

# SMITHFIELD APPEARANCE COMMISSION MINUTES

April 21, 2009

## Members Present

Regina Sanders  
Candace Jackson  
Ann Ragland  
Ed Greer

## Members Absent

Kay Long

## Staff Present

Mike McKinney, Code Enforcement Officer  
Lola Andrews, Administrative Secretary

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

Regina Sanders called the meeting to order at 6:00 p.m. on Tuesday, April 21, 2009 in the Conference Room of Town Hall.

### **Invocation**

Ed Greer gave the invocation.

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

On motion of Ann Ragland and seconded by Candice Jackson and duly carried, the agenda was approved as amended with the addition of two items.

### **III. Approval of Meeting Minutes March 17, 2009**

On motion of Ed Greer, and seconded by Candace Jackson, the minutes were approved as amended.

### **IV. Financial Report**

1). Appearance Commission Budget:	Balance:	\$10,000.00
2). J. B. George Fund:	Balance:	<u>\$ 3,190.93</u>
		\$13,190.93

V. **Old Business**

1) **Lighting of the sculpture at the Commons**

Mr. McKinney read a letter from Paul Embler, Planning Director, to Harold Tharrington, postponing lighting of the sculpture until after the Buffalo Creek Greenway Project is completed in the fall.

2) **Smithfield Slogan Contest**

Mr. McKinney stated that he has not notified the contest winner due to lack of interest from the Town council.

Ann Ragland suggested sending a letter to the Mayor and the Council for suggestions on promoting the slogan.

Ed Greer suggested sending a letter to the Town Manager, Mayor and to Chris Johnson with Downtown Smithfield Development Corporation. A motion was made by Ann Ragland, and seconded by Candice Jackson, to send the suggested letter. Ann Ragland will compose the letter and bring it to the next meeting.

VI. **New Business**

1) The Committee discussed the Plan of Work for 2009.

2) **CUP-09-02 Larry Stancil:** The applicant is requesting a conditional use permit to allow for a convenience store with gas pumps on property within a B-2 (Business) zoning district. The property is located on the northeast side of the intersection of East Market Street and North Seventh Street and further identified with Johnson County Tax ID's 15021032, 15021031 and 15021030.

Mr. McKinney stated that the applicant is planning on having a red roof on the proposed convenience store, which is not in compliance with the décor already established in Downtown Smithfield.

The committee suggested that the color of the roof be changed to a color more in keeping with established color schemes in use in the downtown area.

Ed Self asked if sidewalks would be installed on North Seventh Street and on East Market Street.

Mr. McKinney stated that a new sidewalk would be installed on North Seventh and the existing sidewalk on Market Street would remain.

Ed Greer made a motion that the Town Council approve CUP-09-02 provided and on the condition that the roofing and façade materials utilized be architecturally suitable to the historic context of the downtown area and are suitably compatible with the recommendations of the Planning Department staff. Unanimous.

**VII. Adjournment**

On motion of Ed Greer, seconded by Ann Ragland the meeting was adjourned. Unanimous. The next meeting will be May 19, 2009.