Summerfield Comprehensive Plan

Implementation Update No. 2

For the period January 2011 – June 2011
July 2011

Our Town
Our Plan

INTRODUCTION TO THE IMPLEMENTATION UPDATE

One of the most important steps in the adoption of a Comprehensive Plan is ensuring that the plan is used by the Town Council, staff, volunteers, and others to implement the Plan. In order to facilitate this, the Town Budget was developed in such a manner as to require staff and committees to identify Plan Action Items to implement this year either through specific budget allocations or work plans.

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 <u>desirable condition</u>** 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. There are 12 Common Objectives.

2. **POLICIES are <u>officially adopted positions</u>** of Town government with regard to preferred or required courses of action. Their primary purpose is to provide guidance for immediate decisions and actions. 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. There are 105 Policies. NOTE: In an effort to streamline this report, Policies are not listed in the update.

3. **ACTIONS are a <u>to-do list</u>** 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. There are 87 Action Items.

This report is the second in a series of bi-annual status updates that detail the implementation of actions that support the Comprehensive Plan. Each Common Objective Action Item list is accompanied by a chart indicating whether it is specifically addressed in the Town Budget and Work Plan adopted by Council and its progress since the start of the 2011 fiscal year (July 1, 2010).

Since not every action can be implemented in a given six month or annual period, there are some actions that will not be implemented for some time, while others took effect immediately after adoption of the plan. In addition, new actions may be added to the list that provide for additional guidance or necessary activity to continue the implementation of the Summerfield Comprehensive Plan. A complete copy of the Comprehensive Plan is available online at the Town website www.summerfieldgov.com.

Due to the nature of the Action Items, there are some that may never be fully implemented and may always be designated “In Process”. This should not be considered a failure of the plan, staff, or the Town; instead it should be seen as a continual process of review and adjustment by the Town as it progresses into the future. Tasks that are “Completed or Ongoing” have been done, but may be done again, or continue to be done.

NOTES TO THE CHARTS:

- Actions that are assigned as part of the work program in this fiscal year are marked with a “Y” for yes; those marked with a “N” are not specifically assigned, but may still have some action take place due to circumstances or opportunities.

- Actions marked with a Double Asterisk** are included in the Development Ordinance re-write process currently underway and proposed to be completed in mid-2012.

- Action Items with a superscript numeral indicate that there is a note accompanying that item at the end of the document.

- Action Items that were completed in a previous reporting period are indicated with an “X” in the "Complete or Ongoing” column.

- Action Items that have been completed in this six month reporting period are indicated with a bold “**X**” in the "Complete or Ongoing column”.

- Action Items that are Ongoing are indicated with an “O”.

- If an Action Item is not part of the FY11 work program and no activity has taken place then the “Status” section in the chart will not be marked.

Action Items for

Appropriate, Limited Commercial Development

Common Objective #1: The Town of Summerfield shall prefer commercial development that reflects the feel, ambience, and charm of a small rural community. Commercial developments should be located, designed, and scaled to complement rather than detract from residential development forms, and enhance existing commercial areas.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
**Action 1.1: Establish improved location criteria and appearance standards for commercial development in the Town Development ordinance.	Y		X	
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.	N			
Action 1.3: Establish a minimum building code for commercial buildings in Summerfield.	N			
**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.	Y		X	
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.	Y	O		

Action Items for

Sidewalk, Bikeway and Trail System

Common Objective #2: The Town of Summerfield shall strive to become a walkable and bikeable community. Working in cooperation with private sector interests, the Town shall pursue a high level of connectivity between neighborhoods and other destinations in town such as schools, parks, and shopping. A well-integrated network of streets, sidewalks, bikeways, hiking trails, and horseback riding trails will provide for a multitude of driving, walking, and bicycling alternatives.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	N		X[1]	
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.	N		X[2]	
**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.	Y		X	
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).	Y		X	
Action 2.5: Step up efforts to secure the use of the abandoned railroad bed for a non-motorized, multi-use trail.	Y		X	
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.	Y	X		
Action 2.7: Actively participate in plans to implement the Piedmont Regional Greenway, (i.e. the section from Summerfield to Winston-Salem).	Y	O		
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.	Y			X[3]

Action Items for

Preserving Community Character

Common Objective #3: The Town of Summerfield shall work to preserve a natural and built environment that honors the rural, small town heritage of the community. The Town shall set itself apart from other typical suburban bedroom communities by promoting diverse park and open space assets, "green" highway corridors, protected environmentally sensitive lands, and viable small family farms and equine facilities. New development shall preserve tree cover while avoiding "Anywhere USA" formulaic commercial architecture.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
**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	Y		X	
Action 3.2: Review Town policy concerning acceptance of dedicated floodplain and open space properties.	Y	**X**[4]		
**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.	Y		X	
**Action 3.4: Implement standards in the Town's development regulations for permitting certain types of appropriately scaled and operated agri-tourism activities.	Y		X	
Action 3.5: Establish a formal Town Parkland Acquisition Program.	N			
**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.	Y		X	
**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.)	Y	**X**		
**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.	Y		X	
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.	N			
**Action 3.10: Amend the development ordinance as needed to ban billboards throughout Summerfield. (Same as Action 8.10)	Y		X	

Action Items for

Transportation Improvements

Common Objective #4: The Town of Summerfield shall work proactively with the State DOT toward an efficient system of transportation, including thoroughfares, local roads, sidewalks, and trails. Advanced planning and follow-through shall be employed to create a functional system of streets and highways. New developments shall exhibit an inter-connected network of streets, sidewalks, trails, and bike paths to foster the continued evolution of Summerfield toward a more walkable and bikeable community. The Town will cooperate with efforts to provide public transit service between Summerfield and other areas.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	Y		X[5]	
**Action 4.2: Through site plan review, require parking lot connections and shared driveway access for adjoining commercial developments whenever possible.	Y		X	
**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).	Y		X	
**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.	Y		X	
**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).	Y		X	
**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.	Y		X	
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.	N			
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.	N		X[6]	
**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.)	Y		X	
**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.	Y		X	

Action Items for
Water Supply and Sewage Treatment Options

Common Objective #5: The Town of Summerfield recognizes the singular importance of plentiful, safe, potable water to present and future residents and businesses. To preserve the availability of this resource, the Town shall make water supply, water conservation and groundwater recharge very high priorities and shall encourage its citizens to do likewise. Wastewater treatment technologies shall be employed to work in harmony with growth and development policies to conserve open space and rural character, and to return water to the groundwater system, while protecting the quality of the groundwater to meet all state standards.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	Y	O		
Action 5.2: Continue to support and encourage volunteer and institutional groundwater monitoring. Ensure that any formal monitoring studies are performed by qualified personnel.	N			
**Action 5.3: Use development regs to facilitate and/or require cluster or greenspace development and create generous open space, thereby conserving groundwater recharge.	Y		X	
**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.	Y		X	
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.	Y	O[7]		
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.).	Y	O[7]		
**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.	Y		X	
Action 5.8: Stay abreast of water reuse technologies for application in Summerfield.	Y	O		
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.	N			
Action 5.10: Offer to co-host a hazardous substance drop off and disposal day in Summerfield, in cooperation with Guilford County.	Y			X[8]
**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.	Y		X	

Action Items for

Appropriate Housing & Residential Development

Common Objective #6: Summerfield's appealing residential areas, exemplified by neighborhoods set among expanses of open space, woodlands, and pastures, shall continue to be a defining attribute of the community. To accommodate housing for younger families and senior citizens while promoting and protecting rural character, the inclusion in residential development of smaller single family detached homes shall be encouraged over twin and other multi-unit residential buildings. Walkable, bikeable neighborhoods will be favored. An open system of pedestrian and bicycle friendly streets should work together with a network of greenway trails to connect neighborhoods with each other and with the rest of the town.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
**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.	Y		X	
**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.	Y		X	
**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.	Y		X	
**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.	Y		X	
**Action 6.5: Look at the ways in which the Town could encourage affordable housing in the community.	Y		X	
**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.	Y		X	
**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.	Y		X	
**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.	Y		X	

Action Items for

Park and Recreation Improvements

Common Objective #7: Summerfield values its open space and park and recreation facilities, which help define the community's image and quality of life. To serve the increasing numbers of children, families, senior citizens, and others calling Summerfield home, the Town shall provide quality parks and recreation facilities and services commensurate with community needs. Smaller parks should continue to be provided by private developments at the neighborhood level. Larger parks should be provided as a result of advanced planning and development by the Town. An extensive system of open space and greenway trails should be developed to connect large and small park areas and to serve as natural corridors for the movement of wildlife.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	N			
Action 7.2: Prepare a master plan for the development of Armfield Park.	Y		X	
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.	N			
**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.	Y		X	
Action 7.5: Continue to seek grants for parks and recreation development as appropriate.	N		X	
**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.	Y		X	

Actions Items for

Attractive Community Appearance

Common Objective #8: Community appearance can create a positive town image and sets the tone for all development to follow. An attractive community enhances the quality of life of town residents, and attracts visitors and businesses to the area that share the same values of quality and sustainability. Community appearance deals largely with what can be seen from the public roadway. Appearance issues deserving of public policy and action include exterior lighting, junked vehicles, preservation of tree cover, the presence or absence of street trees, the appearance of public and private signage, streetscape conditions, parking lot landscaping, architectural design and building form, public and private outdoor displays, the presence or absence of overhead wires, the design and location of communication towers, and the way in which local development practices seek to preserve the natural features of land.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	N			
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.	N			
**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.	Y		X	
**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.	Y		X	
Action 8.5: Review the code enforcement system and adjust staff, budget and other tools as needed to address priority appearance issues.	Y	O		
**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.	Y		X	
**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.	Y		X	
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.	Y	**X**[9]		
**Action 8.9: Pass an ordinance prohibiting routine parking of tractor trailers and portable, on-demand storage units on public roads.	Y		X	
**Action 8.10: Amend the development ordinance as needed to ban billboards throughout Summerfield.	Y		X	

Action Items for

Quality School Facilities

Common Objective #9: The Town of Summerfield shall continue to work closely with Guilford County Schools and local public and private school leaders to support the construction, rehabilitation and maintenance of high quality schools serving the community. Schools should be located and designed to be accessible to the neighborhoods around them. Access to such schools by walking and biking should be encouraged, provided that safety and security issues are addressed. Rather than functioning as single purpose "factories to educate children", schools in Summerfield should serve as true community centers, providing meeting space for community gatherings, recreational events, and other functions. Mobile classrooms should be avoided.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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).	N			
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.	N			
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.	N			
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.	Y	O		
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)	Y			X

Action Items for the

Summerfield Road Focus Area

Common Objective #10: The Summerfield Road Focus Area shall be supported as the historic and cultural center of the Summerfield community. The heart of this area should remain a varied, yet compatible, mix of residential and non-residential uses. A fire station, elementary school, community park, day care center, post office, eye doctor, feed mill, specialty auto dealership, and real estate office are representative of the non-residential uses that, together with a variety of single family homes, should continue to make up this important part of Summerfield. The Town shall also support preservation efforts associated with the National Register Historic District, and the desirability of a neighborhood level service area that includes Town Hall. Going forward, the Summerfield Road Focus Area should continue to be a natural location for community gatherings as well as basic services for local residents. Whatever uses go into this area, it is important that they be compatible, in both appearance and function, with uses on surrounding properties.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
Action 10.1: Substitute the term "Summerfield Road Focus Area" for "Town Core" in all future planning for the area.	Y	O		
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.	Y	X		
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.	Y		X	
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.)	N		X	

Action Items for
Historic Preservation

Common Objective #11: The Town of Summerfield will strive to preserve the rural and small town heritage of the community. The Town and its Boards and Committees will continue to work with property owners toward the identification, designation, restoration, and preservation of individual buildings, sites, and areas that contribute to the historic foundations and quality of life in the town. In addition to buildings and sites, the Town will also support efforts to document and share the unique cultural history of the area.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	Y	O		
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.	Y		X[10]	
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.	N		X[10]	
Action 11.4: The establishment of non-profit preservation society separate from Town government should be encouraged. (i.e. Historic Summerfield Preservation Society)	N			

Action Items for

Summerfield as a Limited Services Local Government

Common Objective #12: The Town of Summerfield shall continue to control its own destiny—the Town shall remain an independent community, carefully managing its own finances and its own growth and development. Town government should be small and accessible, citizen-engaged, with services limited and taxes kept low. Town government should continue to focus on the highest priorities of area residents— managing growth and preserving and enhancing the area's quality of life.

ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
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.	Y	O		
Action 12.2: Periodically evaluate the advantages and disadvantages of employing contracted services for various municipal service functions.	Y	O		
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.	N	O		
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.	N	O		
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 Census.	N	O		
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.	Y	O		

NOTES

1. Action 2.1: The A&Y Greenway Study began in 2011 with funding from the MPO. This plan will be integrated into a Master Summerfield Parks and Recreation Plan.

2. Action 2.2: The Town Council and staff began developing a draft Capital Improvement Plan as part of the FY 2012 budget process. The formal plan is proposed to be discussed starting in the fall of 2011.

3. Action 2.8: The Town Council approved a Summerfield Park and Recreation Master Plan as part of the FY 2012 budget.

4. Action 3.2: Town Council has adopted a policy to review and determine if it is in the best interest of the Town to accept offers of public dedication. The Town has accepted two offers of public dedication.

5. Action 4.1: Town staff and NCDOT have worked to identify trail crossing locations and have received various levels of commitment for the crossings. NCDOT has agreed to pay 100% for the A&Y Greenway US 220 crossing.

6. Action 4.8: Town staff follows State Legislature and keeps abreast of proposed legislation or policies that would alter the current responsibilities toward road maintenance.

7. Action 5.5 & 5.6: In partnership with Piedmont Triad Regional Council's Stormwater SMART program.

8. Action 5.10: the Town considered funding a household hazardous waste event, but the cost proved to be too high. An event is not budgeted in FY 2012.

9. Action 8.8: The Town held a recycling, white goods, and old tire collection event. It was determined that a "brown goods" collection was too difficult to manage at this time, but will be considered at a later date.

10. Action 11.2 and 11.3: The Summerfield Road Special Area Plan is reviewing and recommending standards for residential and non-residential structures.

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