WCITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, AUGUST 8, 2018
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:00 P.M.

Present: Sheila Walberg-O’Neil, Troy Roehm, Paul Doyle, Jason Pippin
Absent: Brenda Ivester, Craig Smith, Heather Whitley
Staff: Mary Catherine Hyman, Planning Director; Barbara Tessier, Secretary
Others: Barbara Pratt; Brian Woodruff

I. CALL TO ORDER
   Chairman Pippin called the meeting to order at 4:05 p.m.

II. APPROVAL OF MINUTES
   Walberg-O’Neil made a motion, seconded by Roehm, to approve the July 25, 2018
   minutes as written. The vote in favor was unanimous. The motion carried.

III. CERTIFICATES OF APPROPRIATENESS
   A. 408 Elm St: The applicant, Barbara Pratt, requests approval to replace the
      windows of the building located at 408 Elm Street (TMS: 137-02-05-013 | PIN:
      36804020013).

      Hyman said the applicant states that the windows on the building, which are the
      original windows, are rotting and need to be replaced. Each window will be a
      slightly different size, but will be the same type of window that was used in the
      addition to the rear of the building that the Board approved in 2015. A total of 12
      windows will need to be replaced, and the applicant will use wood trim where
      possible.

      Pratt, the applicant, said if the windows currently were 6:6, the new window would
      be 6:6, etc. She said they would keep the windows as historical as possible.

      Doyle made a motion, seconded by Walberg-O’Neil, to approve the request to
      replace the 12 windows as presented. The vote in favor was unanimous. The
      motion carried.

   B. 405 Main Street (BK Collision Center): The applicant, Kara Fletcher, requests
      approval of signage replacement for BK Collision Center, located at 405 Main
      Street (TMS: 137-02-05-002 | PIN: 36804020003).

      Hyman said the wall sign and freestanding sign received CAB approval in 2017
      for “Fletcher’s Collision Center”. One of the conditions of approval at that time with
      regard to the freestanding sign was that a planter box be built around the base of
the sign to hide the existing base. Because the applicant (at that time) had plans to repave and restripe the parking area, staff deferred the requirement to install the planter box. At some point, the business was sold and the new owner does not wish to repave the parking lot at this time. However, "Fletcher’s” was removed from the wall sign and freestanding sign and “BK” was added in its place. Staff informed the applicant of the requirement to add the planter box around the base of the freestanding sign. The applicant is asking the board for guidance on the planter box and for approval of the revisions to the existing signs.

Walberg-O’Neil asked if planters instead of a large entire unit could be used.

The owner of BK’s said that he took the Fletcher name off the sign and attached the BK’s to it. He said the owner of the property indicated that paving the parking lot would cause the property taxes to increase and he would have to raise the rent. He said he would have removed the freestanding sign, but that he was told it would be a cost to him to repair the parking lot where it was removed.

Pippin said he was fine with either a planter box or just planter, however, Roehm said it would look more permanent being a box. Hyman asked if the Board wanted to give direction on the material for the planter. Pippin said brick would be better than wood as wood could rot in time. Roehm said the brick should be in keeping with what was in the downtown area.

Roehm asked if the lettering on the sign was vinyl. Hyman said the “collision center” was raised ½”. Roehm asked if the “BK” should be raised. Hyman said that was up to the Board. Walberg O’Neil said she that it was fine as is. Doyle said if this was being done from scratch, they would ask that the “BK” be raised.

Walberg-O’Neil made a motion, seconded by Roehm, to approve the signage as presented and to add a brick planter box around the base of the freestanding sign containing vegetation with the brick material similar to that in the surrounding area. The vote in favor was unanimous. The motion carried.

IV. PUBLIC INPUT

There was none.

V. BOARD INPUT

There was none.

VI. STAFF INPUT

Hyman introduced Vicki Stone to the Board, saying she was the new Zoning Officer. She also told the Board that Jessica Hucks would be returning as the facilitator for the Board. Pippin welcomed Stone to the City.
VII. ADJOURN

There being no further business to come before the Board, the meeting adjourned at 4:25 p.m.

Approved and signed this 22 day of August, 2018.

Jason Pippin, Chairman