

**Smithfield Historic Preservation Commission
Meeting Minutes for
Tuesday, September 5, 2006**

Members Present:

Richard Williams
Shirley Booker
Jan Branch
Todd Johnson
Chris Johnson
Julia Narron
Myrtle Sanders

Members Absent:

Staff Present:

Mark Helmer
Latanya Merritt

Chairman Williams opened the public meeting.

Chairman Williams welcomed and introduced Mrs. Myrtle Sander to the Board.

On motion of Mrs. Julia Narron and seconded by Mrs. Shirley Booker and duly carried, the minutes of the August 1, 2006 Appearance Commission were approved after being amended as follows:

1. Page 1, 2nd paragraph should state Design Application
2. Page 2, 2nd and 9th paragraph should read DSEC
3. Page 2, 8th paragraph the boundaries are:
 - Church Street to Davis Street
 - River to Spring Branch (Western)
 - Spring Branch to Second Street
 - Boundary at Rose

Chris Johnson discussed using First Street as a boundary and Buffalo Creek as a Northern boundary.

OLD BUSINESS

Chairman Williams stated that there will be a joint Public Hearing on October 3, 2006. This Board and Town Council Board will meet to discuss:

- Historic District
- Bingham House
- Hastings House

Chairman Williams stated that part of the application is the ordinance Amendment Appendix C.

Mr. Helmer stated that there is an ordinance for each case and Council will have to approve the ordinances.

On motion of Chris Johnson and seconded by Jan Branch and duly carried, both applications were accepted as presented.

NEW BUSINESS

Mark Helmer stated that the members would find a running list of the ordinance Appendix C.

On motion of Todd Johnson and seconded by Jan Branch and duly carried, the ordinance was accepted as presented.

Mark Helmer stated the Board members needed to concentrate and familiarize themselves with the Certificate of Appropriateness List. He also quoted the following fees schedule for the Certificate of Appropriateness:

- ❖ Major work \$200.00
- ❖ Minor Work Commercial \$ 50.00
- ❖ Minor Work Residential \$ 25.00

Jan Branch asked how would the public be aware of the Certificate of Appropriateness List and prices?

Mark Helmer stated that there would be ads placed in the newspaper.

Shirley Booker stated we need the town and communities support. We should not get to picky with the Type of Work listed in the Certificate of Appropriateness List.

Chris Johnson stated that the Certificate of appropriateness list would increase property values and allow for beautification to the town.

On motion of Jan Branch and seconded by Julia Narron and duly carried, the fees for the Certificate of Appropriateness was approved.

Mark Helmer presented to the Board a Procedure Information Application for the Public Hearing.

Mark Helmer stated that Council wants the Public Meeting to be held at night. He suggested having the meeting on the 2nd or 3rd Thursday of the month. A Public Hearing

would only be heard if applicant is requesting for major work, minor or routine work would not require Public Hearing.

On motion by Julia Narron and seconded by Chris Johnson and duly carried, the Public Hearings will be held on the 3rd Thursday of the month at 6:30 p.m.

Mark Helmer stated that he needs a resume from each Board member.

Mark Helmer stated that each member should attend the Town Council Meeting on October 3, 2006 at 6:30 p.m.

Chris Johnson stated the Mark Helmer has done a tremendous effort on putting together and submitting to the Board

Mark Helmer stated the Board need to come up with two plaque designs. The plaques will be used to identify the historical sites within the Town of Smithfield.

Chris Johnson suggested using the same plaque and sign designs that the Town is using at other historical sites.

Chairman Williams suggested using white candlelights like the ones used at Christmas and asked Chris, Jan, and Julia to check on this project.

Chris Johnson asked where are we on the streets signs?

Mark Helmer stated that we are waiting on the overlay.

Todd Johnson stated that the agricultural survey has been done and asked if they could tell us what or where the boundaries are?

Mark Helmer stated the CLG status.....

Nancy is the agricultural

On motion by Chris Johnson and seconded by Jan Branch, and duly carried, to get Nancy to get the go on

Chris Johnson discussed the adding a 3rd floor to the courthouse. He asked if someone could check on the status ofchurch being lost to a graveyard. Chris Johnson also discussed his concerns about tenants of rental houses being allowed to park their cars on the front lawn of the homes. Multiple families are occupying some of the single-family dwellings. Chris stated that this is unsightly and asked if the Board would send a letter to Council addressing this issue.

ADJOURMENT

Being nothing further, the meeting was adjourned.