



CONWAY
HISTORIC DISTRICT COMMISSION

Monday, January 25, 2016 • 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

JANUARY 22, 2016 • 6:00PM • CITY HALL • 1201 OAK STREET

AGENDA

Minutes December 21, 2015

Public Hearings Certificate of Appropriateness Reviews

1. Old Conway Design Overlay District

- A. First Baptist Church Pavilion + Dumpster Enclosure - NW Corner Scott & Ash Streets
B. Bumpers Residence Remodel - 2025 Robinson Avenue
C. Thompson Office Addition - 2010 Washington Avenue

Discussion

2016 Officers and selection of a new Vice-Chairman

HISTORIC DISTRICT COMMISSION MEMBERS

Steve Hurd, Chairman
Scott Zielstra, Secretary
George Covington, Sr.
Taylor Martin

Aaron Nicholson
Betty Pickett
Marianne Welch

Conway Historic District Commission December 21, 2015

Meeting Minutes

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

Roll Call

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

Finding of a Quorum

6 Commission members - Quorum present. Also in attendance:

Ms. Laura McNear - 320 Mitchell St.
Reed Weaver - X Weems St.
Wyck Blankenship - Wyck's Place
Charles Crossman - Crossman Printing
Terry and Stacey Bates - Bates Furniture
Brandon Ruhl - Architect for Daly's Steakhouse
Various representatives/owners Daly's Steakhouse
Randy Ripley, Architect for Primecare
Tim Weaver - Primecare
Other Primecare staff members

Meeting Minutes

November 23, 2015 minutes. George Covington motioned for approval, seconded by Taylor Martin. Minutes approved unanimously.

AWARD PRESENTATION

A service award was presented to Trey Massingill for his years of service on the Historic District Commission by Chairman, Steve Hurd. Trey Massingill and Velton Daves rolled off the Commission December 31, 2015. Mr. Daves was not present to accept his award.

OLD BUSINESS

McAnear Residence Remodel - 320 Mitchell St.

Presentation: This item was her in committee at the November HDC meeting to allow Ms. McAnear more time to decide on the outbuilding/carport location and materials. Ms. McAnear presented a new site plan and elevations including a porch and utility room at the northeast side of the structure. A shed roofed carport and utility area would allow more green space at the rear and south side of the house. A carport had previously been on the north side of the residence as well.

Commission Discussion: The Commission was receptive of the re-location of the carport and utility as presented. There was also discussion concerning the existing decorative eave work. This unique eave detail should be retained. A ribbon or "hollywood" drive was also required. The use of a brick

wainscot and shingle like siding was also approved.

Motion made by Marianne Welch to approve this request with the following conditions:

- 1. The residence shall be constructed as shown in plans submitted 12-21-2015.
2. Driveway shall be a concrete "ribbon" drive.
3. The residence's front setback shall be approximately 16 feet from the front property line. Outbuilding setbacks shall be approximately 5 feet from the south property line and 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. Decorative eave work similar to existing should be retained.
5. Porch columns shall be a trimmed out to approximately 8 inches by 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 4 foot sidewalk shall be constructed along Mitchell Street.

Seconded by Aaron Nicholson. Motioned approved unanimously.

PUBLIC HEARING - CERTIFICATE OF APPROPRIATENESS

Weaver New Residence - 1937 Weems Street

Presentation: Mr. Reed Weaver presented the plan for a 1900 square foot residence. Mr. Weaver stated that he would like the ability to increase the front recommended setback by around 10 feet in order to better preserve an existing tree. He also would like the ability to flip the house plan; "mirror image".

Community discussion: None

Commission Discussion: The Commission felt that the additional front setback was appropriate along with the ability to flip the plan. What type of siding was asked? Mr. Weaver said that he would prefer a high grade vinyl but would use Hardi-board if required. The Commission wanted hardi-board.

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

- 1. The residence shall be constructed as shown in submitted plans. House plan may be flipped to create a "mirror image".
2. The residence's front setback shall be approximately 30 feet from the back of curb in order to help preserve the existing significant tree in the front yard.
3. Porch columns including carport columns shall be a trimmed out to approximately 8 inches by 8 inches.
4. Floor to ceiling height shall be 9 foot minimum.
5. The two significant trees as shown shall be preserved.

- 6. Siding material shall be Hardi-plank or equivalent.
- 7. A 10 foot concrete "ribbon" driveway shall be constructed as shown.
- 8. HVAC and utility equipment shall be appropriately located at the rear or side of the structure and/or appropriately screened.
- 9. A 4 foot sidewalk shall be constructed along Weems Street.

Seconded by Trey Massingill. Motioned approved unanimously.

Daly's Steakhouse - 910 and 912 Front Street

Presentation: Architect, Brandon Ruhl presented the proposed plan for Daly's Steakhouse. Mr. Ruhl explained that even after tax credits, the expense of shoring up the dilapidated existing building was not financially feasible. They plan to demolish the existing structure and construct a new two story downtown commercial structure with a very similar facade. The first floor will be a restaurant and the second floor will be loft apartments.

Community discussion: Mr. Charles Crossman asked about drainage. Mr. Crossman pointed out that the roof top drainage travels across several roof tops through a scupper and pipe into a narrow space behind the existing building. He would like to see a 24" wide area behind the new building to access the drainage pipes. Mr. Ruhl stated that he would work with the engineers and adjoining property owners to create an appropriate solution. Mr. Wyck Blankenship also pointed out Conway Corporation recently added new electric meters to the rear of the existing building. These will have to be relocated.

Commission Discussion: Mr. Hurd pointed out that the HDC cannot prohibit demolition in the Old Conway Overlay. The applicant can demolish at will with a City permit. The HDC was reviewing the appropriateness of the new structure. The Commission asked about the alley facade siding material. Mr. Ruhl stated that they would use brick. The Commission also wanted to see an equitable drainage solution created for the new and adjoining structures.

Motion made by George Covington to accept the plan as submitted with the following conditions:

Committee Conditions:

- 1. The structure shall be constructed as shown in submitted plans.
- 2. Alley way facade wall material shall be...
- 3. Sanitation service area and appropriate screening shall be determined as part of the Planning Department development review.
- 4. City Engineer shall determine proper drainage solution as part of Planning Staff development review.

Seconded by Taylor Martin. Motioned approved unanimously.

Primecare - 812 Oak Street

Presentation: Tim Weaver with Primecare stated the overall goals of the project. Architect, Randy Ripley presented a revised site plan based on the HDC staff sketch. Mr. Patrick explained the intent of the Staff sketch and the desire for an increased height on the Oak Street facade.

Community discussion: None

Commission Discussion: The Commission discussed the need for a more vertical element on Oak Street, but did not like the upward slope as sketched by HDC Staff. Mr. Ripley discussed the proposed higher flat roof design. Signage was also discussed. The existing pylon sign is grandfathers and as such is only allowed "face changes" the LED panel cannot be replaced.

Motion made by George Covington to accept the plan as submitted with the following conditions:

Committee Conditions:

- 1. The structure shall be constructed as shown on submitted elevations and plans submitted on 12-21-2015.
- 2. The front setbacks shall be allowed at approximately 0 - 10 feet from the new right of way/property line
- 3. More vertical feature at front entrance is required. Height should match the CVS. Planning staff may approve during Planning development review.
- 4. Curb cuts on Harkrider and Hamilton shall be reduced to 20 foot widths
- 5. Construct sidewalks, planters, and low screening wall as shown on site sketch plan. The design of these sidewalks and features shall be based on Council approved Oak Street sidewalk plan and cross section.
- 6. Hamilton Street head-in parking shall be determined appropriate through coordination with the City Engineer during Planning Staff development review.
- 7. Sanitation service area and appropriate screening shall be determined as part of the Planning Staff development review.
- 8. If the pre-existing non-conforming (grandfathered) pylon sign is located in the street right of way after platting, it must be removed. (3) monument signs, 6 feet high maximum and 36 square feet in area may be placed at the 3 street frontages. In no case, may there be more than 3 freestanding signs.
- 9. HVAC screening is required per development review standards.
- 10. Planning Department Staff shall be allowed to make adjustments to these approved plans due to the many possible technical details in retrofitting this property. However, the intent as shown must be retained.
- 11. The existing rear driveway providing access between east and west parking areas may remain. However, if cross access is obtained with the abutting property on the north, the driveway shall be removed.

Seconded by Marianne Welch. Motioned approved unanimously.

DISCUSSION – 2016 HDC MEMBERSHIP, ROBINSON DISTRICT EXPANSION SURVEY

HDC Staff, Bryan Patrick stated that the reduction of the HDC membership from 9 members to 7 had been approved by the City Council at the December 8 Council meeting.

The Arkansas Historic Preservation Program has concerns with the completed Robinson expansion survey. However, they have not fully shared what these concerns are. Mr. Patrick stated that he would likely need to visit with the AHPP in Little Rock to determine the next steps.

Adjourn

The meeting was adjourned by consensus.

1A FIRST BAPTIST CHURCH PAVILION + DUMPSTER ENCLOSURE - NW CORNER SCOTT & ASH STREETS

OLD CONWAY DESIGN OVERLAY DISTRICT CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

First Baptist Church
1719 Robinson Avenue
Conway, AR 72034

SITE

Address. 605 Ash Street - Northwest corner of Scott and Ash Streets

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. 0.72 acre ± (open property around pavilion area)

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District at the southeast corner of First Baptist Church's property. Area structures are mainly single family residences in various styles; minimal traditional, federal, four square, and craftsman. There is a nursing home across Ash Street.

General Description of Property and Proposed Development.

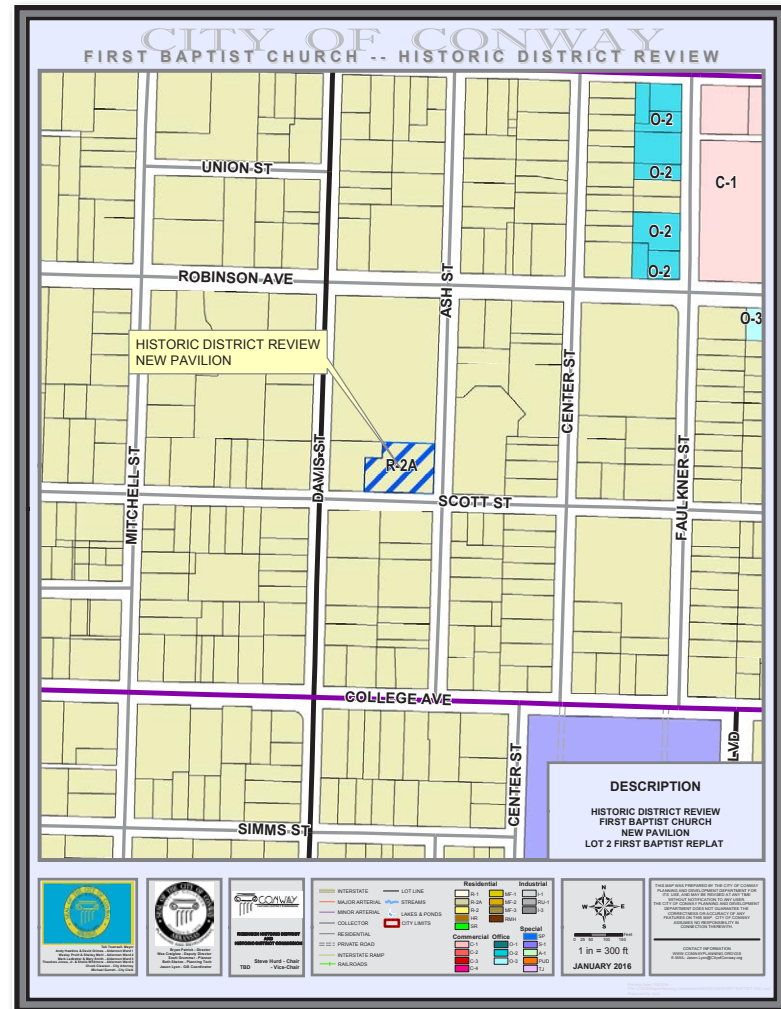
The applicant is proposing to construct a 200 s.f. pavilion, park area, and a dumpster enclosure. The park area is available to both First Baptist and surrounding neighbors.

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 project, typical single family residential setbacks are not appropriate. The pavilion is setback at the property line or around 18 feet from both Scott and Ash Streets. The dumpster enclosure is located at the property line or around 18 feet from Ash Street. These setbacks seem appropriate.

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 well under this percentage and is appropriate.

Orientation. The direction in which the front of a building faces. The pavilion will appropriately face towards the corner of Scott and Ash Streets.



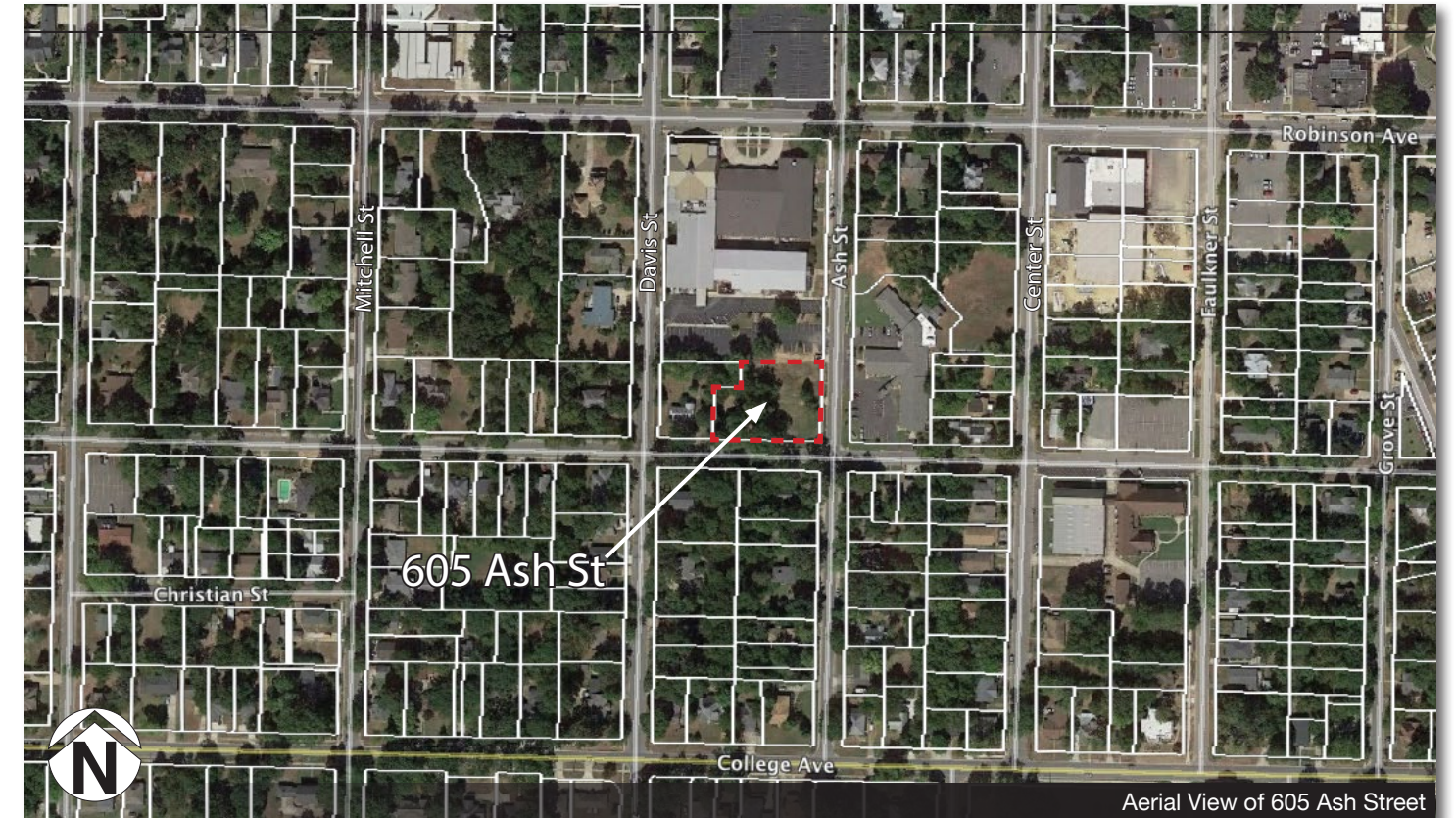
Alley. There are no alleyways in the property's block.

Driveway / Parking. A small driveway apron is proposed to access the dumpster enclosure.

Sidewalks. There is an existing sidewalk along Ash Street. No sidewalk exists along Scott Street. Sidewalk construction will not be required as the pavilion does not meet the 30% addition or outbuilding regulation as measured from existing church facilities. However, the applicant is showing sidewalks on both Ash and Scott Streets.

Fences. An 8 foot privacy fence is shown on the west side along a residence's property line. A decorative metal fence is shown around the other 3 sides of the park perimeter. The applicant can supply additional information concerning the fence design at the HDC meeting.

Tree preservation. The site plan shows several significant trees. No trees seem to be affected by this proposal.



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 pavilion is in scale with area residences.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The overall height of the pavilion appears to be around 14 feet and will blend with area residences.

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The pavilion is shown as 20 feet wide. This width is appropriate.

Directional expression. Measurement of the height to width ratio of a structure's elevation. The height/vertical expression of the pavilion is appropriate.

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

Complexity of form. The level of detailing and breaks in wall planes of a structure. The residence has appropriate detailing accomplished with wide window and door trim. The pavilion is simple in overall form, but contains detailing that relates to traditional area structures. The dumpster enclosure is utilitarian in nature, but offers some detailing through brick with a rowlock (sideways brick) detail on top.

Façade, wall area, rhythm. Façades shall be compatible with surrounding historic structures in proportion of wall to opening area. Not applicable to the pavilion.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The pavilion has elements native to the area such as low porch columns, gables, open rafter tails, and a dormer. The pavilion also has modern hints of classic National Park Service "parkitecture". The dumpster enclosure is utilitarian.

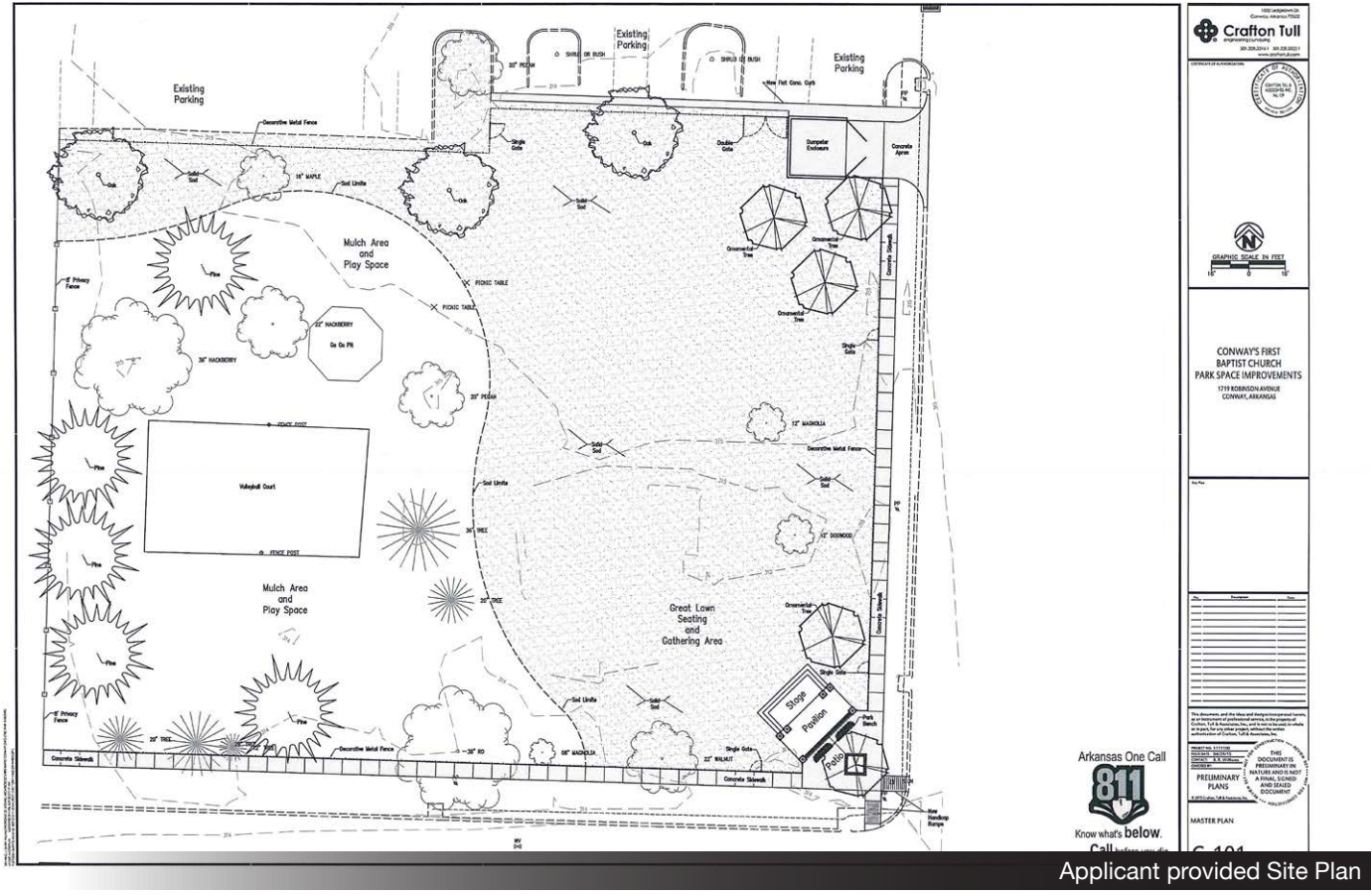
Entries, Porches, and Porticos. Appropriate entry points are provided. Porches are to be a minimum of 6 feet in depth. Not applicable.

Doors and windows. Not applicable to the pavilion. The dumpster enclosure has basic wooden utilitarian screening doors.

Awnings. When new construction uses awnings, traditional awning designs, materials, and placement should be used. Not applicable.

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.

1A FIRST BAPTIST CHURCH PAVILION + DUMPSTER ENCLOSURE - NW CORNER SCOTT & ASH STREETS



MATERIALS AND DETAILING

Architectural Details, Siding, and Bricks. Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The pavilion has traditional detailing provided through varying materials. The open rafter tailed roof has asphalt shingles and metal roof dormer. Columns and framing are wood. Low stone bases support the wooden columns. A low brick wall defines the street facing façade and provides a “back” to 2 benches. These features add traditional detailing. The type of gable siding material is not specified. Fiber cement siding is preferred. The dumpster enclosure is brick with a brick rowlock cap.

Shutters. Not applicable.

Roof. An asphalt roof with metal roof dormer is shown.

Decks/Plaza Space. The area to the rear of the pavilion is a small concrete stage. In front of the pavilion is a concrete plaza area with a tree planter.

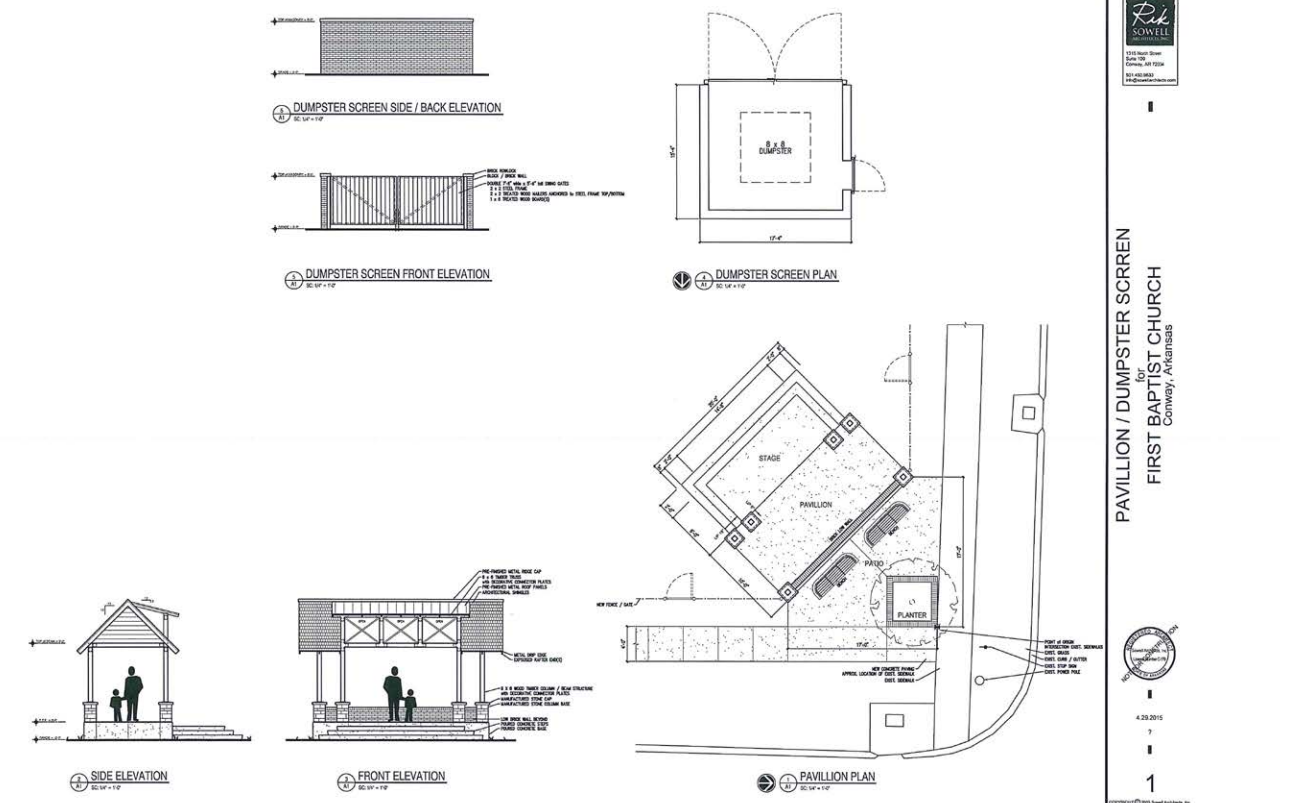
Skylights. None are shown.

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. Not applicable.

RECOMMENDATIONS

The proposed pavilion, park area, and dumpster enclosure should blend appropriately with surrounding residences and structures.

1. The pavilion and dumpster enclosure shall be constructed as shown in submitted plans.
2. Fencing shall be an 8 foot wooden privacy fence on the west boundary and decorative metal fence around the remaining perimeter as shown on submitted plans.
3. Dumpster enclosure must have Conway Sanitation Department approval.
4. Gable siding material shall be _____.
5. A 4-foot sidewalk should be constructed along Scott Street.



2A BUMPERS RESIDENCE REMODEL - 2025 ROBINSON AVENUE

OLD CONWAY DESIGN OVERLAY DISTRICT CERTIFICATE OF APPROPRIATENESS REVIEW

APPLICANT/OWNER

Clay Bumpers
2025 Robinson Avenue
Conway, AR 72034

SITE

Address. 2025 Robinson Avenue

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

Abutting Zoning. R-1 (Single Family Residential) in the Old Conway Design Overlay Suburban District.

Lot Area. 0.86 acre ±

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District just outside of the Robinson Historic District. The area consists mostly of ranch style single family residences. On either side of the property is a one-story minimal craftsman cottage and a large two-story Queen Anne.

General Description of Property and Proposed Development. The existing residence is approximately 1878 square feet. The applicant would like to enclose the carport, add a garage door, and extend the main roof line over the garage, and construct an addition to the rear for a new master bedroom.

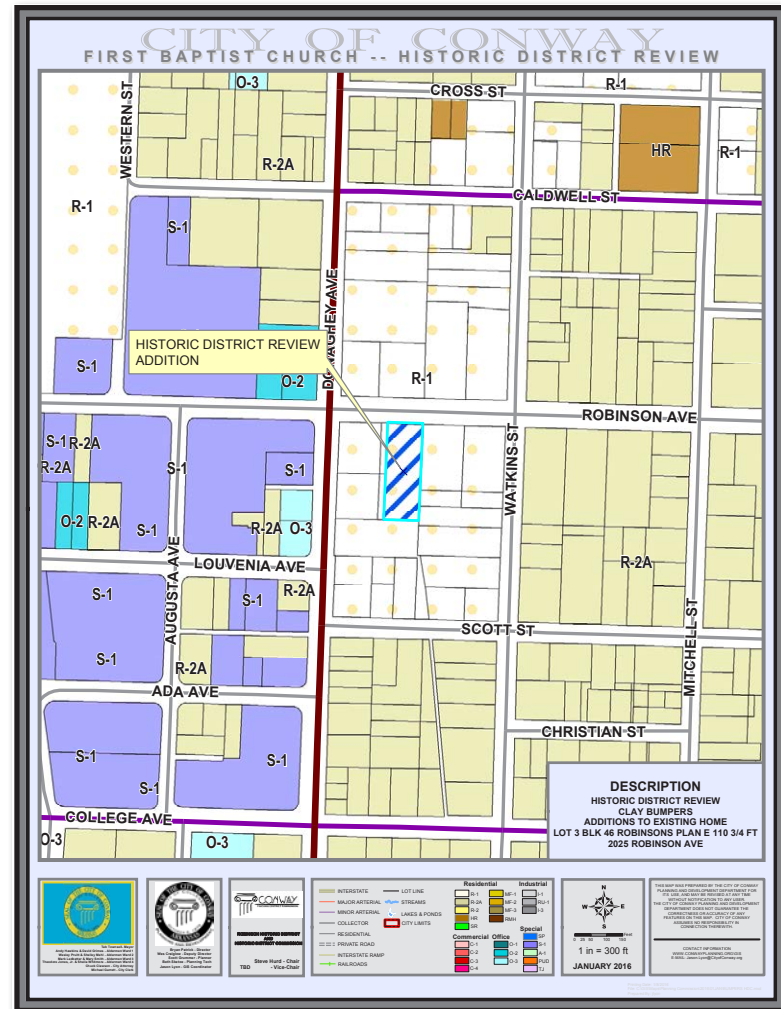
Setbacks. Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Front setbacks are allowed within a range of 80% to 110% of the average area front setback. This remodel and addition will not encroach on the front, side, or rear setbacks.

Spacing. Established spacing distance pattern between area structures. The remodel and addition will not affect the area residence spacing.

Lot Coverage. The Old Conway District allows up to 60% impermeable lot coverage. The addition to the residence will not greatly affect the large lot with well over 40% permeable regulation.

Orientation. The direction in which the front of a building faces. The front Robinson Avenue facade orientation will not be affected.

Alley. There are no alleyways in this property's block.



Driveway/Parking. The existing driveway will remain unchanged.

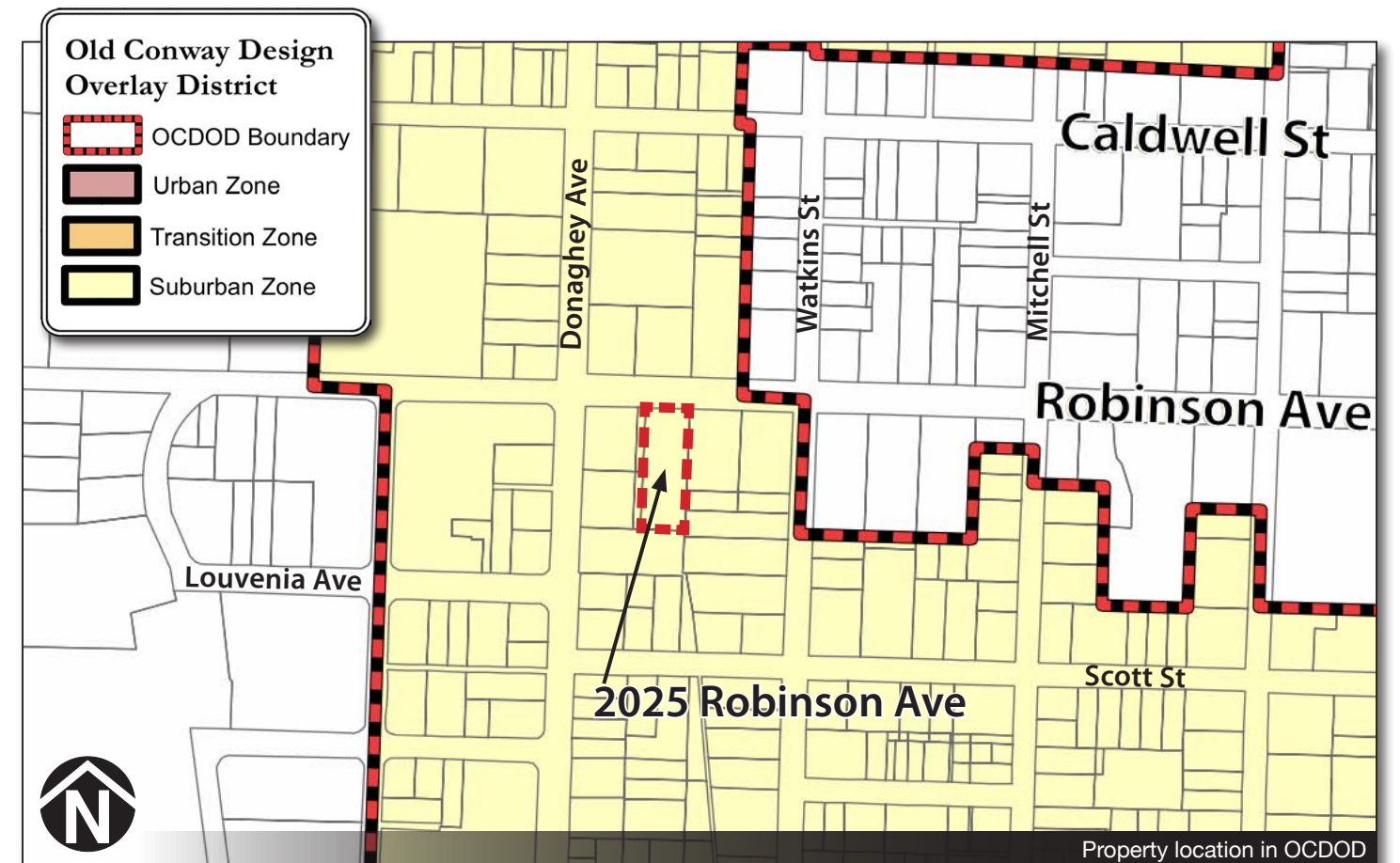
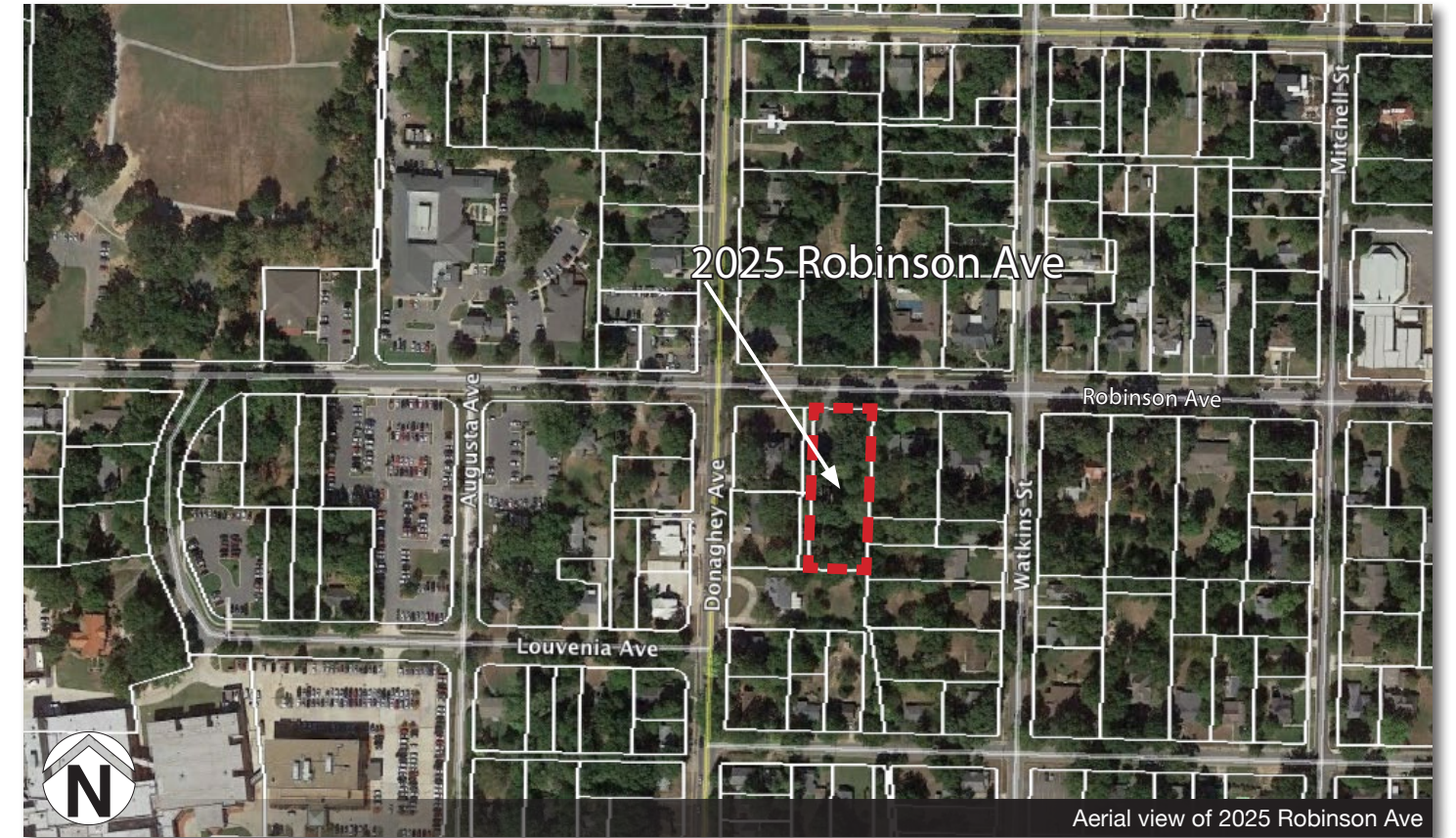
Sidewalks. There is no sidewalk along the front of this property (south side of Robinson). A sidewalk does exist on the north side of the street. Sidewalk construction will not be required due to the size of the addition. The addition is 22% of the existing square footage. An addition must be 30% or larger in order to require sidewalk construction.

Fences. An existing wooden privacy fence encloses the backyard.

Tree preservation. No trees will be affected by the proposed addition.

MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The basic size of the residence has not changed.



Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The home's roof ridge line will be extended over the garage increasing the height above the garage. This roof extension will give the garage roof a more cohesive appearance matching the other side of the house.

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 the carport is already under roof.

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

Complexity of form. The level of detailing and breaks in wall planes of a structure. The residence has minimal detailing accomplished with materials; brick and vertical wood siding. This detailing will not change with the enclosure and addition.

Facade, wall area, rhythm. Façades shall be compatible with surrounding historic structures in proportion of wall to opening area. The residence's number of windows and doors will not change.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The residence is a 1960s ranch style. The enclosure and addition will continue this style.

Entries, Porches, and Porticos. Appropriate entry points are provided. There is no porch.

Doors and windows. Garage doors; one facing Robinson and one facing the rear, will be added. These doors fit into a ranch style home and will be placed at the existing carport entry.

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; mainly changes in materials. The applicant has submitted two drawings; one with the carport and addition with matching vertical siding or brick siding. Either material would fit the structure's style. Brick would provide a nice "book end" matching the enclosed garage to the existing east side brick. Brick would also be more durable.

Shutters. Existing shutters are located at the large bay window. These shutters would not be considered appropriate for an older home. However, this is a typical use of shutters on a 1960s ranch home.

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

Decks/Plaza Space. No deck is proposed.

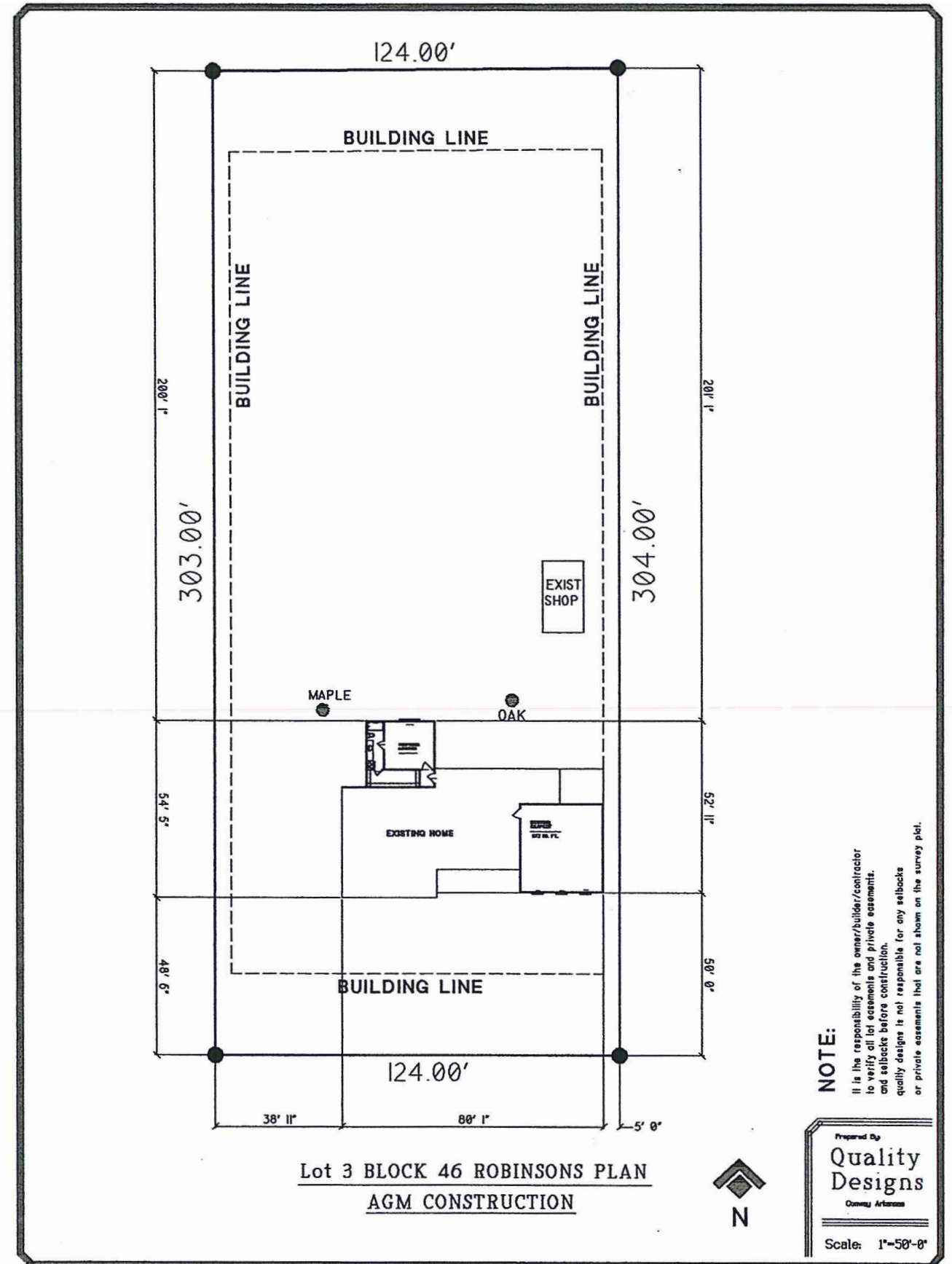
Skylights. None are shown.

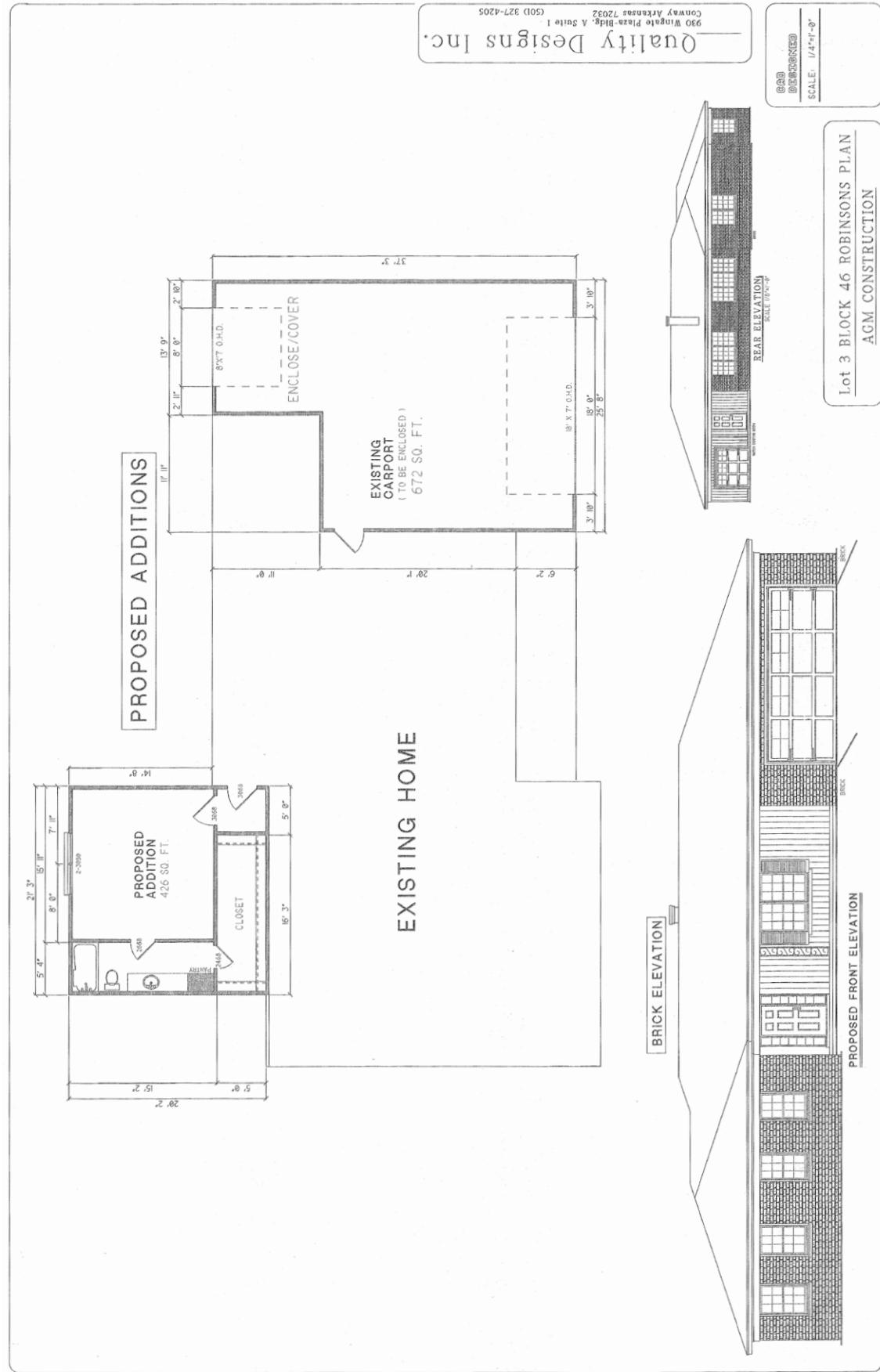
Mechanical Screening. HVAC units should be visually located away from streets or screened by landscaping. Exterior HVAC ductwork should not be visible from the street.

RECOMMENDATIONS

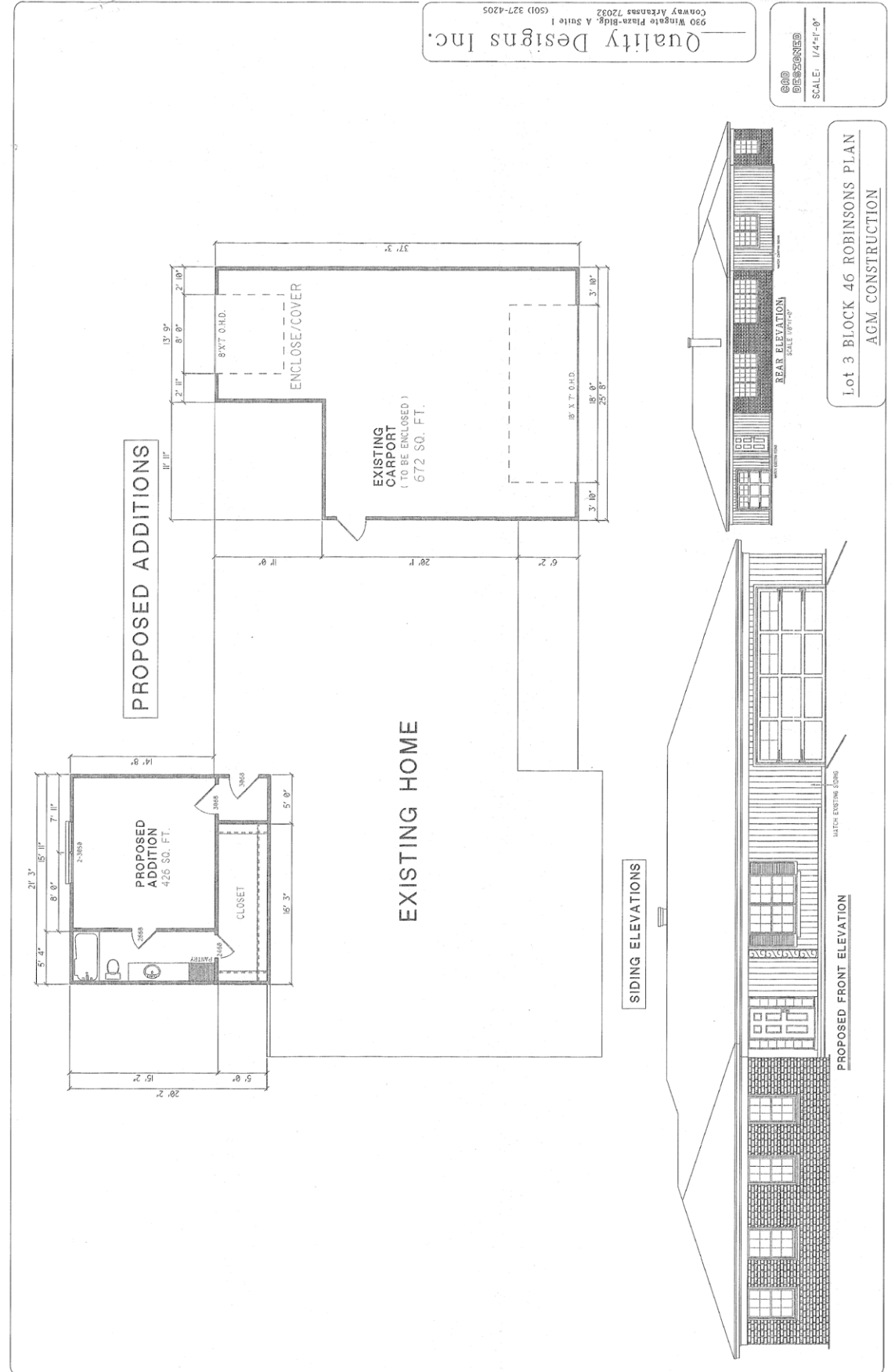
The proposed remodel and addition should blend appropriately with the existing structure and surrounding residences.

1. The remodel and addition shall be constructed as shown in submitted plans with either brick or vertical wood siding or a combination of the materials.
2. Siding materials should be matched as closely as possible.
3. Asphalt shingles should match existing roofing as closely as possible, unless the entire roof is replaced with new asphalt shingles.





Proposed addition with brick



Proposed addition with siding

3A THOMPSON OFFICE ADDITION - 2010 WASHINGTON AVENUE

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

APPLICANT/OWNER

Rhett Thompson
2010 Washington Avenue
Conway, AR 72032

SITE

Address. 2010 Washington Ave

Present Zoning. O-2 (Quiet Office). The property is within the Old Conway Design Overlay Suburban District.

Abutting Zoning. R-2A (Large Lot Duplex - abutting and across Washington) in the Old Conway Design Overlay Suburban District. MF-3 (Multi-family 3 - across Fleming)

Lot Area. 0.28 acre ±

Surrounding Area Structures. The property is located in the Old Conway Design Overlay Suburban District. The area consists mostly of ranch style single family residences. Diagonally across the roundabout are duplexes and an office structure.

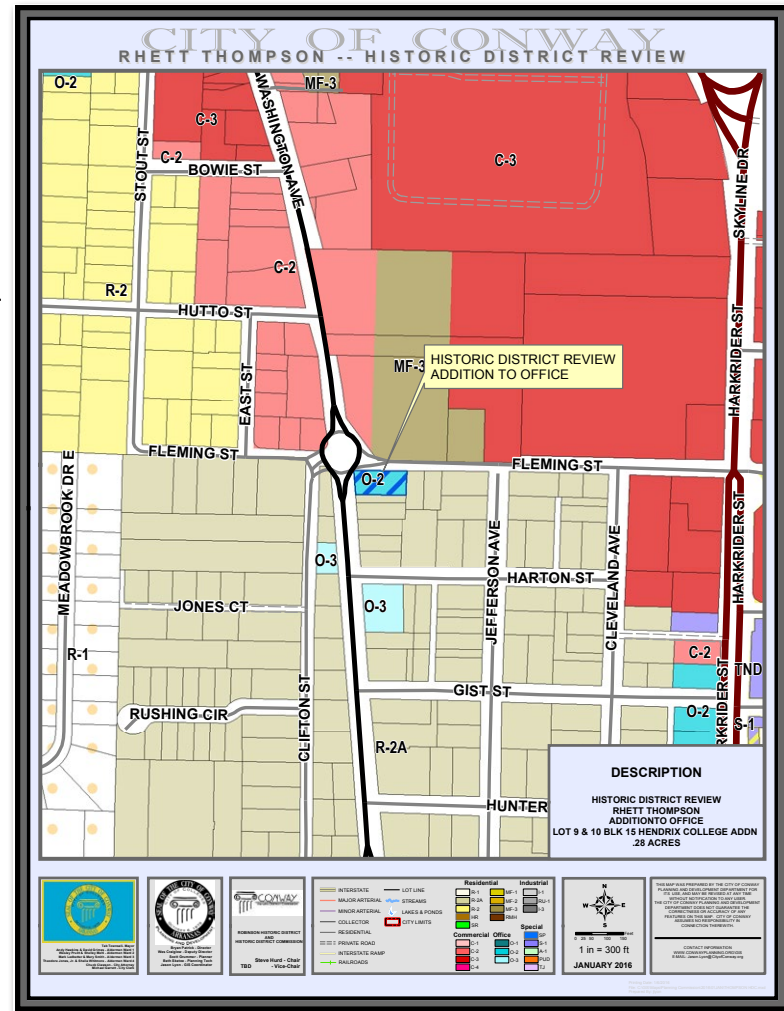
General Description of Property. The office structure was formerly a 1233 s.f. residence. The property was rezoned in 2010 from duplex to office zone. The structure was remodeled shortly thereafter. No HDC review of this 2010 remodel was required as no new square footage was added to the structure. The parking lots were also added at this time. Construction of the roundabout soon followed the remodel. A good portion of the former front yard was dedicated for the roundabout right of way. The applicant would like to construct a 384 s.f. addition extending from the southeast corner of the structure.

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. This addition will not affect the front setback or encroach on the side or rear setbacks

Spacing. Established spacing distance pattern between area structures. The addition will not greatly affect the area structure spacing.

Lot Coverage. The Old Conway District allows up to 60% impermeable lot coverage. The addition to the office will increase the amount of impermeable surface. With the new addition, the amount of permeable area is 51%.

Orientation. The direction in which the front of a building faces. The front façade orientation will not be affected.



Alley. There are no alleyways in this property's block.

Driveway / Parking. There is an existing driveway, front, and rear parking area. These will remain unchanged.

Sidewalks. There is a new existing sidewalk along the roundabout, Fleming, and Washington.

Fences. No fencing is proposed.

Tree preservation. No trees will be affected by the proposed addition.

MASSING

Scale. The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The footprint of the structure will increase by 31%, however, this new coverage seems to be in scale with other area structures.

Height. The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The addition will keep the same height as the existing structure.



Aerial View of 2010 Washington Ave



Property location in OCDOD

Width. New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The width as viewed from Washington will not change.

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

Footprint. The area of land covered by a structure should be in relation to the majority of neighboring structures. The structure's footprint will grow slightly at the rear and in a location furthest from the streets. This addition seems compatible with other area structures.

Complexity of form. The level of detailing and breaks in wall planes of a structure. The structure is a fairly simple rectangle former ranch style residence. The new addition would actually make the structure a more complex "L" shape.

Facade, wall area, rhythm. Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The submitted north elevation shows a new door and no windows. The applicant can provide more information concerning windows and doors at the HDC meeting.

DESIGN ELEMENTS

Style. The style should compliment the existing and area structures. The office began life as a brick 1960s minimal ranch residence with a carport. After the property was rezoned for office in 2010, the applicant remodeled the façades by adding siding and a city required handicap ramp. The style can be described as "21st century enhanced ranch office".

Entries, Porches, and Porticos. A new door is proposed on the north side of the addition. Other entry points remain unchanged.

Doors and windows. As stated, a new door is planned for the north side of the addition. The applicant can give additional information at the meeting concerning any new windows. The south side of the addition will largely be out of public view from Washington. The most visible sides will be the north and east sides, viewable from Fleming.

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 structure is a modified brick ranch residence without much detailing. The enclosed carport area was resided with shingle styled vinyl siding. The concrete base of the ramp and foundation was covered with rock veneer. To the rear, the former utility rooms were covered with vinyl lap siding. The new addition is proposed to be sided with matching vinyl lap siding.

Shutters. None proposed.

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

Decks/Plaza Space. No deck is proposed.

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. The HVAC condenser is visible from the roundabout, however it is sitting on a sidewalk and was part of previous 2010 renovations.

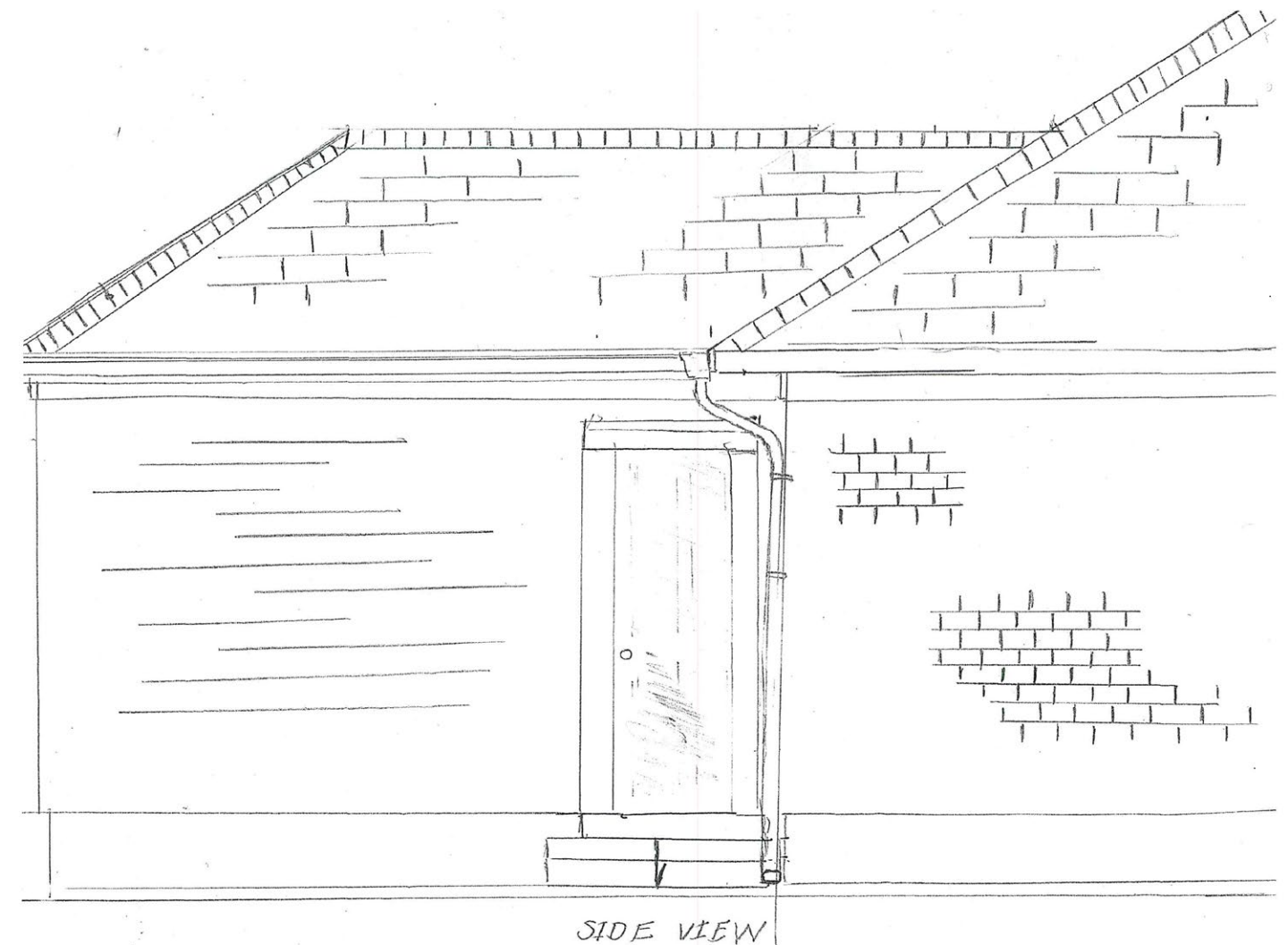
RECOMMENDATIONS

The proposed addition should blend appropriately with the existing structure.

1. The addition shall be constructed as shown in submitted plans with vinyl lap siding matching existing vinyl lap siding.
2. Windows? _____ additional window(s) shall be added to the north and/or east elevation(s).
3. Asphalt shingles should match existing roofing as closely as possible.



Applicant provided site plan indicating location of proposed addition



Applicant provided sketch of proposed addition

DISCUSSION - 2016 OFFICERS SELECTION

The Historic District Commissioners should discuss the selection of Officers for 2016. A new Vice-Chairman should be selected. Other officers may continue as currently assigned or new officers may be selected.

Current officers are:

Chairman: Steve Hurd

Vice-Chairman: Vacant [seat previously held by Velton Daves]

Secretary: Scott Zielstra

2016 Officers:

Chairman:

Vice-Chairman:

Secretary: