



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358
 ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldgov.com

TO: Zoning Board
FROM: Planning Director
DATE: October 24, 2016
RE: Case TA-2016-01 -Planned Development article

A. Actions Requested by Zoning Board

Discuss draft ordinance and suggest revisions. (The zoning Board will be requested to hold a Public Hearing and make a recommendation to the Council upon completion of the draft.)

B. Background and Discussion

Staff recommends a text amendment to the current Development Ordinance that would add a "Planned Development (PD)" zoning district. The district would afford more consistency between the Ordinance and adopted Comprehensive Plan and dictate appropriate standards and processes to ensure compatibility with the community's vision for growth. Per Article 3-12.4, Council approved a Resolution of Intent to amend the ordinance at their October 11, 2016 meeting. This text amendment will give this important zoning district careful consideration prior to incorporation in to the rewrite. Planned Development is recommended as a type of building development and regulatory process that addresses competing interests of environmental protection, land use, and population needs and promotes:

- flexibility and creativity in design and development to better fit the built environment to the land and town character;
- better harmony between water supply and recharge, wastewater systems, and growth;
- a mixture of land uses with a greater variety of housing types;
- the clustering of land uses with opportunities to provide greenspace, neighborhood parks, and assets for the community at large;
- non-residential development that complements residential development;
- interconnected, walkable, and bikeable neighborhoods and destinations;
- better integration of the street network with the overall transportation plan;
- better integration of growth and development with existing environmental, historic, cultural, and institutional assets; and,
- **an enhanced bargaining process between the developer and Town that strengthens our site plan review and control over development, while creating mutual benefit from the efficient use of land.**

C. Compliance with Adopted Plans and Staff Recommendation

Staff believes this amendment to be consistent with the Town's adopted Comprehensive Plan and satisfies several of the Action Items recommended by the plan.

E. Attachments

1. Resolution of Intent
2. Draft Planned Development article
3. Summerfield Comprehensive Plan Implementation Update No. 2

Council: Mayor Mark Brown, Mayor Pro-tem Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker **Manager:** Scott Whitaker

Staff: Jeff Goard (P&R Mgr.), Cheryl Gore (Mgr. Asst./Events Coord.), Dee Hall (Finance Ofc.), Valarie Halvorsen (Clerk), Carrie Spencer (Planning Dir.)



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F. Alternative Courses of Action (for public hearing upon completion of draft)

Motions for zoning amendments must include a decision to adopt or reject the proposal, and must adopt a 2-part Statement of Consistency that addresses Consistency with a Plan, and Public Interest:

APPROVAL: I move that the request to add a Planned Development article to the Development Ordinance be approved (as drafted/with conditions) The request is **consistent with the town's adopted Comprehensive Plan** because: (List): _____; and this approval is **reasonable and in the public interest** because _____.

DENIAL: I move that the request to add a Planned Development article to the Development Ordinance be denied. The request is **not consistent with the town's adopted Comprehensive Plan** because: (List): _____; and **is/is not in the public interest** because _____.

Consistent with the towns adopted Comprehensive Plan: *(site specific policies within these Policy Areas):*

- 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

Reasonable and in the public interest: *(explain why, using one or more of the following reasons)*

- Maintains or promotes the **public health, safety, and general welfare** *(reasons related to location, design, function and operation);*
- Complies with all **regulations and standards** of this ordinance and other applicable regulations;
- Does not **substantially hurt adjoining or abutting property value** *(reasons related to location, design, function and operation),* and is a public necessity;
- 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**

Council: Mayor Mark Brown, Mayor Pro-tem Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker **Manager:** Scott Whitaker

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TOWN RESOLUTION



RESOLUTION NAME: **INTENT TO AMEND THE SUMMERFIELD DEVELOPMENT ORDINANCE TO INCLUDE PLANNED DEVELOPMENT (PD) ZONING**

RESOLUTION #: RES-2016-003

ORIGINAL ADOPTION DATE: 10-11-16

ORIGINAL EFFECTIVE DATE: 10-11-16

WHEREAS, the Summerfield Town Council desires to amend the text of its Development Ordinance by adding a Planned Development (PD) zoning district; and,

WHEREAS, North Carolina General Statute 160.A Article 19 authorizes the Town Council to amend zoning and land use ordinances under the options set forth by North Carolina General Statute 160.A-364; and,

WHEREAS, the Summerfield Town Council desires to make the Summerfield Development Ordinance more consistent with the adopted Summerfield Comprehensive Plan and to give such a significant zoning change careful consideration; and,

WHEREAS, a Planned Development zoning district with regulatory standards will allow development that reflects the community's vision as represented by the various policies of the Comprehensive Plan; and,

WHEREAS, during the October 11, 2016, meeting of the Summerfield Town Council, there was a vote to instruct staff to bring forth draft Planned Development language for the Ordinance that will be reviewed by Summerfield's Zoning Board, Town Council, and public.

NOW, THEREFORE, be it resolved that the Summerfield Town Council hereby adopts this resolution of Intent to Amend the Summerfield Development Ordinance to Include Planned Development (PD) Zoning by adding and amending text to create such a zoning district.

Adopted this 11th day of October 2016.

Mark Brown, Mayor

Valarie R. Halvorsen, Town Clerk



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ARTICLE X PLANNED DEVELOPMENT ORDINANCE

A. TITLE

This Ordinance shall be known as the *Town of Summerfield Planned Development Ordinance*.

B. PURPOSE

The purpose of the Town of Summerfield in adopting the following Ordinance is to establish zoning and development regulation more conducive to achieving the objectives and policies of the town's Comprehensive Plan than can be achieved through other zoning regulation.

This Ordinance provides a uniform means for amending the Official Zoning Map to establish any Planned Development (PD) zoning district.

C. DESCRIPTION

The Planned Development (PD) District accommodates developments that integrate residential and non-residential uses while preserving resources that are assets to the property in relation to the Comprehensive Plan. The district permits public and private open space, recreational, agricultural, residential and non-residential uses that are part of a unified design. The district encourages compact, integrated development that provides a variety of residential density and housing types, with specified services convenient to nearby residences. Land use, density, dimensional requirements and other standards are subject to the Regulating Documents of the PD and shall be determined by the quality of the proposed PD design and the resources of the site established as assets relative to the Comprehensive Plan. The minimum gross land area for a Planned Development shall be 40 Acres.

D. INTENT

The Planned Development District (PD) is intended to encourage innovative land planning and site design concepts that support a high quality of development in support of the goals of the Town of Summerfield Comprehensive Plan.

Elements of PD that distinguish it from other zoning districts include:

1. Reducing or diminishing inflexibility of uniform design sometimes resulting from strict application of zoning and development standards which are designed primarily for individual large-lots and large lot subdivisions;
2. Allowing greater freedom in identifying and preserving resources and assets to the property;
3. Allowing greater freedom in providing a well-integrated blending of compatible uses in the same development;
4. Providing for efficient use of land resulting in more integrated networks of utilities and Complete Streets thereby lowering development and housing costs;
5. Promoting quality design and environmentally sensitive development that respects surrounding established land use character and respects and takes advantage of a site's natural and man-made features, such as trees, streams, hillsides, floodplains, farmland, and historic features and settlement patterns.

The whole of Article X is added and approved by Town Council _____.

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E. APPLICABILITY

This Ordinance applies to all properties located within the planning and zoning jurisdiction of the Town of Summerfield. No land within the Town shall be developed as a Planned Development except in accordance with the standards and requirements of this Ordinance and the Town of Summerfield Comprehensive Plan, as applicable.

F. RELATION TO OTHER ORDINANCES

This Planned Development Ordinance includes flexible, criteria-oriented regulation based on the objectives and policies of the Comprehensive Plan as an alternative to inflexible requirements and standards of the Development Ordinance. Except where specifically referenced, this PD Ordinance shall supersede all other Articles of the Development Ordinance. Land within a Planned Development zoning district may also be classified into one or more Overlay Zoning areas, as listed in Section 4-2.4 of the Development Ordinance and following the same process as that for establishing the PD zoning. Regulations governing development in an overlay area shall apply in addition to the regulations governing development in the underlying district. If the standards governing a zoning district expressly conflict with those governing an overlay zoning area, the standards imposing greater restrictions, burdens, or more stringent controls shall control.

G. DEFINITIONS

Certain terms are hereby defined for Planned Developments as follows:

GOVERNING DOCUMENTS

Documents that govern the land zoned with a PD zoning district classification include the Sketch Plan, Resource Map, Master Development Plan and Terms and Conditions Document.

MASTER DEVELOPMENT PLAN

A map of a proposed Planned Development with site details necessary to approve a Planned Development at the administrative level.

PLANNED DEVELOPMENT (PD)

Planned Development is a type of building development and regulatory process, planned and developed under unified control, with a designed mix of land uses and criteria driven regulation, that allows flexibility to better achieve the stated policies and goals of the Comprehensive Plan. Planned Development allows more flexible standards and procedures more conducive to creating mixed-use, pedestrian-oriented, and otherwise higher quality development than could be achieved through general use zoning district regulations.

RESOURCE MAP

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A map of a proposed Planned Development depicting elements that are determined by the Comprehensive Plan to be assets to the property and to the town; necessary to approve a Planned Development as a zoning district.

SKETCH PLAN

A rough sketch map (also known as “Bubble Plan”) of a proposed Planned Development showing the general configuration of principal elements of the proposal necessary to approve a Planned Development as a zoning district.

TERMS AND CONDITIONS DOCUMENT

A document that accompanies the Master Development Plan with specific development parameters necessary to approve a Planned Development at the administrative level.

H. PROCEDURES

1. Procedures Generally

A Planned Development (PD) is established by amendment of the Official Zoning Map to rezone land to a PD zoning district classification that is governed by a Sketch Plan, a Resource Map, a Master Development Plan and a Terms and Conditions Document (Regulating Documents). Subsequent development within the PD district occurs through the administrative review procedures set forth in Section K, as appropriate to ensure compliance with the regulating documents of the PD and other applicable regulation.

Land shall be classified into a Planned Development zoning district (PD) only in accordance with the procedures and requirements set forth in this section.

2. Initiation

To ensure unified control, an application for a Planned Development zoning classification may be initiated only by the owner(s) of all the property to be included in the proposed planned development district.

3. Procedural Summary

Specific steps to be completed for zoning approval include:

- a) Pre-Application Conference with Town Planning Staff
- b) Submittal of complete application for rezoning to include Sketch Plan and Resource Map
- c) Staff Review and Report on the complete application
- d) Public Hearing, Review, and Recommendation by Planning Board
- e) Public Hearing, Review, and Decision by Town Council

Specific steps to be completed before development approval include:

- a) Public Workshop with area residents and property owners
- b) Submittal of complete application for development to include Master Development Plan and Terms and Conditions Document

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- c) Staff Review and Report on the complete application
- d) Recording of Master Development Plan with the Guilford County Register of Deed.

4. Zoning Approval Procedures

- a) Pre-Application Conference on Site Preferred

For applications involving planned developments, a pre-application conference shall include a meeting with the Town Staff, preferably on-site, to discuss a Sketch Plan of the proposed development conditions and to identify the Resources that should be depicted by the Resource Map prior to filing for rezoning. The intent of the pre-conference is to familiarize the Town Staff with the property's special features, and to provide an informal opportunity for Staff to offer guidance to the applicant regarding the tentative location of property assets as identified in the Comprehensive Plan, potential building sites, street networks, and other development factors.

- b) Zoning Application to Include Sketch Plan. Zoning approval of a Planned Development Zoning District requires a Sketch Plan that depicts the general configuration and relationship of the principal elements of the proposed development. In addition to the Map Standards found in Section K, the Sketch Plan demonstrates the relationship of the principal elements of a development to each other and to the surrounding area and includes streets, areas proposed for development, and any other information required by the Planning Director to provide sufficient information to determine the appropriateness of the proposed development pattern to the area.

- c) Zoning applications for Planned Development shall also include a Resource Map that depicts environmental, cultural, historical, and other resources that represent assets to the property as identified by the Comprehensive Plan. Examples of resources include environmentally sensitive areas, viewsheds, historic features **(need to add to this)**

- d) To ensure unified control, the application shall also include a copy of the deed to all land that is part of the proposed PD zoning district classification.

- e) Review, and Recommendation by Planning Board

(1) Following staff review, the Planning Board shall conduct a public meeting to review the application in accordance with Section K of this ordinance. The Planning Board shall consider the application, consistency with the Comprehensive Plan, relevant support materials, the staff report, and any comments given by the public. The Planning Board, by a majority vote of a quorum present, shall adopt a written recommendation for one of the following actions, based on the standards in this Section:

- (a) Approval of the application subject to the PD Sketch Plan and Resource Map;
- (b) Approval of the application subject to conditions related to the PD Sketch Plan, Resource Map and stated policies and general intent of the Comprehensive Plan; or

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(c) Denial of the application.

(2) In making its recommendation, the Planning Board shall adopt a written Statement of Consistency and Reasonableness that:

(a) describes whether the decision is consistent with the town's Comprehensive Plan; and

(b) explains whether, and why, the decision is reasonable and in the public interest.

f) Public Hearing, Review, and Decision by Town Council

(1) Following staff review and receipt of the Planning Board's recommendation, the Town Council shall conduct a standard public hearing on the application in accordance with Section K. Public Notification, and Section K. Public Hearing Procedures. After close of the hearing, the Town Council shall consider the application, consistency with the Comprehensive Plan, relevant support materials, the staff report, the Planning Board recommendation and any comments given by the public. The Town Council, by a majority vote of a quorum present shall take one of the following actions based on the standards in this Section:

(a) Approval of the application subject to the PD Sketch Plan and Resource Map;

(b) Approval of the application subject to conditions related to the PD Sketch Plan, Resource Map and stated policies and general intent of the Comprehensive Plan; or

(c) Denial of the application.

(2) Regardless of its decision on the proposed amendment, the Town Council will render a decision based upon a Statement of Consistency and Reasonableness that:

(a) describes whether the decision is consistent with the town's Comprehensive Plan; and

(b) explains whether, and why, the decision is reasonable and in the public interest.

5. Procedures for Development Approval

a) Public Workshop Required.

After zoning approval, but before the submittal of a formal development application, a public workshop shall be held to provide an opportunity for public input to the development.

Additionally:

(1) An announcement of the workshop shall be mailed to the owners as shown on the county tax listing of all parcels of land within 0.25 miles of any portion of the parcel(s) requested for rezoning at least 7 days and no more than 12 days prior to the workshop;

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- (2) The workshop shall require, at the very least, the presence of the property owner or his/her representative, including but not limited to the designer or developer or engineer and a member of the Town of Summerfield planning staff;
- (3) The Sketch Plan and Resource Map shall be made available to the public during the workshop. The property owner or his/her representative shall bring a preliminary Master Development Plan and Terms and Conditions Document to discuss with the public and be prepared to answer questions and accept input.
- (4) Information presented by any party at the workshop is intended to be used as constructive input and may be considered for integration into the development at the time of final approval of the Master Development Plan and Terms and Conditions Document.
- b) Development Application to include Master Development Plan. Planned Development is subject to the approval of a Master Development Plan that demonstrates compliance with the uses and standards in 10-I and 10-J and provides the foundation for a detailed Terms and Conditions Document (see 10-4 c) below). Subsequent development within the PD District requires administrative review and approval as appropriate, subject to the requirements of Section K.
- c) Applications for Planned Development shall also include a Terms and Conditions document specifying terms and conditions defining development and land use parameters, providing for environmental mitigation, and outlining how private and/or public community facilities will be provided to serve the planned development. Elements of the Terms and Conditions Document include The Master Development Plan, Urban Standards, Landscape Standards, Street Sections, Architectural Standards if proposed by the applicant, and Phasing.
- d) Development Application May Include Vested Rights Request
The applicant may request approval of the application to establish a vested right in accordance with Section 160A-385.1 of the North Carolina General Statutes. Concurrent with the development application for a planned development, the application shall include a written request for such a vested right and a plan that shows at least the information specified by the North Carolina General Statute definition of a site specific development plan.
- e) Review and Approval by the Planning Director
The Planning Director shall seek technical input from agencies that regulate applicable functional elements of the Planned Development to include water and wastewater treatment, storm water control, transportation, building rules, emergency response, and watershed protection.

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Upon initial review, the Planning Director shall respond to the applicant within a reasonable timeframe with staff comments, comments from technical input, and a review of the application's consistency with public input from the Workshop. The applicant shall incorporate comments into a revised Plan and Terms and Conditions Documents, with the Planning Director reserving the right to require subsequent resubmissions if staff comments, technical input comments, and public comments are not sufficiently addressed. The Planning Director shall review the Master Development Plan and Terms and Conditions to consider consistency with the Comprehensive Plan, relevant support materials and technical review comments, and make a decision based on compliance with this ordinance. The Planning Director shall approve the application, conditionally approve the application, or deny the application with stated reasons for denial. The Planning Director, at their discretion and with a statement describing the decision, may send the Master Development Plan and Terms and Conditions Document to the Zoning Board for final approval. The Zoning Board may take action on the Plan and Documents according to the same procedures as a Major Site Plan.

f) Phasing Allowed

Development may occur in phases provided that the following requirements are met:

- (1) All phases shall be shown with precise boundaries on the Master Development Plan and shall be numbered in the expected order of development;
- (2) All application information required for the project as a whole shall be given for each phase shown on the plan;
- (3) The phasing shall be consistent with the traffic circulation, drainage and utilities plans for the entire development.

If an approved Planned Development includes phasing provisions, then:

- (1) No final plat for a phase of development shall be approved unless all open space and common facilities included in previous phases are substantially complete; and
- (2) No final plat for a phase of a Planned Development shall be approved if there is any uncorrected violation of the Master Development Plan, Terms and Conditions Document, a Preliminary Plat, a Final Plat or this Ordinance in any previous phase.

g) Owners Association Documents Required: After approval of a Planned Development, no final plat shall be recorded until Owners Association documents prepared in accordance with Section K are recorded with the Register of Deeds. After approval of a Planned Development, no site plan that includes common elements shall be approved until Owner's Associations documents prepared in accordance with Section K are recorded with the Register of Deeds

h) Expiration of PD Approvals **(need to check against recent legislative change)**

- (1) If no application for approval of a Subdivision Preliminary Plat or Site Plan (Major or Minor) for any part of the approved PD Master Plan is submitted within two years

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after approval of the Planned Development, the Planning Director shall initiate a Map Amendment (Rezoning) application to rezone the land back to its prior zoning classification or any other base zoning classification determined to be appropriate. Such time period shall not be extended with transfer of ownership. However, this period may be approved for up to five years under relevant circumstances as provided for in this Section

(2) For planned developments, Town Council may provide that the expiration period noted under this Section may exceed two years but shall not exceed five years, as warranted in light of all relevant circumstances, including, but not limited to, the size and phasing of development, the level of investment, the need for the development, economic cycles, and market conditions. Such a determination shall be in the sound discretion of the Town Council. As a condition of approval when an extended expiration period is requested, the Town may require the Master Development Plan to identify phases of development.

(3) Upon written request submitted at least 30 days before expiration of the timeframe provided for in this Section , and upon a showing of good cause, the Planning Director may grant one extension not to exceed six months for the applicant to submit required development applications.

i) Designation on Official Zoning Map

Designation of a PD zoning district on the Official Zoning Map shall note the case number approving the PD zoning classification.

j) Effect of Approval

Lands rezoned to a PD zoning district shall be subject to the approved PD Sketch Plan, PD Resource Map, approved PD Terms and Conditions, and approved PD Master Development Plan which shall be recorded with the Register of Deeds. The Master Plan and Terms and Conditions are binding on the land as an amendment to the Official Zoning Map. The applicant may apply for and obtain subsequent development permits and approvals necessary to implement the PD Master Plan in accordance with the appropriate procedures and standards set forth in the Development Ordinance. Any permits or approvals shall comply with the PD Master Plan and the PD Terms and Conditions.

k) Amendments

(1) General

If an applicant believes it is necessary to alter the concept or intent of the PD Sketch Plan or PD Resource Map, these documents shall be amended, extended, or modified only in accordance with the procedures and standards for zoning approval in this PD ordinance.

If an applicant believes it is necessary to alter the concept or intent of the PD Master Development Plan or PD Terms and Conditions Document, these documents shall be

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amended, extended, or modified only in accordance with the procedures and standards for development approval in this PD ordinance.

(2) Minor Deviations

Minor Deviations may be approved by the Planning Director. Minor deviations are modifications to an approved Planned Development that, in the opinion of the Planning Director, do not constitute an amendment and can be considered as a minor deviation in accordance with the following:

(a) Subsequent plans and permits for development within an approved Planned Development may include minor deviations from the PD Regulating Documents, provided such deviations are limited to changes addressing technical considerations that could not reasonably be anticipated during the Planned Development zoning classification process or development approval process, or any other change that has no material effect on the character of the approved Planned Development or any of its approved terms or conditions. The following are examples of minor deviations:

- i. Floor plan revisions internal to the structure(s);
- ii. Minor shifts in building size or location; and
- iii. Facility design modifications for amenities and the like.

(b) Changes that materially affect the basic concept of the PD Master Plan or basic parameters set by the PD Terms and Conditions are not considered minor deviations, and shall only be changed as amendments to the appropriate PD Regulating Documents.

I. PERMITTED USES

In order to encourage innovative land planning and site design concepts that support a high quality of development in support of the goals of the Town of Summerfield Comprehensive Plan, all uses shall be determined and permitted by the compatibility of such uses with each other and with surrounding land uses and shall conform to policies established in the Town of Summerfield Comprehensive Plan.

All permitted uses with a PD zoning district shall be identified during the Master Development Plan approval process and set forth on the Master Development Plan and in the Terms and Conditions Document.

Two or more permitted uses may occupy the same principal building and may occupy the same lot.

J. DEVELOPMENT STANDARDS

In order to encourage innovative land planning and site design concepts that support a high quality of development in support of the goals of the Town of Summerfield Comprehensive Plan, all development standards shall be determined and permitted by the compatibility of such standards with each other and with surrounding land uses and shall conform to policies established in the Town of Summerfield Comprehensive Plan. Development standards will be permitted according to

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the Regulating Documents approved according to the requirements of this ordinance. Examples of development standards that differ from other zoning districts ordinances include lot density, dimensional requirements for residential, non-residential, and accessory development, access, street design, signage, parking, landscaping, resource identification, and sidewalk and trail networks.

Land use density and intensity permitted in a PD zoning designation shall be determined by the quality of the proposed PD design and the resources of the site established as assets relative to the stated policies listed and the general intent of the Comprehensive Plan.

Street Standards shall conform to guidelines included in the most current publication of NCDOT's Complete Streets Guidelines.

K. ADMINISTRATIVE PROCEDURES – (need to cover the following topics by including specific ordinance sections):

Permit Applications

Certificate Requirements

Dedication or Reservation of Right of Way

Sureties or Improvement Guaranties

Site Plan and Plot Plan Procedures

Subdivision Procedures and Standards

Environmental Regulations

Enforcement

Administrative Procedures (include public notice requirements – suggest extending ¼ notice area to ½ mi or mile.)

Map Standards

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PLANNED DEVELOPMENT APPENDIX 1: TOWN OF SUMMERFIELD COMPREHENSIVE PLAN COMMON OBJECTIVES

The 12 Common Objectives of the Comprehensive Plan represent the common themes derived from public input in the creation of the plan. These objectives describe a desirable condition for the Town and form the foundation for Policies and Actions that support them.

INSERT OBJECTIVES

DRAFT

Summerfield Comprehensive Plan Implementation Update No. 2



For the period January 2011 – June 2011
July 2011

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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 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. There are 12 Common Objectives.
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 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 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. 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.

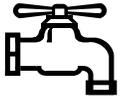
ACTION ITEM	FY 2011 WORK PLAN	STATUS		
		COMPLETE OR ONGOING	IN PROCESS	NOT STARTED
<p>**Action 3.1: Establish or improve upon standards in the Town’s development regulations for preserving:</p> <ul style="list-style-type: none"> • Desirable natural and existing man made elements • Large trees, ponds, creeks and other natural features • Floodplains, wetlands, steep slopes and other generally undevelopable land areas 	Y		X	
<p>Action 3.2: Review Town policy concerning acceptance of dedicated floodplain and open space properties.</p>	Y	X ⁴		
<p>**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.</p>	Y		X	
<p>**Action 3.4: Implement standards in the Town’s development regulations for permitting certain types of appropriately scaled and operated agri-tourism activities.</p>	Y		X	
<p>Action 3.5: Establish a formal Town Parkland Acquisition Program.</p>	N			
<p>**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.</p>	Y		X	
<p>**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.)</p>	Y	X		
<p>**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.</p>	Y		X	
<p>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.</p>	N			
<p>**Action 3.10: Amend the development ordinance as needed to ban billboards throughout Summerfield. (Same as Action 8.10)</p>	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 <i>Utility Conditional Use District</i> , for the purpose of identifying well fields, wastewater disposal sites, electrical substations and other similar uses. The <i>conditional use</i> 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 " <i>white and brown goods disposal day</i> ", 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 <i>Historical Committee</i> 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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Our Town
Our Plan

