



**TOWN OF GRIFTON
BOARD OF COMMISSIONERS
BOARD WORKSHOP**

Tuesday, September 4, 2012
7:00 PM

AGENDA

- A. Meeting Called to Order.
- B. Pledge of Allegiance to the Flag of the United States of America.
- C. 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**).
- D. PUBLIC HEARING (**NOTE: The public is asked to adhere to the following guidelines for the Public Hearings:**
- Step to the podium in front of the Board. State your name clearly. Direct comments to the full Board, not an individual member.
 - Be concise; avoid repetition; limit comments to five minutes or less; designate a spokesperson for large groups.
 - Each person may speak once for a specific Public Hearing.
1. Zoning Change Request – 459 Main Street *Page 4*
- E. DISCUSSION ITEMS
1. Board of Elections Agreement Addendum *Page 6*
2. Street Improvements Project – Next Workshop Meeting Date
3. Golf Cart Operation on Town Streets – Ordinance No. 2012-02 *Page 8*
4. Façade Grant Application – 613 Queen Street *Page 13*
- F. Commissioner’s Comments
- G. Closed Session: Personnel Matter as authorized by N.C.G.S. 143-318.11(a)(6)
- H. Adjourn



September 4, 2012

MEMORANDUM

TO: Mayor and Commissioners

FROM: Joe Albright, Manager

SUBJECT: Manager's Comments for September Workshop

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

Item D-1: Zoning Change Request – 459 Main Street

We have received a request from Tonnia Pollard of 302 East Hanrahan Road to rezone the property located at 459 Main Street (Parcels 19556 and 16352) from R-6 Residential to CBD Central Business District. Adjoining property owners have been notified via first class letter of the request and of the public hearing. Also, the property has been posted with a sign outlining the request and the time, date, and place of the public hearing. Further, notice of the hearing has been placed in Town Hall and advertised in the Times Leader newspaper. The Planning Board heard the request on August 30th and unanimously recommends approval of the rezoning.

Item E-1: Board of Elections Agreement Addendum

In 2009, The Town of Grifton and the Pitt County Board of Elections entered into an agreement allowing the Board of Elections to conduct our municipal elections. However, Lenoir County did not sign on to the Agreement. This Addendum adds Lenoir County as a party to the agreement. I recommend approving this Addendum via the Consent Agenda at the September regular meeting of the Board.

Item E-2: Street Improvements Project – Next Workshop Meeting Date

In July, the Board received, discussed, and recommended revisions to the suggested Timeline for the Street Improvements Project. In August, the Board held a Special Workshop meeting to discuss the methods moving forward for gathering public input on the project options and process. From that meeting, I believe that it is necessary to hold a Special Workshop meeting in September to review and approve the citizen survey for distribution. It will also be necessary to schedule public input sessions and discuss further the flow of information to the citizens concerning this project. I recommend that as a Consent Agenda item at the Regular Meeting in September, the Board schedule a Special Workshop to discuss the Street Improvements Project for Tuesday, September 18, 2012, at 7:00 PM in the Town Hall.

Item E-3: Golf Cart Operation on Town Streets – Ordinance No. 2012-02

Based on a previous request from the Board, the Police Chief and I have crafted a proposed ordinance legalizing, with regulation, golf cart operation on certain streets in Town. The proposed ordinance uses components from the ordinances already in place in the Towns of Ayden and Winterville, respectively. The Board is advised to discuss and provide feedback to the staff concerning any questions, comments, additions, or deletions to this proposed ordinance.

Item E-4: Façade Grant Application – 613 Queen Street

We have received a Façade Grant Application from David Jones. Mr. Jones is the new owner of the property located at 613 Queen Street (formerly operating as Aeromarine). The Community Development Committee met in August and recommends funding the application. However, it should be noted that the budgeted funds for the Façade Grant program have been exhausted. Should the Board wish to fund this request, budget modifications will be required.