CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, SEPTEMBER 27, 2017
CITY HALL CONFERENCE ROOM – 229 MAIN STREET – 4:00 P.M.

Present: Heather Whitley, Jason Pippin, George Ulrich, Craig Smith, Sheila Warburg-O’Neil
Absent: Paul Doyle, Brenda Ivester
Staff: Mary Catherine Hyman, Planning Director; Barbara Tessier, Secretary
Others: Grace Hardwick, Hillary Howard, Barb Eisenhardt

I. CALL TO ORDER

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

II. APPROVAL OF SEPTEMBER 13, 2017 MINUTES

Pippin made a motion, seconded by Whitley, to approve the September 13, 2017 minutes as written. The vote in favor was unanimous.

III. CERTIFICATES OF APPROPRIATENESS

A. 302 Main Street: The applicant, Grace Hardwick, requests approval to install an awning above the storefront and to relocate an existing sign of a property located at 302 Main Street (TMS 137-02-01-007 | PIN 367010038)

The applicant requested to re-cover an existing awning frame and to relocate an existing sign. The awning would be fabric in a green/white/red stripe (Forest Green Fancy) by Sunbrella. It would also have a red-banded skirt.

The existing hanging bracket sign would be modified in that the bottom portion that hung from metal rods would be removed along with the rods. The lettering on the sign face would also be modified to read “River City Christmas.” The sign would be mounted on the front façade of the building between the second and third windows above the awning.

Pippin made a motion, seconded by Smith, to approve the request for the awning and the signage. The vote in favor was unanimous.
IV. BOARD INPUT

There was none.

V. STAFF INPUT

A. Proposed amendment to the Upper Main Street Overlay (MSO) and Professional (P) District

Hyman said that City Council had discussed an amendment to the MSO during a workshop session. She said the Mayor had asked her to bring the amendment to the CAB for informational purposes.

Hyman said Section 6.5.1 of the UDO outlined the regulations that governed development along the Upper Main Street Overlay (MSO) and Section 6.3.2 set for the regulations for the Professional (P) Zoning district. Hyman went on to say that Section 8.1.4 set forth the regulations for property affected by parking requirements.

Hyman said these regulations were implemented in 2011 and were great in theory, but did not reflect the reality of existing and potential properties along upper Main Street. She said the Planning Department had several requests to deviate from these standards.

Hyman said the amendment would remove the requirement for rear parking only, along with no parking maximums. She said parking maximums would be dictated by the size of the lot and the design. Furthermore, drive-thru facilities for financial institutions would be permitted when approved by the CAB. One curb cut would be allowed on Main Street on corner lots, and setbacks would be dictated by underlying zoning. The requirement that all new commercial structures must have a single-family detached residential appearance would also be removed, although the design review requirements will remain. The proposed amendment also removes the requirement that residential structures may only be demolished if determined structurally beyond repair (although demolition would still require approval by CAB).

Hyman said this proposed amendment would be heard at the October 5, 2017 Planning Commission meeting and then return to City Council.

At this time, Ulrich said that a member of the public wished to speak. He asked the woman to state her name for the record. The woman identified herself as Barbara Eisenhardt. She said she did not know the format to follow if she was to have a question during the meeting. Ulrich said when they went through reviewing an agenda item, they would take questions at that time. He said all she had to do was raise her hand if she wished to speak. He said they had not had anyone wish to speak during Board or staff input before, but he thought they could take questions if any came up.

Eisenhardt said she had a question about something that had just been mentioned.
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She said it was her understanding that you had to be able to pull out of a parking space and not back out from a commercial lot. Hyman said that was true. Hyman said that requirement would still have to be met. Eisenhardt asked if there were currently businesses that did not meet that requirement, could it be changed if the property was sold.

Eisenhardt asked if there was a way to determine if a business had parking in the front if they had to come up to city standards. Hyman and several board members said they did not believe there was any situations like that on Main Street. Hyman told Eisenhardt that staff always does their best to bring things up to city standard when required. Ulrich said there might be a few houses on Main Street that did not have a place to turn around, but this requirement was just for commercial uses.

VI. ADJOURN

Pippin made a motion, seconded by Smith, to adjourn the meeting. The vote in favor was unanimous. The motion carried. The meeting adjourned at 4:20 p.m.

Approved and signed this 11th day of October, 2017.

George Ulrich, Chairman