**Walter M. Gardner, Jr. Robert F. Davie Jr.**

**Mayor Town Administrator**

**TOWN OF WARRENTON**

*“Historically Great - Progressively Strong”*

1. O. Box 281

Warrenton, NC 27589-0281

PHONE (252) 257-1122 FAX (252) 257-9219

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**Planning/Zoning/Cemetery Committee of BOC**

**April 19, 20016**

The April 19, 2016 meeting of the Planning/Zoning/Annexation Committee of the Warrenton Board of Commissioners was called to order by Chairperson Frank Holt. Attending were Commissioners Mary Hunter and Tom Hardy.

Holt stated that the purpose of the meeting was to discuss the need for developing an ordinance for Minimum Housing Standards and to agree on a strategy for establishing a master plan for developing the ordinance, should the committee decide that one is needed in the Town of Warrenton.

Hardy referenced the State Statute and said the committee should look at what towns of similar size are doing with regard to an ordinance.

There was general discussion about what Warrenton’s minimum standards should include and to what areas an ordinance would apply. For instance, should an ordinance be adopted, it would probably be applicable to rental property only, identify what is substandard, outline the process for notifying the owner, provide a list of remediation goals, include a time table for remediation, and establish fines for non-compliance.

Holt will confer with Robert Davie, Town Administrator, identify other towns of similar size to Warrenton, gather other ordinances, and distribute them to committee members for review and consideration.

Another meeting of the committee was set for Tuesday, May 24, 2016 at 6 p.m.