Board of Commissioners Meeting
Agenda Item Submittal

Item To Be Considered: **Appearance Recognition Program**

Board Meeting Date: **November 10, 2026**

Prepared By: **Alissa Fender, MMC – Town Clerk**

Overview: Consideration of an Appearance Recognition Program recommended by the Appearance Commission to recognize residential and commercial properties that contribute positively to the appearance and character of the community.

Expanded Overview: At its September 17, 2026, regular meeting, the Appearance Commission reviewed a draft Appearance Recognition Program proposal to recognize exemplary residential and commercial properties through a community nomination and selection process, and recommended that the draft be presented to the Board of Commissioners for final approval.

The public could nominate properties through a Town-maintained website or email. The Commission would select two properties for recognition based on overall appearance and curb appeal, landscaping and maintenance, cleanliness, compatibility with the character of Swansboro, and contributions to the surrounding neighborhood or business district. Recognition would generally occur monthly from April through September, with seasonal opportunities during the fall and winter holiday periods.

The program is solely a recognition initiative and does not direct, regulate, or fund improvements to private property. Temporary recognition signage and certificates were discussed, and the Commission agreed to remove the specific signage language so the final design and wording can be set later.

Fiscal Impact: The Appearance Commission does not have an independent operating budget. Should the Commission seek funding from the Town for signage, recognition materials, or other program-related expenses, a separate request would be presented to the Board of Commissioners for consideration and any necessary budget amendment. Approval of the program does not include authorization of funding.

Background Attachment(s): Draft Appearance Recognition Program Proposal

Recommended Action: Provide direction regarding the proposed Appearance Recognition Program, including approval as presented or referral back to the Appearance Commission for further revisions and considerations.

Action: _____