

**Smithfield Planning Board
Minutes
Thursday May 1, 2008
7:00 P.M., Town Hall, Council Room**

Members Present:

Max Gardner
Suzanne Carter
Eddie Foy
Mike Gibbons
Ed Self
Daniel Sanders
Stephen Upton

Members Absent:

Harold Mitchell

Historic Preservation Members Present:

Richard Williams
Shirley Booker

Staff Present:

Mark Helmer
Latanya Merritt

Chairman Gardner opened the public meeting and was followed by the Invocation and the Pledge of Allegiance led by Chairman Gardner.

ETJ Discussion:

Mr. Helmer stated that the Extra Territorial Jurisdiction is primarily for planning and zoning purposes.

Mr. Helmer stated that the ETJ would be presented to the Planning Board at a date to be determined for recommendation and be forwarded to Town Council for approval.

Mr. Helmer stated he anticipated a large turnout for the public hearing.

Chairman Gardner asked how would a member from the ETJ be appointed to the Planning Board.

Mr. Helmer stated that Johnston County has authority to appoint members from the ETJ to be on the Planning Board.

UDO Discussion:

Mr. Helmer presented the members a drafted copy of the Town of Smithfield UDO (Unified Development Ordinance).

Mr. Helmer stated that a joint work session of the Town Council and the Planning Board would be held sometime in the near future. Therefore, the members were asked to read over the UDO and come to the next meeting with any comments and questions they may have.

Mr. Helmer stated that a joint work session with the Planning Board and Town Council should occur prior to any public hearings. Once both boards are familiar with the material, hearings may be scheduled.

Historic Overlay Districts Discussion:

Richard Williams, Chairman of the Smithfield Historic Preservation Commission, made a presentation titled “Then and Now” that showed historical structures of the Town that had been torn down and replaced with new structures that did not flow with the existing configurations.

Mr. Helmer gave a presentation that described the boundaries of the Brooklyn historic district, Downtown historic district and northern Smithfield historic district. Mr. Helmer also gave a brief summary of the Smithfield Historic Preservation history and progress.

Mr. Helmer explained that the proposed district boundaries are identical to those found on the National Register of Historic Places as adopted by the United States Department of the Interior, National Park Service.

Mr. Helmer presented the Planning Board with copies of the “Historic Preservation Design Guidelines” as adopted by the Smithfield Town Council on October 3, 2006.

Mr. Helmer stated that all projects within the zoning overlay districts would be reviewed by the Smithfield Historic Preservation Commission for compliance with the spirit and intent of the “Historic Preservation Design Guidelines.”

Mr. Helmer stated that the guidelines were general, flexible and deal primarily with outward appearances of structure within the proposed districts.

Mr. Foy asked who was responsible for filling future positions on the Historic Preservation commission.

Mr. Helmer stated that members of the Smithfield Historic Preservation Commission are members within the Historic Districts and appointed by the Town Council.

Old Business.

There was none.

New Business.

There was none.

Adjournment.

Ms. Carter made a motion that was seconded by Mr. Foy to adjourn. The vote was unanimous.