

SMITHFIELD APPEARANCE COMMISSION MINUTES

November 20, 2007

Members Present

Kay Long
Joe Morgan
Ann Ragland
Regina Sanders
Harold Tharrington

Members Absent

Wallace Ashley
Candace Jackson
Phillip Starr

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Kay Long called the meeting to order at 6:00 p.m. on Tuesday, November 20, 2007 in the Conference Room of Town Hall.

Invocation

Mrs. Ragland gave the invocation.

II. Approval of Agenda

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

III. Approval of Meeting Minutes October 16, 2007

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

IV. Financial Report/J. B. George Fund

1). Appearance Commission Budget:

Mr. McKinney stated:

Interest paid to date	\$ 2,727.64
Expenditures	<u>\$14,000.00</u>
Total	\$16,727.64

V. Old Business

1). Street Tree Inventory Update:

The following members completed and returned their tree inventory sheets:

Mr. Tharrington-C-5
Mrs. Ragland B-12, D-10
Mrs. Sanders C-4

2). Festival of Trees Decoration:

The decorating for the festival of trees is scheduled for Monday, November 26, and Tuesday, November 27 between the hours of 9 a.m. – 9p.m.

On Tuesday, Mrs. Long, Mr. Tharrington, and Mr. Morgan will meet at 1:00 p.m. at the Medical Mall to decorate the Christmas tree.

Upon discussion, Mr. Tharrington made a motion that was seconded by Mrs. Sanders and duly carried, that the budget for the festival of trees decorations not exceed \$100.00

3). Creating Place Grant Call to Artists:

Mr. Morgan stated that Laura Blackmon was in the process of soliciting artists to submit proposals.

Mr. Morgan stated that it is envisioned that the commissioned artwork would reflect the character of the hard working people that built Smithfield, particularly the heritage of the African American citizens.

Mr. Morgan stated that interested artists had until December 14, 2007 to submit their application. The notification of the finalists would be from December 12, 2007- January 4, 2008.

A public/community meeting would be held in January 2008 and it is expected that the selected Artist would be able to begin work in January 2008.

4). Committee Vacancies:

There is one vacancy, and possibly a replacement for Mr. Phillip Starr will be needed. Mrs. Ragland asked the members to scout out new members in their various clubs, churches, auxiliaries, etc., to fill these vacancies.

Mr. Morgan stated that he would be resigning and moving to Virginia in the near future.

VI. New Business

SUP-07-18, Donald Ray Starling: Mr. McKinney stated that the applicant is requesting a special use permit to allow for outdoor sales and display of merchandise on property within a B-3 (Business) zoning district. The property is located on the southeast side of the intersection of Underwood Avenue and South Bright Leaf Boulevard. The property is further identified with NCPIN 169313-03-5428.

Mr. McKinney asked the Commission to review the application and make an action recommendation to the Town Council.

Mr. Morgan asked if the property itself would comply with the setback requirements.

Mr. McKinney stated no.

On motion of Mr. Morgan, seconded by Mrs. Sanders and duly carried, the Appearance Commission voted to recommend that the Town Council approve the application with the conditions that the street, side and rear yards be landscaped as much as possible so as to meet the minimum requirements of the landscape ordinance.

Tree Easement Suggestion:

Mr. Morgan submitted the following tree easement concept to the Commission.

It is suggested that tree easements be solicited in the name of the Appearance Commission from the major property owners on Smithfield thoroughfares. A tree easement would cover a 6' x 6' or the spot of a parking space. For the gift of the easement, the town would agree to cut the parking lot, fill the space, and plant a \$20 tree. The town would give the owner an appraisal of value for the IRS for a tax deduction. It would be a permanent easement and would be sought every 50 or 100 feet or so down the thoroughfares. Trees are the major streetscape feature of the town. Street tree increase will only occur gradually as uses change, for lots required to meet commercial street yard landscape standards. This suggestion would not have the desired curb and shrubbery, but would accelerate the infill of trees, such as the crepe myrtles on West Market Street and in the older neighborhoods.

This item will be reviewed and discussed at the next meeting.

VII. Adjournment

The meeting was adjourned.