



NOVEMBER

Monday, November 23, 2015 • 6:00 pm
City Hall • Downstairs Conference Room
1201 Oak Street • Conway, AR

ROBINSON HISTORIC DISTRICT AND OLD CONWAY DESIGN OVERLAY DISTRICT

CONWAY HISTORIC DISTRICT COMMISSION MEETING

NOVEMBER 23, 2015 • 6:00PM • CITY HALL • 1201 OAK STREET

AGENDA

Minutes

September 28, 2015

Public Hearings

Certificate of Appropriateness Reviews

1. Robinson Historic District

A. Calary Church Request for New Signage Approval - 1832 Robinson Avenue

2. Old Conway Design Overlay District

A. Graddy Request for New Outbuilding Approval - 1823 Scott Street

B. McAnear Request for Residence Remodel Approval - 320 Mitchell Street

Discussion

2016 HDC Nominations

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

Conway Historic District Commission September 28, 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 - present
George Covington, Sr. - present
Trey Massingill - present
Marianne Welch - present
Betty Pickett - absent
Aaron Nicholson - present
Taylor Martin - present
HDC City Staff, Bryan Patrick - absent

Finding of a Quorum

8 Commission members - Quorum present. Also in attendance:

Ms. Kristine Gliden – PO Box 2308, Conway AR 72033
Mr. Lance Johnston – 344 Conway Blvd. Conway, AR 72034

Meeting Minutes

August 24, 2015 minutes. George Covington motioned for approval, seconded by Velton Daves. Minutes approved unanimously.

PUBLIC HEARING - CERTIFICATE OF APPROPRIATENESS

Gilden Remodel 1516 Scott Street

Presentation: This is a remodel of a non-contributing structure to the historic district.

Commission Discussion: We would like the house to blend with the surrounding houses in the community. There is no permit needed for paint. Applicant will check with the planning department to get the necessary permits for the construction.

Community Discussion: None

Motion made by George Covington to approve with the following condition:

Use siding that is appropriate for the time frame and neighborhood

Seconded by Mr. Velton Daves. Motioned approved unanimously.

Johnston New Residence – 340 Conway Blvd

Presentation: Mr. Johnston would like to build a new residence between his house and the house immediately north. The house will be built on spec but they are confident they can sell the house before they finish building it. No trees will be taken down during construction. Only shrubs will be removed. First floor will be 1320 square feet with total square footage around 2000 square feet; two story house. Houses will be staggered. Rick Sowell's house is 15 foot setback while Mr. Johnston's is further back than

that. This new house will split the difference on setbacks between those two houses.

Commission Discussion: The setbacks could come into question because they are requesting 5 or so foot setback from the property line. Will there be windows in the master bedroom? HDC staff report points out lack of windows. Yes, there will be windows on the bedroom. Will it be brick or siding? The house will be all brick but they are considering siding for the garage. They were looking at hardiboard siding for the garage. What is the plan for the garage door? They will make it look like an old carriage door for the garage; garage door will not be a modern looking door. Where will the additional windows be for the master bedroom? The thought would be two windows that mirror the windows on the front of the house and separated. The upstairs window will have a small window; the smallest building code will allow to make it look and feel of the same period as the surrounding houses.

Community discussion: None

Motion made by Taylor Martin to approve the construction with the following conditions:

Committee Conditions:

- 1. The residence shall be constructed as shown in the submitted floor plans.
2. Driveway shall be concrete.
3. The residence's front setback shall be halfway between that of the front setback of the adjacent residences at 344 Conway Boulevard and 330 Conway Boulevard. The side setbacks shall be approximately 10 feet on the south and 25 feet on the north. Outbuilding north setback shall be approximately 5 feet from the north. All setbacks are measured from the structure to the property line.
4. Porch columns shall be a minimum of 8 inches by 8 inches.
5. The two significant trees along Conway Boulevard shall be preserved.
6. Additional windows shall be required in the bedroom.
7. Residence shall be made of brick and outbuilding shall be brick or hardiboard.
8. HVAC and utility equipment shall be appropriately located at the rear or side of the structure and/or appropriately screened.
9. Garage doors of the outbuilding are to be carriage style and appropriate of the neighborhood.

Seconded by Mr. Velton Daves. Motioned approved unanimously.

DISCUSSION – 2016 HDC MEMBER NOMINATION AND SELECTION

Three member's terms are expiring at the end of this year unless they choose to re-nominate themselves. This presents the opportunity to bring in other board members

Adjourn

The meeting was adjourned by consensus.

1A Calvary Church New Signage - 1832 Robinson Avenue

ROBINSON HISTORIC DISTRICT CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

Calvary Church
1832 Robinson Ave
Conway AR 72034

SITE

Address. 1832 Robinson Avenue

Present Zoning. R-2A(Large Lot Duplex) within the Robinson Historic District.

Abutting Zoning. R-2A(Large Lot Duplex) within the Robinson Historic District.

Lot Area. 0.71 acre ±

Surrounding Area Structures. The church property is located in the Robinson Historic District at the northeast corner of Mitchell and Robinson and is surrounded by single family residential structures representing various styles and construction dates. These styles include craftsman, neoclassical, queen anne, minimal traditional, ranch, and local vernacular.

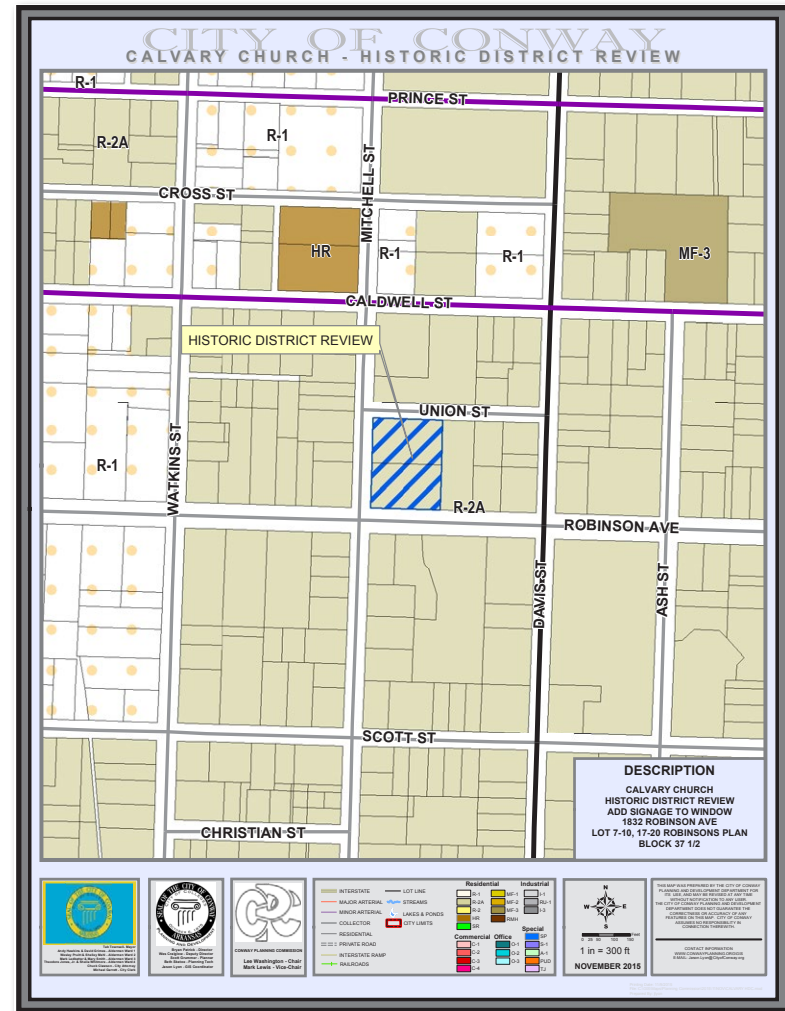
General Description of Property. The church is a one story mid century modern design. The applicant would like to place a window sign above the glass entrance door on Robinson Avenue and a small free-standing two pole (monument) style sign on the Mitchell Street frontage. These signs would help identify the church and aid with way finding to the church parking lot.

The free-standing sign would match the existing freestanding sign on the corner in style and size. (4' x 4' ground to top, outside to outside)

The following guidelines concerning signage would be applicable:

Signage

- Introduce new signage that is compatible in material, size, color, scale, and character with the building or the district. Design signage to enhance the architectural character of a building.
- Introduce new signs, including graphics for windows or awnings, that are easily read and of simple design. Keep the size of graphics on windows or awnings in scale with the feature. It is not appropriate to obscure the view through a large portion of a window with graphics. No more than 25% of any window shall be used for signage.
- Select colors for new signage in the historic district that are compatible with the related structure or streetscape.

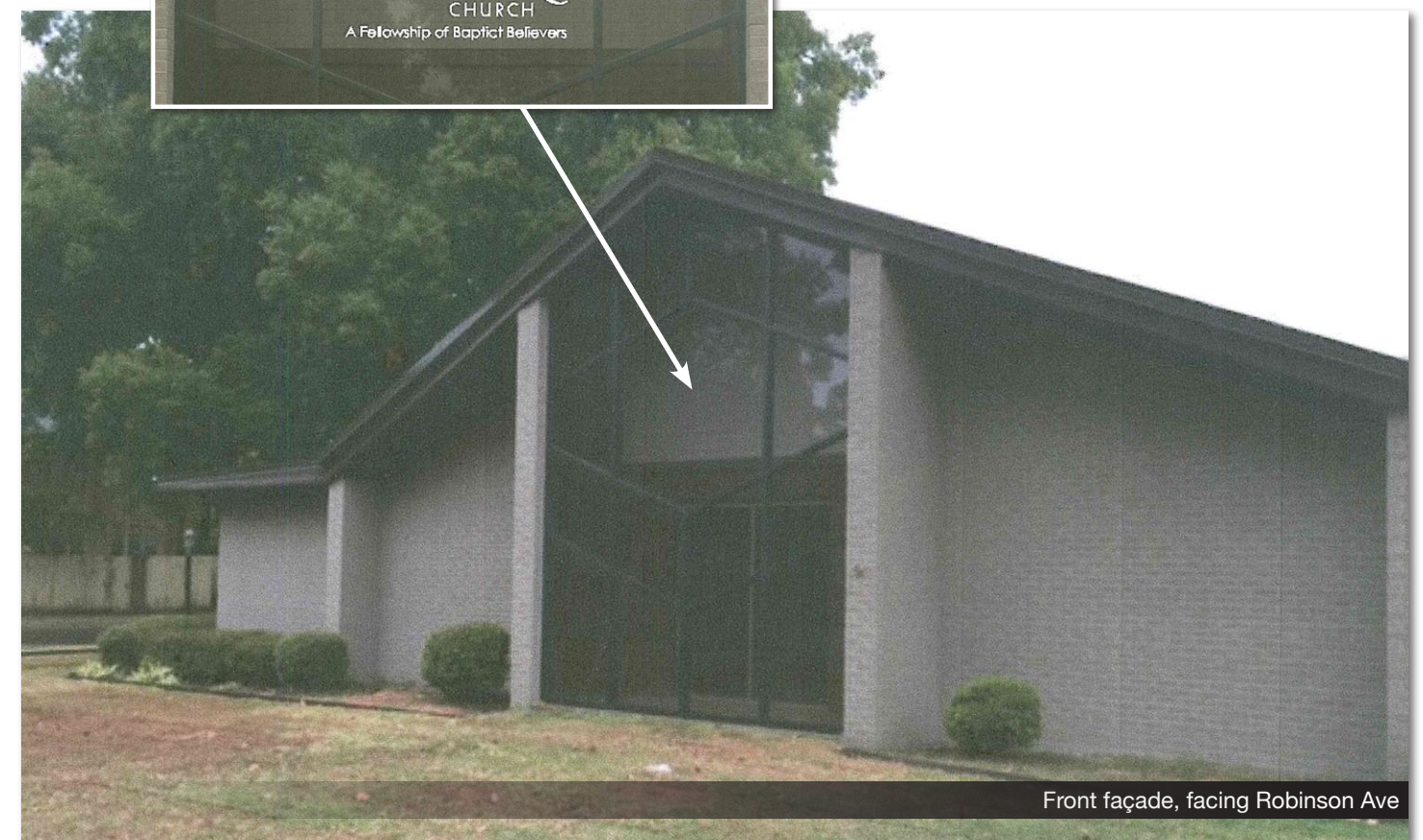
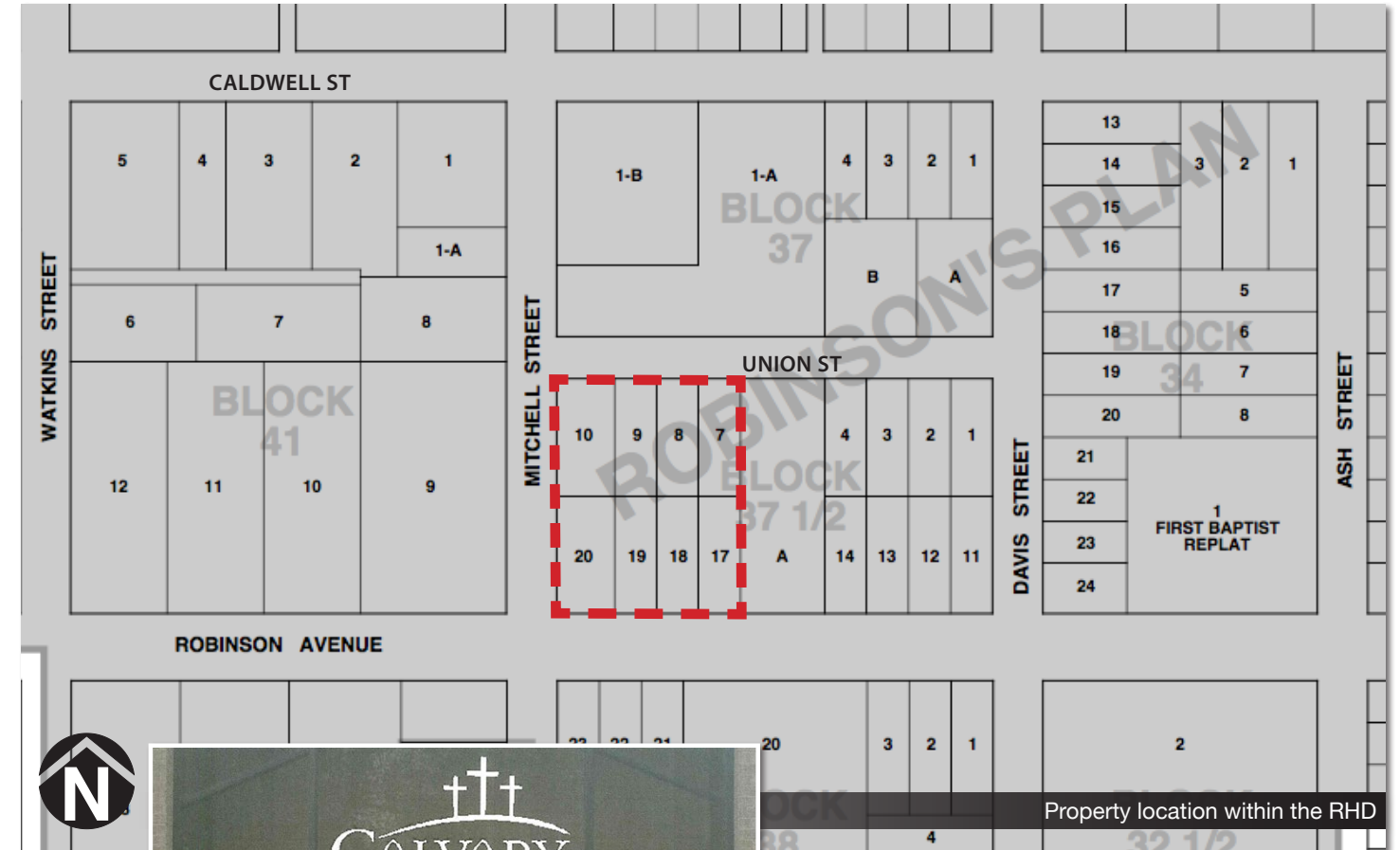


- Construct new signs of traditional sign materials, such as wood, stone, and metal. It is not appropriate to introduce an incompatible contemporary sign material, such as plastic, in the historic districts.
- Install freestanding signs in appropriate locations on low standards or ground bases. Consider screening the base of ground signs with plantings to enhance its appearance.
- All signage is subject to approval of the HDC. Freestanding signage shall be externally lit, monument, two pole and arm style and shall be no greater than 16 square feet in area per side and no more than 4 feet in height. All other signage shall be governed by current City of Conway sign regulations.

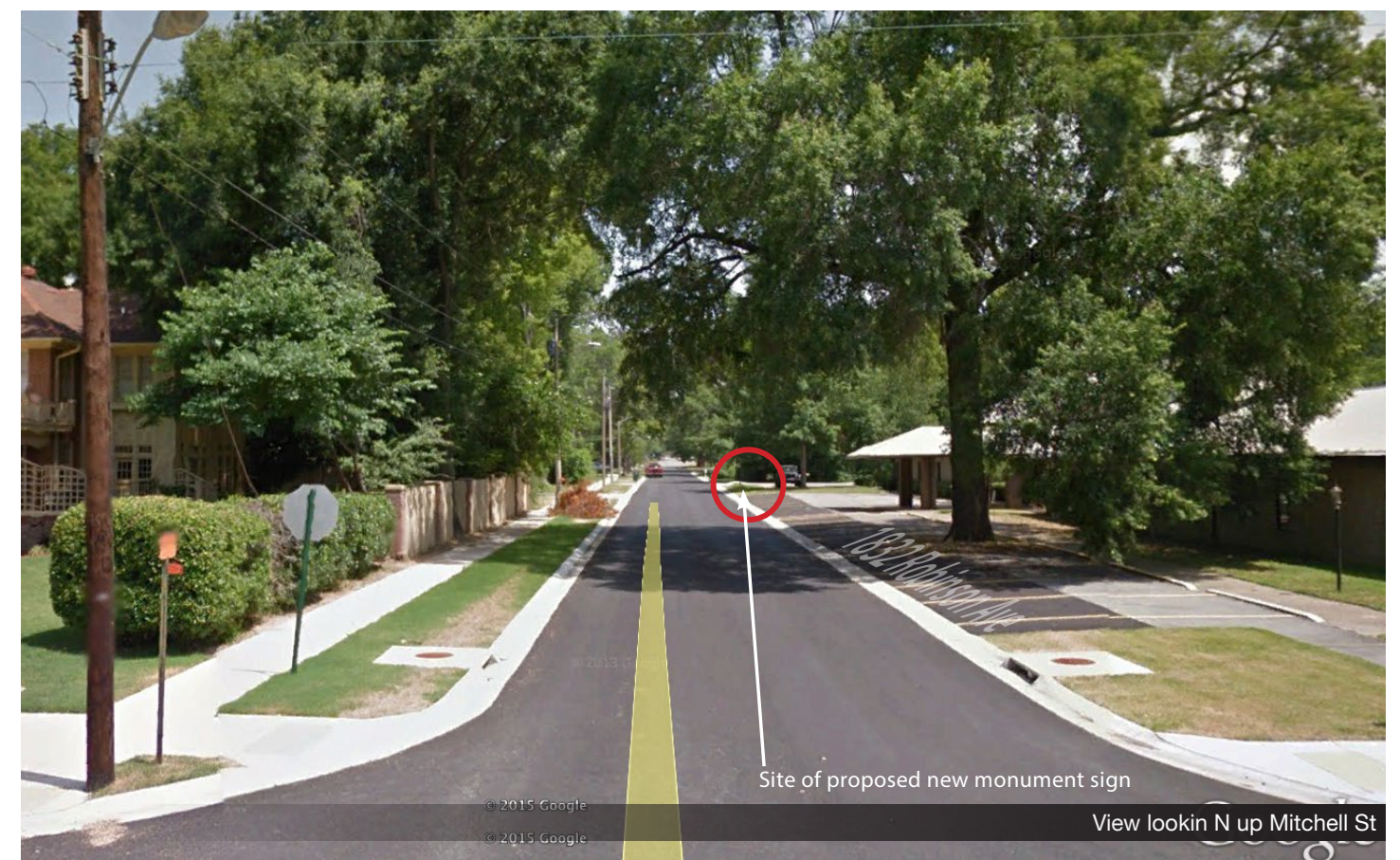
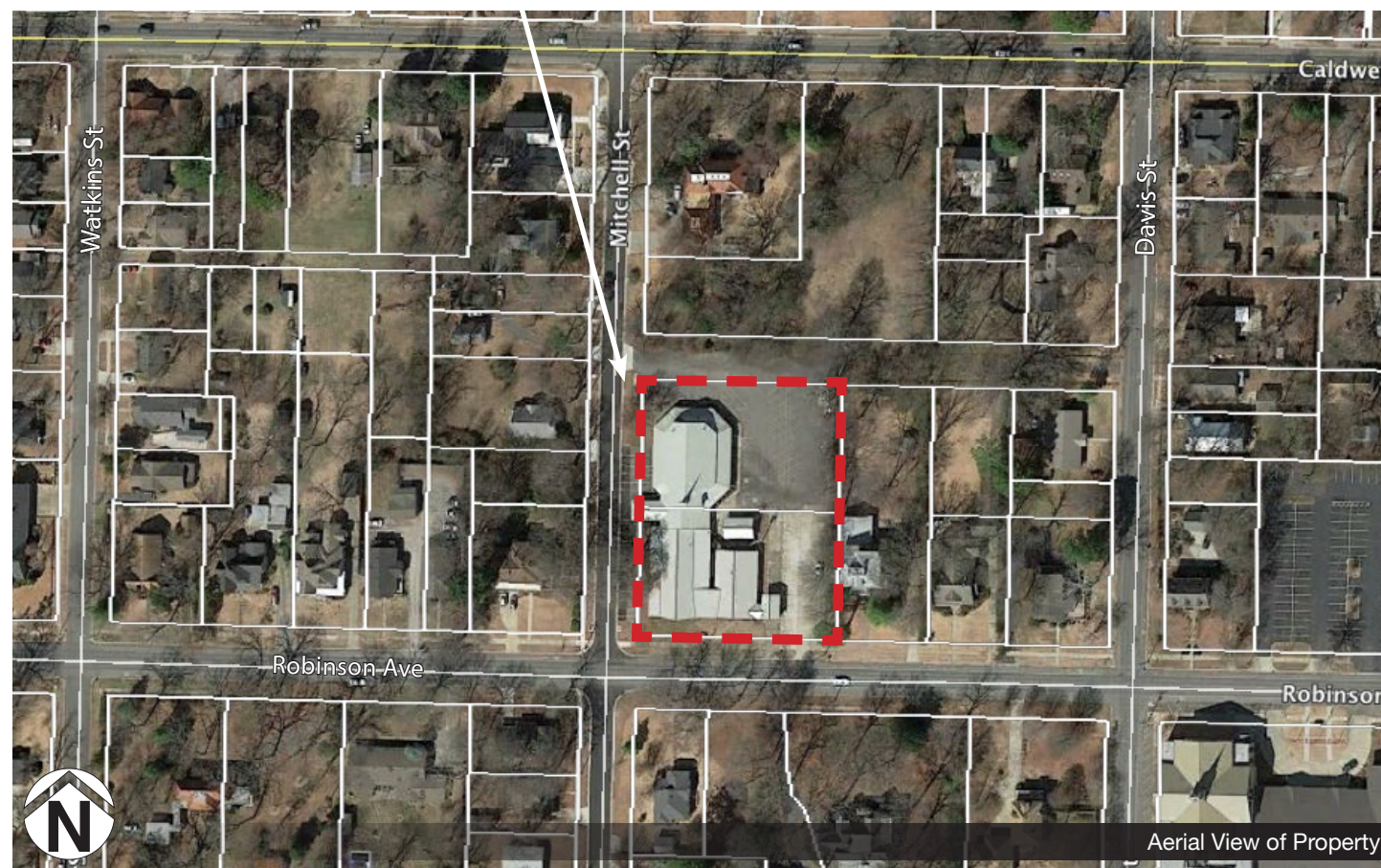
The window sign has a simple easy to read design and does not cover more than 25% of the window area. It is appropriate.

The free standing sign is constructed of traditional materials such as wood and is low to the ground. It is 16 square feet in area measured from the ground to top of sign and outside pole to outside pole. It is appropriate.

HDC Staff recommends approval of these signs as submitted.



1A Calvary Church New Signage - 1832 Robinson Avenue



2A CASON & GRADY NEW OUTBUILDING - 1823 SCOTT STREET

**OLD CONWAY DESIGN OVERLAY DISTRICT
CERTIFICATE OF APPROPRIATENESS REVIEW**

APPLICANT/OWNER

Larry Graddy
1823 Scott Street
Conway AR 72034

CO-OWNER

Donna Cason
1823 Scott Street
Conway AR 72034

SITE

Address. 1823 Scott Street

Present Zoning. R-2A (Large Lot Duplex). The property is within the Old Conway Design Overlay Suburban District.

Abutting Zoning. R-2A (Large Lot Duplex) in the Old Conway Design Overlay Suburban District.

Lot Area. 0.21 acre ±

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District on the south side of Scott Street 3 lots east of Mitchell. It is surrounded by single family residential structures representing various styles and construction dates. These styles include ranch, minimal traditional, tudor revival, and local vernacular.

General Description of Property. The residence is a single family structure with a 2000 s.f. foot print. The residence could be classified as a colonial revival. The applicant is requesting to build a 720 square foot garage outbuilding and storage room.

Setbacks. Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Front setbacks are allowed within a range of 80% to 110% of the average area front setback. Front setback will not be applicable. An outbuilding is typically allowed with 5 foot side setbacks, however, 0 foot sides are common in the Old Conway area. Typical rear setback is 5 feet for an outbuilding. The proposed outbuilding setbacks are 6 feet on the rear and side. These setbacks are appropriate.

Spacing. Established spacing distance pattern between area structures. The proposed spacing is appropriate and in keeping with other area outbuilding structures.

Lot Coverage. The Old Conway District allows up to 60% impermeable lot coverage. The proposed impervious area is well below this percentage.



Orientation. The direction in which the front of a building faces. The outbuilding will appropriately face north.

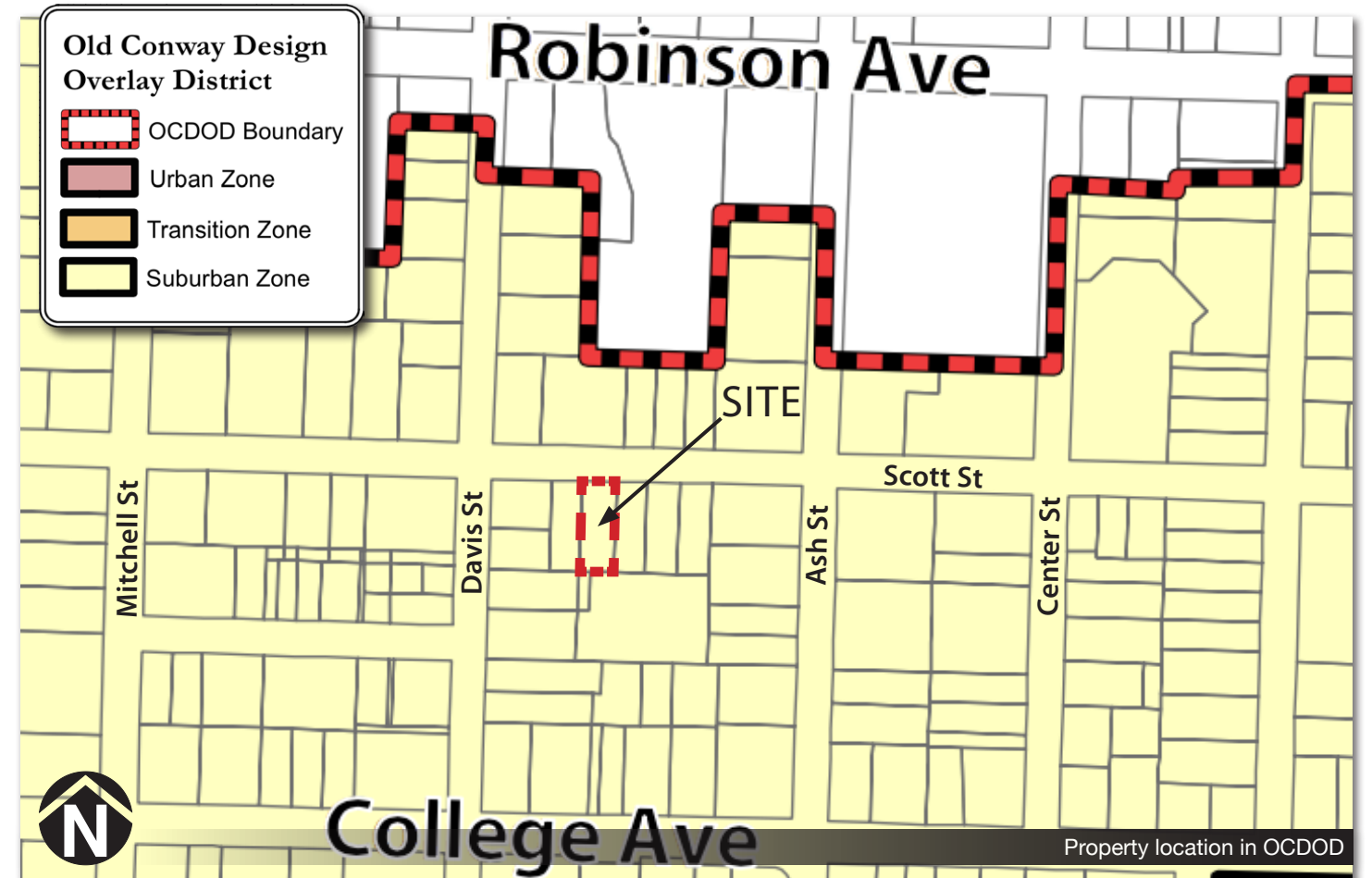
Alley. There are no alleyways in this block.

Driveway/Parking. A 10 foot wide concrete driveway is proposed along the east side of the lot from Scott Street to the garage/outbuilding. No more than 50% of the front yard may be paved for parking. The proposed driveway is appropriate.

Sidewalks. The existing sidewalk is broken and in disrepair. A new sidewalk will be constructed across the front yard along Scott Street.

Fences. A chain link fence currently encloses the front and rear yards. Removal of the chain link fence is encouraged.

Tree preservation. There are 2 significant trees at the front of the lot along Scott Street and 1 in the southwest corner. These trees are spaced well enough away from any new construction and should not be impaired.



MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The size of the new outbuilding is in scale with the residence and other neighboring structures.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The proposed eave and roof peak heights are appropriately in scale with the residence and other neighboring structures.

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The proposed outbuilding's width is in proportion with the residence and other neighboring structures.

Directional expression. Measurement of the height to width ratio of a structure's elevation. The height/vertical expression of the outbuilding is in relation to the residence and other neighboring structures.

Footprint. The area of land covered by a structure should be in relation to the majority of neighboring structures. The outbuilding's footprint is 720 s.f. The residence is 2000 s.f. Old Conway guidelines state that an outbuilding should not be larger than 30% of the residence. By this guideline, the requested outbuilding is 120 s.f. oversized. However, the lot is large compared to the average Old Conway lot. It would seem appropriate to allow the additional 120 s.f. Construction of an outbuilding larger than 30% of the residence also trigger sidewalk construction/reconstruction. A new sidewalk is proposed.

Complexity of form. The level of detailing and breaks in wall planes of a structure. As a utilitarian structure, the outbuilding is rectangular with no breaks in the wall plane. However, the complexity of form is appropriate for a garage largely hidden from public view.

Facade, wall area, rhythm. Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The outbuilding has no windows and 3 doors; two typical overhead one-bay garage doors and a 36" side access door. As a utilitarian structure largely hidden from the public view, the number of doors and lack of windows is appropriate.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The outbuilding's simple style is congruent with the residence's style.

Entries, Porches, and Porticos. Appropriate entry points are provided. Porches are to be a minimum of 6 feet in depth. Not applicable.

Doors and windows. There are no windows and 3 doors. The garage doors are single bay doors which help lessen the blank front facade. There is a side entry door on the west side.

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

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

MATERIALS AND DETAILING

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The residence has minimal details accomplished through wide wood moulding. The outbuilding openings could use wider trim boards to better match the residence.

Shutters. No shutters are shown on the supplied drawings.

Roof. It is assumed that asphalt shingles will be used. This is appropriate.

Decks/Plaza Space. A patio area is shown on the south side of the residence. This patio is appropriately screened with privacy behind the front porch.

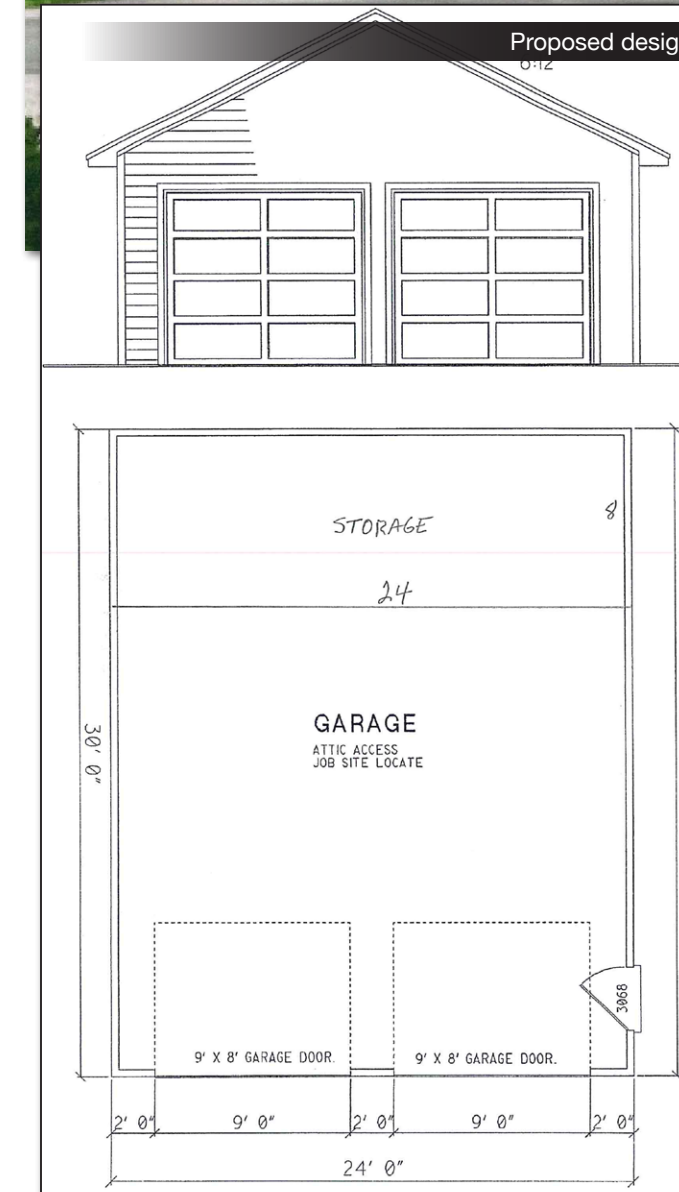
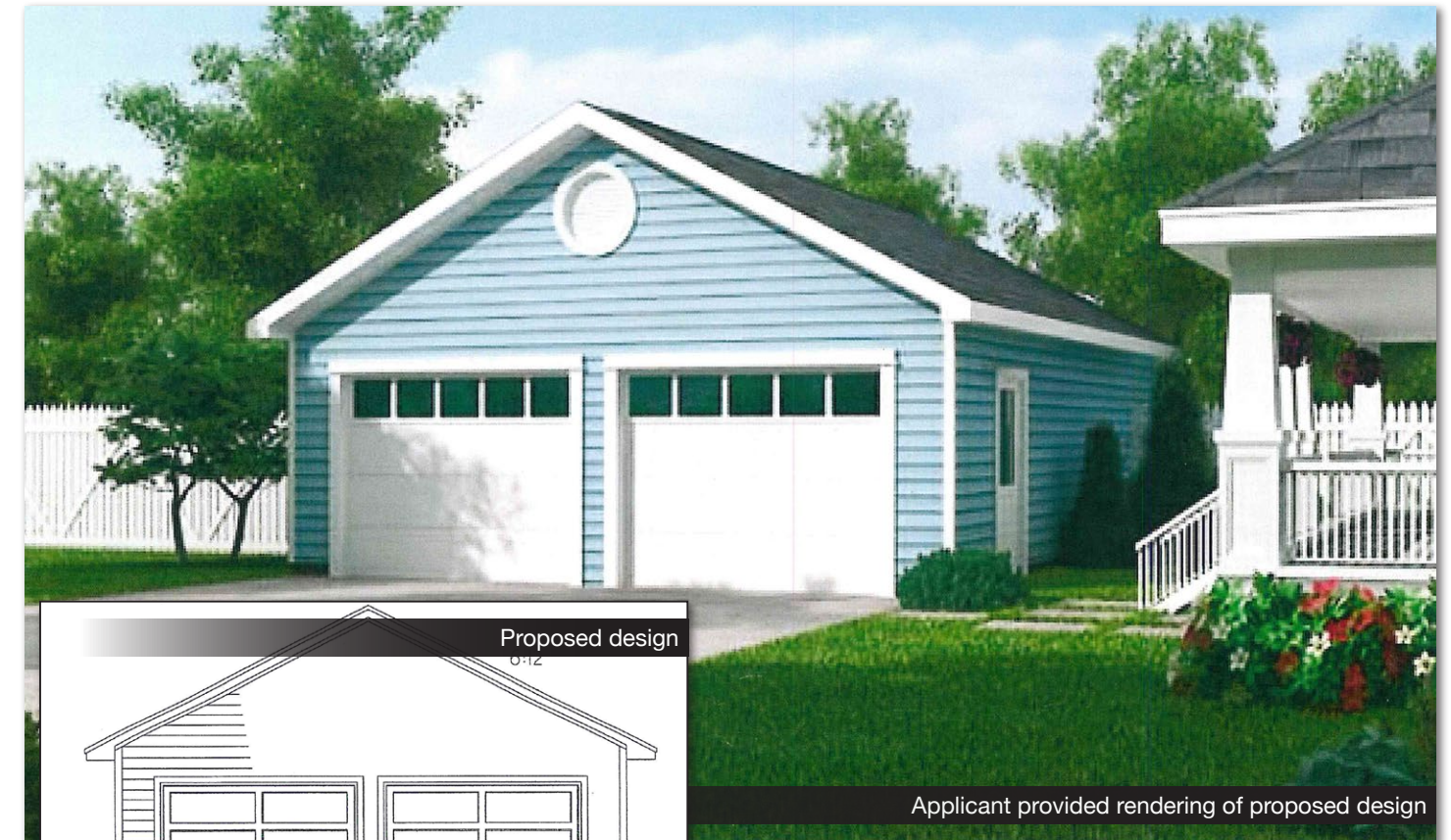
Skylights. None are shown

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 submitted plans.

RECOMMENDATIONS

The proposed outbuilding should blend appropriately with the residence and other surrounding structures.

1. The outbuilding shall be constructed as shown in submitted plans.
2. Driveway shall be concrete and may be a "ribbon" driveway.
3. The outbuilding rear and side setbacks shall be approximately 6 feet.
4. Trim around doors shall be wide to match the existing residence.
5. The outbuilding shall be allowed with a 720 square feet maximum footprint.



2A CASON & GRADY NEW OUTBUILDING - 1823 SCOTT STREET

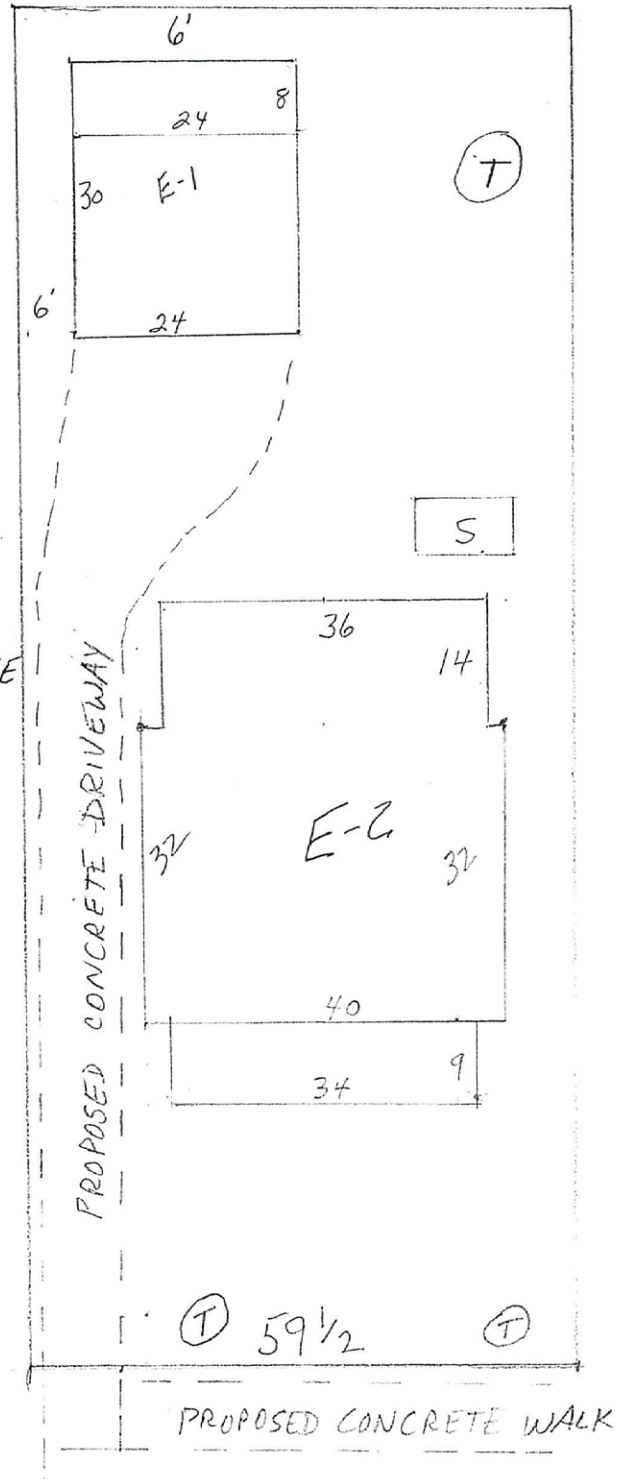
Applicant provided proposed site plan

Proposed structure to be constructed with wood studs and trusses.
A garage with an 8 ft. storage room - To be constructed on E-1.

- Existing = E
- Proposed = P
- Tree = T
- Storage shed = S

ATTACHED
E 1 - Example of Intended result.

- e 2 - Footprint of GARAGE/STORAGE
- e 3 - East side of home
- e 4 - Drive on East side of home
- e 5 - Home/Front
- e 6 - Neighbors to East
- e 7 - Neighbor to West
- e 8 - Parcel #s
- e 9 - Ownership
- e 10-11 List of 200ft owners



- E1 = existing slab - inspected & approved
- E-2 - house under roof
- S - to be removed

2B MCANEAR RESIDENCE REMODEL - 320 MITCHELL STREET

**OLD CONWAY DESIGN OVERLAY DISTRICT
CERTIFICATE OF APPROPRIATENESS REVIEW**

APPLICANT/OWNER

Laura McAnear
2 Broadmoor Drive
Conway AR 72034

SITE

Address. 320 Mitchell Street

Present Zoning. R-2A (Large Lot Duplex). The property is within the Old Conway Design Overlay Suburban District.

Abutting Zoning. R-2A (Large Lot Duplex) in the Old Conway Design Overlay Suburban District.

Lot Area. 0.17 acre ±

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District on the east side of Mitchell Street 3 lots north of Bruce. It is surrounded by single family residential structures representing various styles and construction dates. These styles include ranch, minimal traditional, craftsman, and local vernacular.

General Description of Property and Proposed Development.

The existing structure is an approximately 750 square foot residence. The applicant would like to reconstruct the front facade and add a 6 foot deep porch, add on a 12' x 24' (288 s.f.) addition to the rear (east), add a deck, privacy fence, 13' wide driveway, and construct a detached 24' x 28' carport (672 s.f.).

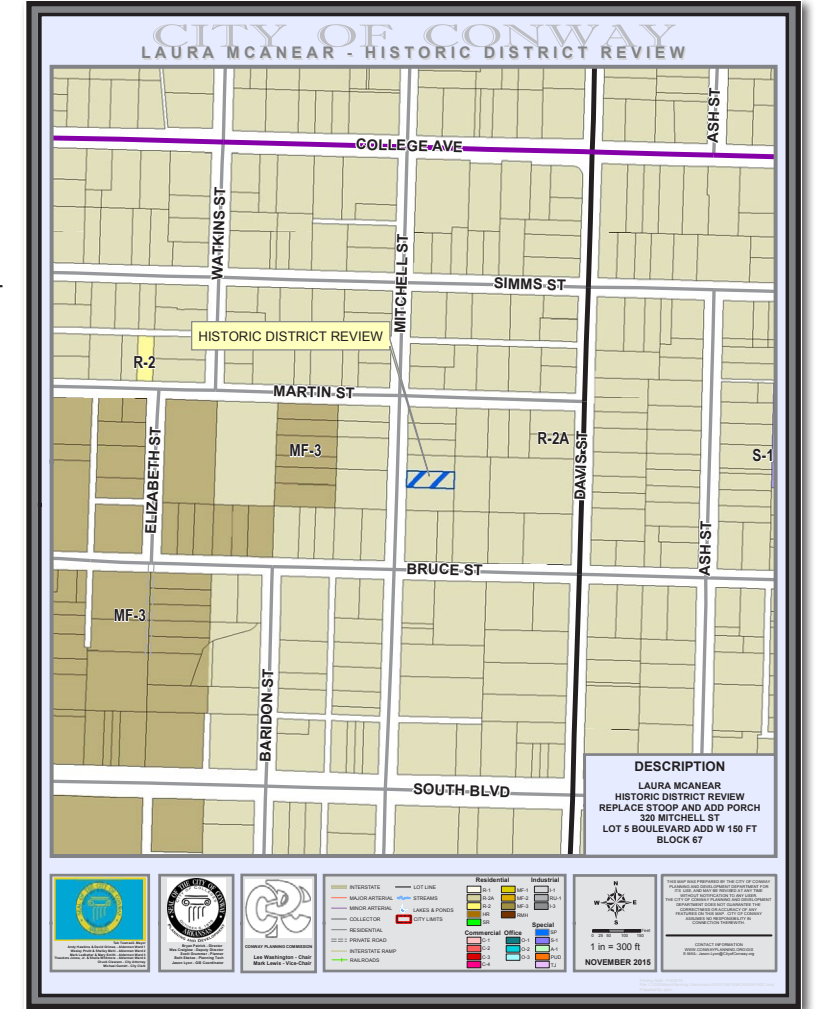
Setbacks. Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Front setbacks are allowed within a range of 80% to 110% of the average area front setback. For this area, the acceptable range measured from the property line is 11 to 15 feet. The proposed front setback of 16.5 feet is appropriate. Side setbacks will not be affected. The outbuilding has a rear setback of 15.5 feet and 5 feet on the east lot line.

Spacing. Established spacing distance pattern between area structures. The proposed spacing is appropriate and in keeping with other area structures.

Lot Coverage. The Old Conway District allows up to 60% impermeable lot coverage. The proposed impervious area is approximately 50%. This is appropriate.

Orientation. The direction in which the front of a building faces. The residence will appropriately face Mitchell Street.

Alley. There are no alleyways in the affected block.



Driveway/Parking. A 13 foot wide driveway is proposed on the south side of the lot. It is assumed that the driveway will be concrete. The concrete leads to a carport at the rear of the lot.

Sidewalks. There is no existing sidewalk along Mitchell Street. Sidewalk construction will be required.

Fences. A wooden privacy fence is proposed around the back yard.

Tree preservation. There are 2 significant trees; one at the center rear of the lot and one towards the rear on the south property line. The driveway and carport seem to be spaced far enough away from these trees to not impair them.

MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The size of the additions and outbuilding is in scale with other area residences and outbuildings.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The overall height and eave lines will not change.

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The residence's width will not change as proposed additions will be at the front and rear of the residence.

Directional expression. Measurement of the height to width ratio of a structure's elevation. The height/vertical expression of the residence will not change.

Footprint. The area of land covered by a structure should be in relation to the majority of neighboring structures. The residence's footprint will grow slightly but remains compatible with other area structures. The outbuilding is 672 s.f. Old Conway guidelines state that an outbuilding should be no larger than 30% of the residence's footprint. Currently, the residence is 750 s.f. The proposed additions would bring the footprint up to 1250 s.f. Considering the residence's footprint to lot area, it would seem appropriate to allow the 672 s.f. carport as it allows 2 cars. A strict interpretation of the 30% rule would only allow a single car carport.

Complexity of form. The level of detailing and breaks in wall planes of a structure. The residence has minimal detailing accomplished with wide window and door trim. The residence's wall planes are broken by a gabled front façade with a small gabled portico. There are also gables on the sides. The proposed rear addition would not affect the complexity of form. The applicant has proposed two possible front facades. Elevation A would change the current front to a new, more flat appearance by creating a new wide gable. Elevation B also pushes the double window wall forward, but adds a low angled roof to cover the porch area.

Façade, wall area, rhythm. Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The residence has an appropriate number of windows and doors.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The residence is a small minimal traditional bungalow/cottage with craftsman detailing.

Entries, Porches, and Porticos. Appropriate entry points are provided. Porches are to be a minimum of 6 feet in depth. The front porch shown is small, but 6 feet in depth. Columns width should have a solid appearance.

Doors and windows. The front door is shown as a solid panel door. Rear doors are shown as full glass patio doors and a 1/2 light door. Windows are shown with 3 lights over one in a craftsman style. The original craftsman style windows seem to be intact. These should remain if possible. Smaller matching privacy windows are shown on the right elevation for bathrooms.

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

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

MATERIALS AND DETAILING

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The existing residence has minimal details accomplished through wide door and window trim and decorative "pork chop" eave returns. These details should be retained. The original wood siding appears to be in place. The applicant would like to add a brick band around the lower bout of the house and replace the wooden siding with a vinyl or similar wood shake siding above. The applicant has included a photo of 1833 Johnston with a similar facade treatment.

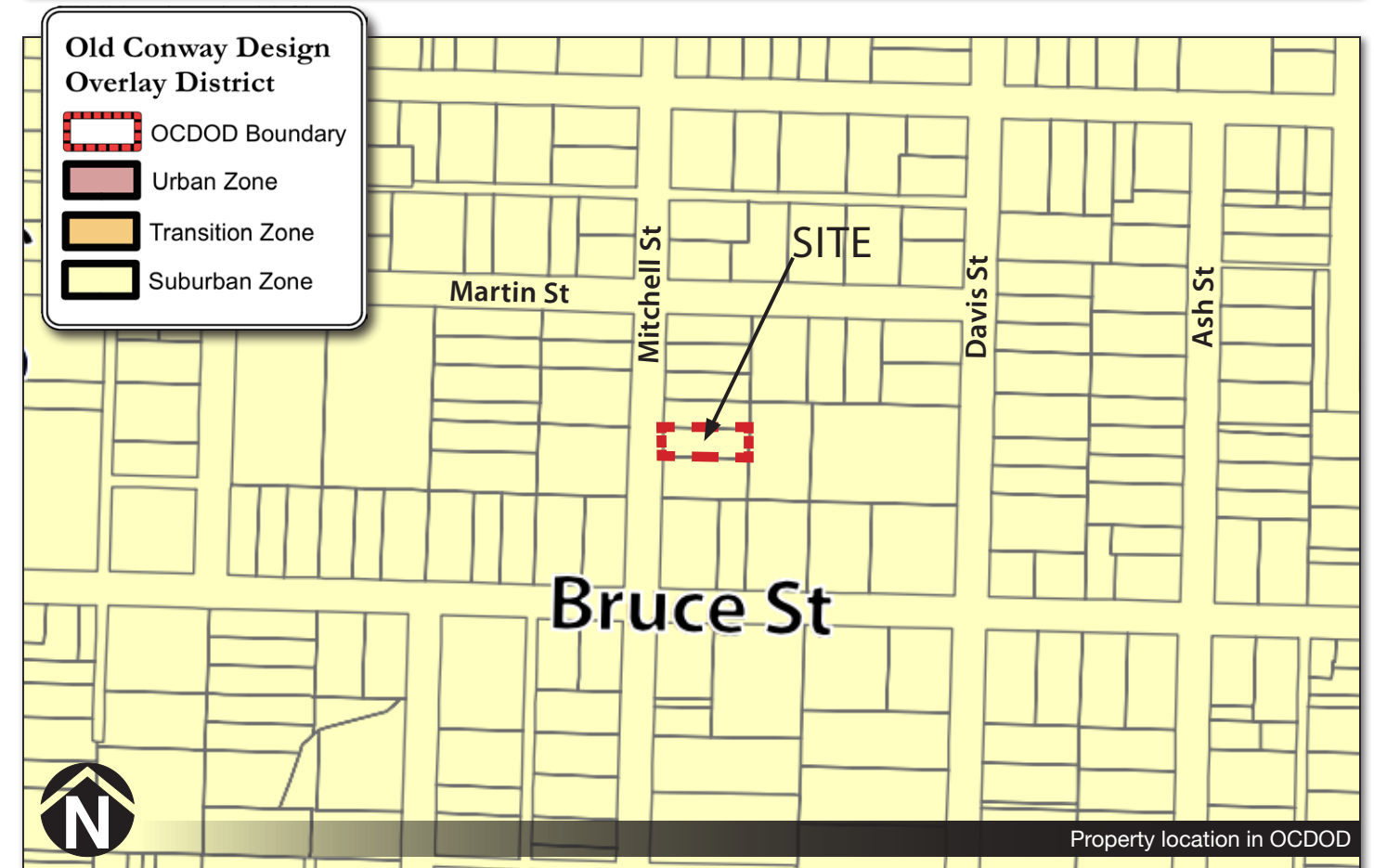
Shutters. No shutters are shown on the supplied drawings.

Roof. The residence has asphalt shingles. New roofing should be a matching asphalt roof or similar.

Decks/Plaza Space. A deck is shown on the east side of the new addition. The deck is appropriately screened and cannot be seen from the public right of way.

Skylights. None are shown.

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.



OPTION A

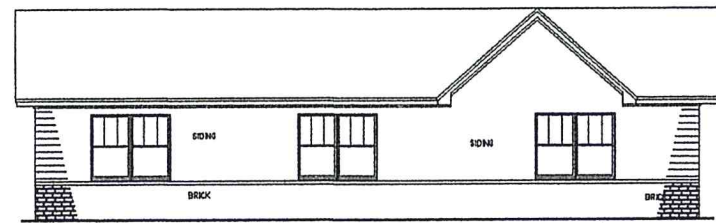


FRONT ELEVATION A

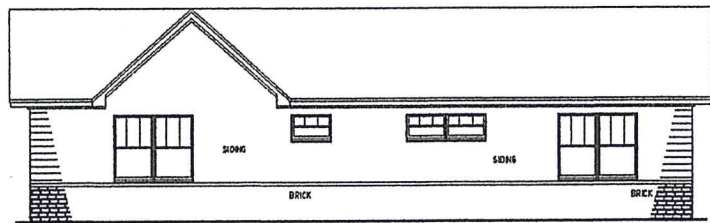
OPTION B



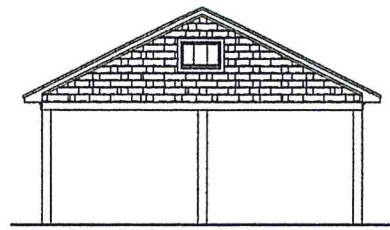
FRONT ELEVATION B



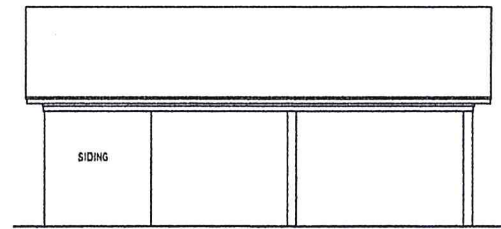
LEFT ELEVATION



RIGHT ELEVATION



CARPORT



CARPORT SIDE



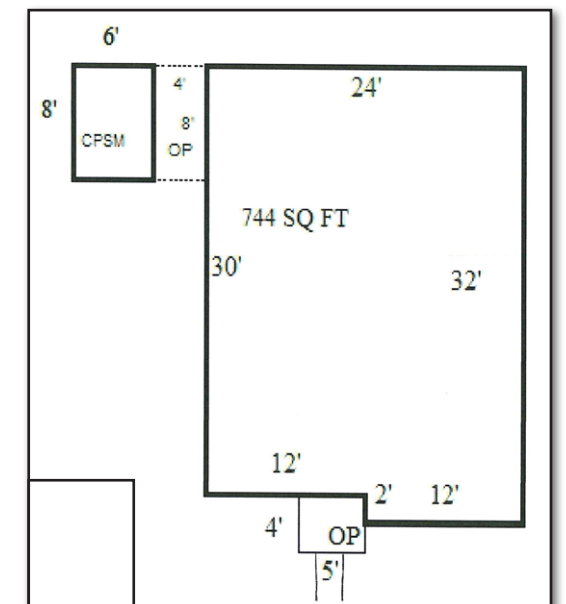
REAR ELEVATION

Proposed design options

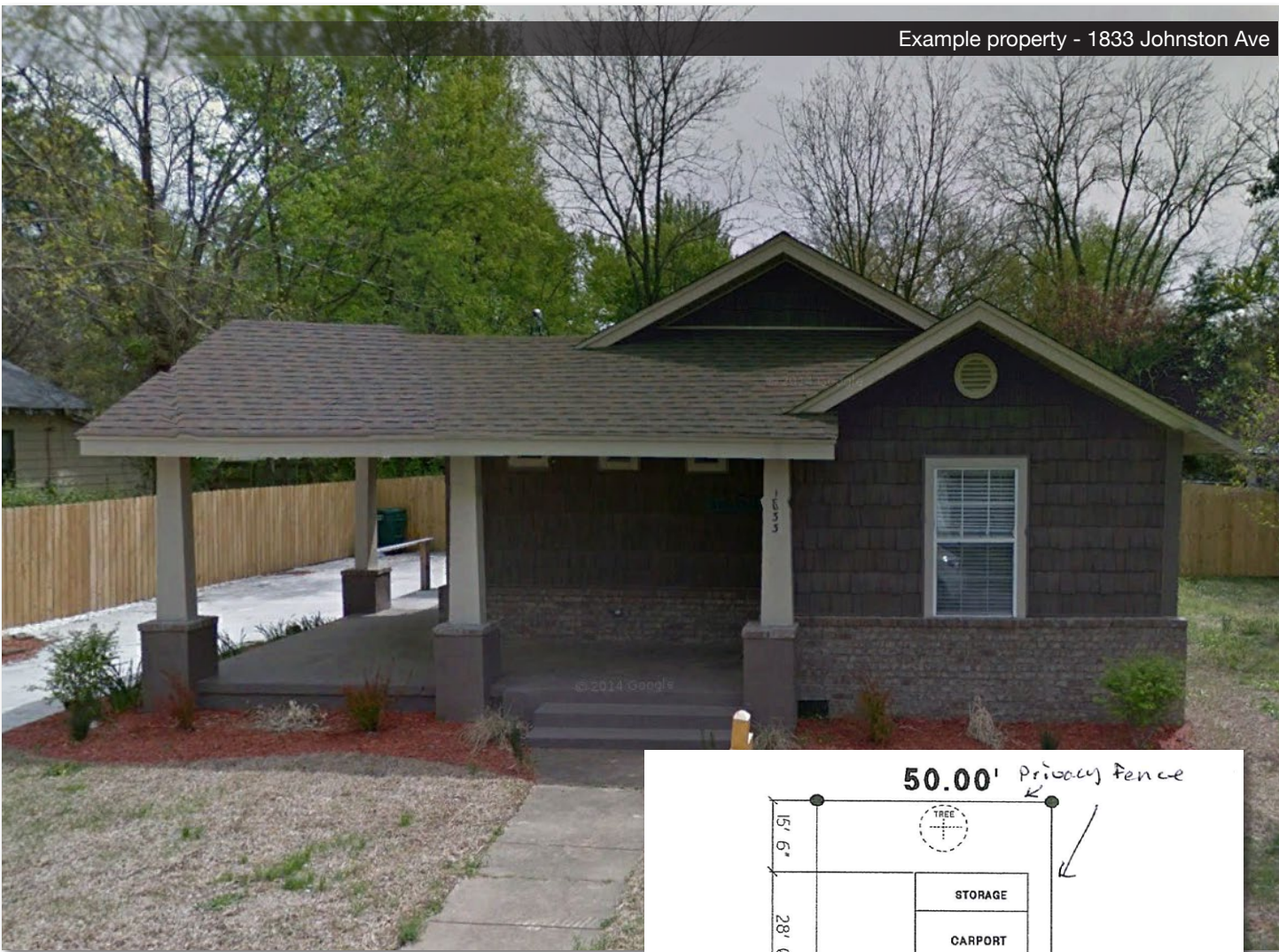
RECOMMENDATIONS

The proposed residence and outbuilding should blend appropriately with surrounding residences.

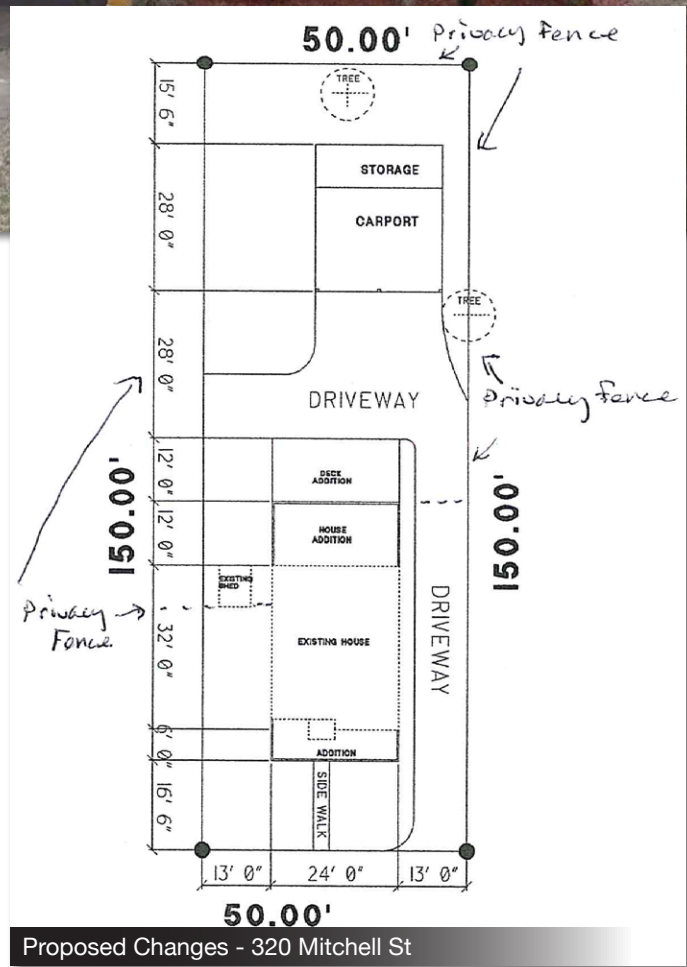
1. The residence shall be constructed as shown in submitted plans. Or modified as prescribed by the HDC.
2. Driveway shall be concrete.
3. The residence's front setback shall be approximately 16 feet from the front property line. Outbuilding setbacks shall be approximately five (5) feet from the south property line and fifteen (*15) feet from the east property line.
4. Original windows should be preserved and reused as much as possible. External or internal storm windows are allowed.
5. Porch columns shall be a trimmed out to approximately eight (8) inches by eight (8) inches.
6. The two significant trees as shown shall be preserved.
7. Siding materials as used at 1833 Johnston shall be used.
8. HVAC and utility equipment shall be appropriately located at the rear or side of the structure and/or appropriately screened.
9. A four (4) foot sidewalk shall be constructed along Mitchell Street.



Existing Structures - 320 Mitchell St



Example property - 1833 Johnston Ave



Proposed Changes - 320 Mitchell St

Members With Terms Expiring December 31, 2015

Velton Daves, Marianne Smith Welch, and Trey Massingill. Velton Daves and Trey Massingill will not be serving a new term, but Marianne Smith Welch will be. New terms will expire on December 31, 2018. There are now two openings on the HDC. The City advertised for nominations, but none were received by the November 2 deadline.

An option suggested by HDC Staff is to possibly reduce the number of HDC members from 9 to 7 instead and not seek 2 new members. The HDC used to consist of 5 members when it first began. That's likely too few, but 7 is the more average number for HDC commissions in the state. This option would require 4 members present to have a quorum.

Terms and Term Limits

In March, 2011 the Old Conway Design Review Board and the Historic District Commission were combined into one group. At that time, all terms of then serving members were "reset". The 2011 current term was seen as a "partial" term. Conway board and commission regulations treat partial terms as not counting towards term maximums.

A minor board or commission's term is set at 3 years. A minor board or commission member may serve two terms maximum.

Looking back at the 2011 HDC Roster

- Steve Hurd - 2011 expiration 2013
- 1st Term (14, 15, 16)
 - 2nd Term (17, 18, 19)
 - As Architect to the Commission - Unlimited Terms

Scott Zielstra - 2011 expiration 2011

- 1st Term (12, 13, 14)
- 2nd Term (15, 16, 17)
- Final end date: 12-31-2017

George Covington - 2011 expiration 2013

- 1st Term (14, 15, 16)
- 2nd Term (17, 18, 19)
- Final end date: 12-31-2019

Betty Pickett - 2011 expiration 2011

- 1st Term (12, 13, 14)
- 2nd Term (15, 16, 17)
- Final end date: 12-31-2017

Members Joining Since 2011:

- Marianne Smith Welch - 2013
- 1st Term (13, 14, 15)
 - 2nd Term (16, 17, 18)
 - Final end date: 12-31-2018

Aaron Nicholson - 2014

- 1st Term (14, 15, 16)
- 2nd Term (17, 18, 19)
- Final end date: 12-31-2019

Taylor Martin - Began 2014 filling Becky Harris' term expiring 2014. New term began 2015

- 1st Term (15, 16, 17)
- 2nd Term (18, 19, 20)
- Final end date: 12-31-2020

Discussion - 2016 HDC Member Nomination and Selection



1201 Oak Street
Conway, AR 72032

T 501.450.6105
F 501.450.6144

2015 Historic District Commission Roster

Steve Hurd
Chairman, Commission Architect
Ward 4
607 Davis 72034
arquiteque@conwaycorp.net
501.336.9447
Term Expires: December 31, 2016

Architect, Hurd - Long Architects

Velton Daves
Vice Chairman
Ward 3
12 Cambridge Dr 72034
501.499.6382 h
veltond@uca.edu
Term Expires: December 31, 2015

Assistant Director of Physical Plant
University of Central Arkansas

Scott Zielstra
Secretary
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Arkansas Department of Higher Education

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Self Employed

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Clinical Director at Conway Regional
Hospital
President of the Old Conway Preservation
Society

George Covington, Sr.
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Owner of Covington Companies
Multiple historic downtown properties

Betty Pickett
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Retired

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Software Engineer - Acxiom