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

AGENDA ITEM 9

Public hearing/action regarding rezoning case RZ-02-16 (requested change: AG to CU-RS-40; location: 7516 Strader Rd.; parcel: 0147698)

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

See attached staff report for full details to be presented.

As a reminder, rezoning decisions must be made based on:

- our current development ordinance;
- our comprehensive plan (per NCGS 160A-383 below); and,
- "any other officially adopted plan that is applicable."

Council must "approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest." The statement will be provided to the applicant as formal notification of the rezoning decision.

---

§ 160A-383. Purposes in view. *Zoning regulations shall be made in accordance with a comprehensive plan. When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explaining why the board considers the action taken to be reasonable and in the public interest. That statement is not subject to judicial review.*

The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.

Zoning regulations shall be designed to promote the public health, safety, and general welfare. To that end, the regulations may address, among other things, the following public purposes: to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to lessen congestion in the streets; to secure safety from fire, panic, and dangers; and to facilitate the efficient and adequate provision of transportation, water, sewerage, schools, parks, and other public requirements. The regulations shall be made with reasonable consideration, among other things, as to the character of the district and its peculiar suitability for particular uses, and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout such city. (1923, c. 250, s. 3; C.S., s. 2776(t); 1971, c. 698, s. 1; 2005-426, s. 7(a); 2006-259, s. 28.)

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 10A

Board of Adjustment reappointments

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

These four members' terms are expiring: Jim Brady, Lewis Nash, Mike Stewart, and Ron Willis. They have notified town hall of their intent to continue serving and have requested to be reappointed. Attachments detail BOA membership details, rules of procedure, and bylaws. (With these appointments, two alternate members are still needed for the committee.)

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 10B

Finance Committee appointments (new)

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

The Finance Committee has two resident openings resulting from past resignations and **Wendel Parks and Alan Abrams** have applied. Mr. Parks has met with the interviewing subcommittee and arrangements have been made for Mr. Abrams to do the same.

Past resignations involve one opening that has since expired and one that would have gone through June 2017, so one position would expire June 2019 (a two-year term + the remaining time) and one position would expire June 2018 (short a full two-year term because appointments are made based on the fiscal year). Any motion to appoint needs to clarify term assignments. Attachments include their applications and the current roster. Relevant sections of the Consolidated Committee Ordinance include:

FC Purpose: *"Advises and supports Council's efforts to preserve fiscal resources; advises during budget development; upholds the town's Cash Management and Investment Policy."*

Relevant appointment terms for all committees:

- *"Appointments and re-appointments to all committees shall be made on the basis of the fiscal year, except those appointments made to fill vacancy. New applications to serve on any committee must be received by May 15 each year for appointments beginning July 1...."*
- *"Applications for committee membership shall be forwarded by the Town Clerk or Town Manager to a Town Council subcommittee consisting of the Mayor Pro-Tem and a designated Council member. The subcommittee shall evaluate and/or interview each applicant in a timely manner and make an appointment recommendation to Council. Committee members serve solely at the pleasure of Council and it shall make all appointments."*
- *"Each member may serve concurrently up to three, two-year terms (six years total)...."*
- *"If a member is newly appointed to fill a position vacancy, that person may serve for the remaining period of the vacated seat plus the regular term (up to three additional two-year terms)."*

FC membership: *"Membership shall include eight members comprised of the following: Town Manager, Finance Officer, Mayor, and five residents. Ex-officio membership will not be granted."*

FC qualifications: *"Knowledge of and interest in investments, finance, management, or accounting; professional experience in one or more of these subject areas; understanding of the Cash Management and Investment Policy and annual fiscal budget."*

(continued)

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

AGENDA ITEM 10C

Finance Committee investment recommendation

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

The Finance Committee has a new investment recommendation to Council following its 9/19 meeting (draft minutes are provided in the packet). The bulk of the "Cash Management and Investment Policy" and relevant information provided at the 9/19 committee meeting are attached for review.

The three unanimous recommendations are:

1) Move $1M from the money market account at the Bank of North Carolina and invest in a 3-year CDAR at the Bank of Oak Ridge at the current rate of 1.30%;
2) Move $600K from the money market account at the Bank of North Carolina and invest in a 2-year CDAR at the Bank of Oak Ridge at the current rate of 1.15%; and,
3) Move the entire amount in the Newbridge money market account ($47,392.38 as of 8/31/16) into the Bank of North Carolina money market account at the current rate of 1.00% due to the low yield rate of 0.10% at Newbridge.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 10D

Remote Meeting Participation/Teleconferencing Policy

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

There are occasions when Council members are unable to attend meetings and members have requested to participate remotely. Teleconferencing is used by some municipalities, although questions can arise about the process. Key questions involve whether or not a remote participant is counted toward a quorum and whether or not he or she casts a deciding vote.

The policy intent is to allow teleconferencing as an occasional means of participation (not a regular occurrence), to establish basic procedures, and to minimize potential legal risk. The request is that teleconferencing only be allowed for Town Council meetings—not for committee meetings, planning or zoning committee meetings, or Board of Adjustment meetings. The manager feels such a policy is needed and the attorney is reviewing the attached draft.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 10E

Development Ordinance text amendment for Planned Development zoning district

Attachment(s): yes

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

Staff recommends Council consideration of 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.

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.

The process would start with approval of the attached resolution. The existing PD draft within the full Ordinance rewrite would be refined, considered by the Zoning Board, and brought to Council with all necessary public hearings. The process would give this important zoning district careful consideration prior to incorporation into the rewrite.

NOTES:

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

AGENDA ITEM 10F

Council roadshow

Attachment(s): no

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

Monthly Council meetings are routinely held in the same location, yet the town is spread over roughly 26.5 square miles. Prior to renovating the former Gordon Hardware building for public meeting space, the manager would like to get outside of the town's regular walls and inside others within the community.

The idea is to relocate some upcoming meetings to places around town in order to better familiarize both Council and citizens with places they might not normally frequent. Some facilities have undergone renovations and it would hopefully expose more citizens to what's happening in their town. No specific locations have been arranged yet; the manager is asking for a consensus to "take the show on the road" for a few months.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 11A

A&Y Greenway (south) crossing at US-220 and sidewalk connector

Attachment(s): no

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

The topic will be a continuation of the August and September Council discussions about the proposed greenway alignment in relation to US-220. The recent decision to direct Stewart to proceed with exploration of an at-grade, signaled crossing at US-220 and Strawberry Road has prompted some citizen concern in relation to safety. The intent is to further discuss this change to the A&Y (south) alignment and Stewart will be on hand to provide more information and answer questions.

Additionally, a sidewalk connector between the existing pedestrian tunnel and the southern end of Summerfield Road has been proposed in order to put the tunnel into use quicker and to provide another option to transition some greenway users to the west side of US-220. It has been proposed as a separate sidewalk project. Maps will be provided during the discussion.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:

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

AGENDA ITEM 11B

Unsealing of closed session minutes

Attachment(s): no

MEETING DATE: OCTOBER 11, 2016

STAFF COMMENTS / RECOMMENDATION:

Per NCGS, public bodies must keep full and accurate minutes of all official meetings, including closed sessions. Statutes allow minutes to be withheld from public inspection when disclosure would frustrate the purpose of the closed session. The town attorney annually reviews closed session minutes to determine what can be opened/unsealed.

Mr. Hill's office has reviewed these minutes and will be providing them for Council's review.

NOTES:

TOWN COUNCIL COMMENTS / ACTION: