

## **COMMUNITY APPEARANCE COMMISSION MINUTES**

January 4, 2012  
Greenville, NC

The Community Appearance Commission met on the above date at 5:30 p.m. in the third floor conference room #337 of City Hall located at 200 West Fifth Street.

### **Community Appearance Commission Members Present:**

Myron Caspar, Chair	Albi McLawhorn
Jeffrey Scott Johnson	Jeffrey O'Neill
Perry Kachroo	Joanne Robertson

### **Community Appearance Commission Members Absent:**

Mark Abboud, Vice Chair	Carol Phillips
Brenda Diggs	Fred E. Wright, III

**Staff Present:** Deb Agler, Code Enforcement Officer; Carlton Dawson, Code Enforcement Officer; Sandy Gale Edmundson, Secretary; Kevin Heifferon, Public Works Department; and Niki Jones, Planner

### **PLEDGE OF ALLEGIANCE**

Commission members pledged allegiance to the flag of the United States of America.

### **APPROVAL OF AGENDA: JANUARY 4, 2012**

Mr. Jones: The Commission is being asked to add the following agenda items: Code Enforcement Update and Tree Preservation Update.

Motion was made by Mr. Albi McLawhorn and seconded by Mr. Scott Johnson to approve the January 4, 2012 agenda with the additions. Motion carried unanimously.

### **APPROVAL OF MINUTES: DECEMBER 7, 2011**

Motion was made by Mr. Scott Johnson and seconded by Mr. Jeffrey O'Neill to approve the December 7, 2011 minutes. Motion carried unanimously.

### **ANNOUNCEMENTS**

There were no announcements.

## **PUBLIC COMMENT**

There was no public comment.

## **NEW BUSINESS**

### **Community Appearance Commission's Work Plan 2012 - 2013 (Adoption)**

Mr. Caspar: Are there any comments regarding the Community Appearance Commission's Work Plan 2012 – 2013?

Mr. Caspar: Item 2: Neighborhood Improvement Grants: develop procedures for approval of grants.

Item 3: Spring Clean-Up: nature of pickups should be discussed. I will agree to meet with Public Works. If anyone else would like to go, please say so or let me know. There was no response from the Commission.

Mr. Caspar: Cleaning up Kristen Drive needs to take place by the Commission.

Mr. Kachroo: The Commission is supposed to clean up Kristen Drive twice a year.

Mr. Caspar: I think during the time of Spring Clean-Up would be one of the obvious dates.

Mr. Jones: The Commission can sign up to clean Kristen Drive on the Spring Clean-Up database.

Mr. Kachroo: I will do it.

Mr. McLawhorn: I will help you. I want to make sure there is work to be done.

Mr. Dawson: Staff does a preliminary review of the Spring Clean-Up areas to make sure that clean-up is needed in the areas.

Mr. Caspar: Item 4: Community Appearance Awards: discuss how to improve the significance of the program.

Item 5: Publicity: needs a Chair to promote visibility of the Commission and encourage more awareness throughout the community about the Commission's effort. Working on the Commission's website and appearing on City Scene. Is there a volunteer to Chair? There was no volunteer.

Item 6: Special Projects: Kevin Heifferon will report tonight about Greenville Roots Day. "Welcome to Greenville" signage is needed to take place of the outdated signs.

Mr. Jones: One will be installed on US 264 as you enter the Greenville city limits.

Motion was made by Mr. Scott Johnson and seconded by Ms. Joanne Robertson to approve the Commission's 2012 – 2013 Work Plan.

### **Code Enforcement Update**

Mr. Dawson introduced himself and distributed a map that shows A-D districts with seven code enforcement officers working those districts. Area A is covered by Deb Agler and Rebecca Szalaj; Area B is covered by A J Basile, Carlton Dawson and Laura Hensley; Area C is covered by Cori Barrett; and Area D is covered by Larry Hopkins.

Ms. Agler: I would like to report on my ½ of area A. I have worked with the owner of two vacant lots along 4<sup>th</sup> Street between Pitt and Elizabeth. They have removed all of the dead vegetation left over from the hurricane. This was quite a large pile as it appeared that some of the debris had been there long before Irene.

Continue to work with the property owner at 902 Ward Street. I will be going back out there with my Corporal this month to speak with Mr. Wilson to see if he has gotten his building permit and what repairs he has made to try to remodel his home.

At 902 West Fifth Street, there has been a concern that this property is becoming a "hangout." I have made contact with the owner and informed them that there may be an occupancy violation present there. Since then I know that they have called the leaseholder, and he is in the process of making sure not more than three unrelated people are living there.

Public Works has helped out tremendously to remove some vegetation in the Hop Tyson area and West Moore Street area from the hurricane. Although there is still more out there, this was a large improvement.

There was a fire this morning at 204 Cadillac Street. The owner is George Saad, and he has had the structure boarded up. At this time, I do not know the cause of the fire. In the process, we found vagrants staying at 210 Cadillac Street. That structure was cleared and determined that the occupants were illegally accessing the structure; they were arrested and charged at the magistrate's office shortly after. The house was boarded up and an abandoned structure case started.

Ms. Agler: Rebecca Szalaj has the other ½ of Area A. The demo process has begun at 1308 Dickinson Avenue. A large quantity of asbestos is present. Received bids to have asbestos removed. The costs will exceed \$11,000.00. Staff is waiting on approval to grant to winning bidder. The demo process has begun at 1229 Battle Drive. No asbestos is present. Received bids on cost to demolish. The costs will be approximately \$2,500.00. Prepared 1304 Battle Street for February City Council meeting and this is an active case originating from October 2009. Issues with this

property and dwelling date back to 2001. Prepared 1004 Bancroft Avenue for February City Council meeting, and this is an active case originating from February 2009. Issues with this property and dwelling date back to 2006. On South Memorial Drive in between Moye Boulevard and Dickinson Avenue, the high vegetation around the railcars has been abated (cut down). The owner is working to collect loose trash and have graffiti painted over. This project has been a year in the making. The end goal aid to have all of the railcars moved out of the City of Greenville.

Ms. Agler: AJ Basile has Area B. The lids off of the large underground storage tanks at the old Imperial Warehouse, off of Atlantic Avenue, keep walking away. He is now working with fire and rescue to keep a check on the covers and had permanently secured to make sure they aren't damaged or removed any more. Two vacant homes have been damaged over the Holidays in this area. It appears to be kids causing the damage. Since school has started again, no more damage has been reported. AJ is working with the banks that own the properties to repair and make sure the properties stay secure. Working in several neighborhoods to remove the signs for hurricane repair and tree removal.

Ms. Agler: Laura Hensley has Area B. Laura is working to find the owner of 956 East Tenth Street. This is currently a vacant property. The gutters are falling off the home and parts of the fence are down or falling down. She has sent letters; however, the address is listed in OPIS is not the correct address for the owners of the property. Today, she started a title search for further information to find out who needs to make the repairs.

Ms. Agler: Corey Barrett (Area C) and Larry Hopkins (Area D) were on leave the later ½ of December and have been catching up on their area since returning after the first of the year.

Ms. Agler: Mr. Dawson will report to the Commission about his assignment area.

Mr. Dawson: I removed a temporary sign violation that was posted on a stop sign at 1260 Portertown Road. The sign violation is "Tree Work Stump-Grind 320-3121. They have been posted throughout the City. I will get with our entire code team to issue fines and work to bring this major violator into compliance.

At 102 Sloan Drive, the property owner started removing the storm damaged trees over the holidays. I will meet with him to find out his work plan to complete clean up and to bring cars, boat, etc. into compliance.

At 111 Tanglewood, I issued a warning a week ago, and the owner did not comply. I will send certified letters today concerning the gas cylinders in the front yard.

The River Hill Drive Cemetery is Bill Dansey's property. Mr. Dansey has not started cleaning up the property as he promised, so I am going to hand deliver him a warning of fines if no action is taken by next week.

At 107 Arbor Drive, I am working with an out of state property owner concerning overgrown vegetation in rear yard. This is a sensitive situation with the passing of a family member at the residence in question. I am trying to put folks in contact with a list of property management groups to keep the property from becoming run down and becoming an attraction for illegal activities.

At 1010 Port Terminal Road, property owner, Mrs. Teresa Salle' has hired a contractor to demolish an abandoned mobile home on her property and to conduct a major clean up on this same property.

At Adams Boulevard, there has been more temporary sign removal with the use of a step ladder.

At Leeann Drive, working with two property owners to remove storm damaged trees right on the dividing property lines. (This concern was sent in by the Cherry Oaks North Homeowners Association.)

Mr. Johnson: How many temporary signs can be on a property.

Mr. Dawson: One sign is allowed per property. No line of sight signs are allowed. Some signs have a permit and are allowed, but the signs must have the permit on the sign.

Mr. McLawhorn: How long can tarps be on houses?

Ms. Agler: Insurance could be the reason.

Mr. Dawson: Step up code enforcement action to determine reason why tarp is still up.

Mr. Caspar: Thank you for your presentations.

### **Tree Preservation Update**

Mr. Heifferon: On Saturday, February 11, 2012, Greenville Community Tree Day will take place at 1710 West Third Street. This is our second annual event. The event starts at 9:00 a.m. and will end at 12 p.m. and is sponsored by the City of Greenville and Releaf. Each year areas are selected for planting trees.

Mr. Kachroo: Will kids get a paper that says they volunteered?

Mr. Heifferon: Tell them to contact me, and I will get them a sheet that says they volunteered.

Mr. McLawhorn: What kind of trees?

Mr. Heifferon: Big canopy trees are planted.

Mr. Kachroo: Is there a fine if a sign is nailed to a tree?

Mr. Heifferon: There is ordinance in place against having a sign nailed to a tree. The person is asked to take the sign down off of the City tree or there will be a fine.

Mr. Heifferon: On Tuesday, January 10, 2012 between 6:00 p.m. to 8:00 p.m., citizens are invited to attend a Tree Preservation Forum sponsored by the City of Greenville at Sheppard Memorial Library in Meeting Room A at 530 Evans Street. The agenda will include a review of recommendations offered by the City's Tree Preservation Discussion Group and the current tree preservation ordinance. Citizen feedback is welcomed.

Mr. McLawhorn: What are some of the recommendations?

Mr. Heifferon: Group does not want to see more stringent regulations. The Tree Preservation Ordinance applies to undeveloped property greater than two acres prior to the approval of site plan, subdivision plan or other authorized development plan. Give more credits for preserving the existing trees on the property. Educate citizenry. Tuesday, January 10, 2012 is an opportunity to look at recommendations and offer suggestions and comments.

Mr. Dawson: Do you transplant trees?

Mr. Heifferon: No.

Mr. Kachroo: What are tree credits?

Mr. Heifferon: Existing trees can be used as credit towards planting trees.

Mr. Caspar: Thank you Kevin. I appreciate the honor of serving on the committee.

### **January Community Appearance Awards and New Nominations**

The Commission voted for the Sonic on Memorial Drive. There were no new nominations.

### **Adopt-a-Street Requests**

Delta Sigma Phi has requested to adopt Ernul Street from Tenth Street to Sixth Street from 2012 through 2014. The first cleanup will occur within three (3) months of the date of approval.

Motion was made by Mr. Albi McLawhorn and seconded by Ms. Joanne Robertson to approve the adopt-a-street request. Motion carried unanimously.

Alpha Kappa Alpha Sorority, Inc. has requested to adopt Fourth Street between White and Vance from 2012 through 2014. The first cleanup will occur within three (3) months of the date of approval.

Motion was made by Ms. Joanne Robertson and seconded by Mr. Perry Kachroo to approve the adopt-a-street request. Motion carried unanimously.

Lakeforest Elementary School has requested to adopt Briarcliff Drive between Trey Drive and Allen Road from 2012 through 2014. The first cleanup will occur within three (3) months of the date of approval.

Motion was made by Mr. Albi McLawhorn and seconded by Mr. Scott Johnson to approve the adopt-a-street request. Motion carried unanimously.

### **SUBCOMMITTEE REPORTS**

There were no subcommittee reports.

### **UPDATES BY STAFF**

There were no updates.

### **ADJOURNMENT**

Motion was made by Mr. Scott Johnson and seconded by Ms. Joanne Robertson to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Niki S. Jones  
Planner

