

**TOWN OF SWANSBORO
PLANNING BOARD
REGULAR MEETING AGENDA**

**December 7, 2021
Tuesday, 5:30 PM**

**Town Hall Community Room
601 W. Corbett Avenue**

1. Call to Order

2. Minutes

A. November 10, 2021, Special Meeting

3. Business

A. Church, School and Public Building Signage

An amendment is proposed to remove Section 152.271, Additional Signs as Special Use, from the Unified Development Ordinance. It is not clear why the requirement to obtain a special use permit exists specifically for church, school and public building signs as these are typically non-intrusive sign types. Additionally, the amendment would remove the reference to banners, special events signs, etc. as they are addressed under Sections 152.268 and 152.269 of the ordinance.

The amendment would also add language under Section 152.270 to require a sign permit for church, school and public building (non-governmental) signage, and to establish sign size requirements.

***Action Needed:** A motion to recommend an amendment to Section 152.270, Signs Requiring a Permit and Fee, and Section 152.271, Additional Signs as Special Use, of the Unified Development Ordinance.*

4. Staff Comments

Planning Board Program of Work Update

5. Chairman/Board Thoughts/Staff Comments

6. Adjournment

**TOWN OF SWANSBORO
PLANNING BOARD
SPECIAL MEETING MINUTES
NOVEMBER 10, 2021**

Call to Order

The meeting was called to order at 5:30 pm. Board members in attendance were Michael Favata, Christina Ramsey, Scott Chadwick, Jeff Conaway, and Ed McHale. The board had 2 vacancies.

Minutes

On a motion by Mrs. Ramsey seconded by Mr. Conaway, the minutes for October 5, 2021, regular meeting were approved unanimously.

Business

Political Sign Ordinance Amendment

Planner Jennifer Ansell reviewed that an amendment was proposed to clarify the allowances for political signs due to an inadequacy within the current ordinance which was recently discovered. The amendment sought to do the following:

- 1) Align the ordinance regulations with NC GS § 136-32, Regulation of signs;
- 2) Remove the requirement for a sign permit;
- 3) Clarify the penalties for placement of signs which do not meet these criteria;
- 4) Clarify the types of signage allowed under this section; and
- 5) Clarify the size limitations for signage under this section.

In response to inquires from the Board, Mrs. Ansell clarified the following:

- The proposed changes would have prevented the resent political sign issues where a candidate erected signs that were too large then split them to bring them into compliance.
- The number of signs could not be limited on state roads.
- Candidates that violated the ordinance would be given notice to comply before removal and/or disposal of signs not in compliance.

Board members discussed limiting the number of signs to prevent so much congestion during the political season and considered language changes to be more specific with restrictions on size and composition.

On a motion by Mr. Conaway, seconded by Mrs. Ramsey the item was tabled for further language consideration and for limiting the number of signs to be reviewed by the Town attorney. The motion was unanimous.

Planning Board Program of Work Review

Board agreed to focus on commercial nodes, RA zoning amendments, and the return of the political sign ordinance.

Adjournment

On a motion by Mr. Chadwick, seconded by Mr. McHale, the meeting adjourned at 6:04 pm.



Planning Board Agenda Item Submittal

Item to Be Considered: **Church, School and Public Building Signage**

Board Meeting Date: **December 7, 2021**

Prepared By: **Jennifer Ansell, Planner**

Overview: An amendment is proposed to remove Section 152.271, Additional Signs as Special Use, from the Unified Development Ordinance. It is not clear why the requirement to obtain a special use permit exists specifically for church, school and public building signs as these are typically non-intrusive sign types. Additionally, the amendment would remove the reference to banners, special events signs, etc. as they are addressed under Sections 152.268 and 152.269 of the ordinance.

The amendment would also add language under Section 152.270 to require a sign permit for church, school and public building (non-governmental) signage, and to establish sign size requirements.

Action Needed: A motion to recommend an amendment to Section 152.270, Signs Requiring a Permit and Fee, and Section 152.271, Additional Signs as Special Use, of the Unified Development Ordinance.

Pursuant to NC GS 160D-604, when conducting a review of proposed zoning text or map amendments, the Planning Board shall advise and comment on whether the proposed action 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 Board of Commissioners that addresses plan consistency and other matters as deemed appropriate, 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 Board of Commissioners.

Attachments

Proposed Ordinance

Planning Board Statement of Consistency

ORDINANCE 2021-O?
**AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE
TO CLARIFY THE ALLOWANCES FOR CHURCH, SCHOOL AND
PUBLIC BUILDING SIGNAGE**

WHEREAS North Carolina General Statute 160D-605 requires that zoning regulations shall be made in accordance with a Comprehensive Plan; and

WHEREAS NCGS 160D-605 also states that when adopting or rejecting any zoning text or map amendment, the governing board shall approve a brief statement describing whether its action is consistent or inconsistent with an adopted comprehensive plan; and

WHEREAS the Board of Commissioners finds that the proposed text amendment is consistent with the current Comprehensive Plan, specifically the CAMA Land Use Plan, Land Use Compatibility, Create Zoning Standards that Enhance the Function and Appearance of the Gateway Corridor; and Implementation Recommendations and Strategies, Other Community Priorities, Enhance Appearance and Maintain Small Town Coastal Character, and considers the action taken to be reasonable and in the public interest.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Unified Development Ordinance is amended as follows:

TITLE XV: LAND USAGE

CHAPTER 152: UNIFIED DEVELOPMENT ORDINANCE

SIGNS

§ 152.270 SIGNS REQUIRING A PERMIT AND FEE.

No sign can exceed the allowed square footage without a variance.

(P) Church, School and Public Building (non-governmental) Signs. Shall meet the following criteria:

(1) Each tract of land shall be permitted one monument sign. See division (G) of this section.

(2) Signage on the building shall not exceed one square foot per one linear foot of principal building frontage. The square footage permitted can be equally distributed on the site allowing for signage on multiple structures not to exceed the total allotted.

~~§ 152.271 ADDITIONAL SIGNS AS SPECIAL USE.~~

~~The following types of signs shall be a “special use” in all districts (refer to §§ 152.210 through 152.211).~~

~~A) Signs for churches, schools, or public buildings provided that the sign shall not have more than two sides and the area of each side shall not exceed 32 square feet.~~

~~B) Signs for accessory uses in the kinds of uses described in the immediately preceding subparagraph, provided that the sign is consistent in appearance with the principal sign,~~

the accessory use sign has no more than two sides, and the area of each side of each accessory use sign shall not exceed 20 square feet.

C) Banners, special event signs, bazaar signs, and temporary signs shall not require a special use permit. These signs will require a permit issued by the Administrator.

PLANNING BOARD STATEMENT OF CONSISTENCY

Church, School and Public Building Signage

During its December 7, 2021 regular meeting, the Town of Swansboro Planning Board recommended proposed amendments to the Unified Development Ordinance related to church, school and public building signage under Sections 152.270 and 152.271.

This proposed amendment serves to clarify the allowance for church, school and public building signage and is **consistent** with the current Comprehensive Plan, specifically the CAMA Land Use Plan, Land Use Compatibility, Create Zoning Standards that Enhance the Function and Appearance of the Gateway Corridor; and Implementation Recommendations and Strategies, Other Community Priorities, Enhance Appearance and Maintain Small Town Coastal Character, and has been recommended for **approval** by the Planning Board.

This statement reflects the recommendation of the Town of Swansboro Planning Board this the 7th day of December 2021.

Vote

Scott Chadwick, Planning Board Chairperson