

The Smithfield Board of Historic and Architectural Review held its regular meeting on November 19th, 2013. The meeting was called to order at 7:30 p.m. Members present were Ms. Nancy Fortier, Vice Chair; Mr. Cecil Gwaltney, Ms. Julie Hillegass, Mr. Trey Gwaltney, and Mr. Ronny Prevatte. Mr. Roger Ealy and Mr. Russell Parrish were absent. Staff members present were Mr. Joseph Reish, Planning Technician; and Mr. William H. Riddick III, Town Attorney. There were four (4) citizens present.

Vice Chair Fortier – I would like to call this meeting of the Board of Historical and Architectural Review to order. The first item on the agenda is the Town Planner's Report.

Planning Technician – Mr. Saunders gave administrative approval to put glass in a screened porch at 106 Thomas Street. They are basically taking the screen out and putting glass windows in. It does not really change the look of it.

Vice Chair Fortier – Next we have Upcoming Meetings and Activities. Next is Public Comments. Next is Board Member Comments. Are there any Board member comments? Next is a Proposed Window Replacement – 117 S. Mason Street – Landmark – Justin Hornback, applicant. Please state your name and address for the record.

Mr. Hornback – Justin Hornback. I live at 117 S. Mason Street. We bought this house late last summer. The windows had previously been replaced with 2/2 style windows. We thought they were good windows but they were not measured and installed correctly. We have to start from scratch. In addition to matching the existing style we wanted to make sure that it is in accordance with historical standards. We are matching the style and upgrading the quality which is in your packet for review.

Vice Chair Fortier – Does anyone have any comments or questions?

Mr. Trey Gwaltney – I would like to make a motion to approve this as presented.

Ms. Hillegass – Second.

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

On call for the vote, five members were present. Vice Chair Fortier voted aye, Mr. Trey Gwaltney voted aye, Ms. Hillegass voted aye, Mr. Cecil Gwaltney voted aye, and Mr. Prevatte voted aye. There were no votes against the motion. The motion passed.

Vice Chair Fortier – Next is a Proposed Sign Replacement – 255 James Street – Contributing – Stanya Yonker, Blackwater Regional Library, applicants. Is there anyone to speak on this? Please state your name and address.

Ms. Yonker – Stanya Yonker. I am the Director of Operations for the Blackwater Regional Library. I also have Mr. Genie Bailey who is the Branch Manager at the Smithfield Branch. The sign is falling apart and has the wrong information on it. We want to replace it with the current logo and new hours.

Mr. Cecil Gwaltney – A nice looking sign.

Ms. Hillegass – Do you think the reduced hours will be going on for a long time?

Ms. Yonker – Yes.

Mr. Trey Gwaltney – Is this the logo that you are using in other places?

Ms. Yonker – This is the logo that is on our name tags, bookmarks, and website. It is our brand. We are trying to change all of our signs as we receive funding. We have nine branches in five localities. The Carrollton Library has already had their sign changed with the new logo. The Surry Library is getting a new sign with this logo. We are trying to get everybody in the area that goes to our libraries to realize that we are all connected.

Mr. Cecil Gwaltney – I will make a motion to approve the application as presented.

Ms. Hillegass – Second.

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

On call for the vote, five members were present. Vice Chair Fortier voted aye, Mr. Trey Gwaltney voted aye, Ms. Hillegass voted aye, Mr. Cecil Gwaltney voted aye, and Mr. Prevatte voted aye. There were no votes against the motion. The motion passed.

Ms. Yonker – Do we have to get a permit now?

Planning Technician – Yes. You will need a zoning permit. You can see either Mr. William Saunders or me to issue you a zoning permit. You may need a building permit from the County too.

Vice Chair Fortier – Next is a Proposed Exterior Wall Change – 402 Grace Street – Non-Contributing – Carter Williams, IOW Christian Outreach Program, applicants. I believe Mr. Carter Williams is here to speak on that.

Mr. Williams – T. Carter Williams. I live at 500 Moonefield Drive. You have our plans to change the windows. It will enhance the neighborhood. It is directly across the street from the Hall building. It will look very similar to that building. The windows that are currently there are kind of ugly.

Mr. Trey Gwaltney – What is on the Hall building above the windows is what you want to put on your building below the windows?

Mr. Williams – Exactly.

Mr. Trey Gwaltney – Is that a wood product?

Mr. Williams – Yes. It will be painted to match the trim on the building.

Planning Technician – I was asked to pass this color chip around.

Mr. Cecil Gwaltney – Is this the color for the trim?

Mr. Williams – Yes.

Mr. Cecil Gwaltney – Did you start off with a beige and tan color originally for this building?

Mr. Williams - That is what color that is but it is deceiving.

Mr. Trey Gwaltney – Are all of the windows on the building going to go to the ground? Are you planning to do all of the windows on the sides and back?

Mr. Williams – Yes. The windows on the back of the building where the freezer and cooler are going there will not be any windows there at all. We are working on that.

Mr. Trey Gwaltney – I rode by there a while ago but now I am looking at a building before the roof was put on. How far down does the roof extend over the tops of these windows?

Mr. Williams – It does not go below the concrete part. It is even with the concrete. The windows are below the pediments. They will stay there. It will just be a panel at the bottom that will give us a better furniture arrangement on the inside.

Mr. Trey Gwaltney – Do the windows have mullions?

Mr. Williams – No. They are just one piece of glass but they will be shorter than what is on there now.

Mr. Cecil Gwaltney – Are they operable windows?

Mr. Williams – No. They are fixed pane glass.

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

Mr. Prevatte – Second.

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

On call for the vote, five members were present. Vice Chair Fortier voted aye, Mr. Trey Gwaltney voted aye, Ms. Hillegass voted aye, Mr. Cecil Gwaltney voted aye, and Mr. Prevatte voted aye. There were no votes against the motion. The motion passed.

Mr. Williams – Mr. Saunders, Planning/GIS Coordinator was concerned with the front of the building. Town Hall has an air conditioning unit out front which was approved years ago. We will have two of them in the front of the building. I just wanted to pass this around to let you see the landscaping and the position of the two units in front of the building. Mr. Saunders can approve this administratively.

Mr. Cecil Gwaltney – Is that the only place you can put the two units?

Mr. Williams – We cannot put them on the back or sides. They will have to be in the front. We also have two in the back. These two units have to be in the front because we have four different units running the heat and air conditioning in the building. I will leave this plan for Mr. Reish to give to Mr. Saunders for their records.

Vice Chair Fortier – Next is Approval of the October 15th 2013 Meeting Minutes.

Town Attorney – Madam Chair and members of the Board, I recommend that the minutes be approved as presented.

Mr. Cecil Gwaltney – So moved.

Ms. Hillegass – Second.

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

On call for the vote, five members were present. Vice Chair Fortier voted aye, Mr. Trey Gwaltney voted aye, Ms. Hillegass voted aye, Mr. Cecil Gwaltney voted aye, and Mr. Prevatte voted aye. There were no votes against the motion. The motion passed.

Vice Chair Fortier – The meeting is adjourned.

The meeting adjourned at 7:42 p.m.

Roger L. Ealy
Chairman

Joseph Reish
Planning Technician