

CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, June 28, 2023
Planning & Building Dept. Conference Room – 196 Laurel Street

Present: Jacqueline Kurlowski, Duc Watts, Jamie McLain, Autry Benton, Troy Roehm, Gerry Wallace

Absent: McKenzie Jordan

Staff: Jessica Hucks, Planning Director; Katie Dennis, Planning Concierge; Jeff Levelli, IT; Robert Cooper, Building Official; Mary Catherine Hyman, Deputy Administrator

Other: Hillary Howard, Kathy Ropp, Orit Deverell, David Schwerd, Eddie Moore, Ava Starnes, Sydni Pitts; Ryan Hanes

I. CALL TO ORDER

Chairperson Kurlowski called the meeting to order at approximately 4:00 p.m.

II. APPROVAL OF MINUTES

McLain made a motion to accept the minutes as written and it was seconded by Watts to approve the May 24, 2023 minutes. The vote in favor was unanimous. The motion carried.

III. CONCEPTUAL REVIEW

- A. 1001 3rd Ave (Scarborough Alley/Town Green):** The applicant, City of Conway, requests conceptual review on future plans of Scarborough Alley and the Town Green, located at 1001 3rd Ave (PIN 367-01-01-0005).

Hucks stated the applicant, City of Conway, is requesting conceptual review on the future plans of Scarborough Alley and the Town Green, located at 1001 3rd Ave. Scarborough Alley is no longer used as an alley, it is used as a road which causes conflict between pedestrians, vehicles, and loading/unloading the rear of businesses.

This issue was discussed during a recent City Council meeting, and staff recommended a plan to close or one-way the alley. As a “science experiment”, City Council directed staff to close the alley for a week to identify potential issues. Many of the business owners were in support of the closure. During this time, it was noted that the traffic cleared out within 15 minutes.

The design of the alley needs to complement the design of the Town Green. The recently completed 2022 Riverfront and Downtown Master Plan provided a conceptual re-design of the Town Green, as shown in the accompanying graphic. The Plan also included the design of a new ERF and outdoor restrooms to serve the community. The Plan recommended a detailed study to reconfigure the parking lot and make Scarborough more pedestrian friendly while servicing surrounding businesses.

The Plan also mentioned exploring closing the Main Street exit to create more greenspace and improved pedestrian and bike safety and connectivity, traffic flow, and parking efficiencies.

City Staff is proposing the following design measures for the area:

- reduce the width of Scarborough by making it one-way flow only from Laurel Street to Main Street, adding sidewalks, parallel parking, landscaping, and an ERF and restrooms to the north side of the Ike Long Building
- redesign the Town Green to include perimeter landscaping, seating, a splash pad, and a design feature along the south side of the Ike Long building, adding a delineated pathway along the east side of the Town Green with a speed table to connect the existing Garden Walk.

The applicant, City of Conway was represented by Mary Catherine Hyman and the project engineer Ryan Hanes with Hannah Engineering.

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

The board made no motion as it was a conceptual review but did request the following of the applicant;

- provide brick samples
- provide information on the types of trees being used
- Show shading options over splash pad area
- Include a water bottle filling station into the design
- Some type of differentiation in the sidewalk for connection purposes
- Archways to have the metal wording to match others around town
- Show brick where the stone is currently on the Ike long building

B. 16 Elm Street (Cypress Inn): The applicant, Cypress Inn Property LLC, is requesting conceptual review on plans for a future building to be constructed at 16 Elm St. (PIN 367-01-04-0042).

Hucks stated the applicant, Cypress Inn Property LLC, is requesting conceptual review on the future plans of expansion of the Cypress Inn. The plans are currently under TRC review and the applicant has been made aware of some issues with the conceptual drawing by staff. This property is located within a Special Flood Hazard Area (SFHA) and is required to meet standards of elevation certain material types and flood openings. This is being brought before you today to show you what the proposal is and that more is to come. Renderings are included in your packet.

The applicant, Cypress Inn Property LLC, was present. The applicant, staff, and the board discussed at length.

The board made no motion as it was a conceptual review but did request the following of the applicant;

- Provide renderings showing the relation of the existing building to the new building
- Provide more detail and wrap around porches for a more historic character
- Thicker columns on the rear porches
- Window trim and caps to match the existing building
- Provide more proportion on the Gazebo entrance with the overall building
- Provide a gable end bump out on the laurel St. side for more dimension

- Show the ADA accessible ramp on the renderings and elevations

IV. CERTIFICATES OF APPROPRIATENESS

- A. 318 Main Street (Black Dog Outfitters):** The applicant, A1 Signs and Graphics is requesting to install a hanging bracket sign for the business located at 318 Main St (PIN 367-01-01-0065).

Hucks stated the applicant, A1 Signs and Graphics, is requesting to install a hanging bracket sign for the business located at 318 Main St.

This applicant proposes to install a **36" (w) x 30" (h)** hanging bracket sign, totaling **7.5 Sq. Ft.**, to be placed **11' (h)** from the bottom of the sign to the sidewalk. The sign will have black raised lettering and logo with a raised black boarder and a white routed down HDU.

The sign is compliant with all Hanging and Suspended Sign standards of the City of Conway's Unified Development Ordinance as well as the Historic Design Review District's Community Appearance Guidelines.

Renderings are included in your packet.

The applicant, Eddie Moore was present.

The applicant, staff, and board discussed at length.

McLain made a motion to approve as presented. Benton seconded the motion. The vote was unanimous and the motion carried.

- B. 325 Main Street (Our Next Chapter Bookstore):** The applicant, A1 Signs and Graphics is requesting to install a wall sign for the business located at 325 Main St. (PIN 368-04-02-0083).

Hucks stated the applicant, A1 Signs and Graphics, is requesting to install a wall sign for the business located at 325 Main St.

This applicant proposes to install a **44" (h) x 228" (w)** mounted wall sign, totaling **69.54 Sq. Ft.** The wall faced the sign is to be affixed to measures **40' (h) X 25' (w)**, totaling **1,000 Sq. Ft.** This permits a max coverage (**15% max**) of **150 Sq. Ft.**

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

Renderings are included in your packet.

The applicant, Eddie Moore was present.

The board, applicant, and staff discussed at length.

Roehm made a motion to approve as presented with repainting the sign panel board and the bottom base of the windows the same color. Window and door graphics are to be approved separately. Watts seconded the motion. The vote was unanimous and the motion carried.

C. 317 Main Street (Platt's Alley Mural): The applicant, Hillary Howard of Conway Downtown Alive, requests approval of proposed mural, to be installed on the Platt's Alley side of the building located at 317 Main St. (PIN 367-01-01-0023).

Hucks stated the applicant, Hillary Howard of Conway Downtown Alive, requests approval to install a bird and flower themed mural, on the rear of the building (Platt's Alley) located at 317 Main Street.

The mural will be painted on the rear sides of the building. The mural will be the same height and width of all sections of the wall space. The mural is not considered signage.

The mural will include a vast array of colors to incorporate the surrounding natural color schemes and the beauty of the birds and flowers within the mural. The paint will be a weather resistant acrylic paint with exterior durability and sealed with acrylic polymer clear sealer.

Renderings and colors are included in your packet.

The applicant, Hillary Howard was present as well as the artist Ava Starnes.

The applicants, staff, and the board discussed at length.

Watts made a motion to approve the mural with the condition that wording would be included on the mural to name the flowers and birds and their significance. Wallace seconded the motion and the motion carried.

D. 1404 Main Street (Vaught Eye): The applicant, ASL Signs is requesting to install 3 new sign panels in the existing freestanding sign, located at 1404 Main St. (PIN 338-12-01-0040).

Hucks stated the applicant, ASL Signs is requesting to install 3 new sign panels in the existing freestanding sign, located at 1404 Main St.

This applicant proposes to install two **66.5" (w) x 15" (h)** sign panels within the freestanding sign frame, totaling **6.3 Sq. Ft.**, and one sign panel measuring **66.5" (w) x 8.5" (h)**, totaling **2.55 Sq. Ft.** The sign will have 4 name panels, totaling **21.45 Sq. Ft.**

During staffs review no evidence was found that the existing sign and sign panel that displays "The Retina Institute" was permitted and/ or approved by the board.

The Historic Design Review District's Community Appearance Guidelines states that signs should be dimensional or appear dimensional. These name signs are not dimensional, nor do they give the appearance of dimension.

Renderings are included in your packet.

The applicant, Sydni Pitts was present.

The board the applicant and staff discussed at length.

McLain made a motion to table the item until the applicant could provide the board with a new design that showed dimension. Watts seconded the motion, the motion carried.

V. PUBLIC INPUT

None

VI. BOARD INPUT

Kurlowski gave congratulations to Benton who won the City Council election.

Benton announce this would be his last meeting serving on the board and gave thanks to staff and fellow board members.

VII. STAFF INPUT

Dennis gave input on a new CAB Checklist to be used for larger projects and briefly discussed the proposed use of that form.

VIII. ADJOURN

There being no further business to come before the board, a motion was made and seconded to adjourn the meeting at 5:18 pm. The vote in favor was unanimous and the motion carried.

Approved and signed this 28 day of July, 2023.


Jaqueline Kurlowski, Chairperson