



**Butner Town Council
Meeting Agenda**

6:30 PM Thursday, April 4, 2024
Council Meeting Room – Butner Town Hall
415 Central Avenue
Butner, NC 27509

Hearing impaired devices are available upon request – Please see Town Clerk

1. Welcome, Remarks and Call to Order - Mayor Dr. Jordon
2. Roll Call - Clerk Rote
3. Invocation and Pledge of Allegiance – Councilmember Vicky Daniels
4. Adjustments to and/or Approval of the Meeting Agenda
5. Acceptance of Meeting Minutes (Attachment 5)
 - March 7, 2024 – Regular Meeting
 - March 13, 2024 – Budget Retreat
6. Recognition of Parks and Recreation Advisory Committee Members

This Committee advises staff on recreational activities, facility planning and assists with seasonal activities. We are recognizing the members for their service and dedication to the Town and community.
7. Recognize Advancement - Senior Public Safety Officer Joseph Mannella
8. Public Comment Period

Citizens wishing to address the Board must sign in on the form located on the podium prior to the beginning of the meeting.
9. Consider Land Development Ordinance (LDO) Text Amendment TA.24.01 to Article 7.4.3(A)(4) Accessory Dwelling Units (ADUs), to remove the minimum size for ADUs

Town staff requests an amendment to the Land Development Ordinance, Article 7.4.3(A)(4) Accessory Uses and Structures, to remove the minimum size for accessory dwelling units. Legislation passed in 2019 restricts the ability of local governments to regulate the minimum sizes for anything that meets the residential building code. A maximum size can still be regulated and enforced. **(Attachment 9)**

 - Public Hearing

- Consider Consistency Statement and approval of Text Amendment TA.24.01

Recommended Action: Town Council must adopt a statement indicating if the amendment is/is not consistent with the Butner 2040 Plan’s Goals and Objectives, and relative to public interest. The Ordinance Administrator recommends approval of TA.24.01 to *Article 7.4.3(A)(4) Accessory Dwelling Units (ADUs)*, to remove the minimum size for ADUs as presented, effective upon adoption. The Planning Board recommends the same.

10. Consider Land Development Ordinance (LDO) Text Amendment TA.24.02 to Article 5 Nonconformities, to the provisions on nonconforming uses and structures.

Town staff requests an amendment to the Land Development Ordinance (LDO) Article 5, to amend the provisions on nonconforming uses and structures. When a nonconforming structure is damaged a distinction is made if the damage is more or less than 50% of the value. If the damage is over 50% of the value, the structure needs to be brought into compliance with current Code. If the damage is less than 50% of the value, the structure can be rebuilt as is. During a staff review, two edits were identified. Currently Butner allows 6 months to obtain a building permit and we are recommending a change to 1 year. Staff would like to allow extra time for a business or property owner to go through their insurance and find an appropriate contractor for repair work. Next, staff recommends deleting the provision that work shall be completed within one year of obtaining building permit. Butner does not issue building permits, Granville County does. The County allows for building permits to be extended if the applicant is progressing on their project and receiving the required inspections. There is not a time limit to finish a project.

(Attachment 10)

- Public Hearing
- Consider Consistency Statement ad approval of Text Amendment TA.24.02

Recommended Action: The Town Council must adopt a statement indicating if the amendment is/is not consistent with the Butner 2040 Plan’s Goals and Objectives, and relative to public interest The Ordinance Administrator recommends approval of TA.24.02 *Article 5 Nonconformities*, to the provisions on nonconforming uses and structures as presented, effective upon adoption. The Planning Board recommends the same.

11. Receive & Accept February 2024 Financial Report – Finance Director Ung
(Attachment 11)

12. Consider adopting the updated Mission, Vision, Values Statements.
During the January 30 Strategic Planning Retreat, Council reviewed our current Mission, Vision and Values statements, which were adopted in 2022, and recommended updates. The Statements will help guide the Council and staff when determining future projects and goals. **(Attachment 12)**

Recommended Action: Consider adopting the updated Mission, Vision, Values Statements as presented.

13. Reports (Attachment 13)
- Manager
 - Planning Director
 - Public Safety Director

14. Attorney Report

15. Mayor and Council Comments

16. Closed Session according to according to according to N.C.G.S. 143-318.11 (a)(5) regarding property acquisition, N.C.G.S. 143-318.11 (a)(6) to discuss a personal matter, and to approve the closed session meeting minutes from 12-07-23, 01-16-24 and 03-13-24.

17. Adjournment

REMINDERS:

If you need additional information about the following items, please visit **Butnernc.org** for updates and additions.

April 8	Military Holiday Committee, 7:00 PM, Town Hall
April 11	Planning Board Meeting, 6:30 PM, Town Hall
April 16	Budget Work Session – 3 PM, Town Hall
April 19	Groovin at the Gazebo – 5:30 PM, Gazebo Park
April 20	Beautify Butner Day – 8:00 AM, Gazebo Park