

The regular meeting of the Conway Historic District Commission was held on Monday, October 23rd, 2023 at City Hall. The following members were present and acting: Emily Walter, Shane Lind, Shelby Fiegel, Marianne Black, and Jenny Davis.

Shelby Fiegel made a motion to delay the approval of the minutes from August, September, until the November meeting.

I. 1831 Mill St.

Applicant: Storybook Renovations, LLC
831 Faulkner St
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. Additional windows on Side Elevation 1 are encouraged.
3. Additional architectural detailing is encouraged on Side Elevation 2 in the form of windows or changes in the roofline.
4. Prior to issuance of a building permit, the lot will need to be replatted.
5. Fencing to the north of the front façade of the residence will need to swoop down to 3-1/2 feet. The upper 2 feet of the privacy fence shall have 50% opacity. Fencing material shall be wood or wood like composite material.
6. One tree shall be planted. If beneath the power line it shall be an understory tree and if away from the power line it shall be a canopy tree.
7. Windows shall be at least one-over-one (not fixed windows). If muntin bars are used, they must be true divided lights.
8. Driveway shall be concrete, pavers, or permeable paving.
9. Prior to final building inspection, a 5-foot sidewalk with 6-1/2 foot green space is required.
10. Lighting shall be downward and inward toward the property.
11. HVAC equipment shall be screened from public view.
12. Revised plans shall be submitted for review and approval by Planning Staff prior to issuance of COA.

Shelby Fiegel moved to approve the recommendations of the staff, changing recommendation 2 and 3 from “encouraged” to “required.” Jenny Davis seconded the motion. Motion unanimously approved.

II. 1406 Clifton Street

Applicant: Storybook Renovations, LLC
831 Faulkner St, 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. Additional windows on Side Elevation 1 are encouraged.
3. Additional architectural detailing is encouraged on Side Elevation 2 in the form of windows or changes in the roofline.
4. Prior to issuance of a building permit, the lot will need to be replatted.
5. Fencing to the north of the front façade of the residence will need to swoop down to 3-1/2 feet. The upper 2 feet of the privacy fence shall have 50% opacity. Fencing material shall be wood or wood like composite material.
6. One tree shall be planted. If beneath the power line it shall be an understory tree and if away from the power line it shall be a canopy tree.
7. Windows shall be at least one-over-one (not fixed windows). If muntin bars are used, they must be true divided lights.
8. Driveway shall be concrete, pavers, or permeable paving.
9. Prior to final building inspection, a 5-foot sidewalk with 6-1/2 foot green space is required.
10. Lighting shall be downward and inward toward the property.
11. HVAC equipment shall be screened from public view.
12. Revised plans shall be submitted for review and approval by Planning Staff prior to issuance of COA.

Shelby Fiegel motioned to approve the recommendations of the staff, with Shane Lind seconding the motion. Motion unanimously approved.

III. 713 1st. Street -Accessory Structure

Applicant:

JVG Heating, Cooling, & Refrigeration
1410 Champions Dr 713 1st St
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. Windows shall be one-over-one. Fake muntin bars are prohibited.
3. Two canopy trees shall be planted along 1st Street.
4. Prior to issuance of a Certificate of Appropriateness, the applicant shall provide Planning Staff with an updated site plan showing

the proposed driveway configuration with materials noted. The site plan shall show the parcel boundary dimensions as well as the platted alley to the south to ensure that the outbuilding is constructed 15 feet from the centerline of the alley.

5. Prior to building permit final, a 5-foot wide sidewalk shall be constructed along 1st St.

6. Lighting shall be inward, downward, and shrouded so as to stay within the bounds of the property.

Jenny Davis motioned to approve the staff recommendations, adding the recommendation that any fencing shall be wood, 6 ft. high in the rear and 3 ½ feet high in the front. Shane Lind seconded the motion. Motion unanimously approved.

IV. General Business

- 521 3rd Street - Approval of an outbuilding less than 160 sf (HDR-0923-0161)
- 1510 Mill Street - Approval of work on less than 160 sf of an existing outbuilding (HDR-1023-0171)

V. Additional Business. Tom Kitt of 1837 Robinson Ave. to speak about the signage inside of City Church at 1832 Robinson Avenue.

Shelby Fiegel motioned to adjourn, with Marrienne Black seconding the motion. Motion unanimously passed. Meeting adjourned.