



City of Boiling Spring Lakes

Community Appearance Commission

May 8, 2023

City Hall – 6:00 pm

AGENDA

- I. Call to Order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Approval of April 10 Meeting Minutes**
- V. Public Comment**
- VI. Old Business**
 - A. Staff Report to Amend Chapter 2- Administration. Article III. - Boards, Committees and Commissions. Division 3. - Community Appearance Commission. Section 2-84. - Powers and Duties
 - (5) Recognize monthly residential and business properties that continue to improve on the aesthetics of their property.
 - B. Review existing bags, cards and supplies for welcome bags.
- VII. New Business**
 - A. Sec. 2.84(1)

Seek to coordinate the activities of individuals, agencies and organizations, public and private, whose plans, activities and programs bear upon the appearance of the city.
 - B. Sec. 2.84(2)

Provide leadership and guidance in matters of area or community design and appearance to individuals, and to public and private organizations and agencies.
- VIII. Comments from members**
- IX. Adjournment**



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Community Appearance Committee April 10, 2023 Meeting Minutes 6:00 P.M. City Hall

Commissioner Liaison: Teagan Perry Hall, absent
Code Enforcement: Ruth Bek

I. Call to Order

Tom Modafferi called the meeting to order at 6:01 pm

II. Roll Call:

Present:

Barbara Bennett Snyder, Thomas Modafferi, , Paul Brosseau, Shellie Tuebner

Absent:

Unexcused: Kevin Higgins, Juanita Sizemore

III. Approval of Agenda:

Barbara Snyder moved to approve the agenda, Paul Brosseau seconded it.
Motion passed: 4-0

IV. Approval of Minutes from January meeting:

Barbara Snyder moved to approve the minutes, Paul Brosseau seconded it.
Motion passed: 4-0

V. Public Comments: None

VI. Old Business"

1. Appointment of Representatives for Technical Review Committee

Ruth Bek explained the committee and duties. Barbara Snyder and Shellie Tuebner volunteered.

Barbara Snyder motioned to appoint Barbara Snyder and Shellie Tuebner. Paul Brosseau seconded.

Motion passed: 4-0

2. Selection of representatives to give monthly report for BOC

May 2nd, Barbara Snyder

July ?, Juanita

September 5th Paul

June 6th, Kevin Higgins

August 1st, Shelli

October 3rd, Tom

This order to be repeated monthly.

VII. New Business:

A. Powers and Duties: Welcome bags and winner yard signs

We discussed item (5) in powers and duties of the board and decided on quarterly recognition in place of monthly.

Ruth to prepare staff report to recommend change to ordinance for next meeting.

Paul asked what we could do to help make the city's job easier. Ruth suggested we find resources **to help folks who cannot keep their property up.**

B. Welcome bags and Yard winner responsibilities:

We need to review existing bags, cards and supplies for welcome bags by next meeting.

VIII. Next Meeting Agenda Items.

Organize welcome bags and signs.

X. Adjourn –

Barbara made a motion to adjourn, Shellie Tuebner seconded.

Motion passed: 4-0

Meeting was adjourned at 6:30pm



City of Boiling Spring Lakes
9 East Boiling Spring Road
Southport, NC 28461

STAFF REPORT

Agenda Date:

5 June 2023

Title:

Recommendation to change Chapter 2 Article III. – Boards, Committees and Commissions, Division 3. – Community Appearance Commission, Section 2.84. – Powers and Duties of the City Ordinances

Department:

Code Enforcement & Community Appearance Commission

Background Information:

Section 2.84 currently requires members of the Community Appearance Commission to recognize residential and commercial properties on a monthly basis. As they intend to actively participate in the duties to make a careful study of the visual problems and needs of the city, and make any plans and carry out any programs that will, enhance and improve the visual quality and aesthetic characteristics of the City. They request a change to the period of property recognitions to quarterly for residential properties and semi-annual for commercial properties.

Financial Impact:

None

Recommendation:

Adoption of the recommendation to forward to Board of Commissioner's consideration.

Attachments:

City of Boiling Spring Lakes, Ordinance Section 2.84(5) amendment.



AN ORDINANCE AMENDING Chapter 2-Administration.
Article III.- Boards, Committees and Commissions.
Division 3.-Community Appearance Commission.
Section 2-84.-Powers and Duties

WHEREAS, the Board of Commissioners of the City of Boiling Spring Lakes is empowered to establish regulations for penalties pertaining to violations of specific ordinances; and

WHEREAS, the Board of Commissioners desire to amend the below section of the Code of Ordinances to change the time frame of residential and commercial property recognition by the Community Appearance Commission;

NOW, THEREFORE, BE IT ORDAINED, THAT:

The following section of the Code of Ordinances is amended as follows:

**Chapter 2-Administration. Article III. - Boards, Committees and Commissions.
Division 3.-Community Appearance Commission. Section 2-84.-Powers and Duties.**

The community appearance commission, upon its appointment, shall make a careful study of the visual problems and needs of the city, and shall make any plans and carry out any programs that will, in accordance with the powers granted herein, enhance and improve the visual quality and aesthetic characteristics of the city. The community appearance commission shall have the power and duty to:

- (5) Recognize ~~monthly~~ residential **properties quarterly** and business properties **semi-annually** that continue to improve on the aesthetics of their property.

Adopted this _____ day of _____, 2022.

CITY OF BOILING SPRING LAKES

Jeff Winecoff, Mayor

ATTEST:

Nancy Sims, City Clerk