

**COMMUNITY APPEARANCE BOARD
CITY HALL CONFERENCE ROOM
WEDNESDAY, AUGUST 8, 2007 - 4:00 P.M.
MINUTES**

Present: Jesse Olds, Jimmy Jordan, Debbie Jenkins, Barbara Streeter, Duc Watts,
Larry Timbes

Absent: Franklin Sanders

Staff: Joe Henderson, Zoning Administrator; Karen Godin, Planning Director; Wanda Lilly, City Arborist; Barbara Tessier, Secretary

Others: Ashley Davies, Conway Main Street USA; Russell and Kristi Johnson, 705 Main Street; Buddy Freeman, Keep Conway Beautiful; Michael Kiser, United American Insurance; Tom Miller, Miller Design Services

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

After review, Watts made a motion, seconded by Jordan, to approve the July 25, 2007 minutes as written. The vote in favor was unanimous. The motion carried.

III. DESIGN REVIEWS

A. **Conway Police Department – This item was moved to the end due to the police representative not being present.**

B. **Conway Funeral Services – Paula Crib of Conway Funeral Services is requesting approval of paint color for exterior brick at 3304 Fourth Avenue.**

No one was present.

C. The Mobile Home Store – Elaine Siveret of Landmark Signs is requesting approval of an existing pylon sign at 2210 Main Street.

Henderson said this sign was in the Highway Commercial, Commercial Design Overlay District. He said all nonconforming signage would be removed prior to issuing a zoning permit. Olds asked what was nonconforming. Siveret said a banner was the nonconforming and Henderson added that the sign leaning against the fence was also nonconforming. Henderson said he had talked to the owners and he would make the removal a condition of the obtaining the zoning permit.

Jenkins said the sign on the gable says Conway Feed and Garden. She thought it should be taken off. Siveret said she was not sure who would be responsible to take it down. Jordan said he thought the Conway Feed still used the silos in the back of the Mobile Store. and that's probably why the signs were not removed. There was discussion about removing the Purina Dealer lettering off the message board, too. Henderson said he could address the issue with the Conway Feed and Garden at a later date. Jordan said if the building was still being used by them, they should be able to keep their sign on the building. Jenkins felt that it would be confusing with the actual Conway Feed store adjacent to the Mobile Home Store building. Olds said it was just storage and not something the customers of Conway Feed would need to find. Henderson said he would talk to the Conway Feed owner.

Siveret asked if the entire message board had to come down. She thought it could just be painted over. There was discussion about still being able to see the lettering even though it was painted over. Timbes said he thought the panel with the lettering could be removed.

There was then discussion about the power coming from the building overhead. Timbes said there was a cleaner way to handle it.

Jenkins made a motion, seconded by Watts to approve the new face panel in the pylon as presented in white and blue, leaving the white field but coming back if Stylecrest is not the vendor to be advertised on the sign, with the following conditions:

1. Remove the Purina acrylic panel on the top of the marquise and replace it with a blank.
2. Rework the power to conceal it from the exterior of the cabinet;
3. Remove the illegal signs being the banner and the aluminum sign propped up on the front fence
4. Remove the abandoned sign on the gable end of the building.

The vote in favor was unanimous. The motion carried.

D. Kingston Village Dentistry – Elaine Siveret of Landmark Signs is requesting approval of a parallel wall sign replacement at 900 Main Street.

Siveret said the owner wanted the addition of a 2'x8' parallel sand blasted sign that would be parallel to Ninth Avenue. She said he wanted it cream (Sherwin Williams Classical White) and black. She said he'd also like to take down the existing signs on the front of his building and paint them to the same color scheme. Henderson said the property was in the Professional Zoning District. He said the only signage on the parcel currently were the wall signs, which are exempt from permit procedure. He the signage conforms to all dimensional requirements established by Section 12.1055 (Signs Permitted in the Professional Zoning District). He said 24 square feet was allowed and the proposed sign was 16 square feet. He said the applicant was also requesting approval to paint existing wall signs to match the new sign coloration.

Siveret said the problem is that hardly anyone realizes that the dentist office is there. Jordan said he agreed that the dentist did not get much visibility.

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

E. River Dogs Pet Grooming – Susan Holt of River Dogs Pet Grooming is requesting approval of an awning at 1124 Third Avenue.

Henderson said this was in the Central Business District. Davies, who was representing Ms. Holt, said she was glad that they were doing work on the building. Henderson showed the Board a photo of the awning superimposed on the building. Davies said the awning was Sunbrella Style 5700 green/ white 6 bar. Davies said they were taking the bars off the windows. She said she felt the building had great potential. Timbes said he thought a solid color awning would be better. He said he thought the uniform stripe would compete with the sign. Davies disagreed. Timbes asked if the through the wall A/C unit was her sole source of cooling. Davies thought it was. Jordan asked if there was a window on the back. Henderson and Davies were not sure. Jordan said he thought if there was that the A/C would have been put there instead. Streeter said she liked the stripes. She said it made it look like a fun place that you might want to go into. She thought a plain awning might be boring. She said she thought it complimented the building and the sign.

Jenkins said it might be nice to have a sign at the front. Davies said the windows don't work for signage. Ashley asked if she could do a freestanding sign that was anchored in the ground. Timbes said she could. He said you didn't have to attach it to the building. He asked how much room there was between the building and the sidewalk. Davies said there was no sidewalk just parking.

The discussion then moved to the air conditioning unit. It was not in the photos when the sign was presented. It appears that the window had been taken out and the air conditioning

put in. The Board asked Staff to revisit the building and report at the next meeting.

Streeter made a motion, seconded by Jordan, to approve the awning as presented and to have Staff address the issue of the air conditioning in the window. Streeter, Jordan, Jenkins, and Watts voted in favor. Timbes voted nay. The motion carried.

F. United American Insurance Company – Michael Kiser of U.A. Insurance Company is requesting approval of window graphics and a parallel wall sign at 1317 Third Avenue.

Henderson said the signage met the minimum requires. He said the wall sign is 13.8 sq. ft. and the window sign being 5.25 sq. ft.

Jenkins noted that on the left side window, facing the front, the word insurance was repeated several times. She thought it would look better if insurance was only said once. She said the sign read health life insurance accident insurance. She thought it would look and read better as affordable health, life and accident insurance. Kiser said that was fine. He said they didn't have immediate plans to put the signs in the windows, but they wanted approval now anyway.

Jenkins made a motion, seconded by Watts, to approval all signage as presented with the one text change on the left side window to read Affordable Health, Life and Accident Insurance. The vote in favor was unanimous. The motion carried.

G. Parker Plaza- Tom Miller of Miller Design Services is requesting final approval of landscaping, elevations, lighting, materials and site plan for a new commercial construction located at TMS # 122-00-04-012.

Henderson said the only thing requested of Miller was to resubmit a light fixture, a more modern looking fixture. Miller said the original light fixture was sort of utilitarian. He said they tried to get something more decorative but not over the top. The light that he brought for approval he had used on

other buildings. It was Evergreen Lighting, Hampton 21st Century Edition.

Jenkins said it looked like a sign cabinet. Miller said he could use a translucent lens if that would help. Timbes said that would be his recommendation.

Timbes thought everything else was good to go. Henderson said there were minor landscape changes made to the site. Henderson showed where an island was required and also there would be 3 street trees adjacent to the sidewalk that will be incorporated into the 10' landscape buffer along 501.

Timbes made a motion, seconded by Watts, to approve with just the change of lens for the lighting to something translucent. The vote in favor was unanimous. The motion carried.

H. 705 Main Street Business Offices – Russell and Kristi Johnson are requesting approval of renovations, elevation changes, landscaping, and site plan at 705 Main Street.

Henderson said this was in the Professional Zoning District and the Main Street Corridor Design District. He said the changes included the replacement of the roof, restoration of the front porch, painting of the house, and the restoration of the wood siding and the addition of black shutters.

The paint samples were passed around. Jenkins asked what color they planned to use. Russell said the yellow. Henderson said the property was an historic property in the bungalow style. It was built in 1925.

Russell was asked if this would be their residence. He said they thought the best use would be for a business office for a lawyer or CPA, etc. He said the house has a lot character. He said their goal was to take it back to as original as they could. He said worst case scenario was that it could still be used as a home if the business application did not work.

Timbes asked if they were adding a porch. Russell said they were not. They said they were removing the storm door and

glass and the aluminum. Russell said the windows were not original to the porch.

There was discussion about the condition of the siding. Watts asked if they would be redoing the wrought iron on the stairs. Russell said it would be sanded down and repainted black. There was discussion about the wrought iron being original to the house.

The Russell's said they wanted to remove as much of the paint as possible from the brick and paint it a gray color, perhaps a battleship gray. Timbes said the paint needed to be a warm color because brick is warm. He said he would not go cold or gray. Russell said he wanted to remove some of the paint to see what the brick looked like. He said he was not sure that all the brick matched.

Henderson asked if Russell was going to fix the wall. Russell said the wall had a lean to it. He said he may have to dig it out bit. He said there were no cracks in the main part of the wall that it was just separated at the corner of the steps. He said they might have to pull some of the dirt back and set it and then back fill it. Otherwise it will eventually wind up on the sidewalk.

Timbes asked if all the trim was white. Russell said it was. Watts asked if the landscaping met Code. Henderson said it did. He said it had been before the Tech Review Committee and there were some drainage issues that still needed to be worked out. He said overall the landscaping would remain as it.

Jenkins said Timbes had a good comment about the color. Timbes said using the term bungalow and the color of the walk and his mind goes toward the yellow. He said the colors were kindred. He said bungalow to him said white and yellow and brick. Jordan agreed.

Timbes made a motion, seconded by Watts, to approve as submitted the renovations that they are seeking with the yellow as their field color on the siding, white trim and if at all possible, clean the paint off the face brick and if the paint

was removed to use a color complimentary to the brick itself and to the yellow in the warm tones. The vote in favor was unanimous. The motion carried.

I. THE KEEP CONWAY BEAUTIFUL COMMITTEE – Buddy Freeman with The Keep Conway Beautiful Committee is requesting approval of a City Council resolution to establish awards for outstanding contributions to the community.

Henderson said Freeman was requesting approval for signs that would be given to local shop owners for the community-minded things that they do. He said Freeman was at the meeting to get ideas for the signs.

Henderson said it would be a free sign that would be provided by the Public Works Department of the City. He said the organization was created by the Stormwater Committee.

Freeman said the Federal government said that the Waccamaw River needed to be cleaned up in relation to Conway. He said they thought it would be simpler to do if they had a Keep Conway Beautiful Committee. He said they solicited volunteers and there were none so he was taking this on. He said North Myrtle had the same kind of award. Each quarter a business that has a clean inside and outside; the best of the best would be given the sign. At the end of the quarter it would go to another business in Conway. He said what they were trying to do was get the trash before it got into the river.

Henderson said this organization was in its infancy. He said until some monies could be appropriated to this organization, the sign would be something provided by the City. He said if it takes off then Freeman would move toward the signage that is seen all over the Riverwalk. Freeman said he didn't want to ask for money and have the idea not work.

The Board asked what the sign looked like. Freeman said there was no actual sign yet. He said he talked to Jerry Barnhill, Director of Public Works, about some suggestions that wouldn't cost very much and didn't look too bad. He said what he handed out is what they had come up with.

Jordan asked if the sign would be freestanding. Freeman said it would depend on the business. He said some would

not have a place to put a sign on a pole so they'd use a sandwich type board or window display. He said they'd ask the businesses to take in the sign at night so it didn't disappear.

Streeter suggested that they put "Cleanest Business" bigger than "Presented By." She said it would be more readable that way.

Jenkins said she didn't know if it were appropriate or not, but Tyson Signs would create some layouts free of charge. Freeman thanked her. Timbes they did not stock the temporary sign materials, but they could design it for them.

Henderson asked if it would be okay to bring back different styles of the sign.

Timbes made a motion, seconded by Jordan, to wholeheartedly approve the concept and idea of Keeping Conway Clean and appreciate Tyson's services to assist in the design of that signage. The vote in favor was unanimous. The motion carried.

A. Conway Police Department – Larry Schilling of the Grants and Procurement Department is requesting approval of a wall signage modification at 1800 Racepath Avenue.

Henderson said it was essentially the same sign with the same materials. He said one portion of the sign was changing to honor Samuel P. Floyd, Sr. Henderson said the word "Satellite" would be removed to SP Floyd, Sr. Olds asked if the plaque was there already. Chief Gosnell, who was the City's representative, said the plaque had been inside since 2000. They moved it outside and it wasn't big enough or visible enough to convey that the building was named in his honor. They want to leave the plaque as it is on the outside corner but remove the word "Satellite" from the top of the building.

Jenkins said that to be grammatically correct, would they not want to put the period after S and P and Sr and the comma after Floyd. She said it ran together otherwise. Timbes said he would make it grammatically correct. Olds said it would

expand the size of the sign. The rest of the Board thought it would not space it out more.

Jordan made a motion, seconded by Timbes, to approve the sign change with the grammatical changes. The vote in favor was unanimous. The motion carried.

J. City of Conway Tree Protection Ordinance – The Conway Beautification and Planning Departments are requesting review and approval of a revised Tree Protection Ordinance.

Godin said they had gone over the revised Ordinance in depth at the last CAB meeting. She asked if there were any comments or suggestions to be made. Watts said he liked it. Godin asked if any part of it was unclear or if anything felt unreasonable.

Timbes made a motion, seconded by Watts, to approve the revised Tree Protection Ordinance. Timbes, Jenkins, Streeter and Watts voted in favor. Jordan voted nay. The motion carried.

ADD ON:

City of Conway requests relandscaping at the City Hall Annex building.

Lilly, the City Arborist, showed a photo of the shrubbery around the annex as it is currently. She said what she proposed to do was add a trash can, bench or picnic table. The picnic table would be put under the canopy of the large tree on the corner to be used for lunch. In the center, some pavers to match the pavers that are in the sidewalk, and a water fountain in the center. She said a telephone pole that would have to be moved and some utilities that would have to be moved and an additional crepe myrtle in the other corner. She said there would be new signage. She showed the current sign and the proposed sign. She said City Council had passed this at their last meeting. She said it was just improving around the building itself. She said a lot of the shrubbery would be removed to have a better view of the sign.

Timbes asked what would be on the ground. Lilly said it would be mulch. The Board did not want the red mulch. Lilly said they could go with a darker tan mulch to make the brick of the building. Streeter asked if they were planting flowers or shrubbery around the sign. Lilly said no. She said they could

put flowers around the sign. Jenkins said that any other business would have to landscape around the sign. She thought the City should follow their own rules.

Timbes asked if there was a visual for the fountain or was it already there. Lilly said the City had a fountain that could be used. She said it was a simple basic 4 tier fountain. Nothing elaborate. The Board said they would have to see the fountain. Watts asked if the bench and trash cans would complement each other. Wanda said they would be the same as the existing ones used throughout town.

Timbes said the City missed the opportunity quite often to use some really great ground covers. Green that is extremely low maintenance and stays low to the ground and gives a change in elevation from surrounding hard surfaces to a soft texture. He said it didn't impede on any signage. He said there were spruce families and others that really have a very nice texture limb structure that just hug the ground. He said juniper was good, too. He said there were junipers that grew horizontally. Even junipers with vine type cover. Watts said moss was being used. Timbes said it by nature had insects that liked to live in moss and varmints. Timbes said he'd like to see ground cover used rather than the over use of mulch. He said he knows mulch is cheap and quick to put down, but the ground cover is better long term and look more elegant. Jenkins said once the ground cover gets thick enough it chokes out the weeds.

Streeter made a motion, seconded by Timbes, to approve as presented with landscaping added around the sign and to come back for approval of the fountain, with ground cover around the sign that meets the landscaping ordinance. The vote in favor was unanimous. The motion carried.

Timbes said his comments were for all areas of the City, but in all areas where large sections of mulch would be used. He would encourage ground cover wherever possible.

K. Agapge Senior Care – Applicant for the Zoning Board of Appeals is seeking relief from ordinance Section 12.1050, Signs Allowed Within the Professional District.

Henderson said this issue was coming up before the next Zoning Board meeting. He said the property, 2320 Highway 278, had been rezoned from Highway Commercial to Professional on November 27, 2006 to allow congregate living.

The applicant, because of the rezoning, is only allowed 24 sq. ft. for signage. They are requesting an increase from 24 sq. ft. to 41.6 sq. feet of signage. He said it was not much of an increase comparing it to the surrounding Highway Commercial businesses.

He said they were also planning an addition to be used as a hospice. They want to have a sign for the nursing home and one for the hospice to draw distinction between the two. Henderson said the variance would be dealing with the increase in size of the sign and an additional sign. If the Zoning Board finds in favor, Agapge would have to come back for the color and font of the signs.

Jenkins said 41 sq. ft. is still a modest size sign. Jordan asked why they couldn't do two separate lots. Henderson said there would then be setback issues and parking issues if they were two separate lots.

There were no objections to the request.

IV. PUBLIC INPUT

There was no public input.

V. BOARD INPUT

There was no Board input.

VI. STAFF INPUT

Godin said there was a workshop in Columbia on September 24. If anyone wanted to go, they should let her know. She said she was working with the State Commission to have this training be allowed to substitute for the 3 hours of mandatory

training. Otherwise, she said there would be a make-up session for anyone who missed the August 6 training. She said it would be on Monday, October 1 in the City Hall Conference Room beginning at 5:30 and that dinner would be served. She said if anyone missed the October session, they would be on their own to find another venue in which to take the training.

Chairman Olds then said it was time to elect a new Chairman for the Board. He asked for nominations. There was no nomination so he nominated Duc Watts and Streeter seconded the nomination. Watts declined the nomination and Olds then withdrew his nomination.

Jenkins said that Streeter had expressed interest in being Chairperson several months ago. Jenkins nominated Barbara Streeter with Watts seconding the nomination. Timbes made a motion to close the nomination, with Jordan seconding the motion. The vote in favor was unanimous. The motion carried. Olds said all those in favor of Barbara Streeter being the new person say aye. The vote was unanimous. Olds said Streeter was the new Chairperson and he turned the meeting over to her.

Olds thanked everyone for their support during his chairmanship. Timbes asked that everyone give Olds a round of applause for his service.

Streeter assumed the Chairman's chair and said she'd need help from the Board with the procedures of running a meeting. Jenkins asked if Watts would consider the position of Vice Chair. He said he would. Jordan nominated Watts as Vice Chair with Olds seconding the nomination. Streeter asked if they had to close the nominations. Timbes said yes and he made a motion to close the nominations. Olds seconded the motion. Streeter asked for all those in favor of Watts as Vice Chair say aye. The vote in favor was unanimous.

VII. ADJOURN

Watts made a motion, seconded by Jordan, to adjourn the meeting. The vote in favor was unanimous. The motion carried. The meeting adjourned at 5:45 p.m.

Signed and approved this 22nd day of August, 2007

Chairman

Minutes prepared by Barbara Tessier, Secretary.