



 **CONWAY**
HISTORIC DISTRICT COMMISSION
JUNE

Monday, June 22, 2015 • 6:00 pm
City Hall • Downstairs Conference Room
1201 Oak Street • Conway, AR

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**CONWAY
HISTORIC DISTRICT COMMISSION
MEETING**

JUNE 22, 2015 • 6:00PM • CITY HALL • 1201 OAK STREET

AGENDA

Minutes

May 27, 2015

**Public Hearings
Certificate of Appropriateness Reviews**

Old Conway Design Overlay District

1. Norris New Residence & Detached Garage - 2018 Caldwell
2. Conway Corporation New Office Building - 1307 Prairie Street

Robinson Historic District

None

Discussion

1. Sidewalks in the Old Conway Design Overlay District
2. Arkansas Historic Preservation Program 2015-16 Grant
3. Robinson District Expansion Survey

HISTORIC DISTRICT COMMISSION MEMBERS

Steve Hurd, Chairman
Velton Daves, Vice Chairman
Scott Zielstra, Secretary
George Covington, Sr.
Trey Massingill

Betty Pickett
Marianne Welch
Aaron Nicholson
Taylor Martin

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Conway Historic District Commission May 27, 2015 Meeting Minutes

Conway Historic District Commission May 27, 2015

Meeting Minutes

City Hall - Downstairs Conference Room, 6:00 p.m.

Roll Call

Steve Hurd, Chairman - present
Velton Daves, Vice-Chairman - present
Scott Zielstra, Secretary - absent
George Covington, Sr. - present
Trey Massingill - absent
Marianne Welch - present
Betty Pickett - present
Aaron Nicholson - absent
Taylor Martin - present
HDC City Staff, Bryan Patrick - present

Finding of a Quorum

7 Commission members - Quorum present. Also in attendance:

1. Joe Reeder - MRK Properties
2. Mitchell Martin - MRK Properties
3. Mollie Bernard - Robinson District Homeowner
4. Margaret West - Robinson District Homeowner

Meeting Minutes

April 27, 2015 minutes. Mr. George Covington motioned for approval, seconded by Mr. Velton Daves. Minutes approved unanimously.

PUBLIC HEARING - CERTIFICATE OF APPROPRIATENESS

MRK Properties – Carport Addition 937 Center Street

Presentation: Mr. Joe Reeder along with business partner Mitchell Martin, presented plans to add a carport to the southwest corner of the existing residence. They stated that they bought the house and had done minor interior remodeling and now wanted to add a carport to the house. They felt that the carport was simple, yet similar in design to other carports in the area.

Commission Discussion: The Commission discussed the actual location of the carport. It was decided that the carport would largely be out of the public view. The simple nature of the addition, post sizes, etc. were discussed. There was consensus that the design would blend with the existing home and that the carport should be painted to match the home's trim color. Drainage from the carport and its affect on neighboring properties were discussed. It was decided that a gutter would be required to help capture the run off and direct it away from the neighboring garage.

Motion was made by Mr. Velton Daves to accept the proposal and recommendations as presented with the following conditions:

Commission Conditions:

1. The carport shall be constructed as shown on submitted plans.
2. Roof shall be asphalt composition to match existing home.
3. Carport trim shall be painted to match the existing home.
4. Gutter shall be placed along the south soffit and direct water to the best available drainage swale to direct water away from the carport area.

Seconded by Mr. George Covington. Motion was approved unanimously

Old Conway Design Overlay Sidewalk Regulation Amendments

Mr. Patrick discussed the current Old Conway Overlay sidewalk regulations in relation to other city ordinances. Mr. Patrick recommended that the current sidewalk regulations be amended as follows:

1. Require the construction of sidewalks with any commercial, office, multi-family, or new residential structure.
2. Sidewalks would not be required with additions or outbuildings.
3. A maximum residential in-lieu fee of \$1875.

The Commission discussed the need for fairness in regulations but also felt that sidewalks should be required in the older parts of town. The Commission requested that Mr. Patrick look at other alternatives to allow the Commission to make determinations for the need to require sidewalks based on area sidewalk availability, the size of proposed structures, etc. Mr. Patrick stated that he would offer other alternatives at the next HDC meeting.

Adjourn

Marianne Welch made the motion to adjourn. The meeting was adjourned by consensus.

1. Norris New Residence and Detached Garage

OLD CONWAY DESIGN OVERLAY CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

Steve Norris
1305 Summerwood Drive
Conway, AR 72032

SITE

Address. 2018 Caldwell Street.

Present Zoning. R-1 (One Family Residential). The property is within the Old Conway Design Overlay District.

Abutting Zoning. R-2A (Large Lot Duplex), R-1 (Single Family Residential), and HR (Historical Residential) in the Old Conway Design Overlay Suburban District.

Lot Area. .37 acre

Surrounding Area Structures. Area historic residences include Queen Anne vernacular, mid century modern, and minimal traditional. Directly north (behind) the lot are 2 recently HDC approved residences.

General Description of Property and Proposed

Development. Mr. Norris would like to construct a new ~3000 square foot single family residence and 676 square foot shop outbuilding.

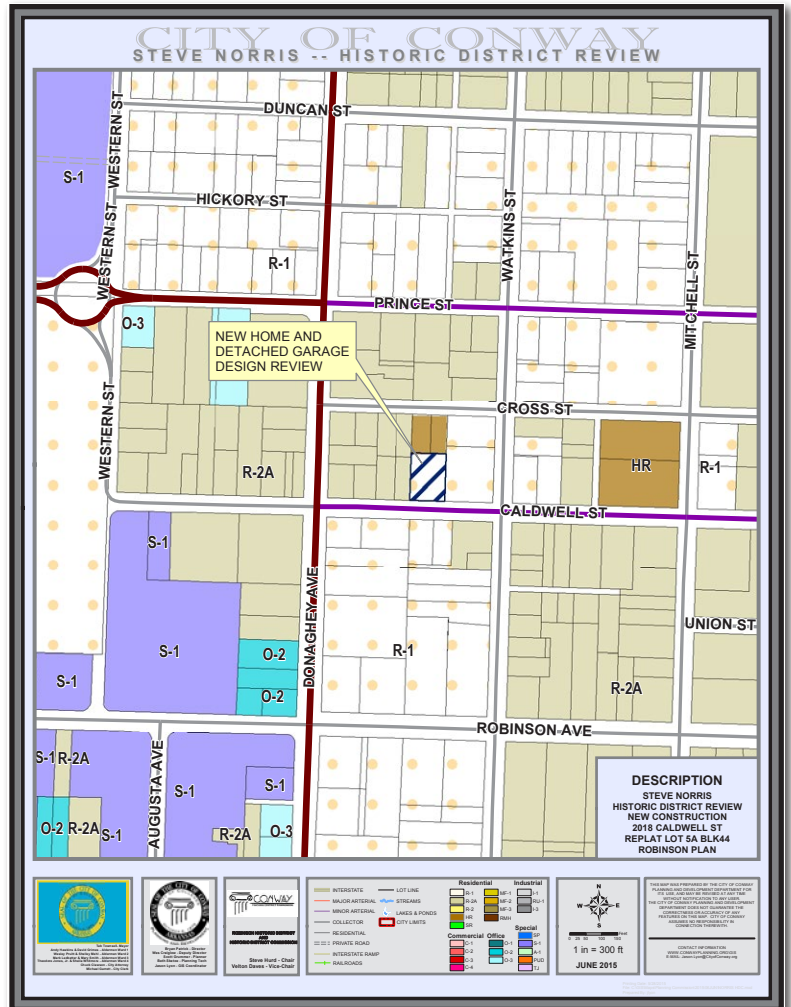
Setbacks. Proposed structures should respect the predominant setbacks of area structures, especially the front setback. The proposed home will be 32 feet from the back of the sidewalk. This is appropriate as the average area front setback is 32 feet. The rear of the home will be around 40 feet. Side setbacks are approximately 30 feet on the west and 40 feet on the east. The shop structure will be 3 feet from the rear and 4 feet off the east property lines. These setbacks are appropriate for the area.

Spacing. Established spacing distance pattern between area structures. The proposed spacing of the home and outbuilding are typical of other area structures and is appropriate.

Lot Coverage. The Old Conway District allows up to 60% impermeable lot coverage. The imervious area is around 44%. This is appropriate.

Orientation. The direction in which the front of a building faces. The home will face Caldwell Street. This orientation is appropriate.

Alley. There are no alleyways on this block.



Driveway / Parking. A semi-circular driveway with a curb cut on either side of the lot is proposed. Semi-circular drives with two entry points on the front of the lot are not appropriate for most small to medium-sized single-family residences in the Suburban Zone. However, this is a larger “estate lot” approximately 110 feet wide. Due to this width, the driveway is appropriate.

Sidewalks. Sidewalk construction is required as part of the Old Conway C of A review. There is a sidewalk along Caldwell Street that is in good condition.

Fences. No fencing is proposed.

Tree preservation. There are a two very large sycamores at the southeast and two large pecans on the north sides of the property. Plans show that these trees are to be preserved.

MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. A large historic home is abutting on the east and smaller modern homes on the west. The home is proposed to be placed in the center of the lot. The size of the new home should provide a nice transition between the two.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. All ceilings are planned to be 9 feet high. The home's height as a one and one half story is appropriate.

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The proposed home's width is appropriate for the large lot and other area structures.

Directional expression. Measurement of the height to width ratio of a structure's elevation. The height of the home and outbuilding are in relation to the other area homes.

Footprint. The area of land covered by a structure should be in relation to the majority of neighboring structures. The home's footprint is appropriately scaled with other area structures.

Complexity of form. The level of detailing and breaks in wall planes of a structure. The home has an appropriate level of wall breaks and detailing achieved through the use of porches, siding types, use of brick, etc.

Façade, wall area, rhythm. Façades shall be compatible with surrounding historic structures in proportion of wall to opening area. The home has a good number of windows and doors to provide an appropriate level of wall to void rhythm.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The home is a modern interpretation of craftsman style. This style should be well with other area structures.

Entries, Porches, and Porticos. Appropriate entry points are provided. Porches are to be a minimum of 6 feet in depth. All proposed porches meet this requirement.

Doors and windows. Proposed doors and windows are appropriately styled and fitting for a modern craftsman.

Awnings. When new construction uses awnings, traditional awning designs, materials, and placement should be used. No awnings are proposed.

Lighting. Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. No lighting is proposed.

MATERIALS AND DETAILING

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The home will be clad with cement board siding in a historic pattern. The roof rafters will be exposed. The foundation will be wrapped in brick as will the column bases. Columns will have tapered craftsman styling. These details are also used on the outbuilding.

Shutters. No shutters are proposed.

Roof. The roofs will be an asphalt architectural shingle.

Decks/Plaza Space. Not applicable.

Windows/Doors. The windows and doors feature craftsman details.

Skylights. Not proposed.

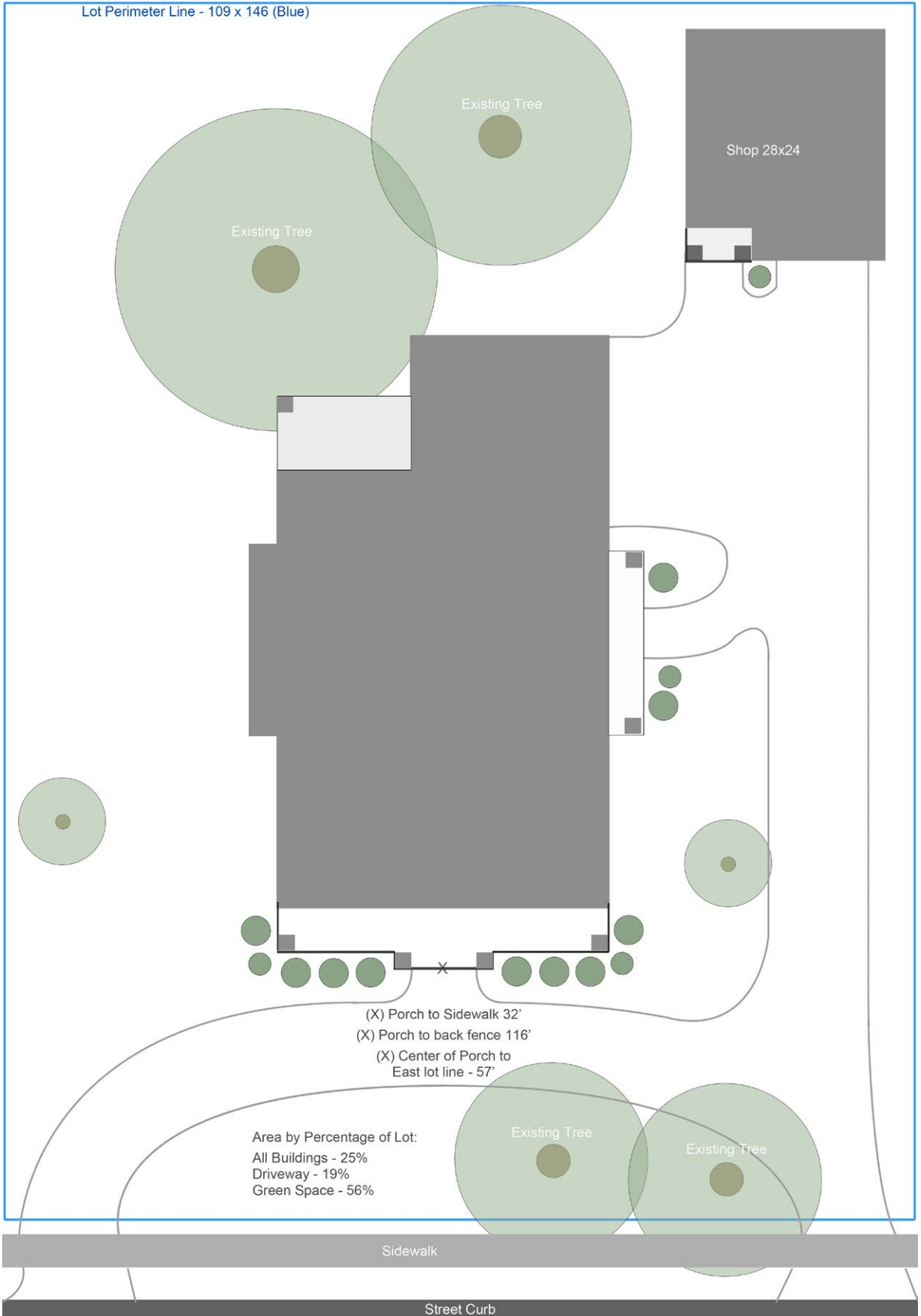
Mechanical Screening. HVAC units should be visually located away from streets or screened by landscaping. Exterior HVAC ductwork should not be visible from the street. No HVAC equipment is shown on the plans. It is assumed that units will be located at the rear or side of the residence and shop. The applicant can provide more details at the meeting.

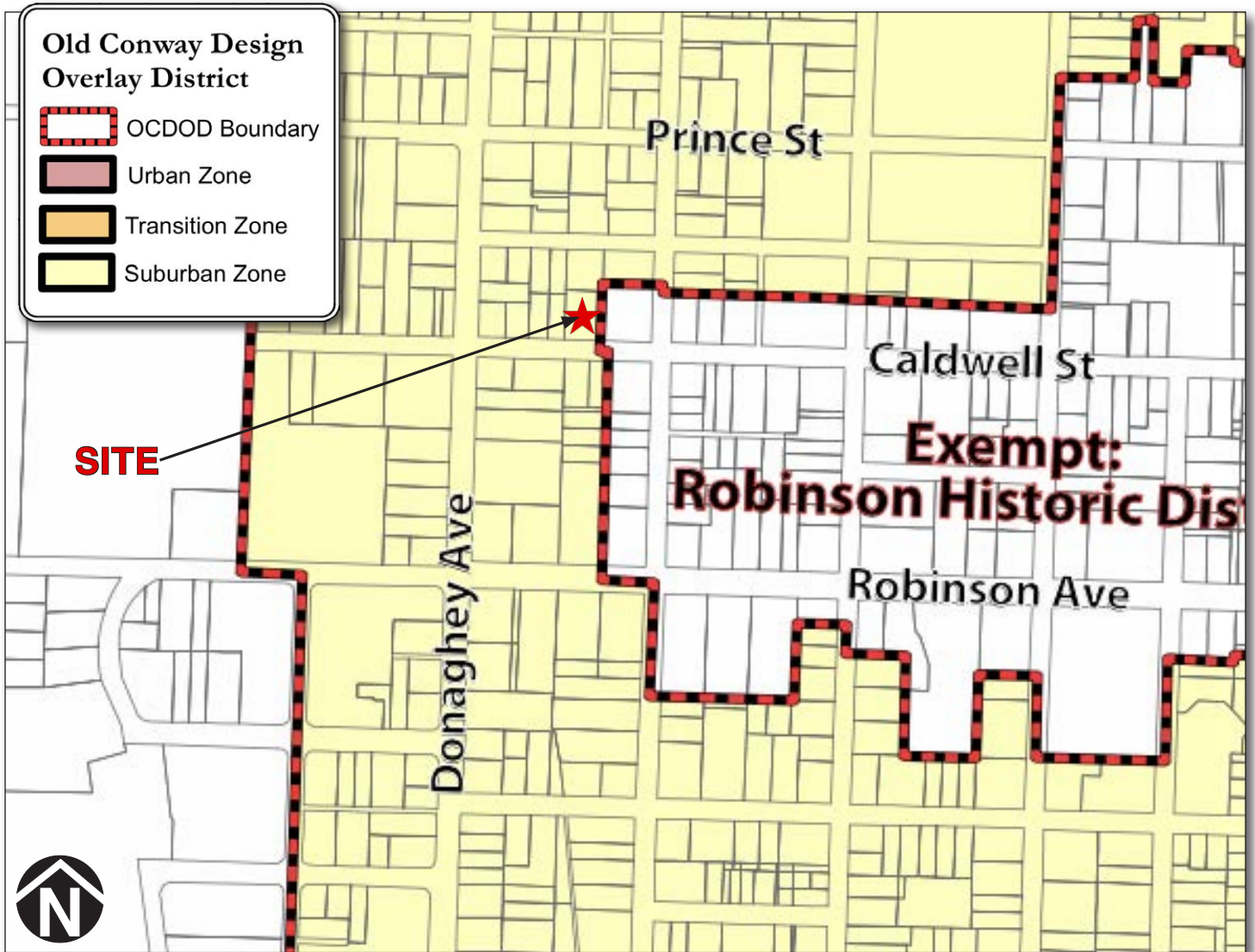
RECOMMENDATIONS

The proposed residence and outbuilding should be an appropriate addition to the area. In past rezoning negotiations, many neighbors stated that they would prefer a larger home be placed on this lot similar to the previous home. Staff recommends the following conditions:

1. The residence and outbuilding shall be constructed as shown on submitted plans.
2. Roofs shall be asphalt architectural shingle.
3. A semi-circular driveway shall be allowed due to the large size of the lot and traffic driveway access difficulty.
4. Setbacks as proposed on submitted plan for residence and outbuilding shall be allowed.
5. Tree preservation best practices shall be used to preserve existing significant trees.
6. HVAC units shall be placed at the rear or side of the structures and screened appropriately if viewable from the public street.

1. Norris New Residence and Detached Garage





Old Conway Design Overlay District Map



2018 Caldwell Street

1. Norris New Residence and Detached Garage



View Across Caldwell Looking South



Property directly to the East



Property directly to the West



Front Elevation



East Elevation



West Elevation

2. Conway Corporation New Office Building

OLD CONWAY DESIGN OVERLAY CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

Liz Hamilton - Rik Sowell Architects
for Conway Corporation
1307 Prairie Street
Conway, AR 72032

SITE

Address. 1307 Prairie Street

Present Zoning. C-1(Central Business District). The property is within the Old Conway Design Overlay District.

Abutting Zoning. C-1(Downtown Commercial) and RU-1 (Restricted Use) in the Old Conway Design Overlay Transition District.

Lot Area. Approx. 3.6 acres

Surrounding Area Structures. One and two story commercial buildings.

General Description of Property and Proposed

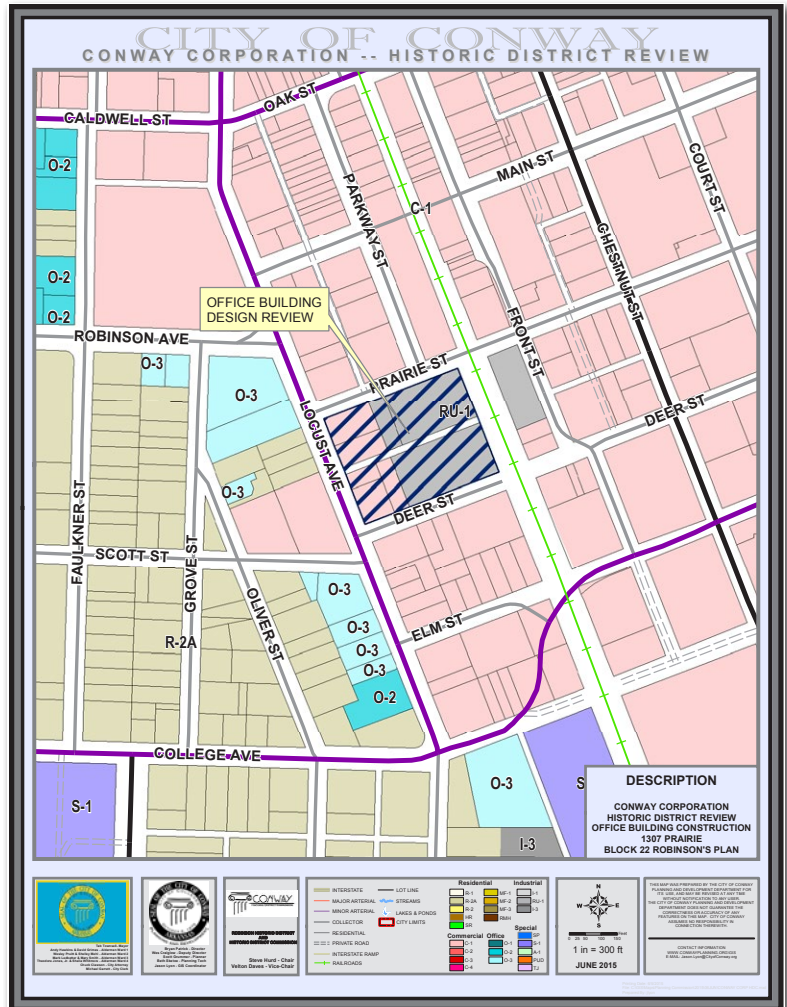
Development. Conway Corporation would like to construct a new ~33,000 square foot 3 --story office building at the northwest corner of the property. This is the first phase of a 10-year plan to renovate and update the Conway Corporation campus. This phase will include the demolition of the rock house and 2 wooden residential structures along Locust Avenue. The project is within the Old Conway Transition area. Structures within this district may use both the urban and suburban guidelines.

Setbacks. Proposed structures should respect the predominant setbacks of area structures, especially the front setback. The proposed building will be on the corner with a 7 foot setback from the Locust Ave. property line and 2 feet from the Prairie St. line. These setbacks are appropriate and preferred for commercial downtown structures.

Spacing. Established spacing distance pattern between area structures. The proposed spacing of the office building conforms with the area's structure spacing pattern and is appropriate.

Lot Coverage. The Old Conway District allows up to 60% impervious lot coverage in the suburban zone and up to 100% in the urban zone. A large amount of the property is impervious As a large office structure on a corporate campus, this coverage is appropriate.

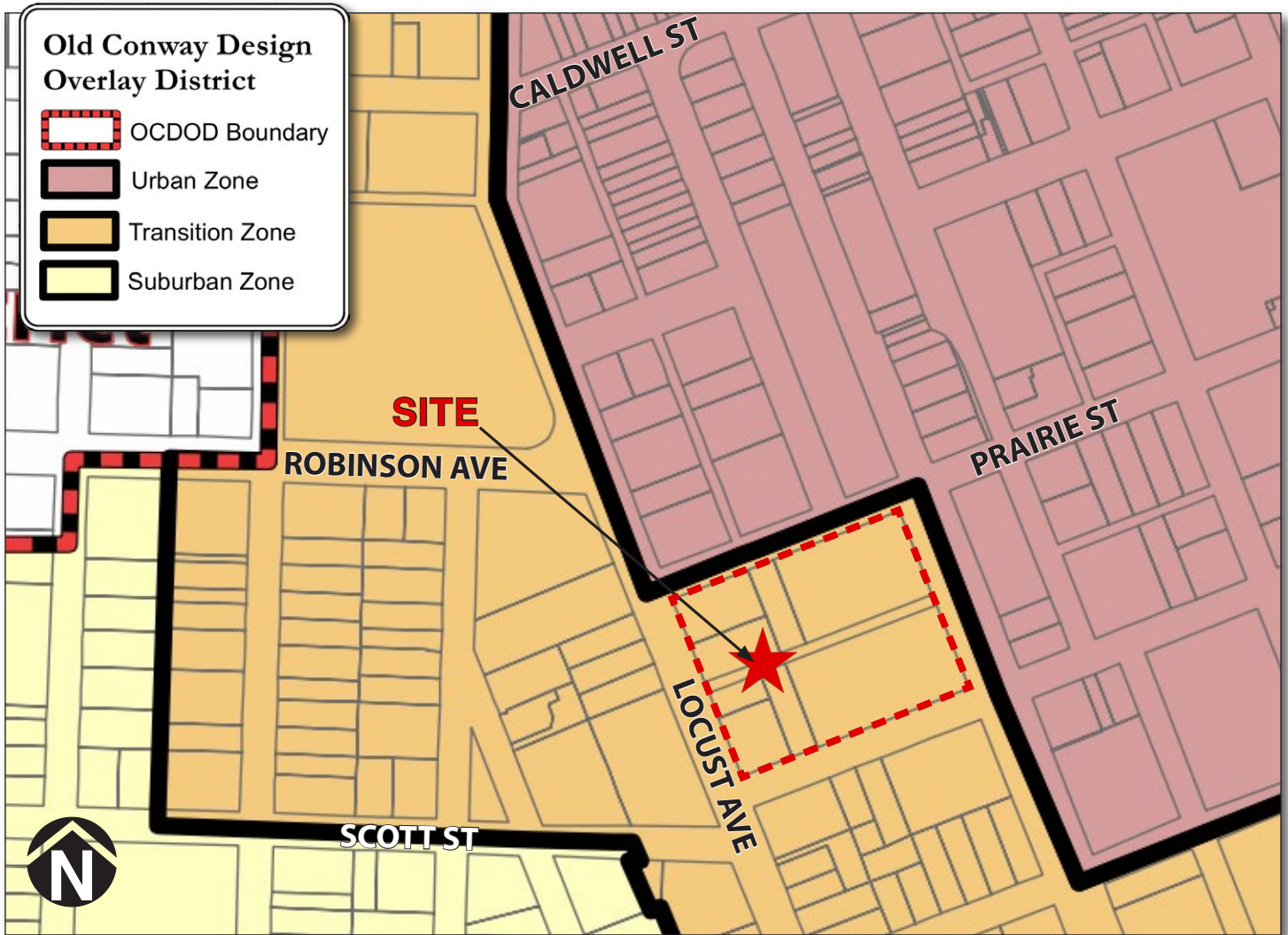
Orientation. The direction in which the front of a building faces. As a corner structure, the building has two "fronts" one on Locust and one on Prairie. These "front" façades present an adequate level of detailing and complexity, however, entry doors on these façades should be provided and better defined.



Alley. There is an unbuilt east-west alley mid block. This alley is being used as parking area.

Driveway / Parking. A large portion of an existing parking lot is used in this design. A drive through lane and additional parking are proposed. Parking lots within the Old Conway Overlay should never be placed on corners and are preferred at the rear of structures. Parking may be placed on the sides of structures with adequate screening measures to provide a continuous streetscape. The proposed parking lots are at the sides of the new structure and low walls are provided for screening. These walls should be masonry and match the structure's façade materials.

Sidewalks. Sidewalk construction is required as part of the Old Conway review. There is a sidewalk along Prairie and about one half of Locust. The site plan shows use of this existing sidewalk and additional sidewalk to complete the network. The campus plans shown to the HDC in April 2015, show a wider more "urban" sidewalk with tree wells. A concrete plaza is also shown at the corner of Locust and Prairie. As an Urban Transition Zone, either approach is acceptable. Properties across Locust and to the south are more "suburban" in nature and a 5 foot wide sidewalk as shown would blend well. However, as the area transitions into a more urban area in the future, a typical wide urban sidewalk might be more desirable. The lack of concrete



Old Conway Design Overlay District Map

at the northwest corner would aid in preserving the existing significant tree.

Fences. Low parking lot screening walls are proposed.

Tree preservation. There are several significant trees on the property. Most of these trees are grouped around the rock house. Two large oak trees; one at the northwest corner, the other at the southwest corner are planned to be preserved. The others will need to be removed to create parking and driveway access. These trees will need to be remediated through the planting of canopy species throughout the parking lot and perimeter of the property. New trees will also be added to the existing parking lot.

MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The new structure likely be the tallest structure in the area at 50 feet tall. However, the existing Conway Corporation building is around 32 feet tall. The new building's most imposing mass will

be along the east elevation in the interior of the parking area. As the campus is developed with additional structures and trees mature, the mass of this structure will lessen.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The building's height is tall as discussed above, the first floor ceiling height is appropriately tall at around 15 feet.

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The proposed office's width is appropriate for corporate campus and other area structures.

Directional expression. Measurement of the height to width ratio of a structure's elevation. The height of the office building is appropriately "stepped" and creates a proper height to width ratio.

2. Conway Corporation New Office Building



Aerial View of Site

Footprint. The area of land covered by a structure should be in relation to the majority of neighboring structures. The building's footprint is in scale with other area structures.

Complexity of form. The level of detailing and breaks in wall planes of a structure. The building has an appropriate level of wall breaks and detailing achieved through the use of a base course, pilasters, and differing building materials.

Façade, wall area, rhythm. Façades shall be compatible with surrounding historic structures in proportion of wall to opening area. The building has an appropriate number of windows and doors to provide the correct level of wall to void rhythm.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The style is modern but retains historic proportions.

Entries, Porches, and Porticos. Public entry doors are shown on the south and possibly north elevation. It would seem appropriate to place double doors on the north and west elevation within the glass "tower" area to provide better pedestrian public access. If a double door is provided on the west side, the sidewalk should be increased to provide direct access.

Doors and windows. Proposed doors and windows are appropriately styled.

Awnings/Canopies. When new construction uses awnings, traditional awning designs, materials, and placement should be used. Canopies are proposed above the drive through and south entry. If additional doors are provided, appropriate canopies should also be provided.

Lighting. Any new lighting should be inward, downward, and shrouded so as to stay within the bounds of the property. No lighting is shown. Lighting will be reviewed as part of Planning Dept. development review.

MATERIALS AND DETAILING

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The office building is shown with brick, rock, and spandrel glass panels. Although rock veneer is a current construction material trend, it is not a historical material found in the Old Conway area. A masonry base of smooth precast concrete and typical brick might be more appropriate.

Shutters. Not applicable.



Street View of Site Looking SE

Roof. The roof will be a typical commercial roof hidden behind parapets.

Decks/Plaza Space. Campus plans presented in April show a plaza space at the northwest corner. This site plan omits this space and shows a grass area bounded by sidewalks. A plaza is more “urban” where the grass space is more “suburban”. As noted, either approach can be seen as appropriate, the existing significant tree will likely have a better chance of survival with the grass space.

Skylights. Not applicable.

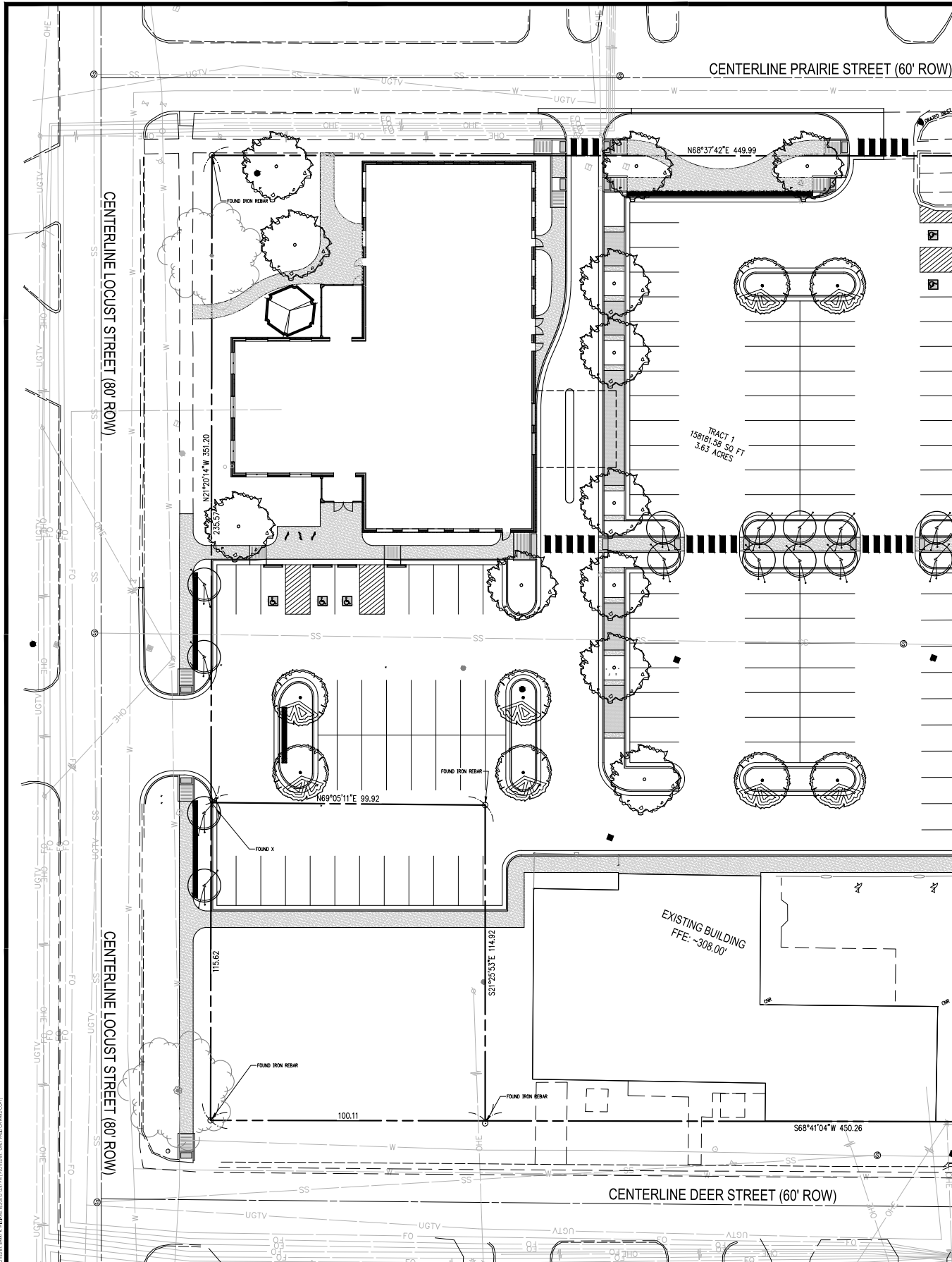
Mechanical Screening. HVAC units should be visually located away from streets or screened by landscaping. Exterior HVAC ductwork should not be visible from the street. No HVAC equipment is shown on the plans. It is assumed that units will be located on the roof.

RECOMMENDATIONS

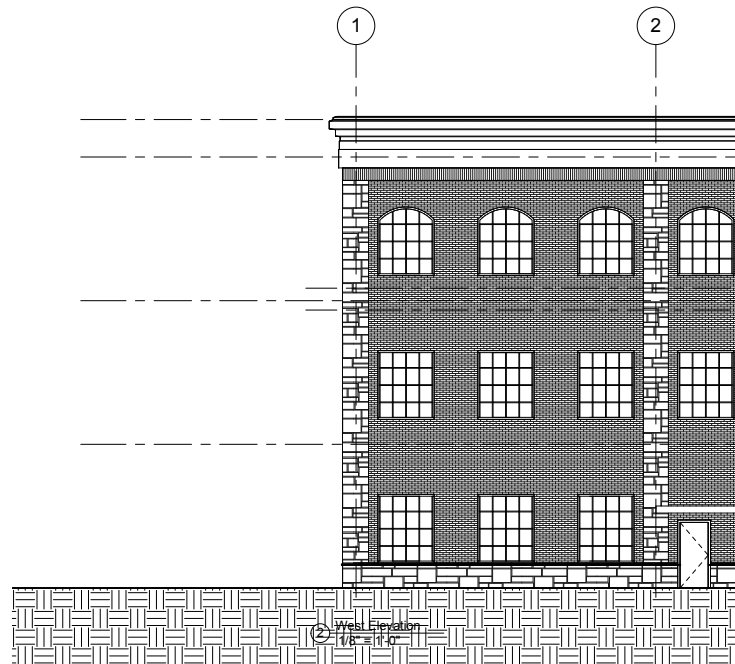
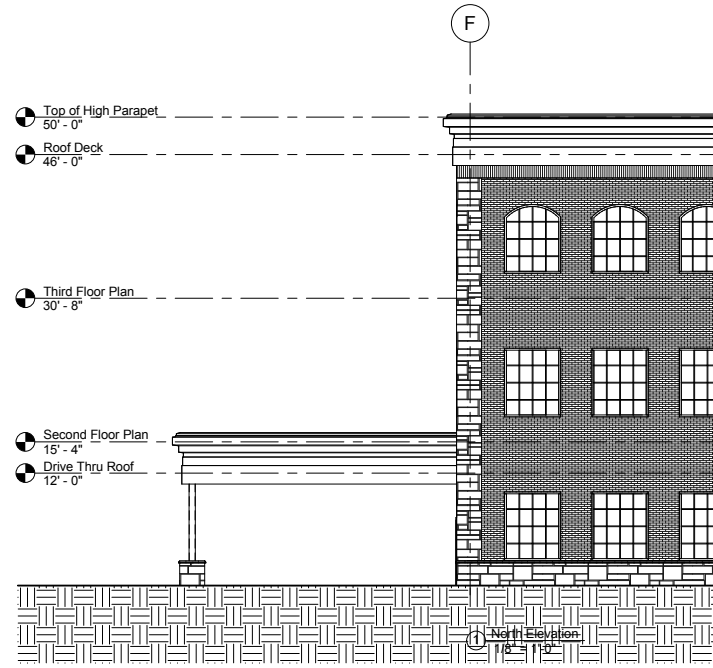
Staff recommends the following conditions:

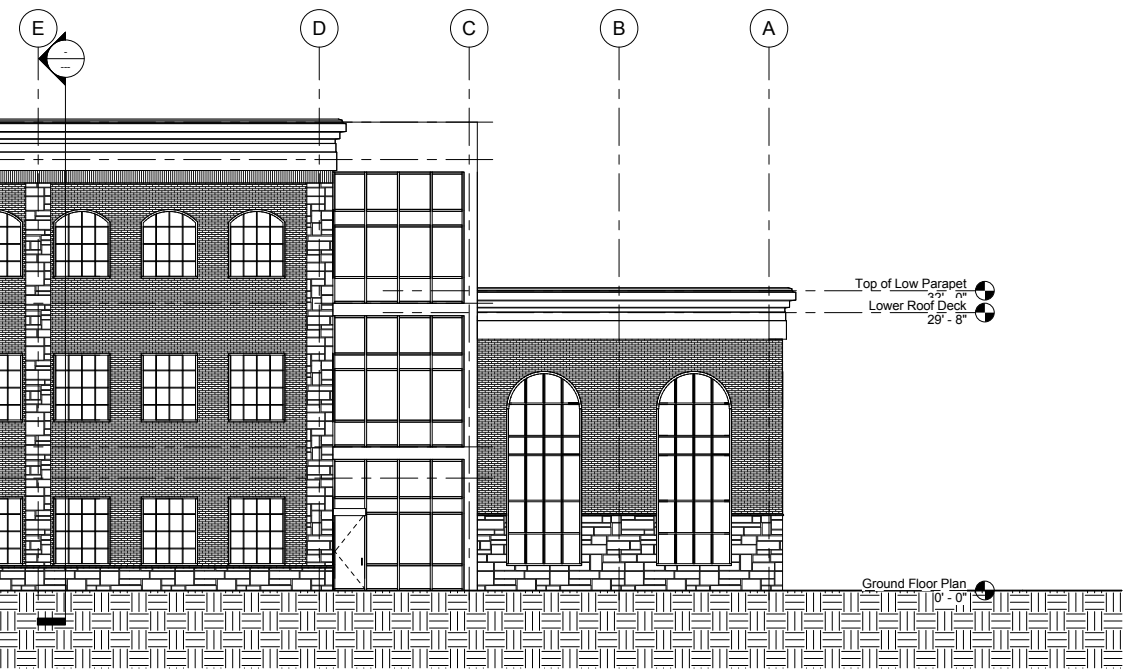
1. The office structure and parking areas shall be constructed as shown on submitted plans.
2. Double public access doors are required for access from Locust and Prairie. Sidewalk shall be designed to provide best access to these entries. A canopy cover shall also be provided at these entrances.
3. Low walls as shown on the submitted plans are required to shield the parking lots. The low walls will use matching brick.
4. Sidewalks shall be allowed as submitted in lieu of wide “urban” sidewalks with tree wells.

2. Conway Corporation New Office Building

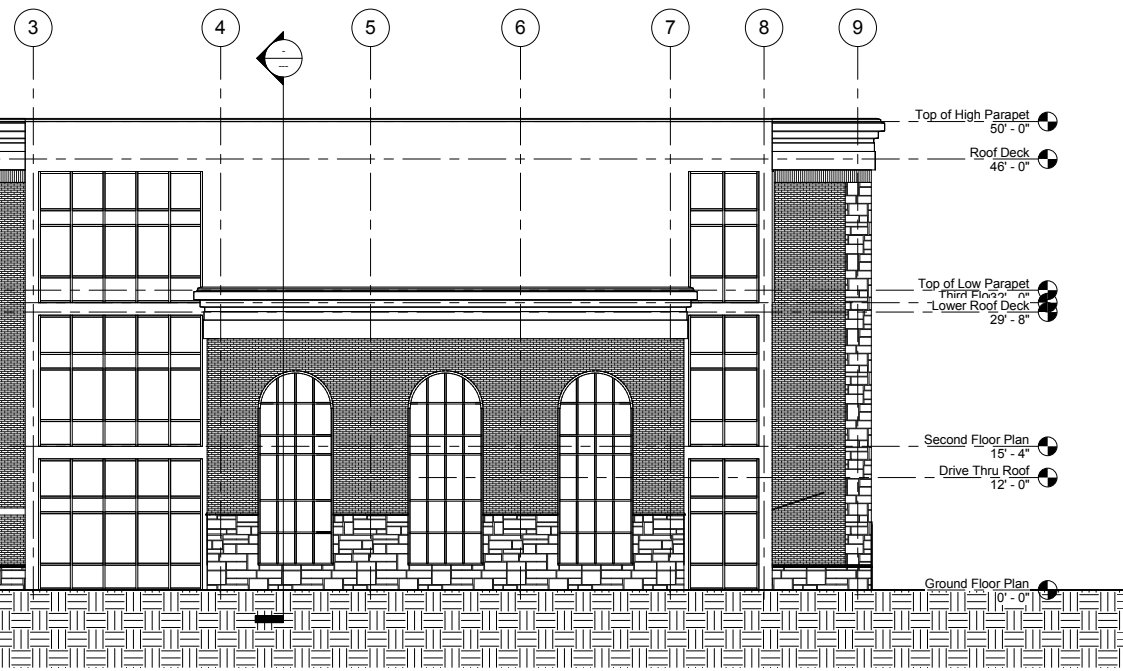


2. Conway Corporation New Office Building





Top of Low Parapet 32'-6"
 Lower Roof Deck 28'-8"
 Ground Floor Plan 0'-0"



Top of High Parapet 50'-0"
 Roof Deck 46'-0"
 Top of Low Parapet Third Floor 29'-6"
 Lower Roof Deck 29'-8"
 Second Floor Plan 15'-4"
 Drive Thru Roof 12'-0"
 Ground Floor Plan 0'-0"



1315 North Street
 Suite 100
 Conway, AR 72034
 501.450.9633
 info@sowellarchitects.com

NEW OFFICE BUILDING
 FOR CONWAY CORPORATION
 CONWAY, ARKANSAS

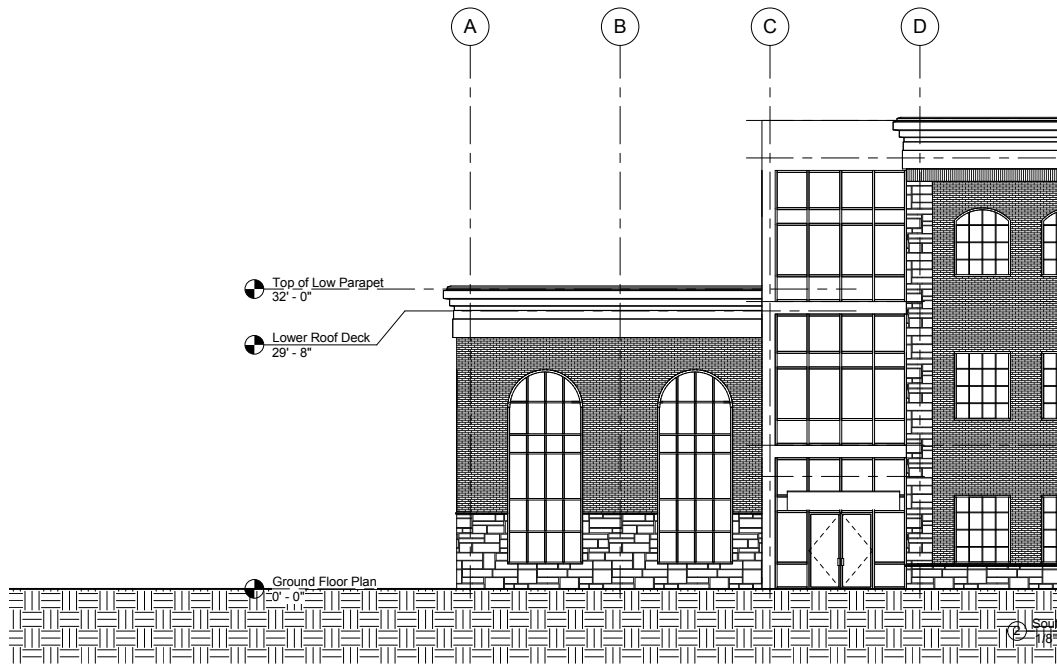
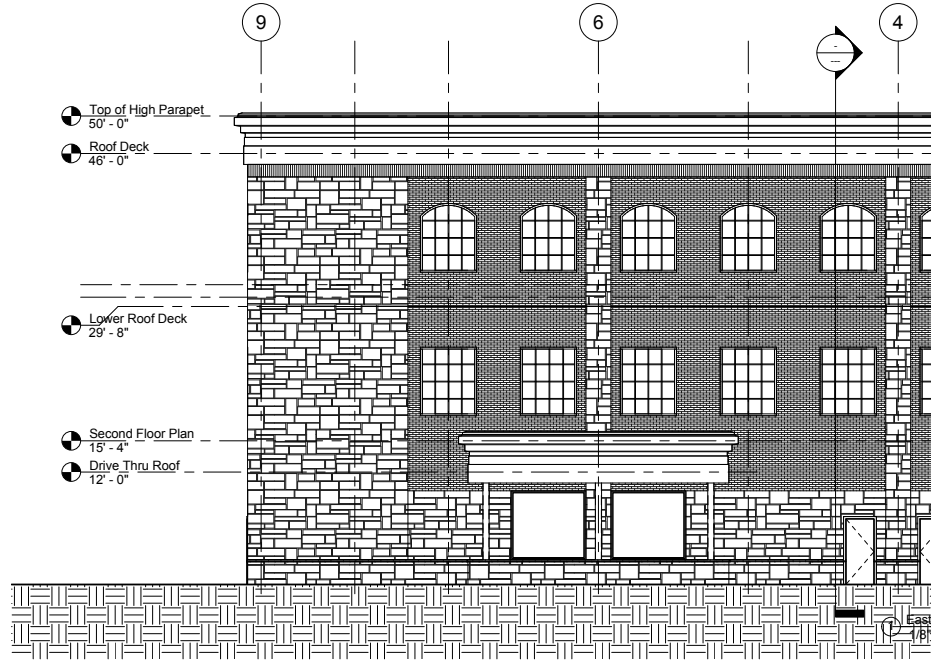


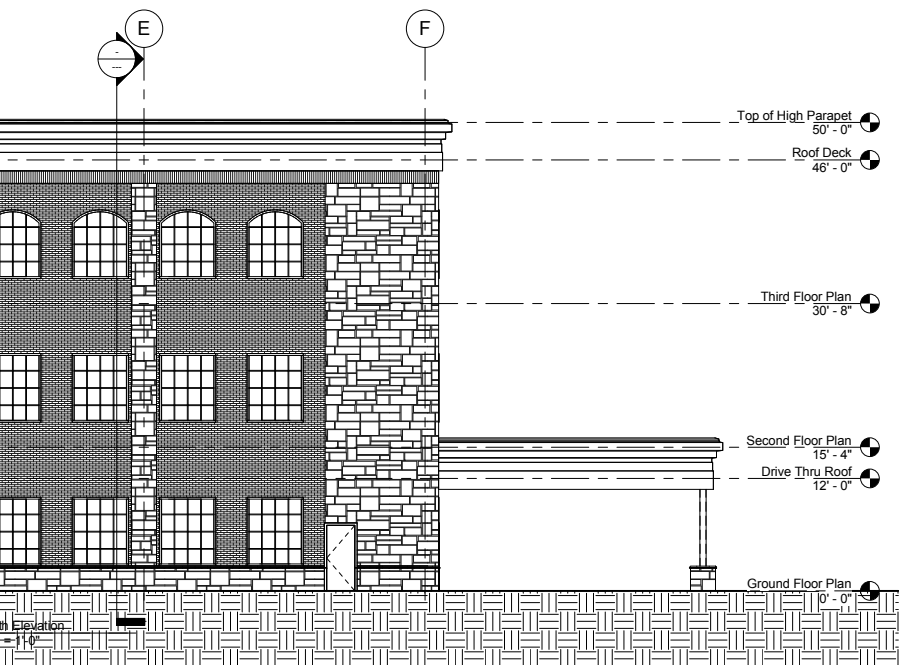
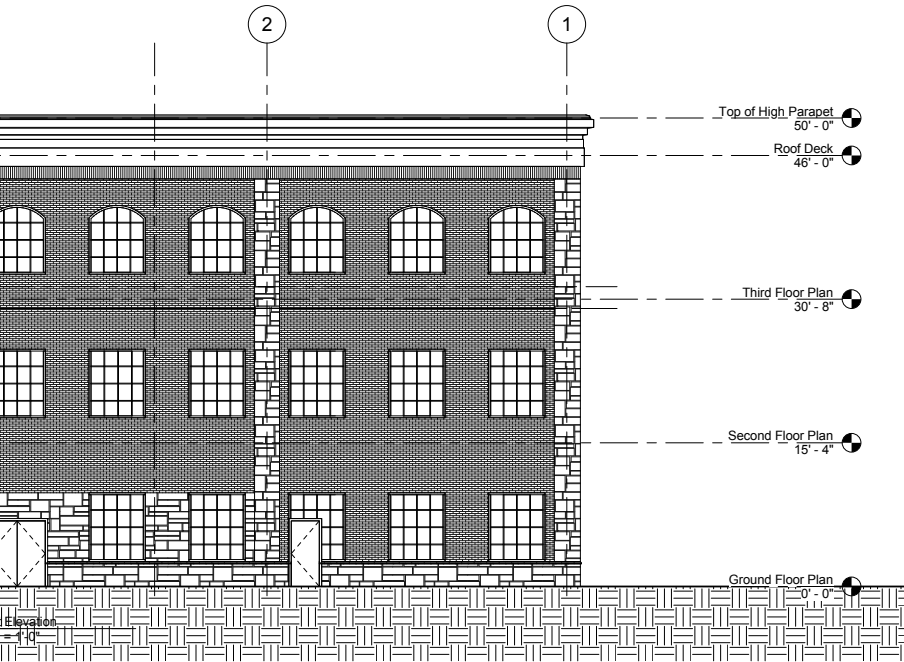
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 15792

Exterior Elevations

A301

2. Conway Corporation New Office Building





1315 North Street
Suite 100
Conway, AR 72034
501.450.9633
info@sowellarchitects.com

NEW OFFICE BUILDING
FOR CONWAY CORPORATION
CONWAY, ARKANSAS



5.11.15

15792

Exterior Elevations

A302

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1 SIDEWALK REQUIREMENTS IN THE OLD CONWAY DESIGN OVERLAY DISTRICT

At the April meeting, discussion began on reviewing the sidewalk requirements of the Old Conway Design Overlay District in relation to other City sidewalk requirements. At the May meeting, HDC Staff was instructed to look at other methods that would allow the HDC to make appropriate variances on the requirement to build sidewalks. Suggestions included; not requiring sidewalks in areas where at least one sidewalk exists, pedestrian need, and requirements based on the size of the proposed structure.

The following criteria are set forth in the Subdivision Ordinance as guides for the Planning Commission to determine the requirement for sidewalks:

- Pedestrian traffic generators such as parks and schools in the area.
- The existence of a sidewalk network in the area.
- The density of current and future development in the area.
- The amount of pedestrian traffic likely to be generated by the proposed development.
- Whether the terrain is such that a sidewalk is physically practical and feasible, and the extent to which trees, ground cover, and natural areas would be adversely impacted by the construction of the sidewalk.
- The design of the subdivision such that utilities, the location of structures, rights of way, easements, etc., create conditions making sidewalks impractical.
- The overall need for a sidewalk to be constructed on the lot.

These guidelines are used during the subdivision approval process to determine whether an in-lieu fee is paid rather than actual sidewalk construction. They do not grant sidewalk amnesty - the fee must be paid.

The above subdivision criteria could be adopted or use by the HDC.

Staff Recommendation: Require sidewalks for all new commercial construction. Any commercial exceptions would be determined in the subdivision or development review process. Allow a determination to pay an in-lieu fee on residential sidewalks.

1. Sidewalk construction is required with any new commercial, office, or multi-family structure. Any exceptions to construction shall be issued during the subdivision review and/or development review process.
2. Sidewalk construction is required for any new residential structure unless the majority of the following exception criteria can be met:
 - Pedestrian traffic generators such as parks and schools in the area are not present.
 - Lack of area sidewalk network or future sidewalk network development.
 - Current and future area development density will not increase.

- The terrain is such that a sidewalk is not physically practical or feasible.
 - Trees, ground cover, and natural areas would be adversely impacted by the construction of the sidewalk.
 - Utility structures, rights of way, easements, etc., create conditions making sidewalks impractical.
 - The proposed development will not generate a large amount of pedestrian traffic.
 - The overall need for a sidewalk to be constructed on the lot.
3. If a residential exception is approved by the HDC, then an in-lieu fee of \$12 per linear foot may be paid instead of sidewalk construction. The maximum residential in-lieu fee shall be \$1875.
 4. Sidewalks shall not be required with *additions* or outbuildings less than *41%* of the primary structure's footprint.

PREVIOUS COMMENTARY FROM THE MAY HDC REPORT:

City of Conway Sidewalk Regulations:

Subdivision - *New subdivisions both residential and commercial require the construction of sidewalks with the exception of I-3, Intensive Industrial, zones and large lot subdivisions within the Territorial Jurisdiction. Sidewalks are not required to be constructed at the time of the subdivision, but when actual building construction takes place.*

New construction, additions, remodeling, or outbuildings in any residential subdivision subdivided before 2006 (outside of the Old Conway Design Overlay District) do not require sidewalk construction.

Development Review - *All office, multi-family, and commercial structures must have Design Development Review approval prior to the issuance of a building permit. Development Review requires the construction of sidewalks in conjunction with these projects.*

PUD - Planned Unit Development - *Any project zoned PUD must include sidewalks.*

In areas where sidewalks are not practical or undesirable, the Planning Commission, City Council, or Planning Director (depending on the review process) may allow the payment of an in lieu fee of \$15 per linear foot. In the case of residential in-lieu payment, a maximum of \$1875 is required. This maximum offers relief for large residential lots with multiple street frontages.

Complete Street Ordinance - *Ordinance O-09-56, approved in April 2009 requires that all city road projects be built to "Complete Street" principles. Complete street's guiding principle is to design, operate, and maintain streets for all users; pedestrians, bicyclists, transit riders, as well as motor vehicle drivers while including compliance with the ADA standards.*

Robinson District Sidewalk Regulations:

There are no specific requirements concerning sidewalks in the Robinson District regulations. Sidewalk repair and/or construction is currently not required. A requirement to maintain or construct could be inferred by the nature of district preservation. For example, if a structure in the Robinson District has a sidewalk, it could be considered part of the historic “fabric” of the property. The sidewalk could not be removed without HDC approval.

Current OCDOD Sidewalk Regulations:

Sidewalk repair and/or construction is required in conjunction with an Old Conway Overlay Certificate of Appropriateness review.

Exceptions:

- *An outbuilding 160 s.f. or less does not require sidewalk repair/construction.*
- *An outbuilding with a footprint less than 30% of the primary structure does not require the construction or repair of sidewalks.*
- *An exterior addition or remodel project 75 s.f. or less does not require sidewalk repair/construction.*

The Historic District Commission may allow the payment of an in lieu fee of \$12 per linear foot in areas where sidewalk construction is not practical or undesirable. There is currently no maximum fee.

Considering other city sidewalk regulations, current Old Conway Overlay sidewalk requirements seem punitive. If the HDC would like to more closely match current city regulations, staff recommends the following amendments to the HDC regulations:

1. *Require the construction of sidewalks with any commercial, office, multi-family, or new residential structure.*
2. *Sidewalks would not be required with additions or outbuildings.*
3. *A maximum residential in-lieu fee of \$1875.*

2 AHPP 2015-2016 GRANT

The Arkansas Historic Preservation Program has announced that Conway will receive \$1500 in grant funds for the state final year (July 2015-June 2016). \$1000 is for the conferences and training, \$500 is for an event sometime in 2016 to celebrate the 50th anniversary of the National Register of Historic Places.

3 ROBINSON DISTRICT EXPANSION SURVEY

Still, no word...

