

The regular meeting of the Conway Historic District Commission was held on Monday, May 29th, 2024, at City Hall. The following members were present and acting: Corey Parks, Josh Hamilton, Emily Walters, Chair, Liz Hamilton, Vice-Chair, Jenny Davis, Secretary, Marianne Black, and Nathaniel Johnson, Jr.

Emily Walters opens meeting.

- I. Jenny Davis moves to table the approval of the minutes from March and April. Liz Hamilton seconds. Motion passes 6-0, with Corey Parks not voting because he is in route to the meeting.

## **II. 320 Conway Blvd.**

Edward Hoelzeman

320 Conway Blvd.

Conway, AR 72034

Staff recommends approval of the request with the following conditions:

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. Any significant trees over 8" in diameter will need to be protected during construction. Should any significant tree be removed it will need to be replaced with a species from the OCDOD approved tree list. If beneath the power line, it shall be an understory

tree and if away from the power line it shall be a canopy tree.

3. Windows shall be at least one-over-one (not fixed windows). If muntin bars are used, they must be true divided lights.

4. If the sidewalk is damaged during construction, it will need to be repaired.

5. Vinyl siding to match existing is permissible.

6. Lighting shall be downward and inward toward the property.

7. HVAC equipment shall be screened from public view.

Jenny Davis moved, Corey Parks seconded. Motion passes 7-0.

## **III. 719 Monroe Street - Addition**

Tony Salter

PO Box 1412

Conway, AR 72033

Staff recommends approval of the request with the following conditions:

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. Trees shall be retained on site. Where they cannot be retained, they shall be replaced 1:1 with species from the OCDOD approved tree list.
3. A landscape strip with shrubs shall be planted along the base of the addition facing Factory St.
4. Prior to issuance of a Certificate of Completion, sidewalks shall be restored on Factory St. They may be restored to the existing width.
5. Lighting shall be inward, downward, and shrouded so as to stay within the bounds of the property.
6. Utility apparatus, such as HVAC equipment, shall be screened from public view.
7. Materials shall be as shown on elevations. If substitute materials are used they must conform to the regulations for the Urban zone of OCDOD.
8. Project requires Site Development Review approval prior to issuance of a building permit. Corey Parks moved to approve, Liz Hamilton seconded, Motion passes 7-0.

Marianne Black moves to adjourn, Nathaniel Johnson, Jr. seconded. Motion passes 7-0.