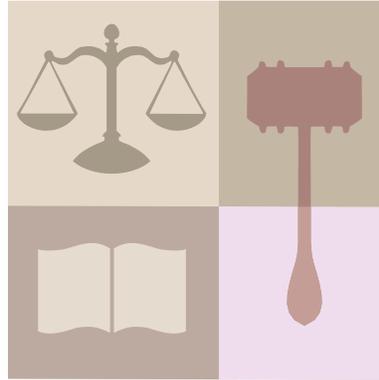


TOWN OF SMITHFIELD PLANNING BOARD AGENDA PACKET



Chairman: Stephen Upton

Vice-Chairman: Daniel Sanders

Members:

Mark Lane

Ashley Spain

Michael Taylor

Eddie Foy

Teresa Daughtry

Oliver Johnson

Mark Helmer, Senior Planner

Julie Edmonds, Administrative Assistant

Meeting Date: Thursday, December 7, 2017

Meeting Time: 6:00 p.m.

Meeting Place: Council Chambers, Smithfield Town Hall

**AGENDA
PLANNING BOARD
REGULAR MEETING
DECEMBER 7, 2017
MEETING TIME: 6:00 PM
TOWN HALL**

Call to Order.

Identify voting members

Approval of the agenda.

Approval of the minutes for November 2, 2017

Introduction of Stephen Wensman, AICP, ALA, Planning Director

Public Hearing

ZA-17-05 Town of Smithfield: The Planning Department is requesting an amendment to Town of Smithfield Unified Development Ordinance (UDO), Article 5 that will allow for administrative approval of site plans and final plats when found to meet or exceed minimum development standards of the UDO.

Old Business

New Business

Presentation and discussion on upcoming text amendments that will include development standards for flag lots and cul-de-sac street lengths.

Adjournment

DRAFT
Smithfield Planning Board Minutes
Thursday, November 2, 2017
6:00 P.M., Town Hall, Council Chambers

Members Present:

Chairman Stephen Upton
Vice-Chairman Daniel Sanders
Teresa Daughtry
Mark Lane
Oliver Johnson
Michael Taylor
Eddie Foy

Members Absent:

Ashley Spain

Staff Present:

Mark Helmer, Senior Planner
Julie Edmonds, Administrative Assistant

Staff Absent:

CALL TO ORDER

Mr. Upton identified the members of the board as well as the Planning Department staff.

APPROVAL OF MINUTES FROM October 5, 2017

Eddie Foy made a motion, seconded by Mark Lane to approve the minutes as written.
Unanimous.

APPROVAL TO OPEN THE PUBLIC HEARING RZ-17-02

Teresa Daughtry made a motion, seconded by Eddie Foy to open the Public Hearing.
Unanimous.

RZ-17-04 Thomas Concrete:

Mr. Helmer stated the applicant is requesting to rezone approximately 6 acres of land from the LI (Light Industrial) to the HI (Heavy Industrial) zoning district. The property considered for approval is located on Citation Lane approximately 980 feet northeast of its intersection with US Hwy Bus 70 West and further identified as Johnston County Tax ID# 15079005J. The property is not located within a floodplain and no delineated wetlands exist on or near property considered for rezoning. The Future Land Use Map has identified this property and the surrounding properties as being suitable of industrial land uses. The rezoning will be consistent with the Town of Smithfield Unified Development Ordinance as all proposed future land uses and site specific development plans must meet the minimum development standards of the Town of Smithfield Unified Development Ordinance. The property considered for rezoning is immediately adjacent to other industrial zoned properties. Compatibility issues are unlikely provided that any future development is industrial in nature. Services provided in the area will include Wilsons Mills Fire Department for fire protection, Johnston County will provide water and sewer, Duke Progress Energy will provide electricity and there will be two direct street

access points to Citation Lane. The Planning Department has determined that the application is consistent with applicable adopted plans, policies and ordinances and recommends approval of the rezoning request. The Smithfield Planning Board is requested to review the petition and make a recommendation on the rezoning request of approximately 6 acres of land from the LI (Light Industrial) to the HI (Heavy Industrial) zoning district.

Mr. Lane asked how far out of a radius are adjacent property owners contacted.

Mr. Helmer said by law 200 feet out.

Mr. Foy asked what would be the difference between what Thomas Concrete would be doing versus what Gates Concrete across the road would be doing.

Mr. Helmer said Gates Concrete is a contractor that works with concrete; not a manufacturer of concrete.

Mr. Foy asked if any neighbors had complained or had concerns about the proposed rezoning.

Mr. Helmer said no but he strongly encouraged the Planning Board to receive testimony from the audience.

Sue Warrick came forward and stated her property touches the backside of the property in question. She said she owned approximately 19.18 acres adjacent to this property. She doesn't feel like other residents in the area are aware of this. They will be affected by the outcome of this decision. Last year my property went from agricultural to light industrial. However light industrial is different than heavy. We're talking about a concrete plant; noise, pollution, things going on a night and lights. I have four rental houses there and my sister and I own about 40 more acres that is still zoned agricultural. If someone from Thomas Concrete is here, I'd like them to enlighten us on their hours of operation, their lighting, where they'd go in and out on Hwy 70.

Mr. Johnson asked Ms. Warrick to point out on the map where her property was located.

Ms. Warrick walked over to the map and showed the board where her land was.

Mr. Lane asked if there are any residents adjacent to the property being considered for rezoning.

Ms. Warrick said there were tenant houses on that land.

Mrs. Daughtry said you already know this property is light industrial. If you look at the list of approved uses for LI there may be things others don't want. We have to be careful deciding who operates what and where. This area is designated to be an industrial area. It was just a matter of which industrial use would go on which lot.

Ms. Warrick asked Teresa if she would want a concrete business near her.

Mrs. Daughtry said that isn't the point, when this property was zoned light industrial that opened the door to heavy and light industrial.

Ms. Warrick said this land in question was my grandfathers. It was condemned and taken, so we had no choice but to turn it over.

Mr. Helmer said when you look at the Comprehensive Land Use Plan it shows this property being suitable for industrial. It doesn't break light and heavy industrial out. Technically the request for heavy industrial is compliant for what the Comprehensive Land Use Plan calls for.

Mr. Foy asked if the property is zoned heavy industrial, will the uses have to come before the Town Council for a Special Use Permit.

Mr. Helmer said not necessarily, some uses that are permitted by right in Heavy Industrial while others would require Special Use Permits such as an oil refinery or daycare. Batch plants such as a concrete company are a permitted use by right.

Chairman Stephen Upton pointed out that the Planning Board is only making a recommendation to the Town Council to approve or deny this rezoning request. He stated the next Town Council meeting would be held December 5th, 2017 at 7pm.

Mr. Lane asked if the Planning Board could put conditions on the rezoning.

Mr. Upton said no we can't.

Mr. Sanders asked if Town Council were to deny the rezoning, can the applicant come back and request this use in another district or go about it in a different way.

Mr. Helmer said yes I would think so. The applicant can come back and ask to amend the ordinance to allow batch plants in light industrial.

James Daniel from Thomas Concrete came forward to answer questions from the Planning Board.

Mr. Lane asked how much noise was going to come out of the plant.

Mr. Daniel said he didn't feel like there would be that much noise. They have Ready Mix plants in many urban areas and they abide by the noise ordinances. They don't have complaints, it is a manufacturing place but it isn't like a rock quarry where they pound rocks.

Mr. Foy asked Mr. Daniels to describe what Thomas Concretes does exactly.

Mr. Daniel said they manufacture Ready Mix concrete. We bring in rock, sand and cement. We mix the three together and put into a bin then into a mix truck. We plan to start with 4 trucks and as business increases we will have as many as 8 trucks.

Mrs. Daughtry asked what the hours of Thomas Concrete would be.

Mr. Daniel said typically they start at 5:00 am if they have a big pour.

Justin Hartley/ Operations Manager for Thomas Concrete Raleigh Division came forward to answer questions.

Mrs. Daughtry asked if Thomas Concrete had other locations.

Mr. Hartley said yes we have six other locations within the market.

Mrs. Daughtry asked if buffers were used at other locations due to being near residential areas.

Mr. Hartley said their downtown Raleigh plant is on the corner of West Street and Capital Blvd, is a railroad track away from a residential neighborhood. It is literally on the other side of the railroad track. Two out of their six plants are within an urban residential landscape.

Mr. Upton asked if there were any noise requirements as far as decibels.

Mr. Hartley said no there are not currently any noise requirements.

Mr. Taylor asked how many trips a day do they project these cement trucks will make.

Mr. Hartley said their ideal goal is four trips per truck per day.

Mr. Taylor said so that is 16 trips per day.

Mr. Hartley answered yes

Mr. Taylor asked if the plant runs the entire day.

Mr. Hartley said the setup for this plant being a dry patch plant, will not have consistent noise all day. The plant will not run all day.

Mr. Lane asked if the two homes in the top right corner of Ms. Warrick's land were occupied.

Mr. Upton spoke up and answered yes, they're mobile homes with cars in the yard.

Steve Yauch, owner of Carolina Electronic Assemblers as well as the whole airport part in question here, came forward. OPW runs shifts all hours of the night depending on their work load. They have at least 25 semi-trucks going in and out of there every night. There is a four

engine prop plane that comes in at the Johnston County Airport at least once sometimes twice a week. It is late, usually 10:00 at night and it is very loud. He guarantees it will be louder than anything Thomas Concrete will ever do.

Eddie Foy made a motion to close RZ-17-04, seconded by Teresa Daughtry. Unanimous.

Teresa Daughtry made a motion to approve RZ-17-04, seconded by Eddie Foy. Unanimous.

Recommended to Town Council on Dec 5, 2017.

SP-17-15 Thomas Concrete: The applicant is requesting site plan approval of a 5.6 acre batch concrete plant on property located within a HI (Heavy Industrial) zoning district. The property considered for approval is located on Citation Lane approximately 980 feet northeast of its intersection with US Hwy Bus 70 West and further identified as Johnston County Tax ID# 15079005J.

Mr. Foy said the landscape schedule for the site plan shows a lot of trees and shrubs all around the site.

Mr. Helmer said the applicant was currently exceeding minimum standards. Under the current UDO which was adopted two months ago; no longer requires landscaping between like zoning districts. The plan is currently in review, before planning staff can issue a zoning permit, we will have to make sure the site plan meets or exceeds minimum development standards.

Mr. Johnson made a motion to approve SP-17-15, seconded by Mark Lane. Unanimous.

Eddie Foy made a motion to adjourn the meeting, seconded by Teresa Daughtry.

Old Business:

No Report

New Business:

Our next Planning Board Meeting is scheduled for December 7th, 2017 at 6:00 pm.

Submitted this 6th day of November, 2017.

Julie Edmonds
Administrative Assistant
Planning Department



Request for Planning Board Action

**Application
for Unified
Development
Ordinance
Text
Amendment
ZA-17-05
Date: 12/7/2017**

Subject: Unified Development Ordinance Text Amendments
Department: Planning
Presented by: Stephen Wensman ALA, AICP, Planning Director
Presentation: Public Hearing

Issue Statement

A Unified Development Ordinance (UDO) amendment is requested that would allow for administrative approval by the UDO Administrator when major site plans and final plats are found to meet or exceed minimum development standards.

Financial Impact

There will be no financial impact to the Town.

Action Needed

To review the document, hold a public hearing and make a decision for the proposed Unified Development Ordinance text amendment.

Recommendations

The Planning Department recommends approval of the proposed amendments to Article 5 of the UDO and recommends that the Planning Board approve a statement declaring the request is consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Ordinance



Staff Report

**Public
Hearing:** **Application
for Unified
Development
Ordinance
Text
Amendment
ZA-17-05**

The proposed text amendment to Article 5 of the Town of Smithfield Unified Development Ordinance (UDO) will authorize the UDO Administrator or his designated representative approving authority on all site plans provided that minimum developments standards of UDO are met. The proposed ordinance amendment will be a return to the process that was in place prior to UDO updates that were adopted on August 2, 2017.

The proposed zoning ordinance amendment will serve to create:

- A time and cost saving development friendly process
- Simplified review process that is allowed by State statute
- Opportunities for express review of existing development expansions
- A reduction in City Council's work load
- A reduction in required paper work for both applicant and staff

Major preliminary subdivisions and planned unit developments will still require Planning Board review and Town Council approval. Special Use permits will still require Town Council approval with no Planning Board review and recommendation required.

A multi-disciplinary technical review committee as described in Article 5.5.4, that may include but is not necessarily limited to, the City Manager, Planning Department, Public Utilities Department, Fire Department, Johnston County Building Inspections and the North Carolina Department of Transportation will continue to review major site plans for compliance with published standards. Upon site plan approval, the UDO Administrator will issue a certificate of zoning compliance in accordance with Article 5.5.5 of the Town of Smithfield UDO.

DRAFT ORDINANCE # ZA-17-05
AN ORDINANCE TO AMEND ARTICLE 5 OF THE TOWN OF SMITHFIELD UNIFIED DEVELOPMENT
ORDINANCE TO ALLOW THE ADMINISTRATIVE APPROVAL OF SITE PLANS AND FINAL PLATS.

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Unified Development Ordinance by making changes to Article 5 to allow administrative approval of site plans and final plats; and

WHEREAS, it is the objective of the Smithfield Town Council to have the UDO promote regulatory efficiency and consistency and the health, safety, and general welfare of the community;

NOW, THEREFORE, be it ordained that the following Articles are amended to make the following changes set forth in the deletions (strikethroughs) and additions (double underlining) below:

Part 1

[Revise Article 5 table of contents as it pertains to minor and major site plans]

Section 5.1	Applicability	5-2
Section 5.2	Application Not Required; Waiver	5-2
Section 5.3	Zoning Verification	5-2
Section 5.4	Pre-Application Meeting and Sketch Plan	5-2
Section 5.5	Administrative Approval - Minor Site Plan, Minor Subdivision, or Major Subdivision Final Plat.....	5-4
Section 5.6	Town Council Approval Upon Planning Board Review and Recommendation - Major Site Plan or Major Subdivision Preliminary Plat.....	5-8
Section 5.7	Site Plan Requirements	5-10
Section 5.8	Subdivision Procedures	5-12
Section 5.9	Construction Drawing Review Requirements	5-18

And

[Strike" major" and "minor" as it pertains to site plans in Section 5.1 and fix a typographical error in Section 5.4.4]

SECTION 5.1 APPLICABILITY.

The purpose of this Article is to establish an orderly process to develop land within the Town of Smithfield. It is also the intent of this Article to provide a clear and comprehensible development process that is fair and equitable to all interests, including the petitioners, affected neighbors, Town staff, related agencies, the Planning Board, and the Town Council. Approved plans shall be the guiding documents for final approval and permitting.

The development review process applies to all development actions within the planning jurisdiction except for existing individual lots for single-family detached residential and two-family residential (duplex) development. The provisions of this Article shall be applicable for all Minor and Major Subdivisions, and ~~Minor and Major~~ Site Plans, except as provided in Section 5.2.

5.4.4. To ensure an appropriate level ~~or~~ of review, applicants are encouraged to submit as much information as possible. At a minimum, three copies of the sketch plan, drawn to scale, should be submitted, including the following:

And

[Strike "minor" as it pertains to site plans and requirements in Section 5.5, add "final plats" to list of administrative approvals and amend 5.5.1. Administrative Approval Flowchart]

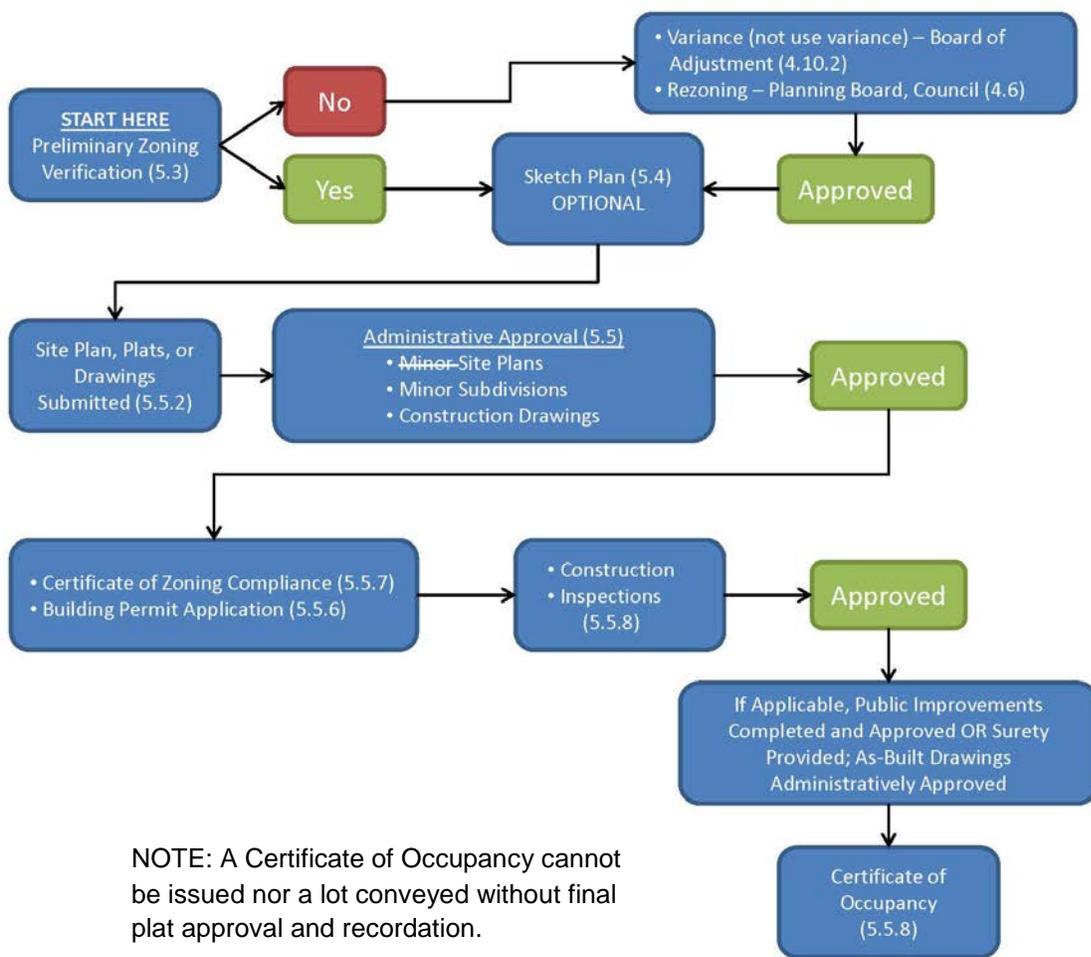
SECTION 5.5 ADMINISTRATIVE APPROVAL - MINOR SITE PLANS, AND MINOR SUBDIVISIONS AND FINAL PLATS.

Administrative approval includes the following types of development and permits:

- ~~Minor Site Plans. Include the following:~~
 - ~~Site plans which do not require: (i) Buildings or additions with an aggregate enclosed square footage of less than 2,000 square feet; (ii) a variance or modification of the requirements of this Ordinance, and otherwise comply with this Ordinance; or (iii) property, rights of way, or easement dedications to the town.~~
 - ~~Multi-family development involving fewer than ten (10) dwelling units.~~
 - ~~Parking lot expansions which comply with this Ordinance with no increase in enclosed floor area.~~
 - ~~Revision to landscaping, signage, or lighting which comply with the requirements of this Ordinance.~~
 - ~~Accessory uses which comply with the requirements of this Ordinance.~~

- Minor Subdivisions. A subdivision that does not involve any of the following: (i) the creation of more than a total of five (5) lots; (ii) the creation of any new public streets; (iii) the extension of a public water or sewer system; or (iv) the installation of drainage improvements through one (1) or more lots to serve one (1) or more other lots.
- Final Plats
- Construction and As-Built Drawings.

5.5.1. Administrative Approval Flowchart.



And

[Strike “minor” as it pertains to site plans and add “final plat” in 5.5.2 and 5.5., add new section 5.5.5 Approval]

5.5.2. ~~Minor Site Plan, Minor Subdivision Plat, Final Plat~~ or Construction Drawings Submitted for Review.

A plan of the proposed development shall be submitted in accordance with Sections 5.7 through 5.9, as applicable, and shall be accompanied by the completed application and payment of a fee as adopted by the Town Council (see Section 2.7).

5.5.5 Approval.

All required local, state and/or federal permits must be obtained prior to the approval of the site plan or final plat. If the site plan is found to meet all applicable regulations of this Ordinance, then the UDO Administrator shall issue a certificate of zoning compliance.

5.5.5. Appeal of Administrative Denial.

Administrative denial of an application for approval of a ~~minor~~ site plan, minor subdivision plat, final plat or construction drawings may be appealed by the applicant to the Board of Adjustment within thirty (30) days following written notification of denial by the UDO Administrator.

And

[Strike “minor” as it pertains to site plans and “Council” as it pertains to accepting dedicated improvements in section 5.5.8]

5.5.8. Inspections and Certificates of Occupancy.

No new building, or part thereof, shall be occupied, and no addition or enlargement of any existing building shall be occupied, and no existing building after being altered or moved shall be occupied, and no change of use shall be made in any existing building or part thereof, until the Building Inspector has issued a Certificate of Occupancy.

A certificate of occupancy shall be applied for subsequent to or concurrent with the application for a certificate of zoning compliance, and shall be issued within five (5) business days after the erection or structural alteration of such building or part shall have been completed in conformance with the provisions of this Ordinance. A temporary certificate of occupancy for a portion of a structure may be issued for a portion or portions of a building which may safely be occupied prior to final completion and occupancy of the entire building or for other temporary uses. A certificate of occupancy shall not be issued unless the proposed use of a building or land conforms to the applicable provisions of this Ordinance. If the certificate of occupancy is denied, the Building Inspector shall state in writing the reasons for refusal and the applicant shall be notified of the refusal.

For all developments, excluding single-family residential uses, prior to the issuance of a certificate of occupancy by the Building Inspector, a final zoning inspection shall be conducted to ensure that the approved plan has been followed and all required improvements have been installed to Town standards.

The Town Council must have accepted the offer of dedication for all publicly dedicated improvements, including roadways, contingent upon the recordation of the final plat or provision of performance guarantees approved by the Town Council as specified in Section 5.8.2.6.

For ~~Minor~~ Site Plans and Minor Subdivision Final Plats, an as-built survey and as-built construction drawings shall be submitted to the UDO Administrator by the developer upon completion of the building foundation(s) to ensure that setbacks and building orientation match the approved site plan. If the survey shows that the placement of the building is incorrect, then the UDO Administrator shall issue a stop-work order and all construction shall be halted until the problem is remedied (see Section 1.8).

And

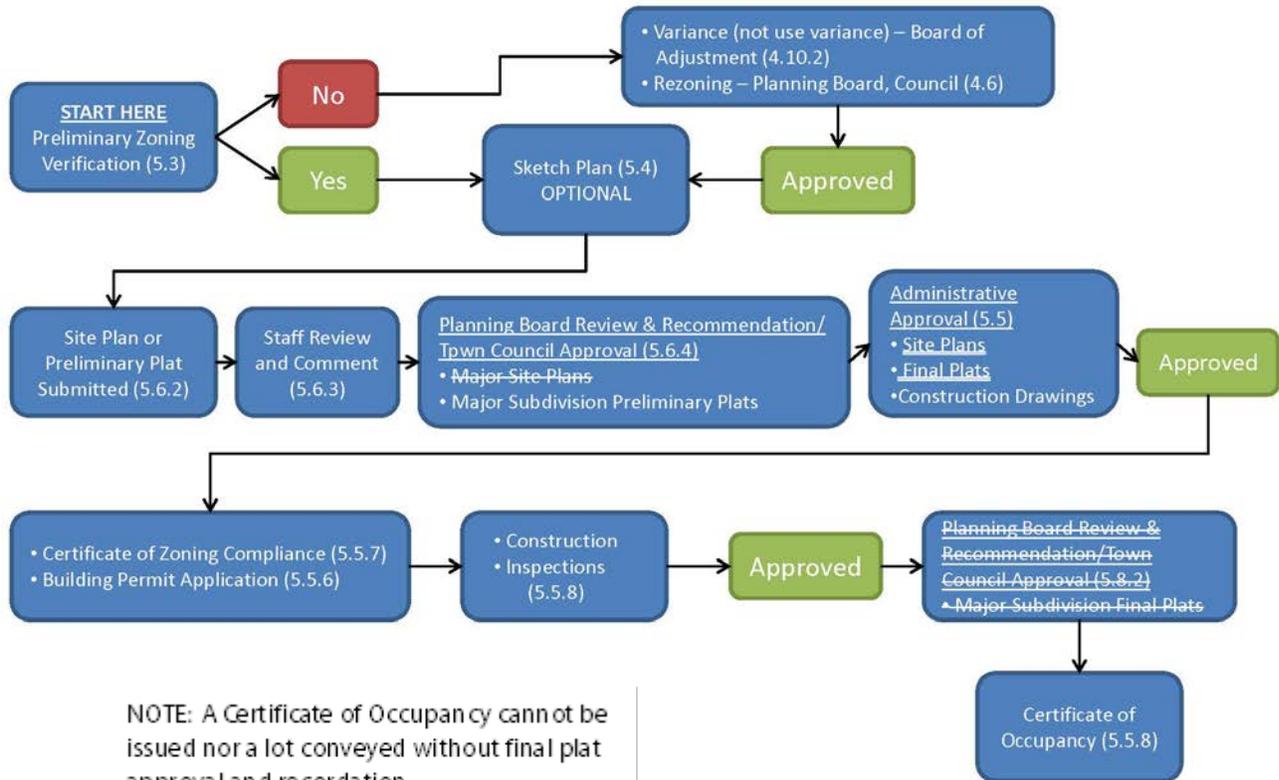
[Strike “ major” and “final plats” as it pertains to Planning Board and Town Council approvals of Major Subdivision Preliminary Plats in 5.6 and amend flow chart in section 5.6.1]

SECTION 5.6 TOWN COUNCIL APPROVAL UPON PLANNING BOARD REVIEW AND RECOMMENDATION - MAJOR SITE PLAN OR MAJOR SUBDIVISION PRELIMINARY. AND FINAL PLATS.

Town Council Approval Upon Planning Board Review and Recommendation applies to the following:

- ~~Major Site Plans. Includes all site plans for projects not meeting the requirements for a minor site plan.~~
- Major Subdivision Preliminary and Final Plats. Includes all subdivisions not meeting the requirements for a minor subdivision.

5.6.1. Town Council Review and Approval Flowchart.



And

[Strike “major site plans” and “construction drawings” as they pertain to Planning Board and Town council review in sections 5.6.2, strike section 5.6.5, strike the requirement that final plats be review and approval of final plats be submitted to and reviewed by the Planning Board and Council in section 5.8, and strike “minor” and “major” as it pertains to site plans with construction plan submittals for site plans in section 5.9.1]

5.6.2. Major Site Plan, Major Subdivision Preliminary Plat, or Construction Drawings Submitted for Review.

All ~~major site plans~~ and major subdivision preliminary plats shall be submitted in accordance with Sections 5.7 through 5.9, as applicable, and shall be accompanied by the completed application and payment of a fee as adopted by the Town Council (see Section 2.7). All ~~major site plans~~ and major subdivision preliminary plats shall be submitted twenty-one (21) days in advance of the Planning Board meeting at which they are to be reviewed.

5.6.5. Approval.

All ~~required local, state, and/or federal permits must be obtained prior to the approval of the site plan or final plat. If the site plan or final plat is found to meet all of the applicable regulations of this Ordinance, then the UDO Administrator shall issue a certificate of zoning compliance for site plans or submit final subdivision plats to the Planning Board/Town Council for approval.~~

SECTION 5.8 SUBDIVISION PROCEDURES.

5.8.2. Review Procedure for Major Subdivisions.

5.8.2.2. Final Plat.

5.8.2.2.2. Within 24 months after approval of the preliminary plat by the Town Council, the subdivider shall submit a final plat showing that he or she has completed the subdivision according to the preliminary plan and phasing plan (if applicable). The final plat may include all or only a portion of the subdivision as proposed and approved on the preliminary subdivision plat, provided that all required improvements have been installed as called for in the approved preliminary plat or a surety bond or similar financial instrument has been approved by the Town Council, in accordance with Section 5.8.2.6.

The UDO Administrator shall determine whether or not the final plat substantially agrees with the approved preliminary plan ~~and submit to the Planning Board/Town Council for approval.~~ If substantial differences exist, the Town Council may deny the final plat and require that a new preliminary plat be submitted. If the plat substantially agrees with the preliminary plat, the Town

~~Council upon recommendation of the Planning Board~~ shall approve the final plat within thirty (30) days after first consideration, if the Town Council has accepted the publicly dedicated improvements or approved a performance bond agreement. Only after the final plat has been approved and recorded at the Johnston County Register of Deeds office shall any lots be transferred or conveyed. The plat must be recorded within 30 days after approval.

5.9.1. Applicability and Process.

The Construction Drawings for ~~Minor Site Plans, Major Site Plans,~~ and Major Subdivision Preliminary Plats shall be submitted with the site plan or preliminary plat. The construction drawings shall be reviewed concurrent with the ~~major~~ site plan or major subdivision preliminary plat. Construction drawings shall be approved administratively prior to the issuance of a zoning permit.

PART 2

That the Unified Development Ordinance shall be renumbered as necessary to accommodate these changes.

PART 3

That these amendments of the Unified Development Ordinance shall become effective upon adoption.

Duly adopted this the 2nd day of January 2018.

M. Andy Moore, Mayor

ATTEST

Shannan L. Williams, Town Clerk

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
TEXT AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD PLANNING BOARD
ZA-17-05**

Whereas the Smithfield Planning Board, upon acting on a text amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to approve a statement describing how the action is consistent with the Town of Smithfield *Comprehensive Growth Management Plan*; and

Whereas the Smithfield Town Council, upon acting on a text amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to provide a brief statement indicating how the action is reasonable and in the public interest.

NOW THEREFORE, BE IT ADOPTED BY THE SMITHFIELD TOWN COUNCIL AS APPROPRIATE:

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE IS ADOPTED,

That the final action regarding text amendment ZA-17-05 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the public hearing; and

It is the objective of the Town of Smithfield Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The text amendment promotes this by offering fair and reasonable regulations for the citizens and business community of the Town of Smithfield as supported by the staff report and attachments provided to the Town Council and information provided at the public hearing. Therefore, the amendment is reasonable and in the public interest.

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE FAILS,

That the final action regarding text amendment ZA-17-05 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

It is the objective of the Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The text amendment does not promote this and therefore is neither reasonable nor in the public interest.



PLANNING DEPARTMENT
Stephen Wensman, ALA, AICP
Planning Director

Notice Of Public Hearing

Notice is hereby given that a public hearing will be held before the Planning Board of the Town of Smithfield, N.C., on Thursday, December 7, 2017 at 6:00 P.M., in the Town Hall Council Chambers located at 350 East Market Street to consider the following request:

ZA-17-05 Town of Smithfield: The Planning Department is requesting an amendment to Town of Smithfield Unified Development Ordinance (UDO), Article 5 that will allow for administrative approval of site plans and final plats when found to meet or exceed minimum development standards of the UDO.

All interested persons are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the town office if you need assistance. Further inquiries regarding this matter may be directed to the Smithfield Planning Department at (919) 934-2116 or online at www.smithfield-nc.com.

**Run "Legal Ad" in the News and Observer on 11/24/17 and
Run "Legal Ad" in the Smithfield Herald on 11/29/17**



**Staff Unified
Presentation Development
& Planning Ordinance
Board Text
Discussion Amendments**

12/7/2017

The Planning Board plays a vital role as advisory to the Town Council in the matter of guiding and accomplishing a coordinated and harmonious development of the area within the Town jurisdiction. The Unified Development Ordinance (UDO) Article 3 states the duties of the Planning Board include the development and recommending of policies, ordinances, administrative procedures, and other means for carrying out plans in a coordinated and efficient manner.

UDO Article 3.3.6.1 allows the Planning Board to initiate from time to time proposals for amendments of the UDO and Zoning Map, based upon its studies and plans. The Planning Board is tasked to review and make recommendations to the Town Council concerning all proposed amendments to the UDO and Zoning Map.

UDO Article 3.3.6.1 also requires the Planning Board and Planning Department to meet once per quarter to discuss the UDO, its application, any problems, and any changes that may be needed. This meeting can occur as part of any regularly scheduled meeting.

The Planning Staff has been administering the UDO since its adoption on August 2, 2017 and has noted several perceived deficiencies deserving of consideration for amendment. Planning Staff will be initiating these zoning text amendment and topics, as agendas allow, to fix these issues in an ongoing manner. The process will introduce the topic and issue at a regularly scheduled meeting. Then, a detailed draft of the amendment will be submitted at a subsequent meeting for a Planning Board recommendation that will be forwarded to Town Council.

The Planning Board's topics/issues for the December 7, 2017 meeting are:

- Flag Lots
- Cul-de-sac lengths

The Planning Board is encouraged to read the UDO sections on the topics for this meeting and come prepared to further explore the issues in detail. You may find a digital copy easier to read and a searchable copy can be found at WWW.Smithfield-NC.com



Planning Board Meeting Schedule 2018

Thursday, January 4, 2018

Thursday, February 1, 2018

Thursday, March 1, 2018

Thursday, April 5, 2018

Thursday, May 3, 2018

Thursday, June 7, 2018

Thursday, July 5, 2018

Thursday, August 2, 2018

Thursday, September 6, 2018

Thursday, October 4, 2018

Thursday, November 1, 2018

Thursday, December 6, 2018

****All meetings begin at 6pm****