



**City of Trinity, North Carolina
Planning & Zoning Board Meeting Minutes
June 27, 2016 - 6:00 p.m.**

Members Present: Chair, Lynn Kennedy; **Board members** Harold Hobbs, Hunter Hayworth, and Keith Aikens.

Members Absent: Vice-Chair, Richard McNabb.

Board Liaison: Gene Byerly.

Others Present: Planning and Zoning Director, Marc Allred; Mayor, Jesse Hill; City Manager, Debbie Hinson; Assistant City Clerk, Annette deRuyter; and other interested parties.

I. Call to Order

Chair Kennedy called the meeting to order at 6:00 pm.

a) Pledge of Allegiance

Chair Kennedy led the Pledge of Allegiance.

b) Invocation

Chair Kennedy gave the invocation.

c) Welcome Guests and Visitors

Chair Kennedy opened the meeting and welcomed all visitors.

II. Approve and/or Amend Agenda

Chair Kennedy called for a motion to amend or approve the agenda. ***Board member Kennedy motioned to approve the agenda as written. Board member Hobbs seconded the motion. The motion was approved unanimously with a vote of 4 ayes and 0 nays with Vice-Chair McNabb absent.***

III. Approve and/or Amend Minutes from June 7, 2016

Chair Kennedy called for a motion to amend or approve the June 7, 2016 minutes. ***Board member Hayworth motioned to approve the minutes as written. Board member Hobbs seconded the motion. The motion and second was approved unanimously with a vote of 4 ayes and 0 nays with Vice-Chair McNabb absent.***

V. Public Hearing

Item 2. Text Amendments to the Sign Section in the City of Trinity Zoning Ordinance.

Chair Kennedy opened the Public Hearing at 6:02 PM.

Planning Director Allred went over the text amendment as follows:

- (1) All content based signage must be removed including directional signs.
- (2) To make signage more friendly for subdivisions and commercial properties.

Starting with residential on page 17-8 of the ordinance, the residential entrance requirements for subdivisions will go from one to the possibility of two freestanding signs. Entrance signs will enlarge from 32 square feet to 60 square feet. The minimum height will rise from 6 to 8 feet.

Announcement Signs for Residential properties. We currently do not have anything in the ordinance. Requirement is to have one announcement sign post(s). The post(s) can have up to 2 signs, 50 square feet in area. Maximum height of 15 feet. Sign will need to be removed 30 days after the last lot is sold or built upon. This is not a temporary sign because the last lot in a subdivision may not be developed for many years.

Information Signs. Currently the city does not have anything in the ordinance. Sign can have one or two posts or on a wall. Each post(s) can contain up to 2 signs, 16 square feet in area. Maximum height for each sign is 10 feet or the roof line if wall mounted. Signs must be removed 30 days after the model home is sold.

Highway Commercial on Page 17-13. This is to help make the City more attractive to certain retailers that desire large signage. Change the maximum area per display surface from 50 to 100 feet. Change maximum height from 15 to 50 feet. Announcement signs are the same as residential and sandwich boards are allowed on page 17-7. Sandwich boards are used consistently in places like restaurants to have their menus on.

Allow animated signs in Office & Institutional Zoning.

Off-Premise sign' facing the travel lanes of the Interstate for residential property is on page 17-9. Maximum height is 60 feet. Maximum area of the size is 672 square feet. Minimum distance apart is 1,320 feet or ¼ of a mile. Minimum size of the parcel is 2.5 acres. Minimum density is 1 house per 2.5 acres. Billboard cannot be close than 100 feet from any house or accessory structure.

Off-Premise sign' facing the travel lanes of the Interstate for non-residential property is the same as residential, except there is not minimum parcel size, density, minimum distance.

Off-Premise signs not facing the travel lanes of the Interstate. Signs must have a frame unless approved by the Zoning Administrator or Code Enforcement Officer. This is to make sure the signs will have a more permanent look to them and not wear out. Signs cannot be in the ROW, they cannot be partially covered with grass or weeds, and they cannot be illuminated.

Temporary Signs can be found on page 17-12. For Residential, you do not need a permit, just property owner permission. Sign can be up for 30 days, 6 times a year. The maximum size of the sign is 6 square feet and 4 feet in height. For non-residential, do not need a permit. Property can have banners, flags, and pennants. Sign can be on the property for 30 days, 6 times a year. Maximum size of the sign is 32 square feet and 8 feet in height.

On page 17-12, we are allowing for 'For Sale' signs to go along with any other sign. **Yard sales** are covered Page 17-13 with allowing temporary signs on their property for three consecutive days starting on Thursday and ending on Saturday.

Board member Hayworth asked if these changes covers things such as Special Events.

Mr. Allred confirmed that everything is covered based on whether or not the property is zoned for residential or non-residential. So if you wanted a sign for a special event, it would be based on where it is located. Most of our special events are held on non-residential properties.

Board member Aikens asked if the inspections department check the safety of the signs and would they have to get a permit?

Mr. Allred replied any sign that is not temporary would need to get a permit, the county inspections department would make sure the sign is inspected.

Chair Kennedy made a motion to recommend the text amendment as presented. The motion was seconded by Board member Hobbs and approved unanimously with a vote of 4 ayes and 0 nays with Vice-Chair McNabb absent.

Item 3. Text Amendments to the Permitted Uses Table for Highway Commercial.

Chair Kennedy opened this item and called on Planning Director Allred for briefing.

Planning Director Allred informed members that this request is due to highway commercial becoming more of a reality as more residents move to Trinity. He predicted that the City should grow between 6 to 8% in the next 2 to 5 years. City Council wanted to make sure it was comfortable with what is being allowed in the Highway Commercial Zoning District. The uses that are proposed being changed are below:

- Change Automobile Parking Lot from Permitted to Special Use.
- Remove churches from Highway Commercial because these are our highest valued pieces of property.
- Change mini-warehouse from Permitted to Special Use.
- Outdoor storage yards are not permitted. Change this to permit outdoor storage yards to permit as a Special Use. This is to help with outdoor or home repair companies.
- Pet grooming is not currently allowed. Change pet grooming to allow this to a Permitted Use.
- Change planned building groups from Special Use to allow as a Permitted Use. This is commercial development with multiple buildings.
- Change radio control model race car tracks from Permitted Use to Special Use.
- Remove recycling convenience from Highway Commercial.

Board member Aikens asked if an automobile parking lot will be allowed if a Special User Permit is obtained.

Planning Director Allred stated that was correct. The request will be presented to the council for their consideration to approve or deny the request.

Chair Kennedy discussed the proposed changes to pet grooming from being a Non-Permitted Use in Highway Commercial to a Permitted Use in this district. She questioned whether or not this already existed in the Ordinance and Charts.

Planning Director Allred responded that pet grooming is already allowed on RM-U zoned properties.

There was discussion between Chair Kennedy and Manager Hinson concerning a previous request that was made to allow pet grooming with overnight pet boarding. Manager Hinson stated that the previous request was to allow an outdoor kennel run. This is allowed by Special Use in the RA (Residential Agriculture) zoning.

Planning Director Allred added that staff did not look at any changes to this use except for properties located in the Highway Commercial Zoning District. The property that has requested rezoning to Highway Commercial is located on NC-62 near Surrett Drive. The City Council & Planning Board was concerned with some of the uses allowed in HC (Highway Commercial) and wanted to review them for needed changes.

Board member Aikens asked the following questions:

If a Special Use Permit would be issued to a business such as Wal-Mart Supercenter that may sell items located outdoors?

If a high ranking store that wanted to sell automobiles wanted to come in, would it be considered?

Planning Director Allred responded that in the Wal-Mart scenario the Special Use Permit would be necessary. The question concerning the sale of automobiles would be considered. It is illegal for me to stop a rezoning or Special Use application no matter what my feeling is. It is up to this board and the City Council to make that decision regardless of my opinion.

A Special Use Permit is tied to the land, not the owner.

With no further discussion, *Chair Kennedy called for a motion to recommend the text amendments as presented. Board member Aikens motioned to recommend the text amendments as presented. The motion was seconded by Hobbs and approved unanimously with a vote of 4 ayes and 0 nays with Vice-Chair McNabb absent.*

The public hearing was closed at 6:35.

VI. Business from Staff

1. Code Enforcement Report (Planning Director Allred):

Planning Director Allred reviewed the Code Enforcement Report.

2. Permits Report (Planning Director Allred)

Planning Director Allred reviewed the Permits report reporting that Colonial Village is now completely full.

VII. Comments from Staff

City Manager Hinson introduced our new deputy Kyle Cox.

VIII. Comments from Board

There were no comments from the Board.

IX. Planning & Zoning Board Adjournment

With no other business to discuss, *Board member Hayworth made a motion to adjourn the June 8, 2016 Planning/Zoning Meeting at 6:38 p.m. The motion was seconded by Board member Hobbs, and approved unanimously by a vote of 4 ayes and 0 nays with Board member McNabb absent.*