

# SMITHFIELD APPEARANCE COMMISSION MINUTES

March 20, 2007

## **Members Present**

Wallace Ashley, Chairperson  
Candace Jackson, Co-Chairperson  
Kay Long  
Ann Ragland  
Bettie Robinson  
Joe Morgan  
Harold Tharrington

## **Members Absent**

Regina Sander  
Phillip Starr

## **Staff Present**

Mike McKinney, Code Enforcement Officer  
Latanya Merritt

## **Public Art Plan Consultant**

Laura Coats

### **I. Call to Order**

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

### **Invocation**

Ms. Robinson gave the invocation.

### **II. Approval of Agenda**

On motion of Mr. Tharrington and seconded by Mrs. Ragland and duly carried, the agenda was approved.

### **III. Approval of Meeting Minutes February 20, 2007**

On motion of Mrs. Long and seconded by Mr. Morgan and duly carried, the minutes were approved as amended.

### **IV. Financial Report**

#### 1). Appearance Commission Budget:

Mr. McKinney gave the financial report as follow:

- Interest Paid to Date      \$2,220.81

- Expenditure Balance      \$4,614.72
- Account Balance            \$4,385.28

2). J. B. George Fund:

The J.B. George Fund will be placed on next month's agenda for discussion.

**V. Old Business**

1). Public Art Vision Plan Update, Laura Coats:

Ms. Coats presented the Commission with an outline of the process, vision, and opportunities of the public art vision plan. Ms. Coats stated during the planning process, the Public Art Committee provided background information about the community of Smithfield and participated in brainstorming sessions to help develop the vision for the plan.

Ms. Coats stated that the surveys yielded a strong preference for art in four locations: (1) along the riverfront (2) within parks and greenways (3) in downtown Smithfield, and (4) at gateway entrances to Town.

Ms. Coats stated once the document is approved it would be a great idea to have the document placed on the Town's web page, which would provide the general public access to the document.

2). 2007-08 Creating Place Grant Application:

Mr. Morgan asked the Commission members to obtain as many letters as possible from community leaders, groups, clubs, churches, etc. to help support the creating place grant application. The letters will need to be received by March 30, 2007 in order for them to be submitted with the grant application on April 2, 2007.

Ms. Coats also suggested getting responses from some of the youth programs throughout the community.

3). Status of Sidewalk Study by NCDOT:

The status of sidewalk study by NCDOT will be placed on next month's agenda.

4). Update of Street Tree Inventory:

Co-Chairperson Jackson stated that she and Mrs. Long went out and were not able to get a lot accomplished due to the rainy weather. Ms. Jackson and Mrs. Long plan to continue the update of street tree inventory when weather permits.

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

Chairman Ashley stated that he spoke with Lenny Branch and the signs have been removed. He is in the process of speaking with the clubs on replacing their logos.

6). J.B. George Fund Project Advertisements in April:

Mr. McKinney stated the Town would advertise the applications for the landscape project. Funding from the J. B. George Fund will be accepted as required by the rules and policies governing the Fund.

## **VI New Business**

On motion of Mr. Morgan and seconded by Mrs. Long and duly carried, the Commission recommended that the Town Council approve the application with the following conditions: 1). the applicant install the standard commercial street yards; 2). the applicant install the required vegetative buffer; and 3). the under story trees utilized in the street yard plantings be Lagerstroemia Indica. The vote was unanimous.

## **VII. Adjournment**

On motion of Mr. Tharrington and seconded by Ms. Jackson and duly carried, the meeting was adjourn.