



**Town of Burgaw
Board of Commissioners Meeting
Historic Train Depot, 115 South Dickerson Street, Burgaw NC
April 11, 2023 at 4:30 PM**

AGENDA

- 1. Call to Order – *Mayor Olivia Dawson***
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Approval of Consent Agenda**
 - A. Approval of the March 14, 2023 Regular Meeting Minutes
 - B. Approval of the March 14, 2023 Closed Session Minutes
 - C. Ordinance 2023-02 Amending the Town of Burgaw Code of Ordinances Chapter 10, Cemeteries
 - D. Ordinance 2023-12 Amending the FY 2022-2023 budget to reflect changes to the fee schedule regarding cemetery fees

**Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.*

SPECIAL REQUESTS/PRESENTATIONS

- 6. Economic Development Assessment and Plan – *Amy Suggs, NC Department of Commerce, Rural Economic Development Division***
- 7. NC Blueberry Festival Association – Street closure request**

DEPARTMENTAL ITEMS

Parks, Recreation & Tourism Department

- 8. Tourism Development Authority – Street closure request – *Jayna Augst, Recreation Coordinator***
- 9. Historic Burgaw Train Depot Fee Schedule Amendment – Discussion – *Jayna Augst, Recreation Coordinator***
- 10. Feast Down East Contract – *Cody Suggs, Director***

11. Ordinance 2023-13 Amending the Town of Burgaw Code of Ordinances to reflect changes to the Parks & Recreation Advisory Committee – *Cody Suggs, Director*
12. Juneteenth Celebration – Street closure request – *Cody Suggs, Director*
13. Fall Festival/5k Event – Street closure request – *Cody Suggs, Director*

Planning Department – *Gilbert Combs, Planning Director*

14. Resolution 2023-10 Resolution of commitment to the NC Main Street & Rural Planning Center to participate in the Downtown Associate Community Program if selected
15. **Departmental Updates – *Department Heads***

ITEMS FROM ASSISTANT MANAGER – *Jim Hock, Assistant Town Manager*

16. Public Works expansion bid discussion
17. Other items to be announced

ITEMS FROM MANAGER – *James Gantt, Town Manager*

18. Update on current town projects
19. Other items to be announced

ITEMS FROM ATTORNEY – *Zachary Rivenbark, Town Attorney*

20. To be announced

ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS

21. To be announced

BREAK (5:30 or thereabout)

There will be a five minute break in order to allow citizens to sign up for Public Forum and Public Hearings.

PUBLIC FORUM

22. **Public Forum** - *The Public Forum is for non-public hearing items only. Speakers must sign in, step to the podium when recognized, state your name and residence address. Remarks should be limited to three (3) minutes per speaker.*

PUBLIC HEARINGS

Public Hearing #1 – *Gilbert Combs, Planning Director*

23. Consideration of a text amendment to the Unified Development Ordinance requested by staff, to amend Section 9.26.3 Definitions and add 2.26.6.E Wall Murals. This amendment would create a definition for wall murals to distinguish from other sign types and would introduce standards for those seeking to install wall murals. *This public hearing is a continuation from March 14, 2023.*
24. Resolution 2023-09 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by town staff to section 9.26 of the Unified Development Ordinance to create a definition for wall mural and to distinguish from other sign types and would introduce standards for those seeking to paint wall murals.
25. Ordinance 2023-11 A requested text change amendment of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend section 9.26 of the Unified Development Ordinance to create a definition for wall mural and to distinguish from other sign types and would introduce standards for those seeking to paint wall murals.

Public Hearing #2 – Jessica Gray, Community Development Coordinator

26. Consideration of a text amendment to the Unified Development Ordinance requested by staff, to amend Section 8.14 Table of Permitted Uses and Special Requirements and Section 8.15 Use Standards to require standards for accessory structure sales or lease with outdoor display.
27. Resolution 2023-11 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by the Town of Burgaw staff to amend section 8.14 Table of Permitted Uses and Special Requirements and section 8.15 Use Standards to require standards for accessory structure sales or lease with outdoor display.
28. Ordinance 2023-14 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by the Town of Burgaw staff to amend section 8.14 Table of Permitted Uses and Special Requirements and section 8.15 Use Standards to require standards for accessory structure sales or lease with outdoor display.

Public Hearing #3 – Gilbert Combs, Planning Director

29. Consideration of a text amendment to the Unified Development Ordinance requested by staff, to amend Chapter 9 Development Design Standards and Processes, Section 9.26.7 Permitted Sign Standards by Zoning District, Subsection B. This amendment would modify permit changeable copy signs – electronic in the R-7, Residential Zoning District.
30. Resolution 2023-12 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by Town of Burgaw staff to amend section 9.26.7.B to include changeable copy sign – electronic as a sign permitted in the R-7, Residential district for schools, religious institutions and government uses.

31. Ordinance 2023-15 A text change amendment to the Town of Burgaw Unified Development Ordinance requested by Town of Burgaw staff to amend section 9.26.7.B to include changeable copy sign – electronic as a sign permitted in the R-7, Residential district for schools, religious institutions and government uses.
32. **CLOSED SESSION** – pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege
33. **ADJOURNMENT**