

**CITY OF CONWAY**  
**COMMUNITY APPEARANCE BOARD MEETING**  
**WEDNESDAY, FEBRUARY 14, 2024**  
**Planning & Building Dept. Conference Room – 196 Laurel Street**

**Present:** Duc Watts, Jacqueline Kurlowski, Gerry Wallace, McKenzie Jordan, Troy Roehm, Coker Hall, Jamie McLain

**Staff:** Katie Dennis, Planning Concierge; Marcus Cohen, IT; Mary Catherine Hyman, Deputy Administrator; Brandon Harrelson, Public Works Director

**Other:** Hillary Howard, Susan & Marshall McMillan, Brian Von, Jade Iglesias, Bridget Stalvey, Kelly Kise, Kathy Ropp, Jim Bruno, David Nye, Jack Helms, Ryan Hayes

**I. CALL TO ORDER**

Chairperson Kurlowski called the meeting to order at approximately 4:06 p.m.

**II. APPROVAL OF MINUTES**

Roehm made a motion to accept the minutes as written and it was seconded by Hall to approve the January 24, 2024 minutes. The vote in favor was unanimous. The motion carried.

**III. CERTIFICATES OF APPROPRIATENESS**

**A. 1119 3rd Ave. (Pickers and Grinners):** The applicant, Duplicates Ink, is requesting approval of the installation of a new hanging bracket sign for the business located at 1119 3<sup>rd</sup> Ave. PIN 368-04-02-0056.

Dennis stated that the applicant is requesting approval of a new hanging bracket sign for the business located at 1119 3<sup>rd</sup> Ave. (PIN 367-01-01-0032).

The proposed sign measures 36” (W) X 24” (H), totaling approximately 6 sq. ft. The sign is to be affixed approximately 8’ above the top of the sidewalk. The sign will be dimensional with a black background, 1” router cut letters in Metallic Gold, with a digitally printed logo for the business.

The proposed size of the signs is compliant with the UDO.

Renderings are included in your packet

The applicant was present. The board, applicant and staff discussed the request at length.

Wallace made a motion to approve the request as presented. Watts seconded the motion. The vote in favor was unanimous. The motion carried.

**B. 607 Main St. (The Brigman Company):** The applicant, Tyson Sign Company is requesting approval of the installation of a new wall sign for the business located at 607 Main St PIN 338-13-03-0032.

Dennis Stated that the applicant is requesting approval of the installation of a new wall sign for the business located at 607 Main St.

The proposed sign measures 8' 4" (W) X 3' 2" (H), totaling approximately 26 sq. ft. The wall the sign is to be affixed to measures 12' (w) x 15' 4" (H), totaling approximately 183.69 Sq. Ft. allowing for approximately 27 sq. ft max (15% max). The sign will be dimensional with 1/4" aluminum plate letters.

The proposed size of the sign is compliant with the UDO.

Renderings are included in your packet and the applicant is present to answer any questions you may have.

The board, staff and the applicant discussed the request at length.

Jordan made a motion to approve the request as presented. McLain seconded the motion. The vote in favor was unanimous. The motion carried.

- C. Kingston St. (Parking Lot/ERF): The applicant, City of Conway, is requesting approval of proposed parking lot improvements, newly constructed ERF, and gateway sign on Kingston St. PIN 367-01-01-0032.

Hyman stated the applicant, City of Conway, is requesting approval of parking lot improvements, a newly constructed ERF, and gateway signage at the property located on Kingston St.

Council has had discussions in the past about the City-owned parking lot located behind Jerry Cox being in disrepair and therefore under-utilized. As this area grows, so does the need to improve this parking area.

In 2022 the Riverfront and Downtown Master Plan provided a conceptual design for gateway development at the corner of 4th Avenue and Kingston Street. As stated in the plan, "crossing the Kingston Lake on 4th Avenue and entering downtown, a bare city parking lot greets visitors and residents. This is a well-traveled road into the City of Conway and downtown and should reflect the City's commitment to design."

Per recommendations from the plan, City staff has been working with Hanna Engineering to create a design that:

- reconfigures the parking for safety
- provides a fun new gateway sign to anchor the parking lot
- adds lighting and landscaping to beautify and create a safer space
- adds another ERF to clean up the area
- creates a connection between downtown and the river
- upgrades sidewalks

The City was recently awarded the MASC Hometown Economic Development Grant to construct the ERF, which will also act as a gateway sign. The parking lot construction will be covered by Hospitality funds.

New Information:

Following the January 10th CAB Meeting staff meet with the engineers on the project and discussed the requests of the board, which included;

- Show alternative landscaping in the sidewalk area closest to the building
- Provide a better connection from the interior sidewalk to the existing sidewalks on Fourth Ave
- Lower the height of the Conway sign portion of the design

- Move the curb cut entrance closer to the center of the parking lot for traffic congestion relief

As a point of clarification:

The brick wall of the ERF would be 16' from the edge of the outdoor dining area of Palmetto Taps. The compactor its self will be 29' 7" from the edge of the outdoor dining area.

For reference:

16' from the brick wall of the Scarborough Alley ERF places you at the sidewalk of Hop n' Wich. 29'7" from the brick wall of the Scarborough Alley ERF will place you 2-3' into the Hop n' Wich kitchen.

Staff and the engineering team made the requested adjustments and the new updated plans are included in your packet.

The board, staff, the applicant, and the public discussed the request at length.

Kurlowski made a motion to approve the request with the condition that the tallest palm trees possible for this region be used to ensure the signage of existing businesses will not be blocked as well as all shade trees shown would-be high-rise oak trees. The motion was seconded by McLain. The vote in favor was unanimous. The motion Carried.

#### IV. PUBLIC INPUT

None

#### V. BOARD INPUT

Watts had a question in regards to the Horry County Library Project with the size of the muntings and the type of window being installed. Staff advised but also stated they would investigate deeper into the approved plans and what is being installed to verify accuracy.

Watts also had a question in regards to the time line of the awnings being installed at Crooked Oak Tavern. Staff advised and stated they would attempt to determine a time frame.

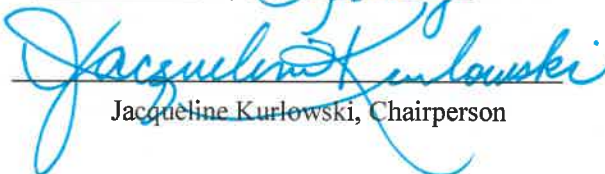
#### VI. STAFF INPUT

None

#### VII. ADJOURN

There being no further business to come before the board, a motion was made and seconded to adjourn the meeting at 5:06 pm. The vote in favor was unanimous and the motion carried.

Approved and signed this 28<sup>th</sup> day of February, 2024.

  
Jacqueline Kurlowski, Chairperson