

The regular meeting of the Conway Historic District Commission was held Monday, February 25, 2019 in Conway City Hall. The following members, being a quorum, were present and acting: David Carolina, George Covington, Sr., Gerald Tosh, Steve Hurd, Taylor Martin, and Emily Walter. Shelby Fiegel was absent.

Minutes from the November 2018 meeting were approved 5-0; *[David Carolina joined the meeting after the vote to approve the November minutes]* Minutes from the January 2019 meeting were approved 6-0.

## I. PUBLIC HEARINGS

### A. Old Conway Design Overlay District Certificate of Appropriateness review – proposed new residence at 141 Oliver St.

Niki & Rory Thompson, 2016 Duncan St, presented the request. Ms. Thompson explained that she had received a variance for reduced lot width [to 45'] for a new lot created through a lot-split process, hence the proposed shotgun style house. The Commissioners and Applicant discussed reducing the width of the driveway to allow for an additional landscape buffer between the driveway and south property line. James Walden, Director of Planning & Development, suggested the additional landscaping as the existing sparse tree line along the south property line will likely be removed at some point in the near future. There was further discussion confirming the choice of cladding materials and roof pitch. Emily Walter questioned the material used for the carport columns. Ms. Thompson answered that she will likely use wood columns. Steve Hurd noted that 8" or 10" columns are preferred. Ms. Thompson confirmed that she will comply with requested changes to front and side windows per condition 3.

Neighborhood Discussion:

In favor: None

Opposed: None

Commission Discussion:

Request approved, with conditions as noted below, 6-0 on a motion made by Taylor Martin and seconded by George Covington, Sr.

Conditions:

1. Driveway shall be paved with asphalt, concrete, or appropriate pervious pavers. The driveway shall be 10-13' wide and have a landscape strip along both sides.
2. A fee of \$877.06 will be accepted in-lieu of sidewalk improvements due to the lack of sidewalks in the area.
3. Vertical separation elements be added to the front and side windows which are proposed to include a diamond grid pattern.
4. The gabled front entry area include an all-brick façade surface.
5. A front-facing gable be added to the front façade with the addition of a small vertically oriented window or half-radius picture window. The gable shall be clad with stucco or wood shakes/shingles.
6. HVAC equipment be placed in a manner to minimize its visibility from the street.
7. The applicant will provide revised plans to the Planning Director for review and approval prior to issuance of building permits.

## II. DISCUSSION

### A. Election of 2019 Officers

The Commission elected Steve Hurd as Chairman, Taylor Martin as Vice-Chairman, and Gerald Tosh as Secretary.

**B. Remaining 2018 CLG Grant Funds**

Steve Hurd reviewed the CLG Grant tasks that are incomplete. He noted that the HDC will conduct the training session with the Faulkner County Realtors in August 2019 and will provide flash drives with Design Guidelines for reference. Emily Walter explained that the intent is to provide Realtors with a "quick-start guide" to better inform and serve their clients. It was decided to proceed with the purchase of the flash drives.

**C. 2019-2020 CLG Grant**

James Walden confirmed that the 2019-2020 Grant Application requesting \$25,000 was submitted to the AHPP on February 22, 2019 and we should receive a response in April then hopefully issue an RFP for a consultant to develop a preservation plan in May. He recapped the 4 critical tasks of the preservation plan, 1) Establish vision/goals for the HDC, 2) Community engagement/education in an effort to achieve established goals, 3) Consideration of future projects, i.e. establish new historic district or convert national register district to local, 4) Examine efficiency of regulatory structure.

**Adjournment**

There being no further business to conduct, the meeting was adjourned by unanimous vote on a motion made by [unknown] and seconded by [unkown].