

SMITHFIELD APPEARANCE COMMISSION MINUTES

December 15, 2009

Members Present

Regina Sanders
Candace Jackson
Kay Long
Ann Ragland
Ed Greer
Zach Parrish

Members Absent

Billie Stevens

Staff Present

Mike McKinney, Code Enforcement Officer
Lola Andrews, Administrative Secretary
Lenny Branch, Public Works Superintendent

I. Call to Order

Regina Sanders called the meeting to order at 6:00 p.m. on Tuesday, December 15, 2009 in the Conference Room of Town Hall.

Invocation

Ed Greer gave the invocation.

Welcome of visitors

Regina Sanders welcomed Nancy Berry as a guest and potential new member.

II. Approval of Agenda

On motion of Ed Greer and seconded by Kay Long and duly carried, the agenda was approved with the addition of an old business item.

III. Approval of Meeting Minutes November 17, 2009

On motion of Kay Long and seconded by Ed Greer, the minutes were approved as written.

IV. Financial Report

1). <u>Appearance Commission Budget:</u>	Balance: \$ 8,000.00
2). <u>J. B. George Fund:</u>	Balance: \$ 1,065.00
	Total: \$ 9,065.00

V. Old Business

1. Plan of Work Subcommittee Report:

Kay Long stated that she has gone through the Plan of Work and marked off work that has been completed. The Commission members discussed work that they wanted to have done and work that needed to be done in fiscal year 2010-2011.

2. Resolution for Removal of Old Water Plant:

Ann Ragland read a letter from the Commission to the Mayor and the Town Council expressing their concerns about the old water plant at the end of Front Street.

Kay Long made a motion seconded by Candace Jackson to approve the letter as written. Regina Sanders signed the letter and it will be sent to the Mayor, Town Council, and to the City Manger.

3. Discussion of plaque for benches:

Kay Long showed the Commission a sample of the material that could be used for the plaque. There was some discussion of how the plaque will be mounted on the fence.

Lenny Branch stated that it could be done and if the commission wanted the plaque to be mounted on the fence he would cover the cost for the mounting process. Regina Sanders thanked Lenny for taking on that cost.

Kay reviewed the wording of the plaque. All members agreed with the wording.

f. New Business

CUP-09-12 West Side Homes

Mike McKinney explained the conditional use permit and a number of issues that the Planning Department Staff was working on with the applicant.

After some general discussion by the Commission regarding landscaping, Regina asked for a motion for recommendation.

Kay Long made a motion seconded by Zach Parrish to recommend that the Town Council approve the conditional use permit. The motion carried 4 to 1. Kay, Candace, Ann and Zach voted for the motion, Ed voted against the motion.

VII. Adjournment

On motion by Ed Self seconded by Candace Jackson, the meeting was adjourned.