

**Smithfield  
Board of Adjustment Minutes  
Thursday, April 25, 2024  
6:00 P.M.  
Town Hall, Conference Room**

Members Present:

Sarah Edwards, Chairman  
Jeremy Pearce, Vice Chairman  
Thomas Bell  
Monique Austin

Members Absent:

Staff Present:

Chloe Allen, Planner I  
Julie Edmonds, Admin Support Specialist

Staff Absent:

Stephen Wensman, Planning Director

**CALL TO ORDER**

**Approval of minutes from March 28, 2024**

Monique Austin made a motion, seconded by Jeremy Pearce to approve the minutes as written. Unanimously approved

Presentation of Plaque for Stephen Upton for his 12 years served on the Board of Adjustments.

Thomas Bell made a motion to open BA-24-03, seconded by Jeremy Pearce. Unanimously approved.

**New Business**

**BA-24-03 Holley's Open-Air Market:** The applicant is requesting a 35' front setback variance to the Town of Smithfield Unified Development Ordinances, Article 8, Zoning District Design Standards, Section 8.9.1, to allow for a 24' by 30' gas canopy with a 15' front setback to be constructed above the existing gas pumps.

Chloe Allen stated the applicant is proposing a 24' by 30' gas canopy to place over their two existing gas pumps. Currently, the pump closest to Brightleaf Boulevard sits 20' back from the property line, so they are making the request that the canopy be permitted with a 15' setback. Gasoline pumps are permitted within 15 feet of any street right-of-way line, according to Article 7 of the UDO, section 7.22. The gas pumps in question have been on the site for many years. Then GIS Orthophotos from 2017 and earlier show that there was a canopy over the gas pumps which were removed. Based on the orthophotos, it appears as though the old canopy was setback approximately 8-10'. The construction of the new canopy would provide safe use of the gas dispensers during inclement weather and provide lighting at night. The triangular shape of the lot would make it nearly impossible to place the gas pumps further back without demolishing the convenience store.

Jeremy Pearce made a motion to approve variance BA-24-03 for a 35' variance to the front yard setback requirements for B-3 (Highway Entranceway Business District) Article 8, Section 8.9.1, based on the 4 finding of fact, seconded by Thomas Bell. Unanimously approved.

Monique Austin made a motion to adjourn BA-24-03, seconded by Thomas Bell. Unanimously approved.

Julie Edmonds



Administrative Support Specialist  
Town of Smithfield Planning Department