



**TOWN OF GRIFTON  
BOARD OF COMMISSIONERS  
REGULAR MEETING**

Tuesday, December 14, 2010

7:00 PM

**AGENDA**

- A. Meeting Called to Order.
- B. Pledge of Allegiance to the Flag of the United States of America.
- C. Approval of Minutes (November Workshop and Regular Meeting) *Page 6*
- D. Recognition of Persons to Be Heard (**NOTE: Comments are limited to 5 minutes per person. Everyone addressing the Board shall first state their name and their residential physical address**).
- E. CONSENT AGENDA
  - 1. Façade Grant Applications *Page11*
  - 2. Water Shortage Response Plan – Resolution No. 2010-14 *Page12*
  - 3. Ordinance Amendment – Museum Commission – Ordinance No. 2010-04 *Page14*
  - 4. Code of Ethics – Resolution No. 2010-15 *Page15*
  - 5. Park Hours - Ordinance No. 2010-05 *Page19*
  - 6. Disposal of Town Owned Personal Property - Resolution No. 2010-16 *Page21*
  - 7. Board of Commissioners Retreat – Set Date
- F. ACTION ITEMS
  - 1. Rezoning Request – True Deliverance Church of Christ
  - 2. FY 2009-2010 Audit Presentation – Dean Horne *Attached*
  - 3. Multi-family Dwelling Conversion Request *Page23*

G. Commissioner's Comments

H. Adjourn



December 14, 2010

## **MEMORANDUM**

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for December Regular Meeting

*Below I have attempted to summarize and provide explanation for each agenda item.*

### **Item E-1: Façade Grant Applications**

We have received three façade grant applications from properties owned by Emily Exum. The three projects total \$6,259. Thus, the eligible grant amounts would total \$3,129.50. The STEP Committee has reviewed the applications and recommends approval. I recommend that this item be approved via the Consent Agenda.

### **Item E-2: Water Shortage Response Plan – Resolution No. 2010-14**

In accordance with North Carolina General Statutes, local governments that provide public water services are required to adopt a water shortage response plan providing appropriate guidance for the future management of water supplies. The North Carolina Department of Environment and Natural Resources has reviewed and approved our proposed Plan. Therefore, I recommend approval of Resolution No. 2010-14 via the Consent Agenda.

### **Item E-3: Ordinance Amendment – Museum Commission – Ordinance No. 2010-04**

At a previous meeting, the Board received a request from the STEP Committee and the Chairperson of the Civic Center Board that the Museum functions and oversight be separated

from the Civic Center Board. I was instructed to draft an ordinance that would create a separate Museum Board for the oversight and management of that facility. I have crafted an amendment to our Code of Ordinances that creates such a Board. The ordinance is similar to the existing language used for the Parks and Recreation Commission and the Library Commission. I recommend approval of Ordinance No. 2010-04 via the Consent Agenda.

**Item E-4: Code of Ethics – Resolution No. 2010-15**

Recent legislation of the North Carolina General Assembly requires that local governments adopt a Code of Ethics for municipal elected officials. A model code was developed by the School of Government at UNC-Chapel Hill. In keeping with this model, I have drafted a Code of Ethics for consideration by the Board of Commissioners. The legislation dictates that the Code be adopted by the end of calendar year 2010. I recommend approval of Resolution No. 2010-15 via the Consent Agenda.

**Item E-5: Park Hours – Ordinance No. 2010-05**

Police Chief, Bryan Cauley, has requested that the Board consider changing the hours of occupation for our parks. I have attached a memo from Chief Cauley outlining his position and reasons for the request. I concur with Chief Cauley's recommendation and request approval of Ordinance No. 2010-05 via the Consent Agenda.

**Item E-6: Disposal of Town Owned Personal Property – Resolution No. 2010-16**

Periodically, it becomes necessary to inventory and dispose of non-useful, non-working, and obsolete personal property. We have compiled a list of electronic equipment that needs to be declared surplus. I recommend approval of Resolution No. 2010-16 via the Consent Agenda.

**Item E-7: Board of Commissioners Retreat – Set Date**

In the past, the Board has held an annual retreat for the purposes of planning and preparing for the upcoming budget season. I recommend that the Board of Commissioners schedule a Special Meeting to be held on February 18, 2010 at 8:30 a.m. in Town Hall.

**Item F-1: Rezoning Request – True Deliverance Church of Christ**

As you are aware, we received a rezoning request from the True Deliverance Church of Christ. The Church is requesting the parcel #39684 be rezoned from I-Industrial to R-14 Residential. The required public hearing was held and all notices posted and mailed. However, it has come to my attention via a telephone call from the owner of the property stating that they oppose the rezoning. Therefore, I recommend that the Board deny the rezoning request.

**Item F-2: FY 2009-2010 Audit Presentation – Dean Horne**

Dean Horne, with Pittard, Perry & Crone, will be in attendance to present our FY 2009-2010 financial audit.

**Item F-3: Multi-Family Conversion Request**

We have received a request from the owner of 437 Main St. (parcel # 10684) to allow a conversion from a Single-family Dwelling to a Multi-family Dwelling in a residential district. This property is approximately 0.44 acres and is located on the corner of Pitt and Main St. The property is currently zoned R-6 where Multi-family Dwellings are permitted. Attached is the site plan and zoning ordinance section related to Multi-family Dwelling Conversions. The administration has reviewed the requirements of this section and considers the owner to be in compliance. The Planning Board has also reviewed the site plan (attached) and recommends approval.

*I have attached the monthly reports from Police, Utilities, and the Library.*