the house running northward to the end of the driveway.

**Sidewalks.** There is an existing sidewalk along Caldwell Street.

**Fences.** There is a new privacy fence along the west property line. The applicant would like to complete this fence around the entire back yard. At the front of the house, the fence would extend southward 18 feet from the front of the house tapering from 6 feet high to 4 feet high. There is a similar existing fence is 2 houses to the west.

**Tree preservation.** There are no significant trees affected by the project.

**MASSING**  
**Scale, Height, Width, Directional expression, Footprint, Complexity of form, Façade, wall area, rhythm.** Not applicable.

**DESIGN ELEMENTS**  
**Style, Entries, Porches, and Porticos, Doors and windows, Awnings.** Not applicable.



**C2 NEW FENCE - 1708 CALDWELL STREET**

**Lighting.** Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. Not applicable.

**MATERIALS & DETAILING**

**Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc.** Not applicable.

**Landscaping.** None proposed.

**Shutters, Roof, Decks/Plaza Space, Skylights, Mechanical Screening.** Not applicable.

Robinson District Guidelines Concerning Fences and Driveways. The following list contains explanations and guidelines concerning fencing and driveways applicable to the C of A request:

**Site**

2.2.2 Fences and Walls - Explanation. A need for security or privacy or the desire to enhance a site may lead to a decision to introduce a new fence or wall. Within the historic districts any proposed new fence is reviewed with regard to the compatibility of location, materials, design, pattern, scale, and spacing with the character of the principal building on the site and the historic district. Although compatible contemporary fence and wall designs constructed in traditional materials are appropriate in the districts, new fencing or wall systems constructed of incompatible contemporary materials such as vinyl or chain-link fencing and imitation stone or stucco are not considered appropriate.

2.2.2 Fences and Walls - Guidelines

7. Introduce compatible new fences and walls constructed of traditional materials only in locations and configurations that are characteristic of the historic district. Keep the height of new fences and walls consistent with the height of traditional fences and walls in the district.
10. Walls or fences taller than 42" or that are more than 65% solid should not be constructed in the front yard area (and/or street side yard area of a corner lot).
12. Fences and walls should be appropriate or compatible with the historic character of the house. Iron fencing is generally compatible with larger houses, while wood fencing is more appropriate to cottages and bungalows.
13. New fences or walls should be constructed of traditional materials and only in locations and designs characteristic of the district.
14. Wood picket fences may be located in front or side yards of bungalows or cottages along property lines. Size, scale, design and form should be compatible with the house.
15. Privacy fences shall be restricted to the rear and side yard and should be no more than 6 feet in height. The upper two feet of privacy fencing should have 50% opacity provided by a wooden or iron grid lattice. Privacy fences should be setback from the front façade at least one-half the distance between the front and rear walls of the structure. Size, scale, design and form should be compatible with the house.
16. Chain link, vinyl, plastic composite, and bare concrete are prohibited.

18. Planting of vegetation, such as ivy, vines or shrubs, to screen existing chain-link fencing is encouraged.

**RECOMMENDATIONS**

Robinson District Guidelines state that privacy fencing should be constructed of traditional materials and located in a manner characteristic of the historic district. Height of fences should be consistent with traditional fence heights. Vinyl or synthetic fencing is not appropriate.

Privacy fences taller than 42 inches should not be constructed in the front yard area. Wood fencing is appropriate for bungalow sized houses. Wood picket fences may be located in front yards.

Privacy fences viewable from the street should be no higher than 6 feet and have a the upper 2 feet 50% opaque through the use of a lattice pattern.

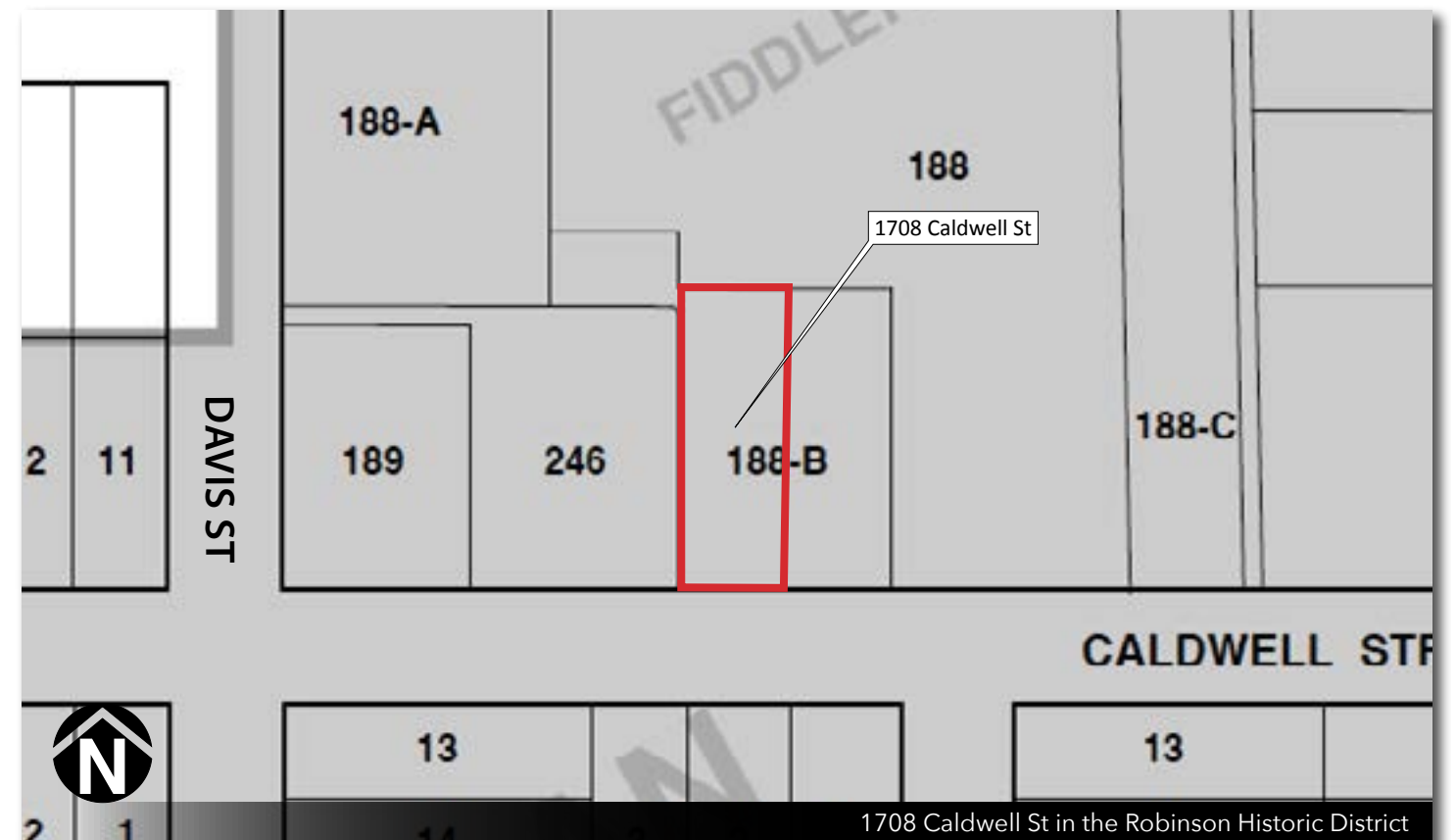
The proposed fence design is a typical 6 foot wooden privacy fence. The applicant would like to enclose the rear yard with this type of fence. In addition, the fence would be extended 18 feet beyond the house on the east and west sides tapering from 6 feet high to 4 feet high. There is an existing section of privacy fencing on the west extending to the front of the porch. There is also a small decorative metal fence extending beyond this section of privacy fence. The end of the metal fence is roughly 18 feet beyond the residence.

The majority of the privacy fence will be unseen at the rear of the yard. The most visible part will be a small 6 foot wide enclosing section on the west and the tapering sections along the east and west property lines. There is a similar older fence tapering from 6 feet to 4 feet two houses to the west.

Guidelines call for the upper 2 feet of 6 foot tall privacy fences to have a lattice pattern. The existing fence does not have this feature. The rear portions of the fence would not be seen.

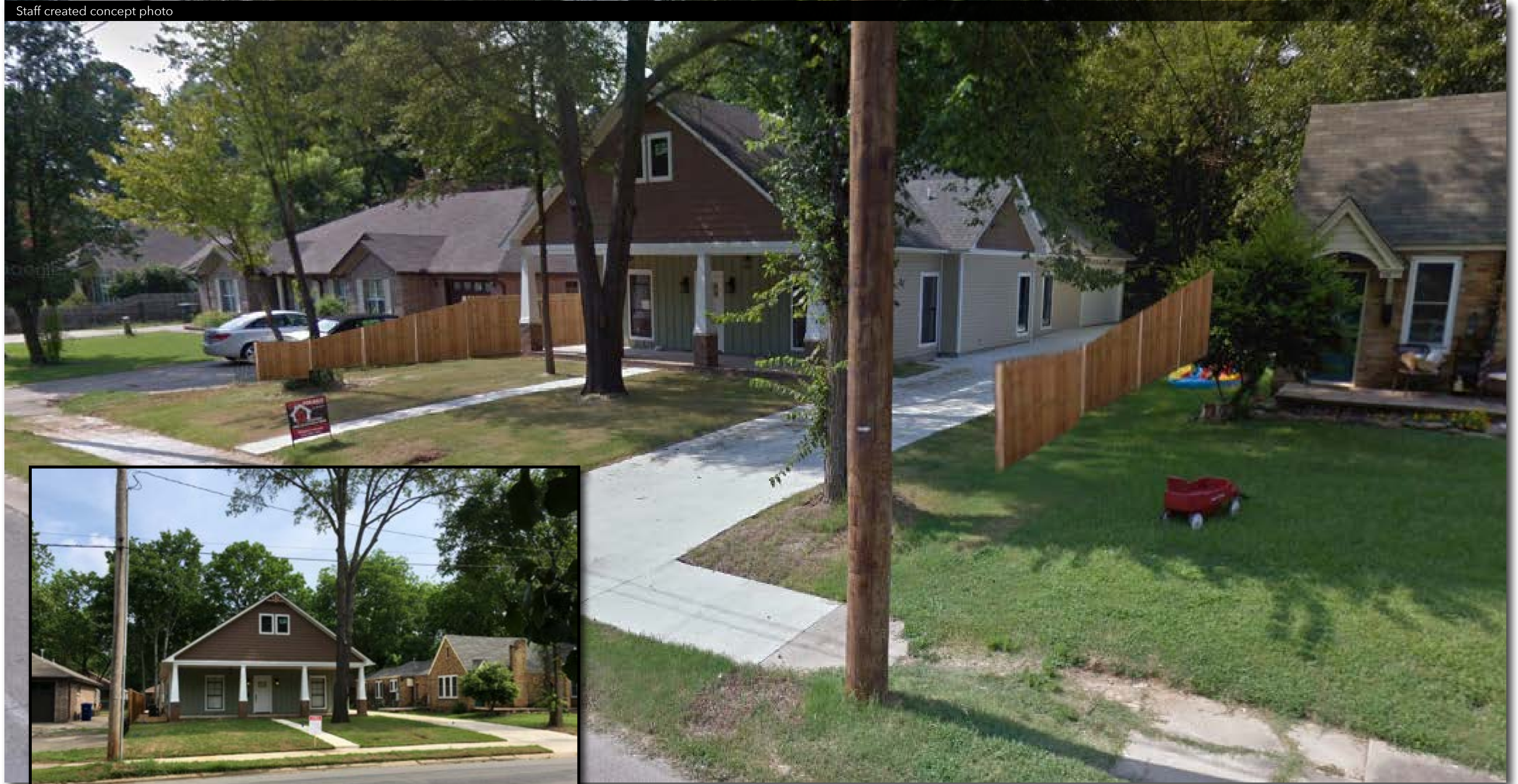
Staff recommends approval of the fencing and driveway concrete expansion with the following conditions:

1. A 6 foot tall wooden privacy fence shall be allowed around the rear of the property as shown on submitted site plan.
2. The wooden privacy fence shall be allowed to extend 18 feet beyond the residence as planned. This section of fence shall taper from 6 feet to 4 feet across the 18 foot distance?
3. New sections of 6 foot privacy fence along the east property line and enclosing section on the west shall have the upper 2 feet 50% opaque through the use of wooden lattice?
4. A new section of driveway concrete shall be allowed as shown on submitted plan.





Staff created concept photo



Existing conditions



**C3 REMODEL AND ADDITION - 923 PARKWAY STREET**

**OLD CONWAY DESIGN OVERLAY DISTRICT  
CERTIFICATE OF APPROPRIATENESS REVIEW  
MCKINNEY REMODEL AND ADDITION  
923 PARKWAY STREET**

**APPLICANT**  
Cody Ferris, Sowell Architects  
1315 North Street  
Conway, AR 72034

**OWNER**  
Quincy McKinney  
1312 West Oak Street  
Conway AR 72034

**SITE**  
Address. 923 Parkway Street

**Lot Area.** ± 0.23 acre.

**Present Zoning.** C-1 (Downtown Commercial). The property is within the Old Conway Design Overlay Urban District.

**Abutting Zoning.** C-1 (Downtown Commercial) Surrounded by the Old Conway Design Overlay Urban District.

**Surrounding Area Structures.** The property is located in the Old Conway Design Overlay Urban District on the southwest corner of Parkway and North Streets. Area structures consist of single story commercial structures.

**General Description of Property and Proposed Development.** The applicant is proposing to remodel the south end of the approximately 7500 s.f. single story commercial building and add a single unit residential apartment above.

**Setbacks.** Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Setbacks will not be changed.

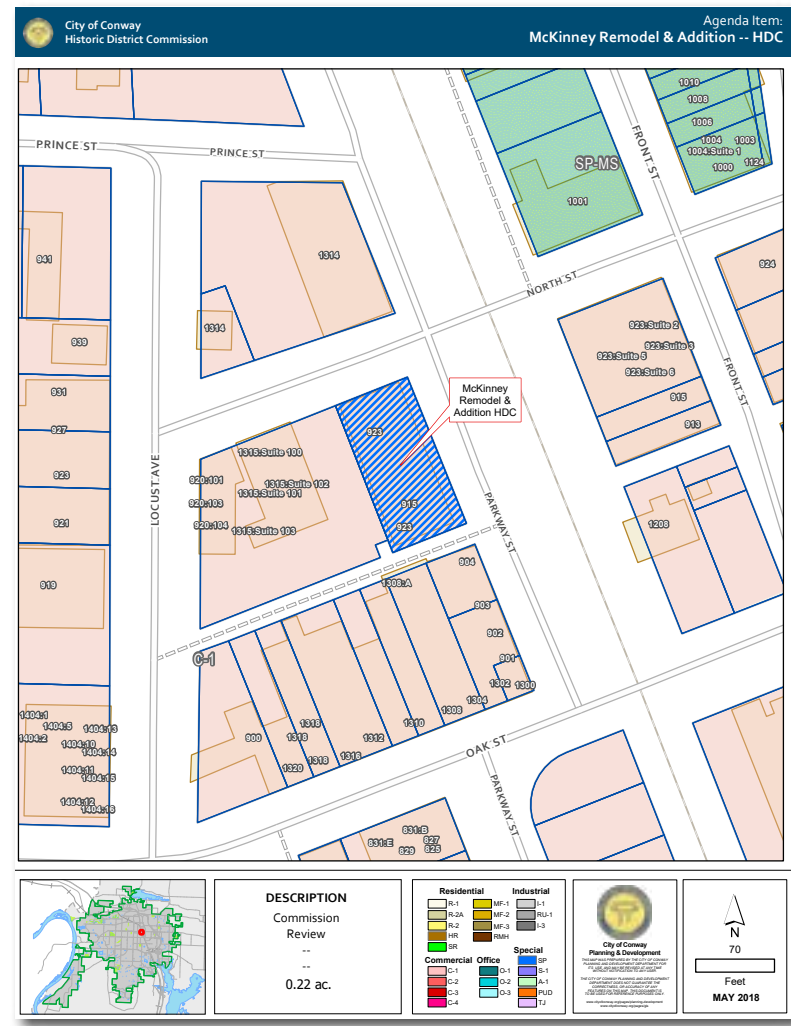
**Spacing.** Established spacing distance pattern between area structures. Spacing pattern is not affected.

**Lot Coverage.** The Old Conway Urban District allows up to 100% impervious lot coverage. The lot is currently almost 100% impervious. Lot coverage will not change.

**Orientation.** The entry facade on Parkway Street will be updated, but the main entry orientation will not change.

**Alley.** There is an alley running east/west along the south side of the building.

**Driveway/Parking/Carport.** There are existing parking spaces along the east side of the structure. Parking will not change.



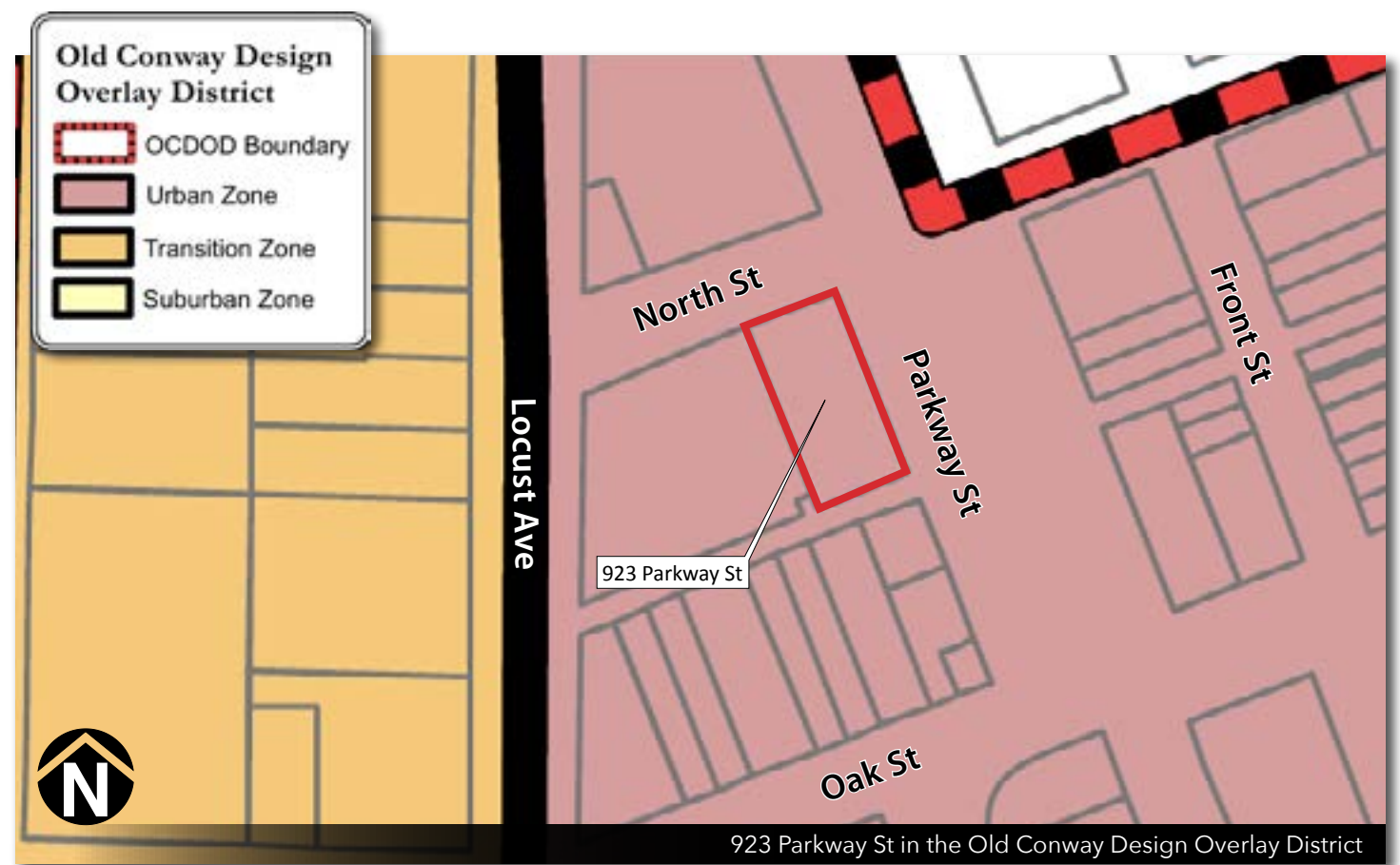
Aerial View of 923 Parkway St

**Sidewalks.** There are no existing sidewalks on the property. Sidewalk construction is not required as there is no place for sidewalks with the current head-in parking. Sidewalks would affect current drainage patterns. The City may improve the streetscape along Parkway in the future and sidewalks will be addressed at that time.

**Fences.** No fencing is proposed. A fenced dumpster enclosure is shown on the west elevation. If a dumpster enclosure is used, per development review regulations, it must be a masonry enclosure meeting Sanitation Department specifications. Roll carts will not require an enclosure.

**Tree preservation.** No trees exist on the property.

**MASSING**  
**Scale.** The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The proposed remodel and apartment addition will not affect the overall scale of the structure. The vertical elements help make the structure's scale blend with abutting traditional downtown structures.



923 Parkway St in the Old Conway Design Overlay District



**Height.** The average height of area structure’s eaves and cornices. Also, the first floor elevation / height relationship. The overall height and eave lines do not change with the exception of the south elevation’s two story dormer addition. This addition does not go above the existing structure’s peak.

**Width.** New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The structure’s width is unaffected.

**Directional expression.** Measurement of the height to width ratio of a structure’s elevation. The overall height/vertical expression of the structure remains the same. Brick vertical wall elements add to a more vertical expression.

**Footprint.** The area of land covered by a structure should be in relation to the majority of neighboring structures. The structure’s footprint remains unchanged.

**Complexity of form.** The level of detailing and breaks in wall planes of a structure. The structure is somewhat plain without much detailing. Dormers add a break to the large roof line.

**Façade, wall area, rhythm.** Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The proposed remodel adds additional windows and doors to the east and south elevations. New windows will also be placed on the west 2nd story. These windows and doors will add additional breaks in an otherwise blank facade.

**DESIGN ELEMENTS**

**Style.** The style should compliment the existing and area structures. The structure is a suburban style office structure that is somewhat out of character with surrounding traditional downtown structures. The proposed brick wall elements add a contemporary vertical element that possibly blends better with traditional downtown structures.

**Entries, Porches, and Porticos.** The existing front entry is emphasized with the addition of the vertical wall element creating a portico like entry. No additional porches are defined entry areas are proposed.

**Doors and windows.** Two new private doors are also proposed for entry to a kitchen (south elevation) and upstairs apartment (east elevation). The proposed windows include window dividers. It is assumed that these are false dividers. The existing windows throughout the rest of the office structure use false dividers. It may be preferable to match existing windows or possibly go a new direction with no dividers.

**Awnings/Canopies.** When new construction uses awnings, traditional awning designs, materials, and placement should be used. A metal canopy is shown on the south elevation. This canopy provides some additional detailing and provides shelter for the rain for a new kitchen entry door.

**Lighting.** Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. No lighting is shown on the plans.

**MATERIALS & DETAILING**

**Architectural Details, Siding, and Bricks.** Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The existing structure has few detailing elements. It is clad in brick and has a low angle hip roof accented with decorative dormers. Proposed vertical brick wall elements with a soldier coursing of bricks, along with a canopy, and additional windows add a greater degree of detailing to the structure. However, this detailing will only be on one end of the structure. The large 2nd story dormer shows some form of siding matching existing dormer siding. Typically, siding is a prohibited material in the urban district. However, siding exists and the new dormer is a retrofit to the existing building. Brick veneer on this wall area probably not possible. The applicant can provide additional information concerning the type of proposed siding at the meeting. Another factor is the use of the vertical wall elements. These create a new look and possibly help blend with more historic structures, however, it creates a “one sided” look to the existing office structure.

**Shutters.** If used, shutters should be in proportion to their window opening. If they were closed, they should cover the window opening. No shutters are proposed.

**Roof.** The existing structure has an asphalt roof. The new dormer will also feature an asphalt roof. Decks/Plaza Space. No decks or patio space are proposed.

**Decks/Plaza Space.** A rear deck is proposed. This deck will be out of public view.

**Skylights.** None are proposed.

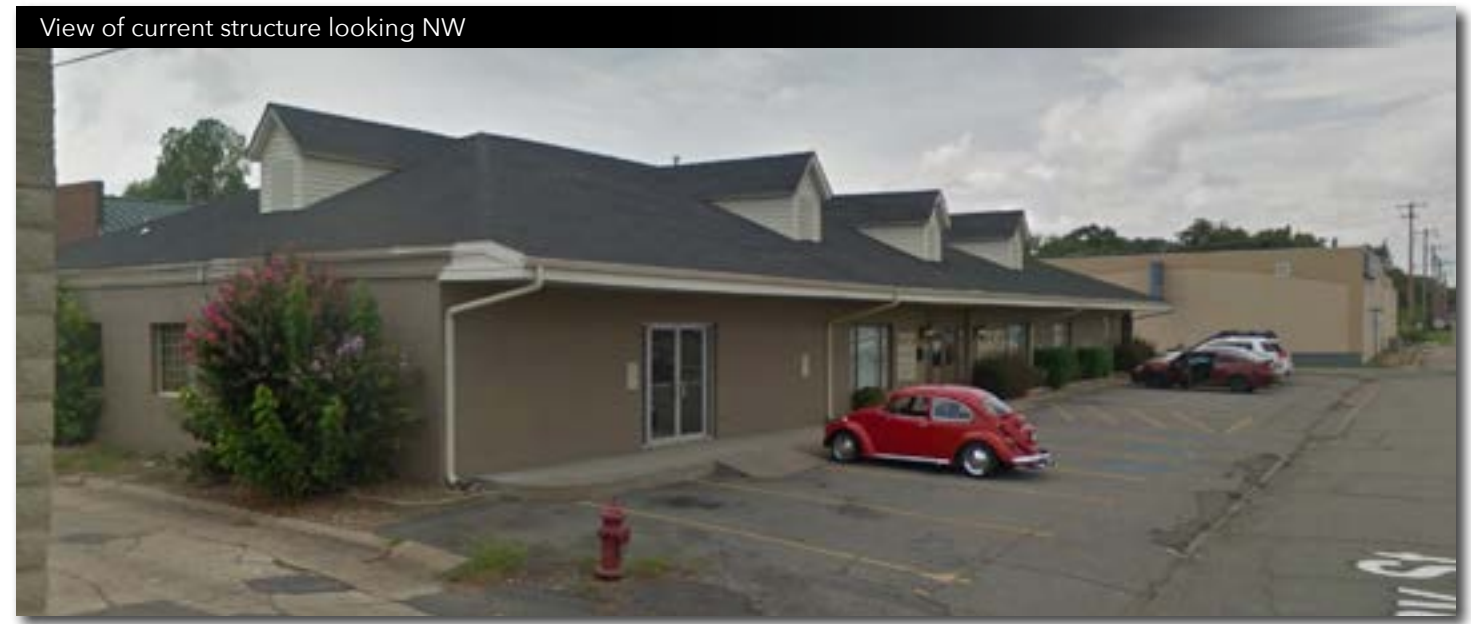
**Mechanical Screening.** HVAC units should be visually located away from streets or screened by landscaping. Exterior HVAC ductwork should not be visible from the street. Existing HVAC equipment are roof mounted. It is assumed that the location will not be changed.

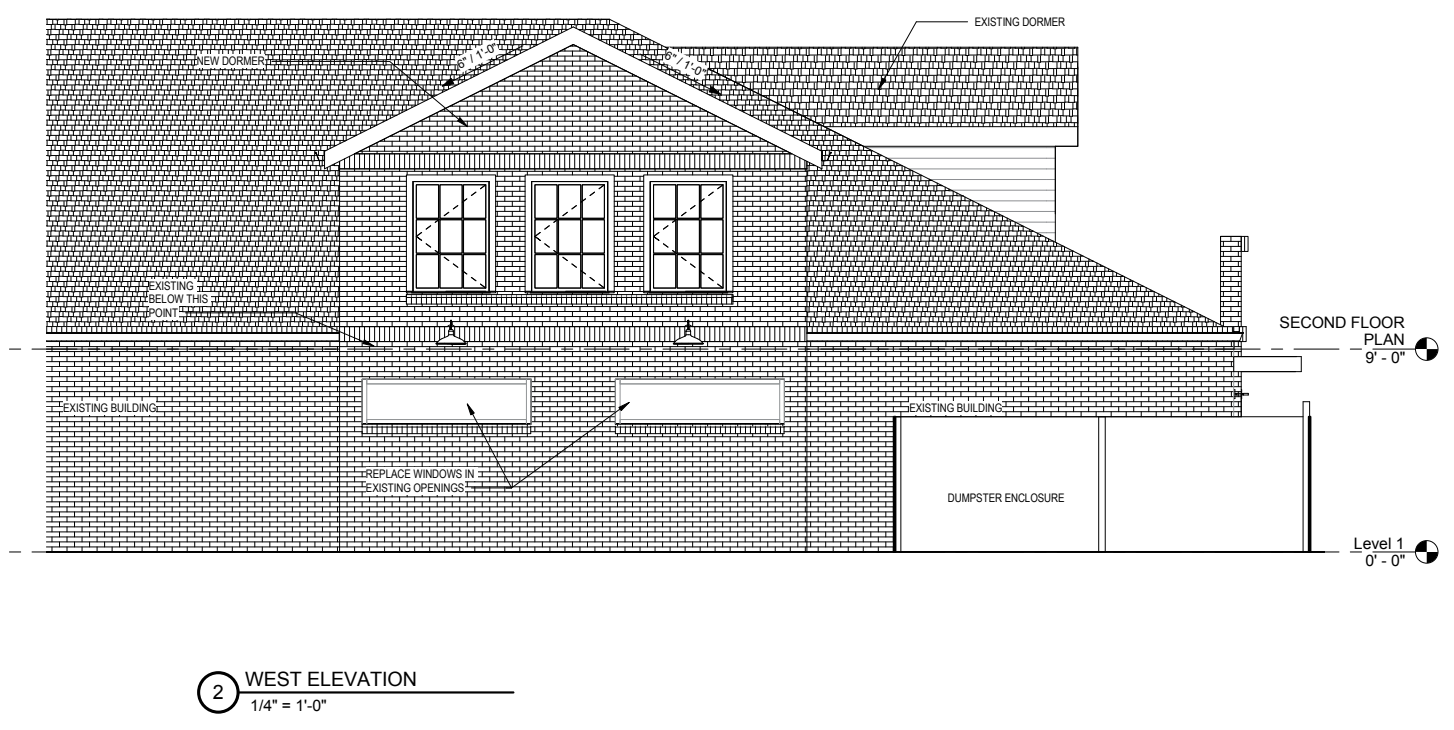
**RECOMMENDATIONS**

Some consideration should be given to the vertical brick wall elements. These walls would create a mass that better blends with flat roofed rectangular traditional commercial structures. However, the walls are only being applied to one end of the existing building creating a “one-sided” look. Conversely, The walls help define the entry and add interests to the plain structure.

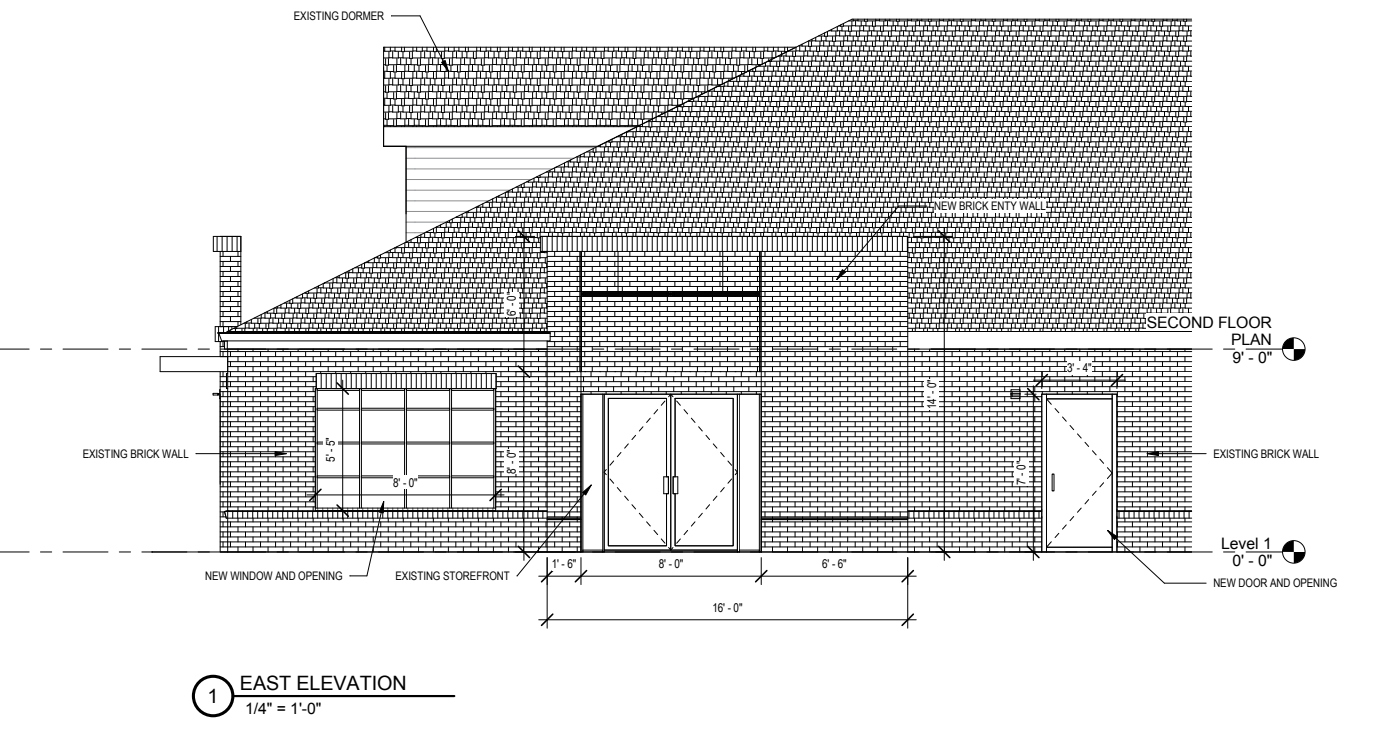
Staff recommends approval of the new remodel and 2nd story addition with the following conditions:

1. The remodel and 2nd story addition shall be constructed as shown in submitted plans.
2. Dumpster pen shall be constructed from masonry materials matching the structure per Planning development review regulations.
3. New dormer siding material?
4. Window false dividers?



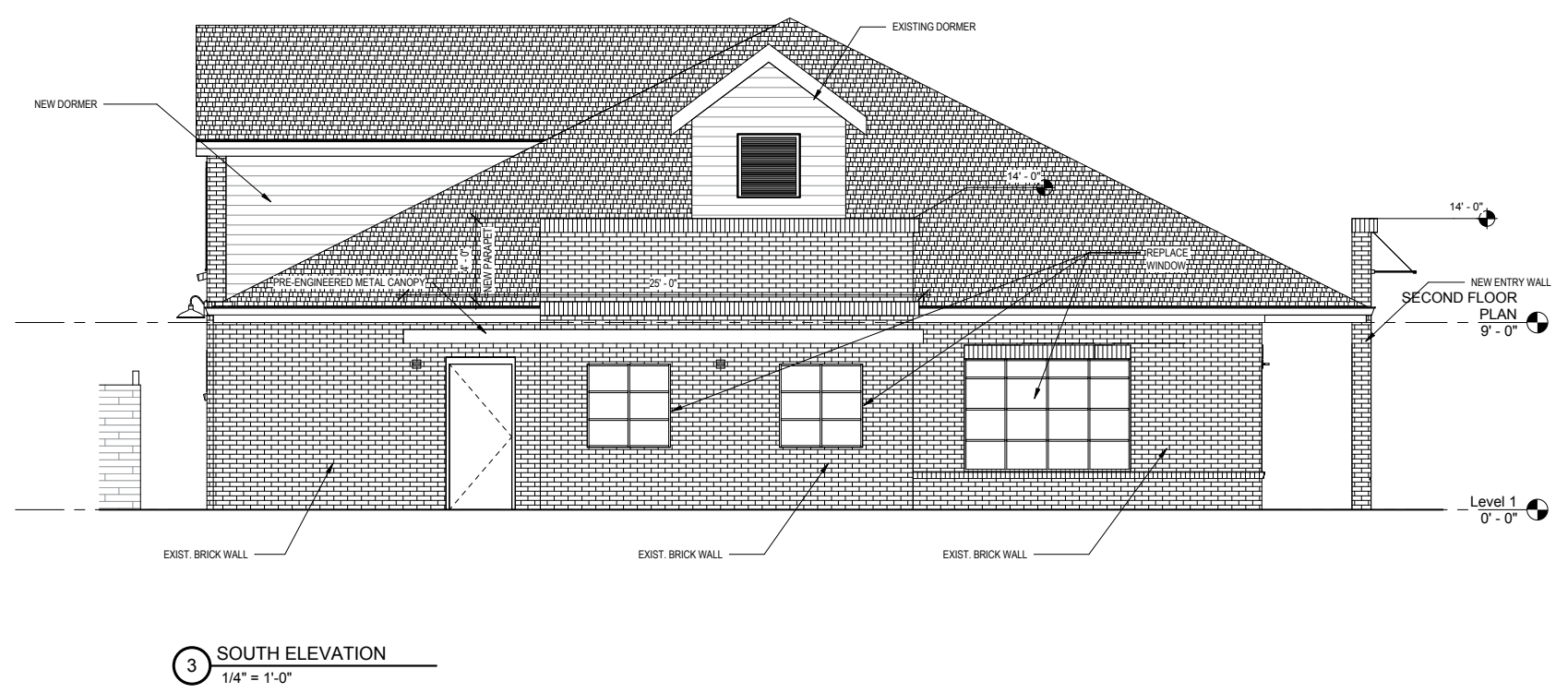


**2 WEST ELEVATION**  
1/4" = 1'-0"



**1 EAST ELEVATION**  
1/4" = 1'-0"

**Elevations**



**3 SOUTH ELEVATION**  
1/4" = 1'-0"



REVISION SCHEDULE		
No.	Description	Date

McKinney & McKinney  
**Tenant Office Remodel**  
Conway Arkansas



06/01/18  
17897  
EXTERIOR ELEVATIONS  
**A4.1**  
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**C4 NEW PARKING LOT - 1201 COLLEGE AVENUE**

**OLD CONWAY DESIGN OVERLAY DISTRICT  
CERTIFICATE OF APPROPRIATENESS REVIEW  
ST. JOSEPH PARISH NEW PARKING LOT  
1201 COLLEGE AVENUE**

**APPLICANT**

Joanna Nabholz  
H+N Architects  
1109 Main St  
Conway, AR 72032

**OWNER**

St. Joseph Parish  
1115 College Ave  
Conway, AR 72032

**SITE**

**Address.** Around 1201 College Avenue. The southwest corner of College Ave and Front Street. Front is closed south of College Ave.

**Lot Area.** ± 1.68 acres.

**Present Zoning.** C-1 (Downtown Commercial). The property is within the Old Conway Design Overlay Urban District.

**Abutting Zoning.** C-1 (Downtown Commercial). Surrounding properties are within the Old Conway Design Overlay Urban District.

**Surrounding Area Structures.** The property is located in the Old Conway Design Overlay Urban District on the south west corner of College Avenue and Front Street. Front Street south of College has been closed and is now the property of St. Joseph Church. Area structures consist of one story school buildings and the historic St. Joseph Sanctuary.

**General Description of Property and Proposed Development.** The applicant is proposing to demolish as existing gymnasium and construct a new parking lot with appropriate landscaping.

**Setbacks and Spacing.** Not applicable.

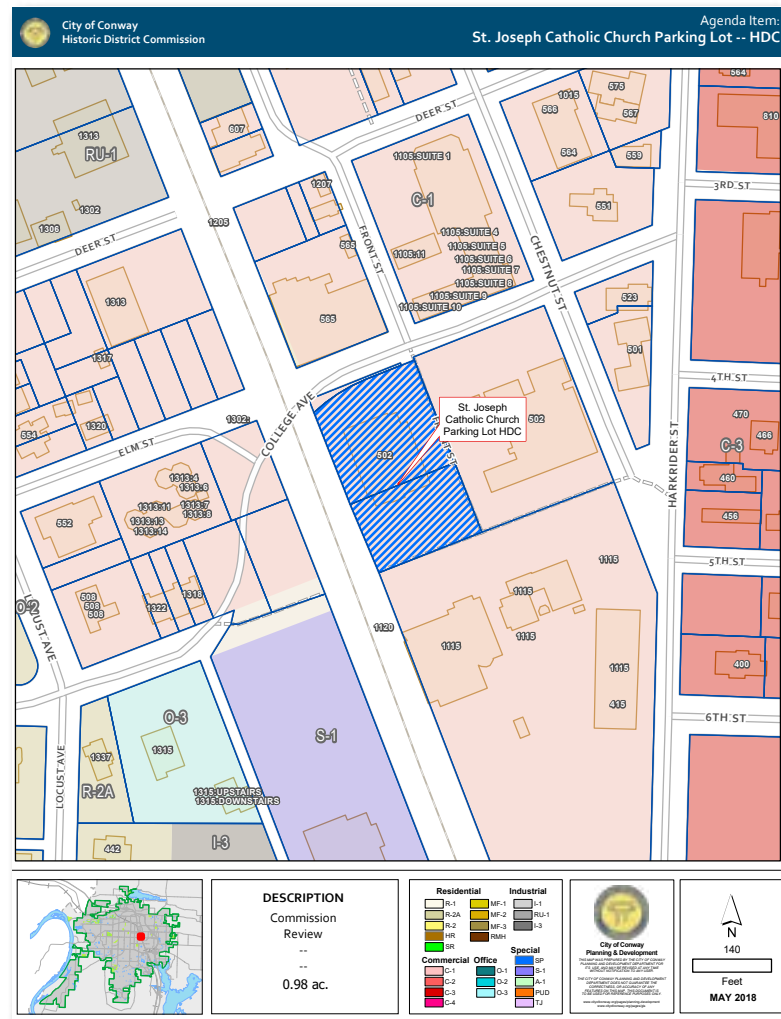
**Lot Coverage.** The Old Conway Urban District allows up to 100% impervious lot coverage. The proposed parking lot will include some pervious landscaping and tree islands.

**Orientation.** The direction in which the front of a building faces. Not applicable.

**Alley.** There are no alleys within the review area.

**Driveway/Parking/Carport.** There is an existing gravel driveway onto the property. No change to the driveway is indicated on submitted plans.

**Sidewalks.** There are existing sidewalks along College Avenue. No sidewalk construction is required.



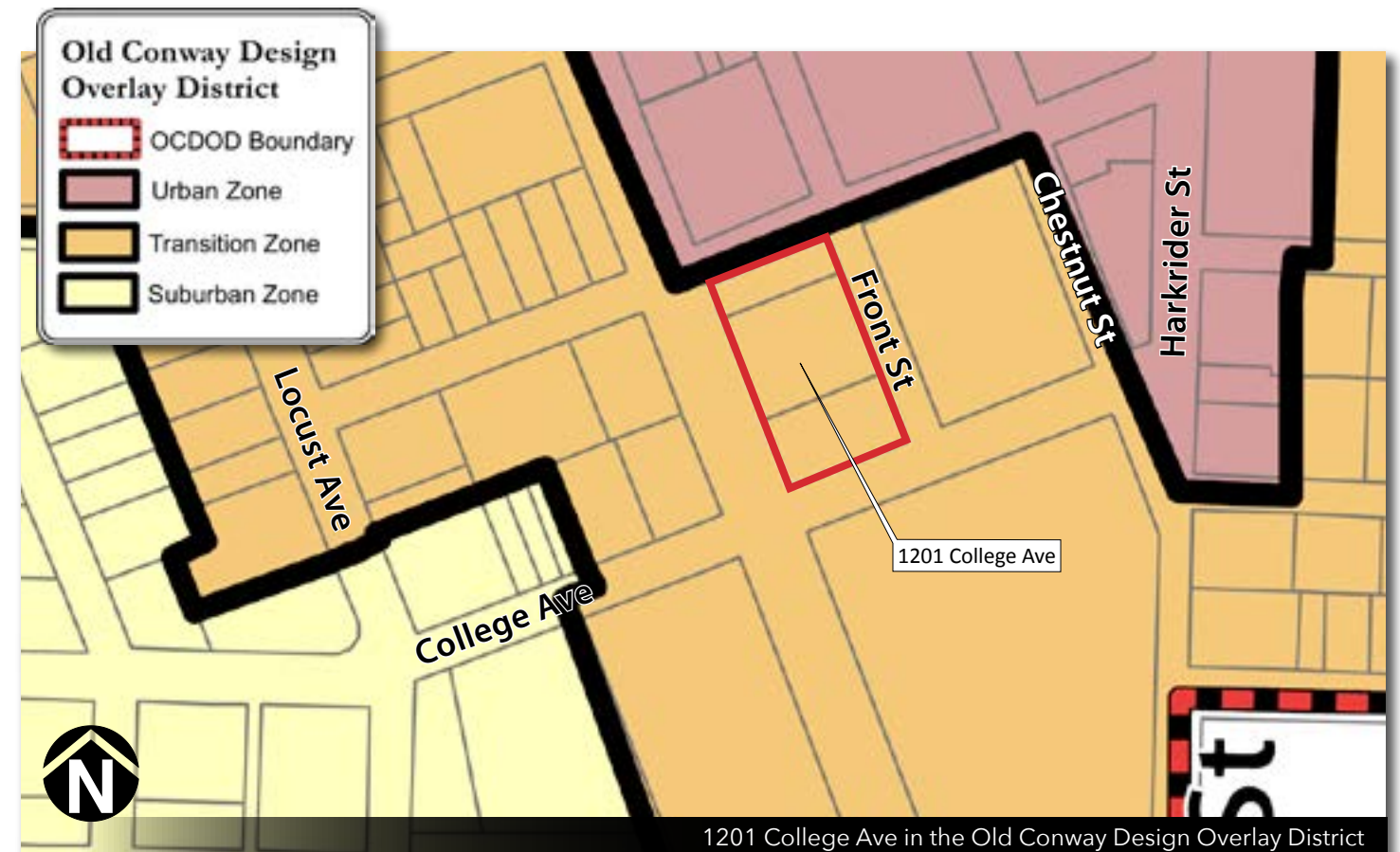
**Fences/Walls.** A screening wall is proposed along the College Avenue frontage to help create a more pedestrian friendly streetscape. The proposed wall is around 3'-10" tall with a 3'-0" ornamental metal fence on top. 7 foot tall brick columns are also proposed to anchor the wall on each end. In the case of this proposed parking lot, a screening wall is required. The proposed brick wall with ornamental metal fencing and brick columns is appropriate for this scale of parking lot.

**Tree preservation.** There are no trees on the property.

**MASSING**.....  
**Scale, Height, Width, Directional expression, Footprint, Complexity of form, Façade, wall area, rhythm.** Not applicable.

**DESIGN ELEMENTS**.....  
**Style, Entries, Porches, and Porticos, Doors and windows, Awnings.** Not applicable.

**Lighting.** Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. Light poles appear to be shown at key areas throughout the parking lot. The shielding of light, light pole heights, etc will be reviewed as part of Planning Department development review.





**C4 NEW PARKING LOT - 1201 COLLEGE AVENUE**

**MATERIALS & DETAILING**

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. Not applicable.

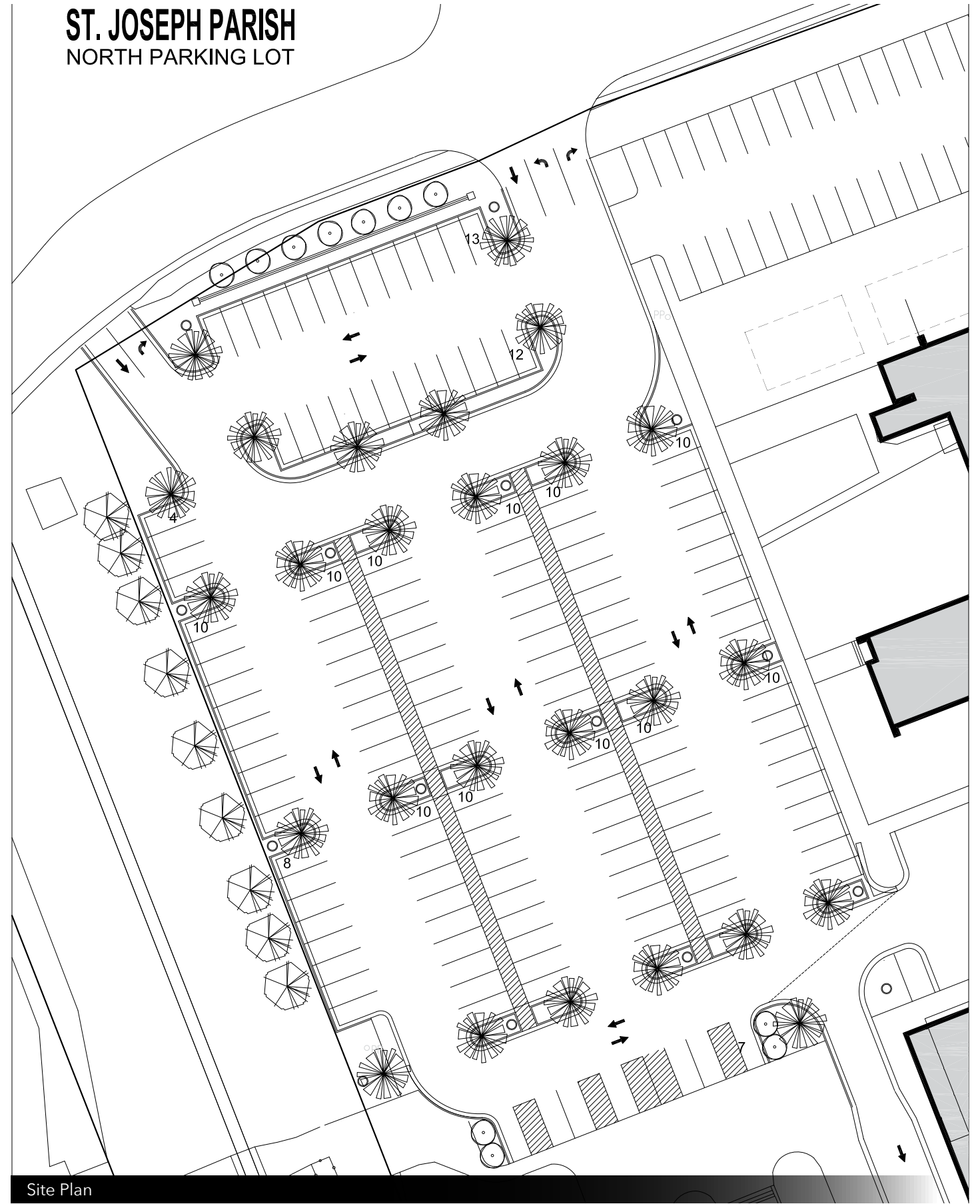
**Landscaping.** The parking lot appears to meet Planning Department development review standards for landscaping. Tree species are not listed but can be determined as part of Planning Development review.

**Shutters, Roof, Decks/Plaza Space, Skylights, Mechanical Screening.** Not applicable.

**RECOMMENDATIONS**

Staff recommends approval of the new parking lot with the following conditions:

1. The parking lot shall be constructed as shown in submitted plans.
2. Tree and shrub species shall be determined as part of Planning Staff development review.
3. Lighting shall be determined as part of Planning Staff development review.



Site Plan



**Robinson District and Old Conway Design Overlay District Guideline Amendments**

Planning Staff is intends to place the HDC's approved changes to the Robinson District and Old Conway Design Overlay District guidelines concerning vinyl and synthetic siding on the City Council's June 12, 2018 agenda.

**HDC Term Limitations Amendments**

Planning Staff is intends to place the HDC's approved changes concerning allowing HDC members to serve (2) 3 year terms followed by alternating terms (3 years on-3 years off) on the City Council's June 12, 2018 agenda.

**2018 CLG Grant**

The Conway HDC has been awarded a Certified Local Government grant from the Arkansas Historic Preservation Program for fiscal year July 1, 2018 through June 30, 2019. The grant award is as follows:

- \$5838 for Conway Historic District Commission member attendance to the National Alliance of Preservation Commissions Forum in Des Moines, Iowa in July 2018.
- \$600 for Conway Historic District Commission member attendance at Arkansas training events.
- \$360 for printing and postage of informational bailouts to residents and owners in the Robinson Historic District.
- \$943 for printing of Robinson District Guidelines and flash drives to be given to local realtors as part of a Realtor education session.