

**CITY OF CONWAY  
COMMUNITY APPEARANCE BOARD MEETING  
WEDNESDAY, March 8, 2023**

**Planning & Building Dept. Conference Room – 196 Laurel Street**

Present: Duc Watts, Mckenzie Jordan, Gerry Wallace, Autry Benton, Jamie McLain  
Absent: Troy Roehm, Jacqueline Kurlowski  
Staff: Jessica Hucks, Planner; Katie Dennis, Planning Concierge; Marcus Cohen, IT  
Other: Hillary Howard, Debbie Jenkins, Tripp Nealy, Steve Strickland, David Schwerd, and Kathy Ropp

**I. CALL TO ORDER**

Board member Gerry Wallace called the meeting to order at approximately 4:02 p.m. Wallace mentioned the absence of the Chairwomen, Jacqueline Kurlowski and Vice Chair, Troy Roehm. Wallace continued by informing the board that the election of a chairperson in their absence was necessary. Jordan made a motion to nominate Gerry Wallace seconded by Benton. Jordan then made a motion to close nominations seconded by Benton all approved to close nominations. A vote was cast to approve Wallace as Chairperson for the meeting and carried unanimously.

**II. APPROVAL OF MINUTES**

Watts made a motion to accept the minutes as written and it was seconded by Jordan to approve the February 22, 2023 minutes. The vote in favor was unanimous. The motion carried.

**III. CONCEPTUAL REVIEW**

**A. 600 Main St (Sinclair Gas Station):** The applicant, Diamond Shores, requests conceptual approval of proposed gas station renovation, gas canopy upgrades, and site improvements for the proposed business, located at 600 Main St, (338-13-03-0005).

Hucks stated the applicant is proposing the renovation of the gas station, gas canopy and site improvements for the proposed business located at 600 Main St.

These improvements would include;

- Renovating existing building into a new gas station/ convenience store
- Renovation of existing gas pumps and gas canopy
- Installation of a new dumpster pad and screening
- Installation of new landscaping
- Removal of existing fencing
- Parking lot improvements
- Installation of sidewalks

The applicant, staff, and the board discussed in length. The board noted their concerns with the

signage and asked the applicant to consult with the owner to explore more options of a more historic style color and sign package. The board also requested the applicant consult the owner on the use of brick instead of stone.

There was no action taken on the item as it was a conceptual review only.

#### IV. CERTIFICATES OF APPROPRIATENESS

- A. **Previously Tabled: Cowboys (975 Second Ave):** The applicant, Riverfront Ventures, requests review and approval of revisions to a previously approved building, proposed to be constructed at 975 Second Ave (PIN: 36701010054).

Hucks stated that the board gave final review and approval to a proposed restaurant, then proposed to be called “Under the Bridge Seafood, Steaks and Spirits”, at 975 Second Ave, originally in March 2019. At that time, the main tenant space was proposed to be a restaurant and the smaller tenant space was proposed to be a real estate office. This board approved revisions to the previously approved structure in February 2021, which at the time, included changes in the entry for the second tenant, additional entrances, increase in vertical siding to screen coolers and mechanical equipment, changes to the access stairs and ramp, and adjustments to the canopy on the left side. This Board approved the proposed revisions on the condition that the river side of the building be clear glass and that the entrance/take out doors come back to CAB for approval since the final (door) design had not yet been decided on.

Following that approval, in June 2021, the applicant submitted a survey revising the proposed lot layout to include enough property to expand the footprint of the proposed structure.

During TRC review, also in June 2021, it was also discovered that a portion of the rear of the proposed structure encroached into the Riverwalk easement area, which could not be permitted, and staff requested that the building footprint match the survey/footprint that had been submitted for review. Additionally, the footprint submitted for TRC review included a 2,351 sq. ft. building expansion *not* previously reviewed by CAB.

To staffs’ knowledge, and according to Horry County Land Records, **the plat staff approved (for recording) in 2021 that included enough of a building footprint to include the proposed expansion has never been recorded.** Pending CAB approval of the latest building design, the applicant will need to seek Council approval of the revised footprint and the appropriate platting action (and associated deed work) completed to match such approvals.

Renderings of what was approved in 2019 and 2021 are included in your packet for review, as well as the most recent submittal (September 2022), which includes revised architectural elevations.

The applicant now proposes for both tenant spaces to be restaurants, with one of them being “Cowboys”. A copy of the floor plan has also been provided in the packet.

*Please note:* the revisions included in the proposed elevations is all that is being submitted for CAB. The latest CAB approval was in 2021, and vested rights are good for 2 years following such approval date. Staff has requested attendance by the applicant(s) to further explain the revisions that are being requested.

At the January 25, 2023 meeting the board asked the applicant to;

- Extend the porch along the length of the back of the building
- Provide a symmetrical pitch or go back to the original design of the lower warehouse roof layout
- Verify the roof pitch
- Provide shed style porch roofs rather than gable end
- Provide a zoomed in rendering of each entry way for board clarification
- Show window details for each side of the building
- Provide a size offset between the shed roofs to distinguish between the 2 tenants and entrances
- Refer to the approved 2021 renderings

The newly proposed elevations are below and also included in your packet.

Hucks stated that the applicant, Tripp Nealy, of Rivertown Ventures, and Steve Strickland, of Earthworks, were present to answer any questions.

The applicant, staff and the board discussed in length.

Watts made a motion to grant final approval contingent on the inclusion of 4 or more false shutters on the street side of the building to mimic the look on the riverside, the applicant uses all previously approved materials, and board approval on the proposed location of exhaust fans on the roof. McLain seconded the motion. The motion carried unanimously.

- B. 802 Main St (Spartina Land Surveying):** The applicant, Tyson Sign Company, requests approval of proposed sign face replacement on existing monument sign and installation of new wall sign for the business, Spartina Land Surveying, located at, 802 Main St, (338-13-02-0020).

Hucks stated the applicant, Tyson Sign Company, requests approval of proposed sign face replacement on existing monument sign, and installation of new wall sign for the business located at 802 Main St. for Spartina Land Surveying.

Monument sign area measures **3' (h) x 7.5' (w)**, totaling **22.5 sq. ft.**, to be installed on an existing monument sign. The existing monument sign measures **7.5' (h)**, the top of the monument sign measures **2.5' (h) x 7.5' (w)**, and the bottom of the monument sign measures **3.67' (w) x 1.08' (h)**. Total sign area for the top of the sign is **18.75 sq. ft.** and the bottom is **3.96 sq. ft.**, totaling **22.71 sq. ft.**

In the Professional Zoning district monument signs are not to exceed **8'** in **height** for any number of tenants, **24 sq. ft.** is total area for **(1) one tenant** and **40 sq. ft.** in total area for **(3) three or more tenants.**

The proposed size of the sign is compliant with the standards of the UDO for monument signs.

Wall sign measures **5' (w) x 2.12' (h)**, totaling **10.63 sq. ft.** The building face where the sign is to be attached measures **59.5' (w) x 9.5' (h)**, totaling **565.25 sq. ft.** This permits a max coverage (**15% max**) of **84.8 sq. ft.**

The proposed size of the sign is compliant with the standards of the UDO for wall signs.

Hucks stated that the applicant, Debbie Jenkins, of Tyson Sign Company, was present and could answer any questions.

The board discussed at length with the applicant and staff.

Jordan made a motion to approve the proposal as presented. McLain seconded the motion. The motion carried unanimously.

**V. PUBLIC INPUT**

None

**VI. BOARD INPUT**

Jordan has questions about parking around the Cowboy's steakhouse location and other downtown areas. Hucks advised Jordan of the parking plans in years past and stated staff would verify the standings with CAB approval.

Watts had questions on window coverings at Vaught Eye Optical Center. Hucks advised Watts staff was aware and was in the process of contacting the owner for a remedy. Watts then asked about window replacement at the City of Conway City Hall building. Hucks stated staff would look into the concern. Dennis informed the board we had just been made aware the windows were replaced using the same windows that were approved for the Third and Laurel LLC building. Watts had a question about the mullions in the windows and Hucks stated staff would look into it.

Jordan had questions regarding the construction at Crooked Oak Tavern including, bricking, window sill heights and break metal placements. Hucks stated staff would look into it.

**VII. STAFF INPUT**

Hucks advised the board on signage requests recently made by the board and gave clarification on what the board is allowed to require or request of an applicant in terms of their business logos.

Hucks also advised the board to be clear on the motions that they chose to make. Using "Approved as Presented" but then listing conditions as an example of a conflicting motion.

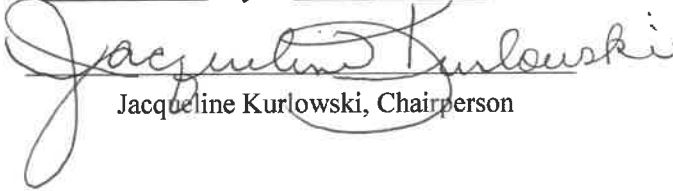
Hucks gave an update on a previous board concern of broken windows in the downtown area.

Hucks also gave a brief update on Tree Board relocation and the reasoning for that after City Council's budget retreat determination.

**VIII. ADJOURN**

There being no further business to come before the board, a motion was made and seconded to adjourn the meeting at 4:48 pm. The vote in favor was unanimous and the motion carried.

Approved and signed this 22 day of March, 2023.

  
Jacqueline Kurlowski, Chairperson