

**TOWN OF SMITHFIELD
BOARD OF HISTORIC & ARCHITECTURAL REVIEW
AGENDA**

December 20, 2011

1) Town Planner's Report

- 17 E. Main St. – Violation – Maintenance, ‘Demolition by Neglect’.

2) Upcoming Meetings and Activities

December 26th - Town offices will be closed in observance of Christmas
January 2nd - Town offices will be closed in observance of New Years Day
January 3rd - 7:30 p.m. -- Town Council Meeting
January 10th - 7:30 p.m. -- Planning Commission Meeting
January 13th - Town offices will be closed in observance of Lee / Jackson Day
January 16th - Town offices will be closed in observance of Martin Luther King Day
January 17th - 6:30 p.m. -- Board of Zoning Appeals
January 17th - 7:30 p.m. -- Board of Historic & Architectural Review
January 23rd - 4:00 p.m. -- Town Council Committee Meetings
January 24th - 4:00 p.m. -- Town Council Committee Meetings

3) Public Comments

The public is invited to speak to the Board on any matters, except scheduled public hearing(s). Please use the sign-up sheet. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

4) Board Member Comments

5) Reapproval of Single Family New Construction – Lot 9 Clay Street – No Designation – James

Carter, applicant. (Staff report, BHAR application, site plans, elevations, and materials information enclosed)

6) Approval of Meeting Minutes from November 15, 2011

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.

Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Planning Commission Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 365-4200 at least 24 hours prior to the meeting date so that proper arrangements may be made.