

DRAFT
Smithfield Planning Board Minutes
Thursday, December 4, 2014
6:00 P.M., Town Hall, Council Room

Members Present:

Mark Lane
Stephen Upton
Gerald Joyner
Daniel Sanders
Teresa Daughtry

Members Absent:

Eddie Foy
Ashley Spain

Staff Present:

Mark Helmer, Senior Planner
Veronica Hardaway, Administrative Support Specialist

Staff Absent:

CALL TO ORDER

APPROVAL OF MINUTES FROM NOVEMBER 6, 2014.

Jack Matthews made a motion, seconded by Daniel Sanders to approve the minutes as written. Unanimous.

Old Business:

Mark Helmer asked the committee if they had any questions about what was reviewed with the Unified Development Ordinance so far.

Stephen Upton recommended a no parking zone sign be erected in front of I&R auto.

Mark Helmer stated the Code Compliance Officer has been at I&R auto numerous times.

Teresa Daughtry recommended I&R Conditional Use Permit be revoked.

Mark Helmer stated a revocation of a permit needs to be brought to the Town Manager and Council.

New Business:

The Planning Board reviewed the next section of the Unified Development Ordinance.

ARTICLE 19. REGULATIONS FOR SIGNS

31. This amendment proposes various possible changes that could be made to the sign regulation.

Article 19-4 On-Premise Signs (B) On-Premise Signs: Single Tenant Development, (2) O-I, B-1, B-2, and B-3. Signs allowed within the zoning district may be either:

Freestanding:
Ground
Changeable Copy
Menu Board

Attached:
Projecting
Window
Wall
Awning/Canopy
Menu Board
Changeable Copy

~~(A) Two business or product identification signs are allowed per lot, only one of which shall be a freestanding ground sign. Corner lots and double frontage lots are allowed one additional attached sign on a separate street frontage and one additional ground sign on separate street frontage. Additional ground sign shall not exceed 40 square feet in area and no lot shall exceed a total of four separate signs. For freestanding or attached signs, the total allowable area per face of selected sign(s) shall not exceed 75 square feet per face, with two faces per sign allowed. In the event the freestanding sign is less than the 75 square feet per face allowed, the difference between the 75 feet per face allowed and the size of sign erected may be used to increase the size of the attached sign by that difference. Signs may be internally or externally illuminated.~~

Wall signs shall be permitted at a rate of one (1) square foot of sign area per one (1) linear foot of wall area. One (1) wall sign shall be allowed on each wall fronting on a public street.

Ground signs shall be permitted at a rate of ¼ square foot of sign area per linear foot of street frontage. Lots with less than 200 linear feet in width shall be permitted a maximum of 50 square feet in ground sign area. Lots with between 200 linear feet and 400 linear feet shall have a maximum sign area of 70 square feet. One (1) ground sign shall be allowed on each side fronting on a public street.

Additionally, the following requirements must be met based on the type of sign selected. If freestanding ground: The sign shall be a maximum of six feet in height with a minimum setback of ten feet.

If projecting: Signs (excluding awning/canopy signs) shall not project more than three feet from the façade of the building. Clearance over sidewalks shall be at a minimum of nine feet and clearance over streets, alleys, or driveways shall be a minimum of 14 feet. Signs shall not project above the third story of the building or above the building soffit, eave line, or building parapet.

If window: Only permanent identification signs are allowed as window signs; provided, however, temporary signs which are placed in or on windows shall be allowed when complying with Section 19-4(A)(8) hereinbefore. Window signs are not allowed above the third story of building. **Window signs shall be no greater than 25% of the window area in which the sign is located on.**

If wall: Maximum projection from wall shall be 12 inches.

If menu board: One external menu board with one face is allowed per restaurant. The total sign area shall not exceed 36 square feet per face. The sign shall not be located so that the copy is designed to be visible to vehicular traffic from the roadway. The minimum setback shall be ten feet.

(3)(a) LI and HI Districts. Signs allowed within the zoning district may be either:

Freestanding:	Attached:
Ground	Projecting
Changeable Copy	Window
Menu Board	Wall
	Awning/Canopy
	Menu Board
	Changeable Copy

~~(A) Two business or product identification signs are allowed per lot, only one of which shall be a freestanding ground sign. Corner lots and double frontage lots are allowed one additional attached sign and one additional ground sign on separate street frontage. Additional ground sign shall not exceed 40 square feet in area and no lot shall exceed a total of four separate signs. For freestanding or attached signs, the total allowable area per face of selected sign(s) shall not exceed 125 square feet per face, with two faces per sign allowed. Signs may be internally or externally illuminated.~~

(a) **Wall signs shall be permitted at a rate of one (1) square foot of sign area per one (1) linear foot of wall area. One (1) wall sign shall be allowed on each wall fronting on a public street.**

Ground signs shall be permitted at a rate of 1 square foot of sign area per linear foot of street frontage. Maximum size shall not exceed 200 square feet. One (1) ground sign shall be allowed on each side fronting a public street. Maximum ground sign height shall not exceed 6 feet in total overall height.

(b) In the event the freestanding sign is less than the ~~125~~ **200** square feet per face allowed, the difference between the ~~125~~ **200** square feet per face allowed and the size of sign erected may be used to increase the size of the attached sign by that difference.

(c) In the event that a lot has an off-premise sign which has the total maximum square footage allowed for both sides of the sign structure under Section 19-5(B) hereinafter, no on premise freestanding sign shall be allowed on that lot. Where the off-premise sign is less than the total square footage allowed, the total square footage for both sides of the on premise freestanding sign for that lot shall be not greater than the difference between the maximum square footage allowed for both sides of the off-premise sign and the size of the off-premise

erected, but in no event shall the on premise freestanding sign be greater than the maximum 125 square feet allowed per face. When the provisions of this subsection (c) apply, they shall in no way be interpreted to allow on premise attached signs to be further increased in size under the formula set forth in subsection (b) hereinabove. Provided, however, on premise freestanding signs with off-premise signs on the same lot which were both erected prior to the effective date of this Section, shall be allowed to remain when conforming with the other provisions of this Section.

- (d) Additionally, the following requirements must be met based on the type of sign selected.

If freestanding ground: The sign shall be a maximum of six feet in height with a minimum setback of ten feet.

If projecting: Signs (excluding awning/canopy and marquee signs) shall not project more than three feet from the façade of the building. Clearance over sidewalks shall be at a minimum of nine feet and clearance over streets, alleys or driveways shall be a minimum of 14 feet. Signs shall not project above third story of the building or above the building soffit, eave line, or building parapet.

If window: Only permanent identification signs are allowed as window signs; provided, however, temporary signs which are placed in or on windows shall be allowed when complying with Section 19-4(A)(8) hereinbefore. Window signs are not allowed above the third story of building.

If wall: Maximum projection from a wall shall be 12 inches.

If menu board: ~~One~~ **Two** external menu board with one face is allowed per restaurant. The total sign area shall not exceed 36 square feet per face. The sign shall not be located so that the copy is designed to be visible to vehicular traffic from the roadway. The minimum setback shall be ten feet.

(4) On-Premise Signs: Multiple Tenant Development. The following sign regulations shall be applicable within the zoning districts indicated for multiple tenant development. Any sign not specifically allowed is prohibited. Multiple tenant developments may erect either a development identification or joint identification sign. In addition, tenant identification signs for individual businesses within a development are allowed. For a multiple tenant development, the development itself is allowed one identification sign for each property boundary with street frontage with a maximum of two signs allowed per development, only one of which may be freestanding. These identification signs may be either a development or a joint identification sign. The choice of sign affects the tenant identification regulations within the development. If there is no identification or joint identification sign erected or maintained, individual tenants shall be allowed signs as permitted for individual tenants where a development identification sign is used. Where one type of sign has been selected and an additional identification sign is allowed due to a second street frontage, the additional sign

must be of the same type (i.e., two development identification signs or two joint identification signs). If a joint identification sign is selected, said sign shall be limited to one sign component per tenant.

(5) On-Premise Development Identification Signs. Where a development identification sign is selected, such a sign or signs may be of the following types:

Freestanding: Ground High Rise Business Identification	Attached: Wall Projecting
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The sign(s) shall meet the following requirements based on the zoning district in which it is located.

Zoning District		Maximum Height Allowed	Maximum Square Footage Per Face
Ground	R-20A, R-10, R-8, R-6, R-MH, PUD (Residential)	6ft.	25 sq.ft.
	O/I, B-1, B-2, and B-3	8ft.	50 sq. ft.
	LI and HI	25ft.	187.5 sq. ft.
	Conditional Use in all districts when property is adjacent to I-95 right-of-way and the sign is within six hundred sixty (660) Feet of the edge of the I-95	100ft.	400 sq. ft.
High Rise Business			

Setback for freestanding development identification signs in all zoning districts shall be 15 feet. A movie theater will be allowed one additional freestanding or attached marquee sign with the maximum square footage, height and setback in accordance with applicable regulations for single tenant developments in Section 19-4(B) hereinbefore. The following is required for all free standing high rise signs: landscaping is required equal to area of the sign; the sign must be on property owned by applicant on a fee simple basis and an establishment may not have another ground or freestanding sign. Where a development identification sign is selected, the individual tenant identification within the development shall meet the following regulations. Tenant identification signs shall be of the following types:

Attached: Awning Projecting Wall Window

One attached sign is allowed for each exterior public business entrance. The total allowable sign area for the building frontage having the primary business entrance shall be 25 square feet or one square foot per one linear foot of said building frontage, whichever is greater, but in no event shall the area be greater than the maximum square footage per face allowed for a development identification sign in the zoning district where the business is located. Each secondary business entrance shall be allowed a total sign area of one square foot per three linear feet of building frontage where the secondary business entrance is located. A maximum of two secondary business entrance signs is allowed. Where an exterior entrance does not exist, the tenant will be allowed one window sign. Signs may be illuminated internally or externally. Also, one suspended or transom sign may be incorporated per business, which sign

shall not exceed six square feet per face per sign. Where an exterior entrance does not exist, the tenant will be allowed one window sign. Signs may be illuminated internally or externally. If wall: Maximum projection from a wall shall be 12 inches. If projecting: Signs (excluding awning/canopy and marquee signs) shall not project more than three feet from the façade of the building. Clearance over sidewalks shall be a minimum of nine feet and clearance over streets, alleys, or driveways shall be a minimum of 14 feet. Signs shall not project above third story of building or above the building soffit, eave line, or building parapet. If window: Only permanent identification signs are allowed as window signs; provided, however, temporary signs which are placed in or on windows shall be allowed when complying with Section 19-4(A)(8) hereinbefore. Window signs are not allowed above third story of the building. Neon window signs are limited to ground floor windows.

(6) Joint Identification Signs. Where a joint identification sign is selected, such sign or signs may be of the following types:

- | | |
|---------------|------------|
| Freestanding: | Attached: |
| Ground | Wall |
| | Projecting |

The sign(s) shall meet the following requirements based on the zoning district in which it is located.

Zoning District	Maximum Height Allowed	Maximum Square Footage Per Face
R-20A, R-10, R-8, R-6, R-MH	6ft.	25 sq.ft.
PUD (Residential)		
O/I, B-1, B-2, and B-3	8ft.	50 sq. ft.
LI and HI	25ft.	187.5 sq. ft.

Setback for freestanding joint identification signs in all zoning districts shall be 15 feet. In addition, a movie theater will be allowed one additional freestanding or attached marquee sign with the maximum square footage, height, and setback in accordance with applicable regulations for single-tenant developments in Section 19-4(B) hereinbefore. Where a joint identification sign is selected, the individual tenant identification within the development shall meet the following regulations. Tenant identification signs shall be of the following types:

- | | |
|-----------|------------|
| Attached: | Awning |
| | Wall |
| | Projecting |
| | Window |

One attached sign is allowed for each exterior public business entrance. The total allowable sign area for the building frontage having the primary business entrance shall be 20 square feet or one square foot per two linear feet of said building frontage, whichever is greater, but in no event shall the area be greater than 60% of the maximum square footage allowed for a joint identification sign in the zoning district where the business is located. Each secondary business

entrance shall be allowed a total sign area of one square foot per three linear feet of building frontage where the secondary business entrance is located. A maximum of two secondary business entrance signs is allowed. Where an exterior entrance does not exist, the tenant will be allowed one window sign. Signs may be illuminated internally or externally. If wall: Maximum projection from a wall shall be 12 inches. If projecting: Signs (excluding awning/canopy and marquee signs) shall not project more than three feet from the facade of the building. Clearance over sidewalks shall be a minimum of nine feet and clearance over streets, alleys, or driveways shall be a minimum of 14 feet. Signs shall not project above third story of building or above the building soffit, eave line, or building parapet. If window: Only permanent identification signs are allowed as window signs; provided, however, temporary signs which are placed in or on windows shall be allowed when complying with Section 19-4(A)(8) hereinbefore. Window signs are not allowed above the third story of the building.

Mr. Helmer asked if the committee had any additional questions.

Mark Lane asked if the Town Council needs to review the UDO article by article.

Mr. Helmer stated yes they will ultimately have to approve all changes.

Stephen Upton asked when all the changes will be effective.

Mr. Helmer stated it could possibly take up to a year.

Stephen Upton asked what happens to those that could benefit from the changes now, will they have to wait.

Mr. Helmer stated some ordinances can be changed just like the sign ordinance change that recently occurred.

Teresa Daughtry asked if the Department of Transportation could do more cleaning by I-95 so that businesses can be seen better from the road.

Mr. Helmer stated the brush could be cleaned out, but trees need to remain.

Mark Lane made a motion to adjourn, seconded by Jack Matthews. Unanimous.

Submitted this 4th day of December, 2014.

Veronica Hardaway
Administrative Support Specialist
Planning Department