



**Town of Summerfield  
Agenda Item Cover Sheet**

Agenda item: **9.A**

Meeting date: September 11, 2012

*Agenda item:*

**Rezoning case #02-12 (applicant: Rod Brown; location: 4909 Auburn Rd.)**

*Attachment(s):* yes

*Requested by:* Bill Duston (contracted Town Planner)

*Department (if applicable):* Planning

*Staff comments/recommendations:*

Parcel is approximately 1.78 acres. Request is to rezone from AG/SR (Agricultural/Scenic Corridor) to CU-HB/SR (Conditional Use Highway Business/Scenic Corridor). Applicant's intent is to raze the existing house and replace with a medical complex.

Note the staff comments/report and Zoning Board's public hearing comments and minutes within the attachments. The Zoning Board recommendation is to rezone to CU-HB/SR with the conditions offered by the applicant on page 1 immediately following this cover sheet with an additional requirement that the site plan be reviewed by the Zoning Board prior to acceptance by the Town. The motion passed 3-0.

*Notes:*

*Town Council action/comments:*



Town of Summerfield  
Agenda Item Cover Sheet

Agenda item: 9.B

Meeting date: September 11, 2012

*Agenda item:*

**Rezoning case #04-12 (applicant: Tolin Properties, Inc. and David and Teresa Tolin; location: 7418 and 7419-7467 Strader Rd.)**

*Attachment(s):* yes

*Requested by:* Bill Duston (contracted Town Planner)

*Department (if applicable):* Planning

*Staff comments/recommendations:*

Two parcels are approximately 19.17 acres combined. Request is to rezone from AG/SR (Agricultural/Scenic Corridor) to CU-RS-40/SR (Conditional Use Residential/Scenic Corridor). Applicant's intent is to build up to ten homes on the larger (western) parcel, while the smaller parcel is for septic needs.

Note the staff comments/report and Zoning Board's public hearing comments and minutes within the attachments. The Zoning Board voted 3-1 to deny the rezoning based on Policy Area 3 (Preserving Community Character) of the Town's Comprehensive Plan. (The ZB minutes provide a fuller understanding of board member concerns.)

*Notes:*

*Town Council action/comments:*



Town of Summerfield  
Agenda Item Cover Sheet

Agenda item: 10.A

Meeting date: September 11, 2012

*Agenda item:*

**Continuation of David Couch's proposal (land sale/purchase; use of Armfield's clubhouse)**

*Attachment(s):* yes

*Requested by:* Scott Whitaker

*Department (if applicable):* Administration

*Staff comments/recommendations:*

Mr. Couch's 8/23 proposal involves:

- 1) his offer to purchase the town's proposed Armfield Park property, a two-tract property of approximately 29 acres;
- 2) an offer for the town to purchase and/or have use of a combined three-tract Armfield property of approximately 45 acres, including an existing parking lot, tennis courts, and the main floor of the Armfield Clubhouse;
- 3) donated services to design a park development plan and for one-year project management; and,
- 4) an initial net town outlay of approximately \$1M related to land/ rights transfers.

Council has discussed and viewed the offered property with a leaning consensus toward passing on the offer, at least in terms of the purchase. The manager recommends that the town not purchase the offered land, but that it consider selling its 29 acres pending attorney reassurance of no binding legal obligations to the Edward M. Armfield, Sr. Foundation, the foundation's "blessing," and an appraisal of the property.

*Notes:*

*Town Council action/comments:*



**Town of Summerfield  
Agenda Item Cover Sheet**

**Agenda item: 10.B**

Meeting date: September 11, 2012

*Agenda item:*

**CBO grant request for Kids Voting-Guilford County**

*Attachment(s):* yes

*Requested by:* Scott Whitaker

*Department (if applicable):* Administration

*Staff comments/recommendations:*

Council received full documents and discussed during the 4/16/12 joint meeting with the Finance Committee. The Finance Committee voted 8/20/12 to recommend approval of \$750.

*Notes:*

*Town Council action/comments:*



Town of Summerfield  
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Agenda item: 10.C

Meeting date: September 11, 2012

*Agenda item:*

**NC ABC Commission resolution (designation of signing official)**

*Attachment(s):* yes

*Requested by:* Scott Whitaker

*Department (if applicable):* Administration

*Staff comments/recommendations:*

For a business to obtain an alcohol permit, the ABC Commission requires the completion of two forms: an Inspection Zoning Compliance form and a Local Government Opinion form. The Local Government Opinion form must be authorized by a "designated official" named in a resolution that is kept on file in Raleigh. The form is signed off on following a background check of the applicant, which is usually done by the local police department.

The manager called Raleigh to verify who is designated and Summerfield has no resolution on file. The resolution needs to be passed with a named designated official. Naming a position and not an individual would prevent having to routinely update the resolution.

The manager recommends naming either the *position* of Mayor or Town Manager as the designated official. From a practical standpoint, the Town Manager seems a better choice because towns have a 15-day turnaround period for the background check and sign-off.

*Notes:*

*Town Council action/comments:*



**Town of Summerfield  
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Agenda item: **10.D**

Meeting date: September 11, 2012

*Agenda item*

**Budget amendment for interim planning**

*Attachment(s)*: yes

*Requested by*: Scott Whitaker

*Department (if applicable)*: Administration

*Staff comments/recommendations*:

Following the recent Planner resignation, the board approved a \$15K budget amendment to cover interim planning needs. Limited available options and the high price for contracted services has almost exhausted those funds, despite scheduling limited planning hours.

The Town Planner applicant pool and interviews have generated one strong candidate and the manager hopes recruitment is nearing an end, but a new hire would not start until probably early October. In the meantime, planning needs have increased quite a bit in the last couple of months. The manager requests a budget amendment not to exceed \$6500 for remaining planning expenses and permission to use a purchase order process to secure the contracted assistance.

*Notes*:

*Town Council action/comments*:



**Town of Summerfield  
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Agenda item: **11.A**

Meeting date: September 11, 2012

*Agenda item:*

**Week of Service in Remembrance of 9/11 proclamation**

*Attachment(s):* yes

*Requested by:* Mark Brown

*Department (if applicable):*

*Staff comments/recommendations:*

Proclamation is self-explanatory.

*Notes:*

*Town Council action/comments:*



Town of Summerfield  
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Meeting date: September 11, 2012

Agenda item: **11.B**

*Agenda item:*  
**Constitution Week proclamation**  
*Attachment(s):* yes

*Requested by:* Valarie Halvorsen

*Department (if applicable):* Administration

*Staff comments/recommendations:*

Proclamation is self-explanatory.

*Notes:*

*Town Council action/comments:*







Town of Summerfield  
Agenda Item Cover Sheet

Agenda item: 11.C

Meeting date: September 11, 2012

*Agenda item:*

**Unsealing of closed session minutes**

*Attachment(s): no, but expect handout from attorney.*

*Requested by:* Valarie Halvorsen

*Department (if applicable):* Administration

*Staff comments/recommendations:*

Per Council resolution, the town attorney reviews recent closed session minutes each September to determine what can be opened/unsealed. Mr. Hill is still reviewing the minutes and will provide recommendations regarding the unsealing of select minutes, either in their entirety or with portions redacted.

*Notes:*

*Town Council action/comments:*



Town of Summerfield  
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*Agenda item:*

**11/3 recycling event (informational)**

*Attachment(s):* no

*Requested by:* Mark Brown

*Department (if applicable):*

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*Staff comments/recommendations:*

The date, time, and location are set for the next recycling event. It will be held November 3 beginning at 8:00am at Laughlin School. The event will be coordinated with the county and more information will follow as it develops. No action is needed.

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*Notes:*

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*Town Council action/comments:*

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