

The Smithfield Board of Historic and Architectural Review held its regular meeting on Tuesday, December 20th, 2016. The meeting was called to order at 6:30 p.m. Members present were Mr. Trey Gwaltney, Chairman; Mr. Chris Torre, Vice Chairman; Mr. Ronny Prevatte, Ms. Julia Hillegass, Mr. Russell Hill, Mr. David Goodrich, and Mr. Gary Hess. The staff members present were Mr. William G. Saunders IV, Planning and Zoning Administrator and Mr. William H. Riddick III, Town Attorney. There were seven (7) citizens present. The media was not represented.

Chairman Gwaltney – Ladies and gentlemen, we will call our December meeting of the Board of Historic and Architectural Review to order. The first item on our agenda is the Planning and Zoning Administrator's Report.

Planning and Zoning Administrator – Thank you, Mr. Chairman. Actually, all of my comments tonight have to do with Windsor Castle and the surrounding area. There is a large project beginning to renovate the manor house, exterior renovations of the farmhouse across the road, and a number of the outbuildings. I authorized two (2) administrative permits for work there. The first is at 301 Jericho Road which is the manor house address for the exterior renovation of barns with the same materials and color. Also, at 302 Jericho Road which is the farmhouse across the street from the manor house, the exterior renovation of the home with the same materials and colors. If they are going to change any of the materials, they will be bringing that to you; but those administrative approvals will allow them to get started on those items that are going to be replaced in kind. Also, tonight, you have before you item 5 on the agenda which is demolition of the contemporary additions or the wings on the manor house. That item, obviously, since it is a Landmark structure, needed to come to you all for approval. It could not be administratively approved. The applicant has said that he will probably be running late tonight. If you could, please move agenda item 5 further down in the agenda until Carter Williams gets here to present on that.

Chairman Gwaltney – I am sure we can accommodate that. Thank you. The next item on our agenda is Upcoming Meetings and Activities. There is a list provided. The next item is Public Comments. Do we have anyone signed up for public comments?

Planning and Zoning Administrator – No, sir.

Chairman Gwaltney – Moving on to item 4, we will have Board Member Comments. Do any Board members have any comments? Hearing none, we will move to Demolition of Contemporary Additions – 301 Jericho Road (Windsor Castle) –

Landmark – Historic Windsor Castle Restoration, LLC, applicant. Do we have anyone here to speak on behalf of that?

Mr. Carter Williams – I live at 500 Moonefield Drive. I am the Chairman of the Building Committee for Windsor Castle Park Restoration.

Chairman Gwaltney – Mr. Saunders, do you have a report on this property?

Planning and Zoning Administrator – I really covered most of it in my Administrator's Report. Basically, I explained what administrative approvals could be administratively approved. They have already been done. This is the first item in this phased restoration project that requires Board review and approval for the demolition of the two (2) contemporary wings on the manor house.

Mr. Williams – If you read your packet, you will see that the two (2) wings were put on the house in the 1960's to 1970's. They are not very old. One is a kitchen and one is a bathroom and a closet. They are not conforming whatsoever. They need to come off to make the house look like it did back in the day. The other reason is that once we take them off we can dig down in behind what is up there and find out what the walls were and the studs were and so forth from the olden days. That way it will make us feel that we can move in the right direction to restore the outside of the manor house back to its original form if that would be possible. This would give us an opportunity to look behind it and dig deep into it to find out what is behind it. The main thing is to get rid of the wings so we can start the next phase which will be phase 3. We are on phase 1 right now and part of phase 2. Does anyone have any questions?

Town Attorney – One thing you should know, Mr. Chairman, is that all of this had to be approved by the Department of Historic Resources. This is a big deal for them. They have encouraged the town to do all of this work. One of the things that they wanted to see was that it be restored to its original glory. This is part of that process.

Ms. Hillegass – So, are they good with it?

Town Attorney – Yes.

Mr. Williams – It is on the plans that this is approved for phase 1. It is part of phase 1 to remove the two (2) wings. The Department of Historic Resources has approved it.

Mr. Hill – The wings were never on there at all. Is that correct?

Mr. Williams – No. I think on the right hand side, when looking at the house, it had a door there and a porch. I am pretty sure; but we will know about that when we

take the wing off. I think I can remember a little porch coming out of that side of the house going out towards the barns. We will find out once we get the wing off.

Chairman Gwaltney – So, it would be premature to ask if you know what, if anything, you might plan to put back.

Mr. Williams – A little bit. Nothing will be on the right hand side. The long range plan, on the left side, calls for a basement and a kitchen and a second floor with an elevator in it. It is the absolute last thing that will ever be done there. It is way down the road and a lot more money than we have right now.

Chairman Gwaltney – I am trying to remember; is there another bathroom on the first floor other than that one in the addition?

Mr. Williams – No. I do not think there ever was. They put one on the second floor that is not usable. In phase 4, it will be removed along with the rest of the interior renovations on the second floor. It is a long ways from now.

Mr. Hill – I make a motion to approve as presented.

Ms. Hillegass – Second.

Chairman Gwaltney – A motion has been made and properly seconded to approve this as submitted. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – It is an interesting project. Please keep us posted on what is going on. Our next item is Wall and Detached Signs – 202 Main Street – Contributing – Richard C. Goetsch, applicant. I would like to state, for the record, that I will abstain from the voting on this item due to the fact that my family owns that property. I think the rest of you all can handle this particular item without my input. Do we have anyone here to speak on behalf of the property?

Mr. Richard Goetsch – My address is 3286 Westover Ridge in Williamsburg.

Chairman Gwaltney – Mr. Saunders, what can you tell us about this?

Planning and Zoning Administrator – I can tell you that they proposed, in the past tense, to put vinyl appliques on the two (2) picture windows on the northeast corner of the building. They were approximately 4' x 2'. The detached sign, where they would utilize the existing sign post and frame from the previous business, is approximately 2' x

27". They also have a directional sign utilized for parking which also utilizes the existing post and board. These signs meet the sign regulations as for height, number, and area. I would also note, in an effort to get their business opened as soon as possible, that we issued them a temporary sign and banner permit to install the signs. So, technically, they are here for an after the fact approval. As you can see, we took pictures of the actual signs there; but it was legitimate. They took a gamble that they would be approved tonight; but they are willing to make any necessary changes if they are not approved tonight.

Mr. Goetsch – We wanted to maintain the integrity of the look of the building; but let people know that it is no longer the business that it was. We tried to do that as best we could. Also, as part of it, we are requesting to be able to remove the lattice from the two (2) main windows on the Mason Street side of the building. We are keeping the lattice in the transoms to try to maintain that look and the continuity. The only reason we are taking those down would be to get a little more visibility into our showroom.

Chairman Gwaltney – Are there questions or comments from the Board?

Ms. Hillegass – So, really the only thing different from the previous tenant is the window decals. The signage was there before.

Mr. Goetsch – That is correct. There was lattice but no signage in either of the windows.

Planning and Zoning Administrator – I would like to add that, I believe, the lattice work was just tacked in there without previous approval. I do not think that the Board had formerly approved it to begin with.

Ms. Hillegass – Mr. Chairman, I would move to approve as submitted.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney abstained, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There was one (1) abstention. The motion passed.

Chairman Gwaltney – Our next item is a Siding Color Change and Shutter Addition – 107 Thomas Street – Contributing – Vicky Adams, applicant. Is there anyone

here to speak on behalf of this tonight? It does not appear that we do. Could we have a staff report please?

Planning and Zoning Administrator – I can tell you what I know and that is that the new homeowner desires to change the color of the exterior siding and install shutters. There are also a couple of extra handouts at your places tonight that relate to this item. The first is the historic survey that was done in 1990 that discusses the elements that were on the house at that time and the actual building style of Colonial Revival. There is also the sections of our Historic District Design Guidelines that relate to that style of home for your reference. The trim is currently a cream color and the siding is a beige color. The owner would like to change the siding to ‘SW 6204 Sea Salt’ that you see on the chip that is being passed around. The shutters would be ‘SW 6787 Fountain.’ Also, enclosed, you will see a picture that shows the style of shutter that is envisioned by the applicant to go on the home. In 1990, in the survey, it does mention that the home had shutters. My research suggests that the shutters were removed, along with the vinyl siding in about 1999. We do not have any evidence as to what the original style of shutters was on the house.

Chairman Gwaltney – Does anyone have any questions or comments about this project?

Mr. Prevatte – What is the material made of for the shutters?

Planning and Zoning Administrator – She does not give that but I assume it is wood; but that is just an assumption, Mr. Prevatte.

Chairman Gwaltney – The question that I might have is the style of the shutters. I tried to do some research in the guidelines to see what it says about styles of shutters. I could not find anything that was very specific. I do not see those shutters represented anywhere else on a Colonial Revival house. I think our guidelines tell us that shutters are appropriate; but I am not sure it says what style of shutters is appropriate.

Mr. Prevatte – Board and batten is very traditional. It is about as traditional as anything. I think they are very attractive.

Mr. Hess – Will these shutters be operational?

Chairman Gwaltney – It does not say.

Planning and Zoning Administrator – The picture illustrates hardware that leads you to believe that they would be; but, again, I do not have that kind of detail with the applicant not here. I am not sure.

Mr. Prevatte – The main thing is that they are proportionate to the window. Nothing looks any worse than to have a 48” wide window and two shutters that are 10” each.

Chairman Gwaltney – She does not say whether she plans to put them on the dormers.

Mr. Prevatte – Normally, dormers do not have them.

Mr. Hill – They will not fit anyway.

Mr. Prevatte – I think the material and the proportion are two (2) of the most important factors.

Mr. Hill – And whether they work or do not work.

Chairman Gwaltney – We will address the shutters first and then the paint color.

Mr. Prevatte – I do not see where shutter hinges are really that important as long as they are proportionate and the material is correct.

Ms. Hillegass – But we do not know any of that.

Mr. Hess – The illustration makes it look pretty reasonable. It looks operational. It looks good. It looks proportional.

Mr. Prevatte – You can get black utility hinges and make it look like it works.

Town Attorney – Since she is not here, you can make any kind of motion that you want to.

Mr. Hill – I think we need more information. I have no idea what the material is made of. It does not say that. It was not provided.

Mr. Prevatte – We do not care for vinyl.

Mr. Hill – But we do not know what she is proposing.

Mr. Hess – That is true.

Vice Chairman Torre – Do we know why no one is here to speak on this?

Planning and Zoning Administrator – I do not know. I assumed she would be here.

Mr. Prevatte – It would be a big plus to have this done to that house. It is the first thing you see when you go down Thomas Street.

Mr. Hess – There have been a couple of questions raised that probably should be answered before we take action on this.

Mr. Prevatte – Could that be done administratively?

Planning and Zoning Administrator – You can approve it the way that you want it.

Mr. Prevatte – Why could we not say that it has to be wood?

Town Attorney – That is my point. You can approve it and say that they need to be wooden shutters, proportionate to the window, and have functional hardware. If she does not like it then she can come back or you could just table it.

Mr. Hess – I would like to make the motion that they be made out of wood, they be operational, and they are proportionate to the windows. If those conditions are met, I propose that we approve it.

Ms. Hillegass – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – Now we need to talk about paint. Did everybody get a chance to hold these two (2) paint chips? I am now holding them up for everyone to see. You have seen the paint and you have seen the house. Does anyone have any questions or comments?

Mr. Hess – I have no problem with it. She is, obviously, fond of it. She called it a pretty little blue or something like that.

Mr. Hill – The siding color is a good color; but I am not crazy about the blue.

Ms. Hillegass – They are not traditional Colonial colors.

Chairman Gwaltney - I do not feel like it is a traditional color. I have looked at some other colors to compare it to. I think there could be another color in that palette that could match up more with the more subdued color like the siding. I am thinking it is going to pop a little too much.

Mr. Hill – It looks very beachy.

Chairman Gwaltney – I get a sense that something that she wants is sort of a pretty, little blue or a pretty, little house, or a happy, little beach cottage type of thing.

Mr. Hess – But it is not on a beach.

Chairman Gwaltney – That blue is pretty intense. We have to see how it all fits together. All of the other houses on that street are Contributing or Landmark properties.

They are either true Federal style or Georgian Revival or Colonial Revival. There are no Painted Lady Victorians on that street.

Mr. Prevatte – I would like to make a suggestion. According to the guidelines, it says to choose colors that fit the style of the building and complement the overall color schemes on the street and avoid using bright, obtrusive colors.

Mr. Hess – I do not have a problem with the shutters but I do not want them to glow in the dark.

Chairman Gwaltney – These are the two (2) colors that are presented. Do I have a motion about what should happen with them?

Ms. Hillegass – I would not want to limit her by saying we approve the siding color if she wants to totally reconfigure her color scheme. I would not want to box her in to that color for the siding.

Town Attorney – She will be coming back anyhow.

Chairman Gwaltney – Approving this does not mean she is boxed in to using it. She could use another color and come back and get it approved.

Mr. Prevatte – The siding color is not bad.

Chairman Gwaltney – I think it is appropriate for that style of house.

Mr. Hill – I make a motion to approve the siding color and ask that she look at other shutter colors because it is not fitting for the time period of the house.

Mr. Prevatte – She could bring some other colors and it could be approved administratively.

Town Attorney – No, she cannot do that. His motion is to disapprove the shutters because it is not fitting with the style or period of the house. It cannot be done administratively. So, the motion is to approve the siding color and to disapprove the shutter color for a very, valid reason. You read your guidelines and made a terrific point.

Vice Chairman Torre – Second.

Chairman Gwaltney – A motion has been made and properly seconded to accept the siding color but to not accept the proposed color for the shutters. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – The motion passes and we will see her next month. Our next item is a Pergola – 121 South Church Street – Landmark – Tim Mitchem, applicant.

Is there anyone here to speak on behalf of that?

Mrs. Kate Mitchem – I live at 121 South Church Street.

Chairman Gwaltney – Could we have a staff report please?

Planning and Zoning Administrator – This is simply a 10' x 10' cedar pergola that is proposed to be put at the rear of the home. It will most likely not be visible from Church Street. It will, most likely, be visible at the bottom of Wharf Hill at the right of way down there. Any accessory structure, on a Landmark property, requires Board review and approval. Also, in your packet, you have an illustration from the manufacturer of what this pergola will look like. There is also a site plan that shows the proposed location of the pergola on the site.

Mrs. Mitchem – It is a wooden pergola. It cannot be seen from Church Street because there is a drop down and it is kind of behind a retaining wall. It is in the back garden with a fenced yard. It can be seen from the river.

Chairman Gwaltney – Will you be putting any kind of base under it like stone or concrete?

Mrs. Mitchem – There are already brick pavers there. The previous owners had already put them down and we will put the pergola where they are.

Vice Chairman Torre – I would like to make a motion to approve.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – Our next item is Exterior Renovation – 202 Washington Street – Non-Contributing – Ken Coleman, applicant. Do we have anyone here to speak on behalf of this?

Planning and Zoning Administrator – We do not, Mr. Chairman. Mr. Coleman sent a letter of request in his application because he knew that he would be traveling tonight. He hoped that he had provided you with enough information to act on his

application in his absence. He has purchased a house that has fallen into disrepair over the last few years. He wants to renovate the exterior. He wants to replace black three tab shingles with black architectural shingles. He wants to repaint the white siding slate grey. The trim would remain white. He also wants to replace the wooden windows with vinyl replacement windows which would have a 2/2 grid pattern. He will leave the existing window trim intact. You have a picture in your packet that shows the existing photo of the house. There is information on the shingles and the manufacturer's information about the windows. There is also a color chip at the bottom of the sheet with the windows and shows the Williamsburg color 'CW-700 Slate.' I will pass around the manufacturer's information on the windows and the shingles that he provided.

Mr. Hess – The Williamsburg Slate color is what he wants to paint the siding. Is that correct?

Planning and Zoning Administrator – Yes. It will have white trim.

Ms. Hillegass – This is a bad photo copy. It seems really dark.

Planning and Zoning Administrator – Black shingles do not really show up well on the printer. They are architectural shingles which is one of the things that we have the book for here.

Chairman Gwaltney – Did he tell you anything about the shutters?

Planning and Zoning Administrator – He did not. Let me double check; I do not recall.

Ms. Hillegass – He says that the existing trim is green and so are the shutters. I assume he wants them to be white.

Chairman Gwaltney – I think he is talking about the trim on the windows but I do not know about the shutters.

Planning and Zoning Administrator – I do not see anything about the shutters.

Town Attorney – I expect that he will not be finished by the time the next meeting rolls around.

Mr. Hess – We kind of need to know that. It seems to me that the color on the shutters could make it or break it. Everything else looks good to me; but it would be good to know what color he intends for the shutters to be.

Chairman Gwaltney – Well, with white, black, and grey I feel like he could pick almost any color and it would go with that. I guess we could approve or disapprove what

he has presented but tell him that he needs to have the shutters approved before they go up.

Vice Chairman Torre – It really bothers me, personally, that nobody is here to speak on behalf of this request so they could explain things to us.

Chairman Gwaltney – Well, I will give him credit. He wrote a letter in the packet that explained that he had other obligations.

Vice Chairman Torre – I would just as soon put it off until next month.

Town Attorney – He has been here many times. He has been responsible. How many houses has he done, Mr. Saunders?

Planning and Zoning Administrator – He has built, I want to say, three (3) or four (4) back on Washington Street in the Riverview section. Yes, his letter says that he has built four (4) houses back in the Riverview section. He proposes to build another one next door to this one after he renovates this one.

Chairman Gwaltney – I would like to go ahead and approve or disapprove what he is asking for; but I would like him to have the shutters approved before he puts them on the house if he is planning to put shutters on the house.

Planning and Zoning Administrator – Basically, he would have to come back about the shutters whether it is about color or removal.

Chairman Gwaltney – He will take them off to paint. Either they will go back green or they will be another color and he will need to come back and let us know what he is going to do with that. I do not know that I see any reason to hold him up if we want to approve the colors that he has submitted.

Ms. Hillegass – That sounds reasonable. Mr. Chairman, I would move to approve the details that were submitted in this application and have the applicant come back to us with details about what he plans to do with the shutters.

Mr. Hess – Second.

Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – Our final item on the agenda is Approval of the November 15th, 2016 Meeting Minutes.

Town Attorney – Mr. Chairman and members of the Board, I recommend approval as presented.

Ms. Hillegass – So moved.

Mr. Goodrich – Second.

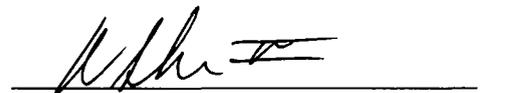
Chairman Gwaltney – A motion has been made and properly seconded. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Chairman Gwaltney voted aye, Ms. Julia Hillegass voted aye, Mr. Ronny Prevatte voted aye, Mr. David Goodrich voted aye, Vice Chairman Torre voted aye, Mr. Russell Hill voted aye, and Mr. Gary Hess voted aye. There were no votes against the motion. The motion passed.

Chairman Gwaltney – We stand adjourned. Thank you all very much and have a happy holiday and a merry Christmas.

The meeting adjourned at 7:12 p.m.


Mr. Trey Gwaltney
Chairman


Mr. William G. Saunders IV
Planning and Zoning Administrator