CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, AUGUST 22, 2018
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:00 P.M.

Present: Sheila Walberg-O’Neil, Heather Whitley, Jason Pippin, Troy Roehm
Absent: Craig Smith, Paul Doyle, Brenda Ivester
Staff: Jessica Hucks, Zoning Administrator; Barbara Tessier, Secretary
Other: Laura Abernathy, Tony Mishoe, Kevin Sansbury

I. CALL TO ORDER

Chairman Pippin called the meeting to order at 4:00 p.m.

II. APPROVAL OF MINUTES

Whitley made a motion, seconded by Walberg-O’Neil, to approve the August 8, 2018 minutes as written. The vote in favor was unanimous. The motion carried.

III. CONCEPTUAL – Deferred as applicant was not present

A. 975 Second Ave: The applicant, S. Tripp Nealy, requests a conceptual review of proposed renovation(s) to the Lower River Warehouse building, located on the riverfront at 975 Second Ave (TMS: 137-06-24-003 | PIN: 36701010054).

Hucks said she did not have enough information to give a presentation. She said that the applicant, since this was conceptual, would have given the presentation. Pippin asked what they could do and Hucks said they could defer the item. Hucks said the two-week delay would not be a negative impact on this as it had a lengthy process ahead of it.

Whitley made a motion, seconded by Walberg-O’Neil to defer the request until the applicant could be available. The vote in favor was unanimous. The motion carried.

IV. CERTIFICATES OF APPROPRIATENESS

A. 908 Third Ave: The applicant, Tony Mishoe, Landmark Signs & Graphics, requests approval to install a wall sign, window/door graphics, and gooseneck lights on the building located at 908 third Ave for “Edward Jones” (TMS: 137-02-01-008 | PIN: 36701010050).

Hucks said the wall signage totaled 14 sq. ft. She said the wall façade measurements were not provided, however, staff was confident it would comply with the size requirements of the UDO. She said the channel letters were ¼” thick aluminum, in white. She said the letters would be mounted to the building with the required hardware. The gooseneck lamps will be installed above the sign band.
Hucks said the window signage met the requirements and would be white gloss vinyl graphics.

Hucks said the staff graphics specifications are the same as the window, however sizes were not provided. Hucks said door graphics could not exceed 50% of the glass pane of the door.

Whitley asked if the letter were dimensional. Hucks said they were ¼” thick.

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

B. **1011 Fourth Ave**: The applicant, Laura Abernathy, requests approval of an awning, proposed to be installed above the entrance of the building space at 1011 Fourth Ave (TMS: 137-02-02-003 | PIN: 36804020088).

Hucks said the proposed measurements are 15’ long and 4’ in height with a 3’ projection from the façade. The awning frame is 1” x 1” aluminum square tubing. The awning cover is Sunbrella canvas with black and white stripes with a 6” scallop skirt. She said no graphics were proposed for the awning.

There was discussion about another color because the awning next door was brown. Hucks read what was acceptable. The Board agreed that they did not have the authority to request a color change.

Pippin made a motion, seconded by Roehm, to approve the awning request as presented. The vote in favor was unanimous. The motion carried.

V. **PUBLIC INPUT**

None.

VI. **BOARD INPUT**

None.

VII. **STAFF INPUT**

Next meeting is September 12, 2018.

VIII. **ADJOURN**

There being no further business to come before the Board, Whitley made a motion, seconded by Walberg-O’Neil, to adjourn the meeting. The vote in favor was unanimous. The motion carried.

Approved and signed this 10th day of October, 2018.

[Signature]

Jason Pippin, Chairman