CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, FEBRUARY 8, 2017
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:00 P.M.

Present: George Ulrich, Danny Clonts, Heather Whitley, Brenda Ivester
Absent: Paul Doyle, Jason Pippin
Staff: Jessica Hucks, Zoning Officer
Others: Louie Welch

I. CALL TO ORDER
Chairman Ulrich called the meeting to order at 4:03 p.m.

II. APPROVAL OF JANUARY 25, 2017 MINUTES
Clonts made a motion, seconded by Whitley, to approve the January 25, 2017 meeting minutes as written. The vote in favor was unanimous. The motion carried.

III. CERTIFICATES OF APPROPRIATENESS

A. **Papa’s General Store** – Craig Smith, applicant, requests approval of window signage for “Papa’s General Store,” located at 301 Main Street (PIN: 36701010057).

Hucks said the applicant was asking for approval of white vinyl window graphics on four (4) windows; two windows facing Main Street and two facing Third Ave. She said the window signage had already been installed; however, they met the size limitation requirements to not exceed 25% of each windowpane. Staff had no concerns with the request.

She added that they would be submitting a request for additional signage, proposed for the corner of Main Street and Third Ave, at a future meeting date.

Ulrich asked about all the temporary signage that was currently in the windows. Hucks said that Adam Emrick, the Planning Director, had already talked to the applicant about removing that signage. She said if they placed the temporary signage at least two (2) feet from the windows, it would not be considered window signage, and would be permitted. Hucks said staff would follow up to be sure it was removed from the windows.
Clonts made a motion, seconded by Ivester, to approve the request as presented. The vote in favor was unanimous. The motion carried.

B. **Shine Café** – Welch Sign Co., applicant, requests approval for installation of a new sign panel on an existing arm post sign structure for “Shine Café,” proposed for 707 Main Street (TMS: 137-02-15-002 / PIN: 33813020024).

Hucks said the Shine Café was located at the former Magnolia Bridal shop. She said there had been a special tax incentive received for this location, and that there had been improvements made to the building. Hucks said what they were requesting for the sign structure was what the city considered an arm post. She said the UDO did not currently address such sign structures, however, the Main Street HDRD shows this sign structure at this location and identifies like signs as examples of appropriate signage in the Main Street HDRD.

She went on to say that generally, when a sign structure has been abandoned for more than 60 days, it lost any legal nonconforming status, and any new sign would have to comply with current standards. She said because this particular type of sign structure was not specifically identified in the ordinance, staff would address the sign request panel as being a freestanding post sign for the purpose of compliance with the current sign ordinance.

Hucks said staff recommended that if approved, a condition be added that the sign structure itself be restored and maintained, otherwise it would be in violation of Section 11.1.4 (*Signs in Disrepair and Unsafe Signs*) of the UDO. She added that the size of the proposed sign panel met size requirements of the ordinance. Welch said the signpost would be repainted.

Clonts asked if what was in the package was the color scheme for the signage. Hucks replied that it was. Whitley said the two smaller signs below the main sign panel were a bit hard to read and recommended the white panels be changed to a dark blue and the lettering be white instead of black. Hucks asked Welch if he thought his client would be okay with changing the color scheme of the two lower signs. Welch said he thought it would be fine. Whitley added that as presented, they did not pop and would serve no purpose. Hucks said that she would incorporate the recommended colors into the Certificate of Appropriateness.

Whitley made a motion, seconded by Ivester, to approve the sign request, and for the two lower sign panels to have a dark blue background with light-colored lettering. The vote in favor was unanimous. The motion carried. Hucks said if the client did not want to do what the Board approved, they would have to come back before the Board for reconsideration.
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 4:14 p.m.

Approved and signed this 8th day of March, 2017.

George Ulrich, Chairman