

The Smithfield Board of Historic & Architectural Review held its regular meeting on Tuesday, June 16th, 2026. The meeting was called to order at 6:30 PM.

Members present:

Julia Hillegass - Vice Chair
Leigh Abbott-Leaman
Julie Hess
Russell Hill
Judith Lally

Members absent:

Trey Gwaltney - Chairman
Justin Hornback

Staff present:

Mark Kluck - Planner II

Legal Representation:

None

Press:

None

Citizens:

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Vice Chair Hillegass welcomed all attendees to the meeting.

1. Upcoming Meetings and Activities

Tuesday, July 7th – 6:30 PM – Town Council Meeting
Tuesday, July 14th – 6:30 PM – Planning Commission Meeting
Tuesday, July 21st– 6:30 PM – Board of Historic & Architectural Review Meeting
Tuesday, July 21st – 7:30 PM – Board of Zoning Appeals Meeting
Monday, July 27th – 3:00 PM – Town Council Committee Meetings

2. Public Comments

Vice Chair Hillegass confirmed that no members of the public wished to speak.

3. Board Member Comments

Vice Chair Hillegass confirmed that none of the Board members present wished to speak.

4. Agenda Items

- A. Accessory Structure (Tiny Art Gallery) – 308 Main Street – Landmark – Anne and Daniel Garland, applicant.** (Staff report and assorted attachments enclosed.)

Mr. Kluck reported that the applicants were seeking approval to install a movable Tiny Art Gallery in the front yard of the property. He detailed that the proposed gallery box measured 23 inches in width, 15 inches in depth, and 13 inches in height. He stated that it was attached to a 14-inch by 14-inch planter box, which was supported by three posts that rested directly on the ground. He noted that the overall height, including the planter box, was approximately 59 inches, with the ability for the planter box to be filled with soil or other materials to add weight and stability. Mr. Kluck reported that the unit would not be anchored to the ground, allowing it to be easily moved as needed, particularly in unfavorable weather conditions. He said that the gallery would be

painted to match the exterior of the Nelms House, and was inspired by the Tiny Free Galleries in Norfolk's ViBe District and the Little Free Libraries found throughout the town.

Stephanie Faleski of 226 Institute Street in Smithfield reported that she was present representing the applicant. She reported that she was friends with the Garland's and had approached them about her idea for the project, which they liked.

Vice Chair Hillegass asked how the construction of the gallery would address fading due to sun exposure and other elements.

Mrs. Faleski reported that the structure was derived from a kit that could be purchased online. She related that they had done research in order to find one that did not require the post to be drilled into the ground. She said that they would be utilizing the same paint as was used on the primary structure at the site, and offer to cover it in a coat of resin if the need was present. She stated that the main box of the gallery was described to be "weatherproof," but acknowledged that she had not assembled the project yet.

Vice Chair Hillegass asked if there would be art supplies at the gallery so that artwork could be done at the site or would all the work be pre-done.

Mrs. Faleski stated that they had been thinking in terms of completed artwork and crafts. She noted that there would also be a sign inside the box that explained what types of items might be appropriate to leave.

Mr. Hill asked Mrs. Faleski if she had talked to any other citizens about the project.

Mrs. Faleski said that she had talked to some people, but only approached the Garland's about installing the project on their property. She observed that the project would serve as a trial run to see the interest in the community.

Mrs. Lally made a motion to approve the application as presented. Mr. Hill seconded the motion. Vice Chair Hillegass called for a collective vote. All members present during the vote voted aye, with none opposed. The motion passed unanimously.

B. Approval of the April 21st, 2026 Meeting Minutes.

Mrs. Lally made a motion to approve the minutes as presented. Mrs. Hess seconded the motion.

Vice Chair Hillegass called for a collective vote. All members present during the vote voted aye, with none opposed. The motion passed unanimously.

5. Planner's Report

Zoning Ordinance Text Amendments Update re: "Permanent Manufactured Homes"

Mr. Kluck reported that the state had recently passed a bill requiring localities to not treat manufactured homes as anything other than "stick-built" homes. He stated that there was a provision included in the State Code that allowed localities to ban such homes from Historic Districts. He continued that Town Staff had addressed this by defining "Dwelling, Permanent Manufactured" as follows: A structure subject to federal regulation, which is eight body feet or more in width and forty body feet or more in length, or is 320 or more square feet total when erected on site; is built on a permanent chassis; is designed to be used as a single-family dwelling, that (1) converted to real property in accordance with Section 46.2-653.1 of the Code of Virginia, (2) is constructed so that the certificate of occupancy is issued within five years following the date of manufacture listed on the home's data plate, and (3) is placed on an individual lot. Mr. Kluck reported that the Text Amendment would prohibit "Permanent Manufactured Dwellings" in the Downtown (D) Zoning District & Historic Preservation Overlay (HP-O). He specified that it would pertain to all properties zoned Downtown (D) that were in the HP-O and not all properties zoned Downtown Neighborhood Residential (DN-R) that were in the HP-O. He gave the example of areas outside the HP-O and zoned DN-R, including "Lakeside Heights" and "Jersey Park," where "permanent manufactured homes" would be allowed by-right as of July 1st, 2026, provided they comply with the Virginia State Code. He reported that the approved text amendments were 3.H.H.10 (Downtown (D)), and 3.M.C.1 (Historic Preservation Overlay (HP-O)).

212 Astrid Street – Spot Blight Update

Mr. Kluck reported that the Town Staff had received complaints regarding the state of the structure located at 212 Astrid Street in the Historic District. He reported that staff had contacted the property owner regarding the missing and broken windows, structural damage, and vegetation encroachment on and into the structure. He noted that the owner had 30 days, until June 25th, 2026, to secure the property and to provide a plan to address the blight. He related that there was further contact made on May 28th, 2026, to discuss future plans for demolition or rebuilding at the site.

Vice Chair Hillegass noted that in the report it stated that there was a tree growing through the sewer line. She observed that would put the sewer out of service at the site, and asked if that would make the structure eligible for condemnation.

Mr. Kluck stated that the tree looked to be growing out of the sewer exhaust pipe, not necessarily the line. He speculated that there was not an active sewer or water account for the property.

Vice Chair Hillegass confirmed with Mr. Kluck that Isle of Wight County was not enforcing the condemnation section of the building code.

Mr. Kluck reported that the Town would move forward with the Spot Blight as needed.

Vice Chair Hillegass encouraged the Board members to view the site as it would likely come to them for demolition or rebuild approval.

Mr. Hill asked how long the current owner had been in possession of the property.

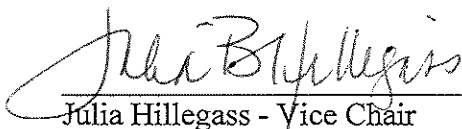
Mr. Kluck told him he was unsure, and that he would get him the purchase date information.

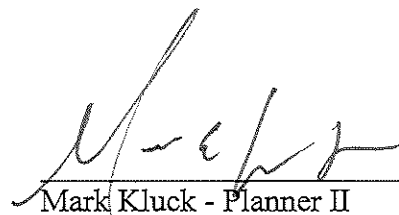
Mr. Hill observed that there was another home on Mason Street that was in the same state.

Mr. Kluck reported that the current owner of 212 Astrid Street had owned the home for 7 years, with the County record showing that it was built in 1937.

6. Adjournment

The meeting adjourned at 6:46 pm.


Julia Hillegass - Vice Chair


Mark Kluck - Planner II