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**TO:** Richard McNabb, Mayor  
Trinity City Council

**FROM:** Eric Clem, SCEI Minimum Housing and Non-Residential Specialist

**CC:** Stevie Cox, City Manager  
Jay Dale, Code Enforcement Officer  
Robert Wilhoit, City Attorney

**DATE:** June 9, 2025

**REF:** Adoption of Ordinance to Order Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and N.C.G.S.160D-1203

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## **Summary:**

On October 4, 2024, the City Council was asked to adopt three separate Ordinances Ordering the City's Contracted Code Enforcement Officer to Proceed to Effectuate the Purpose of the Trinity Minimum Housing Code and G.S. § 160D-1203. These Ordinances are to Abate the Minimum Housing Code for the following addresses:

- 5464 Braxton Craven Road
- 5515 Rockford Drive

The City Council voted to re-hear the cases at the January 13, 2025 meeting, after each of the property owners requested additional time to address their properties. The council then voted an extension ending May 12, 2025. At the May 12, 2025 meeting the Council voted to allow another 90 day extension for 5464 Braxton Craven Rd. and to re-hear 5515 Rockford Drive at the June 9, 2025 meeting. After Ordinances are adopted, the Council will need to award the demolition bids.

## **Background:**

The following is a chronological overview of each property that is before the board.

### **5464 Braxton Craven Road**

- July 22, 2020 – Dwelling was originally inspected by the Code Enforcement Officer.
- January 26, 2024 – Last inspection performed by the Code Enforcement Officer.

- March 28, 2024 – The Code Enforcement Officer served the property owner with a Notice of Hearing to be held before the Officer.
- April 18, 2024 – The Hearing was held at City Hall and the Code Enforcement Officer issued an Order to the property owner to make repairs or remove/demolish the house no later than July 17, 2024.
- The Property Owner has made no progress and failed to comply with the Order.
- May 12, 2025 – Another extension was granted for 90 days.

5515 Rockford Drive

- July 22, 2020 – Dwelling was originally inspected by the Code Enforcement Officer.
- January 22, 2024 – Last inspection performed by the Code Enforcement Officer.
- March 28, 2024 – The Code Enforcement Officer served the property owner with a Notice of Hearing to be held before the Officer.
- April 18, 2024 – The Hearing was held at City Hall and the Code Enforcement Officer issued an Order to the property owner to make repairs or remove/demolish the house no later than July 17, 2024.
- Prior to the May 12, 2025 Hearing, the property owner had new roofing shingles placed on the house sometime in late January.
- May 12, 2025 – The City Council voted to re-hear the matter at the June 9, 2025 meeting.

**Attachments:**

- Ordinance for each individual address
- Photographs
- Property Maps (County GIS)