# Appearance Recognition Program Overview for Consideration

1) Properties may be nominated for recognition on the Town's website and/or a dedicated email address furnished by the Town by submitting a photo of the nominated property along with the property's address. The Program and submission process can be marketed by the Town's social media account(s) and at any local business locations willing to display a flyer detailing the program and submission process.
2) The Appearance Commission will consider all nominations and vote for two properties at the Appearance Commission regular meeting. The criteria to be considered is as follows:
    a. Overall appearance and curb appeal
    b. Landscaping and ground maintenance
    c. Building and exterior maintenance
    d. Cleanliness and orderliness
    e. Creativity and enhancement
    f. Contribution to the surrounding neighborhood/business district
    g. Compatibility with the character and appearance of Swansboro
3) The Program would be in effect monthly April-September with holiday recognition in the months of October (fall/Halloween) and December (winter/Christmas),
4) Within one week of the vote, the town will notify the property owner and signage approved by the Board of Commissioners would be placed on the recipients property for a period of one month. The owners could also be recognized by receiving a Certificate of Recognition by the Appearance Commission and/or the Board of Commissioners, with the owners and property address being announced by the Chairman at the Appearance Commission meeting and/or announced by the Mayor at the Board of Commissioners meeting. Additionally, the Board of Commissioner's recommendations for any other awards associated with the program such as gift cards, swag bags, etc. are appreciated.

The Swansboro Appearance Commission respectfully requests consideration of the Board of Commissioners to approve the establishment of the Property Appearance Recognition Program.