



**Town of Burgaw  
Board of Commissioners Meeting  
Burgaw Town Center, 108 E. Wilmington Street, Burgaw NC  
September 12, 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 August 8, 2023 Regular Meeting Minutes
  - B. Approval of the August 8, 2023 Closed Session Minutes
  - C. Resolution 2023-20 Amending the current Town of Burgaw Personnel Policy to add an eight (8) hour floating holiday in recognition of Juneteenth
  - D. Resolution 2023-21 Intent to request state grant assistance for the Burgaw Lead Service Line Inventory project

*\*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. Recognition of Sarah Woolard for achieving the Girl Scout Gold Award – Mayor Dawson**
- 7. Pender High School Homecoming Parade Request – Bailey King**

**DEPARTMENTAL ITEMS**

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

- 8. Christmas Events – Street Closure Requests**
- 9. Departmental Updates – *Department Heads***

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

10. To be announced

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

11. Update on current town projects
12. Other items to be announced

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

13. To be announced

**ITEMS FROM MAYOR AND BOARD OF COMMISSIONERS**

14. Speed reduction consideration in residential neighborhoods
15. Consideration of appointment to fill one (1) vacancy on the Police Advisory Board
16. 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**

17. **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 HEARING**

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

18. Consideration of a text amendment to the Unified Development Ordinance requested by staff to amend Section 8.13 Dimensional Requirement and Section 9.3 Traffic Impact Study. The amendment would remove a dimensional standard related to fences and an unnecessary requirement to submit physical copies to NCDOT for traffic impact studies.
19. Resolution 2023-22 Adopting a statement of consistency regarding text amendments of the Town of Burgaw Unified Development Ordinance requested by town staff to Section 8.13 Dimensional Requirement to remove a dimensional standard related to fences and Section 9.3 Traffic Impact Study to remove an unnecessary requirement to submit physical copies to the North Carolina Department of Transportation for traffic impact studies.
20. Ordinance 2023-26 A requested text change amendment of the Town of Burgaw Unified Development Ordinance requested by staff of the Town of Burgaw to amend Section 8.13

Dimensional Requirement to remove a dimensional standard related to fences and Section 9.3 Traffic Impact Study to remove an unnecessary requirement to submit physical copies to the North Carolina Department of Transportation for traffic impact studies.

**Public Hearing #2 – *Gilbert Combs, Planning Director***

21. Consideration of a wall mural project that would be placed on the western facing side of a structure at 111 East Fremont Street. The applicant is Leo Andrades representing Pender Line, LLC.
22. **CLOSED SESSION** – pursuant to NC GS 143-318.11(a)(3) Attorney/Client Privilege and NC GS 143-318.11(a)(6) Personnel
23. **ADJOURNMENT**