

SMITHFIELD APPEARANCE COMMISSION MINUTES

February 20, 2007

Members Present

Ann Ragland, Co-Chairperson
Wallace Ashley, Jr.
Candace Jackson
Bettie Robinson
Joe Morgan
Harold Tharrington
Regina Sanders
Phillip Starr

Members Absent

Kay Long

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Co-Chairperson Ragland called the meeting to order at 6:00 p.m. on Tuesday, February 20, 2007 in the conference room of Town Hall.

Invocation

Ms. Robinson gave the invocation.

II. Approval of Agenda

On motion made by Mr. Tharrington and seconded by Ms. Jackson and duly carried, the agenda was approved.

III. Approval of Meeting Minutes, January 16, 2006

On motion made by Mr. Ashley and seconded by Mrs. Sanders and duly carried, the minutes were approved as amended.

IV. Financial Report

Mr. McKinney gave the financial report as follow:

- Interest Paid to Date \$2,220.81
- Expenditure Balance \$3,595.00
- Account Balance \$1,405.00

V. Old Business

1). Selection of Officers:

Co-Chairperson Ragland presented a slate of officers.

Mr. Wallace Ashley, Jr. - Chairperson

Ms. Candace Jackson - Co-Chairperson

Mr. Joseph Morgan - Recording Secretary

On motion made by Mr. Tharrington and seconded by Mr. Starr and duly carried the slate of Officers were accepted. The vote was unanimous.

New officers will preside at the March 20, 2007 meeting.

2). 2007-2008 Creating Place Grant Application:

Mr. Morgan presented the Commission with an updated Creating Place Grant Application. Mr. Morgan stated that the application is due March 1, 2007 for next years budget.

Mr. Morgan stated that based upon public input, the preference was to have sculptures, landscaping and art integrated in public facilities. Preferably, be located along greenways, in parks, and at gateways that bring visitors into Smithfield.

After further discussion, on motion made by Mr. Morgan, seconded by Mr. Tharrington and duly carried to approve the Creating Place Grant Application for 2007-2008. The vote was unanimous.

3). 2007-08 Appearance Commission Budget Request

Mr. Morgan presented the Commission with an updated budget request for the fiscal year 2007-2008.

Upon discussion of the budget, Mr. Morgan made a motion that was seconded by Mrs. Sanders, and duly carried to approve the budget request as presented. The vote was unanimous.

4). 2007- 2008 Appearance Commission Plan of Work

Mr. Morgan stated that the appearance of the commercial and transitional buildings in town needed to be addressed and should be added as a bulleted item under Fostering Neighborhood Pride in the plan of work.

Co-Chairperson Ragland suggested asking the students at the high school to help with the signs.

Mrs. Sanders made a motion that was seconded by Mr. Tharrington to approve the 2007-2008 Town of Smithfield Appearance Commission proposed plan of work, as amended. The vote was unanimous.

5). Status of Sidewalk Study By NCDOT

Mr. Morgan stated that the results of the Department of Transportation sidewalk study would be in this week, and presented at next month's meeting.

6). Update of Street Tree Inventory

Ms. Jackson stated that she and Co-Chairperson Long did not have the inventory list; therefore, they did not begin this project. Mr. Morgan gave Ms. Jackson the list and this item will be moved to next month's agenda.

7). Civic Club Logo Replacement, East Market Street Welcome Sign

Mr. Ashley stated that he spoke with Rick Childrey and suggested having all the signs taken down and each club would be responsible for the replacement of their own sign.

Mr. Ashley stated that he would follow up on this project and report his progress at next month's meeting.

V. New Business

SUP-07-02 Johnston Properties, Inc:

Mr. McKinney stated the applicant was requesting a special use permit to allow for the construction and operation of a commercial establishment with a drive-thru window. The property is located on north side of North Bright Leaf Boulevard approximately 510 feet northeast of its intersection with Hospital Road. The property is further identified with NCPIN 169416-93-4126.

Mr. McKinney stated the Appearance Commission is requested to review the petition and make an action recommendation to the Town Council.

Upon discussion, Mr. Morgan made a motion, seconded by Ms. Jackson to approve the special use permit on the condition that commercial street yards be installed on

Bright Leaf Boulevard, Hospital Road, and Berkshire Road. The vote was unanimous.

VI. Adjournment

On motion by Ms. Jackson, seconded by Mrs. Sanders and duly carried the meeting was adjourned. The vote was unanimous.