

The Smithfield Board of Historic and Architectural Review held its regular meeting on Tuesday, July 21<sup>st</sup>, 2020 at 6:30 p.m. at the Smithfield Center. There was not a quorum.

**Members Present:**

Trey Gwaltney - Chairman  
Julia Hillegass – Vice Chair  
Gary Hess

**Board Members absent:**

Ronny Prevatte  
Russell Hill  
Justin Hornback

**Staff members present:**

John Settle – Community Development & Planning Director  
William H. Riddick, III – Town Attorney  
Tammie Clary - Planner

There were approximately six (6) citizens present. The media was not represented. Chairman Gwaltney welcomed everyone to the meeting.

Chairman Gwaltney explained to everyone that there were only three Board of Historic and Architectural Review members present so there was not a quorum. They will hear anyone's application that would like to speak but no vote could be taken without a quorum.

The Town Attorney suggested that the BHAR members hear from the applicants or their representative. If the applicants can come back on another date then they should. He stated that it is not necessary to hear every item on the agenda and then hear them again when the meeting is rescheduled.

**Community Development & Planning Director's Report:** postponed

**Public Comments:** postponed

**Board Member Comments:** postponed

**Amendment of Prior Approval – 200 Washington St – Unclassified – BMC Contracting, Inc., C/O Kenneth Coleman, applicant:**

The applicant did not attend the meeting. This item was postponed.

**Siding Change – 212 Cary St – Noncontributing – JPS Properties, LLC, C/O Jason Seward, applicant:**

The applicant stated that he would be out of town for the next two weeks. He stated that his application is to change from wood siding to vinyl siding. He was available if the BHAR members had any questions. He preferred his application be heard as soon as possible since he has a tenant scheduled to move in on August 1<sup>st</sup>, 2020.

The Town Attorney stated that applicants would not be penalized for not attending the rescheduled meeting.

Chairman Gwaltney explained that he did not know when the meeting would be rescheduled. He apologized to the applicant for the inconvenience. The applicant will be notified when the meeting date is rescheduled.

**Assorted Exterior Changes – 220 Astrid St – Noncontributing – Mary Donovan, applicant:**

The applicant did not attend the meeting. This item was postponed.

**Amendment of Prior Approval – 233 Cary St – Noncontributing – Joseph Vuono & Susan Patchell, applicants:**

The applicant stated that he could come back to the next meeting.

**Window Change – 304 S Church St – Landmark – Shane & Denise Hamilton, applicants:**

The applicant stated that the curved or stained glass windows would not be replaced. The square windows are the original windows. They are functional to look at but when there is a breeze the window treatments move. The new windows will be to the same specifications when you look at the house as the windows that exist currently. They will be the same color and size.

Mr. Jeff Brinkley, with Renewal by Anderson, supplied a sample of the window to be used. He explained that the current wood trim would remain untouched. They are composite windows that look like wood without the maintenance headaches of wood. There will be no grids. The homeowner chose the high-performance clear glass. The windows operate exactly like a normal double-hung window. Chairman Gwaltney asked if the sashes and the framework were composite material. Mr. Brinkley stated that they were. They will be custom sized to fit each window space and maintenance free. The applicant stated that he could come back to the next meeting. He asked if it could be sooner instead of next month since he has a contract with Renewal by Anderson based on the BHAR's approval date. They will take time to make since they will be custom sized and for in-house installation. He would like to have them installed in the fall.

Chairman Gwaltney thanked Mr. Brinkley for coming to the meeting to display the windows. He explained that the applicant would be notified with the date for the next meeting.

**\*Discussion Item\* Smithfield Zoning Ordinance Article 3.M Text Amendment – Town of Smithfield, applicant:** postponed

**Approval of the Tuesday, June 16<sup>th</sup>, 2020 meeting minutes:** postponed

**2020-2021 BHAR Group Photograph:** postponed

The meeting was continued to a date and time to be determined.

