

**TOWN OF SMITHFIELD  
BOARD OF HISTORIC & ARCHITECTURAL REVIEW  
AGENDA**

**August 21, 2018**

**1) Planning Technicians Report**

- 111 South Church Street - emergency window stabilization zoning permit waiver issued
- 111 South Church Street - repair bell tower roof trusses with like materials/style/color
- 111 Institute Street - re-paint siding the existing color, replace roofing shingles with brown, architectural roofing shingles to match existing, add gutters, remove dilapidated metal shed, remove unused propane tank.
- 402 Grace Street - unpermitted/unapproved shipping container to be removed by end of September.

**2) Upcoming Meetings and Activities**

August 27<sup>th</sup> - 4:00 p.m. -- Town Council Committee Meetings  
August 28<sup>th</sup> - 4:00 p.m. -- Town Council Committee Meetings  
September 4<sup>th</sup> - 7:30 p.m. -- Town Council Meeting  
September 11<sup>th</sup> - 6:30 p.m. -- Planning Commission Meeting  
September 18<sup>th</sup> - 6:30 p.m. -- Board of Historic & Architectural Review Meeting

**3) Public Comments**

**4) Board Member Comments**

**5) Revised Proposed Single Family Dwelling – 228 Clay Street – No Designation – Andrea**

**Agle & Ryan Cere, applicants** (Staff report, BHAR application, revised architectural drawings, and site plan enclosed)

**6) Dumpster Enclosure – Public Parking Lot, Corner of Main Street and Commerce Street –**

**No Designation – W. Lee Duncan, applicant** (Staff report, BHAR application, picture of dumpster enclosure example, and site plan enclosed)

**7) Window Brace – 111 South Church Street – Landmark – Christ Episcopal Church, Bill**

**Egan, Jr. Warden/Trustee applicants** (Staff report, BHAR application, pictures of window brace enclosed)

**8) Addition, Porch Addition, Roof Change, and Siding Change - 301 Jericho Road, Windsor**

**Castle Manor House - Landmark - Historic Windsor Castle Restoration LLC, T. Carter**

**Williams, applicants** (Staff report, BHAR application, Letter from The Virginia Department of Historic Resources, elevation drawings, picture of proposed addition roof and proposed porch roof, picture of stucco example, and site plan enclosed)

- 9) **Siding Color Change, Trim Color Change, Shutters - 107 Thomas Street - Contributing - T. Vicky Adams, applicant** (Staff report, BHAR application, picture of proposed siding color, picture of proposed shutters, and current picture of house enclosed)
- 10) **Sign - 337 Main Street - Contributing - Dr. Rachel Abbott, applicant** (Staff report, BHAR application, proposed sign rendering enclosed)
- 11) **Exterior Renovation - 111 Institute Street - Contributing - Sean Homer, applicant** (Staff report, BHAR application, exterior renovation informational packet, and replacement window details enclosed)
- 12) **Roof Angle and Material Change - 204 Cary Street - Contributing - Nelson Moody, Applicant** (Staff report, BHAR application, current roof angle drawing, proposed roof angle drawing, picture of proposed roofing shingles, pictures of existing roof enclosed)
- 13) **Approval of the July 17<sup>th</sup>. 2018 meeting minutes** (Enclosed)

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: **NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.** :  
: Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with :  
: disabilities in order to participate in or attend Board of Historic and Architectural Review Meetings. ADA :  
: compliant hearing devices are available for use upon request. Please call (757) 365-4200 at least 24 hours :  
: prior to the meeting date so that proper arrangements may be made. :  
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