CAB
October 26, 2016

CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, OCTOBER 26, 2016
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:30 P.M.

Present: Jason Pippin, Danny Clonts, Heather Whitley, Brenda Ivester
Absent: Paul Doyle, George Ulrich
Staff: Jessica Hucks, Zoning Officer; Barbara Tessier, Secretary
Others: Elaine Sivret; Joe Burroughs, Clint Plyler

I. CALL TO ORDER

Chairman Pippin called the meeting to order at 4:32 p.m.

II. APPROVAL OF SEPTEMBER 28, 2016 MINUTES

Clonts made a motion, seconded by Whitley, to approve the September 28, 2016 minutes as written. The vote in favor was unanimous. The motion carried.

III. CERTIFICATES OF APPROPRIATENESS

A. FIRST CITIZENS BANK – Fitts Company, applicant, requests approval to replace sign panels on an existing freestanding sign, an existing monument sign, as well as install additional misc. signage for First Citizens Bank, located at 1200 Third Avenue. (TMS# 137-06-18-003 / PIN: 36804020033).

Hucks said the applicant proposed to replace the sign panel in an existing monument sign, replace the sign panel on an existing freestanding pole sign, replace sign graphics on an existing ATM, install directional signage in the entrance and exists to the property, as well as replace a handicap parking sign and a customer parking sign.

Hucks broke the requests down for the Board. She said the monument panel replacement on Third Avenue would be the same size and be double-sided and non-illuminated. She said the graphics would be digitally printed and applied to the surface. She said the surface would be an acrylic polyurethane painted with a smooth base coat and stippled with a clear coat. She said the letters would be white acrylic with perforated blue vinyl applied to the surface. While the cabinet would not be illuminated, there would be LED lighting for the lettering and graphics.

Hucks then said the freestanding pole sign replacement panel would be double-sided and non-illuminated.

Hucks said the UDO did not specifically address ATM signage, but it gave a provision for vending machine signage, which limited the cumulative sign area to 8 sq. ft. She
said the existing ATM with existing signage was installed prior to the adoption of the current UDO, replacement of what is currently existing would be permitted as long as the replacement signage was consistent with the illumination requirements of Section 11.1.8. She said the applicant had said they did not propose to add any lights to the ATM signage. She said they were just refurbishing the existing sign.

Hucks talked about the directional signage requested. She said although the UDO did not specifically address directional signage, Article 2, Section 2.2.2 – Sign-related definitions, provided a definition of Private Traffic Directional Signs. Hucks said it was staff’s opinion that these directional signs should be treated as such. Hucks said the applicant requested to install three (3) directional signs: one (1) on the Third Ave side at the exit to the drive-thru tellers, and the other two (2) on the Elm Street side at the entrances/exits to the banks parking area. Each sign would measure 3 sq. ft. in gross surface area. They were also removing an informational sign from the teller area.

One of the signs proposed would be more informational and similar the handicapped parking sign. It will also be on the Elm Street side. The approx. sign area for that sign is 1.56 sq. ft. and will be 6-ft. in height. She said these signs could not be located in the city’s right-of-way and must be placed entirely on the applicant’s property, as well as remain clear of all sight triangles.

Clonts made a motion, seconded by Ivester, to approve the request as presented keeping in mind what signs needed to be kept on bank property and not the city’s right-of-way and remain clear of all sight triangles. The vote in favor was unanimous. The motion carried.

**B. 104 LAUREL STREET – Joe Burroughs, applicant, requests approval to install a rear deck addition, as well as replace the rear entry doors, replace the awning and install two exterior wall lights, to the rear of the building located at 104 Laurel Street (TMS# 137-06-22-007 / PIN: 36701040035).**

Hucks said the applicant had submitted this request in July, but upon review, staff informed the applicant that before the deck could be built, an updated lease between the RJ Corman, the new owner of the railroad right-of-way as well as a variance from the Board of Zoning Appeals to allow a rear deck in the railroad right-of-way had to be obtained. Hucks said the Board of Zoning Appeals had granted the applicants request at their September 15, 2016 meeting. Hucks said that staff also received an updated lease agreement from the applicant with the new Railroad owner, RJ Corman.

Hucks said the lease gave the applicant use of a 3,000 sq. ft. piece of land for a deck and fire exit as well as ingress and egress to and from the deck and fire exit. Hucks said the deck addition to the rear of the building proposed to be approximately 12 feet from the rear façade at the widest point. She said the proposed length of the deck was 44 feet.

Hucks said the applicant was also requesting an awning for the rear deck that would be of the same black metal composite material as was approved by the Board for the front awning at a previous meeting.
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Hucks asked Burroughs if the rear door would be a sliding door. Burroughs said it would be a three-part door. Burroughs also stated the proposed outdoor lights would be painted black to match the awning.

Whitley made a motion, seconded by Clonts, to approve the request. The vote in favor was unanimous. The motion carried.


Hucks said the request for the wall sign was to be a 1/4" alamacore with a dark gray and white background with royal blue letters with a light gray drop shadow for implied dimension and a royal blue border stripe.

Hucks said the hanging sign request was for the same coloring scheme as the wall sign. She said the material was also a 1/4" alamacore.

Hucks said the door graphics would be white vinyl.

Hucks said all the requested signage meet the UDO requirements.

Clonts asked if the Board could suggest a color change for the proposed royal blue. Whitley said the royal blue did not go with the building. Ivester thought it made the sign look too much like plastic. They suggested navy instead of the royal blue. Sivrit said it was a sapphire blue like the attorney’s business cards. She said though that she did not think he would mind navy. She said the gray shadowing would look fine with the navy.

Ivester made a motion, seconded by Clonts, to approve the request as presented except with navy instead of the sapphire. The vote in favor was unanimous. The motion carried.

IV. BOARD INPUT

There was none.

V. STAFF INPUT

There was none.

VI. ADJOURN

There being no further business to come before the Board, the meeting adjourned at 4:50 p.m.

Approved and signed this 16 day of Nov., 2016.

Jason Pippin, Chairman