

ADOPTED COMMUNITY APPEARANCE COMMISSION MINUTES

October 2, 2019
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:

William Wooten III, Chair
Michael Slocum, Vice-Chair
Diane Kulik
Lettie Micheletto
Jonathan Taft
Kellie Gonzalez
Brian Barnett

Community Appearance Commission Members Absent:

Jeremy Miller

Others Present:

Sharon Gray, Lead Code Enforcement Officer
Domini Cunningham, Planner II

APPROVAL OF AGENDA: October 2, 2019

**Motion to approve the agenda made by Mr. Slocum, seconded by Ms. Kulik.
Motion carried unanimously.**

APPROVAL OF MINUTES: April 3, 2019

Motion made by Ms. Micheletto, seconded by Mr. Taft, to approve April 3, 2019 minutes. Motion carried unanimously.

ANNOUNCEMENTS

Mr. Cunningham introduced Mr. Brian Barnett as one of the newest members and informed the commission of Mr. Alligood's resignation

NEW BUSINESS

Sharon Gray, Lead Code Enforcement Officer of the Code Enforcement Division:

Ms. Gray, explained her roll with Code enforcement and how the division helps

maintains the appearance within the community. Ms. Gray discussed the utility of the City Compass app and how it helps to identify issues throughout the City. Ms. Gray presented a number images showing some of the most prolific issues throughout the city.

Ms. Kulik expressed her appreciation of Mr. Dimbo, Code Enforcement Officer, who has responded to issues within her neighborhood in a timely and professional manner.

Ms. Gray continued to share duties of her officers and a number of success stories in the world of code enforcement.

Ms. Micheletto asked about campaign signs

Ms. Gray responded that those signs are a different beast and are permitted only during the election season. She also explained that when writing citations she will often take a photo of the citation being issued as proof that it was delivered to the location of the violation.

Ms. Kulik commented on the number of snipe signs that are posted on the weekends.

Ms. Gray explained that the Code Enforcement Division began working on Sundays as a way to reduce/prevent the posting of those signs.

Dr. Wooten asked about the amount of the citations associated with violations

Ms. Gray stated that the fines begin at \$50 for the first occurrence, that increases to \$100 in 72 hours and then to \$250.

Ms. Gonzalez asked about parking signs that state a parking in an area is only for a specific business.

Ms. Gray responded that the Code Enforcement Division does not handle complaints about parking issues but rather Parking Enforcement deals with those complaints, and that Code Enforcement only handles parking situations where someone has parked on an unimproved surface. Ms. Gray went on to explain that any house that is boarded up should also have a notice from the city and if there isn't a notice on a boarded up house, the situation should be reported to the Code Enforcement Division. She continued with showing images of the notice that is placed on the property that is considered an public nuisance and how the property owner is notified of the issue. The Code Enforcement Division also works with Animal Protective Services on some cases.

Dr. Wooten asked about a recent case that was difficult to process.

Ms. Gray told of a situation where the mother of a tenant complained that the landlord was allowing his tenants to live in mold infested apartments and had taken to social media to rant about the situation. The Code Enforcement Division does not test for mold but rather excess moisture and the results of the moisture tests conducted at the problem location were within normal levels. Ms. Gray also told of a case where a citizen

called about a bad smell in the area, and upon investigating and performing a well check on the problem location and discovered the resident had passed away in the last two days.

Ms. Kulik asked if Animal Control was a within [Ms. Gray's] Division

Ms. Gray explained that Animal Control is with the Police Department. In parting Ms. Gray stated that she was asked to pass on a message about rolling carts for trash pick-up should be out at the curb by 6 AM and off the curb by 6 PM and no farther than 3' from the curb

Dr. Wooten asked about how many citations are sent out on average.

Ms. Gray gave a general number of 100/week across all the Code Enforcement Officers

The members of the Commission expressed their gratitude for Ms. Gray coming to discuss her role in the city.

CAC Award Nominations:

Chairman Wooten explained the procedures and criteria for submitting nominations. He requested votes and the two nominees with the most number of votes for October were selected: the GTA Center and the Ford and Shep Restaurant. Mr. Wooten volunteered to take the signs, the certificates and letters the winners.

Public Comments

No public present.

Member Comments and Items for Future Agendas

ADJOURNMENT

Motion made by Dr. Wooten, seconded by Mr. Barnett, to adjourn the meeting at 6:40 pm. Motion carried unanimously.

Respectfully submitted,

Domini Cunningham, Interim- Secretary