

The Smithfield Board of Historic and Architectural Review held its regular meeting on Tuesday, September 15<sup>th</sup>, 2020 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 members present:**

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

There was one (1) citizen present. The media was not represented. Chairman Gwaltney welcomed everyone to the meeting.

**Community Development & Planning Director’s Report:**

Mr. Settle reported that Town staff had compiled a list of properties of cultural and/or historic significance located within the corporate limits but outside of the Historic Preservation Overlay. These properties generally include buildings and/or structures that were constructed prior to 1945, or are known to contain cemeteries. After contacting John Edwards, as the BHAR suggested at the August 18<sup>th</sup>, 2020 meeting, seven additional properties have been included. It is Town staff’s intention to share the inventory with the Virginia Department of Historic Resources (DHR) so that all properties on the list which have not been assigned a DHR identification number in the Virginia Cultural Resource Information System may be inventoried by the DHR.

**Upcoming Meetings and Activities:**

Monday, September 28<sup>th</sup> – 3:00 PM – Town Council Committee Meetings  
Tuesday, September 29<sup>th</sup> – 3:00 PM – Town Council Committee Meetings  
Tuesday, October 6<sup>th</sup> – 6:30 PM – Town Council Meeting  
Tuesday, October 13<sup>th</sup> – 6:30 PM – Planning Commission Meeting  
Tuesday, October 20<sup>th</sup> – 6:30 PM – BHAR Meeting

**Public Comments:**

There were no signups for public comments.

**Board Member Comments:**

There were no Board member comments.

**Color & Material Change – 117 S. Mason Street – Landmark – Justin & Rebecca Hornback, applicant:**

The Community Development & Planning Director reported that the applicant is seeking approval to replace the existing dark-gray-colored wood flooring on the building’s front porch with synthetic tongue-and-groove porch planks in a light “Battleship Gray” color. Town staff recommended approval as submitted.

The applicant, Mr. Justin Hornback, explained that he is continuing repairs on his property by replacing the flooring on the front porch. He asked the Board for approval.

Vice Chair Hillegass asked if the proposed material was similar to what has been approved for other porches in the past. Mr. Hornback answered in the affirmative.

Vice Chair Hillegass 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. Mr. Hess voted aye, Mr. Hill voted aye, Mr. Hornback abstained, Mrs. Lally voted aye, Mr. Prevatte voted aye, Vice Chair Hillegass voted aye, and Chairman Gwaltney voted aye. There was one abstention. The motion passed.

**Addition (After-the-Fact) – 340 S. Church Street – Landmark – Deborah Duncan, applicant:**

The Community Development & Planning Director reported that the applicant is seeking after-the-fact approval to erect a 250 square foot wooden deck onto the rear of the house. The deck will be coated with semi-transparent redwood stain, and partially-covered by a fifteen foot (15') wide, ten foot (10') deep navy blue awning. The deck will be bordered by a forty-two inch (42") tall wooden railing. Town staff recommended approval as submitted.

The applicant, Deborah Duncan, asked for approval for the deck on the rear of her house.

Vice Chair Hillegass asked if the deck had already been completed or if it was in process.

Mrs. Duncan stated that it is in progress. She had not realized that she needed approval for a deck behind her house.

Mr. Hess asked if it was visible from the street.

Mr. Settle pointed out the photograph in the packet that shows the view from the street. Mrs. Duncan stated that it is mostly not visible.

Mr. Hornback made a motion to approve the application as presented. Vice Chair Hillegass 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.

Chairman Gwaltney reminded the applicant of her responsibility to acquire the proper permits prior to any work being performed on her Landmark home.

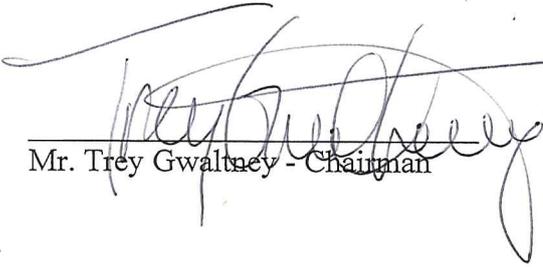
**Approval of the Tuesday, August 18<sup>th</sup>, 2020 Meeting Minutes:**

The Town Attorney stated that although he was not present for the August meeting, he had reviewed the minutes and recommended them for approval as presented.

Vice Chair Hillegass made a motion to approve the minutes. Mr. Hill 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 6:40 p.m.



Mr. Trey Gwaltney - Chairman



Mr. John Settle - Community  
Development & Planning Director