

Summerfield Comprehensive Plan Action Agenda



Town of Summerfield, NC
Adopted May 11, 2010

Our Town
Our Plan



Summerfield Comprehensive Plan
Our **Town** Our **Plan**



Action Agenda
Beginning With Fiscal Year 2010-2011

Introduction to the Action Agenda1

ACTIONS FOR CITIZEN-DRIVEN POLICIES

1. Actions for Appropriate, Limited Commercial Development2

2. Actions for Sidewalk, Bikeway and Trail System3

3. Actions for Community Character Preservation4

4. Actions for Transportation Improvements5

5. Actions for Water Supply and Sewage Treatment Options6

6. Actions for Appropriate Housing & Residential Development7

7. Actions for Park and Recreation Improvements8

8. Actions for Attractive Community Appearance9

9. Actions for Quality School Facilities10

10. Actions for Summerfield Road Focus Area11

11. Actions for Historic Preservation12

12. Actions for Limited Services Local Government13

INTRODUCTION TO THE ACTION AGENDA

The Summerfield Comprehensive Plan provides guidance to Town decision-making through three types of statements: Common Objectives, Policies and Actions. The purpose of each is described below

Common Objectives, Policies and Actions— What's the Difference?

1. **COMMON OBJECTIVES** describe a desirable condition for the Town the way we would like to see it. They are the foundation for Policies and Actions. One of the best ways to evaluate the Policies and Actions is to understand the intent of each Common Objective and see whether the Policies and Actions will help make it happen.
2. **POLICIES** are officially adopted positions of Town government with regard to preferred or required courses of action. Their primary purpose is to provide guidance to decisions and actions today. When a policy is applied, it does not go away. Policies can and should be used over and over again in support of the Common Objectives. There are normally several policies lending support to each Common Objective. While policies may be amended, such changes should be infrequent to provide for consistent, predictable decision-making over a several year period.
3. **ACTIONS** are a to-do-list of things that could be done in support of the Common Objectives and Policies. Unlike an objective or policy, once an action is completed, it goes away; it gets checked off the list. The Town may consider actions as potential work program items for implementation in subsequent fiscal years. It should not be expected that all or even most implementation items could be completed in any one fiscal year. Priorities must be chosen. Actions should also be updated each year in concert with the Town's work program and budget process.

By publishing the proposed actions of the Comprehensive Plan in this separate booklet, they may be updated annually without affecting the Objectives and Policies of the Plan.



Action Items for

Appropriate, Limited Commercial Development

Action 1.1: Establish improved location criteria and appearance standards for commercial development in the Town Development ordinance.

Action 1.2: Identify one or more target areas for shared sewage treatment facilities in which to direct clusters of new commercial development. Make these areas consistent with any special area plans that may be prepared.

Action 1.3: Establish a minimum building code for commercial buildings in Summerfield.

Action 1.4: Employ the Town development ordinance to direct large-scale commercial/office and manufacturing to properties near the intersection of 220 and new I-73 connector.

Action 1.5: When preparing staff recommendations for Town Board decisions, employ the Commercial Policies of Policy Area 1 of the new Comprehensive Plan in place of the previously employed Commercial Needs Assessment.



Action Items for **Sidewalk, Bikeway and Trail System**

Action 2.1: Prepare a detailed bicycle/pedestrian/horseback riding plan for the Town, in cooperation with residents and property owners. Apply for state or federal grant funding that may be available to develop such a plan. Consider acquiring public access rights to critical links occupied by private trails or other properties.

Action 2.2: After completing the above-referenced bicycle/pedestrian/horseback riding plan, prepare a five year capital improvement plan (CIP) to fund and construct the plan's highest priority recommendations. Update the CIP annually.

Action 2.3: Amend the Town development ordinance to incorporate provisions concerning sidewalk, bikeway and greenway improvements. Address applicable design standards as well as site plan review procedures.

Action 2.4: Continue to press for necessary pedestrian/bicycle underpasses in Summerfield, such as under U.S. 220 (upon its widening) and the new I-73 Connector (upon its construction).

Action 2.5: Step up efforts to secure the use of the abandoned railroad bed for a non-motorized, multi-use trail.

Action 2.6: Initiate a formal review and resolution by the Town Board with regard to a preferred route for the Mountains to the Sea Trail as it is proposed to pass through Summerfield.

Action 2.7: Actively participate in plans to implement the Piedmont Regional Greenway, (i.e. the section from Summerfield to Winston-Salem).

Action 2.8: Prepare a long term management plan for Town-owned sidewalk, bikeway and trail system facilities. Include maintenance requirements and future facility enhancements.



Action Items for

Preserving Community Character

Action 3.1: Establish or improve upon standards in the Town's development regulations for preserving:

- Desirable natural and existing man made elements
- Large trees, ponds, creeks and other natural features
- Floodplains, wetlands, steep slopes and other generally undevelopable land areas

Action 3.2: Review Town policy concerning acceptance of dedicated floodplain and open space properties.

Action 3.3: Implement or support standards in the Town's development regulations for preventing clear-cutting of woodlands and for promoting tree preservation. Examine the standards of nearby communities who have had some success in this area.

Action 3.4: Implement standards in the Town's development regulations for permitting certain types of appropriately scaled and operated agri-tourism activities.

Action 3.5: Establish a formal Town Parkland Acquisition Program.

Action 3.6: Establish standards in the Town's development regulations (e.g. in Article 7) for preserving a greenspace buffer along the Town's primary and secondary roadways. Establish criteria for determining (1) specific roadways and roadway sections that would come under this requirement and (2) exemptions from the requirement for pre-existing development. Specify random clustering of trees and the avoidance of walls and stockade style fences which serve to wall off areas of the community.

Action 3.7: Review Town standards for stream buffers adjoining perennial streams with the intent of bringing such buffers in line with State standards. (See Article 7, Section 1.8 of the Town's development regulations.)

Action 3.8: Establish improved location criteria and design standards in the Town's development regulations for promoting commercial development that is compatible with Summerfield's rural heritage.

Action 3.9: Conduct an evaluation of off-road motorized vehicles within the Town limits with regard to their proper operation and areas of use.

Action 3.10: Amend the development ordinance as needed to ban billboards throughout Summerfield. (Same as Action 8.10)

**Action Items for****Transportation Improvements**

Action 4.1: Work closely with State and Federal transportation officials on the planning and design for the new section of Interstate 73 and improvements to Route 220 through Summerfield. Maintain state and town commitment to pedestrian crossovers and underpasses, including but not limited to (1) I-73 at Armfield stream, at Deboe Road, and at the abandoned rail line and (2) US 220, also where the rail line passes under the road.

Action 4.2: Through site plan review, require parking lot connections and shared driveway access for adjoining commercial developments whenever possible.

Action 4.3: Through site plan review, require pedestrian walkways through commercial parking areas and from the public street right of way to the building(s).

Action 4.4: Review and revise parking requirements in the Town development ordinance, with the intent of reducing the amount of asphalt and promoting the capture and slow release of stormwater runoff.

Action 4.5: Through the subdivision review process, require that large subdivisions (whole or total of smaller sections) provide for (1) connections with adjoining residential areas and (2) have at least two points of access (for emergency services).

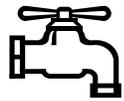
Action 4.6: Through project site plan review and traffic impact analysis, identify and require the installation of transportation system improvements necessary to preserve the traffic carrying capacity of area roadways.

Action 4.7: As demand may warrant, identify and facilitate the provision of one or more locations for a park and ride lot for public transit services between Summerfield and Greensboro.

Action 4.8: Begin contingency planning now for the possible transfer of road maintenance responsibilities for local roads in Summerfield from the NC DOT to Town government.

Action 4.9: Working with NC DOT and adjacent property owners, prepare a special highway corridor plan and scenic corridor zoning overlay district for I-73. (Also see Policy Area 8 Community Appearance, Action 8.6.)

Action 4.10: Establish criteria for transportation impact studies for rezoning cases, major site plans, and large subdivision developments; to be included as a requirement of development review.



Action Items for

Water Supply and Sewage Treatment Options

Action 5.1: Re-initiate discussions with water suppliers and other utility providers who may have an interest in supplying water to the Town of Summerfield. Stay abreast of regional water supply issues and maintain contacts in the region.

Action 5.2: Continue to support and encourage volunteer and institutional groundwater monitoring. Ensure that any formal monitoring studies are performed by qualified personnel.

Action 5.3: Use development regulations to facilitate and/or require cluster or greenspace development and create generous open space, thereby conserving groundwater recharge.

Action 5.4: Review and revise the Town's development standards, with the intent of preserving natural tree cover, avoiding curb and gutter, and reducing stormwater runoff from parking lots and other paved areas.

Action 5.5: Prepare or obtain a brochure or booklet illustrating steps that homeowner's can take to conserve water inside and outside the home. (water conservation devices inside the home, water capture and landscaping techniques outside the home) Increase awareness that groundwater is a limited resource and water use by one ultimately affects long term water availability for all.

Action 5.6: To protect water quality, provide for public education about the proper use of chemicals and disposal of polluting substances (e.g. not dumping oil or paints into catch basins, or toilets, washing the car on lawn area rather than on the driveway, not over-fertilizing lawns, shrubs and crops, properly disposing of pet waste, etc.).

Action 5.7: Review and revise Town development regulations as necessary to enable the strategic use of cluster or decentralized domestic wastewater treatment systems that promote open space conservation.

Action 5.8: Stay abreast of water reuse technologies for application in Summerfield.

Action 5.9: To better define the particular limits of the groundwater resource under Summerfield, commission a safe yield study for the aquifer underlying the town.

Action 5.10: Offer to co-host a hazardous substance drop off and disposal day in Summerfield, in cooperation with Guilford County.

Action 5.11: Establish a new zoning district in the Town's Development Ordinance, entitled Utility Conditional Use District, for the purpose of identifying well fields, wastewater disposal sites, electrical substations and other similar uses. The *conditional use* aspect of the district is to assure that use of the property is for the designated use only and cannot be converted, for example, from a wastewater disposal site to an electrical substation without review and approval.



Action Items for

Appropriate Housing & Residential Development

Action 6.1: Amend the permitted use table in the development ordinance to allow accessory housing in OSRD zoned developments (with development standards), as is the case with all other residential districts.

Action 6.2: Amend the development ordinance to establish a fee in lieu provision for developments that are not appropriate to dedicate useful open space.

Action 6.3: Amend the development ordinance to encourage connectivity for street, sidewalk, bikeway and/or trail connections between adjoining developments and land tracts, unless specifically exempted by the zoning board.

Action 6.4: Review and revise the sliding scale for open space dedication in the RS-40 district of the Town development ordinance, to make it more equitable to developments of all size.

Action 6.5: Look at the ways in which the Town could encourage affordable housing in the community.

Action 6.6: Encourage developers to give greater consideration to mixed use developments containing both commercial and residential uses. Examine the development ordinance to remove potential deterrents, if any, to appropriate mixed use development.

Action 6.7: Consider allowing mixed use development in most of the Town's commercial zoning districts, just as it is currently allowed in the NB Neighborhood Business district.

Action 6.8: Amend the open space dedication criteria of the development ordinance to include treed buffers along US and NC highways as Secondary Conservation areas.



Action Items for

Park and Recreation Improvements

Action 7.1: Prepare a long term management plan for each town park and recreation facility that includes maintenance requirements, future facility and landscape enhancement, and potential community events and activities available at each park.

Action 7.2: Prepare a master plan for the development of Armfield Park.

Action 7.3: Prepare a Long Range Master Parks and Recreation Plan, to include a section on an acquisition program for additional parkland and future needs.

Action 7.4: Amend the development ordinance to establish a fee in lieu provision for developments that are not appropriate to dedicate useful open space.

Action 7.5: Continue to seek grants for parks and recreation development as appropriate.

Action 7.6: Amend the development ordinance so that regional overhead utility corridors may not be credited as meeting the Town's dedicated open space requirement.



Actions Items for Attractive Community Appearance

Action 8.1: Working in cooperation with gateway corridor property owners, prepare corridor plans and make corresponding revisions to the Town's development ordinance for design and streetscape standards for the existing US 220 and NC 150 gateway corridors. Include signage standards.

Action 8.2: As an adjunct to the preparation of gateway corridor plans, initiate voluntary gateway enhancement programs for the existing US 220 and NC 150 corridors in cooperation with gateway corridor property owners.

Action 8.3: Amend the Town development ordinance to require tree preservation and planting adjoining road rights of way, in association with new development abutting public roads. (See also Policy 3.4 and Action 3.2 in the Community Character section of this plan.)

Action 8.4: Prepare or update a landscape ordinance and design guidelines setting forth rules for tree removal and tree preservation, planting and maintenance. Set forth rules to address clear cutting in different land use activities.

Action 8.5: Review the code enforcement system and adjust staff, budget and other tools as needed to address priority appearance issues.

Action 8.6: Create and apply a new Scenic Corridor Overlay District II within the Town Development Ordinance for the future I-73 Connector, said district to include a naturalized buffer of trees and other vegetation adjoining both sides of the right of way, as well as standards for signage, landscaping, exterior lighting, and building forms.

Action 8.7: Amend the development ordinance to include design standards for development and redevelopment that is consistent with the architectural context, community character, economic attractiveness and livability of Summerfield.

Action 8.8: Organize a community wide "white and brown goods disposal day", where the Town's contracted waste management company would receive these items (i.e. major kitchen appliances, old couches, carpets, et.) at a central location. Call for volunteers to help those who do not have an appropriate vehicle to move the material.

Action 8.9: Pass an ordinance prohibiting routine parking of tractor trailers and portable, on-demand storage units on public roads.

Action 8.10: Amend the development ordinance as needed to ban billboards throughout Summerfield.



Action Items for Quality School Facilities

Action 9.1: As part of the Town's routine budget process, annually appropriate funding for the construction and maintenance of pedestrian and bicycle facilities within walking distance of schools, where appropriate. (e.g. Summerfield Elementary).

Action 9.2: Apply for a Safe Routes to School Grant through the North Carolina Department of Transportation. These Federal funds, administered by the State, may be used to plan for, identify, and construct new bike lanes, pathways, and sidewalks, as well as to launch Safe Routes education and promotional campaigns in elementary and middle schools.

Action 9.3: In cooperation with Guilford County Schools, prepare site and location criteria for the placement and development of community-oriented schools, to include priorities for safe pedestrian and bicycle access, neighborhood connectivity, security, infrastructure availability, and environmental compatibility.

Action 9.4: The Town should maintain its interest in future plans for the Laughlin School property whether for cultural uses, as a school, or for some other potential use.

Action 9.5: Explore the creation of a shared use agreement between the Guilford County School Board (for Summerfield area schools) and the Town for use of land and facilities on adjoining properties. (e.g. Community Park, trails, and school facilities)



Action Items for the **Summerfield Road Focus Area**

Action 10.1: Substitute the term "Summerfield Road Focus Area" for "Town Core" in all future planning for the area.

Action 10.2 Authorize the preparation of a Special Area Plan for the Summerfield Road Focus Area, to fully engage study area residents and business owners in the development of a closely tailored plan that can be broadly supported.

Action 10.3: As part of the Special Area Plan, work with study area residents and business owners to flesh out performance standards for the area to be included in the Town's development ordinance, as generally identified in Policy 10.2 above.

Action 10.4: Involve the community in identifying the highest priority locations in the town for pedestrian, bikeway and trail improvements, with the idea of eventually tying the town-wide system together in the Summerfield Road Focus Area. Appropriate money to a capital reserve trust fund for such improvements in accordance with the priorities identified. (Also see Policy 2.11 and Action 2.2.)



Action Items for Historic Preservation

Action 11.1: Continue to support the work of the Town Council-appointed Historical Committee as it seeks to (1) identify, locate list and record historical structures in Summerfield (2) promote the restoration and preservation of historical structures and (3) document, display and educate the community as to the history of Summerfield through the collection, display and dissemination of artifacts, photos and other documentation.

Action 11.2: Working closely with area property owners, seek to identify and describe those major architectural and site development features that are common to the buildings and properties located in the Town's National Register Historic District.

Action 11.3: Using the information compiled under Action 11.2, create a neighborhood conservation district for the Town's National Register Historic District to acknowledge and reinforce those major features that property owners would like to see preserved in their neighborhood. The outcome should be in the form of clear and objective performance standards (i.e. a checklist) rather than design features subject to interpretation or board review.

Action 11.4: The establishment of non-profit preservation society separate from Town government should be encouraged. (i.e. Historic Summerfield Preservation Society)



Action Items for Summerfield as a Limited Services Local Government

Action 12.1: Periodically evaluate the proper roles and responsibilities of the Town's various committees, so as to maximize the benefit of these volunteers to town governance. Involve committee members in the evaluation.

Action 12.2: Periodically evaluate the advantages and disadvantages of employing contracted services for various municipal service functions.

Action 12.3: Stay abreast of discussions and proposals at the county and state level concerning the proposed transfer of street maintenance responsibilities from the State to local governments, including Summerfield. Prepare for the administrative and financial impacts.

Action 12.4 Stay abreast of discussions and proposals at the county and state level with potential to increase administrative responsibilities (e.g. monitoring new mandates for watershed rules) to evaluate the impacts on the staff and budget.

Action 12.5 Stay abreast of changing state requirements (e.g. accounting procedures, watershed standards, funding for transportation improvements, etc.) due to population changes, especially as a result of the 2010 Census¹.

Action 12.6 Continue to improve the use of a periodic newsletter/town meetings/website feedback to keep citizens engaged and stay abreast of citizen priorities. Consider "branding" campaign that will establish a clear focus toward community pride and an enhanced quality of life.

¹ Many state requirements placed upon local governments change when a municipality reaches 10,000 residents, Summerfield's 2008 population estimate was over 8,500.

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