CITY OF CONWAY
COMMUNITY APPEARANCE BOARD
WEDNESDAY, JUNE 13, 2018
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:00 P.M.

Present: Jason Pippin, Heather Whitley, Troy Roehm, Sheila Walberg-O’Neil

Absent: Brenda Ivester, Craig Smith, Paul Doyle

Staff: Mary Catherine Hyman, Planning Director; Barbara Tessier, Secretary

Others: Todd Browning, Leslie Wilson

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Walberg-O’Neil made a motion, seconded by Whitley, to approve the May 23, 2018 minutes as written. The vote in favor was unanimous. The motion carried.

III. CERTIFICATES OF APPROPRIATENESS

Because items A&B had no applicant present, the Board agreed to hear item IV. Special Tax Assessment item first.

IV. SPECIAL TAX ASSESSMENTS

A. Shine Café: The applicant, Leslie Wilson, requests final certification of the special tax assessment at 707 Main St (TMS: 137-02-15-002 / PIN: 33813020024).

Hyman began giving the Board a quick review of all that had happened prior to this request. She said the property had been rezoned, certified historic by City Council, and had received the CAB’ s preliminary approval of the special tax incentive in 2014.
Hyman said the civil plans were approved by TRC in April 2015. The preliminary approval issued in 2014 gave the applicant a two-year period to complete the approved work. The CAB later granted an extension on the work timeframe.

Hyman said the list of proposed improvements were outlined in the Board’s package. She said the Board must ensure that all of the interior and exterior improvements kept with the Standards of Rehabilitation. She said if the final approval was granted, the special tax assessment would be extended for the remainder of the 15 years.

Browning said the footprint did not change. He said they removed only the non-original interior walls. He said the mortar between the exterior brick has deteriorated and they had to remove and replace it. He said they also had to remove and replace the boards on the front porch.

Hyman said some of the required parking was on the right side of the property and pavers had been used which was acceptable.

Walberg-O’Neil made a motion, seconded by Whitley, to approve the final request for approval for the special tax incentive. The vote in favor was unanimous. The motion carried.

A. Cedar Peak Roofing, LLC: The applicant, Anthony Ayres, requests approval of a pergola display model, installed beside the building at 1124 Third Ave (TMS: 137-02-03-010 | PIN: 36804020107).

Hyman said the applicant, who was not present, had installed a pergola display beside his business. She said they would like to keep the pergola at this location to showcase one of the items his company sells and builds for its customers.

Hyman said the pergola display is 8’ x 10’, or 80 sq. ft. It is constructed of fully extruded aluminum with vinyl handrails and composite decking. She said it was on wheels so that it could be transported to home shows. She said a black aluminum or iron fence was in front of the pergola. She said the fence was only a few feet in height and added a decorative feature to the display area.

Whitley said it seems a little out of place. She asked if it could be seen from the road. Pippin said it was tucked in the back and really could not been seen.

Walberg-O’Neil asked Hyman if it was against the ordinance. Hyman said it was not.

Walberg-O’Neil made a motion, seconded by Roehm, to approve the pergola and fence as presented. The vote in favor was unanimous. The motion carried.
B. **Main Street Physicians:** The applicant, FastSigns, requests approval to replace the top portion of monument sign, wall sign, and door graphics on the building located at 1400 Main Street (TMS: 123-14-14-003 | PIN: 33812010040).

    Hyman said the applicant was making the following requests:

    **Monument sign panel replacement:** The proposed panel measures 3.5' (h) x 7' (w), totaling (approx.) 24.5 sq. ft. It is a double-sided aluminum sign panel with a dark green background and raised white aluminum letters/graphics. Letters will be raised 1/8".

    **Wall sign replacement:** The proposed sign measures 2' (h) x 6' (w), totaling (approx.) 12 sq. ft., which does not exceed 15% of the façade, or the 25 sq. ft. max sign area permitted for wall signs in the NC district. It is an aluminum wall panel with a dark green background and white vinyl letters/graphics.

    **Door graphics:** Proposed vinyl letters would be 1’x2’ on each glass pane of the door and was within the 50% area permitted by the ordinance.

    Whitley asked why the wall sign did not have raised letters like the monument sign. Hyman said she had told the applicant that the Board would determine if the wall signage would have to have raised lettering.

    Roehm said the wall signage lettering should be as the monument sign raised 1/8". Whitley agreed.

    Whitley made a motion seconded by Roehm, to approve the monument sign and the door lettering as presented. The wall sign would have to have the lettering raised 1/8", and staff could review and approve the wall sign when it was resubmitted. The vote in favor was unanimous. The motion carried.

V. **PUBLIC INPUT**

    None.

VI. **BOARD INPUT**

    None.

VII. **STAFF INPUT**

    None.
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. The meeting adjourned at 4:16 p.m.

Approved and signed this 2 day of July, 2018.

Jason Pippin, Chairman