

SMITHFIELD APPEARANCE COMMISSION MINUTES

February 21, 2006

Members present:

Kay Long, Vice Chairperson

Mike McKinney, Code Enforcement Officer

Wallace Ashley

Joe Morgan

Ann Ragland

Betty Robinson

Regina Sanders

Phillip Starr

Mrs. Rita Crocker submitted a letter of resignation to the Smithfield Appearance Commission. There are now two vacancies in the Commission membership.

**The February meeting of the Smithfield Appearance Commission was called to order by Kay Long at 6:00PM. Wallace Ashley gave the invocation.

**On motion of Mrs. Sanders, seconded by Mr. Starr, and duly carried, the agenda for the evening was approved.

**On motion of Mr. Starr, seconded by Mrs. Sanders, and duly carried, the minutes of the January 17, 2006 Commission meeting were approved as read.

FINANCIAL REPORT:

Mr. McKinney reported that there is essentially no change in the financial report from the previous month. At this time there is no dividend or interest statement for the Josephine B. George Fund. Mr. McKinney relayed that when there is a dividend in this Fund, \$335.00 will be transferred into the general Appearance Commission Budget after approval by the Town Council.

OLD BUSINESS:

1. Entryway Report

Mr. Morgan stated that the Brogden Road Entryway Committee met on February 2, 2006 and viewed visuals of the property and

discussed strategies to approach the improvement project. Mr. Morgan and Mrs. Long attended the February 7th, 2006 meeting of the Town Council and presented the idea. The Town Council approved the project and the Appearance Commission is authorized to proceed. Mr. Morgan and Mr. Ashley will discuss with some of the Brogden Road property owners the opportunities to participate in this project to improve the appearance of this particular entryway. The Commission discussed the integration of work with the Smithfield Public Works Department and the regulations that need to be followed in removing debris from private property. The next step for the Brogden Road Entryway Committee is to follow-up with property owners and share the plan.

2. CSX Underpass Report

Mrs. Long reported that she had talked to Mr. Embler who had met with a local representative of CSX. Information needs to be gathered about what CSX will be able to do in relation to the appearance of the underpass. Mr. Embler will relay updated information to Mrs. Long. Mrs. Long reminded the Commission that the Smithfield Downtown Development Commission has set aside money to support this project.

3. Various Projects and Updates

Mr. Morgan updated the Commission on three projects. They are as follows:

A. Tree Care Plan

At the February 7th, 2006 meeting of the Smithfield Town Council, Mr. Morgan shared a sample tree care plan that could possibly be used as a model for a tree care plan for the town of Smithfield. The Town Council suggested some revisions to the plan and Mr. Morgan agreed to incorporate them into the Plan before re-presenting.

B. Josephine B. George Applications

Five applications have been turned in requesting funds for beautification projects in the town of Smithfield. These applications include the following:

- Rework of Spring Branch Second Street Culvert Banks
- River View Enhancement Along Town Commons to Spring Branch Trail

- Replacement of Landscaping at Brogden Road/Brightleaf Boulevard Northeast Corner
- Brogden Road Streetscape Landscaping at Developing Properties
- Placement of Bench at Smithfield Library Garden Area

Mr. Morgan moved that the Smithfield Appearance Commission accept for review these five applications plus any others that have not been turned in to the Commission. Mrs. Sanders seconded this motion and it was duly carried.

C. Creating Place Grant Application to NC Arts Council

Mr. Morgan stated that the purpose of this grant is to provide funds for consultation about the use of art and design in the community. Mr. Morgan has had contact with the NC Arts Council, the Johnston County Arts Council, and the Johnston County Chamber of Commerce as he has applied for this grant on behalf of the Appearance Commission.

NEW BUSINESS:

1. Election of Officers

Mrs. Ragland presented the 2006-2007 Appearance Commission Slate of Officers. This slate is as follows:

Chairpersons

Kay Long

Ann Ragland

Recording Secretary—Wallace Ashley

Corresponding Secretary—Joe Morgan

Mr. Starr made a motion to accept the above slate of officers. Ms. Robinson seconded this motion and it was duly carried. New officers will take over their duties at the March 2006 meeting.

2. SUP-06-04, James and Julia Narron

The applicant is requesting a special use permit for a major subdivision of a .76 acre tract of land into 5 residential lots. The property is within the Office and Institutional zoning district and is located at the southeast side of the intersection of Front and Bridge Streets. Mr. Ashley made a motion that the Appearance Commission recommends approval of this proposal to the Town Council. Mr. Starr seconded this motion and it was duly carried.

3. SUP-06-05, Integra Development Partners

The applicant is requesting a special use permit to construct a 54 unit multifamily complex on the north side of Berkshire Road approximately 200 feet northeast and 200 feet southwest of its intersection with West Edgerton Street. Mr. Starr moved that the Appearance Commission recommend approval of this proposal to the Town Council. Mrs. Sanders seconded this motion and it was duly carried.

4. SUP-06-06, J. E. Wilson

The applicant is requesting a special use permit to allow for a 43 acre planned unit development on property located on the north side of Huntley Drive approximately 900 feet west of its intersection with South Bright Leaf Boulevard. The property will be divided into 48 single family residential lots, 34 town homes, and 24 apartment units. After much discussion and concern about the access to the property, Mrs. Sanders made a motion that the Appearance Commission recommends approval of this proposal to the Town Council. Mr. Starr seconded this motion and it was duly carried.

With all business for the evening completed, Chairperson Long adjourned the meeting at 7:25PM. The next meeting of the Smithfield Appearance Commission will be held in the Town Hall Conference Room on Tuesday, March 21, 2006 at 6:00PM.

Respectfully submitted,
Ann Ragland, Secretary
Smithfield Appearance Commission