CITY OF CONWAY
COMMUNITY APPEARANCE BOARD MEETING
WEDNESDAY, JANUARY 9, 2013
COUNCIL CHAMBERS – 4:00 P.M.

Present: George Ulrich, Danny Clonts, Robert Harper, Jason Pippin

Absent: Amber Wall, Robert Miller

Staff: Joe Henderson, Zoning Administrator; Barbara Tessier, Secretary

Others: Elaine Sivret, A-1 Signs and Graphics; Scott Hamer, Potter Construction; Malay Carboni, Hilary Howard, Louie Welch, 1028 Third Avenue

A. CALL TO ORDER

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

B. APPROVAL OF MINUTES

Harper made a motion, seconded by Clonts, to approve the December 12, 2012 minutes as written. The vote in favor was unanimous. The motion carried.

C. CERTIFICATES OF APPROPRIATENESS

1. A Shooting Affair – A-1 Signs and Graphics, applicants, request approval of one primary wall sign and two secondary window signs at 1101 Fourth Avenue. (TMS# 137-02-02-003)

Elaine Sivret stated her name for the record.

Henderson said this location was in the Central Business District. He said the signs met the sign requirements. He said staff recommended approval of both provided they met the design standards. He said they were sandblasted sign board material. Sivret said it was wood. She said the painting would be similar to the colors on the rendering. Henderson said the letters were true dimensional letters.

Pippin made a motion, seconded by Clonts, to approve the signage requests as presented. The vote in favor was unanimous. The motion carried.

2. **Bank of America – Potter Construction Services, applicant, is requesting approval to seal and restripe the parking lot, repaint all paintable wood surfaces with their existing colors, and rove all of the existing black shutters from the elevations at 424 Main Street. (TMS# 137-02-06-025)**

No one was present at this time.

3. **1028 Third Avenue Storefront – Malay Carboni, applicant, is requesting approval for replacing two entranceway light fixtures and painting the entire wooden storefront at 1028 Third Avenue. (TMS# 137-03-03-029)**

Malay Carboni stated her name for the record. Louie Welch was also with Ms. Carboni.

Henderson said the applicant was requesting for approval for work that had been done about a week ago, which included painting of the storefront, and two entranceway lights that were installed. He said before the storefront was stained wood. He said wall signage was also requested to match the existing signage of her location around the corner at 302 Laurel Street.

Henderson said he believed the reason for the painting was there was damage after the wood had been stained due to it being so porous. He said the storefront needed to be sealed.

He said the Board was required to review any change to historic storefronts and any change to signage. He said the signage met the minimum and maximum signage requirements for wall signage. He staff recommended approval of the lighting, the painting of the storefront, and the signage.

Carboni said Welch Signs would be handling the signs. Henderson said the signs were required to be true dimensional letters, or if not true dimensional letters, they must be implied dimensional letters. Welch said the existing signage did not have dimensional lettering. He said they would rather keep the lettering on the new signs the same as the existing signs. There was some discussion, and the Board agreed that the new signage lettering could remain flat.

Pippin made a motion, seconded by Harper, to approve the lighting, the painting of the storefront and the signage with flat lettering. The vote in favor was unanimous. The motion carried.

2. **Bank of America – Potter Construction Services, applicant, is requesting approval to seal and restripe the parking lot, repaint all paintable wood surfaces with their existing colors, and rove all of the existing black shutters from the elevations at 424 Main Street. (TMS# 137-02-06-025)**

At this time, the representative from Potter Construction Services arrived.

Steve Hamer stated his name for the record.

Henderson said Potter Construction Services was going to seal and restripe the Bank of America's parking lot, repaint doors and trim paint in the drive-thru. He said they would also be removing the black shutters. Henderson said staff approved the changes. He said there were no ADA changes taking place. He said the shutters did not appear to be original.

Hamer said the bank did not want to replace the shutters at this point, and asked what if they changed their minds. Henderson said the Certificate of Appropriateness that he would issue was a binding document that said what the Board had approved.

Henderson said there was only one shutter per window. Hamer said that was because there was a plaque on the left-hand side of the windows. Henderson asked if the plaques would be replaced. Hamer said they were bronze. Henderson said they were foam board.

Ulrich asked if anyone had looked behind the shutters. He said where the shutters came off would most likely be less faded than the rest of the building.

Harper made a motion, seconded by Pippin, to approve the replacement of the shutters in black, the resealing and the repainting. The vote in favor was unanimous. The motion carried.

D. PUBLIC INPUT

There was none.

E. STAFF INPUT

Henderson said it was time to elect new officers, and asked the Board to consider nominating a new Chairman.

Harper nominated Ulrich as Chairman and made a motion. The motion was seconded by Pippin. The vote in favor was unanimous. The motion carried.

Henderson asked for nominations for Vice Chairman.

Harper nominated Wall for Vice Chairman, and made a motion. The motion was seconded by Pippin. The vote in favor was unanimous. The motion carried.

F. ADJOURN

There being no further business to come before the Board, the meeting adjourned at 4:15 p.m.

Approved and signed this 13th day of February, 2013.

George Ulrich, Chairman