



TOWN OF SMITHFIELD

"The Ham Capital of the World"

March 9, 2016

TO: BOARD OF HISTORIC & ARCHITECTURAL REVIEW

FROM: WILLIAM G. SAUNDERS, IV, AICP, CZA
PLANNING AND ZONING ADMINISTRATOR

RE: MONTHLY MEETING

*****If all members are present, a new board photo will be taken following the meeting.*****

The Board of Historic and Architectural Review will hold its regularly scheduled monthly meeting on **Tuesday, March 15, 2016 at 6:30 pm** in Conference Rooms A & B at the Smithfield Center.

If you have any questions, please contact William Saunders at (757) 365-4266.

cc: Town Council
William H. Riddick, III, Town Attorney
The Smithfield Times
The Daily Press
File

DEPT. OF PLANNING, ENGINEERING, AND PUBLIC WORKS

310 Institute Street, P.O. Box 246 • Smithfield, VA 23431 • (757) 365-4200 • Fax (757) 357-9933
www.smithfieldva.gov • Local Cable Channel 6

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

March 15, 2016

- 1) **Planning and Zoning Administrator's Report**
 - Preservation Virginia / DHR Training Opportunity – June 1st, Virginia Beach, VA
 - New Board Photo (If all members are present.)

- 2) **Upcoming Meetings and Activities**
 - March 15th - 7:30 p.m. -- Board of Zoning Appeals – Cancelled
 - March 28th - 4:00 p.m. -- Town Council Committee Meetings
 - March 29th - 4:00 p.m. -- Town Council Committee Meetings
 - April 5th - 7:30 p.m. -- Town Council Meeting
 - April 12th - 6:30 p.m. -- Planning Commission Meeting
 - April 19th - 6:30 p.m. -- Board of Historic & Architectural Review Meeting

- 3) **Public Comments**

- 4) **Board Member Comments**

- 5) **Proposed Garden Shed – 113 Cary Street – Contributing – Adam and Angie Holland, applicants.** (Staff report, BHAR application, manufacturer's information and site photo enclosed.)

- 6) **Proposed Wall Sign – 207 Main Street – Non-Contributing – Elizabeth Moretz, First Colony Engraving, applicants.** (Staff report, BHAR application, and sign rendering imposed on site photo enclosed.)

- 7) **Proposed Garden Shed – 204 Cary Street – Contributing – Charles Wise, applicant.** (Staff report, BHAR application, and manufacturer's information enclosed.)

- 8) **Discussion of Historic District Education Outreach** (Memo enclosed.)

- 9) **Approval of the February 16, 2016 meeting minutes** (Enclosed)

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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 Board of Historic and Architectural Review 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.
.....

William Saunders

From: Von Lindern, Aubrey (DHR) <Aubrey.VonLindern@dhr.virginia.gov>
Sent: Thursday, March 03, 2016 10:02 PM
To: Sean Taylor; Matthew Johnson; Al Cox; Catherine Miliaras; Michele Oaks; Stephanie Sample; Rebecca Ballo; Cynthia Liccese-Torres; Kali Casper; Larry DiRe; 'Alison Teetor'; SBush@culpeperva.gov; Scala, Mary Joy; Burton, Renee; Blank, Linda C.; enelson@fredericksburgva.gov; Raymond.Ocel@herndon-va.gov; Tom Scofield; Siebentritt, Heidi; Murphy, Lauren; tom.martin@lynchburgva.gov; awhitworth@ci.manassas.va.us; townadmin@middleburgva.gov; Martha Semmes; Will Moore; McBride, Susan; kmorgan@petersburg-va.org; Patton, Justin S.; dquesenberry@pulaskitown.org; Chen, Kimberly M. - PDR; Parviz.Moosavi@roanokeva.gov; William Saunders; wparrish@spotsylvania.va.us; Kathy C. Baker; hsf@ntelos.net; Sharon Angle; bgoumas@suffolkva.us; Mark Reed; ssitterle@warrentonva.gov; Carolyn MURPHY; Timothy Youmans; Josh.Crump@winchesterva.gov
Subject: Preservation Training Workshops
Attachments: Workshop Agenda.docx
Follow Up Flag: Follow up
Flag Status: Flagged

Hello CLG Staffers!

I am happy to announce that Preservation Virginia and DHR have partnered together to bring you a great training opportunity for 2016! We have scheduled four "Traveling Preservation Workshops" geared specifically for CLG staff, ARB/BAR members and anyone else with the desire to learn more about the programs offered through DHR. The morning sessions will focus on the *National Register* and *Survey* while the afternoon sessions will highlight the *Secretary of the Interior's Standards for Rehabilitation* and interpreting and applying design review guidelines. The afternoon sessions will also include an opportunity for breakout sessions and a question and answer period.

Each workshop will be from 10am until 4pm. The dates and locations for the workshops are as follows:

- *March 28, Location: Loudoun County Government Center, Dulles Conference Room (1st Floor), 1 Harrison Street SE, Leesburg, VA
- *June 1, Location: Brock Environmental Center, 3663 Marlin Bay Drive, Virginia Beach, VA.
- *June 15, Location: Lloyd House, 220 North Washington Street, Alexandria, VA.
- *September 16, Location: Parlor Ballroom, 108 9th Street Lynchburg, VA.

Please register using the following link: <http://goo.gl/forms/Zaa5I7Pm9J>

Attached please find a working agenda. Please address any questions regarding these sessions or problems with registration to me at aubrey.vonlindern@dhr.virginia.gov. Each of the workshops is capped at 40 attendees so please make sure you register as soon as possible to secure a spot at your preferred location.

Thank you,
Aubrey

*Aubrey Von Lindern, Architectural Historian
Certified Local Government Coordinator
Northern Region Preservation Office
Virginia Department of Historic Resources
P.O. Box 519
Stephens City, VA 22655
Phone: (540) 868-7029
FAX: (540) 868-7029*

Architectural Review Board Training

10:00 AM – 4:00 PM

I. Introductions 10:00 AM – 10:15 AM

Aubrey Von Lindern, Northern Regional Architectural Historian and CLG Coordinator

II. The Virginia Landmark Register and the National Register of Historic Places 10:15 AM – 11:00 AM

Lena Sweeten McDonald, National Register Historian

III. Break 11:00 AM – 11:15 AM

IV. Architectural Survey and the Virginia Cultural Resources Information System (VCRIS) 11:15 AM – 12:00 PM

Carey L. Jones, Architectural Survey Coordinator and Cost Share Program Manager

V. Lunch Break 12:00 PM – 1:00 PM

VI. Preservation Virginia Training Modules Introduction and Overview 1:00 PM – 1:45 PM

Justin Sarafin, Director of Preservation Initiatives and Engagement

VII. Break 1:45 PM - 2:00 PM

VIII. Small group case study discussion 2:00 PM – 2:30 PM

IX. Group Presentation 2:30 PM – 3:15 PM

X. Questions and Answers 3:15 PM – 3:45 PM

XI. Concluding Remarks 3:45 PM – 4:00 PM

**STAFF REPORT FOR
BOARD OF HISTORIC AND ARCHITECTURAL REVIEW**

March 15, 2016

Property Owner Names & Address

Adam and Angie Holland
113 Cary Street
Smithfield, VA 23430

Property Location & Description

113 Cary Street, south of the
intersection of Cary St. and Grace St.

Statistical Data

Property Classification

Contributing

Current Zoning

DN-R, Downtown Neighborhood
Residential District

Surrounding Land Uses/Zoning

D, Downtown District;
DN-R, Downtown Neighborhood
Residential District

Staff Comments

The applicants wish to place a 10' x 12' garden shed at their 113 Cary Street property.

The proposed shed will have the following characteristics:

Siding – Wood, white in color.

Trim – Wood, green in color.

Roof – Architectural shingles, grey/black in color

Door – Wood, white / green in color.

Window - Aluminum, white in color.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.



TOWN OF SMITHFIELD

302 Main Street, P. O. Box 246, Smithfield, VA 23431
(757) 365-4200 - Fax (757)357-9933

BOARD OF HISTORIC AND ARCHITECTURAL REVIEW (BHAR) APPLICATION

Date of Application 2-22-16 Date of Meeting 3-15-2016

In accordance with Article 3.M of the Zoning Ordinance, this application must be completed and all materials (Ten (10) copies each of completed application and additional materials) as requested below must be submitted to the town at least 21 days before the regularly scheduled BHAR meeting. If any new materials are submitted at the meeting, then the BHAR may table the application. The BHAR meets the 3rd Tuesday of the month (unless otherwise noted) at 6:30 pm in conference rooms A&B at the Smithfield Center, 220 North Church Street.

As of May 4, 2004, all applications approved by the BHAR shall begin construction, installation, etc. within one (1) year from the date of approval and shall be completed within two (2) years from the date of BHAR approval. If these two conditions are not met, then the application becomes null and void, and the applicant shall reapply to the BHAR. The applicant's, or their representative's, presence is requested at the meeting.

I, Adam and Angie Holland, am seeking BHAR approval for the following (check all that apply)
(print name)
which is located at 113 Cary Street

New Single Family Residence (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey – also see NOTES 1 & 2, below)

New Commercial Structure (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/ survey – also see NOTES 1 & 2, below)

Addition to existing building (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey) (The addition will be _____ sq. ft.)

Accessory structure (i.e., shed, detached garage, etc.) Accessory Structure Height 10'x12' ft.
(submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey)

Siding Change (submit siding sample)
existing siding: _____ proposed siding: _____

NOTE: The BHAR strongly encourages cement siding (i.e., "hardi-plank") as a more suitable alternative to vinyl siding.

Roof Change (submit shingle sample)
existing roof: _____ proposed roof: _____

NOTE: The BHAR strongly encourages that if you choose architectural shingles, choose at least 30-year architectural shingles.

Color Change (submit color samples)
existing colors: _____ proposed colors: _____

Sign (submit colored drawing (drawn to scale) with dimensions, plat/survey with sign location noted – Also refer to Article 10 of the Zoning Ordinance for sign regulations (i.e., max. height, max. size, etc.)

Window change (submit window details)
existing window type: _____ proposed window type: _____

1. Applicant/Property Owner Name Angie Holland
Address: 113 Cary Street Phone: 237-0290
Fax: _____

DECLARATION OF CONSENT:

By signing below, the property owner/applicant/agent consents to entry upon the subject property by public officers, employees, and agents of the Town of Smithfield to view the site for purposes of processing, evaluating or deciding this application.

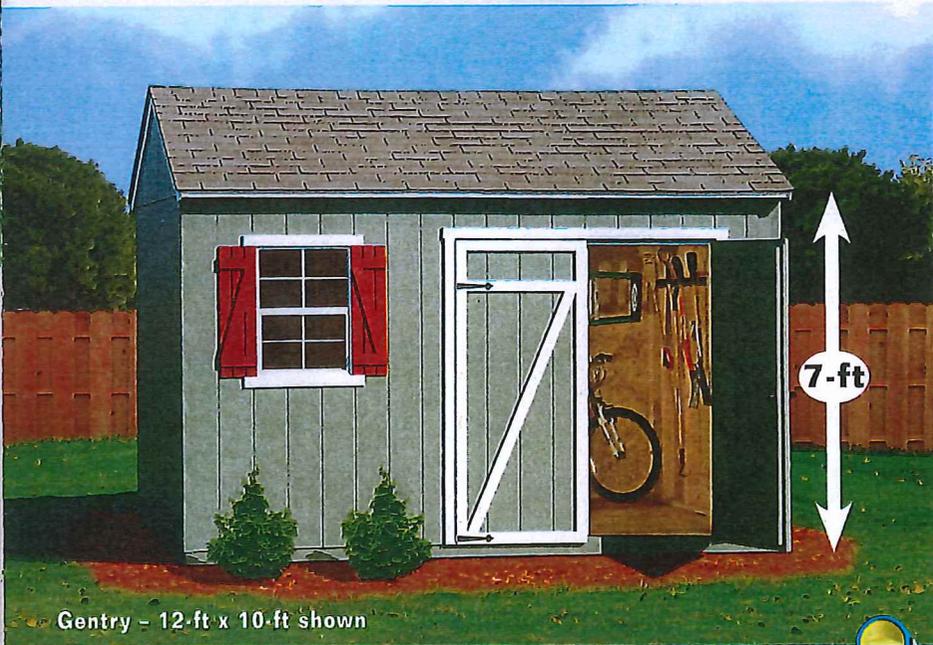
Name: (signature) Angie Holland

Name: (printed or typed) Angie Holland

Shed to be painted white with green trim. Roof to be black / gray architectural shingles



12-ft x 24-ft C 81392 192807 \$3649 92947 \$4699 \$1224
 †See full specifications on page 18



Gentry - 12-ft x 10-ft shown

Proposed Shed.

Gentry 

Distinctive style with country charm.

- 7-ft tall side walls
- Extra-wide 64-in double doors with decorative strap hinges
- Includes complete floor



Includes:

- Vents
- Window
- Shutters
- Loft
- Workbench
- Shelf
- Pegboard
- Floor decking

Common Size†	Size Category	Do-It-Yourself			Installed			Add Paint
		Item No.	Model No.	Base	Item No.	Base		
<input type="checkbox"/> 12-ft x 10-ft	B	319369	191206	\$1899	83287	\$2799	\$510	
<input type="checkbox"/> 12-ft x 12-ft	C	83367	192852	\$2549	92983	\$3399	\$612	

†See full specifications on page 18

Some models shown with optional accessories. See page 15 for more details. All stated sizes are nominal.

**STAFF REPORT FOR
BOARD OF HISTORIC AND ARCHITECTURAL REVIEW**

March 15, 2016

Property Owner Name & Address

Fulton and Edith Jones
14 Wenley Circle
Smithfield, VA 23430

Applicant Name & Address

Elizabeth Moretz
207 C Main Street
Smithfield, VA 23430

Property Location & Description

207 C Main Street, approx. 100 ft.
southwest of the intersection of
Mason St. and Main St.

Statistical Data

Property Classification

Non-Contributing

Current Zoning

D, Downtown District

Surrounding Land Uses/Zoning

D, Downtown District;
DN-R, Downtown Neighborhood
Residential District

Staff Comments

The applicants wish to place a wall sign on their business. The proposed sign's outer dimensions are 8'6" x 4' and it is constructed of HDF board.

This proposal exceeds the allowable sign area, due to the narrow store frontage; however, if comfortable with the proposal, the BHAR has the purview to approve the sign as proposed.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.



TOWN OF SMITHFIELD

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BOARD OF HISTORIC AND ARCHITECTURAL REVIEW (BHAR) APPLICATION

Date of Application _____ Date of Meeting 3-15-2016

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I, Elizabeth Moretz, am seeking BHAR approval for the following (check all that apply)
(print name)
which is located at 207 C Main St.

- New Single Family Residence** (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey – also see NOTES 1 & 2, below)
 - New Commercial Structure** (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/ survey – also see NOTES 1 & 2, below)
 - Addition to existing building** (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey) (The addition will be _____ sq. ft.)
 - Accessory structure** (i.e., shed, detached garage, etc.) Accessory Structure Height _____ ft.
(submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey)
 - Siding Change** (submit siding sample)
existing siding: _____ proposed siding: _____
- NOTE:** The BHAR strongly encourages cement siding (i.e., "hardi-plank") as a more suitable alternative to vinyl siding.
- Roof Change** (submit shingle sample)
existing roof: _____ proposed roof: _____
- NOTE:** The BHAR strongly encourages that if you choose architectural shingles, choose at least 30-year architectural shingles.
- Color Change** (submit color samples)
existing colors: _____ proposed colors: _____
 - Sign** (submit colored drawing (drawn to scale) with dimensions, plat/survey with sign location noted – Also refer to Article 10 of the Zoning Ordinance for sign regulations (i.e., max. height, max. size, etc.)
 - Window change** (submit window details)
existing window type: _____ proposed window type: _____

1. Applicant/Property Owner Name Elizabeth Moretz
Address: 207 C Main St. Phone: 279-2099
Fax: -

DECLARATION OF CONSENT:

By signing below, the property owner/applicant/agent consents to entry upon the subject property by public officers, employees, and agents of the Town of Smithfield to view the site for purposes of processing, evaluating or deciding this application.

Name: (signature) Elizabeth A. Moretz
Name: (printed or typed) Elizabeth Moretz

207 C Main Street, Smithfield, VA 23430



Sign on H.D.F. board routed and painted colors shown above
High Density Fiberboard size about 8.5' x 4'

**STAFF REPORT FOR
BOARD OF HISTORIC AND ARCHITECTURAL REVIEW**

March 15, 2016

Property Owner Name & Address	Nelson and Shannon Moody 105 Chrisfield Circle Smithfield, VA 23430
Applicant Name & Address	Charles Wise 204 Cary Street Smithfield, VA 23430
Property Location & Description	204 Cary Street, north of the intersection of Cary St. and Grace St.
Statistical Data	
Property Classification	Contributing
Current Zoning	DN-R, Downtown Neighborhood Residential District
Surrounding Land Uses/Zoning	DN-R, Downtown Neighborhood Residential District

Staff Comments

The applicants wish to place an 8' x 10' garden shed at their 204 Cary Street residence.

The proposed shed will have the following characteristics:

Siding – Wood, beige in color.

Trim – Wood, white in color.

Roof – Metal, gray in color.

Door – Wood, beige / white in color.

Window - Aluminum, white in color.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.



TOWN OF SMITHFIELD

302 Main Street, P. O. Box 246, Smithfield, VA 23431
(757) 365-4200 - Fax (757)357-9933

BOARD OF HISTORIC AND ARCHITECTURAL REVIEW (BHAR) APPLICATION

Date of Application 2-17-16 Date of Meeting 3-15-16

In accordance with Article 3.M of the Zoning Ordinance, this application must be completed and all materials (Ten (10) copies each of completed application and additional materials) as requested below must be submitted to the town at least 21 days before the regularly scheduled BHAR meeting. If any new materials are submitted at the meeting, then the BHAR may table the application. The BHAR meets the 3rd Tuesday of the month (unless otherwise noted) at 6:30 pm in conference rooms A&B at the Smithfield Center, 220 North Church Street.

As of May 4, 2004, all applications approved by the BHAR shall begin construction, installation, etc. within one (1) year from the date of approval and shall be completed within two (2) years from the date of BHAR approval. If these two conditions are not met, then the application becomes null and void, and the applicant shall reapply to the BHAR. The applicant's, or their representative's, presence is requested at the meeting.

I, Charles Wise, am seeking BHAR approval for the following (check all that apply)
(print name)
which is located at 204 Cary St.

New Single Family Residence (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey – also see NOTES 1 & 2, below)

New Commercial Structure (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/ survey – also see NOTES 1 & 2, below)

Addition to existing building (submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey) (The addition will be _____ sq. ft.)

Accessory structure (i.e., shed, detached garage, etc.) Accessory Structure Height 8'x10' shed ft.
(submit roof, siding, brick, and color samples; window details; elevations of the structure; site plan/survey)

Siding Change (submit siding sample)
existing siding: _____ proposed siding: wood/s

NOTE: The BHAR strongly encourages cement siding (i.e., "hardi-plank") as a more suitable alternative to vinyl siding.

Roof Change (submit shingle sample)
existing roof: _____ proposed roof: _____

NOTE: The BHAR strongly encourages that if you choose architectural shingles, choose at least 30-year architectural shingles.

Color Change (submit color samples)
existing colors: _____ proposed colors: _____

Sign (submit colored drawing (drawn to scale) with dimensions, plat/survey with sign location noted – Also refer to Article 10 of the Zoning Ordinance for sign regulations (i.e., max. height, max. size, etc.)

Window change (submit window details)
existing window type: _____ proposed window type: _____

1. Applicant/Property Owner Name Charles Wise
Address: 204 Cary St. Phone: 757-812-2928
Fax: _____

DECLARATION OF CONSENT:

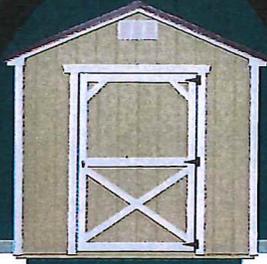
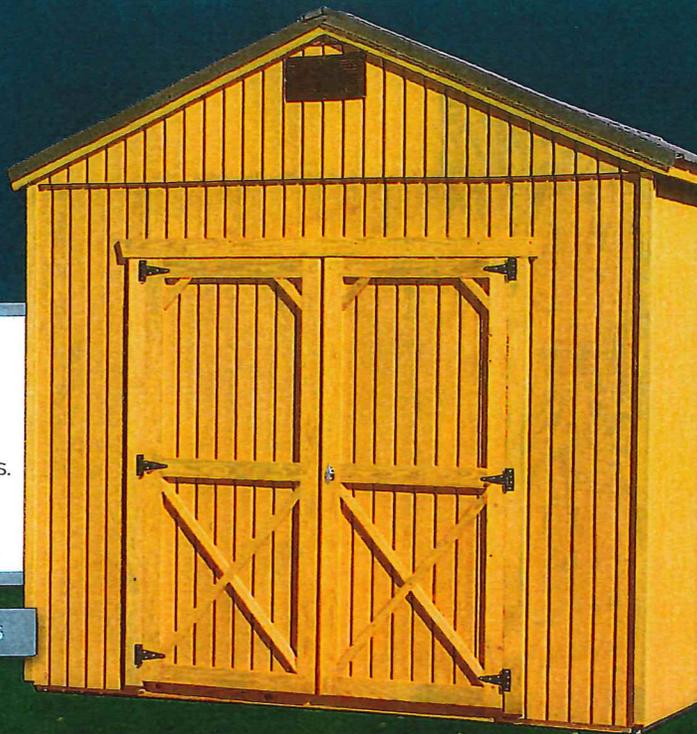
By signing below, the property owner/applicant/agent consents to entry upon the subject property by public officers, employees, and agents of the Town of Smithfield to view the site for purposes of processing, evaluating or deciding this application.

Name: (signature) Nelson Moody
Name: (printed or typed) Nelson Moody

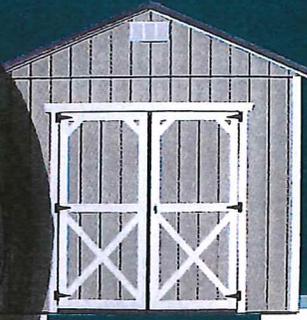
UTILITY SHEDS

TREATED & PAINTED 6' WALLS

SIZE	CASH PRICE*	RENT TO OWN (36 MONTHS)
8x8	\$1,495 ⁰⁰	\$69 ²¹
8x10	\$1,595 ⁰⁰	\$73 ⁸⁴
8x12	\$1,695 ⁰⁰	\$78 ⁴⁷
8x16	\$2,245 ⁰⁰	\$103 ⁹⁴
10x10	\$2,025 ⁰⁰	\$93 ⁷⁵
10x12	\$2,145 ⁰⁰	\$99 ³¹
10x14	\$2,475 ⁰⁰	\$114 ⁵⁸
10x16	\$2,575 ⁰⁰	\$119 ²¹
10x20	\$3,195 ⁰⁰	\$147 ⁹²
12x16	\$3,195 ⁰⁰	\$147 ⁹²
12x20	\$3,645 ⁰⁰	\$168 ⁷⁵
12x24	\$4,175 ⁰⁰	\$193 ²⁹
12x28	\$4,825 ⁰⁰	\$223 ³⁸
12x30	\$5,145 ⁰⁰	\$238 ¹⁹



PAINTED BEIGE WITH BARN WHITE TRIM*



PAINTED CLAY WITH BARN WHITE TRIM*

The Utility Shed features the industry standard gable roof. It is available in 8', 10', 12' and 14' widths. It comes standard with 6' walls and can be upgraded with the optional extra high 8' walls.

ENGINEER CERTIFIED

*SEE PAGE 7 FOR PAINT CHOICES

SHOWN WITH 8 FT WALLS

12x30	\$6,425 ⁰⁰	\$267 ⁰⁰
12x40	\$6,845 ⁰⁰	\$316 ⁹⁰
14x20	\$5,625 ⁰⁰	\$260 ⁴²
14x24	\$6,195 ⁰⁰	\$286 ⁸¹
14x28	\$7,025 ⁰⁰	\$325 ²³
14x32	\$7,925 ⁰⁰	\$366 ⁹⁰
14x36	\$8,575 ⁰⁰	\$396 ⁹⁹
14x40	\$9,095 ⁰⁰	\$421 ⁰⁶

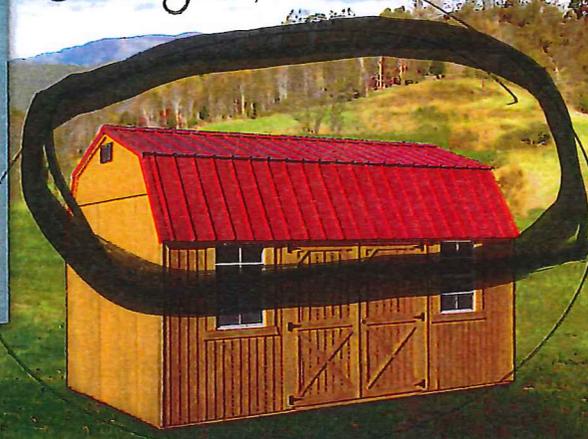
Up to 16 ft of loft included in price, depending on size. Additional charges apply if over 16 ft. No discount for subtracting loft.

12' wide and over buildings are measured across the eaves due to DOT regulations (all others are measured from outside corners)

Paint not included in above price -- See options for details.

*CREDIT CARD PRICE IS 3% MORE

Root - Same Style - but gray to match house



ALL 8' WIDE BUILDINGS COME WITH A SINGLE DOOR

ALL 10' 12' & 14' WIDE BUILDINGS COME WITH DOUBLE DOORS

EXCLUDES PACKAGES

10x16 TREATED SIDE LOFTED WITH TWO 2x3 WINDOWS

SEE PAGES 7 & 8 FOR OPTIONS

engineer CERTIFIED

Standard set of engineered plans available with purchase of building upon request. Price does not include anchors, calculations, or elevations. Extra charges apply for custom plans, calculations, or elevations. Designed to meet IBC standards, not guaranteed for every local jurisdiction. Our buildings are classified as Minor Storage Facilities (Occupancy Category I) and not intended for any other use. Metal buildings and economy style buildings are not certified as standard. These can be built as certified for an additional charge.

Our certified buildings are certified for 30 PSF Ground Snow Load and 90 MPH Wind. See above for details.



March 11, 2016

TO: BOARD OF HISTORIC & ARCHITECTURAL REVIEW

FROM: TREY GWALTNEY
CHAIR, BOARD OF HISTORIC & ARCHITECTURAL REVIEW

RE: BHAR EDUCATIONAL OUTREACH

Within the guidelines of the Town of Smithfield's Guidelines of the HP-O (Historic) District one will find many words used such as maintain, preserve, protect, enhance, significance, vitality, compatibility, and importance. However, there is one word that is not there...education. While it is the duty of the BHAR to approve or disapprove applications of residents and property owners for changes within the District, should it not also be its duty to educate those folks on the requirements and expectations of the Town for those owning property within?

I would propose the BHAR establish a sub-committee for the purpose of finding and implementing ideas and methods that could help educate residents, property owners, tenants, and even realtors and contractors on the purpose and reason for the Historic District, the duties and limitations of the BHAR, the expectations and requirements of the Town, and responsibilities of those folks previously listed.

I feel that much time, energy, and money could be saved if residents and contractors had more information and answers when they start the application process, instead of after they have completed it. Hopefully it would create less "after the fact" applications.

Also, more awareness of the overall purpose of the District and the BHAR could be used to create a more positive respect for the historic integrity of the Town, its Historic District, and those who govern it, maintain it, and are a part of it.

I look forward to a discussion of this with my fellow board members at the March 15th meeting.