



CITY OF CONWAY, ARKANSAS HISTORIC DISTRICT COMMISSION

December 19, 2023 • 5:30pm • 1111 Main Street

Please note that the location of the meeting has changed to City Hall Meeting Room 126/Town Hall Square



City of Conway

HISTORIC DISTRICT COMMISSION

December 19, 2023

MEMBERS

Emily Walter, Chairman
Liz Hamilton, Vice-Chairman
Jenny Davis, Secretary
Marianne Black
Shelby Fiegel
Shane Lind

Call to Order.

Roll Call.

Approval of Minutes. August 28, September 25, October 23, and November 27, 2023

I. Public Hearing Items - Old Conway Design Overlay District

A. 707 Parkway Street - Commercial remodel (HDR-1123-0201)

B. 950 Watkins Street - New single-family residence (HDR-1223-0202)

II. Additional Business

A. Newly appointed Commissioners

B. Outgoing Commissioners

C. Items as decided by the Commission

Adjourn.

707 Parkway Street - Commercial Remodel

Old Conway Design Overlay District

I.A

APPLICANT/AUTHORIZED AGENT

Emily Ferris
Sowell Architects
1315 North St, Ste 100
Conway, AR 72034

OWNER

JMJ Family Properties, LLC
707 Parkway St, Ste 103
Conway, AR 72034



SITE

Address. 707 Parkway St.

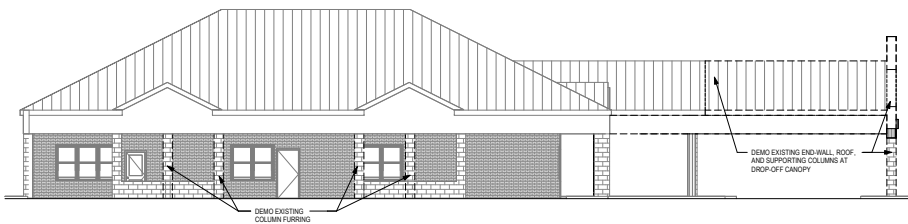
Lot Area. ±0.48 acres.

Present Zoning. C-1 (Central Business District), Old Conway Design Overlay District - Urban Zone.

Abutting Zoning. North, East, & West: C-1 (Central Business District), OCDOD-Urban; South: RU-1 (Restricted Use District), OCDOD-Transition.

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Urban District on the corner of Prairie St and Parkway St. Area structures include a public parking lot to the east, city light plant to the south, and retail to the west and north.

General Description of Property and Proposed Development. The applicant is proposing an interior remodel and exterior improvements to an existing building to accommodate the offices of "Oral Surgery of Central Arkansas". Exterior improvements include reducing the front canopy; demolishing columns; adding windows; altering the articulation through different material types; and re-coating the existing metal roof.

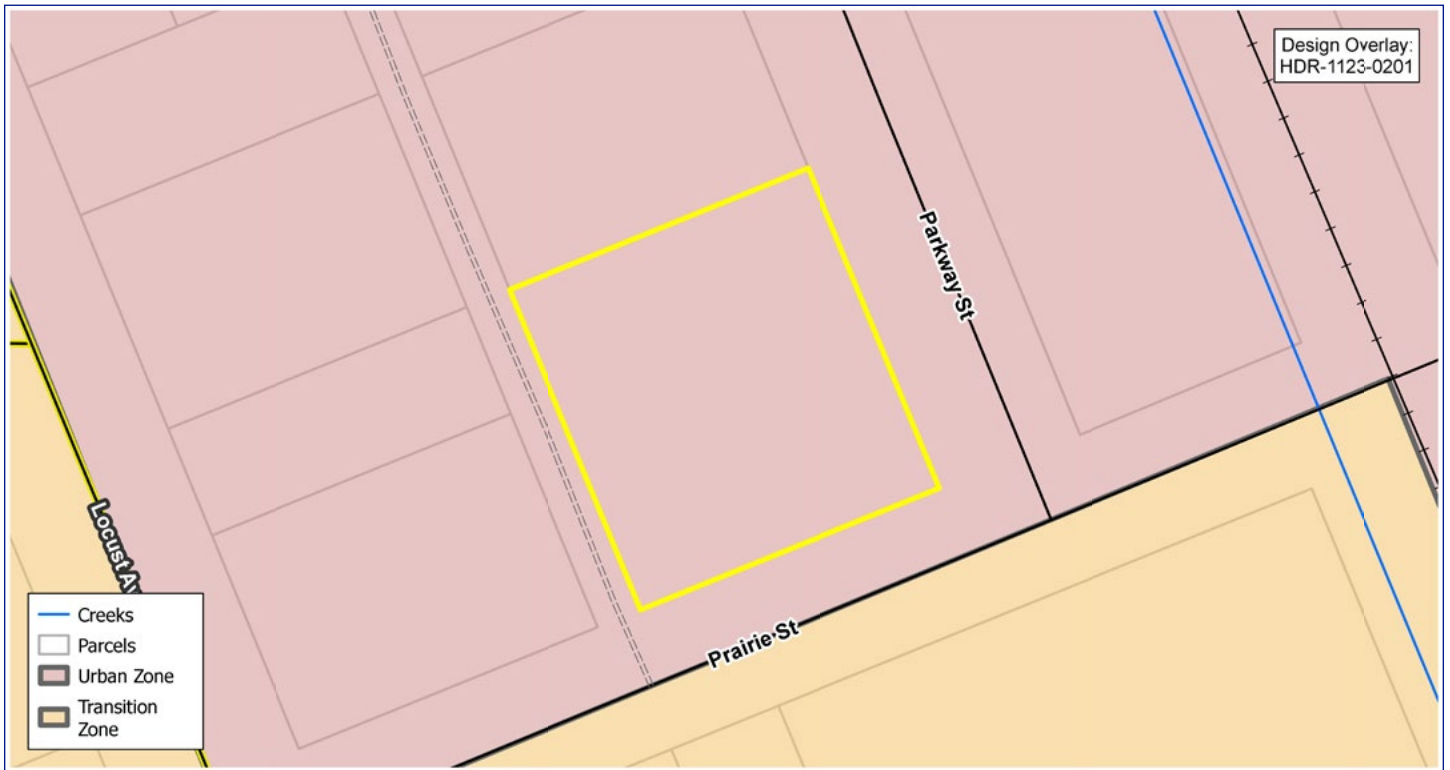
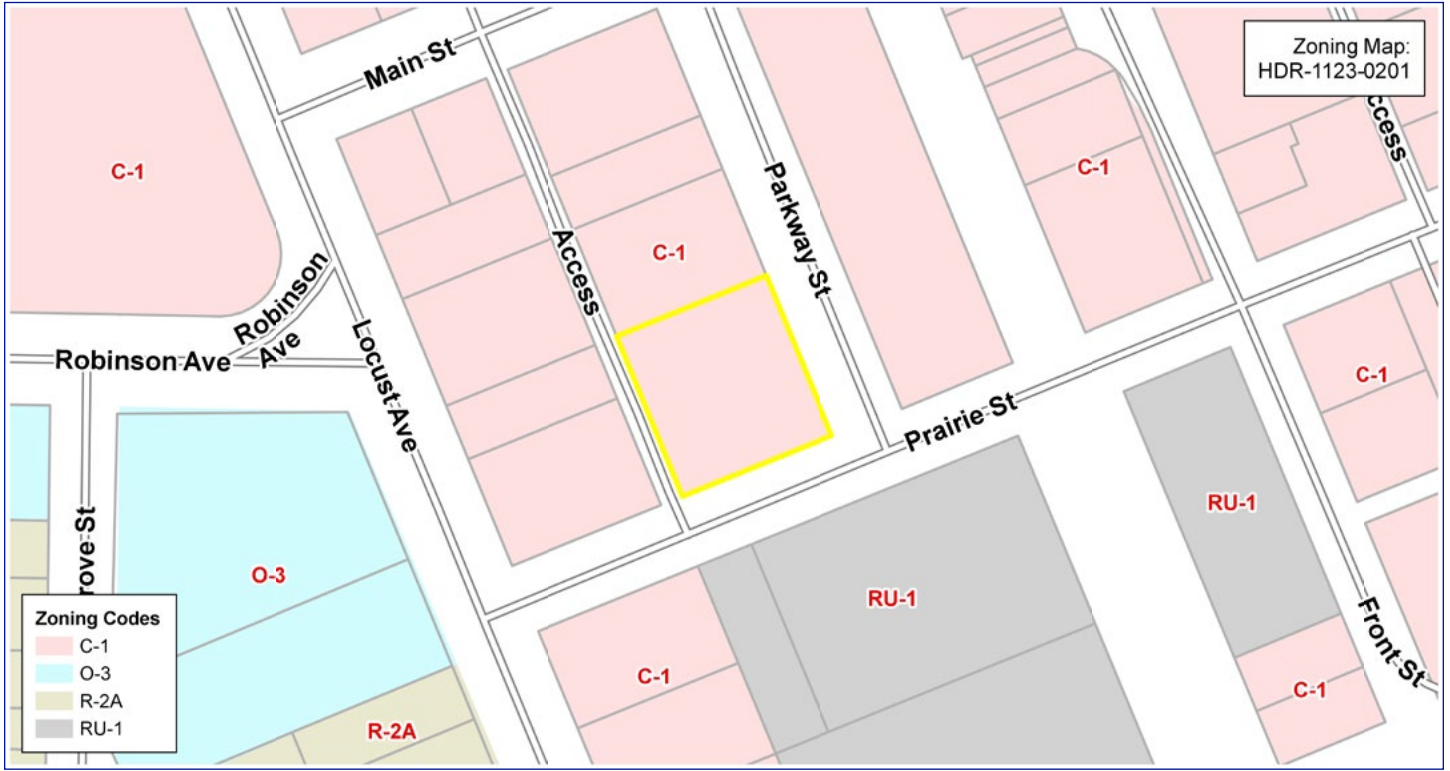


5 SOUTH ELEVATION DEMO
1/8" = 1'-0"

707 Parkway Street - Commercial Remodel

Old Conway Design Overlay District

I.A



SITE & DENSITY

Setbacks and Spacing. In the Urban Zone, a zero setback is appropriate. A minimum of 80% of any building façade shall be within 3 feet of all property lines.

This is a remodel of an existing building and there are no changes to the footprint.

Building Height. Buildings shall have a front façade which is no fewer than 2 stories in height.

The proposed modifications will not alter the existing height of the structure.

Lot Coverage. The maximum allowable lot coverage for the Urban Zone shall be one hundred percent.

Existing structure and parking consume about 80% of the lot coverage.

SITE & SERVICE

Landscaping & Paving. Recessed entries shall be paved with terrazzo, concrete pavers, concrete, stone, brick, tile or another high-quality hardscape material; asphalt and loose paving such as gravel are prohibited. Any proposed landscaping shall not block pedestrian access to storefronts or building entrances.

No asphalt or loose paving materials are proposed. Landscape strips exist.

Fences, Railings, & Walls. Fences, railing, and wall shall be constructed of metal, brick, or stone. Plastic, chain link, and wood are prohibited. Fences and railings shall be a minimum of 70% open.

No fencing, railings or walls are proposed.

Vehicular Access Points. Curb cuts in the Urban Zone shall be no greater than 20 feet in width. When interrupted by a vehicular access point, the continuity of the sidewalk surface material and grade shall be maintained and the material and grade of the driveway interrupted.

The existing vehicular access points are approximately 19 feet in width. There are no sidewalks existing or proposed.

Off-Street Parking. Except in the most critical of circumstances, locating surface parking lots at block corners shall not be permitted. Where a parking lot must abut a public sidewalk, a visual buffer shall be provided through the use of a wall or fencing along the sidewalk edge. In situations where walls are not appropriate, a landscape buffer may be utilized.

Applicant will utilize existing parking which is on the block corner and is obscured in part by a landscape strip.

Dumpster & Loading Docks. All loading docks shall be screened from pedestrian view. Trash dumpsters shall be further screened by use of a gate and structure which complements the design of the primary building through the use of similar materials, colors, finishes, and architectural details.

No loading dock is proposed. No dumpster enclosure is shown on elevations but one is existing at the site. It is unclear whether it will be retained.

Utilities & Equipment. Mechanical and utility equipment [exclusive of fire hydrants], while essential, are unattractive and detract from the pedestrian environment. They should be located out of view from the public realm such as at the rear of the structure, screened by a gate or landscaping if along frontage, or behind a parapet or other architectural feature if roof-mounted.

The design does not show the location of mechanical equipment. It is currently on the western side of the structure facing an alley and is visible from the public right of way.

ARCHITECTURE

Facade Articulation & Ground-Level Facade Detail. A minimum of 35% of each upper story shall be windows. Facades shall be broken down into 20-30' "modules" or "bays" to prevent a monolithic edge to the street. Large, unarticulated walls are discouraged and shall have either a window or a functional public access at least every 10 feet. Building corners which face an intersection should strive for a high level of articulation; unique corner treatments are strongly encouraged. A minimum of 2/3 of the first story shall be windows.

This is a single-story building. All four facades incorporate an appropriate amount of articulation. Less than 2/3 of the first story are windows. Windows are being added to the north, west, and east elevations.

Building Materials. Urban Zone buildings are encouraged to include a large amount of transparent glass. 85% of first-story glass shall be transparent; the remaining 15% may be frosted or stained. Tinted or reflective glass is discouraged on all floors. Building materials (other than glass) shall include brick, stone, concrete, architectural metals (on no more than 20% of any facade), stucco/plaster, and wood trim. Prohibited materials shall include wood siding, pressed wood siding, composite siding, vinyl siding, and basic sheet metal sheathing. Exterior insulated finishing systems (EIFS) are discouraged and shall only be applied in upper story areas or areas not susceptible to impact damage. Materials covering the original architectural features of historic or significant buildings are strongly discouraged.

Existing windows appear to follow the required amount of transparency. Applicant is proposing to add stone veneer to columns, a painted, steel truss above the entrance and will recoat the metal roof.

Building Entries. The primary pedestrian entry to each building shall be along the street frontage or along each or at the corner if the building is at an intersection. Recessed entries are encouraged.

The primary entrance corresponds to the parking area and is set back from the street frontage. Columns and a painted truss emphasize the building entry. Secondary entries are located on the south elevation and are also set back from the street.

Overhead Cover. Overhead cover is generally encouraged along and above all sidewalks within the Urban Zone.

An overhead cover is inapplicable given the lack of sidewalks and the location of the building in relation to the street. There is an overhead cover around the perimeter of 3/4 of the building.

Exterior Building & Accent Lighting. All projects should provide appropriate levels of building mounted lighting on the facade; it helps light the sidewalk and improve safety and security within the public realm.

It is unclear if any exterior building or accent lighting is proposed.

STREETSCAPE

Sidewalks. Sidewalks shall be provided along all street frontages located within the public realm. A sidewalk shall be constructed or repaired as part of new construction on all street frontages.

There are no existing sidewalks. This is a remodel and not new construction. Sidewalk construction is not required.

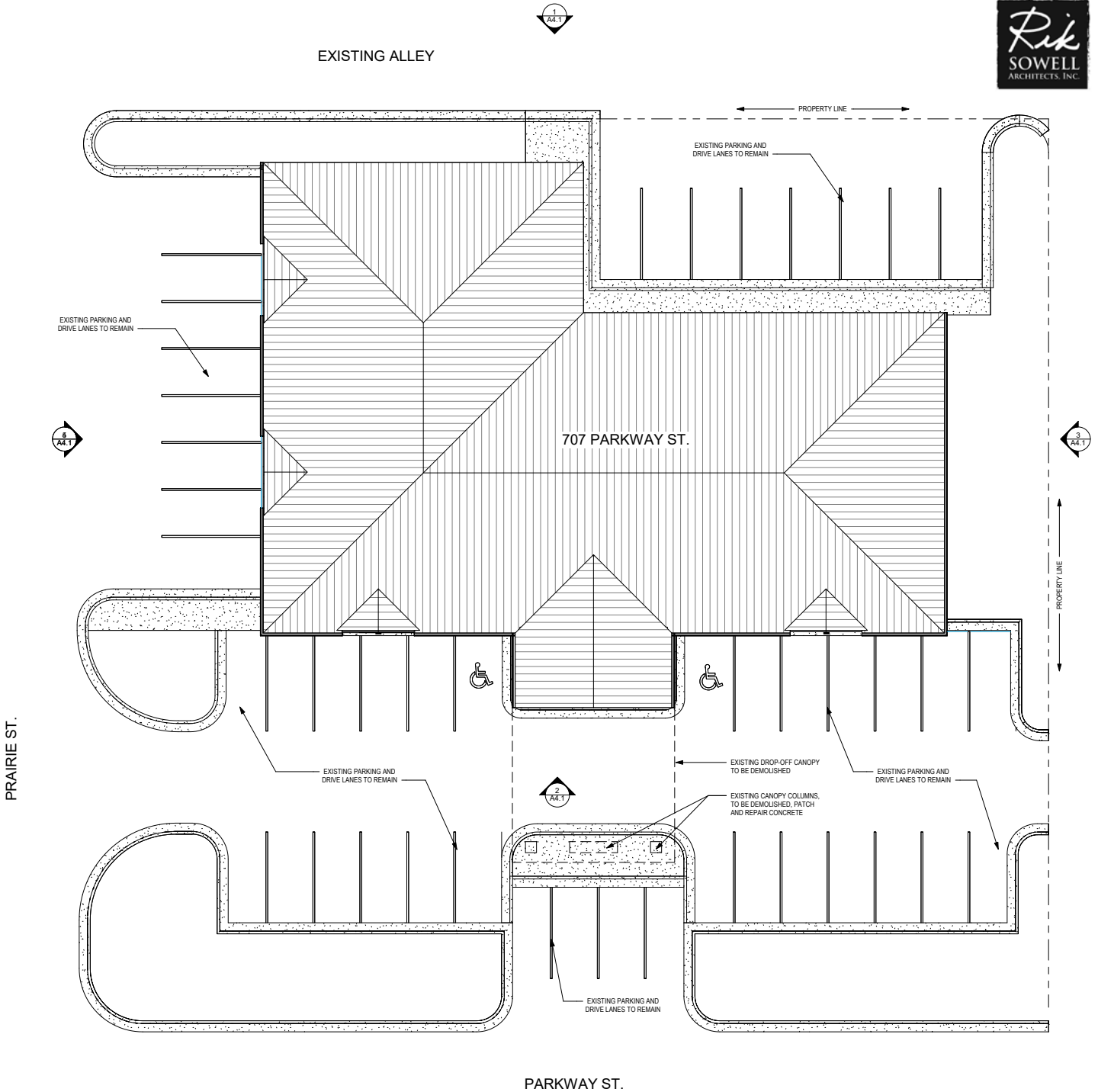
Signage. All signage should be considered integral to site and structure design and should complement the design character. All signage shall adhere to the guidelines and regulations detailed in Article 12 of the Conway Zoning Code.

Signage is indicated near the entrance on a column.

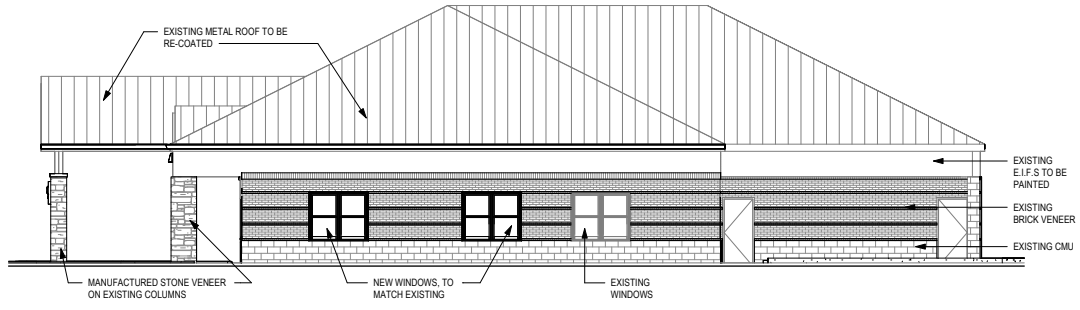
RECOMMENDATION

Staff recommends approval of the proposed remodel design with the following conditions:

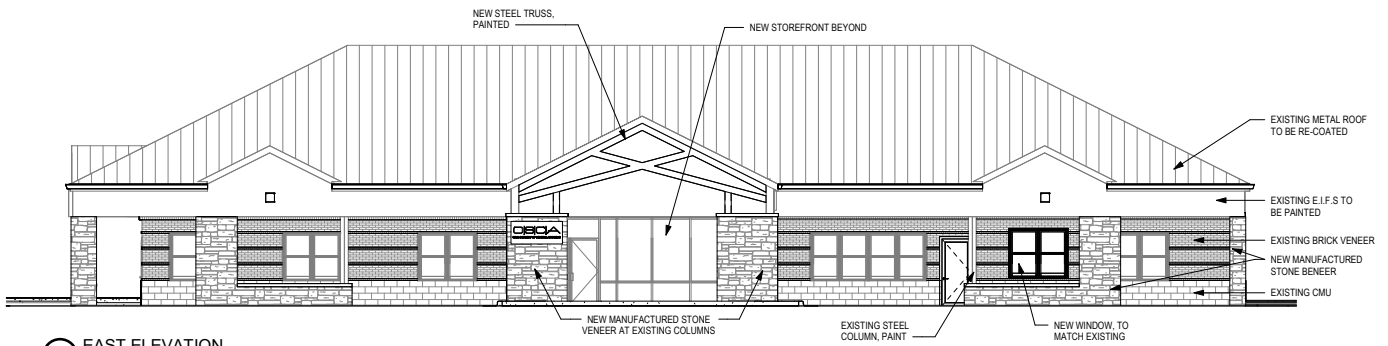
1. Applicant must obtain all applicable building permits* if/when a Certificate of Appropriateness is granted.
**Applicant shall provide proof of appropriate licensure of professionals performing work to the Building Permits Department*
2. Eighty-five percent (85%) of all first story glazing shall be transparent.
3. All signage shall comply with Old Conway Overlay District guidelines and regulations detailed in Article XII of the Conway Zoning Code. All signage is permitted separately from all review and building permit processes.
4. Some level of exterior building/accent lighting should be provided and shall be inward, downward, and shrouded to stay within the bounds of the property.
5. A dumpster enclosure made with materials that are similar to and complement the primary building is required.



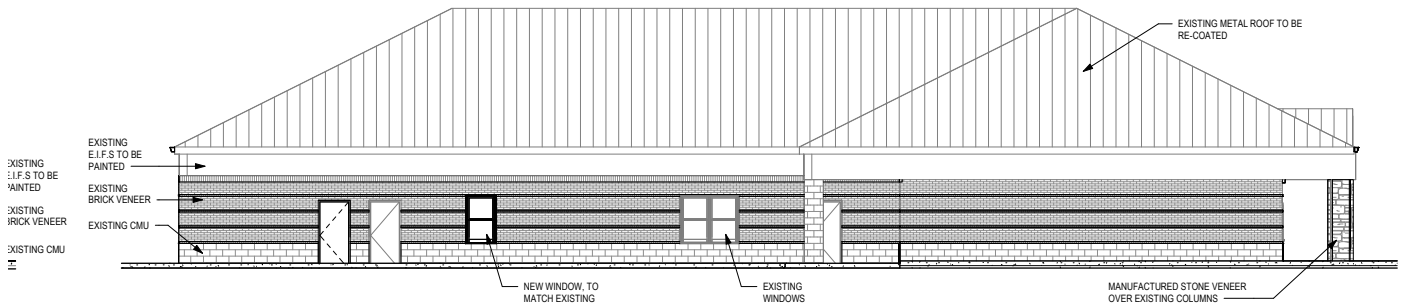
1 SITE PLAN
1" = 10'-0"



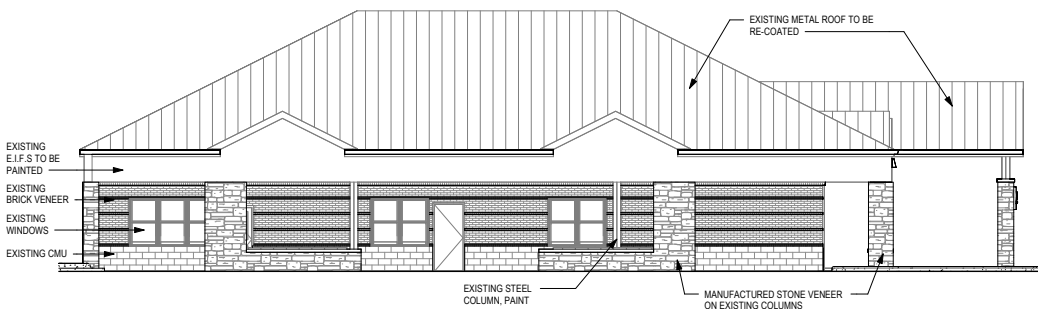
3 NORTH ELEVATION
1/8" = 1'-0"



2 EAST ELEVATION
1/8" = 1'-0"



1 WEST ELEVATION
1/8" = 1'-0"



4 SOUTH ELEVATION
1/8" = 1'-0"

707 Parkway Street - Commercial Remodel

Old Conway Design Overlay District

I.A



707 Parkway Street - Commercial Remodel

Old Conway Design Overlay District

I.A



View of subject property from Prairie St looking N



View of subject property from Parkway St looking W



View of subject property from alley looking SE



Property adjacent to the W



Property adjacent to the S



Property adjacent to the N

950 Watkins Street - New Single-Family Residence

Old Conway Design Overlay District

I.B

APPLICANT/AUTHORIZED AGENT

Billy Moody
305 Pickwicket Dr
Conway, AR 72034

OWNER

Dana McDougal
950 Watkins St
Conway, AR 72034



SITE

Address. 950 Watkins St.

Present Zoning. R-1 (One Family Residential District), Old Conway Design Overlay District - Suburban Zone.

Abutting Zoning. North/East: R-1 (One Family Residential District) OCDOD Suburban; South/West: R2-A (Two Family Residential District) OCDOD Suburban.

Lot Area. ±0.22 acres (~9,717 sf).

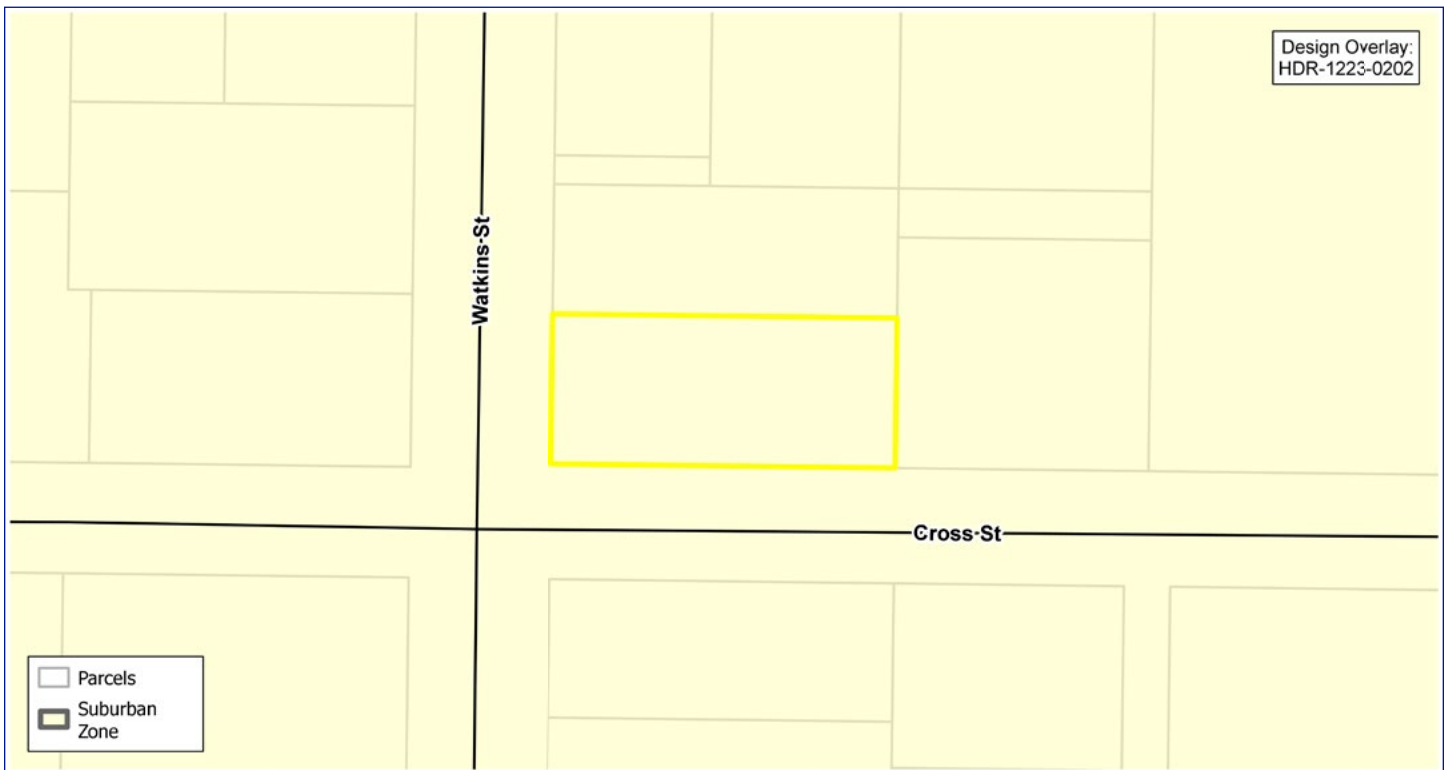
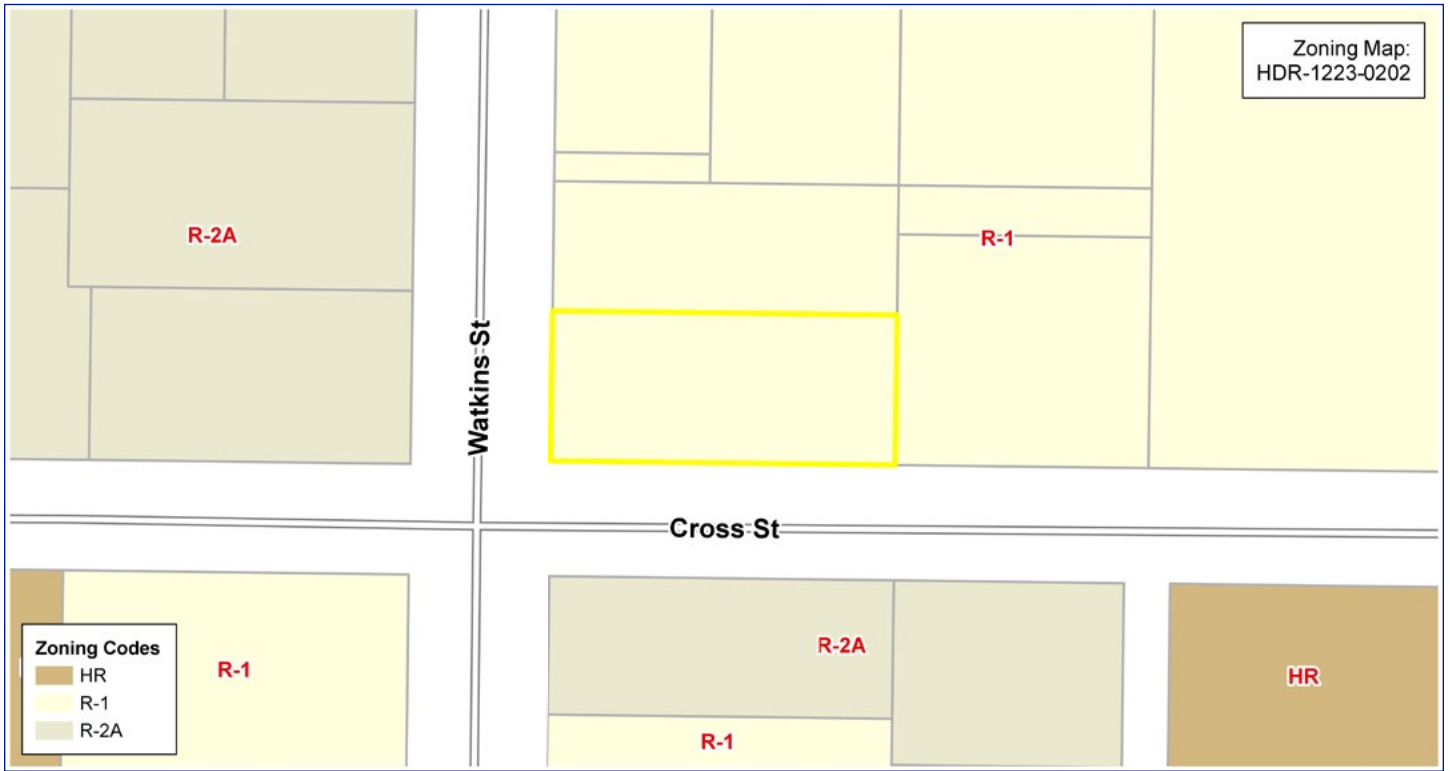
Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District on the corner of Watkins St and Cross St. Area structures consist of a mix of single-family homes in Craftsman, Ranch, and minimal traditional styles.

General Description of Property and Proposed Development. The applicant is proposing to demolish a single-family residence and construct a new 3,120 sf single-family residence with an attached garage. Also proposed is a 720 sf detached shop. The style of the proposed residence is reflective of a Tudor revival/English cottage style. The applicant would like to remove all trees from the property.

950 Watkins Street - New Single-Family Residence

Old Conway Design Overlay District

I.B



Setbacks and Spacing. Front setbacks are allowed within a range of 85% to 115% of the average front setback of the area. Secondary Front: 8 feet minimum; Side: 6 feet minimum; Rear: 3 feet (Fire Code requires a minimum 5 feet from property line and 10 feet from each other).

The average front setback for the area is 22 feet, based on ten homes on the same block. The applicant is proposing a front setback of 26 feet. To comply, the house will need to have a setback between 18 - 25 feet. The proposed setback exceeds the requirement by one foot. Given that the measurements are made using aerial images, it is likely there is an error of a foot ± and a front setback of 26' is supportable.

The secondary front setback is 8ft; the side yard setback is shown as 5'-4" and the rear setback is 40 feet. The structure will need to be a minimum of 6 feet from the interior side property line and 8 feet from the exterior side property line (Cross St frontage).

Outbuilding Setbacks. Front: Rear of Principal Building; Side: 3 feet minimum; Rear: 2 feet minimum; (Fire Code requires a minimum 5 feet from property line and 10 feet from each other).

The shop is located at the rear of the principal building; 5'-8" from the interior side yard and 5'-10" from the rear property line.

Spacing. Spatial relationships among existing buildings on a block and neighborhood suggest an appropriate width and spacing for new construction in the area.

The proposal conforms.

Lot Coverage. Lot coverage for all impervious surfaces shall be less than 60%.

Lot coverage for this site is approximate 39%. The proposal conforms.

Orientation. The front door of the structure should follow the orientation of entries along the street.

The front door for this structure faces the street in a similar fashion to other structures on the street.

Garages/Outbuildings. Garages should be placed at the rear of the lot. When lot depth prevents a rear placement, the garage may be placed at the side of the structure along the back half of the structure. Two and three car garages should be placed at the rear of the lot in a detached structure.

The applicant is proposing an attached garage at the rear of the residence which will take access from Cross St. The garage to be demolished was detached but also took access from Cross St. The proposed shop will be placed at the rear of the lot.

Alley. There is no alley access to these lots.

Driveway / Parking. Parking in the front yard is not permitted. Parking is to be placed at the rear or side. Driveways should be concrete, pavers, or permeable paving and sharing of driveways is encouraged.

The applicant has not shown a driveway from Cross St to the garage. One will need to be provided in the form of concrete, concrete pavers, or permeable pavers.

Sidewalks. Sidewalks are required for new construction projects.

Sidewalks are not shown on the proposal. Construction of a 5-foot sidewalk is required.

Fences/Walls. Fences shall be no more than 3.5 feet tall in front yards with pickets 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 or side yards as deemed appropriate.

No fence proposal is shown on the submitted plans.

Tree preservation. Identify and retain existing trees and plants that help define the character of the area. Any trees over 8 inches in diameter or greater must be protected and preserved. Preserve any large trees which line the streets of the residential areas. New trees reaching a mature height of 60 feet shall be planted at a distance of no more than 30 feet apart along the street right of way. No street tree shall be planted over or within 5 lateral feet of any underground water, sewer, electrical lines, or cable television (excluding telephone, and individual service lines.) No street tree shall be planted closer than 10 feet to a fire hydrant, utility pole or streetlight. No tree shall be planted within 15 feet of a street intersection. Understory trees shall be planted in cases of overhead power lines. Removal of one or more significant trees in the Old Conway Design Overlay District requires approval by the Commission, which also requests the following information:

1. Site plan and/or photographs showing the location of significant tree(s);
2. Proof that the tree is dead or so badly diseased or damaged that it cannot be salvaged (such as a letter from a landscape firm);
3. Any other reasons for removal;
4. Species and size of the tree that will be planted to replace it, as well as the location where it will be planted;
5. If a tree is removed, the stump must be removed or ground to the surrounding surface soil level.

The applicant wishes to remove all trees from the property and has provided staff with the following statement:

"Most of the trees are dead, leaning, diseased, near utilities and one is actually growing in the storm drain. Some limbs have already fallen through the roof on this property."

Staff recommends that at least one canopy tree be retained if feasible. Canopy trees will need to be replanted at a rate of one tree for every 30 feet of street frontage. The property line along Cross St is 149 feet. The street frontage on Watkins is 65 feet. Taking into consideration the need to be 15 feet from a street intersection and the orientation of the residence, staff recommends the planting of one tree on Watkins St and 2-3 trees on Cross St (less if any existing canopy trees can be retained). A canopy tree will also need to be planted in the back yard to replace one being removed, or saplings of a canopy tree already on-site may be retained instead.

MASSING

Scale. The scale of the building should maintain the relationship of the structure's scale to the lot size of surrounding buildings.

The scale of the proposed structure is compatible to the overall scale of structures in the surrounding area.

Height/Width/Directional Expression. The height/width and directional expression of the structure should relate to historic patterns in the neighborhood.

The proposal is for a single-story structure with an attic which is similar to most residences in the neighborhood. The proposed design respects the orientation and type of home found in the area.

Footprint. The structure should respect the ratio building footprint to lot area of homes within the general vicinity.

The building footprints will cover around 40% of the site which is similar to other structures on similarly sized lots in the area.

Complexity of form. The detailing and wall breaks should relate well to structures in the area.

The structures will contain a level of detailing and form that is compatible with the patterns of the area with multiple eaves and a style that is reminiscent of an English cottage.

Façade, wall area, rhythm. New façades shall be compatible with those of the surrounding area. 25-40% of front façades should contain windows. Window and door openings should relate to the size and proportions contained in the surrounding area.

The floor plans show one window on the left side of the proposed residence, but the elevations do not show any windows on the left elevation. More windows could be included on the left elevation. (The applicant expressed to staff that because this elevation faces their neighbor's fence, more windows were not included on the left elevation.) The right elevation would also benefit from one additional window. One to two dormers on the rear elevations of the attic may also add to the rhythm.

DESIGN ELEMENTS

Style. New design should respect the context of the area while expressing the contemporary nature of the structure.

The surrounding area does not have a cohesive theme of styles, mixing different types of historical dwellings. The design of the proposed residence seems to reflect an English cottage which blends in with houses in the neighborhood.

Entries, Porches, and Porticos, Doors and windows, Awnings. Porches are encouraged and should be at least 6 feet deep, when present. Entries should contain special decorative elements and ornamentation. Windows should be of divided-light construction, where divided-light windows are proposed. Fake muntin bars are not permitted.

All porches exceed a 6-foot depth. The entries contain decorative elements. Windows appear to be two-over-two and will need to be true divided light.

Lighting. Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property.

No lighting is shown on the elevations.

MATERIALS & DETAILING

Architectural Details, Siding, and Bricks. Detailing and siding should complement the surrounding area. Siding should include brick, stone, wood, or Hardie® siding/LP® SmartSide® type siding.

The applicant is proposing brick as the primary siding material.

Shutters, Roof, Decks/Plaza Space, Skylights, Mechanical Screening. Roofing should respect the character of the surrounding area with respect to materials, pitch, and form. Metal roofing is prohibited unless historically used on the structure.

No shutters are being proposed which is desirable. The applicant is proposing a gable roof. The roofing material is not specified.

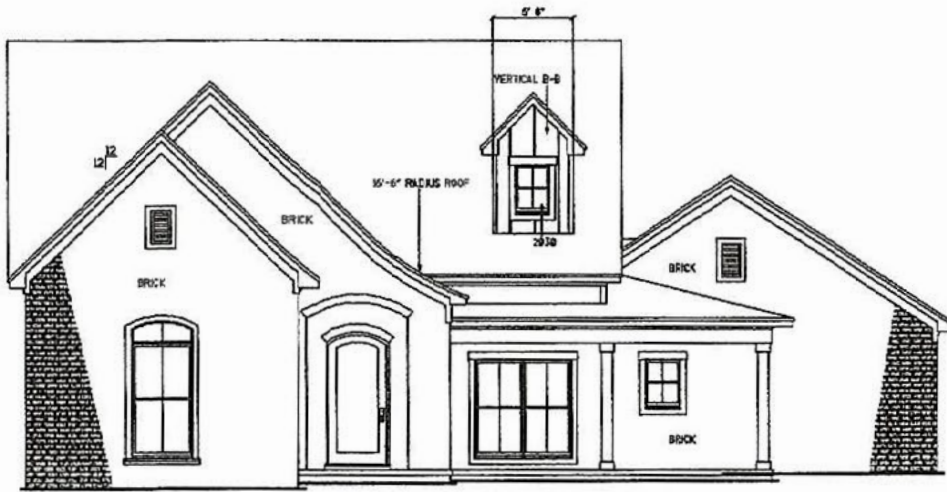
Mechanical system screening. HVAC units should be located where they are not readily visible from the street. If visible, they should be screened with shrubbery or fencing.

No HVAC equipment is shown on the site plan.

RECOMMENDATION

Staff recommends approval of the request with the following conditions:

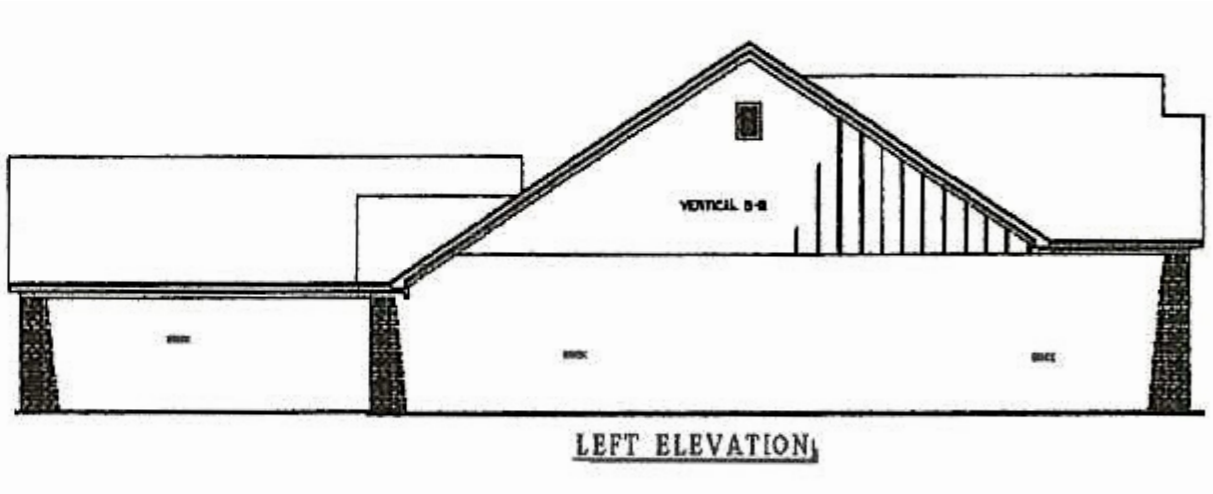
1. Applicant must obtain all applicable building permits* if/when a Certificate of Appropriateness is granted.
**Applicant shall provide proof of appropriate licensure of professionals performing work to the Building Permits Department.*
2. Prior to issuance of a Certificate of Appropriateness (COA), the applicant shall provide planning staff with the following:
 - A revised site plan showing the primary residence as being at least 6' from the interior side property line and at least 8 feet from the exterior side property line (Cross St frontage).
 - Revised side plan indicating the location of the driveway and its material type (driveway must be between 8 - 12 feet in width and composed of concrete, concrete ribbon, or permeable pavers)
 - Revised elevations showing additional windows on the left and rear elevations.
 - A site plan showing the location and type of trees to be planted to replace those being removed.
3. Prior to issuance of a building permit, the property shall be re-platted.
4. Prior to issuance of a Certificate of Occupancy the following will need to be completed:
 - One canopy tree must be present on Watkins St; 2-3 canopy trees on Cross St; at least one canopy tree in the rear yard. This requirement can be met through plantings, retained saplings, or mature trees if they are species which reach a maximum height between 40 and 60 feet.
 - 5-foot wide sidewalks shall be constructed along Watkins St and Cross St with a 5-foot greenspace.
5. Windows shall be at least one-over-one (not fixed windows). If muntin bars are used, they must be true divided lights.
6. Lighting shall be downward and inward toward the property.
7. HVAC equipment shall be screened from public view.
8. Siding shall be brick, wood, or Hardie® siding/LP® SmartSide® type siding.
9. Roofing shall be asphalt or composition type shingles; metal roofing is prohibited.



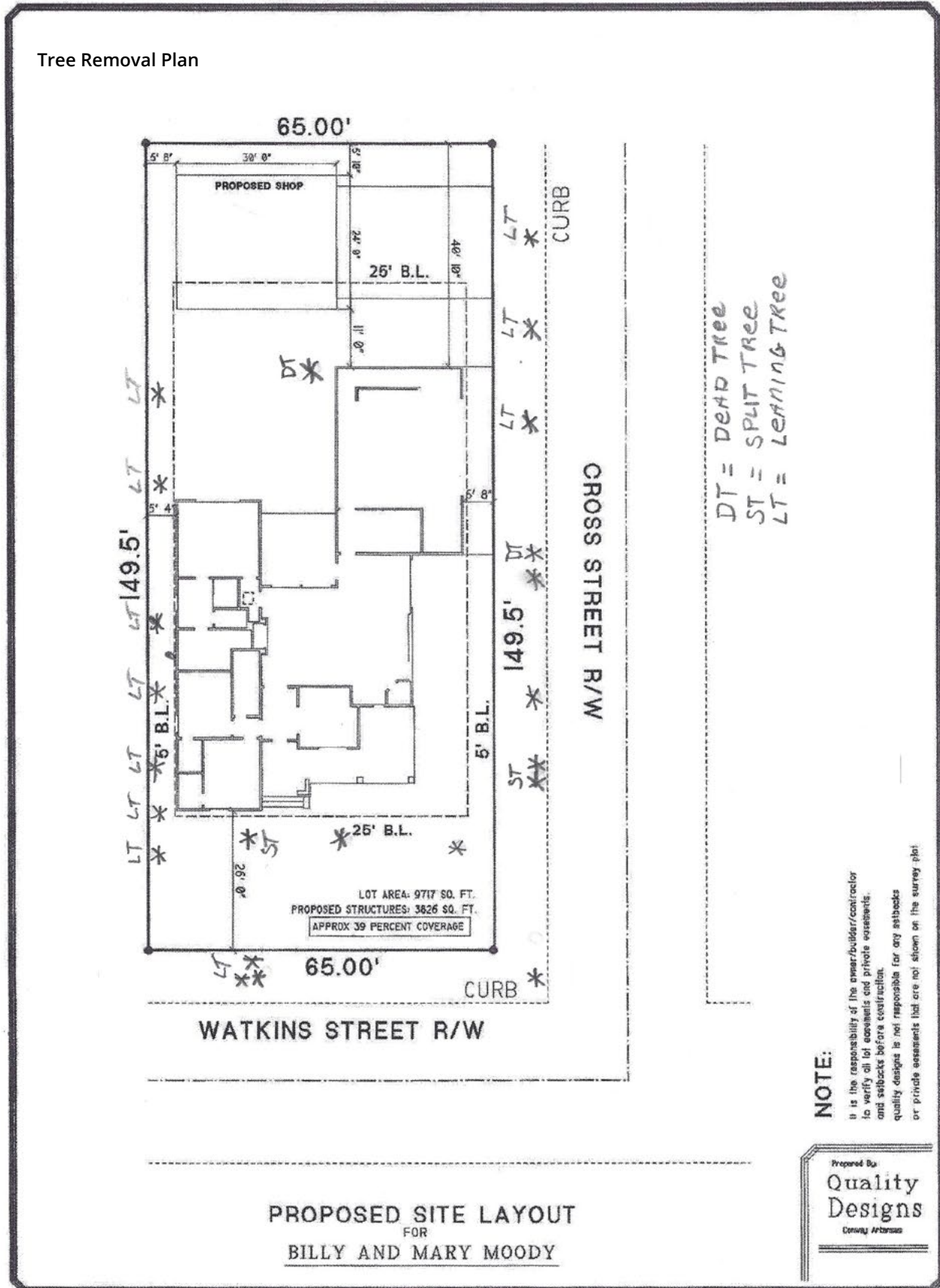
FRONT ELEVATION



RIGHT ELEVATION



Tree Removal Plan



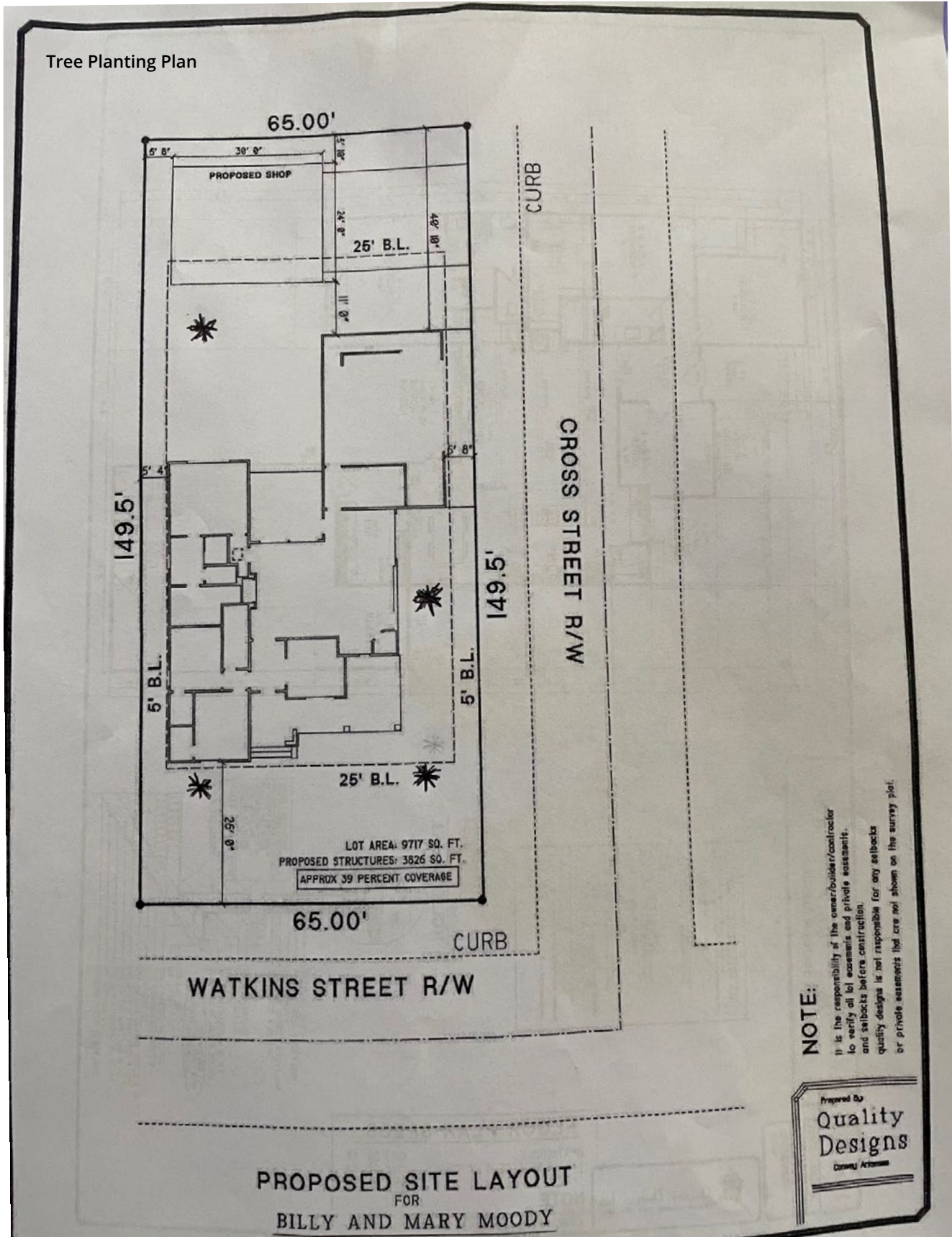
DT = DEAD TREE
 ST = SPLIT TREE
 LT = LEANING TREE

NOTE:

It is the responsibility of the owner/contractor to verify all lot elevations and private easements, and setbacks before construction. Quality Design is not responsible for any setbacks or private easements that are not shown on the survey plot.

Prepared By:
Quality Designs
 Conway Arkansas

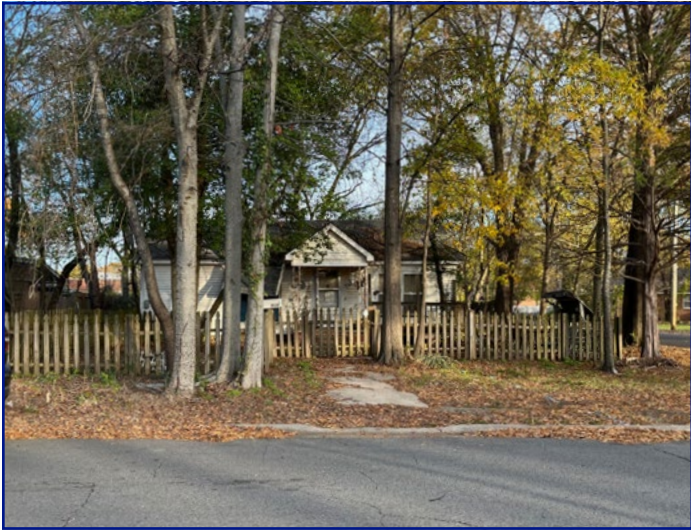
PROPOSED SITE LAYOUT
 FOR
 BILLY AND MARY MOODY



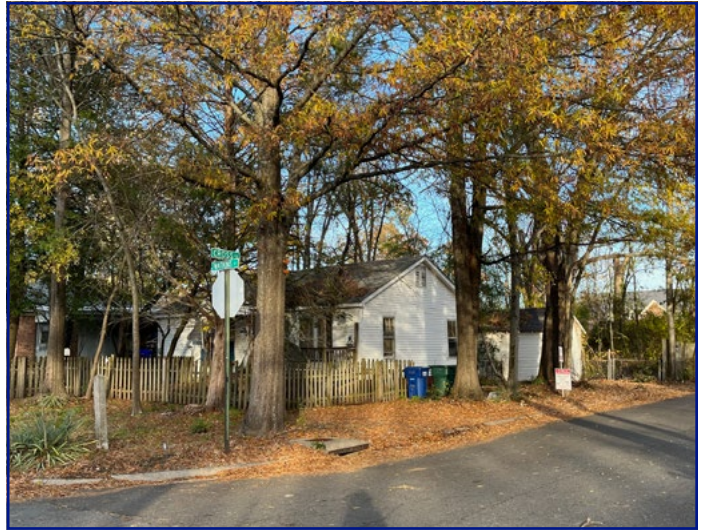
950 Watkins Street - New Single-Family Residence

Old Conway Design Overlay District

I.B



View of subject property from Watkins St looking E



View of subject property from Cross St looking NE



Property adjacent to the N



Property adjacent to the S



Property adjacent to the W



Property adjacent to the SW