



The regular meeting of the Conway Historic District Commission was held on **March 27, 2023 at 5:30PM** in the City Council Chambers at City Hall. The following members were present and acting:

Jenny Davis, Steve Hurd, Marianne Black, Shelby Fiegel, Emily Walter, and Liz Hamilton

**Minutes Discussion:** Two sets of minutes were reviewed and approved as follows:

Dec 28, 2022 move to approve Davis, second Walter. Commission unanimously approved.

Feb 27, 2023 move to approve Walter, approve Davis. Commission unanimously approved.

## I. PUBLIC HEARING ITEMS – OLD CONWAY DESIGN OVERLAY DISTRICT

### A. 125 Center Street – Awning & Shade Structure Additions (HDR-0223-0014)

Presenting in favor: Heather Lovell of Greenbrier and Rebecca Decker of Greenbrier representing Sallie Cone Elementary. Two proposals are considered. 1. A metal awning is to be placed on the Robin St side of the building where a safe room is located. It is to match existing awnings on the rear of the building. 2. Three metal canopies on the playground are to be replaced with sunshades.

Opposing input was invited and none given.

A question was posed by a neighbor (Lisa Mabry-Williams) regarding other structures on the campus that are metal and have dying shrubbery. It was explained to Ms. Mabry-Williams that this request is beyond the scope of the Historic District Commission, but that it would be appropriate to mention this to the Planning Commission for consideration.

Staff recommendations were read aloud and are as follows:

1. New awning along Robis St must match existing awning in material, color, and design.
2. All existing metal canopies must be removed permanently from the site.
3. Any change to the configuration or number of canopies will require a new Certificate of Appropriateness granted by the Historic District Commission.

The applicant agreed to the conditions as stated.

There was no further discussion. Move to approve Shelby Fiegel, second by Jenny Davis. Commission voted unanimously to approve.

### B. 1169 Mitchell Street – Residential Addition (HDR-0223-002)

Presenting in favor: Robert Murphy, property owner and resident. Proposal is to add a bedroom/bath to the back of the existing home.

Opposing input was invited and none given.

Staff recommendations were read aloud and are as follows:

1. Windows shall match the style of the existing primary structure. If muntin bars are used they shall be true divided lights (fake muntin bars are prohibited).

Applicant voiced understanding of the conditions and agreed.

There was no further discussion. Move to approve Shelby Fiegel, second by Liz Hamilton. Commission voted unanimously to approve.



C. 1915 Johnston Avenue - Remodel (HDR-0323-0040)

Presenting in favor of the proposal was Tommy Spseto for Matthew Bates, owner. The proposal is presented as the result of a stop work order. Work has already been done removing some windows, doors, and replacement of rotted wood at a minimum. Additional work is to be completed pending approval by the Commission. The additional work includes replacing all windows, doors, and repair to other areas of rotted wood.

Opposing input was invited and none given.

Staff recommendations were read aloud and are as follows:

- 1. Applicant must obtain all applicable building permits if/when a Certificate of Appropriateness is granted.
2. All windows will be required to be one-over-one.
3. All fascia and soffits shall be repaired with wood or a wood-like material such as Hardie siding/LP SmartSide
4. Roofing shall be composed of asphalt shingles.
5. No shutters shall be allowed.

Applicant voiced understanding of the conditions and agreed.

There was no further discussion. Move to approve Liz Hamilton, second by Jenny Davis.

Commission voted unanimously to approve.

III. ADDITIONAL BUSINESS

- A. Planning Department Newsletter sent via email to Planning and Historic District Commission membership. At present this is only sent to commissioners, but discussion continues regarding how to do more widespread community information to the public of actions and events.
B. Historic District/Certified Local Government training is coming in May 2023. This is highly recommended for commissioners and additional information will be forwarded as it becomes available. Training (known as CAMP) will be coming in May.
C. Discussion of possible visit from Iain Montgomery - Arkansas state CLG coordinator.

A motion to adjourn, made by Shelby Feigel and seconded by Liz Hamilton, was approved unanimously.

These minutes were accepted and approved on 04/25/2023 by at least a simple majority of those HDC Commissioners present. Commissioners were provided with an opportunity to review these minutes prior to the meeting and an opportunity to offer any amendments thereof on the date above. All said amendments are documented herein. Pursuant to the Bylaws of the HDC at time of approval, the Chair shall sign all approved minutes:

Approval:

\_\_\_\_\_ / \_\_\_ / \_\_\_

Steve Hurd, Chair