

**DRAFT**  
**Smithfield Historic Properties Minutes**  
**Thursday, November 8, 2018**  
**3:00 P.M., Town Hall, Conference Room**

**Members Present:**

Chairman-Oliver Johnson  
Vice-Chairman Art Andrews  
Jan Branch  
Mary Nell Ferguson  
Paul Worley

**Members Absent:**

Deanna Simmons

**Staff Present:**

Stephen Wensman, Planning Director  
Mark Helmer, Senior Planner  
Julie Edmonds, Administrative Support Specialist

**Staff Absent:**

**Call to Order**

**Approval of the Minutes from April 19, 2018**

Mary Nell Ferguson made a motion to accept the minutes as written, seconded by Art Andrews. Unanimous

**Swearing In of New HPC Members**

Paul Worley was sworn in as a new member by Chairman, Oliver Johnson and Oliver Johnson was sworn in as Chairman by Art Andrews.

**Acceptance of Nomination of Chairman by Dr. Oliver Johnson**

Oliver Johnson accepted nomination as Chairman.

**Approval of 2019 Meeting Schedule**

Mr. Johnson asked the HPC commission if they wanted to have quarterly meetings or meet once a year at a minimum and when necessary at other times. Mr. Wensman said he feels it is important to meet at least once year to maintain Chairman and board positions. He isn't sure there is enough business to meet quarterly unless the board becomes more active in projects. Paul Worley made a motion to accept the 2019 Meeting Schedule, seconded by Jan Branch. Unanimous

**Approval to the Draft UDO Amendment**

Paul Worley made a motion to approve the draft UDO amendment, seconded by Mary Nell Ferguson. Unanimous

**New Business:**

Mark Helmer stated that Rachel Ayers is requesting the Town of Smithfield Town Council issue a proclamation recognizing Pine Acres Subdivision for its rich heritage, history and cultural significance. Ms. Ayers submitted a letter to the residence of Pine

Acres as well as the Town of Smithfield Mayor, Andy Moore. Mr. Helmer asked Ms. Ayers if she would like to speak about her request.

Ms. Ayers stated that Pine Acres was the first subdivision for black people to buy land in. Johnston County Board of Education also helped with that, black teachers could buy in the subdivision. The black schools built the first seven or eight houses from Johnston County Training School, which was Johnston Central High School at the time. There are 28 educators that live on Pine Street; one is 92, 96 and another 98 years old that are still living. She feels they should have some recognition. John and Elizabeth Wells sold this land to the educators.

Mr. Johnson said he really appreciated Ms. Ayers bringing this to everyone's attention. He mentioned his wife, who is a lifetime Johnston County resident and has lived in Pine Acres for many years herself, was also an educator and was unaware of the partnership between Johnston County Schools and Pine Acres Subdivision.

Mr. Johnson said the HPC board needs to make a recommendation to the Town Council to adopt a proclamation recognizing the rich history and significance of Pine Acres Subdivision and especially Pine and Oak Streets. He requested a motion from someone to advance this recommendation.

Mrs. Ferguson asked if there was some document at the Heritage Center explaining what Ms. Ayers has shared with everyone and the history of Pine Acres Subdivision.

Ms. Ayers said she was given some documents by Todd Johnson, the Heritage Center Director. He didn't have much to offer but he said he would love to have more information.

Ms. Branch asked the HPC if as a legal Town entity if they needed documented proof.

Mr. Worley stated he thinks it would be prudent to have a body of work and information that supports it.

Mrs. Ferguson said she thinks it is a wonderful idea because she never knew why all her teacher friends live there through the years and now she knows. It makes perfectly good sense.

Mr. Worley asked if this request has to go before the National Historic Trust.

Mr. Helmer said no, it wouldn't be the same level of reporting as needed in a district or historic site.

Mrs. Ferguson said as a Heritage Center Commission member herself, she thinks as long as they have a copy of the documents Ms. Ayers has, then that would be sufficient. This way the documents are contained in one place.

Mr. Andrews stated he would have thought the Smithfield Herald would have covered information on this. He asked Ms. Ayers if she knew when the first house was built.

Ms. Ayers said the first house was built in 1953.

Mr. Andrews said it would take time, but possibly searching the Smithfield Herald would result in pictures or a story about the subdivision.

Mr. Worley stated he liked this idea. He asked what authority the Town would be doing this if approved.

Mr. Helmer said it would basically recognize the neighborhood. It may help support any future endeavors such as an overlay district for example.

Mr. Worley said so we're going to approve the drafting of a resolution we will review.

Mr. Helmer said yes, staff will draft the proclamation, bring it back to you or forward it straight to Town Council with the Town Managers blessing if that is okay with the HPC.

Mr. Worley said he thinks it needs to be called an area of interest. He asked if there wouldn't be a sign or notation for it.

Mr. Johnson said something like that might be necessary later if the board wanted to help further along the National recognition of Pine Acres.

Mr. Worley made a motion to ask the Planning Department staff to draft an appropriate resolution to bring before the Town Council that recognizes the Historic significance of the Pine Acres Subdivision, seconded by Mary Nell Ferguson. Unanimous

Ms. Ferguson asked later on if a sign can be issued saying what it is and the Town of Smithfield agrees on the information the signs provides.

Mr. Johnson said let's add the sign issue to the January meeting. He also asked if Ms. Ayers would come back to the next meeting and give an update on where she is with this.

Mr. Johnson suggested Ms. Ayers contact the Register of Deeds for information on Pine Acres. He thanked her for coming and sharing the information she has.

### **Town of Smithfield Code of Ordinances, Article III**

Mr. Wensman said he sent a draft around but didn't receive much feedback on it. Mr. Johnson provided some feedback, so we went back to the old language and changed the name from Historic Properties Commission to Historic Preservation Commission. Another change we would like to add is the Table of Uses. People will make an application for work on a historic property or structure that is in the jurisdiction of this board. There are various levels of work, major projects would be approved by the Historic Preservation Commission and minor work would be staff approved. There is a

list that needs to be adopted and inserted into the ordinance to be effective. There is nothing in the HPC Design Guidelines, which is not code it's just a Design Guideline. Something needs to be inserted into Article III, in doing so it will give this board authority to review and staff authority to issue permits for that type of work.

Mr. Worley asked Mr. Helmer if he was following examples of other towns. He said yes, first of all this board only regulates the exterior of a building. Usually anything that involves wholesale replacement will trigger board approval. If someone wanted to replace windows, siding or roof material that alters the appearance of the outside structure that will usually trigger full review of the board. The applicant can submit samples of the material they are going to use and give you the opportunity to review. Minor work would be replacing with a lighter material.

Mr. Wensman said so do we want to make these changes and bring back to this board for recommendation to the Planning Board.

Ms. Branch asked when this is submitted to the Town will it be included in the Design Guidelines.

Mr. Wensman said they will be referenced in the ordinance.

Ms. Branch asked if that will make them enforceable.

Mr. Helmer said yes, we are moving this article over to the UDO and making the necessary changes in the process.

Ms. Ferguson asked if she bought a downtown property and wanted to update the outside of it would she come to the Town of Smithfield to get approval to do that work.

Mr. Wensman said to get a building permit you have to come to the Town of Smithfield for a zoning permit. We see that it is in a Historic District, and then we let them know they need Historic Preservation approval, unless it is administrative and Mark will take a look at it. At that point when you guys issue a recommendation we can issue a zoning permit with whatever conditions are required. Then they can go to Johnston County and get their building permit.

Mr. Andrews asked how a structure is designated as historical.

Mr. Helmer said if the structure is 50 years or older.

Mr. Andrews said how about if a structure is torn down, a permit would be required to tear it down.

Mr. Helmer said as far as demolishing a historic structure in an existing historic overlay district locally, this board has the authority to slow that down by 1 year.

Mr. Worley said he was looking at the National Registry and there were two areas for Smithfield.

Mr. Helmer said you have North Smithfield and Brooklyn. There are three historic sites. The Hastings House, Downtown Overlay and possibly the Bingham House he will look into it. Mr. Wensman said they would insert the Table of Use chart in the ordinance and email the board the whole ordinance.

**Old Business**

None

Jan Branch made a motion to adjourn, seconded by Paul Worley.

The meeting concluded at 5:00 pm.

Submitted this 9th day of November, 2018.

A handwritten signature in black ink that reads "Julie Edmonds". The signature is written in a cursive, flowing style.

Julie Edmonds  
Administrative Support Specialist  
Planning Department