

The regular meeting of the Conway Historic District Commission was held on Monday, July 22, 2024 at City Hall. The following members were present and acting: Corey Parks, Josh Hamilton, Emily Walter, Chair, and Nathaniel Johnson, Jr.

Emily Walter opens the meeting.

I. First item of business is to approve the minutes of June 2024 minutes. However, they were tabled from being reviewed due to lack of time to review. Corey Parks motions to table the June 2024 Minutes Reviewed. Josh Hamilton seconded. Motion passed 4-0.

II. 710 Merriman St.

Gene Salter
1535 Willow Creek Dr.
Conway, AR 72034

Recommendations

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. Lighting shall be inward, downward, and shrouded so as to stay within the bounds of the property.
3. Utility apparatus, such as HVAC equipment, shall be screened from public view.
4. Materials shall be as shown on elevations. If substitute materials are used they must conform to the regulations for the Urban zone of OCDOD.
5. Lot coverage may not exceed 80%.
6. Curb cut may not exceed 24' in width.
7. Prior to issuance of a building permit, the proposal shall undergo Site Development Review which will require the applicant to provide planning staff with a deed showing the property in its current configuration for at least 10 years. If this deed cannot be provided, the property will need to be replatted.
8. All perimeter screening must conform to Article X of the Zoning Code. Planters shall be placed along the perimeter of the building to lessen the otherwise bulky appearance where the structure meets the ground.
9. Landscaping (planter boxes are appropriate, if desired) between the parking lot and Factory St.
10. Fencing shall be metal, brick or stone. Chain link/razor wire is not permissible.
11. Head in parking spaces will need to be removed from Merriman Street frontage and may be changed to angled parking along Factory Street. A minimum of 18 spaces and a maximum of 27 spaces is required for the site.

Corey Parks motioned to approve the staff recommendations, omitting “shall” and replacing with “may need to” on item #7 after “the proposal”. Changes made to item #11 because the tenant he has wanting to use the building has 30 employees and needs to move max space of 27 increased to 33 parking spaces including handicap spaces with the use of angled parking if available. Also, to Omit first sentence of item #11 completely. Josh Hamilton seconded the motion. After other discussion and clarification regarding the angle of parking spaces, Corey Parks amended motion to modify previous motion as required by city staff to more appropriately represent the desired change. Josh Hamilton Seconded. Motion for modification passed unanimously. Chair Emily Walter brought the original motion back on the table and reinstated Corey’s motion. Vote was taken and passed unanimously.

III. 2014 Washington Ave.

Emily Ferris
Sowell Architects
27 Blue Bird Ln.
Conway, AR 72032

RECOMMENDATIONS

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. Prior to issuance of a building permit, SUB-0524-0073 needs to be completed with the filing of the final plat.
3. Landscaping shall conform to that shown on the site plan.
4. Driveway shall be concrete, concrete ribbon, pavers, or permeable paving; asphalt is not permitted.
5. Lighting shall be downward and inward toward the property.
6. HVAC equipment shall be screened from public view.
7. Addressing shall conform to that shown on the final plat.
8. Prior to issuance of a Certificate of Appropriateness, applicant shall submit for review and approval a site plan showing:
 - The front property lines after ROW dedication and the setback between the duplexes and the property lines.
 - Depth of front porch.
 - Driveway composed of allowed materials.

Corey Parks made a motion to approve with no changes. Nathaniel Johnson, Jr. seconded. Passed unanimously.

IV. 1405 Hamilton Ln.

Josh Furguson
5098 Hunter Ln.
Conway, AR
72034

RECOMMENDATIONS

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. Fencing shall be no more than 3.5 feet tall in front yard along the Hamilton Drive frontage and the secondary front yard along the Spruce St frontage. Pickets may be no more than 4 inches wide and 3 inches apart. Privacy fences shall be no more than 6 feet tall and are only allowed in rear yards. Fence may be constructed of wood, iron, aluminum mimicking iron, or composite wood-like material.
3. Lighting shall be downward and inward toward the property.
4. Porch roofing shall be asphalt to match existing residence.

Josh Hamilton motioned to approve the recommendations with no changes. Nathaniel Johnson Jr. seconded. Motion passed unanimously.

V. 1152 Hunter St.

Jason Oury
318 S. Washington Ave.
Fayetteville, AR
72701

RECOMMENDATIONS

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. A landscape plan shall be submitted with the Site Development Review application which shows trees to be removed, trees to be retained and the species type to be planted as permitted by the OCDOD approved tree species list. Any tree removed will need to be replaced at a 1:1 ratio.
3. Significant trees to be retained must be protected through fencing.

4. Prior to issuance of a building permit, the lots will need to be platted.
5. The rear privacy fence shall be wood, stone, brick or a material approved by Planning Staff prior to installation. Chain link or barbed wire are not allowed.
6. The private access drive and driveways shall be concrete or permeable pavers.
7. A 5' sidewalk with 6.5' greenspace is required for the Hunter St frontage.
8. Lighting shall be downward and inward toward the property.
9. HVAC equipment shall be screened from public view.

Corey Parks made a motion to accept as written. Josh Hamilton seconded. Motion passed unanimously.

Nathanial Johnson Sr. made a motion to adjourn.