



**Town of Burgaw**  
**Board of Commissioners Meeting**  
Historic Train Depot, 115 South Dickerson Street, Burgaw NC  
September 13, 2022 at 4:30 PM

**AGENDA**

1. **Call to Order – Mayor Olivia Dawson**
2. **Invocation - Reverend Nick Smith**
3. **Pledge of Allegiance – All**
4. **Approval of Agenda**
5. **Approval of Consent Agenda**
  - A. Approval of the July 12, 2022 Regular Meeting Minutes
  - B. Approval of the July 12, 2022 Closed Session Meeting Minutes
  - C. Ordinance 2022-20 Speed limit reduction on West Satchwell Street
  - D. Ordinance 2022-21 Amending the FY 2022-2023 budget to recognize insurance funds received for storm damage to pump station #1
  - E. Ordinance 2022-22 Amending the FY 2022-2023 budget to recognize insurance funds received for the damage of a town vehicle
  - F. Ordinance 2022-23 Amending the FY 2022-2023 budget to appropriate funds for the removal of trees throughout town

*\*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 PRESENTATIONS/REQUESTS**

6. Sheriff Alan Cutler – *Pender County Sheriff's Office*
7. Kiwanis Club of Burgaw
8. Pender United
9. Pender High School street closure request for annual homecoming parade

**DEPARTMENTAL ITEMS**

**Finance Department – Wendy Pope, Director**

10. Ordinance 2022-24 Amending the FY 2022-2023 budget Schedule of Fees to reflect changes to the zoning section

**Parks, Recreation & Tourism Department – Cody Suggs, Director**

11. New Year's Eve Blueberry Drop Fireworks discussion

12. **Departmental Updates – Department Heads**

**ITEMS FROM ATTORNEY – Zachary Rivenbark, Town Attorney**

13. To be announced

**ITEMS FROM MANAGER – James Gantt, Town Manager**

14. Discussion about traffic calming options for Wilmington Street
15. Discussion of Rural Transformation Grant
16. Update on current town projects
17. Other items to be announced

**ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS**

18. Consideration of reappointing two (2) Tourism Development Authority members and designating chairperson
19. Beautification Committee updates regarding downtown sidewalks to be cleaned and blueberry bush project – *Mayor Dawson and Commissioner Dawson, Beautification Committee*
20. Other items 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**

21. **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 – Andrea Correll, Planning Director**

22. Consideration of a Major Special Use Permit for a Planned Building Group containing the ABC store, warehouse and office located on the east side of US Hwy 117 across from E. Fremont Street. The proposed development will consist of a retail liquor store, a warehouse, and the ABC office totaling ±15,300 sq. ft. The property is further identified as tax reference number 3229-74-4207-0000.

**Public Hearing #2 – Jessica Gray, Permitting Technician**

23. Consideration of a Major Special Use Permit for a Bed and Breakfast Inn to be located in the former Dees Tourism Home on a 0.52 acre-tract at 115 N. Cowan St. The property is further identified as tax reference number 3229-34-7052-0000.

**Public Hearing #3 – Jessica Gray, Permitting Technician**

24. Consideration of text amendments to Section 10.9, Sections 9.11 and 14.19, and Section 8.14 of the Unified Development Ordinance requested by staff to update the ordinance to reflect adoption of SL 2021-138, revise two cross reference errors, and allow government offices in the R-7 zoning district.

25. Resolution 2022-17 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to Section 10.9, Sections 9.11 and 14.19, and Section 8.14 of the Unified Development Ordinance requested by staff to update the ordinance to reflect adoption of SL 2021-138, revise two cross reference errors, and allow government offices in the R-7 zoning district.
26. Ordinance 2022-25 Approving a requested text change amendment of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to Section 10.9, Sections 9.11 and 14.19, and Section 8.14 of the Unified Development Ordinance requested by staff to update the ordinance to reflect adoption of SL 2021-138, revise two cross reference errors, and allow government offices in the R-7 zoning district.
27. **CLOSED SESSION** – pursuant to NC GS 143-318.11(a)(5) Acquisition of Real Property and NC GS 143-318.11(a)(6) Personnel
28. **Acquisition of real property**
29. **ADJOURNMENT**