



MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Reginald Goodson, City Manager
Carl Best, Development Services Director
Todd Henry, Minimum Housing Inspector

DATE: February 18, 2026

RE: Consideration – Adopt Condemnation and Demolition Ordinance for 111 Carver Street.

BACKGROUND:

The property located at 111 Carver Street has been found to be unfit for human habitation. The demolition process for this property started on December 18, 2025. A copy of the initial letter is also available on OpenGov, (the web program that tracks projects for Elizabeth City Government), which is the official report of record.

A hearing with the property owner was set for January 6, 2026. No one attended this hearing, or responded to any of the correspondences this current demolition process. The property was boarded up in October of 2025. During this process the homeowner came to the Development Services office and declared that they were going to demolish the property. Staff explained the process as illustrated on the City's website and gave them some information from the state regarding homeowner demolitions. To this date no permit has been submitted nor has the status of the property improved.

Following the hearing, the facts of the case were put in writing and mailed to the homeowner

ANALYSIS:

The property at 111 Carver Street falls under the scope and intent of the Elizabeth City Minimum Housing Code, Sections 101.2 & 101.3. This property is in violation of Section 108 – Unsafe Structures and Equipment and needs to be demolished because it has been found to be dangerous to the life, health, property and safety of the public. The procedures for the investigation, notice and hearing set forth by Sections 106 and 107 have been strictly followed and the property is prepared to have it demolished.

101.2 Scope. The provisions of this code shall apply to all existing residential structures and premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe

and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

101.3 Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

106.1 Notice to owner or to person or persons responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given to the owner or the person or persons responsible therefore in the manner prescribed in Sections 106.2 and 106.3. Notices for condemnation procedures shall also comply with Section 108.3.

Following **Section 110 Demolition**

110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owners option.

110.2 Notices and orders. All notices and orders shall comply with Section 106.

110.3 Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

STAFF RECOMMENDATION:

By motion, adopt Ordinance #2026-02-03 ordering the demolition of the property at 111 Carver Street (Map 55, Block E, Parcel #46,47 and Tax I.D. 891315645583).



ORDINANCE #2026-02-03
CONDEMNATION AND DEMOLITION – 111 CARVER STREET
AN ORDINANCE DIRECTING THE MINIMUM HOUSING INSPECTOR TO
REPAIR OR DEMOLISH THE BUILDING HEREIN DESCRIBED AS UNFIT FOR
HUMAN HABITATION AND DIRECTING THAT A NOTICE BE PLACED
THEREON THAT THE SAME MAY NOT BE OCCUPIED UNTIL REPAIRED, OR
THAT THE STRUCTURE BE DEMOLISHED.

WHEREAS, the City Council of the City of Elizabeth City finds that the property described herein is unfit for human habitation under the local and state codes, and that all of the provisions of said codes have been met as a condition of the adoption of this Ordinance; and

WHEREAS, said structure should be repaired to meet the requirements of the Code or demolished as directed by the Minimum Housing Inspector, and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owners of said structure has been given a reasonable opportunity to bring the premises up to the standards of the subject codes in accordance and pursuant to an order issued by the Minimum Housing Inspector on **December 18, 2025**; and the owner has failed to comply with said order.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Elizabeth City that:

- **Section 1.** The Minimum Housing Inspector is hereby directed to post on the house at **111 Carver Street** (Map 55, Block E, Parcel #46,47 and Tax I.D. 891315645583) a sign containing the legend:

"This building is unfit for human habitation; the use or occupancy of this building for human habitation is prohibited and unlawful."

- **Section 2.** The Minimum Housing Inspector is hereby authorized and directed to proceed to repair or demolish the above-described structure in accordance with his

order to the owner thereof dated **February 23, 2026** and after abatement, then charge the property owners for all expenses incurred, including any accrued interest after the initial billing.

- **Section 3.** It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building herein declared to be unfit for human habitation.
- **Section 4.** This Ordinance shall become effective upon receipt of acceptable Title Search by the City Attorney.

ADOPTED, this 23rd day of February 2026

E. Kirk Rivers
Mayor

Attest:

April D. Onley, NCCMC
City Clerk

(SEAL)

[Fire Hydrant/District](#)

[Maps](#)

[Save as PDF;](#)

Pasquotank County Property Card

as of January 1, 2024

PIN: 891315645583 **PID: 0053641** **MAP: 55-E-46,47** **[Deed Book:](#) / Deed Page: / Date: 0**

Location: 00111 CARVER ST		Prior Evaluation Year: 2014	Current Evaluation Year: 2022
CRUTCH, CORA HEIRS C/O LULA LEE	Land	\$7300	\$7700
111 CARVER ST	Use Land	\$0	\$0
ELIZABETH CITY, NC 27909	Building	\$31600	\$42300
Acct: 0079184	Total	\$38900	\$50000
Previous County Tax (.0077): \$299.53	Assessed	\$38900	\$50000
New county rate (.0062) (for 2022): \$310			



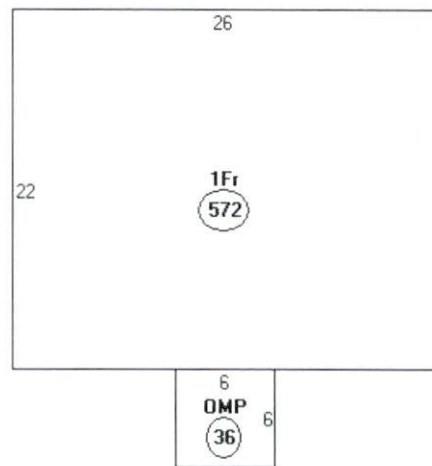
[Click here to send us a new/better picture](#)

Estimated City Tax (.0074): \$287.86
New city rate (.0059) (for 2022): \$295

Storm Water Fee: \$36
Solid Waste Fee: \$144 (\$75 for Elderly/Disabled with Exclusion)

Notes 20240325

Dwelling Data			
Style	Cottage	Stories	1
Walls	Aluminum/Vinyl		
Total Rooms	4	Bedrooms	2
Basement	Crawlspace	Attic	None
Full Baths	1	Total Fixtures	5
Half Baths	0	Heating	Basic
System Type	Force Air	Fuel Type	Oil
Quality Grade	D+	Condition	AV
Year Built	1974		
Ground Floor Area	572	Total Living Area	572



Descriptor/Area
 A: 1Fr
 572 sqft
 B: OMP
 36 sqft

Cost Approach

Base Price	73570	HVAC Adj	0
Plumbing Additions	0	Fireplace	0
	700	Subtotal	76390

Unfinished Area	0	Grade Factor	.85
Basement	2120	Total Rcn	64930
Attic	0	% Good	.62
		Total RCNLD	40300

Land

Primary 5600 sq ft @ \$1.3/sq ft \$7260

Total Acres: 0.129 Total Land Value: \$7700



Sales Data

Date	Type	Price	Source	Owner	Deed	Assessment
No Sales Data for this parcel						

AFFIDAVITS (If applicable)

OWNER Address Sale Price Date



[Tax Ownership Book \(for research only.\)](#)
[Old Tax Map \(for research only.\)](#)

OUTBUILDING DATA

Type	Qty	Year	Size1	Size2	Grd	Cnd	Value
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
Total Outbuilding Value							\$00

Demolition Check List

Ref.: Minimum Housing Code for Elizabeth City

Section 106: Violation Notice and Orders

Section 107: Procedures for Condemnation

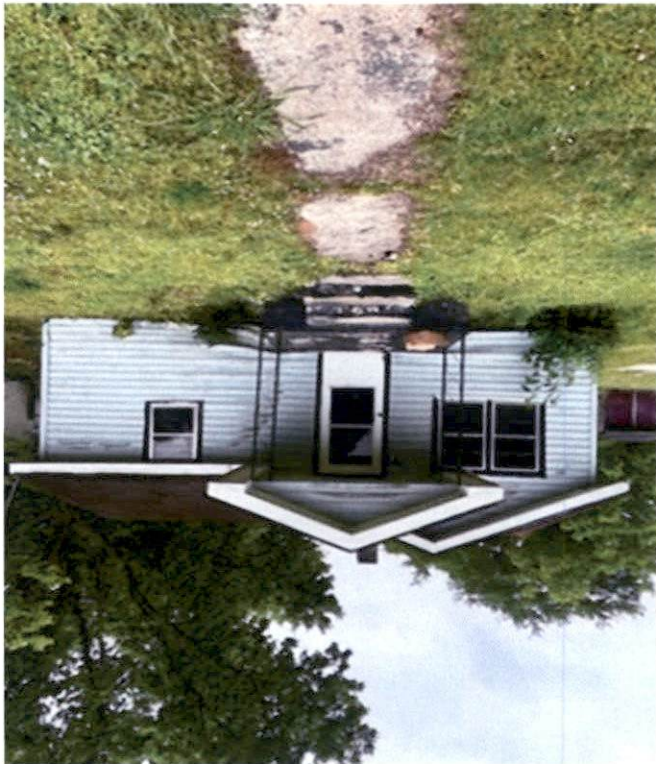
Section 108: Unsafe Structures and Equipment

Section 109: Emergency Measures

Section 110: Demolition

		Time Frame	Code Ref	Complete	Date
Step 1	Selection of property				
a.	Petition filed by at least 5 residents of the City				
b.	Petition by City Council				
c.	Minimum Housing Inspector's Petition			X	12/18/2025
Step 2	Investigation				
a.	Exterior Investigation by MHI	ASAP		X	12/18/2025
b.	Interior Investigation by MHI - If needed			N/A	
Step 3	Notify individual of violation (First Letter - Sent by certified or first-class mail)		106.2, 106.3		
	Set Hearing date to review facts in person		107.1	X	1/7/2026
	Not less than 10 nor more than 30	10-30 days		X	
	Owners given the time to responde or correct any of the initial findings			X	
	If the notice is returned showing that the letter was not delivered, a copy shall be posted in a conspicuous place on the structure		106.3		
	Submit add for local newspaper		107.7		
Step 4	Administrative Hearing Time and location set and homeowner notified in first letter.				
	Determination of the facts and any evidence brought forth. Is the Dwelling fit for human habitation?			X	Unfit for Habitation
	Is dwelling located in Historic District			No	
	If so, Historic Preservation Commission hearing is also required			N/A	
Step 5	Code Official written determination of property following the hearing (Second Letter)		107.2		
	New letter sent to property owner giving a time frame not to exceed 90 days to comply with findings from hearing.	10-90 days	107.2	X	Sent 1/6/26
	Order to Repair, Alter, or Improve the Dwelling during the specified amount of time.			X	

	Requires that the property be vacated during Rehabilitation - Sign stating this notice added to a prominent location on property.			X	Comply by 2/18/26	
Step 5b	Send property address to Deeds office to check and see if they are working on a Forclosure for the property			X	email in attachments	
Step 6	Failure to comply with order		107.3			
	No action or appeal by homeowner					
	After given time frame, submit an ordinance request to City Council (At the next regular session meeting) to have City Attorney petition the superior court for an order directing the owner to comply	Time until regular session council meeting	107.3			
	Placard placed on dwelling stating decision					
Step 7	After City Council decision, there will be 10 days allowed for appeal (Special Cases for emergency actions, ie dangerous conditions)	10 days	107.5			
	Appeals shall be taken by filing with the code official and with the Board of Zoning Adjustment		107.5			
	Complaints or orders issued by the code official shall be served either in person or by registered or certified mail		107.7			
	Any individual with a connection to the property has the right to petition the superior court for up to 30 days.		107.6			
Step 8	City Council directs MHI to move forward with the demolition process.		107.8			
Step 8	Record the ordinance for demolition with the office of the Register of Deeds		107.8			





MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Reginald Goodson, City Manager
Carl Best, Development Services Director
Todd Henry, Minimum Housing Inspector

DATE: February 23, 2026

RE: Consideration – Adopt Condemnation and Demolition Ordinance for 304 Davis Avenue

BACKGROUND:

The property at 304 Davis Avenue has been found to be unfit for human habitation. The demolition process was started on this property September 9, 2024. A copy of the initial letter is also available on OpenGov, (the web program that tracks projects for Elizabeth City Government), which is the official report of record.

A hearing with the property owner was set for November 21, 2025. No one attended the meeting, but George White did call the Minimum Housing Inspector to discuss the property. A copy of the phone record is saved in OpenGov to show the dates that Inspector Henry spoke with Mr. White. Mr. White did receive all of the letters and Inspector Henry also verbally communicated to him all of the dates and the requirements and outcomes that are possible. Since the first spoken communication in October 2024, nothing has been done in response to the violation of the City's ordinances.

Following the hearing on the facts of the case were put in writing and mailed to the homeowner.

ANALYSIS:

The property at 304 Davis Avenue falls under the scope and intent of the Elizabeth City Minimum Housing Code, Sections 101.2 & 101.3. This property is in violation of Section 108 – Unsafe Structures and Equipment and needs to be demolished because it has been found to be dangerous to the life, health, property and safety of the public. The procedures for the investigation, notice and hearing set forth by Sections 106 and 107 have been strictly followed and the property is prepared to have it demolished.

101.2 Scope. The provisions of this code shall apply to all existing residential structures and premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe

and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

101.3 Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

106.1 Notice to owner or to person or persons responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given to the owner or the person or persons responsible therefore in the manner prescribed in Sections 106.2 and 106.3. Notices for condemnation procedures shall also comply with Section 108.3.

Following **Section 110 Demolition**

110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owners option.

110.2 Notices and orders. All notices and orders shall comply with Section 106.

110.3 Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be

charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

STAFF RECOMMENDATION:

By motion, adopt Ordinance #2026-02-04 ordering the demolition of the property at 304 Davis Avenue (Map 28, Block B, Parcel #9 and Tax I.D. 891312860139).



ORDINANCE #2026-02-04
CONDEMNATION AND DEMOLITION – 304 DAVIS AVENUE
AN ORDINANCE DIRECTING THE MINIMUM HOUSING INSPECTOR TO
REPAIR OR DEMOLISH THE BUILDING HEREIN DESCRIBED AS UNFIT FOR
HUMAN HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON
THAT THE SAME MAY NOT BE OCCUPIED UNTIL REPAIRED, OR THAT THE
STRUCTURE BE DEMOLISHED.

WHEREAS, the City Council of the City of Elizabeth City finds that the property described herein is unfit for human habitation under the local and state codes, and that all of the provisions of said codes have been met as a condition of the adoption of this Ordinance; and

WHEREAS, said structure should be repaired to meet the requirements of the Code or demolished as directed by the Minimum Housing Inspector, and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owners of said structure has been given a reasonable opportunity to bring the premises up to the standards of the subject codes in accordance and pursuant to an order issued by the Minimum Housing Inspector on **November 20, 2025**; and the owner has failed to comply with said order.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Elizabeth City that:

- **Section 1.** The Minimum Housing Inspector is hereby directed to post on the house at **304 Davis Ave. Elizabeth City, NC 27909** (Map 28, Block B, Parcel #9 and Tax I.D. 891312860139) a sign containing the legend:

"This building is unfit for human habitation; the use or occupancy of this building for human habitation is prohibited and unlawful."

- **Section 2.** The Minimum Housing Inspector is hereby authorized and directed to proceed to repair or demolish the above-described structure in accordance with his

order to the owner thereof dated **February 23, 2026** and after abatement, then charge the property owners for all expenses incurred, including any accrued interest after the initial billing.

- **Section 3.** It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building herein declared to be unfit for human habitation.
- **Section 4.** This Ordinance shall become effective upon receipt of acceptable Title Search by the City Attorney.

ADOPTED, this 23rd day of February 2026

E. Kirk Rivers
Mayor

Attest:

April D. Onley, NCCMC
City Clerk

(SEAL)

[Fire Hydrant/District](#)

[Maps](#)

[Save as PDF;](#)

Pasquotank County Property Card

as of January 1, 2024

PIN: 891312860139 PID: 0010996 MAP: 28-B-9 [Deed Book: 873 / Deed Page: 112 / Date: 20050831](#)

Location: 00304 DAVIS AVE

	Prior	Current
	Evaluation Year:	Evaluation Year:
	2014	2022

**COLE, HENDERICK % GEORGE
WHITE
4522 FORREST AVE**

Land	\$8000	\$8000
Use Land	\$0	\$0
Building	\$25100	\$900
Total	\$33100	\$8900
Assessed	\$33100	\$8900

PENNSEUKEN, NJ 8110

Acct: 0106640

**Previous County Tax (.0077): \$254.87
New county rate (.0062) (for 2022): \$55.18**

**Estimated City Tax (.0074): \$244.94
New city rate (.0059) (for 2022): \$52.51**

Storm Water Fee: \$36

Notes 20250402



[Click here to send us a new/better picture](#)

Dwelling Data

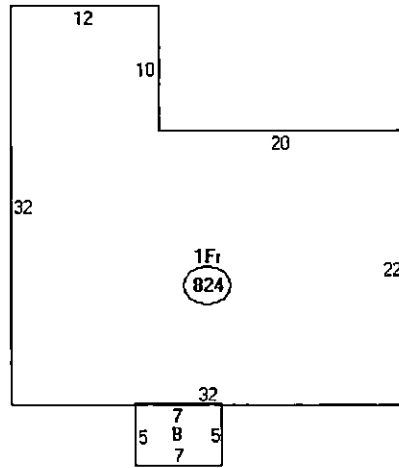
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Pasquotank Tax Card

Style	Bungalow	Stories	1
Walls	Asbestos/WD Shingles		
Total Rooms	4	Bedrooms	2
Basement	Crawlspace	Attic	None
Full Baths	1	Total Fixtures	5
Half Baths	0	Heating	Basic
System Type	NO HOUSE	Fuel Type	Electric
Quality Grade	D+	Condition	AV
Year Built	1969		
Ground Floor Area	824	Total Living Area	824

Cost Approach

Base Price	98140	HVAC Adj	0
Plumbing Additions	0	Fireplace	0
Unfinished Area	700	Subtotal	101450
Basement	0	Grade Factor	.85
Attic	2610	Total Ren	86230
	0	% Good	.01
		Total RCNLD	900



Descriptor/Area
 A: 1Fr
 824 sqft
 B: OMP
 35 sqft

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Pasquotank Tax Card

Land

Primary 5000 sq ft @ \$1.6/sq ft \$8000

Total Acres: 0.115 Total Land Value: \$8000



Sales Data

Date	Type	Price	Source	Owner	Deed	Assessment
20050831	Land & Bldg	0	Stamps		873/112	30900

AFFIDAVITS (If applicable)

OWNER	Address	Sale Price	Date
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[Tax Ownership Book \(for research only\)](#)

[Old Tax Map \(for research only\)](#)

OUTBUILDING DATA

<https://link.co.pasquotank.nc.us/taxcard/taxcard.cfm?PP2=71954>

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Pasquotank Tax Card

Type	Qty	Year	Size1	Size2	Grd	Cnd	Value
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
		0	0	0	0		\$00
Total Outbuilding Value							\$00

Demolition Check List

Ref.: Minimum Housing Code for Elizabeth City
 Section 106: Violation Notice and Orders
 Section 107: Procedures for Condemnation
 Section 108: Unsafe Structures and Equipment
 Section 109: Emergency Measures
 Section 110: Demolition

		Time Frame	Code Ref	Complete	Date	
Step 1	Selection of property					
a.	Petition filed by at least 5 residents of the City					
b.	Petition by City Council					
c.	Minimum Housing Inspector's Petition			X	9/9/2024	
Step 2	Investigation					
a.	Exterior Investigation by MHI	ASAP		X	9/9/2024	
b.	Interior Investigation by MHI - If needed					
<p>During the initial process the homeowner said he would demolish the property. It didn't happen so the process has begun again and the homeowner has been specific timeframes to meet or the city will demolish it.</p>						
Step 3	Notify individual of violation (First Letter - Sent by certified or first-class mail)		106.2, 106.3	X	11/7/2025	
	Set Hearing date to review facts in person		107.1	X	11/21/2025	
	Not less than 10 nor more than 30	10-30 days		X		
	Owners given the time to responde or correct any of the initial findings			X		
	If the notice is returned showing that the letter was not delivered, a copy shall be posted in a conspicuous place on the structure		106.3	N/A		Homeowner responded via phone calls
Step 4	Administrative Hearing - Time and location set and homeowner notified in first letter.			X		
	Determination of the facts and any evidence brought forth. Is the Dwelling fit for human habitation?			X		The homeowner lives in NJ so was unable to show for hearing. Mr. White called and we discussed the facts and the time periods for the house demolition
	Is dwelling located in Historic District			No		
	If so, Historic Preservation Commission hearing is also required			N/A		

Step 5	Code Official written determination of property following the hearing (Second Letter)		107.2	X	2nd letter sent 11/21/2025	
	New letter sent to property owner giving a time frame not to exceed 90 days to comply with findings from hearing.	10-90 days	107.2	X	1/21/2026	
	Order to Repair, Alter, or Improve the Dwelling during the specified amount of time.					
	Requires that the property be vacated during Rehabilitation - Sign stating this notice added to a prominent location on property.					
Step 5b	Send property address to Deeds office to check and see if they are working on a Forclosures for the property			X	email in attachments	
Step 6	Failure to comply with order		107.3			
	No action or appeal by homeowner					
	After given time frame, submit an ordinance request to City Council (At the next regular session meeting) to have City Attorney petition the superior court for an order directing the owner to comply	Time until regular session council meeting	107.3			
	Placard placed on dwelling stating decision					
Step 7	After City Council decision, there will be 10 days allowed for appeal (Special Cases for emergency actions, ie dangerous conditions)	10 days	107.5			
	Appeals shall be taken by filing with the code official and with the Board of Zoning Adjustment		107.5			
	Complaints or orders issued by the code official shall be served either in person or by registered or certified mail		107.7			
	Any individual with a connection to the property has the right to petition the superior court for up to 30 days.		107.6			
Step 8	City Council directs MHI to move forward with the demolition process.		107.8			
Step 8	Record the ordinance for demolition with the office of the Register of Deeds		107.8			





MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Reginald Goodson, City Manager
Carl Best, Development Services Director
Todd Henry, Minimum Housing Inspector

DATE: February 18, 2026

RE: Consideration – Adopt Condemnation and Demolition Ordinance for 331 Paxton Street

BACKGROUND:

The property at 331 Paxton Street has been found to be unfit for human habitation. The demolition process for this property started on November 7, 2025. A copy of the initial letter is also available on OpenGov (the web program that tracks projects for Elizabeth City Government), which is the official report of record.

A hearing with the property owner was set for December 2, 2025. No one attended the hearing or responded to any of the correspondences.

Following the hearing, the facts of the case were put in writing and mailed to the homeowner.

ANALYSIS:

The property at 331 Paxton Street falls under the scope and intent of the Elizabeth City Minimum Housing Code, Sections 101.2 & 101.3. This property is in violation of Section 108 – Unsafe Structures and Equipment and needs to be demolished because it has been found to be dangerous to the life, health, property and safety of the public. The procedures for the investigation, notice and hearing set forth by Sections 106 and 107 have been strictly followed and the property is prepared to have it demolished.

101.2 Scope. The provisions of this code shall apply to all existing residential structures and premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

101.3 Intent. This code shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein.

108.1.1 Unsafe structures. An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe, or of such faulty construction or unstable foundation, that partial or complete collapse is possible

108.1.3 Structure unfit for human occupancy. A structure is unfit for human occupancy whenever the code official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to the public.

106.1 Notice to owner or to person or persons responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given to the owner or the person or persons responsible therefore in the manner prescribed in Sections 106.2 and 106.3. Notices for condemnation procedures shall also comply with Section 108.3.

Following **Section 110 Demolition**

110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to demolish and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to demolish and remove at the owners option.

110.2 Notices and orders. All notices and orders shall comply with Section 106.

110.3 Failure to comply. If the owner of a premises fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

STAFF RECOMMENDATION:

By motion, adopt Ordinance #2026-02-05 ordering the demolition of the property at 331 Paxton Street (Map 55, Block A, Parcel #35,36 and Tax I.D. 891311558120).



ORDINANCE #2026-02-05
CONDEMNATION AND DEMOLITION – 331 PAXTON STREET
AN ORDINANCE DIRECTING THE MINIMUM HOUSING INSPECTOR TO
REPAIR OR DEMOLISH THE BUILDING HEREIN DESCRIBED AS UNFIT FOR
HUMAN HABITATION AND DIRECTING THAT A NOTICE BE PLACED THEREON
THAT THE SAME MAY NOT BE OCCUPIED UNTIL REPAIRED, OR THAT THE
STRUCTURE BE DEMOLISHED.

WHEREAS, the City Council of the City of Elizabeth City finds that the property described herein is unfit for human habitation under the local and state codes, and that all of the provisions of said codes have been met as a condition of the adoption of this Ordinance; and

WHEREAS, said structure should be repaired to meet the requirements of the Code or demolished as directed by the Minimum Housing Inspector, and should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the owners of said structure has been given a reasonable opportunity to bring the premises up to the standards of the subject codes in accordance and pursuant to an order issued by the Minimum Housing Inspector on **December 2, 2025**; and the owner has failed to comply with said order.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Elizabeth City that:

- **Section 1.** The Minimum Housing Inspector is hereby directed to post on the house at **331 Paxton Street** (Map 55, Block A, Parcel #35,36 and Tax I.D. 891311558120) a sign containing the legend:

"This building is unfit for human habitation; the use or occupancy of this building for human habitation is prohibited and unlawful."

- **Section 2.** The Minimum Housing Inspector is hereby authorized and directed to proceed to repair or demolish the above-described structure in accordance with

his order to the owner thereof dated **February 23, 2026** and after abatement, then charge the property owners for all expenses incurred, including any accrued interest after the initial billing.

- **Section 3.** It shall be unlawful for any person to remove or cause to be removed said placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building herein declared to be unfit for human habitation.
- **Section 4.** This Ordinance shall become effective upon receipt of acceptable Title Search by the City Attorney.

ADOPTED, this 23rd day of February 2026

E. Kirk Rivers
Mayor

Attest:

April D. Onley, NCCMC
City Clerk

(SEAL)

[Fire Hydrant/District](#)

[Maps](#)

[Save as PDF;](#)

Pasquotank County Property Card

as of January 1, 2024

PIN: 891311558120 PID: 0008798 MAP: 55-A-35,36 [Deed Book: 495 / Deed Page: 325 / Date: 0](#)

Location: 00331 PAXTON ST

	Prior	Current
	Evaluation Year:	Evaluation Year:
	2014	2022

**TOWNSEND, HAZEL & WEEKS,
VICTOR
6170 GADDY'S MILL RD**

Land	\$12700	\$13300
Use Land	\$0	\$0
Building	\$43100	\$61400
Total	\$55800	\$74700
Assessed	\$55800	\$74700

MAXTON, NC 28364

Acct: 0040844

**Previous County Tax (.0077): \$429.66
New county rate (.0062) (for 2022): \$463.14**

**Estimated City Tax (.0074): \$412.92
New city rate (.0059) (for 2022): \$440.73**

**Storm Water Fee: \$36
Solid Waste Fee: \$144 (\$75 for
Elderly/Disabled with Exclusion)**

Notes 20210614



[Click here to send us a new/better picture](#)

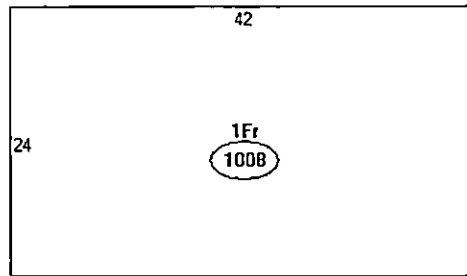
Dwelling Data

11/10/25, 9:13 AM

Pasquotank Tax Card

Style	Modular	Stories	1
Walls	Aluminum/Vinyl		
Total Rooms	5	Bedrooms	3
Basement	Crawlspace	Attic	None
Full Baths	1	Total Fixtures	7
Half Baths	1	Heating	Basic
System Type	Electric Baseboard	Fuel Type	Electric
Quality Grade	D	Condition	AV
Year Built	1979		
Ground Floor Area	1008	Total Living Area	1008

Descriptor/Area
A: 1Fr
1008 sqft



Cost Approach

Base Price	109530	HVAC Adj	0
Plumbing Additions	1060	Fireplace	0
Unfinished Area	0	Subtotal	113560
Basement	0	Grade Factor	.78
Attic	2970	Total Rcn	88580
	0	% Good	.66
		Total RCNLD	58500

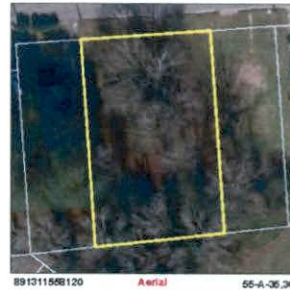
11/10/25, 9:13 AM

Pasquotank Tax Card

Land

Primary 14300 sq ft @ \$0.89/sq ft \$12700

Total Acres: 0.328 Total Land Value: \$13300



Sales Data

Date	Type	Price	Source	Owner
No Sales Data for this parcel				

Deed	Assessment
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AFFIDAVITS (If applicable)

OWNER	Address	Sale Price	Date
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[Tax Ownership Book \(for research only\)](#)

[Old Tax Map \(for research only\)](#)

OUTBUILDING DATA

Type	Qty	Year	Size1	Size2	Grd	Cnd	Value
------	-----	------	-------	-------	-----	-----	-------

11/10/25, 9:13 AM

Pasquotank Tax Card

	0	0	0	0	\$00
	0	0	0	0	\$00
	0	0	0	0	\$00
	0	0	0	0	\$00
	0	0	0	0	\$00
	0	0	0	0	\$00
	0	0	0	0	\$00
Total Outbuilding Value					\$00

Demolition Check List

Ref.: Minimum Housing Code for Elizabeth City

Section 106: Violation Notice and Orders

Section 107: Procedures for Condemnation

Section 108: Unsafe Structures and Equipment

Section 109: Emergency Measures

Section 110: Demolition

		Time Frame	Code Ref	Complete	Date
Step 1	Selection of property				
a.	Petition filed by at least 5 residents of the City				
b.	Petition by City Council				
c.	Minimum Housing Inspector's Petition			X	11/7/2025
Step 2	Investigation				
a.	Exterior Investigation by MHI	ASAP		X	11/7/2025
b.	Interior Investigation by MHI - If needed				
Step 3	Notify individual of violation (First Letter - Sent by certified or first-class mail)		106.2, 106.3	X	Sent 11/10/2025
	Set Hearing date to review facts in person		107.1	X	12/2/2025
	Not less than 10 nor more than 30	10-30 days		X	
	Owners given the time to responde or correct any of the initial findings			X	
	If the notice is returned showing that the letter was not delivered, a copy shall be posted in a conspicuous place on the structure		106.3		
Step 4	Administrative Hearing - Time and location set and homeowner notified in first letter.				No Show at hearing
	Determination of the facts and any evidence brought forth. Is the Dwelling fit for human habitation?			No fit for habitation	
	Is dwelling located in Historic District			No	
	If so, Historic Preservation Commission hearing is also required			N/A	
Step 5	Code Official written determination of property following the hearing (Second Letter)		107.2		Sent 12/8/2025
	New letter sent to property owner giving a time frame not to exceed 90 days to comply with findings from hearing.	10-90 days	107.2		2/15/2025 to comply
	Order to Repair, Alter, or Improve the Dwelling during the specified amount of time.				

	Requires that the property be vacated during Rehabilitation - Sign stating this notice added to a prominent location on property.				
Step 5b	Send property address to Deeds office to check and see if they are working on a Forclosures for the property			Complete, saved in attachments	
Step 6	Failure to comply with order		107.3		
	No action or appeal by homeowner				
	After given time frame, submit an ordinance request to City Council (At the next regular session meeting) to have City Attorney petition the superior court for an order directing the owner to comply	Time until regular session council meeting	107.3		
	Placard placed on dwelling stating decision				
Step 7	After City Council decision, there will be 10 days allowed for appeal (Special Cases for emergency actions, ie dangerous conditions)	10 days	107.5		
	Appeals shall be taken by filing with the code official and with the Board of Zoning Adjustment		107.5		
	Complaints or orders issued by the code official shall be served either in person or by registered or certified mail		107.7		
	Any individual with a connection to the property has the right to petition the superior court for up to 30 days.		107.6		
Step 8	City Council directs MHI to move forward with the demolition process.		107.8		
Step 8	Record the ordinance for demolition with the office of the Register of Deeds		107.8		

