



# SUMMERFIELD PLANNING BOARD

August 28, 2023  
Summerfield Community Center

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## BOARD MEMBERS

Richard (Dick) Feulner, Chair  
Kathy Rooney, Member  
Trudy Whitacre, Member  
Walter (Clark) Doggett, Member  
Clint Babcock, Member  
Dawayne Crite, Alternate  
Tara Peterson, Alternate  
Ron Collier, Alternate



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358  
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**P L A N N I N G   B O A R D   A G E N D A**

AUGUST 28, 2023, 6:30PM

SUMMERFIELD COMMUNITY CENTER (5404 CENTERFIELD RD.)

1. Call to order
2. Introductions
3. Consent agenda:
  - A. Meeting agenda
  - B. Minutes for 05/22/2023
4. Public hearing / action re: TA-02-2023 (*revisions to the Sign Ordinance, Scenic Corridor, Road Name Change Procedure, as well as the Agricultural Zoning District.*)
5. Election of Chair and Vice Chair
6. Other business (*as needed*)
7. Adjournment

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**Reminders:**

- *Please turn off sounds and alerts on cell phones and other electronic devices during the meeting.*



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## P L A N N I N G   B O A R D   M I N U T E S

MAY 22, 2023, 6:30PM, SUMMERFIELD COMMUNITY CENTER (5404 CENTERFIELD RD.)

The meeting was called to order at 6:30pm by Feulner and introductions were made.

The following were present:

### Planning Board

Richard (Dick) Feulner  
 Clint Babcock  
 Clark Doggett  
 Tara Peterson  
 Dawayne Crite

### Staff

Brad Rentz, Planning Manager  
 Scott Whitaker, Manager  
 Sarah Tibbetts, Clerk

(Ron Collier, alternate, present)

### CONSENT AGENDA

Babcock motioned to approve the consent agenda, the motion was seconded by Doggett and carried unanimously. The consent agenda consisted of the meeting agenda and minutes for 4/24.

**PUBLIC HEARING /ACTION RE: RZ-02-2023** *(rezone ± 0.44 acres located at 4118 Oak Ridge Rd, parcel number 146945, from the Single-Family Residential [RS-40] District to the conditional zoning Neighborhood Business district [CZ-NB].)*

Rentz spoke first, he explained the request to rezone the commonly known "Martin House" from Single-Family Residential to Conditional Zoning Neighborhood Business District. He oriented the Board with the surrounding parcels and their current zoning. He read the staff recommendation stating "although the Planning Department does not typically offer recommendations on rezoning cases, the NB district is an appropriate district for the property given: its location at the intersection of Summerfield Rd. and Oak Ridge Rd.; adjacency to surrounding residences, and its proximity to the Summerfield Road Focus Area; and because the district's uses are a measured and refined district that corresponds well to the desire for a mix of uses along Summerfield Rd. The Planning Board should consider all potential uses not excluded from the request when making their recommendation to Council."

The applicant, Lauren Cox, spoke next. She stated she agreed with everything Rentz mentioned, and that it was a good use for the building. She stated her plans to sell food for lunch mostly to go items, possibly a bakery with limited seating, and coffee etc. She is working with an engineer on a site plan to see how many parking spots and indoor seating she will be able to have. Babcock asked the applicant if she would remove laundromat from the permitted use table, which she agreed to.

*Feulner opened the public hearing at 6:42pm.*

Teresa Perryman, 7401 Greenlawn Drive, spoke about property line questions and stated what DOT owns on the property VS what the landowner owns in terms of right-of-way.



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John Broyhill, 7712 Summerfield Road, asked the applicant questions pertaining to water, well, and septic.

*Feulner closed the public hearing at 6:46pm.*

Crite asked the applicant if she would remove animal shelter from the permitted use table, which the applicant agreed to.

Babcock made a motion that case RZ-02-2023 be recommended to Council for approval as proposed by the applicant with the exclusion of laundromat and animal shelter from the permitted use table which the applicant agreed to. He stated the request is consistent with the town's adopted Comprehensive Plan due to its Appropriate, Limited Commercial Development, and its Community Character Preservation and it is reasonable and in the public interest because it maintains promotes the public health, safety, and general welfare because it will be in harmony with the area in which it is to be located. The motion was seconded by Crite and carried unanimously.

#### **DISCUSSION OF ROAD NAME CHANGE (Ayers Lane to Medearis Trail)**

Whitaker mentioned that the UDO requires a public meeting on the Planning Board level for a topic such as a road name change. The board decided to have a discussion on the topic and give a recommendation to Council. Babcock asked that the UDO wording be changed to allow for this topic to have a more unison process with the others requiring a public hearing stating that if his personal road name were to be changing, he would like a chance to speak for or against it. Whitaker and Rentz spoke about changing the street name and how it would help someone find the trail head and create an address that would be searchable for someone trying to locate the new Summerfield Paw Park. Peterson made a motion to recommend changing the name from Ayers Lane to Medearis Trail to Council. The motion was seconded by Crite and carried unanimously.

#### **OTHER BUSINESS**

Rentz stated that the zoning map had been updated and was on the town's website and that there would likely be no meeting in June.

Upon motion by Babcock seconded by Doggett and carried by unanimous vote, the meeting was adjourned at 7:05pm.

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*Richard Feulner, Chair*

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*Sarah Tibbetts, Town Clerk*



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## AGENDA ITEM

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*meeting date:* August 28, 2023

*attachment(s):* yes

### **Public hearing/action re: TA-02-2023**

*(revisions to the Sign Ordinance, Scenic Corridor, Road Name Change Procedure, as well as the Agricultural Zoning District.)*

#### **STAFF COMMENTS AND/OR RECOMMENDATION:**

**See attached staff report for full details.** It contains the application and background, narrative about compliance with adopted plans and other relevant information. Text Amendment recommendations must be made based on:

- the current Development Ordinance;
- the current Comprehensive Plan (per NCGS 160D-604(d) below); and,
- “any other officially adopted plan that is applicable.”

The Planning Board “shall advise and comment on whether the proposed action is consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive or land-use plan shall not preclude consideration or approval of the proposed amendment by the governing board.”

**(d) Plan Consistency.** – When conducting a review of proposed zoning text or map amendments pursuant to this section, the planning board shall advise and comment on whether the proposed action is consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive or land-use plan shall not preclude consideration or approval of the proposed amendment by the governing board.

#### **NOTES:**

#### **PLANNING BOARD ACTION AND/OR DIRECTION:**



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358  
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TO: Planning Board

FROM: Brad Rentz, Planning Manager, MPA, CZO

DATE: August 28, 2023

RE: **Case TA-02-2023: Proposed revisions to: Road Name Change Procedure, Agricultural Zoning District, Scenic Corridor Area, and Sign Regulations.**

#### A. Planning Board Actions

1. Hold public hearing.
2. Recommend approval, denial, or deferral of the text amendment request. A majority vote is needed to recommend approval (or denial) of the requested action.

#### B. Application

This application proposes changes to the following sections of the Unified Development Ordinance (UDO):

- Table 3.A.12: Required Public Hearings and Public Meetings
- Table 4.F.2: Agricultural and Single-Family District Dimensional Requirements
- Article 4.B.6.(c): Scenic Corridor Area Overlay Districts (SCA)
- Article 5.J: Sign Regulations

#### C. Discussion

**Process Requirement and Notes:** Following a presentation by Town Staff, the Board shall hear comments from the public during a Public Hearing as required per Table 3.A.12.

#### D. Potential Courses of Action

Motions for text amendments must include a recommendation to Town Council to approve or deny the proposal, with a 2-part Statement of Consistency that addresses **Consistency with a Plan**, and **Public Interest**. The following options could be used as guiding motions for this statement:

**APPROVAL:** I move that **Case TA-02-2023** be recommended to Council for *approval* as proposed by the applicant. The request **is consistent** with the town's adopted Comprehensive Plan because: (see "A" below), and, **is reasonable** and in the public interest because: (see "B").

**CONDITIONAL APPROVAL:** I move that **Case TA-02-2023** be recommended to Council for approval with the following (additional) conditions: (list conditions). The request, with conditions, **is consistent** with the town's adopted Comprehensive Plan because: (see "A"), and, **is reasonable** and in the public interest because: (see "B").

**DENIAL:** I move that **Case TA-02-2023** be recommended to Council for *denial*. The request is **not** consistent with the town's adopted Comprehensive Plan because: (see "A"), and, **is not** reasonable and in the public interest because: (see "B").



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**A. Consistency with a plan:**

- Appropriate, Limited Commercial Development
  - Sidewalk, Bikeway, and Trail System
  - Community Character Preservation
  - Transportation Improvements
  - Water Supply and Sewage Treatment Options
  - Appropriate Housing and Residential Development
  - Parks and Recreation Improvements
  - Attractive Community Appearance
  - Quality School Facilities
  - Summerfield Road Focus Area
  - Historic Preservation
  - Summerfield as a Limited Services Local Government
- 

**B. Public interest:**

- Maintains or promotes the public health, safety, and general welfare because (*state reasons related to location, design, function, and operation*).
- Complies with all regulations and standards of this ordinance and other applicable regulations (*describe how*).
- Does not substantially hurt adjoining or abutting property value because (*state reasons related to location, design, function, and operation*), and is a public necessity; and,
- Will be in harmony with the area in which it is to be located and with the general plans for the land use and development of the Town of Summerfield and its environs.

**(2) Recommendation Authority to Review and Recommend to Town Council on the Following:**

- a. map amendments (general rezoning);
- b. map amendments (conditional rezoning);
- c. amendments to the text of this Ordinance;
- d. open space mixed use developments;
- e. street closings;
- f. street name changes;
- g. easement removals;
- h. right-of-way abandonment;
- i. right-of-way encroachment;
- j. watershed matters as assigned, and
- k. comprehensive land use plans.

(2)f. Grants the Planning Board authority to recommend to Town Council street name changes.

**(3) Plan-Making Authority:**

- a. creation of studies of the area within its jurisdiction and surrounding areas;
- b. determination of objectives to be sought in the development of a study area;
- c. preparation and adoption of plans for achieving these objectives;
- d. development and recommendation of policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner;
- e. advising Town Council concerning the use and amendment of means for carrying out plans; and,
- f. exercising any functions in the administration and enforcement of various means for carrying out plans that Town council may direct.

**(4) Delegated Authority:**

Authority to exercise any other powers and duties as directed by Town Council, consistent with state law.

**(5) Timing of Decisions:**

Recommendations and decisions by the Board shall be made not more than forty-five (45) days from the close of the hearing, unless a further extension of time is granted and agreed to by the applicant.

**(b) Membership, Appointment, and Terms of Office****(1) Number of Members**

The Planning Board shall consist of at least five (5) members and may have alternates, appointed by the Town Council. All members shall reside within the planning jurisdiction of the Town of Summerfield. Board members should be diverse in their representation of the Town and might be subject to other criteria as determined by Town Council. If the Town establishes an Extraterritorial Jurisdiction (ETJ), there shall be a means of proportional representation based on a population for residents of the extraterritorial area to be regulated. The population estimates for this calculation shall be updated no less frequently than after each decennial census.



<b>TABLE 3.A.12: REQUIRED PUBLIC HEARINGS AND PUBLIC MEETINGS [1] [2]</b>			
<b>P = STANDARD PUBLIC HEARING    Q = QUASI-JUDICIAL PUBLIC HEARING    M = PUBLIC MEETING</b>			
<b>APPLICATION TYPE</b>	<b>BODIES CONDUCTING PUBLIC HEARING OR PUBLIC MEETING</b>		
	<b>PLANNING BOARD</b>	<b>TOWN COUNCIL</b>	<b>BOARD OF ADJUSTMENT</b>
Major Site Plan	M		
Major Subdivision	M		
Subdivision Waiver	M		
Street Name Change	M P	P	
Street Closing	M P	P	
Zoning Map Amendment (General)	P	P	
Zoning Map Amendment (Conditional)	P	P	
Text Amendment	P	P	
Variance			Q
Special Use Permit			Q
Appeal			Q
Change/New Non-Conforming Use			Q

NOTES:

[1] This table depicts common applications involving a public hearing or public meeting requiring notice to the public. Other situations involving a public meeting and notice (such as appeals of decisions) may arise from time to time that this ordinance could not anticipate.

[2] A publicly noticed meeting is less formal than a public hearing, does not invite formal public comment, but does provide opportunity for information sharing.

**13. PUBLIC NOTICE**

**(a) Content**

All notices required under this Ordinance shall comply with North Carolina General Statutes and unless otherwise specified in this Ordinance shall:

- (1) identify the date, time, and place of the public hearing;
- (2) describe the land involved by street address or by its relationship to a fronting street and the nearest cross street (if applicable) and its size (except posted notice);
- (3) describe the nature and scope of the proposed development or action;
- (4) indicate that interested parties may appear, speak, and submit evidence and written comments on the matter;
- (5) indicate where additional information on the matter may be obtained; and,

## B. ZONING DISTRICT DESCRIPTIONS AND STANDARDS

### 1. AGRICULTURAL DISTRICT

#### Agricultural (AG)

The Agricultural District is primarily intended to accommodate uses of an agricultural nature, including farm residences, farm tenant housing, and farming operations. It also accommodates rural, non-farm residences on large tracts of land. The district also accommodates private and public activities intended to support agricultural uses including equestrian facilities, farm co-op operations, and farmers markets. The district is established for the purposes of preservation and the continued use of land for agricultural, forestry, and open space purposes; to maintain the rural nature of the community; and to avoid conversion of farmland to urban uses. Lots will typically be served by private well and individual septic tank systems. The overall gross density in AG zone districts shall be 0.33 units per acre with a minimum three (3) acre lot size. There is no open space requirement in the AG district. Building types allowed in the AG district are Farm Buildings, Detached House, Manufactured Home, Workplace, Storefront, and Accessory Structures.

### 2. RESIDENTIAL DISTRICTS

#### (a) Residential District (RS)

The Residential District is for accommodating single family detached residences on lots where environmental features, public service capacities, and/or soil characteristics necessitate low-density single-family development. It will be used for residential purposes, and lots shall be served by wells, community wells, individual septic systems, or community sewage treatment systems. Lots typically will be located within a minor or major subdivision. This district will include existing RS-40 Residential Single-Family District lots of record, with a minimum lot size requirement of 40,000 ft<sup>2</sup>, and RS-30 Residential Single-Family District lots of record, with a minimum lot size requirement of 30,000 ft<sup>2</sup>. The maximum overall gross density shall be 1.0 units per acre. This is subject to the density bonus for moderately priced housing as described in 4.B.5(f)(4).d.i (Cluster Development Practices, Development Standards). Open space requirements for RS developments are determined by a scale based on the number of residential units. Building types allowed in the RS zone district are Farm Building, Detached House, Duplex, and Accessory Structures.

- (1) Duplex Dwelling Structures shall be considered one (1) dwelling unit for determining overall density.
- (2) The minimum lot size shall be that which is required in the base zoning district, pending approval by the Guilford County Environmental Health Department.

#### (b) Rural Residential District (RR)

The Rural Residential District is for accommodating rural non-farm residences on large tracts of land. Its purpose is to preserve rural character, significant natural and man-made features, and environmentally sensitive areas. This district will be used for residential uses in the Watershed III, Tier 3 or as desired away from the center of the community. Lots will typically be served by private well and individual septic tank systems. The overall gross density shall typically be 0.33 units per acre or less with a minimum lot size of 60,000 SF. There is no open space requirement in the RR zone district. Building Types allowed in the RR zone district are Farm Building, Detached House, Manufactured Home, Rural Workplace, and Accessory Structures.

### 3. COMMERCIAL DISTRICTS

#### (a) Neighborhood Business (NB)

The Neighborhood Business District is intended to accommodate very low intensity office, retail and personal service uses within walkable and bikeable distances surrounding residential areas. The district is established to provide convenient, non-vehicle dependent locations for businesses which serve the needs of surrounding residents without disrupting the character of the neighborhood. It is not intended

2. AGRICULTURAL AND SINGLE-FAMILY DISTRICT DIMENSIONAL REQUIREMENTS

(a) Dimensional Requirements for Agricultural, Rural Residential, and Single-Family Districts

<b>TABLE 4.F.2. AGRICULTURAL AND SINGLE-FAMILY DISTRICT DIMENSIONAL REQUIREMENTS</b>				
	<b>AG</b>	<b>RR</b>	<b>RS</b>	<b>RS-30<sup>c</sup></b>
Min. Lot Size (ft. <sup>2</sup> )	<del>120,000</del> 130,680	60,000	40,000	30,000
Min. Lot Width (ft.)				
• Interior Lot	150	150	150	100
• Corner Lot	150	150	150	100
Min. Street Frontage (ft.)	50	50	50	50
Min. Street Setback (ft.) <sup>a</sup>				
• Local, Sub-collector, Collector-Front	40/65	50/65	40/65	40/65
• Local, Sub-collector, Collector-Side	40/65	40/65	40/65	20/45
• Minor Thoroughfare	45/80	50/80	45/80	45/80
• Major Thoroughfare	50/95	60/95	50/95	50/95
Min. Interior Setbacks (ft.)				
• Side Yard	15	15	15	10
• Rear Yard	30	30	30	30
Max. Building Height (ft.) <sup>b</sup>	50	50	50	50
Max. Building Coverage (% of lot)	30	30	30	30
<sup>a</sup> Setback is measured from right-of-way line or property line/setback from street centerline, whichever is greater. <sup>b</sup> No more than three (3) full or partial stories entirely above grade. <sup>c</sup> Applies only to existing RS-30 zone district lots of record. <u>Notes:</u> 1) A corner lot has two street setbacks. The setback of lower setback category shall be considered the side street. If both streets are of the same setback category, the property owner shall designate the side street for his lot. 2) A through lot has two street setbacks but no rear yard setback. 3) On a corner lot of record, the side street setback may be reduced, if necessary, to yield a buildable width equal to sixty (60%) percent of the lot width. 4) For any lot of record, the street setback and the rear yard setback may be reduced, if necessary, to yield a buildable depth equal to forty (40%) percent of the lot depth. The rear yard setback shall be reduced first, but not below fifteen (15) feet and the street setback shall not be reduced by greater than ten (10) feet.				

## 6. OVERLAY DISTRICTS

### (a) Flood Hazard Area Overlay (FHA)

The Flood Hazard Area Overlay (FHA) is intended to set forth regulations which shall prevent the damage done by floods. It also limits development to prevent increases in flood levels and limits or prohibits land uses that pose a threat to water supplies. Building types allowed in the FHA are the same as those allowed in the underlying base zoning districts, subject to the requirements of Article 9.H *Definitions Related to Environmental Regulations*.

### (b) Watershed Area Overlays

Watershed protection is accomplished by establishing low density development, limiting the amount of impervious surface, and limiting or prohibiting land uses that pose a threat to surface and groundwater supplies, which is especially critical for Summerfield. These regulations are in accordance with the requirements of the North Carolina Environmental Management Commission, the North Carolina General Statutes, and Best Management Practices. Summerfield has two watershed overlays that are specified in Article 9.

#### (1) General Watershed Area Overlay (GWA)

The General Watershed Area Overlay District (GWA) is intended to set forth regulations for the protection of public drinking water supplies and is applicable to all lands which drain toward such supplies and are outside of the Watershed Critical Area.

#### (2) Watershed Critical Area Overlay (WCA)

The Watershed Critical Area Overlay District (WCA) is intended to set forth regulations for the protection of public drinking water supplies and is applicable to all lands adjacent to and which drain toward existing or proposed supply intakes or reservoirs. Building Types allowed in the GWA and WCA are the same as those allowed in the underlying base zoning districts, subject to the requirements of Article 9.H *Definitions Related to Environmental Regulations*.

### (c) Scenic Corridor Area Overlay Districts (SCA)

The Scenic Corridor Area Overlay (SCA) are established to protect the natural features and trees that provide a sense of arrival for residents and visitors traveling the major entrance roads and gateways to the Town. Properties along these entrance roads and gateways contribute significantly to the Comprehensive Plan's policies for Community Character Preservation and Attractive Community Appearance. The goal of these overlay areas is to protect the scenic value of the view corridors through development standards for building architecture, building materials, lighting, signage, and site design. These standards shall preserve the character and improve the appearance of the Town by maintaining the sense of a rural corridor in a developed environment; provide an aesthetically appealing experience for those traveling the corridor; increase safety along the corridors by reducing visual clutter and inappropriate site design, and provide safe multi-modal transportation options for motorists, bicyclists, and pedestrians. Regulations governing density, use, building type and development standards are set forth herein. The following Scenic Corridor Area Overlay Districts are hereby established:

- (1) I-73 Scenic Corridor: This corridor ~~extends for a distance of 1,500 linear feet on either side of the right-of-way of~~ is bounded by all land which is located within 750 feet on either side of the midpoint of the median of Interstate 73 within the boundaries of the Town limits.
- (2) US 220 Scenic Corridor: This ~~extends for a distance of 1,500 linear feet on either side of the right-of-way of~~ is bounded by all land which is located within 750 feet on either side of the midpoint of the median of US Highway 220 from the northern Town limits to the southern Town limits.
- (3) NC 150 Scenic Corridor: This corridor ~~extends for a distance of 1,500 linear feet on either side of~~

~~the right-of-way of~~ is bounded by all land which is located within 750 feet on either side of the midpoint of the median of NC Highway 150 from the western Town limits to the eastern Town limits.

**(d) General Requirements for Scenic Corridor Area Overlay Districts**

In addition to the development standards of Article 5, the following development standards apply to all Scenic Corridor Area Overlay Districts established after the effective date of this ordinance.

**(1) Permitted Uses**

All uses permitted in the underlying base district are permitted, except manufactured housing, outdoor storage, outside processing or assembly operations, outdoor advertising and commercial or fleet truck, trailer, or container parking areas.

**(2) Building Materials and Design**

- a. Materials such as brick, stone, wood, or other like and similar materials are required on all new construction and additions that are visible from the subject scenic corridors' public right-of-way.
- b. Prefabricated metal or fiberglass sheds shall not to be visible from the subject scenic corridors' public right-of-way.
- c. Buildings in the SCA shall have a positive visual impact with appropriate architecture, size, and compatibility with Community Character and Appearance policies of the Comprehensive Plan.
- d. Long, blank walls are not permitted. For every 30' of building frontage, façade, or opaque fencing, there shall be a change in building façade, i.e., relief, elevation, design, building material, or other like distinction.

**(3) Signage**

Signage within the SCA has additional requirements and restrictions beyond those dictated within Article 5.J. Sign Regulations. Within the SCA, all signage shall be limited to no more than six (6) feet in height and fifty (50) square feet in area. Signage shall be compatible in scale, size, material, and character with the building and surrounding structures.

**(4) Walls and Fencing**

Walls and fencing shall enhance the rural or historic character of the development and community. Materials used for walls and fencing should complement or duplicate materials used in the buildings. Materials such as brick, stone, wood, or other like and similar materials are required for all fencing that can be viewed from the scenic corridor. Business developments and multifamily developments are required to use berms, walls, fencing, and vegetative materials in concert to produce effective screening of development from motorists.

**(5) Parking**

- a. Parking shall be located to the side or rear of business developments. Side parking shall meet the minimum street yard setback and shall be screened with a combination of landscape berms (minimum 4' in height), walls, and fencing.
- b. Parking that is adjacent to the scenic corridor shall be required to have a street Type B planting yard buffering it from the scenic corridor.
- c. Depending on the review procedure for the type of proposed development, the Administrator or Planning Board may approve an alternate plan which meets or exceeds the standards of the Ordinance.

- d. Interior parking shall be required to have the planting rate of one canopy tree per 12 parking spaces, one understory tree per eight parking spaces, and one shrub per three parking spaces.

**(6) Landscaping**

Except as provided in this section, landscaping shall follow the guidelines established in Article 5.F.4(e).

~~(7) Existing examples of Community Character~~

~~Mature hardwood trees and other Community Character Resources such as farm fields existing prior to development shall be preserved and incorporated into site designs. Tree removal shall occur only when approved with site plan or subdivision approval. No tree removal within any SCA is permitted prior to the approval of a site plan or subdivision plan. After such approval, tree removal is subject to Administrator approval.~~

**(7) Viewsheds**

Viewsheds within the SCA may have different qualities and Community Character Resources such as farm fields, undeveloped open spaces, woodlands, etc. (See Art. 11). Wooded Viewsheds and Open Viewsheds contribute to the SCA by protecting the scenic value of the corridors and enhancing an aesthetically appealing experience for those traveling through the corridors. Wooded Viewsheds are exemplified by predominately forested areas that contain a variety vegetation along the observable corridor. Open Viewsheds are made up of scenic vistas and pasture lands that allow for consistent unobstructed views.

- a. Wooded Viewsheds. Undeveloped or vacant parcels that are primarily wooded with road frontage along a corridor shall preserve a minimum 100ft “no cutting area” measured from the corridor’s ROW or edge of platted property line, whichever is greater from the midpoint of the median of a corridor, preserving all existing trees, vegetation, and other Community Character Resources. During development, any property within the reach of the SCA and beyond the minimum 100ft “no cutting area” shall require a tree survey that identifies any deciduous and/or native tree species with at least a 12” diameter at breast height (DBH) measurement. At least 40% of the trees identified in this survey shall be either preserved or replaced and be incorporated into an approved subdivision or site plan. Replaced trees will be planted beyond the minimum 100ft “no cutting area” with adequate spacing to allow for mature growth.
- b. Open Viewsheds. Undeveloped or vacant parcels that contain scenic vistas or pasture lands with road frontage along a corridor shall preserve the ability for motorists to observe and enjoy the unobstructed views that open viewsheds provided prior to development. This may be achieved through an approved site or subdivision plan encompassing a combination of open space, thoughtful site and architectural design, as well as a preserved “pasture” buffer between the corridor and business or multifamily development.

~~(e) I-73 Scenic Corridor Area Overlay District Distinguished~~

- ~~(1) The I-73 corridor is distinguished from other entry roads by its nature as a controlled access interstate with high traffic speeds and potential noise, air, and light pollution. Goals of the I-73 SCA include:~~
    - ~~a. provide a pleasant environment for motorist representative of Summerfield’s Community Character;~~
    - ~~b. buffer the impacts of the interstate from adjoining properties;~~
    - ~~c. preserve the capacity of the corridor to accommodate high traffic volumes at high speeds;~~
- ~~and,~~

~~d. provide a desirable image to prospective residents and business owners.~~

~~(2) Requirements of the I-73 SCA~~

~~a. Any development proposed after the adoption of this UDO within the I-73 SCA shall be screened from visibility by motorists on I-73.~~

~~b. All existing trees, vegetation, and other Community Character Resources within 1,500 linear feet adjoining both sides of the right of way prior to the adoption of this UDO shall be preserved in accordance with Article 6: Landscaping Requirements.~~

~~c. Existing mature hardwood trees and other Community Character Resources between 500' and the limits of the SCA shall be incorporated into the design of any site developed after the adoption of this UDO.~~

**(f) Town Core District Overlay (TCD)**

The Town Core District strives to preserve the small-town character of central Summerfield and is intended to encourage residents to visit the town center. By encouraging Traditional Neighborhood Development (TND) with the natural and non-intrusive mixing of commerce, residential, and civic uses, the town shall provide access for the daily needs of its residents. Boundary of the Town Core Overlay District is delineated on the Town of Summerfield Zoning Map.

**(1)** There are two distinct areas included within TCD, identified for their unique characteristics and natural leanings.

**a. Town Core District – Residential (TCR)**

A residential district that encourages small scale traditional neighborhood development compatible with the existing nature of the residential community.

**b. Town Core District – Mixed-Use (TCM)**

A central mixed-use area adjacent to Summerfield Road including properties currently zoned as a non-residential district. This area is intended for low impact non-residential uses able to co-exist with nearby residences.

**(2)** Standards for the TCD encourage a village style design that integrates new development with existing properties, establishes a hub for Summerfield's off-road trail and sidewalk network, allows new residential development in keeping with existing neighborhoods, and honors the historic identity of Summerfield's earliest settlement. The standards are set out to ensure that:

**a.** residential development similar in house and lot size to the existing neighborhoods in the area;

**b.** residential and non-residential development located and designed to allow walkable and bikeable access to daily needs;

**c.** non-residential development is appropriate to its location and compatible in scale with surrounding uses; and,

**d.** such non-residential development is a good neighbor to nearby residential properties, thereby protecting and enhancing property values overall.

**(3) Requirements for all Properties in the TCD**

*(Standards are specified for new residential development, and new and existing non-residential development.)*

**a. Uses**

Uses permitted in areas of the TCD are designated within the permitted use schedule.

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**246. SIGN, GOVERNMENTAL**

Any sign erected by or on behalf of a government body to post a legal notice, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic.

**247. SIGN ILLUMINATION, TYPES OF**

- AMBIENT:** Illumination of a sign by light from the sign's general surroundings, such as daylight or nearby streetlights.
- EXTERNAL:** Illumination of a sign by a source of light located exterior to the sign, such as a floodlight.
- INTERNAL:** Illumination of a sign by a source of light contained within the sign itself.

**248. SIGN, INFORMATION BOARD**

Signs which display messages in which the copy may be arranged or rearranged by hand.

**249. SIGN, MACHINE**

A sign attached to a machine such as a gasoline pump, a drive-through menu kiosk, a soft drink dispensing machine, or an ATM.

**250. SIGN, MARQUEE**

Any permanent roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed and constructed to provide protection from the weather.

**251. SIGN, MONUMENT**

Monument sign means a freestanding sign having the appearance of a solid base of landscape construction materials such as brick, stucco, stonework, textured wood, tile or textured concrete materials often compatible with the materials of the primary structure on the subject property.

**252. SIGN, NONCONFORMING**

A sign that does not conform to one or more requirements of Article 6.J.

**253. SIGN, OUTDOOR ADVERTISING**

A type of off-premises sign that contains a commercial message.

**254. SIGN OWNER**

Any person holding legal title or legal right to occupy or carry on business in a structure or any facility and shall include each and every person who shall have title to or benefit of a sign, or for whose benefit any type of sign is erected or maintained. Where there is more than one (1) owner, as defined, their duties and obligations under this chapter are joint and several and shall include the responsibility for such sign.

**255. SIGN, PAINTED**

A sign affixed to a structure by painting said signage directly onto the structure's surface.

**256. SIGN, PERMANENT**

A sign intended or designed for permanent display and permitted as such.

**257. SIGN, POLE**

A freestanding sign supported by a structure consisting of not more than two poles.

**258. SIGN, PORTABLE**

Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including but not limited to signs: designed to be transported by means of wheels; converted to A- or

3.B - F). Resource examples include historic properties, significant woodland areas, specimen trees, wetlands, steep slopes, floodplains, etc. Impacts on environmental resources shall be minimized by use of design, height, massing, scale, building orientation, site layout, and other development techniques to integrate new development into the site while preserving and working in harmony with environmental resources.

## J. SIGN REGULATIONS

### 1. APPLICABILITY

Except as specifically exempted in this ordinance, no sign shall be erected, altered or displayed without a sign permit issued by the Town of Summerfield confirming compliance with the provisions of this ordinance. Signs made nonconforming by this ordinance shall be grandfathered until altered, abandoned, relocated, or removed. All lighting for signage must be in compliance with any Dark Sky Ordinance in effect at the time.

### 2. PROHIBITED SIGNS

The following signs are specifically prohibited by this ordinance.

- (a) Snipe signs.
- (b) Signs attached to light fixtures, curbs, sidewalks, gutters, streets, utility poles, public buildings, fences, railings, public telephone poles, or trees, rocks or other natural features.
- (c) Windblown signs not specifically permitted in this Article such as pennants, streamers, spinners, balloons, gas filled figures and other similar devices.
- (d) Signs which prevent free ingress to or egress from any door, window, or fire escape.
- (e) Signs erected or displayed in such a manner as to obstruct free and clear vision at any location, street, intersection, or driveway.
- (f) Any sign which interferes with vehicular or pedestrian traffic as a result of its position, size, shape, movement, color, fashion, manner, or intensity of illumination, including signs with the potential to be confused with any authorized traffic sign, signal, or device.
- (g) Signs erected or displayed on or over public rights-of-way or other public property consistent with State Law.
- (h) Portable signs, except as specifically permitted herein.
- (i) Signs that move or flash or have moving or flashing components, except as permitted under Section 6 below; signs that are intermittently lighted or have changing colors; signs that revolve; or any other similarly constructed signs.
- (j) Electronic Changeable Copy signs (including, but not limited to LED signs).
- (k) Signs attached to the roofs of buildings or are otherwise located above the roofs of buildings.
- (l) Signs on vehicles that are parked in a location which is visible to the public and for a period of time which indicates that the principal use of the vehicle is for advertising rather than transport.
- (m) Painted Signage located on the street-facing or parking area-facing façade of any structure.
- (n) Off-premises signs and billboards, except those placed by governmental agencies for public purposes as specifically permitted herein. The exception being that existing off-premises billboard signs that are non-conforming may be disassembled and replaced with a newer structure upon approval by the Administrator. The new signage shall be designed to result in no expansion of or increase in the non-conformity; shall not allow replacement with a digital sign; shall not exceed 30' in height; shall be designed to limit lighting to the sign face; and shall be designed to enhance the architectural features of adjacent buildings. Color renderings or photographic simulations shall be submitted to the Administrator, who shall have the authority to deny permits for signs that do not meet the intent of this Ordinance.

### 3. SIGNS EXEMPT FROM REGULATION

The following signs are exempt from the requirements of this ordinance except for instances where signs are lighted or require a building permit. This exemption shall not include permanent and temporary signs covered in Article 5.J.4.

- (a) Any sign erected by or on behalf of a government body to post a legal notice, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic.
- (b) Warning and security signs, including signs placed by a public utility for the safety, welfare, or convenience of the public, including, but not limited to signs identifying fire department connections or high voltage, public telephone, or underground cables.
- ~~(c) Works of art with no commercial message (for purposes of this section only, permit will be required for three-dimensional artwork)~~
- (d) "No Dumping" and "No Trespassing" signs containing less than two square feet in area per sign face.
- (e) Signs placed inside ball fields and outdoor amphitheatres that face toward the interior of the field or amphitheater and are primarily intended for viewing by persons attending events of performances.
- (f) Address signs no greater than five square feet in area. Address signs in excess of five square feet in area shall be counted toward the area of signage permitted for attached or freestanding signs depending on placement.
- (g) Retail store window displays of merchandise.
- (h) Signs attached to vehicles provided the vehicles are not parked in such a manner as to create the effect of additional signage, whether on-premises or off-premises.
- (i) Flags of the United States, the State of North Carolina, Guilford County or the Town of Summerfield provided that they do not exceed 40 square feet in area, that they are displayed on flagpoles not exceeding 30 feet in height, that no more than one flag(pole) is displayed on a zone lot of less than one acre in size and not more than two flag(poles)s are displayed on zone lots of one acre or more in size, and that all flagpoles are setback at least the height of the flagpole from all property lines. Flagpoles may be roof or wall-mounted provided size, height and setback requirements as established in this exemption are met.
- (j) Holiday lights and decorations.
- (k) Fence wraps displaying signage when affixed to perimeter fencing at a construction site. Signage shall be removed at the time the final Certificate of Occupancy is issued for the construction site or twenty-four months, whichever is shorter.

### 4. SIGNS THAT DO NOT REQUIRE A PERMIT

The following signs are permitted in all zoning districts and may be installed without obtaining a sign permit provided that they conform to the specifications shown in Table 5.J.4.

- (a) Directional or warning signs
- (b) Flags, emblems or insignia of corporate, political, professional, fraternal, civic, religious, or educational organizations.
- (c) Certain temporary signs conforming to the provisions of Table 5.J.4. Other types of temporary signs may be allowed by permit following the provisions of Tables 5.J.5.1 and 5.J.5.2. Allowed without a permit are:
  - (1) Temporary signs located on a lot on which construction is taking place or pending sale/lease, provided such temporary signs are removed within seven (7) days of the completion of construction, sale, or lease of property.
  - (2) Temporary signs located on a lot in which a yard sale, garage sale, or other similar event is taking place, provided such temporary signs are posted for no longer than three (3) days per event.

- (3) Temporary signs erected during the period beginning on the 30th day before the beginning date of "one-stop" early voting under G.S. 163-227.2 and ending on the 10th day after the primary or election day.
- (d) Plaques, tablets or markers.
  - (f) Signs painted or attached to vending machines, gas pumps, ice machines or similar devices.
  - (g) Information Board signs, in non-residential districts and for institutional uses (e.g. churches, schools or cemeteries) permitted in residential zoning districts.
  - (h) Window signs painted on or attached to a window.

**5.J.4 SPECIFICATIONS FOR SIGNS NOT REQUIRING A PERMIT**

Type	Number Permitted	Area (ft <sup>2</sup> )	Setback (ft)	Height (ft)	Illumination <sup>b</sup>
Directional Signs (All Districts)	N/A	4	R/W <sup>a</sup>	6	indirect
Warning Signs (All Districts)	N/A	6	N/A	8	direct
Window Signs (Non-residential Districts)	Max 25% of window area	N/A	N/A	NA	direct
Plaques Tablets, or Markers (All Districts)	1 per lot	4	R/W <sup>a</sup>	6	indirect
Flags, Emblems, Insignia (All Districts)	1 per lot frontage	60	R/W <sup>a</sup>	40	indirect
Temporary Signs described in Art. 5.J.(4)(c)(1) and (2) (All Districts)	1 per lot frontage	6	R/W <sup>a</sup>	6	none
Temporary Signs described in Art.5.J.(4)(c)(1) (Non-residential Districts and Major Subdivisions in RS Districts)	1 per lot frontage	100	R/W <sup>a</sup>	12	none
Temporary Signs described in Art. 5.J.(4)(c)(3) (Non-residential Districts)	2 per lot frontage	6 per sign	R/W <sup>a</sup>	6	none
Temporary Signs described in Art. 5.J.(4)(c)(3) (All Residential Districts)	2 per lot frontage	6 per sign	R/W <sup>a</sup>	6	none
Vending Machine Signs	N/A	18	N/A	6	direct
Information Boards (All Districts)	1 per building	50	15	8	indirect
Temporary Signs in addition to those described in Art.5.J.(4)(c) (All Districts)	1 per lot frontage <sup>c</sup>	6	R/W <sup>a</sup>	6	direct
Temporary Signs in addition to those described in Art.5.J.(4)(c) (Non-Residential Districts and Major Subdivisions in RS Districts)	1 per lot frontage <sup>c</sup>	100	R/W <sup>a</sup>	12	direct

## Footnotes:

<sup>a</sup> Signs must be located outside public street right of way and outside any sight distance area.

<sup>b</sup> Electrical permit required if sign is illuminated.

<sup>c</sup> 1 per 200 linear feet of lot frontage or portion thereof.



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ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldnc.gov

*meeting date:* August 28, 2023 *attachment(s):* no

**Election of Chair and Vice Chair**

**STAFF COMMENTS AND/OR RECOMMENDATION:**

According to the Unified Development Ordinance, in Article 2: Administration, section A.4.(b)(6)a:

*“The Planning Board shall elect a Chair and a Vice-Chair from among its members, each to serve a one-year term, renewable without limit as to consecutive terms. Elections shall be held at the first available Board meeting after July 1 to elect officers.”*

**NOTES:**

**PLANNING BOARD ACTION AND/OR DIRECTION:**