



# CONWAY

HISTORIC DISTRICT COMMISSION  
OCTOBER

6:00pm • October 24, 2016 • City Hall

# Robinson Historic District & Old Conway Design Overlay District

## CONWAY HISTORIC DISTRICT COMMISSION MEETING

OCTOBER 24, 2016 • 6:00PM • CITY HALL • 1201 OAK STREET

### AGENDA

MINUTES  
September 26, 2016

PUBLIC HEARINGS  
ROBINSON HISTORIC DISTRICT  
None

**OLD CONWAY DESIGN OVERLAY DISTRICT**  
A. Young Residence Addition - 1224 Winfield St.  
B. Gonzalez New Duplex - 1718 College Ave.

DISCUSSION  
C. Possible transfer of HDC Grant Training funds for  
Faulkner County Museum masonry restoration

D. 2017 HDC Commissioner Nominations  
Other items as decided by the Commission

### HISTORIC DISTRICT COMMISSION MEMBERS

Steve Hurd, Chairman  
Marianne Welch, Vice-Chairwoman  
Scott Zielstra, Secretary  
George Covington, Sr.  
Taylor Martin  
Aaron Nicholson  
Betty Pickett

## MEETING MINUTES - SEPTEMBER 26, 2016

**Conway Historic District  
Commission September 26, 2016  
Meeting Minutes**

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

#### Roll Call

Steve Hurd, Chairman – present  
Scott Zielstra, Secretary – present  
Taylor Martin – present  
George Covington, Sr. – absent  
Marianne Welch – absent  
Betty Pickett – present  
Aaron Nicholson – absent  
HDC City Staff – Bryan Patrick – present

#### Finding of a Quorum.

5 Commission members – Quorum present.

Also in attendance:

Laura Roussel - 712 Ash Street  
Niki Thompson - 846 Donaghey  
Blake Langston - 1315 Tolkien Drive  
Rod Collins - Architect  
Susan Greene - 1834 College Avenue  
Lee Lawson - 1838 College Avenue  
Richard Greene - 1829 College Avenue  
Brian Spradlin - 415 Mitchell Street  
Andrew Pownall - 3810 Lookout Rd, North Little Rock  
Mike Argo - 367 Mitchell Street  
Hrand Duvalian - Architect  
Brent Salter - 201 Lee Andrew Lane (Salter Properties)  
Larry Kester - Architect  
Terry Bates - Bates Furniture  
Danny Rassmussen - 1008 Front Street  
Joanna Nabholz – H+N Architects - Architect  
Rik Sowell - Architect - 1315 North Street  
Matt Mallett - St. Joseph Church and School

#### Meeting Minutes

August 22, 2016 minutes. Taylor Martin motioned for approval, seconded by Betty Pickett. Minutes approved unanimously.

#### PUBLIC HEARINGS - CERTIFICATE OF APPROPRIATENESS

##### Single Family Home Addition & Remodel – 712 Ash Street

Presentation: This item was held in committee at the August meeting. Ms. Laura Roussel presented the project. Ms. Roussel decided to not include the carport at this time. The addition will be clad in brick instead of siding. The brick will then be painted to match the rest of the house. A skylight could be added to the bathroom as there are no windows. No changes are planned for the existing gravel driveway, however, a concrete apron will be added at the street to help contain the gravel.

Neighborhood Discussion: None.

Commission Discussion: Windows on the north side of the addition were discussed. None were planned because this is the back of the house and it contains a bathroom and closet.

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

Commission Conditions:

1. The addition and driveway shall be constructed as shown in the submitted plans.
2. The addition will be clad with brick closely matching the existing residence.
3. A 10 foot existing driveway is allowed on the north side of the residence.
4. Additional windows and doors shall be added if they are needed.
5. A skylight may be used on the north facing roof to provide natural light to the bathroom.
6. The repair and restoration of the existing original windows shall be done.

Seconded by Taylor Martin. Motioned approved unanimously.

##### BMA Global Ministry Center Signage – 611 Locust Street

Presentation: Architect, Rik Sowell, spoke on behalf of the project. BMA added a new addition that was reviewed by the Old Conway Design Review Board several years ago. The original site plan showed a sign in a different configuration that was not constructed. BMA now wants to build a long low wall linear sign like a seat wall. It will use the same brick that is used on the building and contain consistent materials used on the building. It will be lit by a solar panel and will stay lighted until midnight. The solar panel will track the sun during the day to gather the most energy. Sign will say Baptist Missionary Association Global Ministry Center.

Neighborhood Discussion: None.

Commission Discussion: None.

Motion to approve made by Betty Pickett to accept the signage plan as submitted with the following condition:

Commission Conditions:

1. The low wall and sign shall be constructed as shown in the submitted plans.

Seconded by Marianne Welch. Motioned approved unanimously.

##### Single Family Residence Addition – 846 Donaghey Avenue

Presentation: Niki Thompson wants to restore the home and build a master bedroom suite/laundry room addition to the rear of the house. The detached garage will be repaired

## MEETING MINUTES - SEPTEMBER 26, 2016

as part of the addition project. The house was built around 1927. The window units will be taken out and a new HVAC system will be installed.

Neighborhood Discussion: None.

Commission Discussion: The Commission asked what type of siding will be used? Ms. Thompson replied that aluminum siding matching the existing aluminum siding was planned. A estimate for hardi-board siding has not yet been received. If hardi-board is used, it will be used to match existing siding.

Motion to approve made by Betty Pickett to approve with the following conditions:

Commission Conditions:

1. The addition shall be constructed as shown in the submitted plans.
2. The addition will be clad with siding to match the existing residence.
3. The roof will match existing asphalt roof.
4. The repair and restoration of the existing original windows is strongly encouraged.
5. The repair and restoration of the front portico to its original form is strongly encouraged.

Seconded by Taylor Martin. Motion approved unanimously.

### New Single Family Residence – 1827 Simms Street

Presentation: Andrew Pownall presented the project. The previous house had been destroyed by fire and was removed. The new residence will use cement siding. Windows will be placed on each elevation as Staff recommended. A new tree will also be planted to remediate removal of significant tree. The new residence will be around 2,000 square feet in size.

Neighborhood Discussion: Neighbors asked if the 2,000 square foot total will be heated and cooled? The figure includes only heated/cooled space.

Commission Discussion: The Commission asked if there was a chance that the large oak tree could be kept? With the root ball where it is, the foundation would interfere with the tree and will in all likelihood have to be taken out later on anyway. Garage location was discussed. The garage is in the rear of the house.

Motion to approve made by Betty Pickett to accept the new residence with the following conditions:

Commission Conditions:

1. The residence and driveway shall be constructed as shown in the submitted floor plans.
2. The residence will be clad with brick and cementitious siding.

3. Two additional windows shall be added; one to the left elevation (master bedroom) and one to the right elevation (front bedroom).
4. Roof shall be asphalt composition.
5. A 2" caliper tree will be planted in the front yard to remediate the removal of a significant tree.
6. A sidewalk shall be built along the Simms Street frontage.

Seconded by Ms. Marianne Welch. Motion approved unanimously

### Residential Porch Addition – 1903 College Avenue

Presentation: Blake Langston and Rod Collins presented the project. Mr. COLLINS, the project architect stated that they are adding a porch matching the detailing of the traditional colonial house. Landscaping is to be done on the front and the historic windows will not be removed. The modern breezeway plate glass windows will be replaced with double hung windows that match the historic windows. There will be 4 residential interns living at the residence from the Wesley Foundation. They are adding the concrete patio on the front of the house and some concrete benches to it as well. The garage is going to be closed in and no additional parking will be added; just enough room to accommodate 4 cars.

Neighborhood Discussion: Ms. Susan Green had questions and concerns regarding some information found in the newspaper and online. Blake Langston stated that the Wesley Foundation's original intent was to build a new facility on the UCA campus, but this never came to fruition and that they had changed their gathering methodologies. All the large youth events and activities of the Wesley Foundation take place at local Churches and UCA. Staff pointed out that the property is zoned Residential R-2A. City code allows 4 or fewer unrelated individuals living in a house operating as a single family home. No land use questions will be going before the Planning Commission at this time as the land use activity is a single family home. A campus ministry would need a conditional use permit. If the property is used for a Campus Ministry, City Code Enforcement will become involved. Mr. Langston said it will not be used for church or other youth ministry functions.

Commission Discussion: They Commission discussed the addition of a handrail on the front steps. The hand rail will be wrought iron to match the existing wrought iron fence. A question was asked of Mr. Langston concerning the oversight of the property? The ministry has a 13 member board and they are subject to the Arkansas Conference of the Methodist Church. The board and Methodist Conference oversee who and how the property is kept. Will trees be added? There are some redbuds growing in the yard that will be transplanted to the new front step area.

## MEETING MINUTES - SEPTEMBER 26, 2016

Motion to approve was made by Marianne Welch to accept the porch addition as submitted with the following conditions:

Commission Conditions:

1. The porch and plaza additions shall be constructed as shown in the submitted plans.
2. The plaza space brickwork shall use brick closely matching the existing residence.
3. The repair and restoration of the existing original windows shall be maintained.
4. New windows in the breezeway shall match existing historic windows.
5. New porch roof shall match existing asphalt roof.
6. Wrought iron handrails will be built to match existing hand rails on the front of the porch.

Seconded by Taylor Martin. The motion passed 4-1 with Betty Pickett voting in opposition.

### New Medical Office Building – 1076 Harkrider Street

Presentation: Hrand Duvalian, the project architect presented the 9,275 square foot medical office building on the corner of Harkrider and Garland and the associated site work. It will have 56 parking spaces and half of them will be angled on-street parking spaces. There will be sidewalks around the facility including the Oak/Harkrider City specified streetscape. Architecture is contemporary mid-century modern style. Mr. Duvalian pointed out that other area buildings are mid-century architecture. It will be appear to be 2 stories in height, but not actually 2 stories on the inside. Doorways meeting current ADA standards will be in place. Additional doors with Harkrider access could be added in the future. Patients will be approaching from the parking lot side and entering the building on the east side opposite from Harkrider Street.

Neighborhood Discussion: None.

Commission Discussion: The Commission asked if the on-street parking will be curbed? The on-street parking will be on Garland and Hamilton and will be curbed. There will be no street parking on Harkrider.

Motion to approve with the following conditions made by Betty Pickett:

Commission Conditions:

1. The medical office building and parking lot shall be constructed as shown in the submitted plans.
2. Setbacks as shown on submitted plans will be allowed.
3. The structure may be one story with the appropriate 2 story height as shown on the submitted plans.
4. On street parking shall be allowed per City Engineer approval.
5. Sidewalks shall be constructed as shown on submitted plans with the Oak/Harkrider Street detail along

Harkrider. This sidewalk detail shall be coordinated with the City and Utilities.

Seconded by Taylor Martin. Motion approved unanimously

### Downtown Apartments – 1025 Markham Street

Presentation: Brent Salter and Larry Kester presented the project; 21 apartments and 4 stories tall. There is a mix of studio and one bedroom apartments. There are 30 parking spots. All the parking is underneath the structure on the ground floor. Apartments will be above the parking. This project is regulated by the Markham Street Neighborhood Specific Plan. If all regulations of the Markham Street Plan are met, then a project can be approved without HDC approval. However, there were 3 items outside of the Staff approvable regulations that required HDC approval. Vehicles would be largely hidden on the ground floor by screening walls. No EIFS is being used in this construction project. It will be brick, stone, and hardi-board. The project's actual address will be 1030 Spencer.

Neighborhood Discussion: Neighbors wanted to know how many bedrooms total in the complex? There are around 30 bedrooms in the complex and there are 31 parking spots. Due to lack of downtown parking, there was concern that the project would use all available area parking spaces. There was a complaint that the report was no posted online in a more timely manner and made available at the meeting. What stage was the project at? Was the property zoned properly by the city? The project is still subject to Planning Staff site plan review. It comes to HDC first and then to Planning Staff for development review, followed by building code review.

Commission Discussion: Is 4 stories ok for the Markham street project? Yes, the project allows for up to 6 stories in the area. Will there be enough parking on the inside parking? They meet zoning code parking requirements but there will also be additional on-street parking spaces as the City will reconstruct Spencer and Smith Streets.

Motion to approve was made by Marianne Welch to accept with the following variances to the Markham Street Neighborhood Specific Plan:

Commission Variances:

1. Ground floor parking shall be allowed under the structure in Layers 1, 2, and 3.
2. A zero foot building setback shall be allowed on all sides of the structure.
3. Siding materials including brick, stone, and hardi-board shall be allowed as shown on the submitted building elevations and drawing.

Seconded by Taylor Martin. Motion approved unanimously.

**New School Multi-purpose Building – 1115 College Avenue**

Presentation: JoAnna Nabholz, project architect presented the project. The materials used will be brick, stone, and cast stone. The existing building will be demolished and replaced with this building. One of the primary goals was to create a covered drop off allows for drop off for the school that also connects to the existing church. The road connecting to Harkrider is exit only and is right turn only. Currently, there is only chain link fence to screen the parking at the current site. Landscaping and trees will be added as part of the project to provide ample screening from Harkrider. This landscaping will address aesthetic needs due to the College Avenue rerouting. When College was rerouted it basically, made the back of the campus become the front of the campus.

Neighborhood Discussion: None.

Commission Discussion: The Commission wanted clarification on the need for the amount of new parking. Ms. Nabholz explained that it was important to have parking for the office and faculty staff. They also wanted to create a more grand entrance from Harkrider. The entry would include a brick wall, wrought iron, and possibly a statue or other artwork to draw your attention to the building from Harkrider. Parking has been screened as much as possible from Harkrider.

Motion to approve made by Betty Pickett to accept the plans as submitted with the following conditions:

**Commission Conditions:**

1. The multi-purpose building, driveway, and parking lot shall be constructed as shown on submitted plans.
2. A low wall with a wrought iron fence top shall be constructed to screen the parking area from Harkrider Street.
3. Additional landscaping/screening shall be required as part of the Planning Staff development review including remedial trees.

Seconded by Taylor Martin. Motion approved unanimously.

**Discussion - New 2017 HDC Commission Members**

There are 3 commissioners rolling off in December; Steve Hurd, George Covington, and Aaron Nicholson. George and Steve would like to recommit for another 3 year term. Aaron will roll off. The HDC will advertise for one additional member to start in 2017.

**Adjourn**

The meeting was adjourned.

**OLD CONWAY DESIGN OVERLY DISTRICT  
CERTIFICATE OF APPROPRIATENESS  
YOUNG RESIDENTIAL ADDITION  
1224 WINFIELD STREET**

**APPLICANT/OWNER**

Philip & Melanie Young  
1224 Winfield Street  
Conway, AR 72032

**SITE**

**Location.** 1224 Winfield Street at the northeast corner of Winfield and Jefferson Streets

**Site Area.** 0.29 acre ±

**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.

**Surrounding Area Structures.** The property is located in the Old Conway Design Overlay Suburban District on the north side of Winfield Street. Area historic structures consist of single family residences in ranch, tudor revival, Queen Anne, vernacular cottage, and a new contemporary structure that blends well with historic architecture.

**General Description of Property and Proposed Development.**

The applicant is proposing to construct a 300 square foot addition on the northeast corner of their single family residence and extend the existing carport roof on the west northward. The carport would basically double in size.

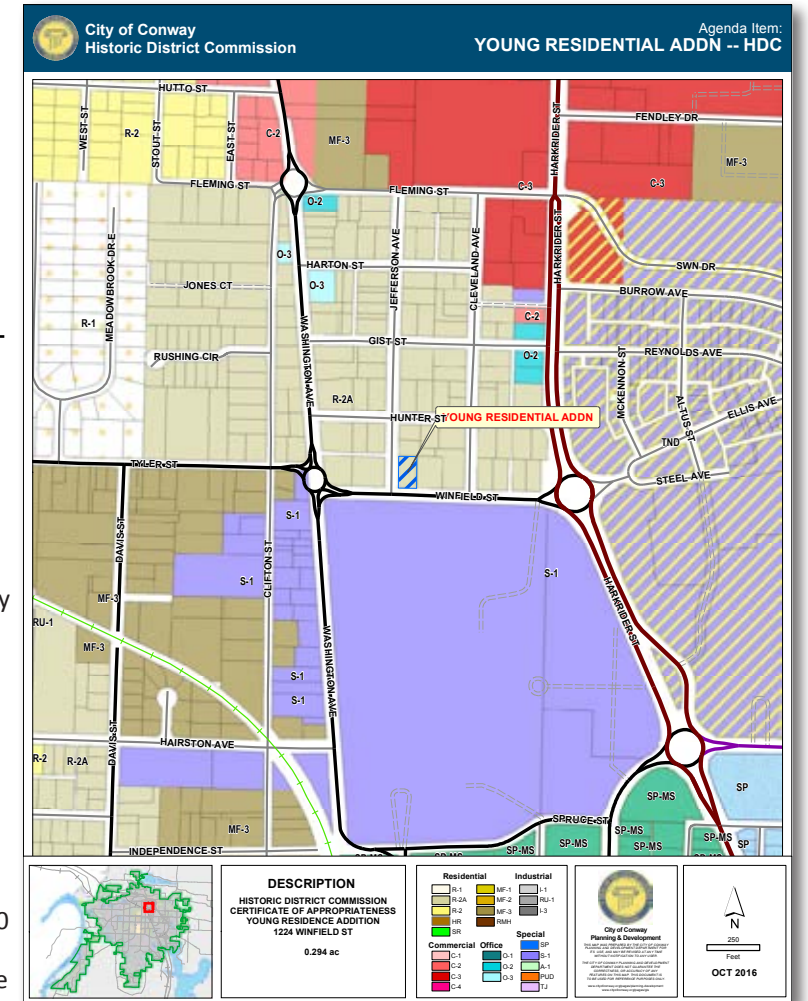
**Setbacks.** Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Front setbacks are allowed within a range of 80% to 110% of the average area front setback. The front and west side setbacks will not be affected. The rear setback will be slightly reduced but will still have an ample rear setback of almost 64 feet. The east side setback is 10'-6". The rear and east setbacks are appropriate for the lot and neighborhood.

**Spacing.** Established spacing distance pattern between area structures. Spacing is similar to other residences and fits within the neighborhood spacing pattern.

**Lot Coverage.** The Old Conway District allows up to 60% impervious lot coverage. The home addition and additional concrete driveway, will increase the impervious area. However, it is well under the maximum impervious percentage.

**Orientation.** The direction in which the front of a building faces. The addition will be at the northeast corner of the residence large hidden from view.

**Alley.** There are no alleyways in this block.



**Driveway/Parking.** There is an existing concrete driveway on the west side of the residence accessed from Jefferson Street. No additional driveway is proposed.

**Sidewalks.** There are existing sidewalks along both Jefferson and Winfield Streets.

**Fences.** There is an existing wooden privacy fence around the back yard.

**Tree preservation.** It appears that a significant oak tree will be removed in order to expand the driveway. There appear to be ample trees on the property no remedial tree seems necessary.

**MASSING**

**Scale.** The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The addition will not substantially enlarge the residence. The residence will continue to fit into the scale of area development.

## A YOUNG RESIDENCE ADDITION - 1224 WINFIELD STREET

**Height.** The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The addition will have a shed roof that will project no taller than the existing roof's peak. The addition will change the existing eave line however, it is larger unseen from the public realm. The carport extension will continue the existing eave line further north, but should not greatly affect the overall appearance of the west elevation.

**Width.** New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. The residence's width will increase 4'-10". The overall width is appropriate with area structures.

**Directional expression.** Measurement of the height to width ratio of a structure's elevation. The height/vertical expression of the new addition is a departure from the existing home's form, but adds an interesting modernist element to the residence.

**Footprint.** The area of land covered by a structure should be in relation to the majority of neighboring structures. The residence's footprint will slightly increase but it will not be substantial. The footprint area is appropriate.

**Complexity of form.** The level of detailing and breaks in wall planes of a structure. The new addition adds a new level of complexity through its new contrasting form.

**Facade, wall area, rhythm.** Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The new addition has doors and high clerestory windows in proportion to the existing residence.

### DESIGN ELEMENTS

**Style.** The style should compliment area structures. The overall style of the existing residence is an early ranch with mid-century thin sandstone veneer. The addition is a modernist style that somewhat contrasts west blends with the mid-century ranch, as it has a typical mid-century form.

**Entries, Porches, and Porticos.** Existing entries and porches will not be affected by the addition. The addition features a side entry swinging door on the east elevation and what appears to be sliding glass doors on the north elevation.

**Doors and windows.** The rhythm, patterns, and ratio of voids to solids of new buildings should relate to and be compatible with adjacent facades; typically a higher proportion of voids to wall area. The new addition has an appropriate amount of solid to void ratio and is in proportion with the existing residence.

**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 shown on the plans.

### MATERIALS & DETAILING

**Architectural Details, Siding, and Bricks.** Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The materials selected for a new dwelling should be compatible with and complement the surrounding structures in the Suburban Zone. Brick, stone, and wood are the most common and most appropriate materials for cladding and are strongly encouraged. Synthetic materials such as vinyl, aluminum, and synthetic stucco (EIFS products) are not historic cladding materials and should not be used. The existing residence is clad in a mid-century thin veneer sandstone. The addition would appear to have some form of lap siding. The proposed siding material is unknown. The applicant can provide more details about siding materials at the meeting.

**Shutters.** If used, shutters should be in proportion to their window opening. If they were closed, they should cover the window opening. No shutters are shown.

**Roof.** It is assumed that the new addition and carport will have an asphalt shingle roof.

**Decks/Plaza Space.** No decks or patio space are shown.

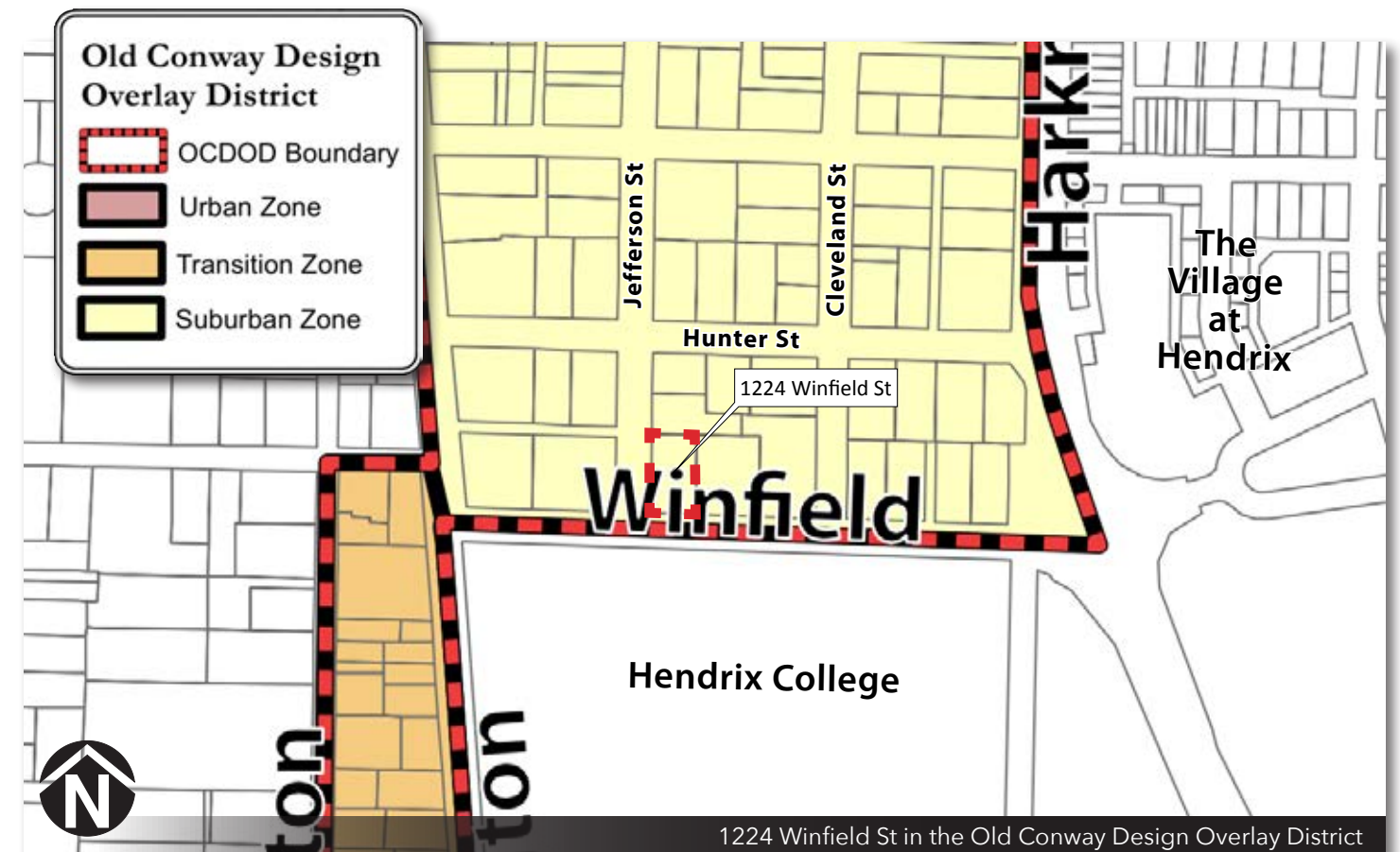
**Skylights.** None are shown

**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 new HVAC equipment is proposed.

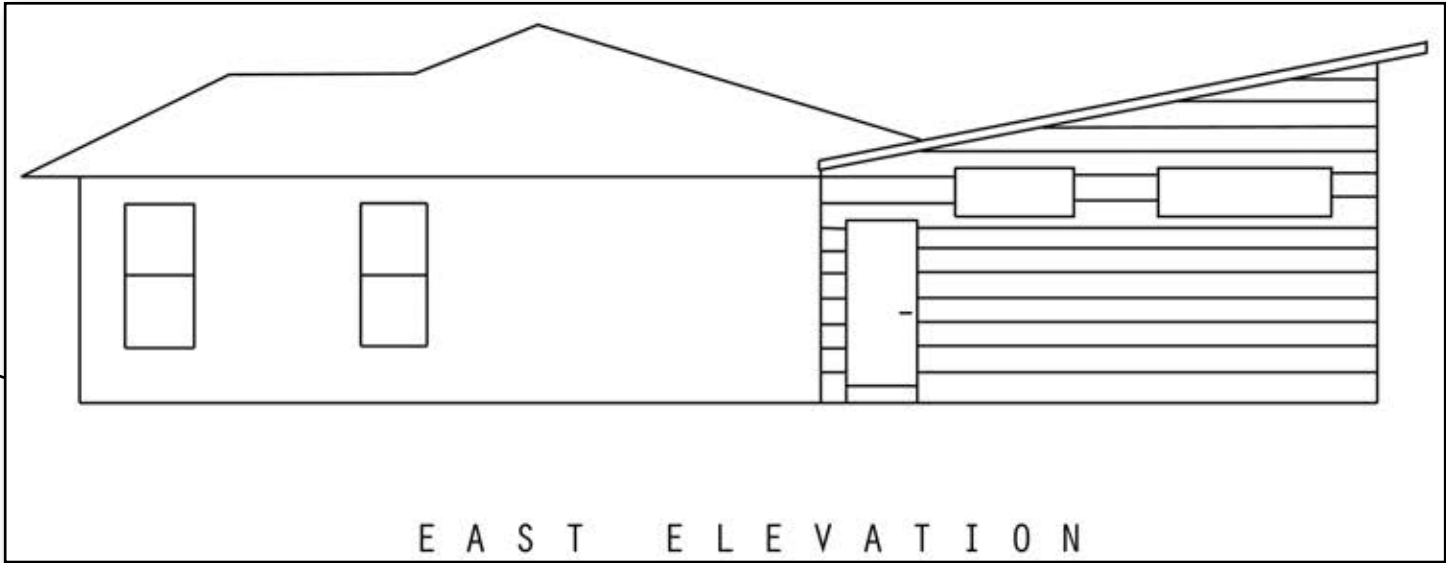
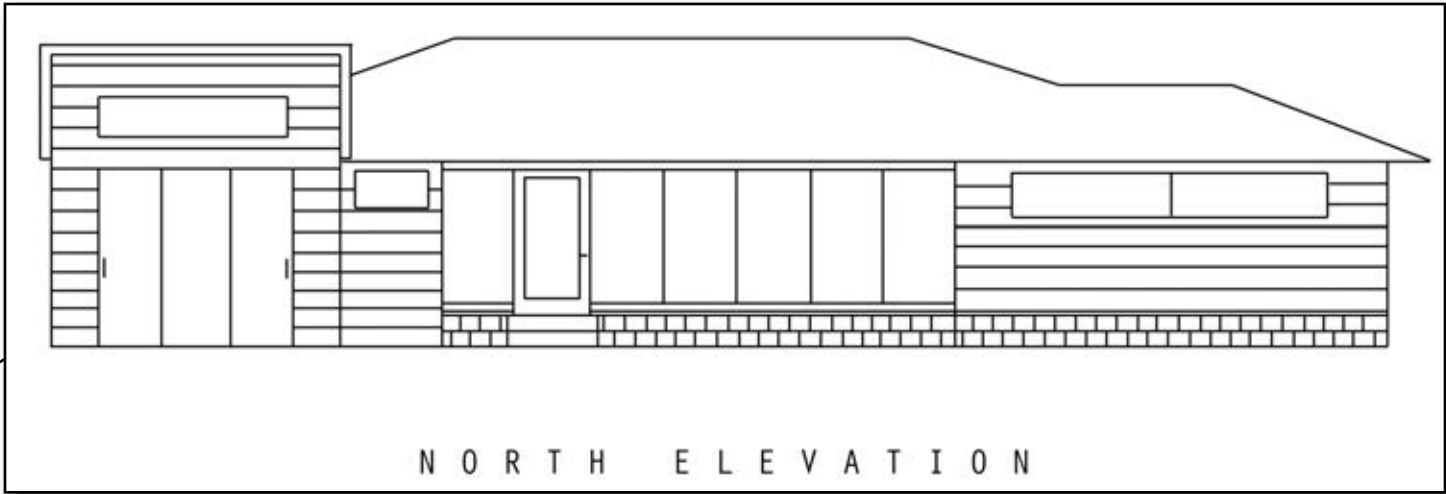
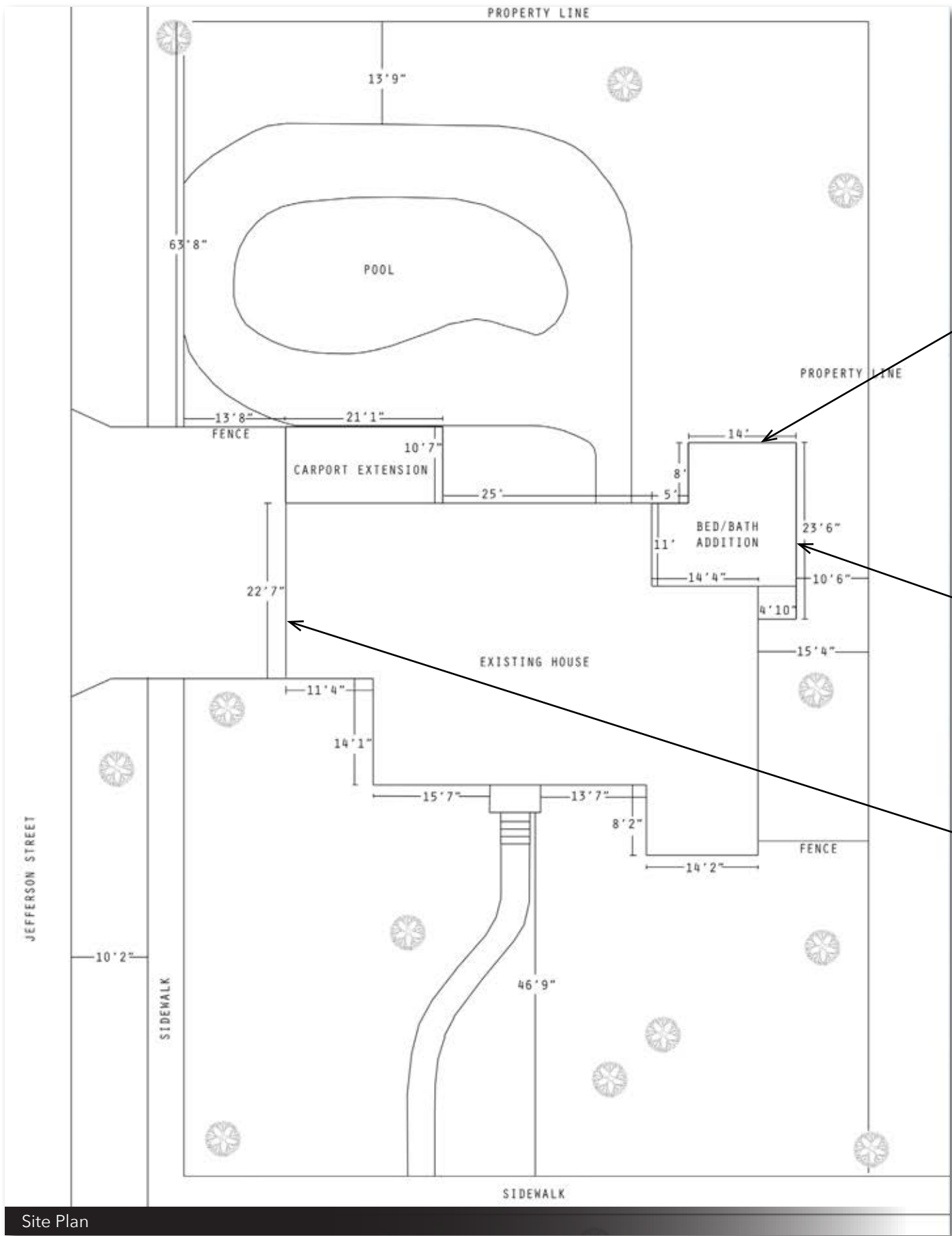
### RECOMMENDATIONS

Staff recommends approval of the addition, open carport, and driveway with the following conditions:

1. The addition, driveway, and carport extension shall be constructed as shown in submitted plans.
2. The addition will be clad with ? siding.
3. Roof shall be asphalt composition roof.



**A YOUNG RESIDENCE ADDITION - 1224 WINFIELD STREET**

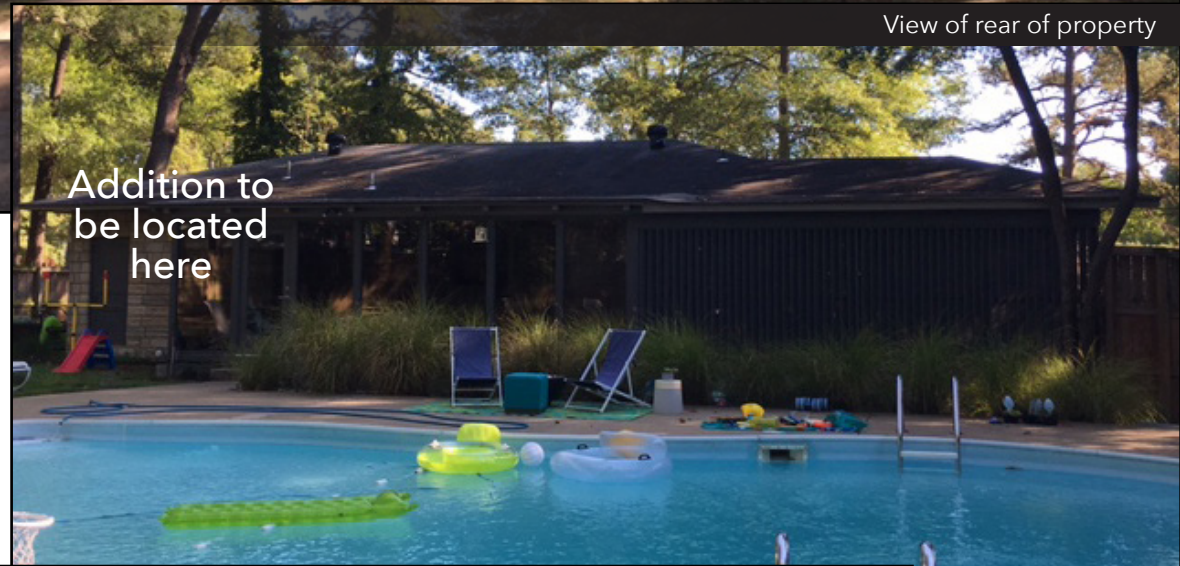


Site Plan

**A YOUNG RESIDENCE ADDITION - 1224 WINFIELD STREET**



View of property from Winfield St looking N



View of rear of property

Addition to be located here



View of east side of property

Addition to be located here

**B GONZALEZ NEW DUPLEX - 1718 COLLEGE AVENUE**

**OLD CONWAY DESIGN OVERLY DISTRICT  
CERTIFICATE OF APPROPRIATENESS  
GONZALEZ NEW DUPLEX  
1718 COLLEGE AVENUE**

**APPLICANT**

Adam Treece  
Treece Contracting, LLC  
188 Blackjack Road  
Greenbrier, AR 72058

**OWNER**

Melvin Gonzalez

**SITE**

**Location.** 1718 College Ave.

**Site Area.** 0.28 acre ±

**Present Zoning.** R-2 (Small Lot Duplex). The property is within the Old Conway Design Overlay Suburban District. The property was rezoned in May, 2016 to allow a duplex to be constructed on the 93 foot wide lot.

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

**Surrounding Area Structures.** The property is located in the Old Conway Design Overlay Suburban District on the north side of College Ave. Area historic structures consist of both single family and duplex residences in craftsman cottage, Queen Anne, ranch, and minimal traditional styles.

**General Description of Property and Proposed Development.** The applicant is proposing to construct a new 3728 square foot duplex family residence with rear garages and a concrete driveways. The lot is currently empty. The former residence was demolished.

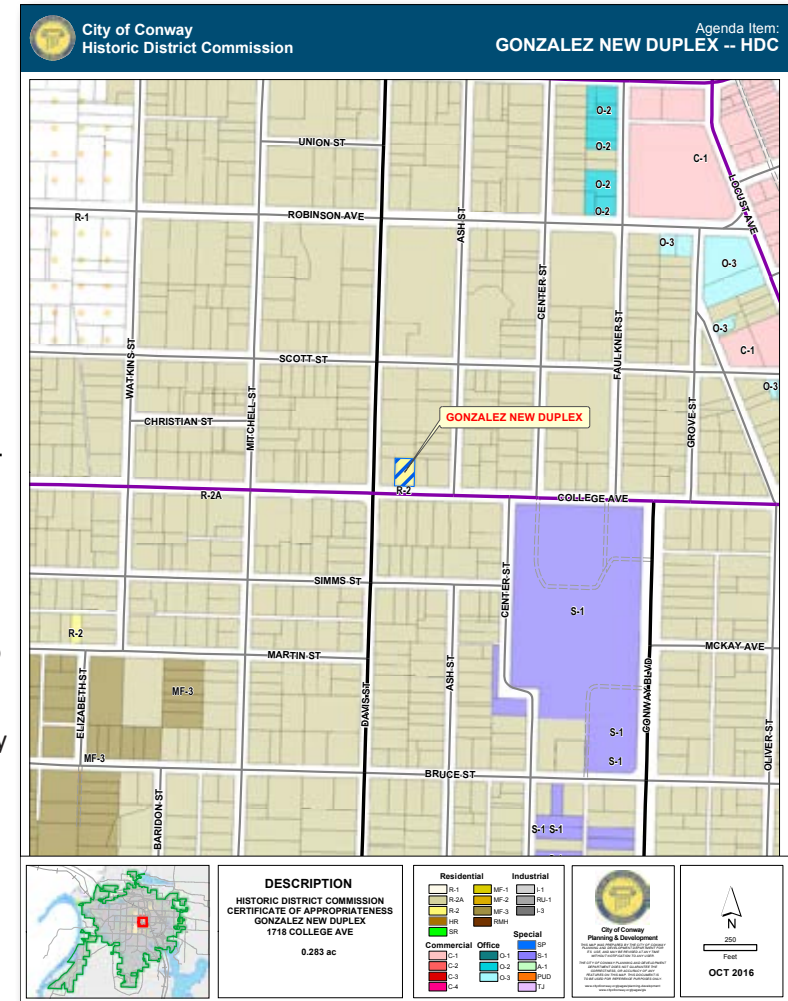
**Setbacks.** Proposed setbacks should respect the predominant setbacks of area structures, especially the front setback. Front setbacks are allowed within a range of 80% to 110% of the average area front setback. The average area front setback is 34 feet. The proposed 27 foot front setback is appropriate. The east and west side setbacks are 13'-5". The north rear setback is 31 feet. These setbacks are appropriate for the neighborhood.

**Spacing.** Established spacing distance pattern between area structures. Spacing is similar to other residences and fits within the neighborhood spacing pattern.

**Lot Coverage.** The Old Conway District allows up to 60% impervious 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 residence's College Avenue orientation is appropriate.

**Alley.** There are no alleyways in the block.



**Driveway/Parking.** Two 10 foot wide concrete driveways are proposed on the east and west sides of the house leading to a rear garage. The east driveway would use the existing concrete drive.

**Sidewalks.** There is no sidewalk along College Avenue. A sidewalk must be constructed along the College Avenue frontage or an in-lieu fee of \$1095 must be paid. The HDC can approve or disapprove the use of an in-lieu fee.

**Fences.** No fencing is proposed.

**Tree preservation.** There is a 19" diameter cedar tree and a 20" oak tree that could be affected by construction. The cedar tree will need to be removed; the oak tree is centered on the adjacent east property line and may be sufficiently far away from new construction. A new 2" caliper tree should be planted in the front yard to remediate.

**MASSING**

**Scale.** The size of new construction in relation to neighboring structures and the proportion of structures to the human scale. The overall size of the new residence fits into the scale of area development.

**B GONZALEZ NEW DUPLEX - 1718 COLLEGE AVENUE**

**Height.** The average height of area structure's eaves and cornices. Also, the first floor elevation / height relationship. The overall height and eave line is an appropriate height. 9 foot floor to ceiling height is proposed.

**Width.** New construction proportions shall respect the average widths of the majority of neighboring buildings in the area. Average area structure width is 47 feet. The new residence's width is 66 feet wide. The proposed width is larger than other area structures, however, the lot is wider than most area lots.

**Directional expression.** Measurement of the height to width ratio of a structure's elevation. The height/vertical expression of the new residence seems to blend with other area residences.

**Footprint.** The area of land covered by a structure should be in relation to the majority of neighboring structures. The new residence's footprint is somewhat larger than most area houses, however the lot is also larger than many other area lots and the majority of the footprint area is in the rear of the lot.

**Complexity of form.** The level of detailing and breaks in wall planes of a structure. The new residence has gabled front porches with wide columns. There is simple trim details. The level of complexity is simplistic, but most area historic structures are similar in detailing.

**Facade, wall area, rhythm.** Facades shall be compatible with surrounding historic structures in proportion of wall to opening area. The new residence has gabled a porches, and wide columns creating a level of complexity that is compatible with other area structures.

**DESIGN ELEMENTS**

**Style.** The style should compliment area structures. The overall style of the new residence is a modern interpretation of a craftsman cottage. The residence as proposed should blend with other area houses.

**Entries, Porches, and Porticos.** The front facade features a porch with substantial columns and a well defined entry. The porches 6 feet in depth as required.

**Doors and windows.** The rhythm, patterns, and ratio of voids to solids of new buildings should relate to and be compatible with adjacent facades; typically a higher proportion of voids to wall area. The new residence has a large amount of windows on the front facade. The side elevations are slightly lacking in windows. These side elevations should have one window added to each side in the front bedrooms. The rear elevation is lacking in widows, but is unseen.

**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 shown on the plans.

**MATERIALS & DETAILING**

**Architectural Details, Siding, and Bricks.** Eaves, brackets, dentils, cornices, molding, columns, trim, etc. The materials selected for a new dwelling should be compatible with and complement the surrounding structures in the Suburban Zone. Brick, stone, and wood are the most common and most appropriate materials for cladding and are strongly encouraged. Synthetic materials such as vinyl, aluminum, and synthetic stucco (EIFS products) are not historic cladding materials and should not be used. Vinyl siding is discouraged. Wood, cement board, or brick are encouraged. The new residence is mostly clad in brick. Submitted plans list vinyl and metal to be used for trim and gables siding unless required otherwise.

**Shutters.** If used, shutters should be in proportion to their window opening. If they were closed, they should cover the window opening. No shutters are shown.

**Roof.** An asphalt shingle roof is proposed.

**Decks/Plaza Space.** No decks or patio space are shown. Skylights. None are shown

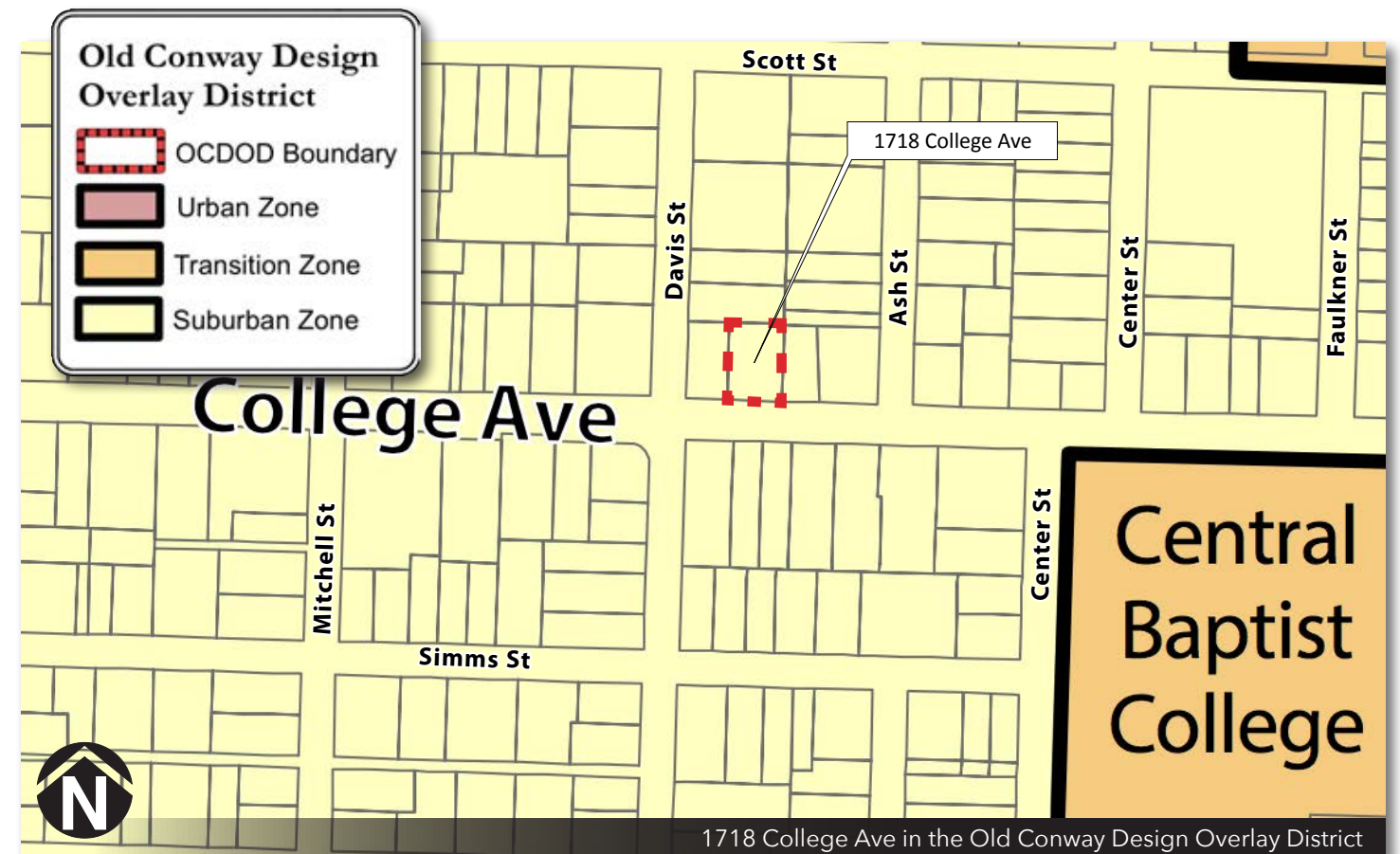
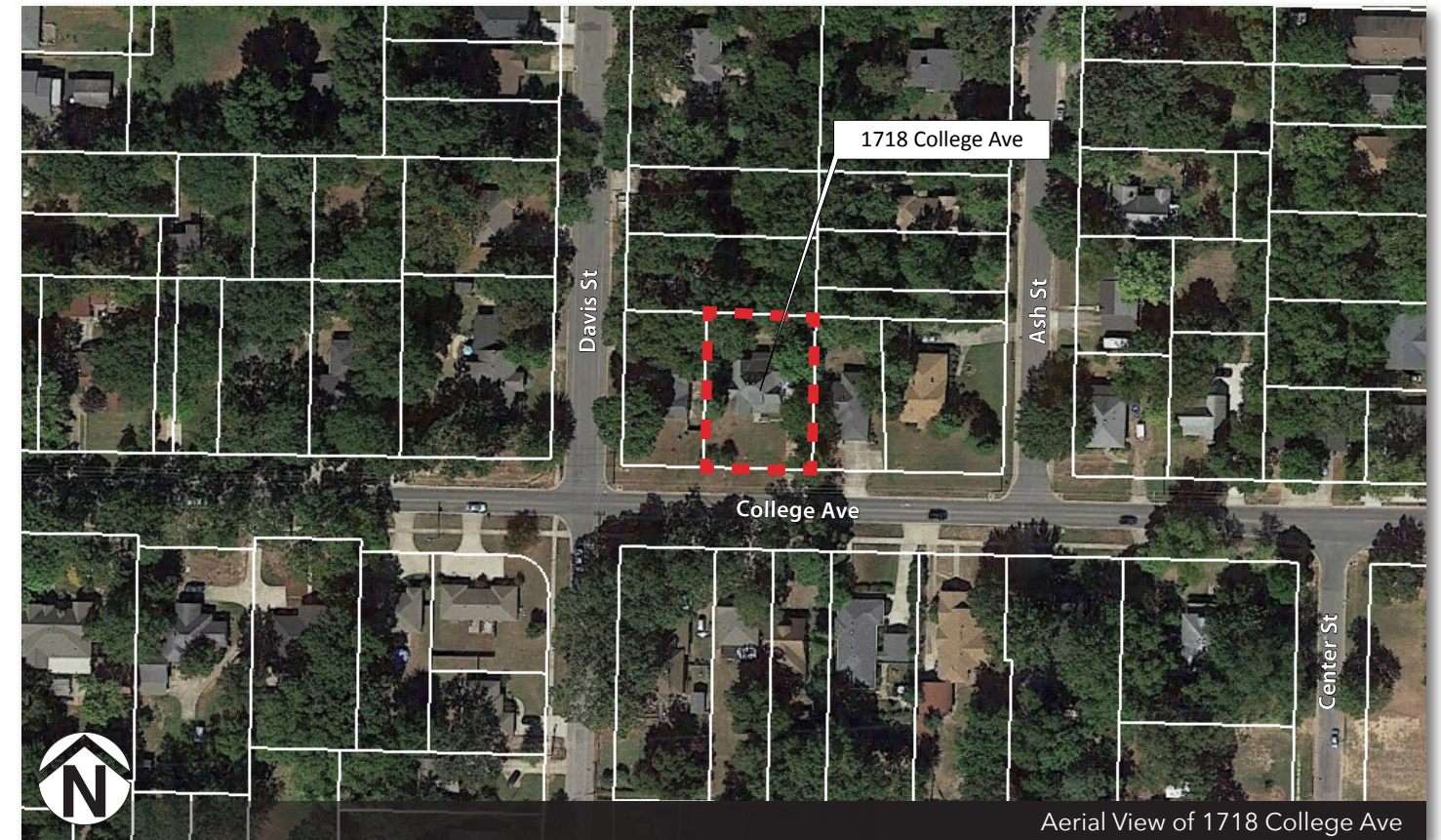
**Skylights.** None are shown

**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.

**RECOMMENDATIONS**

Staff recommends approval of the addition, open carport, and driveway with the following conditions:

1. The residence and driveways shall be constructed as shown in submitted plans.
2. The residence will be clad with brick and ? siding. (Vinyl and metal are noted on the drawings for the trim and gables)
3. Two additional windows shall be added; one to the west elevation (front bedroom) and one to the east elevation (front bedroom).
4. Roof shall be asphalt composition roof.
5. A 2" caliper tree will be planted in the front yard to remediate the removal of a significant tree.
6. A 5 foot sidewalk is required along College Avenue or an in-lieu fee of \$1095.00 may be paid to the sidewalk fund. The sidewalk location should be coordinated with City Planning, Engineering, and Permits Departments.

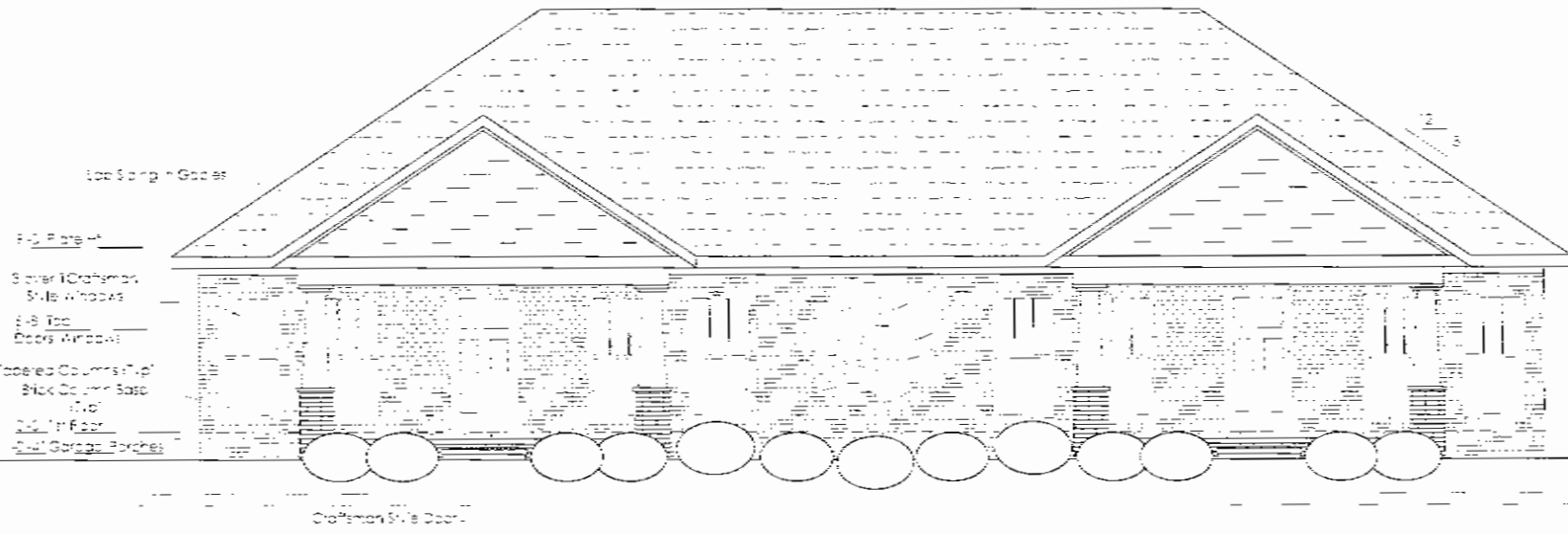




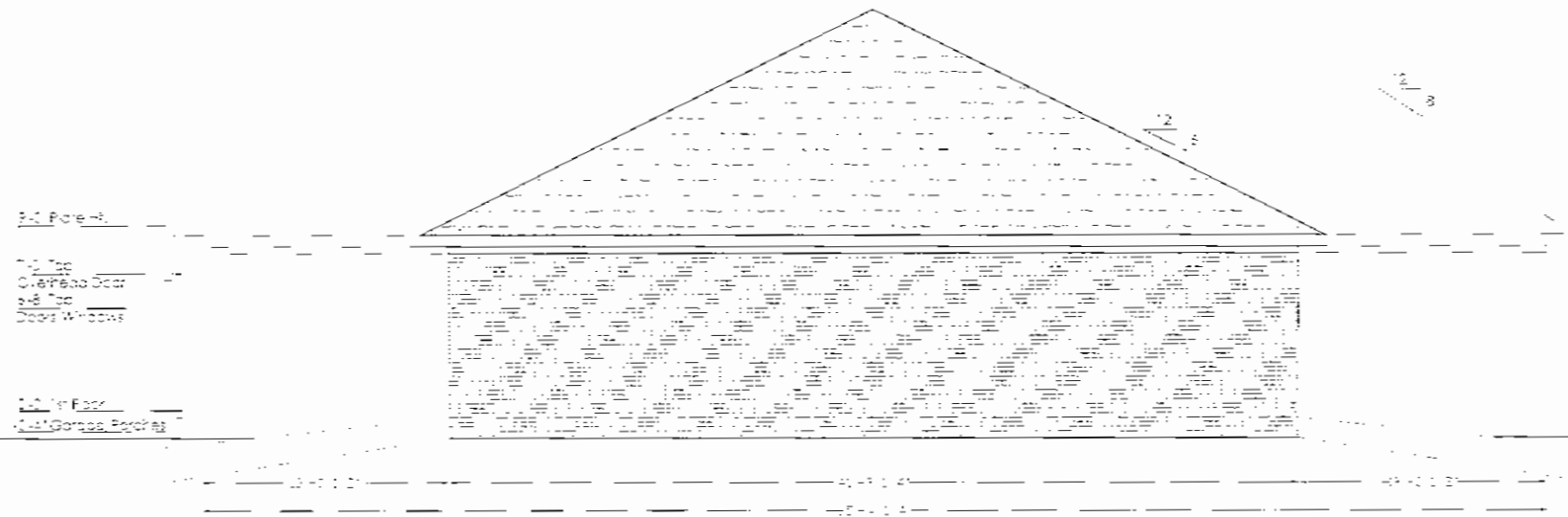


**B GONZALEZ NEW DUPLEX - 1718 COLLEGE AVENUE**

FLOOR PLAN

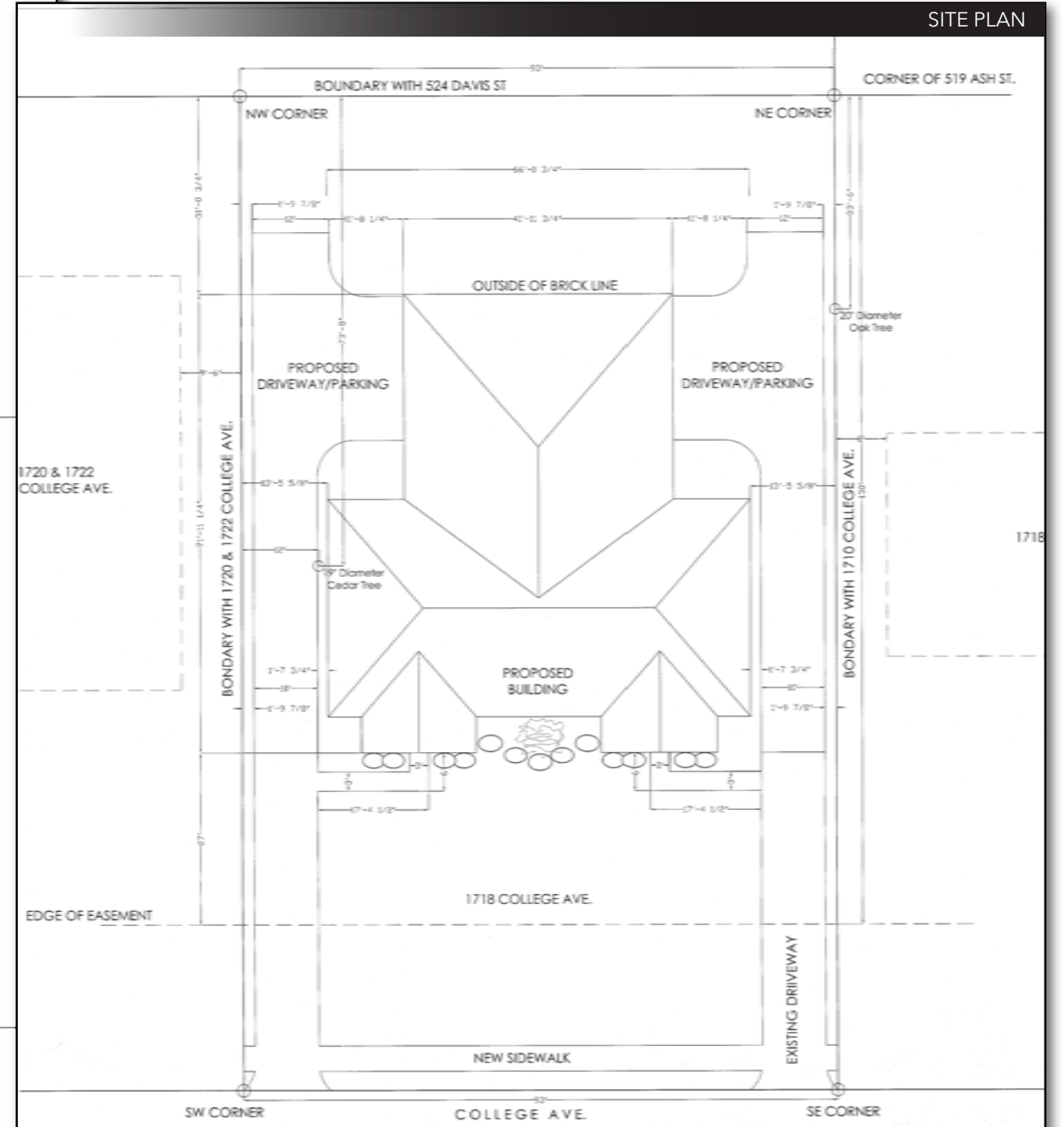


SOUTH ELEVATION



NORTH ELEVATION

SITE PLAN



## C DISCUSSION - POSSIBLE RE-PURPOSING OF EXISTING HDC CLG MONEY

The Conway Historic District Commission currently has \$4285.00 remaining in its grant fund account set aside for Commission training purposes. \$6914.00 was awarded in 2016 from the Historic District Preservation Program's Certified Local Government grant. The money was awarded to allow Commissioners to attend the National Alliance of Preservation Commissions Forum in Mobile. A positive balance remained in the account after 3 Commissioners attended the Mobile Forum. City travel money considered as a cash match to the grant was used to pay for the HDC Staff Forum Attendance.

New federal grant regulations require that currently awarded grant money be spent by September 2017. There are no high cost training opportunities scheduled for 2017 and a new grant cycle will be opening soon to request additional funds if needed. A CAMP training session is being planned in Conway in Spring 2017, however the AHPP is planning to pay for the session from AHPP funds.

The AHPP has stated that available training funds could be used for another project outside of training including a "bricks and mortar" project such as the Faulkner County Museum. To qualify, a structure must be on the National Register of Historic Places and the preservation work must be approved by the AHPP. There are several projects happening at the nationally registered museum that qualify.

Chris Odom and possibly others from the Museum will be attending the meeting to inform the Commission on these projects.

## D DISCUSSION - 2017 HDC MEMBER NOMINATION & SELECTION

### 2017 Membership

Steve Hurd, George Covington, and Aaron Nicholson terms will expire on December 31, 2016. Steve Hurd and George Covington would like to re-enlist for another 3 year term ending December 31, 2019. Due to work and family commitments, Aaron Nicholson would like to roll off the Commission at the end of the year. The HDC will need to advertise for one new commissioner for 2017. The Mayor's office will place a public notice in the newspaper. An announcement will also be placed on the City Website, Facebook, etc.

As of the date of this report writing, no HDC nominations have been received. Any HDC nomination forms will be emailed to the HDC members following the October 31, 2016 deadline. Potential new members could be interviewed at the November 28 meeting. A new member recommendation will then be forwarded to the City Council for approval in December.

### 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 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

- 1<sup>st</sup> Term (14, 15, 16)
- 2<sup>nd</sup> Term (17, 18, 19)
- As Architect to the Commission - Unlimited Terms

Scott Zielstra - 2011 expiration 2011

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

George Covington - 2011 expiration 2013

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

Betty Pickett - 2011 expiration 2011

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

### Members Joining Since 2011:

Marianne Smith Welch - 2013

- 1<sup>st</sup> Term (13, 14, 15)
- 2<sup>nd</sup> Term (16, 17, 18)
- Final end date: 12-31-2018

Aaron Nicholson - 2014

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

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

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