

**(PROPOSED)**  
**AGENDA OF THE**  
**SUMMERFIELD ZONING BOARD**  
**SUMMERFIELD COMMUNITY CENTER**  
**January 23, 2012**

**This agenda will follow a 7:00 – 9:00pm Workshop for the Summerfield Road Special Area Plan**

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. CONSENT AGENDA**
  - (A) Approval of Agenda**
  - (B) Approval of Minutes from November 28, 2011 meeting**
- 4. NEW BUSINESS:**
  - (A) Staff request to classify uses not listed in Permitted Use Schedule:** Drive through coffee sales, outdoor retail sales, outdoor food sales, transient sales.
- 5. OTHER BUSINESS:**
  - (A) Updates from committee members:**
    - A. Development Ordinance Advisory Group**
    - B. Guilford County Open Space Committee**
  - (B) Updates from Town Planner**
- 6. ADJOURN**

MINUTES OF THE  
SUMMERFIELD ZONING BOARD  
SUMMERFIELD TOWN HALL  
November 28, 2011

The meeting was called to order at 7:12 pm by Nancy Hess.

**2. INTRODUCTIONS:**

Nancy Hess, Chair  
Dick Feulner  
Richard Lovett  
Kathy Rooney  
Trudy Whitacre

Jeff Davis (in attendance until 8:35)  
Scott Henson (Alternate)  
Michael Brandt, Town Manager  
Carrie Spencer, Interim Town Planner  
Will Rozelle, for Town Attorney

**3. CONSENT AGENDA**

Mr. Feulner made a motion to approve the agenda, Ms. Rooney seconded, and the motion passed unanimously. Mr. Feulner made a motion to approve the minutes for the October 24, 2011 meeting as written, Ms. Whitacre seconded, and the motion passed unanimously.

**4. OLD BUSINESS**

**A. Consider the role of the Zoning Board in Sign Ordinance rewrite.**

Ms. Spencer stressed the importance of getting input from the businesses in town. There were several suggestions made for continuing work on the rewrite of the sign ordinance:

Recommend Council appoint the Zoning Board as the committee.

Have each Board member take a survey to 5 businesses for their input, including questions like what signage generates more business.

Guiding principles for signage include achieving a balance between what businesses want and what citizens want.

When asked about the Hwy 220 widening project, Mr. Brandt stated that Council has passed a resolution allowing non-conforming signs for a year after the adoption of a new sign ordinance, after which the signs have to be brought into compliance. Ms. Spencer stated that the DOT compensates property owners for the relocation of their signs when caused by the widening.

A big issue with businesses is temporary off premise signs. Ms. Hess stated that TREBIC feels that Summerfield is too loose with our sign ordinances. They recommend, and the Board agreed, to allow temporary real estate signs from Friday noon to Monday noon.

The sign ordinance will need to follow the same format as the rest of the ordinance. There was a suggestion to pull out the sign related comments from the Comprehensive Plan, as well as forward an electronic version of Article 6 to the Board. Ms. Spencer will outline specific issues to address such as off premise signage.

There was discussion of the signage at Summerfield Farm and it was suggested for them to create a sign that includes replaceable boards to highlight product in season. The farm is considered a Home Occupation at the moment, but would become intense enough to become an Agricultural Tourism Facility should they increase activity with tours and perhaps festivals.

Ms. Spencer will recommend that Council appoint the Zoning Board as the sign committee, allowed by the Development Ordinance Article 9-2.3(D) (Powers and Duties of the Zoning Board):

*To provide recommendations to the Governing Body with regard to any of the above matters which may be appealed; as well as those matters which remain with the Governing Body as original jurisdiction such as **text amendments** and minor watershed modifications in the WCA;*

There was a suggestion to tie sign regulation to road type.

## **5. NEW BUSINESS**

### **A. Ordinance Text Amendment #TA-01-11.**

Ms. Spencer presented the case, referring to the staff report.

Ms. Hess opened the public hearing.

No one spoke in favor or against the text amendment, so Ms. Hess closed the public hearing.

Mr. Feulner made a motion to pass the text amendment, Mr. Davis seconded, and the motion passed unanimously.

### **B. Update on Transportation Projects**

Mr. Brandt explained that he had been handling transportation issues for town staff. He explained that Metropolitan Planning Organizations (MPO) are designated for metropolitan areas over a certain size to receive Federal funding. Our MPO was set up to cover all of Guilford County and none of the smaller towns were included on the board. After 5 years, he was successful in gaining a seat on the board to share among the smaller towns of Summerfield, Oak Ridge, Stokesdale, and Pleasant Garden. Dena Barnes currently fills the seat. The Technical Coordinating Committee, comprised mostly of staff, makes suggestions to the Technical Advisory Committee to address project for roadways, trails, greenways, and transit to name some. The MPO paid for 80% of the Hwy 150 Realignment Study and the A&Y Greenway Study.

The State DOT also has a process, the Transportation Improvement Plan (TIP, to make decisions about funding. They offer towns the opportunity to add projects to the TIP under a new process that requires projects for new work, modernization, greenway/trails, bicycle/pedestrian so he submitted the following:

- Hwy 150 Realignment (was not considered in the TIP prioritization process)
- Summerfield Road Traffic Circle Study (was not considered in the TIP prioritization process but can be funded locally with a letter of endorsement from the town)
- A&Y Greenway
- Sidewalks around the Summerfield Elementary School (Safe Routes to School funding)
- Widening rural roads for safety
  - Hwy 150 in both directions
  - Hamburg Mill Rd (was not considered in the TIP prioritization process)
  - Lake Brandt Rd

None of the project scored well at the local level, and did even worse at the State level. There has been some public opinion that the town was fast tracking the Hwy 150 Realignment, but the town was just submitting projects according to a regular TIP process.

There was a question as to the need for the Hwy 150 Realignment as it seems to carve up properties, although the entrance to Summerfield Rd via Pleasant Ridge Rd is important. Mr. Brandt stated that the realignment would take 60' – 100' right of way and build a road more like what Hwy 150 is now, rather than a higher impact road like Hwy 220. He added that there are two parts of the realignment, one from Auburn Rd to Pleasant Ridge Rd and another from Pleasant Ridge Rd to Brookbank Rd.

The Auburn-Pleasant Ridge section is more important to get traffic using Pleasant Ridge Rd off of Summerfield Rd. The Hwy 220 widening will add more traffic to Summerfield Rd because of the reduced number of planned cut throughs. The Realignment would help alleviate some of that traffic by by-passing Summerfield Rd.

The Pleasant Ridge-Brookbank section goes near to the location where I73 crosses Brookbank Rd. The DOT has said in the last 2 weeks that there will not be an intersection for I73 at Brookbank Rd due to environmental constraints. That section of a Realignment would also get residents of Armfield to the east without going through Summerfield Rd. Mr. Brandt felt that we are too close to a major metropolitan area not to develop further, but the roadways are not needed until the development happens, adding that if Summerfield Farm ever gets developed the developer should build the section to Brookbank. He suggested the Board discuss the issue further and vote on requesting Council pass a resolution that would remove the 2<sup>nd</sup> section off the books and require potential developers to build it instead.

### **C. Review of 2012 Submission Date Calendar**

The Board agreed to cancel the December meeting, meeting in January to discuss the sign ordinance and Hwy 150 realignment. Mr. Feulner made a motion to approve the 2012 Submission Date Calendar, Ms. Hess seconded, and the motion passed unanimously.

## **6. OTHER BUSINESS**

### **A. Updates from committee members:**

The Development Ordinance Advisory Group is moving along.

The Summerfield Road Special Area Plan Steering Committee has a workshop planned for January 23.

Guilford County Open Space Committee: There was a sustainability study done for High Point, with good vision and a great presentation and it would be helpful to have one done for Summerfield.

The trail layout for the Richardson/Taylor tract is in discussion. The trailhead on Plainfield Rd through the High School will be let soon. It will be a more natural trail to be 4' wide.

Mr. Brandt stated that the tunnel under Hwy 220 will be funded 100% by the DOT, saving the town about \$50,000. He explained that the A&Y Feasibility Study was for a 10' trail which could not run along Summerfield Rd but would follow a route that bi passes it. Ms. Rooney offered to help SPARC with easement discussions with property owners.

Mr. Feulner asked how the parking lot at Strawberry Rd is doing and it was agreed that the lot is always full.

Mr. Feulner made a motion to adjourn, Ms. Rooney seconded, and the meeting adjourned at 9:15.

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Nancy Hess, Chair

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Carrie Spencer, Clerk to the Board

# MEMO



To: Town of Summerfield Zoning Board  
From: Carrie Spencer, Interim Summerfield Town Planner  
RE: Zoning Use Classification  
Date: January 17, 2012

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Staff has received several requests for uses that are not specifically included in the Permitted Use Schedule of the Development Ordinance. According to the ordinance, "When a use is not listed in the Permitted Use Schedule, the Summerfield Zoning Board shall classify it with that use in the table most similar to it. The SIC Manual shall serve as a guide in classifying any unlisted use. If the Enforcement Officer should determine that a use is not listed and is not similar to a use in the Permitted Use Schedule, than said use is prohibited."

Staff has permitted the uses with Temporary Event Permits with the maximum (90 day) duration allowed by ordinance. All of the uses would like to operate on a more permanent basis. Without a specifically listed use in the Schedule, staff must make assumptions as to the permissibility of the use and the development standards to apply. All businesses are located along the Hwy 220 Scenic Corridor. All businesses have been approved for temporary use by the Guilford County Health Department. I recommend you drive by all three locations to better visualize the businesses.

I am requesting the board to classify the uses and recommend appropriate action in regard to the uses themselves as well as development standards for them:

Drive through Coffee Kiosk (Jumping Bean, located in Summerfield Square):

The SIC code that seems to most closely resemble this use is (attached). The business is potentially open seven days a week. It operates out of a small building currently attached permanently to a trailer. There is adequate parking for the shopping center with the required drive through lanes that would be dedicated to the coffee kiosk.

Outdoor Retail Sales (The Shrimp Connection, located in Summerfield Shopping Center):

Although associated with a storage space in the nearby building, the majority of sales take place under a canopy adjacent to the parking lot. This operation is open on the weekends only but would like to leave the canopy in place through the week.

Outdoor Food Sales (Hot Dog Sales, located across from the Guilford County Sheriff station on Hwy 220 N):

This business is open most days of the week, and uses existing parking.