

The Smithfield Board of Historic and Architectural Review held its regular meeting on Tuesday, September 20<sup>th</sup>, 2016. The meeting was called to order at 6:30 p.m. Members present were Mr. Trey Gwaltney, Chairman; Mr. Ronny Prevatte, Ms. Julia Hillegass, Mr. Chris Torre, and Mr. Gary Hess. Vice Chairman Jeff Yeaw and Mr. Russell Parrish were absent. Staff members present were Mr. William G. Saunders, IV; Planning and Zoning Administrator and Mr. William H. Riddick III, Town Attorney. There were eleven (11) citizens present. The media was not represented.

Chairman Gwaltney – We are going to get this meeting started. Thank you all for coming tonight. Welcome to our Board of Historic and Architectural Review monthly meeting. The first item on our agenda is the Planning and Zoning Administrator's Report.

Planning and Zoning Administrator – Thank you, Mr. Chairman. We had a few administrative approvals. Administrative approval was granted to replace three (3) tab shingles with architectural shingles of like color at 220 Astrid Street. Also, to replace the contemporary front door with a traditional front door at 216 Washington Street. Foundation repairs were granted at 308 First Street. Administrative approval was also granted for repairs and exterior renovations with like materials and colors at 204 Grace Street. I would also like to mention to you that Vice Chairman Yeaw is absent from the Board. A nominating committee was appointed at the Town Council meeting to search for a replacement for him. Also, I would like to note that next month's designation reviews will be for Cedar Street, Chalmers Row, and North Church Street.

Chairman Gwaltney – Thank you. Our next item is Upcoming Meetings and Activities. They are all listed on the agenda. The next item is Public Comments. Has anyone signed up?

Planning and Zoning Administrator – We have two (2) people signed up. The first is Ms. Betty Clark.

Chairman Gwaltney – Please state your address for the record please.

Ms. Clark – I live at 120 North Church Street. I just have a couple of comments. The first is about vinyl windows. When my daughter did the restoration of the Bed and Breakfast on the corner of Church and Main Street, she was not allowed to use vinyl windows for replacement. She had to have them rebuilt; any that were damaged. I guess my question or comment is about wondering whether I will be allowed to use vinyl replacement windows if you all decide that is the way to go with the Landmark houses. I

am just throwing that out there. My next comment is about the red barn behind the Smithfield Inn. It is part of our history. I do not think it is proper to allow anyone to tear down our history; especially in this case when Smithfield Foods does have the means to restore it. They knew what they were buying. I think it has been mentioned in these meetings before that when people buy historic property they need to maintain it. I certainly hope that you all will keep that in mind tonight and consider that. I do not know if you remember at a previous meeting when Ms. Dawn Riddle read from Sig Dashiell's Smithfield book about the location being a stage coach stop. I do think we need to keep that in mind as part of our history. Thank you.

Planning and Zoning Administrator – The second signup is Ms. Carolyn Torre.

Chairman Gwaltney – Please state your address for the record please.

Ms. Torre – I live at 32 Main Street. I have been sitting here at meetings a lot. I look up at the seal a lot. Lately, I have been thinking about the ladies in the late 1930's who might have gotten a lot of opposition for what they wanted to do. To my understanding, it was a kind of nice building that a doctor one hundred (100) years before had built on top of and all around that building. They persevered and tore that down even though, at that time, it was a historic building in its own right; because that courthouse needed to be what it really was. I certainly do not need to tell you all that we are all out here on a rainy night because we care about the history of this town. I personally think you all are the most important body of government in this town. I called you the 'Gatekeepers' once. That is really what you are. When you think about it, effective gatekeepers do not need the rest of the army if the gatekeepers are that good. It may be that, at times, you are even told by those who do have the official vote that you do not have the official vote and that your job is not as important as the Town Council vote. The way I look at is that Smithfield is its history. I moved here with my husband because we fell in love with it pretty much at first sight because it is so unspoiled. From what I understand, your historic ordinances first started out in the late 1970's in attributions to what the buildings should be called were established even then. The old barn was considered a Contributing building even back thirty-five (35) years or so. They were already saying that it was important on some level. It was not Non-Contributing. It was Contributing. I do not deny that it needs work. I do think if it were repaired, with the means that the company certainly has, that it could be a wonderful thing for barn weddings. They are very much in vogue right now. I think it would be a

huge draw. I think that good, quality tourism is the future of Smithfield. It is the one that you can count on. I do not think that it is taking up space. Anything there would take up space. Something has to be there in place of it. You have to demolish it to clean it up and get the trash out which seems a little severe. It does not resemble a current barn to build a Hardie board shed with a fake wood roof and slap a pig weather vane on it and call it historic. Even if it did look like a historic smokehouse, it is not what is there now. It should be if it is Contributing. You would not let the gentlemen that kicked the glass door on his way out, tear down the white building on Mason Street because it is a Contributing building. Why let the wealthiest entity in our town set an example by tearing down a historic building. It is only one hundred (100) years old but for many places in our country that is pretty old. I think it is beautiful even though it needs work. It has appeal that should be maintained. I think that if three (3) barn doors on it are so wonderful that a wealthy person wants to put it in their home then why not keep them where they are. If they are good enough to be restored and put in somebody's house; why not keep them where they are. Taking bits of the wood and passing it out for people to doodle on and call it art; is that really honoring a Contributing piece of history in our town? I do not think so. I do not think that is preserving history at all. There was an article in the Smithfield Times that kind of scared me and made me want to talk tonight. It made it sound like it was already a done deal. It is going to be torn down. You all have not definitively spoken. I did not think that was right and it bothered me. I do not even think that vinyl windows on a landmark building is anything other than being asked to chip away at your ordinances, water them down, and make them less than. Those buildings are even older and they should be preserved. All the buildings that are old, that need work; those fines might need to be put in place. People need to be told that they bought it and have a responsibility. I know that you all agree. China owns Smithfield Foods now. Built businesses are owned by China that are Chinese businesses. We still call it Smithfield Foods in town. The old buildings really are Smithfield. Smithfield Foods might not always be. I think it is important. Is it really worth tearing down a piece of history for four (4) to six (6) parking spots? People will one day say they are glad you saved it. I think it is worth fighting for and for you Board members to fight for. Thank you.

Chairman Gwaltney – Thank you. Is there anyone else who has not signed up that might like to say a few words tonight? Hearing none, our next item is Board

Member Comments. Are there any comments from the Board members? Hearing none, we will move to Detached Sign – 132 Main Street – Landmark – Jennifer Gangemi, applicant. Could we have a staff report please?

Planning and Zoning Administrator – This is a proposal for a new detached sign. The area of the sign is within the regulated area of the Sign Ordinance. The post is existing. It is where the last business had their sign. You can see, in your packet, a specification sheet that discusses the materials. It is a wooden sign. There is also a color rendering of the proposed sign in your packet.

Chairman Gwaltney – This item is open for discussion.

Ms. Hillegass – Mr. Chairman, I do not see anything wrong with this proposal. It is replacing a sign that existed before. I would move to approve this.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – Our next item is Exterior Renovation – 220 Astrid Street – Non-Contributing – Mary Kathleen Donovan, applicant. Could we have a staff report please?

Planning and Zoning Administrator – The applicant wishes to change the configuration of the windows and the doors on the front of the home. Currently, it is an asymmetrical front with a bay window off to one side of the door. The applicant proposes to center the front door and disassemble the bay section and put a small window on either side of the door. The existing windows and doors will be reused on the structure. They will just be reconfigured. This home does have asbestos cement siding. They make, currently, a non-asbestos reproduction siding shingle which is what the applicant proposes to use in the few places where some will have to be put back in order to reconfigure the front of the structure.

Chairman Gwaltney – Is there anyone here to speak on behalf of that property? Please state your name and address for the record.

Ms. Mary Donovan – My current address is in Hampton. The property in question is 220 Astrid Street. This will allow for interior renovations that are necessary. The sill plate is completely gone underneath the front door. While all of that is being done, it will be easy to relocate everything on the front of the building.

Chairman Gwaltney – Mr. Saunders said that you are planning to reuse the existing windows. Is that the two (2) windows on either side of the picture window that you plan to reuse?

Ms. Donovan – Yes sir, if possible. I am not sure that it is possible but, if not, there are windows on the side of the utility room that will be removed. There are three (3) of them. I will use two (2) of them if necessary.

Mr. Prevatte – You will have to reframe it.

Ms. Donovan – Yes. It all needs reframing.

Mr. Hess – I have a question about the siding. You may have to use some newer siding. How difficult will it be to match?

Ms. Donovan – Not at all because it is white. It can be painted.

Chairman Gwaltney – Do you plan to paint the whole thing?

Ms. Donovan – Yes. The whole house needs repainting.

Ms. Hillegass – What are your plans for the front porch since you are relocating the front door?

Ms. Donovan – We will relocate the front porch also exactly like it is.

Mr. Prevatte – These will be small windows.

Chairman Gwaltney – They appear to be smaller than the others.

Ms. Donovan – The single windows on the side are thirty-two (32”) inches wide, I believe. If it is possible to use those, I would rather use them.

Chairman Gwaltney – Is the window under the awning one solid complete unit?

Ms. Donovan – It is one solid unit but you can take the bay out of the middle and make two (2) separate windows. The bay is stationary in the middle but the others are double hung windows.

Mr. Prevatte – Why would you be planning on using the same windows?

Ms. Donovan – Because I hate to throw stuff away. I like to reuse when I can. It definitely makes for less waste.

Chairman Gwaltney – Are there any other comments or discussion from the Board?

Mr. Prevatte – Are you going to replace the front door with a new unit?

Ms. Donovan – No. I will probably reuse what is there. It is in good shape. All of the framing is in good shape. The sill plate is gone underneath.

Chairman Gwaltney – The front door looks like it is recessed.

Ms. Donovan – It is recessed which is what I want. I also want to put an awning over it. It used to have an awning as you can see in the picture. I would like to replace it with an awning.

Mr. Prevatte – What size are those two (2) windows?

Ms. Donovan – I believe the ones on the bay window are twenty-four (24”) inches wide. The other ones, I am pretty sure, are thirty-two (32”) inches. If I need to come before the Board again with windows, I can do that. Basically, I am trying to get approval for relocating the door which is my main concern.

Mr. Hess – Mr. Chairman, I would like to make a motion to approve this as presented.

Ms. Hillegass – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – If you find you have to make some other changes that were not presented tonight then you will need to come back.

Ms. Donovan – Yes, I will. Thank you.

Chairman Gwaltney – The next item on our agenda is Demolition/Replacement of a Primary Structure – 222 Astrid Street, Non-Contributing – Carl Lewis, applicant. Could we have a staff report please?

Planning and Zoning Administrator – Yes sir, Mr. Chairman. As a result of a house fire, the applicant wishes to demolish the existing Non-Contributing primary structure and replace it with a new home. The proposed home would be similar to the existing home and built within the footprint of the existing structure. There is a specification sheet within your packet. There are also pictures of the existing home as well as elevations of the proposed home. The materials include a bare cinderblock

foundation, vinyl siding (or approved substitute), thirty (30) year architectural shingles, vinyl soffit and fascia, vinyl windows with 6/6 grid pattern, steel door, and the colors are listed on the specification sheet. There are a couple of items here that are not typically approved such as vinyl siding and the coil stock fascia. The applicant wanted to propose that and provided a substitute if necessary.

Chairman Gwaltney – Is there anyone here to speak about this property? Please state your name and address.

Mr. Carl Lewis – I run NDS Services which is a construction company here in Smithfield. I live in Battery Park. The structure experienced a kitchen fire. It is a total loss. We want to demolish it and start from the ground up with new footers and bring it up to code. If there is anything that I put in the application that needs to be changed, if it is not acceptable to the Board, we are ready to change it.

Mr. Prevatte – Is this going to be a spec house?

Mr. Lewis – The owner lives out on Scotts Factory Road. She had a brother and a son living there. They are living in other places until we can get the house rebuilt. After they move back in, I do not know how long they are going to keep it. The intent is for them to move back into it.

Mr. Prevatte – Why are you using vinyl?

Mr. Lewis – I took pictures of a lot of the homes on that street. The majority of them have been changed over to vinyl. There are four (4) or five (5) of them there. Replacement windows have been put in all along that street too. You have a 'hodge podge' of windows. Some have grids and some do not. Like I said earlier, whatever the Board wants me to do that is what I am going to do. It is a situation where there are existing structures there now that all have vinyl siding on them. If you tell me that I have to put Hardie Board on them then that is what we will do.

Chairman Gwaltney – Well, you certainly make our job easy.

Mr. Lewis – I have to make it easier because I have customers who want this thing done.

Mr. Prevatte – Well, you are starting from scratch.

Mr. Lewis – Yes sir. There is nothing in that house that is salvageable.

Mr. Prevatte – Hardie Board looks much better.

Mr. Lewis – Yes sir; but I will just be honest with you, it costs over three (3) times as much. It is the reason I am asking for vinyl. This is an insurance claim that has

already been settled. They went with like kind. The house had aluminum siding on it; but in today's world, aluminum is replaced with vinyl. It is what they went with. I do not have any way to go back and ask for more funding.

Mr. Torre – Can you describe the difference in appearance between vinyl and Hardie Board?

Mr. Lewis – There again, I am not going to say anything that is out of turn but it is the difference between night and day. I did a tremendous amount of Hardie Board when the tornado came through in Suffolk behind Obici. It is just a different animal. It is the next thing to putting a brick wall on a house. Do not ever put one on a golf course though. You will get a lot of pot holes in there. There are three houses on Drummond Lane with Hardie Board which is one (1) or two (2) streets over from that structure. They are new construction homes; but, then again, there are not any vacant lots on Astrid Street. All the houses are built. If we have too, we will put Hardie Board on it but I would like to try to come to a happy medium.

Mr. Torre – If you held up a piece of Hardie Board in one hand and a piece of vinyl in the other hand, in the distance between you and me, could I discern the difference?

Mr. Lewis – If I held up a piece of 8" wide Hardie Board with a bead at the bottom of it in one hand and a similar vinyl with a bead in the other hand, you could not tell the difference at this distance.

Mr. Prevatte – You could tell it after a year or two and when the weather changes unless it is put on like it is supposed to be.

Mr. Lewis – Yes sir. If you put a piece of vinyl on tight then you are asking for problems. Hardie Board is supposed to be put on tight. It all depends on the guy that is putting it up.

Mr. Prevatte – I have seen very little vinyl siding that looks good after a period of time.

Mr. Lewis – Come over and look at my house. I just re-sided it three years ago. You have to watch them. People do not do what you expect them to do.

Mr. Prevatte – Are you going to use any Azek trim on this?

Mr. Lewis – I had not planned to. I was just going to use the standard trim.

Mr. Prevatte – Will it have vented soffit?

Mr. Lewis – You can go two (2) ways with the soffit. You can use it slotted or vented all the way across or you can get it in a pattern where it is offset. Whichever one you all want me to do, both are readily available.

Chairman Gwaltney – Are there any more comments? I do not know if these are your designs or if they are someone else's.

Mr. Lewis – It was my takeoff done by Leon Smith who is an architect over in Newport News.

Chairman Gwaltney – I actually saw the house the night that it burned. I have not been in it but I am sure it is gone. Even though this is not a contributing property, it does exhibit certain architectural characteristics that are from a different period; primarily, the brick work on the front and the way the porch is done. We are taking what is kind of a craftsman look and we are going with something that is pretty much Colonial. I am wondering if it is a possibility to either work around the brick work that is there and build off of that or to try to keep that style, that period, so that it represents something.

Mr. Lewis – Are you wanting to keep the foundation in a certain type of pattern for the brick or block?

Chairman Gwaltney – I am looking at the half posts on the front porch where you have sort of a craftsman look going up. I am not sure when the house was built. Do you know the year that the house was built?

Mr. Lewis – In the 1940's, I believe.

Mr. Prevatte – I guess, in a way, he is asking about the square columns.

Mr. Lewis – The porch that is on that existing house, if you look at the photo, is square. I had requested that the architect do a Colonial design so he put in the turned columns; but that is readily changed. We are going to put a stucco finish on the block.

Chairman Gwaltney – We just happen to have the inventory sheet from this street of houses which we will address later tonight. We have a survey form that has all the information which happens to have the exact same picture that you have attached to it. Item #13 states the significance of the structure. It says 'one of the few remaining bungalow style residences in the district.' If we wanted to use the term bungalow style which is dated from the 1920's to the 1940's, it is primarily that style because of the front of it. I guess what I would ask is if it is reasonable to think that you could use the same brick structure at the porch part?

Mr. Lewis – I am not going to try to use that existing foundation. You are asking me to build on something that is almost seventy (70) years old. I do not want the problems associated with disintegrating block.

Chairman Gwaltney – On the drawing for the new structure, there is basically a house and a porch. On the house that has burned, it is a house and a porch. I guess, primarily, what I am asking is if there is a way that you can design that front to either build off the brick for the porch or design the front porch so it looks more like this bungalow style instead of colonial.

Mr. Lewis – That is exactly what we can do. We can rework the porch. I am not going to say that I am going to take the same structures and try to rework them; but I can take the same footprint and build a porch that would look exactly like that. The lady wants a screened in porch anyway.

Chairman Gwaltney – Well, I would think that if a house burns and we are trying to figure out how to demolish and replace it; and you are telling me that we can replace it with the exact same thing that was there then I guess that is a pretty good way to go with it. I guess my concern is the porch. It is what we are going to see.

Mr. Lewis – Yes sir. If you want to put that into whatever documentation that you need to get back to me, I will be glad to sign off on it and say that we will remanufacture the porch to like kind.

Chairman Gwaltney – That would be great. Does anyone have any comments on that? Does anyone agree or disagree with me on it?

Town Attorney – Mr. Chairman, you are supposed to look at your guidelines when you talk about materials. It says that ‘cementitious siding such as Hardie Plank is the only approved substance for wood siding in the historic district.’ It also states ‘to discourage the use of synthetic siding except for cementitious siding on new buildings within the historic district.’ They are your guidelines. You are charged with that.

Chairman Gwaltney – That is what I want.

Town Attorney – It has been your policy on new construction. There is some additional costs but that is where we have been for a long time.

Chairman Gwaltney – I agree with you whole heartedly. I am just trying to see if we can do the style.

Town Attorney – I understand that. As far as the material, I am directing your attention to your guidelines because that is where you hang your hat.

Chairman Gwaltney – Very true. We are going back to the siding as well. It will be incorporated into this thing too. Does anybody else have any comments about the front and the style of this before I say what I am going to say? I appreciate your willingness to work with the Board on what we are trying to do. I commend you for being so cooperative on that. Given that good spirited nature of yours, I would like to suggest that the front of the building be redesigned to represent what still exists even after this fire in this bungalow style if the bricks that are there can still be used in the front. I understand the foundation issue. You want to build a good house and it is on a hill and is seventy (70) years old. If there is a way to use what is there on the front for the porch and to provide her with a screened porch that she wants, I would say try and incorporate that. If you have to rebuild it all, I would love to see it rebuilt like that. To echo what our advisor has said, I do not think that vinyl siding is the way to go with it. I think Hardie Board is the way it ought to be done because that is what we have previously approved and will continue to approve. Do we need to make a motion for him to come back?

Mr. Hess – Can we approve it with the caveats?

Town Attorney - Are you okay with the rest of the house?

Chairman Gwaltney – Is everyone okay with the rest of it?

Ms. Hillegass – Just the vinyl.

Town Attorney – If you like the rest of the house, you can give him approval so he can get started and tell him to come back next month with his plan.

Mr. Lewis – Thank you, sir.

Town Attorney – That way he would not be held up for thirty (30) days. Would you be alright with that, Mr. Lewis?

Mr. Lewis – I do not have a problem with that at all. I live ten (10) minutes from here. I could go ahead with the demo and the permit process.

Town Attorney – You could come back with the porch design; but it would give you the ability to get started.

Mr. Lewis – Yes sir.

Chairman Gwaltney – I would like to make the motion that we approve the basic structure of the house, approve the Hardie Plank siding not vinyl, and that we ask you to return whenever you are ready and show us designs for the front porch. We will anticipate that it would look very much like it is today. We will be able to give an answer

on that then. If you go ahead and start on this would that involve your colors on the house?

Mr. Lewis – Colors, no sir. It will be my responsibility but the colors are already in your information.

Planning and Zoning Administrator – The colors are cream siding with a dark brown roof. The trim will be white.

Mr. Prevatte – I would like to make a suggestion or ask Mr. Lewis a question. What are you going to wrap your windows with?

Mr. Lewis – Metal on the inside. The outside will have to be trimmed with 1 x 4 Hardie Board.

Mr. Prevatte – Your corner pieces too.

Mr. Lewis – Yes. It has to be. It cannot be anything but that.

Chairman Gwaltney – You will be doing all of the trim with Hardie Board as with the siding.

Mr. Lewis – You have to. When you go to box in a window, you do not do it with J-channel like you do with vinyl. You do it with 1 x 4.

Chairman Gwaltney – Does that include the fascia board and all of that?

Mr. Lewis – Yes sir. It will trim out good.

Chairman Gwaltney – I think my motion was to go ahead with the basic house design as presented. You can come back for approval on a new porch design that represents what still exists there today.

Mr. Lewis – Do we have approval to go ahead and pursue demo?

Chairman Gwaltney – Yes. My motion would include demo unless you decide you want to save some of the porch.

Mr. Lewis – We will tear it down. While we do that, we can pull bricks out. We just did that over in Hampton.

Mr. Prevatte – Can you incorporate the porch to this house with the new one?

Mr. Lewis – I would rather not. Anytime you open that you open up a can of worms where you do not know what you are going to walk into. I have been doing disaster work for twenty-five (25) years. When I say I got it then I have bought it; it is mine. I would rather build brand new; but I can take bricks. I have some one hundred and twenty (120) year old bricks in my home.

Mr. Prevatte – But will you be able to add that to this house as you build it.

Mr. Lewis – Yes sir.

Chairman Gwaltney – It sounds like you can do what we are asking to do.

Mr. Lewis – If I did not think I could do it, I would say no.

Chairman Gwaltney – Is my motion clear?

Ms. Hillegass – Clear enough.

Chairman Gwaltney – There is a motion on the floor. Is there a second?

Mr. Prevatte – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Mr. Lewis – Thank you.

Chairman Gwaltney – Thank you, Mr. Lewis. We appreciate your willingness to work with us on that. Our next item is Garden Shed – 308 First Street – Non-Contributing – Claire Lewis, applicant. Do we have a staff report on this?

Planning and Zoning Administrator – Yes sir, Mr. Chairman. Michael Carr and Claire Lewis were before you last month to work on the exterior of the primary structure of 308 First Street. They are back to get approval for a garden shed in their rear yard. In your packet, you have a site plan as well as a rendering of the shed. The proposed colors would match the siding with white trim which was approved for the house. It will have twenty-five (25) year architectural shingles in brown. The siding is wood.

Chairman Gwaltney – Is there anyone here to speak about this property?

Ms. Claire Lewis – I am currently of Newport News but soon to be of 308 First Street in Smithfield. The information that I have submitted is pretty complete but the shed is to hold lawn equipment that we have. It will be used also for some tools and garden equipment. It will be a smallish structure. We did double check to make sure that all of the measurements will be within the codes and guidelines. We sent in one picture measurement and found out that we were not within the guidelines so we took another measurement. The current specifications that you have should reflect that as to where it will be located on our property.

Chairman Gwaltney – Are there any questions from the Board members? What color is the roof on this?

Ms. Lewis – I think there might be a small error. It says that they are brown but they will actually be a dark gray.

Mr. Torre – I move that we approve as presented.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – Our next item is Demolition/Replacement of Accessory Structure – 111 North Church Street – Contributing – Matt Lieberman, Smithfield Foods Inc., applicant. Could we have a staff report please?

Planning and Zoning Administrator – Yes sir, Mr. Chairman. As you are aware, Mr. Lieberman has been before you in regard to this structure. It is an old barn at 111 North Street. He desires permission to demolish. It was tabled last month for more information about the structure that they propose to replace it with. In your packet, you have a current design for an accessory structure that will resemble the smokehouse at Windsor Castle. The siding and trim is proposed to be 'Toile Red' to match the existing barn. The roof is proposed to be a 'Weathered Wood' architectural shingle. You also have more information and some visual representation of some of the hardware that is proposed to be used on the structure. Also, I believe, Hardie Plank siding is proposed to be used.

Chairman Gwaltney – Is there anyone here to speak on behalf of this project? Please state your name and address please.

Mr. Matt Lieberman – I am at 111 North Church Street. Per our meeting last month, I was told to get a more definitive description and more details as to what we are proposing and what we can put in its place. We decided to choose and design the shed after the smokehouse at Windsor Castle Park. Coincidentally, the shed is actually the same color as the barn. We actually designed it to resemble the smokehouse. It will be

narrow and tall. It will be even more elongated than the smokehouse in the park. It will resemble it.

Mr. Prevatte – You can get this pre-painted too.

Mr. Lieberman – Yes. We were talking about it. This color is from the historical palette at Sherwin Williams. We would like to keep the colors of the historical palette. Unfortunately, they do not have it with Hardie Plank. We are just going to get it in primer white and paint it ourselves.

Chairman Gwaltney – I see that the building is seventeen (17) feet tall on the inside. Is it one or two stories?

Mr. Lieberman – It is just one story.

Chairman Gwaltney – If I recall, part of the existing building now is used by the Smithfield Inn. The plan, if I remember correctly, is that they would be using this smaller footprint of a building for their needs.

Mr. Lieberman – It will be all of theirs. We, at Smithfield Foods, will not be using it.

Chairman Gwaltney – Right. They would be the ones using and occupying the building so I am curious if they had any thoughts on it.

Mr. Lieberman – I called them and they seem to have no issue. They were all for it as long as they had a place to keep their seasonal equipment.

Chairman Gwaltney – Are there any comments from the Board?

Mr. Hess – I seem to recall at the last meeting where we discussed this, the height of the structure itself and that seems to have been adequately addressed. The other thing that concerned me is that the old, historic building is becoming an eyesore. Perhaps it is fortunate that it is not really all that visible from the street. I am not sure where this vote will go but I would say congratulations for a good effort, at least. I remember the first meeting where you were here one of my suggestions was that if the barn was not salvageable the least we should expect of you was that you would try to replace it with something that at least represented that period.

Mr. Lieberman – In the proposal, I would like to work with the Smithfield Times about making a post about people who might want to claim wood. They would be welcome to get in touch with me and get some. I already have some people that know me or know Smithfield and were directed to me. They already have interest in that. I believe someone wants to make a shed with some of the siding and all of that. It seems

like people have expressed interest in having some of the wood and keeping it in Smithfield.

Mr. Prevatte – I have a question. How come you did not go with a standing seam roof?

Mr. Lieberman – When I got with the contractor, he pretty much just drew it out with whatever would be the most efficient and whichever would be easiest for him to build. In all honestly, I cannot speak to that. He told me he would be able to build it exactly to the design in front of you. Outside of that, I do not really know how to comment on that. Do you have any recommendations for me?

Mr. Prevatte – A standing seam roof would look nice.

Chairman Gwaltney – I think most smokehouses probably had shingles, shakes or something like that. I think what he is submitting is designed to look like a smokehouse. He has looked at a historic smokehouse and modeled it after that. It is tall and narrow. I think none of us want to see buildings go away. There is a time when, I think, they cross a line of whether they can be salvaged or if you are rebuilding so much of it that you do not have anything original left. I know a few months ago our main concern with taking a building down was what it would be replaced with. When the applicant had shown us drawings, we did not feel that they represented enough for us to make a decision. I know I said that they were welcome to come back and present something else. I think it is a very similar situation here. There is a building that is in much worse condition than the house in the other applicant's situation. We told Mr. Lieberman, a couple of months ago and a month ago, to really show us what you would replace this with. We had concerns with his first designs. We did not feel like it was giving us enough to make a decision. Again, the question is that if you take something down then what will you replace it with? I would have to say that I cannot think of anything, whether this passes or not, more appropriate to replace a utility structure in this town with than a smokehouse. I know when we looked at the location of the building and we talked about the first rendering that you had; it was kind of small and out of proportion. It is located in a proximity that is not truly visible from the street that much. It is surrounded. It is land locked with other structures buildings. There are only certain places where you catch glimpses of this building. I think that is good and bad. It is good because if you have something like what is there now that is in disrepair and does not look good; then you think not a lot of people see it. On the flip side of that, when people

do catch a glimpse of it, looking from North Mason Street or through some of the alleys around the buildings, you see the structure that is sitting back there. If they are going to see something, I would want them to see something that represents the town and looks like it could be there and would have served a purpose. I will not say that the existing barn does not do that. The application is to remove this building and replace it with something else. I think that is an important part to consider with this application. What is it being replaced with and what will it look like? I live in one of the oldest houses in town so, obviously, I am all about saving old buildings. If it had to come down, I would rather see something like what was presented tonight so when people look through there we hope they say it will look like a smokehouse. So, I think what you have presented, well addressed what we asked for. It is up to us to decide if we want to get rid of one building to replace it with something else. That was a lot of talk. I do not know if I accomplished anything with that or not. Please chime in.

Mr. Torre – I have a question for Mr. Riddick. I am unclear as to how the building permit process in this part of the world works. Apparently, there is no Town of Smithfield building department. Once this hurdle has been overcome with this Board, it seems like the next logical step might be that Mr. Lieberman takes his drawings to the county where there is a building permit office and apply there. At that point, my question is, does the county care of our prior approval or are they going to ask what we said would be permissible or is his only obligation to comply with color?

Town Attorney – Before he can get a building permit, he has to get a zoning permit from the town. The zoning permit sets forth the conditions. It permits him to get the building permit. He is required to build it in conformity with the permit. If he does not, he is not in compliance with zoning and we could stop work on the project. One thing that is not addressed is if this is on a slab or piers. It does not say.

Mr. Lieberman – It will be sitting on blocks that are anchored into the ground.

Mr. Torre – So it will be up off the ground.

Mr. Lieberman – Yes it will.

Chairman Gwaltney – Does the siding come down to the ground?

Mr. Lieberman – Yes. It will be blocking anything that might look abnormal.

Chairman Gwaltney – Will it be closed or open piers?

Mr. Lieberman – Which would you prefer? We were just going to build it down to the ground and cover up everything.

Chairman Gwaltney – I am thinking if you are building a smokehouse it needs to be a solid foundation as opposed to the building that is there now. It has open piers. I do not know that I am saying that the siding has to come all the way to the ground; but I would think it would be a solid perimeter.

Mr. Lieberman – That is what I am saying. You will not be able to see under it.

Chairman Gwaltney – It will be closed all the way around. I am guessing that you are pouring a slab inside of it. Or is it a dirt floor?

Mr. Lieberman – The contractor says that he can do either. As it stands now, it will be built on piers but will be blocked all the around. You will not be able to see under it.

Chairman Gwaltney – If it is up, will there be stairs that come up into this?

Mr. Lieberman – No. The only step will be the step to get into the door.

Mr. Hess – Will it have a wooden floor?

Mr. Lieberman – Yes it will be a wooden floor. The bottom of the door will be six (6”) to eight (8”) inches over the ground. It will still be less than the maximum step.

Chairman Gwaltney – Where does the door face?

Mr. Lieberman – If you look at the drawing, there is a cross hatch that says ‘not owned by Smithfield.’ The door will be facing that because if it faces the other way there is the potential for it to get blocked in by a car in space #13.

Chairman Gwaltney – The part that is noted as ‘not owned by Smithfield’, is that open space or is it a building?

Mr. Lieberman – No, it is not a building.

Chairman Gwaltney – Is it part of the driveway that goes back behind the winery and all that stuff?

Mr. Lieberman – Yes. They actually park some cars there.

Chairman Gwaltney – Is that the only foreseeable location on the property for the building?

Mr. Lieberman – Unfortunately. We looked at moving the dumpster around. We looked at a whole bunch of things. Anything we do over there would, literally, be removing parking spaces if we shift it up. If we move the shed toward space #18, it will block spaces #19 and #20. We cannot really move the dumpster anywhere else. If we do, we would be getting in the way of the ‘not owned by Smithfield’ section. It is not their responsibility to keep that dumpster clear for when the guy comes to empty it. So, it

cannot be in that area. We cannot have it anywhere else around the Smithfield Inn. Really, we were kind of locked in keeping it there. The corner, as it is, will be useless. We cannot really put a parking spot in a blocked corner like that. Unfortunately, we had to keep it there.

Chairman Gwaltney – I do not know if your discussion with the Smithfield Inn included their current odd, little shed they have back there. Will they still be retaining that?

Mr. Lieberman – They would like to and we would as well. It turns out that what they keep in the shed is used oil. It is very, very smelly. It is used grease from the kitchen. They also keep dirty linens in there while they wait for the guy to pick them up and clean them. They access that building all day, every day, which ran into another issue. The main entrance is going to be facing the ‘not owned by Smithfield’ area. If we put that door facing a parking spot, we risked blocking that door for them to access on a daily basis.

Chairman Gwaltney – Are there any other comments?

Mr. Hess – I would like to make a motion that we approve demolition and construction as presented.

Ms. Hillegass – Second.

Chairman Gwaltney – A motion has been made and properly seconded for demolition of the current building and construction of the new building as presented. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – The motion has passed.

Ms. Carolyn Torre – Excuse me please, Mr. Chairman. Is the public allowed to ask Mr. Riddick about what the ordinances say?

Town Attorney – That is up to the Chairman.

Chairman Gwaltney – Sure. I do not have anywhere else to go tonight; go ahead.

Ms. Torre – I live at 32 Main Street. I am wondering about the ordinances in the historic district with a contributing building. Let’s say it was not owned by the wealthiest entity in town.

Town Attorney – That has nothing to do with anything, Ms. Torre.

Ms. Torre – I am asking the question, please. May I ask what the ordinance says if a Contributing building, older than fifty (50) years old, were to burn down? In the ordinances, would they be expected to try to build it to be like or as most like as possible to what burned down? What would be the expectation for somebody?

Town Attorney – They would not have any obligation to rebuild it at all. If they chose to, they could.

Ms. Torre – So, the town would not care if they built something else there like a little McDonalds or something. I am asking what would be the guidelines in the ordinances about what they would be allowed to rebuild.

Town Attorney – They would be allowed to build whatever they want to build there within reason. They would not have to build anything back. If they wanted to build it back, they would have to put something back that had the same type of architectural features; taking into consideration that it would no longer be a Contributing structure. It would be a new structure.

Ms. Torre – Okay but this is a little bit different. It is there and it is not burned down. That would be different in the ordinances for a Contributing building to be demolished. You are saying it is different.

Town Attorney – There is a process for approval by which the applicants avail themselves.

Ms. Torre – I am just wondering what the ordinance actually says about it. It is a Contributing building. It just seems funny to me that a historic barn is there and there are none really left. They will put a shed there in its place called a smokehouse facsimile. It is a building that could be repaired and is Contributing. The ordinances, as I understood them, state that it should be repaired to be as most like it already is; since it did not burn down and it is not a shed. I appreciate your consideration in letting me ask my question and elucidate me on that. Can you elucidate me on that?

Town Attorney – I do not understand your question at all.

Ms. Torre – Okay. It is a Contributing building which is older than fifty (50) years old.

Town Attorney – Perhaps this is not an appropriate place for a discussion like this. I will be happy to sit down with you afterwards to discuss it. The Board has already acted.

Ms. Torre – I see that. I just would appreciate you making clear what the ordinance states. I do not feel you have made it clear but I appreciate the effort. Thank you.

Ms. Mary Donovan – I live at 220 Astrid Street. I had no idea about any of this. Is there the option of someone taking the whole building and moving it. Is it an option for the town to move the building?

Mr. Lieberman – The way the structure is built, it would be hard to move.

Ms. Donovan – So you cannot dismantle it and move it. Question answered. Thank you.

Chairman Gwaltney – Our next item is Siding Color and Window Change – 204 Grace Street – Lankmark – Darvie Werling, Werling Construction Corp., applicants. Could we have a staff report please?

Planning and Zoning Administrator – Yes sir, Mr. Chairman. As I mentioned in my report, there was administrative approval to undertake some repairs and exterior renovations with like colors and materials for 204 Grace Street. However, there were two (2) elements of the exterior renovations that were proposed that require Board review. One is a proposal to change the siding color of the primary structure as well as a detached garage from white to light 'French Gray.' You have a color sample in your packet for that. The trim would remain white as it currently is on both structures. Also, they propose to change the windows to a Simonton vinyl replacement window with large 4/4 muntins. Currently, predominately on the front and the front of the sides, the home has existing original wood windows. However, toward the rear of the sides and portions of the rear of the house at some point over time, vinyl replacement windows were pirated in to parts of that house. That is all I have for this. 'Pirated in' is a slang term we use when somebody does something to the structure without approval.

Chairman Gwaltney – I got that. Thank you. Is there anyone here to speak on this application? I appreciate your time and patience being the last person on the agenda. It is not the best place to be or maybe it is the best place to be. State your name and address please.

Mr. Darvie Werling – I am with Werling Construction and live in Newport News. I am the general contractor for Patrick Jackman who purchased 204 Grace Street. I have some pictures here to show you. There are some in your packet also. We are redoing the Chippendale railings in the front. He is adamant on the historic value. A lot of the

house had 'pirated', as Mr. Saunders called it, aluminum siding and soffit, vinyl windows, 4/4 windows, 6/6 windows, 2/2 windows, and single panes. As for Hardie Plank, I refuse to use it. I actually bought the real cedar 10" bead board from Waterfront Lumber. It is the high dollar stuff and the original stuff these houses are supposed to have. I do not believe in Hardie Plank. With that being said, it is what we restored the back area with when we pulled all of the metal off. Everything was all bits and pieces. Mr. Saunders was there to see it. We replaced it all and fixed all of that. What we are basically proposing is to keep the general color. It is funny because, when we pressure washed it; the actual color was actually an aquatic blue color. It is what the house originally had on the ceilings of the front roof and porches. I have been in construction for thirty (30) years. The reason houses are white is because it is the cheapest, fastest way to paint. It always has been and it always will be. I am proposing to stay with the brown railings and brown treads. We replaced all of the tongue and grooved porches. The trim will stay white. We are not going to put in metal on the windows or metal trim for the windows. It is just going to be the window itself replaced because they are all in bad shape. As for the body of the house, to give it a bit of life and design, the owner hopes that you will allow the 'French Gray' color for the exterior. It will give it a bit of contrast and a better look. I brought a sample of the type of window. They will be Simonton with a thicker grid pattern. Every window will be 4/4 like they are supposed to be including the garage. This is what we propose to do.

Mr. Prevatte – What did you replace the porch floor with?

Mr. Werling – I had Waterfront Lumber make me a tongue and grooved oak. It was expensive. We did the seven and a half (7 ½) inch on the top which was original. We did three and a half (3 ½) on the bottom. It will all be painted. All of the paint that we will use is 'Emerald' which is the best bucket of paint you can buy from Sherwin Williams. The decks will be painted with 'Duration.'

Mr. Prevatte – Have you thought about staining the deck?

Mr. Werling – When Mr. Saunders came over, he said I had to keep everything original. It was actually painted brown back in the day. Could we paint it brown? If my owners have no problem with it then I have no problem with it.

Mr. Prevatte – I was just asking.

Mr. Jackman – I would definitely consider that.

Mr. Werling – It would be a little late now. When we put it in, it was raw wood and I primed it. I did not want the elements to hit it. It already has a primer on it so it has to be painted. I went back with what the original color was.

Mr. Prevatte – Is it oak?

Mr. Werling – Yes. It is oak. I had to stay with what the original was.

Mr. Prevatte – Do you know why the ceilings were painted blue? Back in the day, birds would not nest in it.

Chairman Gwaltney – They think it is the sky so they will not build nests there.

Mr. Werling – We thought there was leak in the roof. Apparently, it was a girl's school and somebody had put a cigarette up there and all of the wood burned up there. It was not a leak. It was burnt.

Mr. Prevatte – You have one of the greatest homes in Smithfield.

Mr. Jackman – We are happy that we bought it.

Mr. Werling – They actually just moved in. We refinished all of the floors inside. It is all back to original.

Chairman Gwaltney – Is there still a laundry chute under the steps?

Mr. Werling – I do not know.

Chairman Gwaltney – On one of those steps upstairs, you can lift the tread up and throw your laundry down to the basement.

Mr. Jackman – I think I know what you are talking about.

Mr. Werling – In the bathroom upstairs, there is actually a window and a beautiful view of the chimney. You cannot see anything but the chimney.

Mr. Prevatte – Are you keeping all of the Chippendale on there?

Mr. Werling – Every bit of it. It is why I sent the pictures around. We are rebuilding it all. It is cedar. We ordered it all from Waterfront. It is very expensive. We are hand making all of that back to the original cedar.

Mr. Prevatte – It looks like he is going first class.

Mr. Werling – He was going to stay with the white. I suggested giving it a bit of color with the gray. I think it would look so much nicer. The whole front will be exactly original to what it was.

Mr. Prevatte – What are you going to frame your windows with?

Mr. Werling – We are not. We are just caulking them in. There will not be any metal to hold them.

Mr. Prevatte – How will you finish them on the outside?

Mr. Werling – I am getting them so that they fit tight. We will use either quad or geo-seal to seal them in. If not, I will come up with some sort of muntin for stop to create some.

Mr. Prevatte – It would be nice to have something.

Mr. Werling – Yes, some sort of nice design. He had me pull all of the metal. I wanted metal in the soffit. We decided not to do that because he wanted to keep the original of the house so everything is original. The only thing we are asking is to change the color a little bit and give them some energy efficient windows. We are getting nicer windows. They are more expensive than your average window.

Mr. Prevatte – The gray will not fade as quick as white either.

Mr. Werling – I am using ‘Emerald’ paint. This is Sherwin Williams’ ninety-five (\$95.00) dollars per gallon paint. I got a onetime deal at half price so I ordered fifty (50) gallons. If you allow this color change, Sherwin Williams will use it as their mockup house for that type of paint. It is why they gave me a good deal. I spend a lot of money on paint. Generally, I remodel houses for HUD and banks. This is actually a HUD job. If you read his report, it says to not put original railings back, use vinyl siding, and use metal. It is all written in the report. I showed it to Mr. Saunders. I told them it would not fly. I told them I had to come to the Board and see what I could do.

Chairman Gwaltney – On the window that you brought tonight, I read through the catalog.

Mr. Werling – I do not have my copy. It does not say vinyl but that is why I brought you an actual mockup. They are from Eastern Aluminum.

Chairman Gwaltney – If I read it correctly in the book, the grids are between the glass panes. Did you choose to have the windows like that or did you look at a window that would have them on the outside of the glass?

Mr. Werling – I could not find one with them on the outside. I can try to find one but this is what they recommended for as close to Colonial as they could get me. If I cannot use that kind and have to search for something else then I will but there is only so much in the budget.

Chairman Gwaltney – The grids between the glass gives a different look. There are a couple of products out there that have the grids on both sides; inside and outside. Not that it will be the key to get this whole thing done but, I think, everyone would agree

that having dividers on the outside of glass to see the dimension and texture would be better.

Mr. Werling – The front is where Mr. Saunders said we want the historic value. There are a total of five (5) on the front. We can leave them all the original wood and just fix the other ones. There are thirteen (13) windows that are already vinyl. If that would appease the Board, I will be happy to go with that.

Chairman Gwaltney – I think it is a reasonable option. The dormers will be the worst ones to have to do.

Mr. Werling – Well, believe it or not, he went and looked at the dormers tonight.

Mr. Jackman – Those are not actually 4/4. They are 1/1. They put a little piece of wood in there.

Mr. Werling – They are not even original.

Chairman Gwaltney – Dormers are always so hard to take care of. They can be a problem. We discussed this on a house before about the possibility of some sort of replacement window or something on the non-front porch windows thinking about the windows that are closest and most visible to the general public. We like the original and the fact that they are under the porch and protected from the weather somewhat. It will not help your efficiency that much like an argon window will do. When people look at a house, they traditionally look at the front porch windows when they come up to the house.

Mr. Werling – They will actually see the one window where the glass is still in tact. It is the old optic glass. It is original glass. The one on the bottom was broken out. The kids broke it out and the glass is all gone.

Chairman Gwaltney – Let me know if you want some more. I have some. I replaced a hundred (100) panes of antique glass in my house when I did mine.

Mr. Werling – I understand.

Chairman Gwaltney – I think it is a valid option to be considered if you replace some but leave some original.

Mr. Werling – We will just leave all of the front porch windows on the street side original. We will just replace the rest if you will approve that.

Chairman Gwaltney - I think if I was going to look at replacement windows, I would rather see them with the dividers on the outside. Trust me, there is a big difference in how they look.

Mr. Werling – Is there a place to purchase these? I will inquire.

Chairman Gwaltney – We can assist you to try and find some sources for that. I cannot produce those tonight. We could, perhaps, look into that to maybe help.

Town Attorney – I have some comments on that are very cost effective too. Trinity Church has those. My house has those. There are houses all over town where the windows have been replaced as you have talked about with just the sashes themselves. This house does not have any detail on the windows.

Mr. Werling – It does not even have detail on the gables.

Town Attorney – That is a little unusual because when we replace windows there has always been some trim around them.

Mr. Werling – We do not have that here. They are just plain.

Town Attorney – I think that is unusual.

Mr. Werling – We have so much in the budget when we do these. We are kicking pretty hard by getting these windows. If the Board would approve us to just wrap around the house and keep the front with the original wood ones. I will still inquire to see if I can get something with grids on the outside.

Chairman Gwaltney – They will be a bit more expensive than these.

Mr. Werling – They are going to be a lot more expensive.

Mr. Prevatte – Are you saying that these do not have window casings on it?

Mr. Werling – Some of them have casement storm windows.

Mr. Prevatte – Are they forged on the outside or are they storm windows?

Mr. Werling – The front of the house is original. There are no storm windows.

Mr. Prevatte – That is a casing.

Mr. Werling – Yes. It has wood trim around it. Some of the other windows have the old storm windows with the three (3) piece glass that always chop your fingers off. We are getting rid of all of those. It is why we wanted to put these in to give them some energy efficiency. He will be happy to keep the front original. We will keep the old windows. There are five (5) on the front. The dormer windows have grids that are not even on the outside. They are just pop in grids that someone put in. They cheated on this whole house. It has been cheated all the way around. As I said, we pulled all of the siding and soffit and put all the original bead board back on keeping all the slats. We have been moving along for the last month.

Chairman Gwaltney – Are there any more questions or comments?

Mr. Werling – Are there any questions on the color or is that pretty good on that?

I am just curious.

Ms. Hillegass – I think the color is fine.

Chairman Gwaltney – What about the shutters? Will there be shutters?

Mr. Werling – No shutters. The tops of the rails will be brown. The treads of the steps and the top of the landings will be brown. They will all be original. The doors will be 'Hunter Green.' There is only one door that is Hunter Green but I am going to make them all the same so it looks like it is supposed to be. I am trying to bring back the old luster of the place. We found a door in the carriage house that has a tunnel under there. It is still there.

Mr. Jackman – It is about two (2) feet deep.

Mr. Werling – No. It is not real deep. It could have been a hiding spot for something.

Chairman Gwaltney – So, if we want to see some other options for the windows that you were going to use.....

Mr. Werling – I did not have any at this time.

Chairman Gwaltney – I understand that. If we said that we are not necessarily comfortable with what you have shown us and we want to see something else and it required you to come back in a month and that required you to come back a month from now; how would that be for you?

Mr. Werling – It is not going to be very well with my homeowners living in a house with broken windows and holes in them. They have moved in and I am trying to get them done.

Chairman Gwaltney – Have you moved in?

Mr. Jackman – Yes.

Mr. Werling – They moved in on Sunday. I am hoping we can keep the front original and keep the original windows.

Mr. Hess – Are the windows on the front okay?

Mr. Werling – Well, they are not okay but there are a few broken panes but I can fixed them, scrape them, clean them, and bring them back to life. I can put new strings in them but the windows are shot. The back and the side of the house already have vinyl windows but they are cheap, junk vinyl windows. There are eleven (11) vinyl windows already in the house. There are a total of fifty-three (53) windows; but without

the front, it will be forty-eight (48) which counts the carriage house also. So I would be replacing forty-eight (48) windows. We are not putting metal wrap on. We are still keeping the integrity of the frame so there will be no metal. It would be all original. I will be honest with you and check with Eastern and see if I can get something with a bigger muntin. Mr. Saunders knows I will keep my word. I do have a budget that I could show you now. To get those bigger muntins, you are probably looking at seventy (\$70.00) dollars to one hundred (\$100.00) dollars more per window. That is about five thousand (\$5,000.00) dollars.

Chairman Gwaltney – We do not have a lot of guidelines on how to pick replacement windows because they basically say that we really do not want you to do them. If we are considering doing them then I think it sort of falls back to us to say what kind we want and how we like it. I know the ones that Mr. Riddick has mentioned seem to be favorable with this Board and the town. I am not questioning so much the size of the grids but the fact that muntins are on either side of the glass.

Mr. Werling – They are inside the argon but the ones you want will be on the outside of the glass. If we go that route and decide to get the ones on the outside of the glass then there would be no difference changing the ones in the front too. You would have that look unless you want the wood look.

Chairman Gwaltney – I think if you did that, to stay in your budget, you may want to keep the ones on the porch and not have to spend the extra money.

Mr. Werling – I am not sure. I have never priced them. Did you say the name of the company is Trident?

Town Attorney – I do not know what the name is. I do not think they are more expensive. I think they are less expensive.

Mr. Werling – I am hoping it is still a double pane argon window to still get the energy efficiency and the better look.

Chairman Gwaltney – It is.

Mr. Werling – I have no problem looking into it. My only problem is thirty (30) more days. If it is possible, and I get the ones with the muntins on the outside, I am quite sure I could show Mr. Saunders and have him approve them if that is possible. I am trying not to delay things. In the meantime, I still have a couple of weeks' worth of painting to do because it sounds like you will approve the gray color. Even then, it takes ten (10) days to order the windows so it might not be too bad. The other good news is

that this house is covered by trees. You really cannot see anything but the front. The front is just the most important part.

Mr. Prevatte – Trees cause a lot of mildew too.

Mr. Werling – That is why this paint is mildew proof. He will still have to pressure wash it about every three (3) to four (4) years. I have no problem with the windows either way. I will work with you in any way. If there is a window out there that has a muntin on the outside and it is within our budget or a few dollars off then we will make it work.

Mr. Jackman – I definitely agree with you. If we can get the muntin on the outside, it adds the right shadow to it and adds to the look.

Mr. Werling – Eastern is where I get my windows from. He might have played it off so he could get the sale. I can go to other window distributors. I can go to Custom Vinyl. They make them up there near the Pepsi Plant. I know the people up there. I have connections but try to stick with one when I get a good price; but when it comes to the value of what we need to do then I will make that change. I just do not want to wait thirty (30) more days unless I have to. If that is what you are leaning to and you have no problem with it being vinyl but you want the muntin on the outside and it is within our budget then that is what we will do.

Mr. Jackman – Could we get approval for something like that? If we cannot do that then we will come back in thirty (30) days.

Chairman Gwaltney – We basically have to approve the lesser and hope that you can find or afford the greater.

Mr. Werling – We can make it happen unless it is totally ridiculous and out of the park. We would have to come back in a month. The only thing I can do is to keep the windows in the front and restore them. I can paint the building which has to be done before the windows go in anyway. It will probably take two (2) to three (3) weeks with the way the weather is. By that time, I can talk to Mr. Saunders since I know what you are looking for. You have no problem with the vinyl but you want the muntin on the outside of a nice size to give it the historic value; but we are still going to keep the windows in the front original.

Mr. Jackman – This would also be replacing the eleven (11) current windows that are in there that are vinyl. They are not properly fitted to the windows.

Mr. Werling – They have wide gaps. It is crazy. It is when they were pirated. If they are out there; I will find them. I can google anything.

Ms. Hillegass – I would like to make a motion to approve the color change and the windows as discussed with outside muntins and keeping the original windows in the front on the front porch.

Mr. Werling – There are five (5) windows on the front.

Mr. Prevatte – And wrapping the windows.

Mr. Werling – We are not wrapping anything. We are keeping all the wood and painting them. We are not putting any metal wrap on any of the windows.

Chairman Gwaltney – What about the trim on the windows?

Mr. Werling – There is already wood trim on the windows.

Mr. Jackman – We are keeping all of that.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded to accept the installation of replacement windows with the dividers on the outside of the glass in fifty-three (53) windows excluding the five (5) windows covered by the two front porches.

Mr. Werling – Correct. And the dormers on top. There are two (2) up there.

Chairman Gwaltney – And the dormers on top meaning that they will be wood. Are you going to put replacement windows in the dormers?

Mr. Werling – If you let us. Are they vinyl or wood up there now?

Mr. Jackman – They are wood and they are the original windows but the grids were added.

Mr. Werling – It is a fake grid on the inside; not on the outside. We can leave them; it is fine.

Mr. Jackman – I would probably pull out the fake grid either way.

Mr. Werling – If we are going to get the right ones with the muntins, it would probably be better to put new ones in the dormers. We could leave them plain. All of the rest would be 4/4.

Mr. Jackman – They are smaller windows than the rest of them anyway. I think that would be fine.

Mr. Werling – We can just scrap them and clean them. It would save you some money to scrap and clean them versus replacing them.

Chairman Gwaltney – Again, our motion on the floor is to accept the color changes as presented and to accept replacement of the windows with replacement windows that have the dividers on the outside of the glass. The replacement would exclude the five windows on the front at the first and second floor porches.

Mr. Jackman – It would be the first floor and the third floor. The second floor does not have windows; it just has doors.

Mr. Werling – It is just five windows on the front of the house. There are actually two (2) doors on the second floor.

Chairman Gwaltney – Okay. The five windows on the front of the house will not be replaced. Do we have a second?

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – The motion is approved. I would ask that you contact Mr. Saunders and we can possibly find some information for you to help with that.

Mr. Werling – I will research it and have an answer in the next few days.

Chairman Gwaltney – As Mr. Riddick said, there are a few houses in the district that have windows like that.

Mr. Werling – I have never seen them but I will find them.

Chairman Gwaltney – They are very nice and they work very well. Thank you very much and thanks for bringing the sample. Before we move on with our agenda, we are going to take a five (5) minute recess.

*The Board of Historic and Architectural Review took a five (5) minute recess at 7:45 p.m.*

Chairman Gwaltney – We will now continue our meeting after the recess. We will move to our Historic District Designation Review – Astrid Street & Cary Street. I will turn this over to Mr. Saunders to get us started on this.

Planning and Zoning Administrator – As you all are aware, there has been discussion about reviewing the designations of structures in the historic district. The

town's Historic District Ordinance has been in place since 1979 and in the Design Guidelines since 1990. In the early 1970's, a survey of the historic properties was done. An update was performed in 1990 in order to codify the designations of each primary structure in the district. The 1990 survey was conducted by Frasier and Associates which is the same firm who developed our Historic District Design Guidelines. These surveys were very comprehensive and remain relevant today. However, some of these designations are based upon age and other criteria that are subject to change. From time to time, they should be reviewed for accuracy. Over the next several months, it is proposed to review these designations of the primary structures in the historic district in order to update the ordinance accordingly as the Board sees fit. To some degree, these designations are the backbone of the ordinance and the requirements as they reflect the relevance and, therefore, the importance and level of scrutiny placed on each property. These designations are formally in order of importance: Landmark, Contributing, and Non-Contributing. Informally, there is a designation of 'no designation' which is typically used for new construction in the district until such time as it is given a formal designation. There are criteria to consider in the determination of the designation for our local district. Non-Contributing structures are those that were built less than fifty (50) years ago. Again, that was the criteria used in 1990. They have been altered to such a degree that they no longer represent the period in which they were built or are in such poor physical condition that their retention is difficult. The majority of the Non-Contributing buildings were built at an appropriate scale and of a material compatible for the historic district. However, unlike earlier buildings, many of the newer structures are dominated by large parking lots which are commercial structures. A number of the Non-Contributing residences have a deeper set back than neighboring historic dwellings. Contributing structures are properties which contribute to the historic character of the town but which do not contain certain Landmark structures and shall be known as Contributing properties. Landmarks represent all structures from the 18<sup>th</sup> century to pre-Civil War or structures with architectural significance from the period after the Civil War and shall be considered Landmark structures. Also, of note from our Preservation Overlay District Ordinance, all structures designated on said map or structures from the 18<sup>th</sup> century to pre-Civil War or structures with architectural significance from the Civil War shall be considered Landmarks and properties designated as properties that contribute to the historic character of the town but do not contain Landmark structures

shall be known as Contributing properties for the purpose of the ordinance. So, tonight, we have Astrid Street and Cary Street. We are going to go street by street in alphabetical order. Also, find at your place at the table, a section of a spreadsheet that lists the addresses that we are reviewing tonight. The center column on the spreadsheet represents the classification as per our current ordinance which resulted from the 1990 survey. The right column is a designation that is recommended by administrative staff. This is just a starting point. The Board can certainly disagree with the recommendation that was done by staff as we go through these. Do not hesitate to do so if you feel that it is appropriate. The first address in the list is 206 Astrid Street. The 1990 survey labeled this vernacular style with a potential building date from 1880 – 1900. It goes on to list some of the trim effects that were on it in 1990. Also, in significance, it represents that this is a heavily altered turn of the century dwelling. Currently, the ordinance has classified this as Non-Contributing. The staff recommendation is to leave it as Non-Contributing. So, for each of these, I will just open it up for more conversation or deliberation.

Chairman Gwaltney – Will these decisions be made in the form of motions for this?

Planning and Zoning Administrator – The recommendation is that each meeting's list would be a consensus. We will make note of the consensus for each meeting. Once we have worked our way through the entire process, we will amend the ordinance to reflect all of these designations that was a consensus at each meeting. At the end of that time, when we have updated all of the addresses at once, there will be a motion and then it will go to Town Council as an amendment to the ordinance.

Town Attorney – I would suggest that everyone at this table can read. If you have not had the opportunity to see these and have any concerns about the designations assigned then you should raise the issue. I do not know that you have to go through each one of the addresses on the record.

Chairman Gwaltney – We could start by looking at the street as a group.

Town Attorney – I do not know that it is necessary to go through each inventory sheet and make a thumbs up or thumbs down. I think you can look at the street and see if anything would give you cause to change any of the designations as they are presented. Some will be easier than others. Historically, there is nothing historical about

Astrid Street. There is nothing there that is really of real historical significance. If you would like to go through every one then you are welcome to do so.

Chairman Gwaltney – Thank you for your generosity of time on that.

Planning and Zoning Administrator – There are only two (2) or three (3) structures on Astrid Street that were anything other than Non-Contributing. The majority of the surveys from 1990 specifically state that there is nothing significant except Non-Contributing dwellings. Of the few that were rated otherwise, they were vernacular from the turn of the century which includes 206, 212, and 224 Astrid Street. The vernacular bungalow includes 222 Astrid Street that we reviewed earlier which had burned. Of the vernacular dwellings on Astrid Street, they have been heavily altered. The existing classification of everything on Astrid Street, currently, is Non-Contributing. The recommendation of staff is for everything on Astrid Street to remain Non-Contributing; because those that were rated vernacular from the turn of the century have been heavily altered.

Ms. Hillegass – I would concur with the staff recommendation for everything on Astrid Street.

Chairman Gwaltney – With that said, is there any discussion to change anything on Astrid Street.

Mr. Torre – I move that we accept it as recommended.

Chairman Gwaltney – So the general consensus for Astrid Street would be to leave it as it is at this time. That is noted and it will go into the big packet when we get it all done. Is that correct?

Planning and Zoning Administrator – Yes sir.

Chairman Gwaltney – Okay. So the Astrid Street addresses stay as they are at this time.

Planning and Zoning Administrator – Now, Cary Street is not as homogenous as Astrid was. Do you want to go through each address? What is the consensus of the Board? You have the information in front of you. I had intended to go through every address with you; but if that is not what you prefer to do, that is fine.

Mr. Torre – Maybe we could just ask about the ones that changed. For example, 202 Cary Street was Non-Contributing but your recommendation now is that it is Contributing. Maybe we could discuss the ones that changed.

Mr. Hess – Yes, I think that is a good approach.

Planning and Zoning Administrator – 202 Cary Street is a gabled front, vernacular built 1890 – 1910. It is very similar to other gable front vernaculars on the same street adjacent to it that were designated as Contributing. I think, at some point, there was vinyl siding and vinyl soffit added to it. The porch may have been reconfigured at some time. I am assuming that is what garnered the Non-Contributing classification; but it was felt that the bones of it were still similar enough to all of those gable front vernaculars around it that the original surveyors had deemed to be Contributing.

Chairman Gwaltney – Is there any discussion on the proposed change?

*The Board concurred with the staff recommendation to change 202 Cary Street to Contributing.*

Chairman Gwaltney – The other one that has changed is 215 Cary Street.

Town Attorney – The owners of that house were at this meeting for a long time.

Chairman Gwaltney – I am sorry that they left.

Town Attorney – They were curious.

Planning and Zoning Administrator – Yes. I did discuss this with them in the hallway during the break. This home, in 1990, was deemed to be a vernacular farm house style from 1900 – 1910. It was a typical turn of the century dwelling for the Town of Smithfield. They have done a lot of restoration to the house and have maintained the standing seam roof on the porch and the primary structure. It still maintains the original 2/2 windows. While in 1990 this did not seem significant and seemed typical in Smithfield, it is less and less typical every day to have one that is still maintained in such original condition. It was deemed to go from Non-Contributing to Contributing.

Mr. Hess – These photographs are several years old. Does the house still look like this?

Planning and Zoning Administrator – Yes, they are. You can see the standing seam roof under the tar paper in the picture. They put that on there to protect the roof material while they were working on the siding. It was just there to protect the roof.

Town Attorney – They have done a lot of work on that house.

Chairman Gwaltney – Are there any questions on this property?

*The Board concurred with the staff recommendation to change 215 Cary Street to Contributing.*

Chairman Gwaltney – The next property is 228 Cary Street.

Planning and Zoning Administrator – 228 Cary Street was demolished so it was removed from the ordinance. The next homes are 237, 239, 241, and 243 Cary Street. They are the more contemporary homes at the end of the street across from the YMCA. Surveys were not even done on these. Frankly, I do not even know how these got to be designated Contributing structures to begin with because there were not even surveys done on these in 1990. I recommend that all of these be downgraded to Non-Contributing.

Chairman Gwaltney – Is 233 Cary Street a new house?

Planning and Zoning Administrator – It is a new house. It is designated as Non-Contributing. I would recommend that it stay Non-Contributing.

Chairman Gwaltney – Should it be no designation?

Planning and Zoning Administrator – It was apparently updated to Non-Contributing already. It would have been no designation as soon as it was approved. I recommend it stay Non-Contributing. I also recommend that 237, 239, 241, and 243 Cary Street go from Contributing to Non-Contributing.

Chairman Gwaltney – If this is a new structure, why do we not call it no designation?

Planning and Zoning Administrator – In other words, it is no designation as soon as you approve it here because we have not updated the ordinance again yet.

Mr. Hess – But the intent is to eventually get everything in the historic district to have a classification.

Planning and Zoning Administrator – Yes. They need to have a classification. In this case, it would be Non-Contributing. No designation is not a formal designation; but it just mean that it does not have one yet until such time as the ordinance is updated again to encompass it.

Chairman Gwaltney – Are there any questions or comments on those properties?

*The Board concurred with the staff recommendation for 233, 237, 239, 241, and 243 Cary Street to be Non-Contributing.*

Mr. Hess – What is the last one at the very bottom?

Planning and Zoning Administrator – The last one is the water tank on Cary Street. There was some discussion about whether or not that should be classified in the district. I did not bring that to you tonight. It is still an internal conversation at this point.

Town Attorney – There will come a day when they will probably want to take it down.

Chairman Gwaltney – Is it still used?

Town Attorney – Yes but it is only like a backup.

Planning and Zoning Administrator – If I could Mr. Chairman, the plan for this project has changed. The original intention was to go through every structure to look at how it was designated in 1990 and have the Board reflect on it and potentially discuss it; but that is not what occurred tonight. We put a lot of effort into putting these packets together. In order to not kill this many trees, we were going to do PowerPoint presentations in the future. So, given the fact that each one was not reviewed individually and reflected on, how would you have staff compile the balance of this for future discussions? Would you prefer to have more addresses per meeting and review them on your own? Perhaps each Board member could discuss which ones they have concerns about at a meeting. Even if we do the PowerPoints for them all, we could put them on the website but they would not be in your packet. You could review them on the website prior to the meeting. I have to say that I am at a bit of a loss to determine how to best go through the balance of this given that each individual one was not reviewed tonight. I do not want to take staff time to put together a presentation on every single address.

Chairman Gwaltney – I agree with that. I know that we had talked about how to do this. We had talked about PowerPoints and screens and all of that stuff but that was not an option.

Planning and Zoning Administrator – We did the first one on hard copy. Once we determined how many copies that it actually took for the packets, we determined that in the future we would put together a PowerPoint slide that had the photograph and the survey for each one which we could post as the agenda packet every month on the website and display it on the screen at the meeting.

Chairman Gwaltney – Have we decided that we could do that?

Planning and Zoning Administrator – Yes. The plan was to turn this room ninety (90)degrees and you can turn to the screen to view it.

Chairman Gwaltney – You and I spoke previously about that and I think that is an acceptable way to go through this.

Mr. Hess – I spent several hours today trying to make sure that I really understood what I was looking at there. I did go through each one but I was also thinking how many pieces of paper we would see before we were done. I think doing a PowerPoint presentation and putting it on the website makes a lot more sense in this day and age with the technology that is available. In terms of what we discuss, from my perspective, every Board member is empowered to ask a question and might or might not agree with something that you have recommended.

Chairman Gwaltney – Certainly not to appear that we are not considering this or that we have not looked at it or that we simply do not care; I do not think any of us want to appear that way. I do not think that any of us are that way. I think the nature of each of these streets will be different. There are some streets where it is pretty easy. We are all relatively familiar with the district. We ride around looking at stuff all the time; but not always specific to this one or that one as we might be in certain cases. I think it is easy enough to look at these pictures and look at what is there on certain properties and groups of properties. There is very little change that has happened. There are only certain things that are going to make a property become a Landmark property. There are only certain things that are going to make you step up from one level to the next. I think that certain places, as you and I have discussed, will be relatively easy to say that there is a street full of Landmark properties. We cannot go any higher than Landmark so what are we going to change. Some places are easy to say a property is a Landmark and it is still a Landmark. It is easy in some of these places to say that it is Non-Contributing. The reasons that make it Non-Contributing have not changed and are not going to change and cannot change to some degree. I hope I speak for the Board to say that we recognize the work that went into this and that while this packet for these two streets, which we have not totally completed yet, only require so much time and effort to figure out the answers for them. Others are a mix and a ‘hodge podge’ of stuff where we need to look through things and things have changed. With that said, again, I would recommend that if there is a way to do it with less paper then I am all for it. I would think that the rest of the Board would be in agreement with that. If it means that we shift the tables around and we do something different then I say we do it if it can be done. I would think that would alleviate a lot of work, effort, ink, toner, and paper. So, I would say that if we can put that together, we can suffer through spinning around in these very comfortable chairs to look at the screen if we need to.

Planning and Zoning Administrator – Would you have me put together the slides and get them in the packets and have the slide show for the next meeting even though we might not go through them if nobody has any questions? You can review them on the website before the meeting even if we do not spend a lot of time at the meeting on each one.

Chairman Gwaltney – Well, the pictures are already done. Is that correct? I mean, they are done.

Planning and Zoning Administrator – Yes. It is just a matter of making up the slides.

Chairman Gwaltney – I am not sure if I understand what you are proposing.

Ms. Hillegass – He would still have to go through the effort of creating the slide instead of a copy for each of the designation sheets with the photos and put that together. There will still be an investment of quite a bit of time.

Planning and Zoning Administrator – Right but you would not have them in your packet so you would have to go on the website to review it. We would also have it in here to review.

Mr. Hess – From my view, I think that is necessary. We cannot make a decision without looking at the property.

Ms. Hillegass – Could you just give us a list of addresses like this spreadsheet in the packet? We could just go to those addresses on our own and take a walk.

Planning and Zoning Administrator – I just printed this section out. I can put it in there. It is not a problem.

Chairman Gwaltney – It is certainly nice to have it all right in front of us. I do not think any of us are going to deny that.

Planning and Zoning Administrator – I would prefer not to make copies here. I am asking if it is okay to do it as a slide and digitally but it will not be in your packet. It will be on the website.

Chairman Gwaltney – I think we can deal with it. I think whether we go look at it or not that most of the decisions will probably be made when we look at it and discuss it here. It does not give the Board members a 'get out of jail free card' to not have to go look and think about it. I think most of what we are going to do is going to be based on what we do when we come here.

Mr. Hess – It will be very convenient to have it on the website so that we can do our homework before we come here. It would probably expedite the meeting.

Chairman Gwaltney – Does that help you Mr. Saunders?

Planning and Zoning Administrator – Yes.

Chairman Gwaltney – Do we need to discuss any of the non-changing properties on Cary Street?

Planning and Zoning Administrator – That is up to you all.

Chairman Gwaltney – I think that is where we sort of left off.

Planning and Zoning Administrator – I think the consensus was to discuss the ones that had a change.

Chairman Gwaltney – Or at least to start that way. Is there anything else to look at or does anybody have any comments about the other ones? Are you ready to check them off?

Mr. Hess – Again, I am not sure how everybody else prepared; but since it was the first time we were going to do this, I did invest a couple hours going through it and looking at them and reading the surveys. I was kind of prepared to take my position when I walked through the door. If you continue to provide it on the website, I think that probably helps us get through it a lot quicker once we get here.

Chairman Gwaltney – Are there any of those positions you need to take about the remaining properties?

Mr. Hess – No. I am satisfied. You should take it as a compliment, Mr. Saunders. It looks like the staff did a good job.

Chairman Gwaltney – They did a fantastic job.

Ms. Hillegass – Fantastic.

Chairman Gwaltney – Are there any other comments on the other non-changing properties? Again, I think these two (2) streets were relatively easy because there was not a whole lot of change that was happening.

Mr. Hess – They will not all be that easy.

Chairman Gwaltney – No, they will not. There will be some that will require a bit of discussion, I am sure. So, all of that said, we are all in agreement to accept these two streets as they have been presented tonight. I want to make that clear so that we can move on. When it comes time to vote on the whole thing then we will know we have done it.

*The Board of Historic and Architectural Review agreed with staff recommendations for Astrid Street and Cary Street.*

Mr. Hess – I have one other question. When someone's status changes, are they notified by your office?

Planning and Zoning Administrator – Well, I will have to tell you that it has never really happened under my watch. But once all of this is compiled and you all recommend the ordinance change, the ordinance change will be like any other ordinance update which will require a public hearing before the Town Council. The proper notifications will go out before the public hearing on that. If they are not individually notified, there will be public hearings advertised before Town Council can change the ordinance.

Town Attorney – And the Planning Commission too.

Planning and Zoning Administrator – Yes, Planning Commission too.

Chairman Gwaltney – Perhaps we can set this up to draft a letter that we actually specifically send to the property owners saying that we have changed their status. Maybe we can set this up so that the Board members do it so as not to burden the staff. Is there any reason that we cannot do that from this Board?

Planning and Zoning Administrator – If that is what this Board would like to have happen then it can happen.

Town Attorney – You could only say that you have recommended that your status be changed.

Chairman Gwaltney – Well, whatever the wording would be such as 'We have reviewed your property and we recommend this and are just letting you know.'

Town Attorney – Correct.

Chairman Gwaltney – I think that is something we should do. It does not have to be done by the staff. We can all sign a nice, little card that says we have changed your status. We can figure out how we want to do that. We do not have to do that tonight. I think it should be something that we do.

Mr. Hess – I asked the question because I am a little concerned that some residents, before we get to the end of the process, may become a tad nervous and we might see things in the newspaper and we might get some phone calls.

Chairman Gwaltney – I guess if they get nervous about what is coming then they would come to the meeting. They can just wait it out until we get there.

Town Attorney – We would not expect it to be as long of a meeting in the future as it is tonight.

Chairman Gwaltney – Maybe not. As I said earlier, I really did not have anywhere to go tonight so I am okay. Is there any other discussion on that? Hearing none, the last item on our agenda is Approval of the August 16<sup>th</sup>, 2016 Meeting Minutes.

Town Attorney – Mr. Chairman and members of the Board, I recommend they be approved as presented.

Ms. Hillegass – So moved.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All in favor say aye, opposed say nay.

On call for the vote, five members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. Chris Torre voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – This meeting is adjourned. Thank you all very much for all of your time, efforts, and work on this project.

The meeting adjourned at 8:55 p.m.

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Mr. Trey Gwaltney  
Chairman

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Mr. William G. Saunders IV  
Planning and Zoning Administrator