

The Smithfield Board of Historic and Architectural Review held its regular meeting on Tuesday, January 19th, 2021 at 6:30 p.m. at the Smithfield Center.

Members Present:

Trey Gwaltney - Chairman

Julia Hillegass – Vice Chair

Gary Hess

Ronny Prevatte

Russell Hill

Justin Hornback

Judith Lally

Staff present:

John Settle – Community Development & Planning Director

William H. Riddick, III – Town Attorney

Tammie Clary - Planner

Press: None

Citizens: None

Chairman Gwaltney welcomed everyone to the meeting.

Community Development & Planning Director's Report:

The Community Development & Planning Director congratulated Vice Chair Julia Hillegass and Justin Hornback on their reappointments to the BHAR. Now that the Smithfield Comprehensive Plan update is underway, Town staff are in need of public input. The consultants, Summit Design & Engineering Services, PLLC, have prepared a citizen survey to assist in gathering this input. The survey was mailed in the Town's fall newsletter to all recipients, and is available in hard copy at Town Hall upon request. It is also available online via survey monkey and the Town's website. Input is requested no later than Thursday, February 4th, 2021. Following conversations with the consultants, it was determined that extending the survey period would assist the Town in expanding public input. Town staff would like to congratulate Board of Zoning Appeals (BZA) member Gene Monroe for obtaining his certified BZA member certificate last month. Town staff would also like to congratulate staff members Tammie Clary and John Settle for obtaining both their certified BZA member certificates, as well as their certified Planning Commissioner certificates.

Upcoming Meetings and Activities:

Monday, January 25th – 3:00 PM – Town Council Committee Meeting

Tuesday, January 26th – 3:00 PM – Town Council Committee Meeting

Tuesday, February 2nd – 6:30 PM – Town Council Meeting

Tuesday, February 9th – 6:30 PM – Planning Commission Meeting

Tuesday, February 16th – 6:30 PM – BHAR Meeting

Public Comments:

There were no public comments.

Board Member Comments:

Vice Chair Hillegass asked if officers needed to be elected.

The Community Development & Planning Director explained that he checked the bylaws. The bylaws state that elections are held at the first meeting of every even-numbered year.

Color & Material Change – 207 Main Street – Non-Contributing – Vernon Ray & Linda Edwards, applicants:

The Community Development & Planning Director reported that the applicant is seeking approval to change the color of the existing awnings on the front of the building from burgundy and white to navy blue and white. Town staff recommended approval as submitted.

Chairman Gwaltney asked if they stated why they wanted to change the color.

The Community Development & Planning Director stated that they had not indicated why they wanted to change the color. Mr. Settle did not notice any signs of dilapidation on the awning when he went by the property.

Mr. Hess indicated that he did not see white in the illustrations provided for the new awnings.

Mr. Settle stated that you have to look closely in order to see it.

Mr. Hornback made a motion to approve the application as presented. Mr. Hill seconded the motion. With no further discussion, Chairman Gwaltney called for the vote.

On call for the vote, seven members were present. Mrs. Lally voted aye, Mr. Hess voted aye, Mr. Hill voted aye, Mr. Hornback voted aye, Mr. Prevatte voted aye, Vice Chair Hillegass voted aye, and Chairman Gwaltney voted aye. There were no votes against the motion. The motion passed.

Accessory Structure – (After-the-Fact) 259 James Street – Contributing - Stephanie Pressley, applicant:

The Community Development & Planning Director explained that the applicant requested attendance at the meeting via phone. Mr. Settle called and she was available by phone for questions from the Planning Commission. Mr. Settle gave the staff report and explained that the applicant already erected a freestanding “little library” at the Luter Family YMCA. The little library is a wooden rectangular box resembling a building and suspended at breast height by a wooden pole that can be moved if needed. It is located at the front entrance of the building, facing the Goose Hill Creek subdivision. The applicant will place books in the little library that are free of charge and available to all. Town staff recommended approval as submitted.

The applicant, Ms. Pressley, explained that it was a project started by first grade students last year. Project based learning is unique to Isle of Wight County Public Schools. It is a first grade student effort and Covid put a damper on the project. The central question of the project is “how do we build the love of reading?” There is a video in circulation highlighting the project’s endeavors. Some students are still virtual learners due to Covid and are utilizing the little libraries in the community; specifically, the one at the YMCA. Interestingly, in this project, the adults are the helpers and the children are the ones who do the work.

Chairman Gwaltney stated that he thought it was a nice project.

Mr. Hill made a motion to approve the application as presented. Vice Chair Hillegass seconded the motion. With no further discussion, Chairman Gwaltney called for the vote.

On call for the vote, seven members were present. Mrs. Lally voted aye, Mr. Hess voted aye, Mr. Hill voted aye, Mr. Hornback voted aye, Mr. Prevatte voted aye, Vice Chair Hillegass

voted aye, and Chairman Gwaltney voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney congratulated Ms. Pressley and the first grade students on helping Smithfield become an even better place.

Ms. Pressley thanked the BHAR for their approval. She stated that the students would be excited to hear it. She thanked everyone for their help; specifically, Tammie Clary for help with the application.

Chairman Gwaltney asked if Mr. Settle could come up with a congratulatory certificate to send to the students. The children could have something to hang on the wall for their achievement.

Mr. Settle stated that he would be happy to do that.

Mr. Hill stated that there are little libraries throughout the Town of Smithfield; one on Hayden's Lane, two in Jersey Park, one at the YMCA, and other locations.

HPO Map and Inventory Amendment – Town of Smithfield, applicant:

The Community Development & Planning Director explained that, pursuant to Smithfield Zoning Ordinance (SZO) Section 3.M.D.6, Town staff must update and amend the Historic Preservation Overlay (HPO) district map and inventory from time to time to reflect changes that occur within the HPO in real time, with the review and approval of the Board of Historic & Architectural Review (BHAR). On Friday, October 23rd, 2020, Town staff approved a lot consolidation plat for 215 Cary Street (TPINs 21A-04-002 & 21A-04-003A). The plat was recorded later that day, resulting in the vacation of the lot line that separated the two properties, and the elimination of Lot 2, Cary Street (TPIN 21A-04-002). Consequently, the classification of 215 Cary Street (TPIN 21A-04-003A), a contributing property under Article 3.M of the SZO, now prevails over the area of land that formerly comprised Lot 2, Cary Street (TPIN 21A-04-002), which was a non-contributing vacant lot prior to the recordation of the plat. This map amendment seeks to achieve two items:

- (1) To illustrate 215 Cary Street (TPIN 21A-04-003A) as a single, contributing property on the HPO district map.
- (2) To eliminate Lot 2, Cary Street (TPIN 21A-04-002) from the HPO district property inventory.

An updated version of the HPO district map and property inventory has been attached to this staff report for the convenience of the BHAR. A copy of the recorded lot consolidation plat has also been included. Town staff recommended approval as submitted.

Chairman Gwaltney stated that the color-coded map is nice to look at. He felt that staff had done a great job on it. It is a clear indication of all properties and a good reference point for the BHAR members.

Vice Chair Hillegass made a motion to approve as presented. Mr. Hess seconded the motion. Chairman Gwaltney called for the vote.

On call for the vote, seven members were present. Mrs. Lally voted aye, Mr. Hess voted aye, Mr. Hill voted aye, Mr. Hornback voted aye, Mr. Prevatte voted aye, Vice Chair Hillegass voted aye, and Chairman Gwaltney voted aye. There were no votes against the motion. The motion passed.

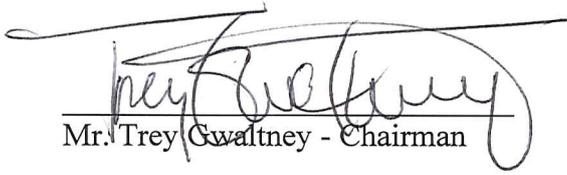
Approval of the Tuesday, December 15th, 2020 Meeting Minutes:

The Town Attorney recommended approval of the minutes.

Vice Chair Hillegass made a motion to approve as presented. Mr. Hess seconded the motion. Chairman Gwaltney called for the vote.

On call for the vote, seven members were present. Mrs. Lally voted aye, Mr. Hess voted aye, Mr. Hill voted aye, Mr. Hornback voted aye, Mr. Prevatte voted aye, Vice Chair Hillegass voted aye, and Chairman Gwaltney voted aye. There were no votes against the motion. The motion passed.

The meeting adjourned at 6:55 p.m.



Mr. Trey Gwaltney - Chairman



Mr. John Settle – Community
Development & Planning Director