

The Smithfield Board of Historic and Architectural Review held its regular meeting on December 16th, 2014. The meeting was called to order at 7:30 p.m. Members present were Mr. Roger Ealy, Chairman; Mr. Trey Gwaltney, Vice Chairman; Mr. Ronny Prevatte, and Mr. Gary Hess, Mr. Russell Parrish, Ms. Julia Hillegass, and Mr. Jeff Yeaw. Staff members present were Mr. William G. Saunders IV, Planner/GIS Coordinator and Mr. William H. Riddick III, Town Attorney. There were four (4) citizens present.

Chairman Ealy – I would like to call the December 16th, 2014 Board of Historic and Architectural Review meeting to order. The first item on the agenda is the Town Planner's Report.

Planner/GIS Coordinator – Thank you, Mr. Chairman. I only have one item to discuss. You are all aware of the possibility of changing the meeting time from 7:30 p.m. to 6:30 p.m. on the third Tuesday. Typically the Board of Zoning Appeals meets at 6:30 p.m. and the Board of Historic and Architectural Review meeting is at 7:30 p.m. However, the Board of Zoning Appeals usually only has about two meetings per year lately. The Board of Historic and Architectural Review has about eleven per year. Due to the fact of staff staying after work and some concerns from citizens that the meeting is too late. We did an impromptu poll of the members about the meeting time. Every member of the Board responded in the affirmative except for one. I believe that was not in a negative but it was no response. It is obviously up to the Board as to when we meet. We are not considering changing the night of the month just the time. The Board of Zoning Appeals could meet at 7:30 p.m. because they have fewer citizens coming to the meetings. The Board of Historic and Architectural Review could meet at 6:30 p.m. if that is what you choose.

Chairman Ealy – Is there any discussion?

Mr. Parrish – I will make a motion to change the time of our meeting to 6:30 p.m.

Ms. Hillegass – Second.

Chairman Ealy – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, seven members were present. Chairman Ealy voted aye, Vice Chairman Gwaltney voted aye, Mr. Hess voted aye, Mr. Yeaw voted aye, Mr. Prevatte voted aye, Ms. Hillegass voted aye, and Mr. Parrish voted aye. There were no votes against the motion. The motion passed.

Chairman Ealy – Next we have a listing of Upcoming Meetings and Activities. We do not have anyone signed up for Public Comments. Are there any Board Member Comments? The next item on the agenda is a Proposed Exterior Renovation and Porch Replacement – 206 Drummonds Lane – Non-Contributing - Lilly Denson, applicant. Is there anyone to speak on behalf of this?

Mr. Sessoms – My name is Tyrone Sessoms. I work with the STOP organization in Norfolk, Virginia. We administer the home program for Isle of Wight County. Ms. Lilly Denson is the homeowner at 206 Drummonds Lane. She was determined eligible for the federal funded program. Based upon Mr. LeBlanc's write up we are requesting approval to make these changes to bring Ms. Denson's house up to code. This program is not a free program. It is forgivable loan/grant for low to moderate income homeowners in Southampton County and Isle of Wight County.

Chairman Ealy – Are there any comments? I think it is going to be an improvement. I do not have any objections.

Ms. Hillegass – I will make a motion to approve as presented.

Mr. Parrish – Second.

Chairman Ealy – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, seven members were present. Chairman Ealy voted aye, Vice Chairman Gwaltney voted aye, Mr. Hess voted aye, Mr. Yeaw voted aye, Mr. Prevatte voted aye, Ms. Hillegass voted aye, and Mr. Parrish voted aye. There were no votes against the motion. The motion passed.

Chairman Ealy – The next item is a Proposed Wall and Projecting Signs - 113 B & C North Church Street – Non-Contributing – Wendy Addison, applicant. The applicant is not here tonight. Does anyone have any comments?

Planner/GIS Coordinator – I would just like to go on the record to say that the applicant had a family obligation tonight but previously had planned to come to the meeting tonight. She is hoping for a favorable review in her absence but if not she understands if it gets tabled. The window signage is an after the fact approval. She was not aware of the historic district review process when she put the sign up. The proposed projecting sign is not an after the fact. It has not been installed yet. It is a preliminary review on that one.

Ms. Hillegass – I think there has been similar signage there before.

Planner/GIS Coordinator – There are already frames for projecting signs of a certain size on that building for each unit. There are brackets already there. It is something that is expected that these units will at some point include projecting signs if the tenant so chooses. There has not been a tenant yet that has chosen it.

Ms. Hillegass – Do we consider these separately?

Planner/GIS Coordinator – Together is fine unless you want to act separately.

Vice Chairman Gwaltney – Is there something in the packet that shows the shape of the hanging sign?

Planner/GIS Coordinator – It should be in your packet. It shows the actual sign hanging from the bracket. You can actually see the window decal that says relics in the picture of the storefront. It is the after the fact sign to approve. On the projecting sign, I believe it is a service that is provided at the Relics business which is why it has a different name. The packet shows the projecting sign. The name of the business is Relics. I believe Lexis Grace Design Custom Monogramming is a service that is provided within the shop.

Ms. Hillegass – Should we table it until we know for sure?

Planner/GIS Coordinator – That was what I was told by the applicant.

Vice Chairman Gwaltney – I find it confusing that they are hanging a sign for a service over a business which is a retail location.

Chairman Ealy – It is kind of like saying that you handle Spaulding sports products only this person does monograms.

Town Attorney – What confuses me about this is that underneath that sign it says My Primitive Boutique and then 2011 All Rights Reserved. It is not a picture of an existing sign. It is odd.

Planner/GIS Coordinator – If you want to table it to get more information that is fine.

Mr. Parrish – I will make a motion to approve the sign that is already on the glass door.

Chairman Ealy – We can ask for a clarification on the other one.

Vice Chairman Gwaltney – She is showing us the window design but I thought it would be the same on the projecting sign.

Mr. Yeaw – I thought she put the other one in there as an example of what the sign would look like.

Planner/GIS Coordinator – It is not the way I understand it unless there was some miscommunication.

Mr. Hess – We could approve the existing sign. The one that is hanging is completely different from the window signs.

Vice Chairman Gwaltney – We are going to table it to get more information.

Town Attorney – The motion was made by Mr. Parrish to approve the window sign that is already up and table the consideration of the projecting sign.

Ms. Hillegass – Second.

Chairman Ealy – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, seven members were present. Chairman Ealy voted aye, Vice Chairman Gwaltney voted aye, Mr. Hess voted aye, Mr. Yeaw voted aye, Mr. Prevatte voted aye, Ms. Hillegass voted aye, and Mr. Parrish voted aye. There were no votes against the motion. The motion passed.

Chairman Ealy – The next item is Approval of the November 18th, 2014 Meeting Minutes.

Town Attorney – Mr. Chairman and members of the Board, I would recommend the minutes be approved as presented.

Vice Chairman Gwaltney – So moved.

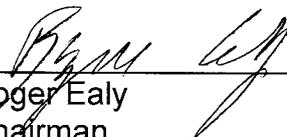
Mr. Hess – Second.

Chairman Ealy – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, seven members were present. Chairman Ealy voted aye, Vice Chairman Gwaltney voted aye, Mr. Hess voted aye, Mr. Yeaw voted aye, Mr. Prevatte voted aye, Ms. Hillegass voted aye, and Mr. Parrish voted aye. There were no votes against the motion. The motion passed.

Chairman Ealy – Is there any other business? Hearing none, this meeting is adjourned.

The meeting adjourned at 7:42 p.m.



Roger Ealy
Chairman



William G. Saunders, IV
Planner/GIS Coordinator