

**CITY OF CONWAY  
COMMUNITY APPEARANCE BOARD MEETING  
WEDNESDAY, FEBRUARY 24, 2021  
ZOOM VIDEO CONFERENCE**

Present: Troy Roehm, Heather Whitley, Matthew Richardson, Duc Watts, Jamie McLain, Jacqueline Kurlowski, Gerry Wallace

Absent: None

Staff: Jessica Hucks, Planner; Alicia Shelley, Planning Assistant; Mary Catherine Hyman, Deputy City Administrator and Planning & Development Director; Brooke Holden, Public Information Officer

Other: Steve Strickland, Tripp Nealy, Stephen Fitzpatrick

**I. CALL TO ORDER**

Chairperson Whitley 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 February 10, 2021 minutes. The vote in favor was unanimous. The motion carried.

**III. CERTIFICATES OF APPROPRIATENESS**

- A. Peanut Warehouse:** The applicant, CHS of 1995 Investment LLC, requests approval of HVAC screening and proposed stairs for the building located at 150 Laurel Street (PIN: 367-01-01-0058).

McLain recused himself from this request.

Hucks stated that the applicant is seeking approval of screening for 3 HVAC unit areas (2 on side of building and 1 in rear of building) and 2 sets of 10' x 5' stairs (located on side of building). Currently, some of the proposed HVAC units and the stairs are shown to be located in the RJ Corman right of way. The City is currently in the process of obtaining the property, at which time they will transfer the portions of the property where the HVAC units and stairs are encroaching to the Peanut Warehouse property owner(s), pending City Council approval. If CAB approves the screening and stairs, the permits cannot be issued until the property issues are cleared up. This should occur over the next few weeks. Finally, there are zero (0) foot side yard setback requirements in the WRD district, so the location of the stairs and HVAC units will not be an issue once the property line issues are resolved.

McLain further explained the request and stated that the site plan shows to screen with cypress wood as he wasn't sure if he would be able to match the brick.

Hucks said that the guidelines allow for either material.

Kurlowski made a motion to grant the request and to allow the applicant to use either material, cypress or brick. Watts seconded the motion and the motion carried unanimously.

- B. 975 Second Ave:** The applicant, Tripp Nealy requests approval of revisions to the proposed restaurant to be constructed at 975 Second Ave (PIN: 367-01-01-0054).

Hucks stated that this Board gave final review to a proposed restaurant, then proposed to be called "Under the Bridge Seafood, Steaks and Spirits", at 975 Second Ave in March 2019. The applicant recently applied for a permit for the proposed restaurant at this location. In reviewing the permit, staff found several changes in the elevations that were submitted with the permit application vs. what was approved by CAB in 2019. Some of these changes include the following:

- Relocate the office entry to the left side
- Change the main entrance to have a separate takeout door and adjust service doors
- Change the screen material on the rear and sides to glass to allow for year round dining
- Increase the area of vertical siding on the right side to screen all coolers and mechanical service equipment
- Change the access stairs and ramp on the front and sides to improve access to restaurant
- Adjust canopy on the left side to match entrance.

Steve Strickland, agent further explained the request and stated that they worked with a restaurant consultant that recommended these changes.

Wallace inquired about the glass windows on the riverside and asked if they would be fixed. Strickland said they would be operable screens with glass. Nealy stated that the windows would be out of wood material.

Whitley asked if the front door would be custom. Nealy said it would be out of yellow pine and they would keep the door consistent with the old building. Whitley said the board would like to see the design once it is decided upon.

Whitley asked about the signs. Hucks said that was a separate request and no decision was made but that would be brought back to the board for review and approval.

Wallace made a motion to grant the request with the addition that on the riverside it would be large clear glass. Watts said that the entrance and take out doors would come back to CAB. Wallace amended his motion to include the doors. Richardson seconded the motion and the motion carried unanimously.

#### **IV. PRELIMINARY REVIEW**

- A. 302 Kingston Street (Mixed Use Bldg.):** The applicant, Genford Development, LLC, requests



preliminary review of a proposed mixed-use building, to be located on property at 302 Kingston Street (PIN: 367-01-01-0056).

- B. Riverfront Mixed Use Bldg.:** The applicant, Genford Development, LLC, requests preliminary review of a proposed mixed use building, to be located beside the Bonfire restaurant.

Whitley made a motion to defer this request to the March in person meeting stating that it was too much to discuss over a zoom meeting. Kurlowski seconded.

Hucks recommended that the Board consider hearing the preliminary review request, and could choose to defer after they were presented. Kurlowski agreed with Whitley to instead defer without hearing the requests until the Board could meet in person, which was scheduled to be the next meeting on March 10.

Hucks recommended that the board, due to Roberts Rules of Order, that someone other than the Chairperson make the motion, if possible.

After some discussion, Watts made a motion to defer both requests (Kingston MU bldg. Riverfront MU bldg.) to the March 10 in-person meeting. Kurlowski seconded the motion and the motion was carried unanimously.

## **V. PUBLIC INPUT**

None

## **VI. BOARD INPUT**

Richardson asked staff to let them know what the elevation on the mixed use building proposed to be on the riverwalk is compared to the lower river warehouse that is being raised. Is it going to be on a slab or will it be raised? Hucks said that since building plans have not been submitted she could possibly put up a side by side at the next meeting to compare.

Whitley asked staff to give them the building information on the apartments that CAB did approve a few years ago before the one before them now and if anyone has any picture of places that look more like Conway to get to Jacqueline so that our suggestions are ready.

McLain stated that he did not think the brewery should look like the Peanut Warehouse. Whitley said she thought it looked like Conway Elementary School.

Whitley said that many suggestions were given at the last meeting but it doesn't appear that any were taken. Watts thought they went the opposite of what the board suggested.

Whitley then said she has an issue with how it looks to the public is that it is something we have approved when we have not approved it. Hucks said that what Council considered was with regard to the property, not the proposed project. Whitley stated that it didn't matter, that is not what was said in

the paper. She said the meeting that was held in September when it was just a conceptual review, got printed so the public believes that is something we approved. Then on February 11 there was a huge article and picture that says it is going on the riverfront. Hucks stated that she understood the boards concern, but that it is public information if a FOIA was provided.

Hyman agreed with Hucks that information becomes public record and said that we have good relationships with the media so we can ask them to be a little clearer. She hopes that CAB understands that the decision to move forward on negotiations for the properties as they are currently owned by the City and had nothing to do with the design or aesthetics as that is approved by CAB, it was only ownership of the property.

Kurlowski asked if this is the only time we give preliminary reviews or are we sending the wrong signals to these projects by saying that the conceptual is approved even though we do not vote on it. Hucks said that historically something that is a new project has a conceptual, preliminary and a final review. Businesses that are already there when they just need to change their sign or screening enclosure would not have all those reviews, just a final. Conceptual review is an introduction and a time to where the applicants can introduce their project and get feedback from the board. Preliminaries are when the board could give preliminary approval, or deny preliminary approval if changes are requested. Watts stated that he thought that after the September meeting that the applicant listened to our concerns and was going to work with us to change the plans but he didn't.

Whitley reiterated to send what was approved before and other ideas beforehand and that they did not need to be included in the packets. Hucks stated that if she sends the board information and the board communicates that could be considered a meeting that was not advertised. Hucks suggested everything come to her for the packet.

Hyman stated that CAB should not design it for them but can have suggestions that go by the historic guidelines that they can use as they move forward.

Hucks stated that in the Community Appearance Guidelines, there was language regarding recognizing change. She recommended that the board read this, it is in Section A, Chapter 1.

Watts asked if the tree board could meet with City Council before any changes are done to the tree ordinance. Hyman said that if an amendment is proposed, staff would make the tree board aware but that council does have the ability to make changes to the ordinance but that it would have to go through a public hearing.

## **VII. STAFF INPUT**

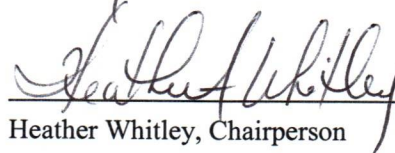
### **A. Quattlebaum award recipient pictures**

Hucks showed the board pictures of the awards being given out by the Mayor.

**VIII. ADJOURN**

There being no further business to come before the Board, a motion was made by Watts and seconded to adjourn the meeting at 5:08 p.m. The vote in favor was unanimous and the motion carried.

Approved and signed this 10<sup>\*</sup> day of March, 2021.

  
Heather Whitley, Chairperson