City of Conway  
Community Appearance Board Meeting  
Wednesday, October 10, 2012  
Council Chambers – 4:00 p.m.

Present: Brooke David, Amber Wall, Robert Miller, Robert Harper
Absent: Danny Clounts, Jason Pippin, George Ulrich
Staff: Joe Henderson, Zoning Administrator; Barbara Tessier, Secretary
Others: Foster Hughes, Parks and Recreation Director; Amanda Roof, Amanda’s Collection; Leroy Clewis, Blake Barfield, Conway Appliance; Steve Jewell, Enloe; Hillary Howard, Conway Downtown Alive

A CALL TO ORDER

Chairman David called the meeting to order at 4:03 p.m.

B. APPROVAL OF MINUTES

Harper made a motion, seconded by Wall, to approve the September 12, 2012 minutes as written

C. DESIGN REVIEWS

1. Sunoco (Main Street Express) – Enloe Incorporated, applicants, request approval to rebrand an existing freestanding pole sign, three gas pumps and one freestanding gas canopy at 1112 Main Street. (TMS # 123-14-16-001)

   Steve Jewell stated his name for the record.

   Henderson said this property was located at 1112 Main Street, and was located in the Neighborhood Commercial zoning district within the Main Street Corridor HDRD. He said included in the project request was a request to rebrand the freestanding sign, gas canopy and gas pumps. He said staff recommended approval for all freestanding sign panel replacements. He said there had been no enlargement of the panels requested. He said staff also approved the general rebranding of the other project elements. He said it all met the non-residential architectural design standards.

   Jewell showed the Board new gas pump renderings. He said what had been added since the Board received their package was the word Sunoco on the pumps.
Henderson said he also wanted to bring attention to the external lighting source on the top of the canopy. He asked if the light was functional. Jewell said it might not be functional, but he was not sure. He said he had not asked if the top cabinet was illuminated. He said if it didn’t help light up the cabinet, and the Board wanted it down, he saw no reason why it should not be taken down. Henderson said as part of the Unified Development Ordinance external illumination that glared toward pedestrians or vehicles or residential neighborhoods was not recommended. He said staff would recommend removing the external lighting source. He said it looked like it was aimed up to the canopy. Jewell said he thought it was aimed at the store. He said he didn’t even notice the light until they had talked about it a few moments ago. He said the canopy was to the right of the sign. He said it looked like the light was more angled to the store. He said he would ask.

Harper asked if the store was still being called Main Street Express. Jewell said that it would be. He said whatever was on the store now would remain. Henderson said was no wall sign.

Miller said if they were going to be replacing the cabinet signage, therefore, they would be doing work on it, the light should be taken off regardless if it worked or not to conform to the ordinances.

Harper asked if they were required to have a sign for the store. Henderson said it was voluntary and therefore up to her. Harper said then there would be no sign. Miller said there would be the Sunoco sign. Henderson said the owner could come back and request a wall sign at anytime.

Miller made a motion, seconded by Wall, to approve the signage for the pole sign and the gas pump signage and also recommend the exterior flood light existing on top of the pole sign be removed to conform to the current ordinances. Jewell asked if that included canopy. Miller said it did. The vote in favor was unanimous. The motion carried.

2. Salvation Army Family Store – Louie Welch, the applicant, requests approval of secondary window signage on front and side entrance doors at 1029 Third Avenue. (TMS# 137-02-20-001)

No representative was present.

3. Conway Appliance Parts and Service – Blake Barfield, applicant, is requesting approval to install vinyl window lettering at 305 Laurel Street. (TMS# 137-02-03-019)

Blake Barfield stated his name for the record.
Henderson said this was in the Central Business District in the Commercial HDRD. He said staff recommended approval for meeting the size requirement of the *Unified Development Ordinance*. He said this was approved as temporary signage so that Barfield could get started. He said Barfield understood if the Board required any changes it would have to come down.

Wall made a motion, seconded by Harper, to approve the sign request as presented. The vote in favor was unanimous. The motion carried.

4. **Amanda’s Collection** – Amanda Roof, applicant, is requesting approval of secondary window lettering at 328 Main Street. (TMS# 137-02-01-003)

Amanda Roof stated her name for the record.

Henderson said this was also in the Central Business District. He said staff recommended approval for this signage for meeting the 25% limit. He said she was requesting a logo on each of the window signs and also on the door.

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

Harper said on behalf of the Board, he thought Roof had done an excellent job for the City of Conway in the way they had restored their building. He said they should be commended for doing everything in the way in which they had gotten approval for. Roof thanked the Board.

5. **Conway Downtown Alive Design Review Committee** – Hillary Howard, applicant, is requesting approval of park improvements, including a new shelter and landscaping at the corner of Main Street and Fourth Avenue. (351 Main Street – TMS# 137-02-02-001)

Wall and Miller recused themselves for this review because they both sit on the Conway Downtown Alive Design Committee.

Miller stated his name for the record as he was presenting the request. He apologized for the Board not having the most current drawings, but they had to make modifications to the overall landscape plan.

He said they wanted to do a property improvement at the corner next to the Theater of the Republic Building. He said this project was being funded through the Parks and Recreation Department and potentially through some other donations through citizens and local businesses.

Miller said the idea was to create a space that could be used for public events such as small children’s plays, small jazz concerts and things like that. He said it might
even be a space to have pre or post performance activities for the theater itself. He said it might be a place for people to have a drink or dessert before or after the performances.

He showed the Board a revised overall landscape plan. He said they would be creating a large lawn space that would house a proposed covered stage and a landscape bed that would be adjacent to Main Street along with benches. He said along Fourth Avenue there was an existing tree, but they wanted to add new vegetation and landscaping that would not necessarily create a visual screen wall, but more for deadening sound coming in from the street. He said the same would apply to the other landscape areas that would have trees and shrubs in them that would create a barrier along Main Street.

Miller said there was some existing landscaping against the theater wall. He said they were working through how they could either maintain the existing landscaping or try to incorporate new landscaping in with what was already there.

Miller said they had about 2,000 bricks being donated from a local family whose daughter had died some time ago. He said they wanted to bricks donated in her honor. He showed the Board one of the bricks. He said the bricks came from a hotel in downtown Charleston that was torn down sometime in the 1960’s. He said it had been built around 1850. He said the bricks were also used as ballast on ships coming over from England 200 years ago. He said the bricks had a lot of history. He said there would be a plaque that talked about the history of the brick and the donation on behalf of the family.

Miller showed the Board where they hoped to put the bricks. He said around the stage they would use bricks or concrete making it easier for maintenance.

Miller said they hoped to maintain the alley that backed up to the rear door of the theater so they could still maintain that. He said they did not know if they would have enough brick for the alley. He said they were still working through the possibilities of what materials might be used.

Miller said they were working through the finances for the stage because the grant could not be used for the stage. He said the stage was coming from other types of monies and donations. He said right now the stage would be looked at as a possible two-phase piece. He said the first piece would be the platform itself. He said the second phase would be some type of covering for it. He said the idea was that it was a stage with a covering, but it was also an open air stage. He said there would be lighting for the stage. He said they were looking at older nautical type light fixture that might try to tie in with some of the marinas around Conway.

Miller said they were working through some issues with the electrical conduits on site as well. Harper asked what was there for electrical conduits on the site. Miller said
once they started construction, they would be working through that. He said it would depend on financing because the grant money could not cover that either.

Harper asked if there would be irrigation. Miller said there would be no irrigation. He said the city would be handling the irrigation. Harper asked if the city would be maintaining the area. Miller said it was a city property, city project, city funds through the grant money, not taxpayer money, and would be city maintained.

Miller said part of the reason why there was a revised landscape plan was as it went through a city review, the city wanted some modifications done to the original plan based upon the idea of maintenance. He said the city wanted plant types that were lower maintenance.

Harper asked if the grass type had been specified yet. Harper said it would be tough due to the amount of sunlight that area received. Miller agreed. Harper asked if they wanted flexibility for the Board not to approve the grass. Miller said the city was ready to move forward with the project. He said the project had to be completed by December in order for the grant money to be used. Miller said there was a bit of a delay right now because the theater was being reroofed. He said the roofing company was using the space as a staging area. He said they had to wait for the roof to be finished before they could start.

Miller said they were working with city staff to determine the best quality of grass that could be used in the area. He said if they could get irrigation within the space, they would take a look at doing it. He said the biggest thing right now was that there was not a lot of information about what was already in place as far as utilities. He said they had to be able to start digging it up before they would have that information.

Henderson said he could work flexibility into the Certificate of Appropriateness. Miller said he had a list of all the species for the landscaping except for the sod. Miller said the landscaping had already been through a review with city staff to be sure what they wanted for low maintenance plants were on the list. He said it was already approved by city staff.

Harper made a motion, seconded by David, to approve the request as presented. The vote in favor was unanimous with Miller and Wall having recused themselves. The motion carried.

Miller said he had forgotten to mention the benches. He said they were still working through the bench design. He said the benches would match color and shape as some of the other benches in the area. He said there would be conformity from park to park.

Henderson said if need be, it could be put back on the agenda if there were design changes.
Harper said it looked really nice. Harper said he did have some concern about grass if it didn't hold up. Miller said that was something the city would have to work out in terms of maintenance. Henderson said there was some grass that was quick to grow and handle a lot of pressure. Miller mentioned again that until they could start the project, they would not know what utilities were already in place. He said they were hoping to find a water tap. He said they might have to tap off the line if it went to a building. He said they could not charge a building for a public property. Henderson asked who owned the power lines that went across the property. Miller said they were owned by Santee Cooper. Miller said the alley piece might be done a little later because there were street improvement plans for Fourth Avenue. He said the city was looking at removing the power pole and dropping the power lines.

Miller said the stage platform would go in as part of the initial project as they had the funds for it. He said they did not have the funds for the cover right now.

Harper asked who would be managing the project. Miller said this would be managed by the Parks and Recreation Department. Miller said they had tried to work with city staff to build the stage, but he thought it would probably be constructed by volunteers.

Miller also said there would be a caveat concerning the bricks. If the city ever sold the property, and someone did construct a building on that corner, they would somehow have to work the bricks into the design of the building.

D. **PUBLIC INPUT**

There was none.

E. **ADJOURN**

There being no further business to come before the Board, the meeting adjourned at 4:24 p.m.

Approved and signed this 24th day of Oct., 2012.

Brooke A. David, Chairman