

**AGENDA**  
**Regular Meeting of the**  
**Aberdeen Planning Board**

February 19, 2015  
Thursday, 6:00 pm

Robert N. Page Municipal Building  
Aberdeen, North Carolina

1. Call to Order
2. Informational Moment
3. Approval of Agenda
4. Approval of Minutes
  - a. Regular Meeting of January 15, 2015.
5. New Business
  - a. Conditional Use Permit CUP #15-01 for Assembling of Goods at 303 Fields Drive.
  - b. UDO Text Amendment UDO #15-01 Regarding Business Signage
6. Old Business
  - a. General Updates
7. Adjourn

SPECIAL ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES OR  
IMPAIRMENTS WILL BE MADE UPON REQUEST TO THE EXTENT THAT  
REASONABLE NOTICE IS GIVEN TO THE TOWN OF ABERDEEN

**MINUTES**  
**Regular Meeting of the**  
**Aberdeen Planning Board**

January 15, 2015  
Thursday, 6:30 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Planning Board met Thursday, January 15, 2015 at 6:30 p.m. for the Regular Board Meeting. Members present were Chairman Johnny Ransdell, Tim Marcham, Richard Gergle, Janet Peele, Ken Byrd, alternate Ron Utley, and alternate Peter Koch. Members not present were Kelvin Watson and Raymond Lee. Others in attendance were Planning Director Pam Graham, Permit Technician Amy Fulp, Planner Jae Kim, Pat MacNamara, Chris Glider, Maurice Holland, and Brenda Simmons.

A training session was held for the Planning Board by Attorney T.C. Morphis at 5:15 p.m.

1. Call to Order

Chairman Ransdell called the meeting to order at 6:30 p.m.

2. Informational Moment

Chairman Ransdell thanked Attorney T. C. Morphis for his training session with the Planning Board.

3. Approval of Agenda

A motion was made by Ken Byrd, seconded by Richard Gergle, to approve the agenda of the Regular Meeting for January 15, 2015. Motion unanimously carried.

4. Approval of Minutes

A motion was made by Richard Gergle, seconded by Peter Koch, to approve the minutes of the Regular Meeting of December 18, 2014. Motion unanimously carried.

5. New Business

All parties who expected to give evidence or testimony were sworn in before doing so.

- a. Conditional Use Permit CU #14-06 for Indoor Gun Range in the IH (Heavy Industrial) District.

Planning Director Graham gave a presentation on Conditional Use Permit CU #14-06 for Indoor Gun Range in the IH (Heavy Industrial) District.

Richard Gergle asked what the member's lounge will serve and Pat MacNamara stated coffee and snacks but there will be no alcohol.

Ron Utley asked is there an age limit for the firing range. Planning Director stated that can be added to the recommended conditions but she is not aware of any discussion on age limit.

Ron Utley had concerns about the 44 parking spaces not being enough. Pat MacNamara stated the occupancy will be controlled and will not be a free for all where people will be waiting.

Ken Byrd had concerns about the parking and weapons being carried in the parking lot. He would also like to talk about adding some vegetation near the main road.

Ron Utley asked in order to make sure this company uses the proposed operation given should it be put in as a recommended condition and Planning Director Graham said yes that is certainly an option.

Chairman Ransdell asked what the hours of operation will be and Chris Glider said he is unsure but it may be 9 a.m. until 9 p.m. Pat MacNamara stated it has not been determined yet but they will probably be open 6 days a week.

Ron Utley asked if they have determined an age limit. Ron Utley stated he has a problem with anyone under the age of 18 handling a firearm and they need to have some type of age restriction.

Ken Byrd suggested adding to condition #4 that the Police Chief will review with the owners an appropriate age for accompanied minors along with no unaccompanied minors allowed.

Chairman Ransdell asked will they be selling firearms and Chris Glider said they would like to but he is unsure at this time.

Motion 1 made by Ken Byrd, seconded by Janet Peele, CU #14-06 is within the jurisdiction of the Planning Board according to the Table of Permissible Uses. Motion unanimously carried.

Motion 2 made by Ken Byrd, seconded by Peter Koch, CU #14-06 is complete as submitted. Carried by a vote of 5 to 1, Ron Utley opposed.

Motion 3 made by Ken Byrd, seconded by Richard Gergle, CU #14-06, if completed as proposed, will comply with all requirements of the UDO. Motion unanimously carried.

Motion 4 made by Ken Byrd, seconded by Peter Koch, CU #14-06 satisfies Finding #1: will not endanger public health or safety. Carried by a vote of 5 to 1, Ron Utley opposed.

Motion 5 made by Janet Peele, seconded by Richard Gergle, CU #14-06 satisfies Finding #2: will not substantially injure the value of adjoining or abutting property. Motion unanimously carried.

Motion 6 made by Peter Koch, seconded by Tim Marcham, CU #14-06 satisfies Finding #3: will be in harmony with the area in which it is located. Motion unanimously carried.

Motion 7 made by Janet Peele, seconded by Ken Byrd, CU #14-06 satisfies Finding #4: will be in general conformity with Land Use Plan or other plans specifically adopted by the Board. Motion unanimously carried.

Planning Director Graham asked about adding anything to the recommended conditions. Ken Byrd wanted to add to condition #4 that the Police Chief will review with the owners to determine an appropriate age for accompanied minors to have access to the firing range. He also wanted to be specific that there will be no unaccompanied minors allowed in the facility.

Planning Director Graham asked about the recommendation to ensure that the proposal is built using the system that has been proposed. Ken Byrd suggested that the exact system that they are calling for needs to be installed. Attorney T. C. Morphis suggested using language such as proposed by applicant. Chairman Ransdell suggested using the language of this system or equivalent.

Planning Director Graham suggested adding a recommendation that required parking may be reduced to no less than 44 spaces to eliminate excessive parking at the site.

Ken Byrd suggested adding that trees be planted along Pine Street. Planning Director Graham stated she thinks that the screening requirements will call for that but it can also be added as a condition.

Ron Utley asked to add as a condition that no consumption of alcohol can be consumed on the premises or in the parking lot.

Planning Director Graham read over the amended recommended conditions.

Ron Utley asked to have an age put on minor. Janet Peele and Ken Byrd had a problem with putting an age on minor. Ken Byrd asked to leave it the way it is worded right now and let the Police Chief weigh in on it.

Chairman Ransdell asked Ron Utley if he wanted to put his recommendation in the form of a motion and have the Planning Board vote on it. Ron Utley stated if they have not come with a consensus of age as a Board then there is no use in making a motion as to what that age shall be.

Motion 8 made by Ken Byrd, seconded by Janet Peele, based on the Findings of Fact and the evidence presented, the Planning Board:

- Recommends approval with conditions as amended of CU #14-06 as follows:
  1. Conditional Use Permits (CUPs) run with the land and as such CU #14-06 applies to the entirety of the property reflected in Parcel ID #20060678. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
  2. The proposed use is authorized by the CUP, however, approval of CU #14-06 is contingent on a successful inter-departmental review to insure that the development has met all Federal, State, and local regulations and permitting requirements, as well as any conditions attached to the CUP approval.
  3. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Notice to Proceed by the Planning Department.
  4. As required by the UDO, the proposal shall be reviewed by the Police Chief and a written report of the Chief's findings regarding the proposal's impacts to public safety shall be provided to the Board of Commissioners prior to the Public Hearing for CU #14-06. The Police Chief will review with the owners to determine an appropriate age for accompanied minors to have access to the firing range.
  5. No unaccompanied minors, minor as defined by the State of North Carolina, are to be allowed in the facility.
  6. Approval of CU #14-06 is contingent on documentation that the proposal meets or exceeds the guidelines and recommendations for design, construction, operation and management provided by the National Rifle Association, National Shooting Sports Foundation, the US Occupational Safety and Health Administration, and the National Institute of Occupational Safety and Health.

7. The use of ammunition caliber in excess of .50 caliber shall be prohibited within the facility.
8. The facility shall conduct airborne lead exposure measurements to make an initial determination to assess the airborne lead levels within the first thirty (30) days of operation and shall provide a copy of the results to the Planning Department. Subsequent monitoring assessments and any corrective action as required by the Federal OSHA General Industry Lead Standard (29 CFR 1910.1025) shall be reported to the Planning Department in all cases where testing indicates levels in excess of the OSHA standard.
9. The firing range area shall be required to operate under a ventilation system separate from the remainder of the building, utilizing High Efficiency Particulate (HEPA) filtration of all air exhausted from the range.
10. The facility shall employ an automatic range shutdown device designed to curtail range activity should any segment of the filtration system fail.
11. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the Planning Department prior to installation.
12. The operation will be required to comply with Town of Aberdeen noise regulations.
13. The Total Containment Trap and Air Conveyor System as proposed by applicant shall be adhered to or a demonstrated equivalent. Deviations will require an amendment to the CUP or reapplication as directed by the UDO. Documentation of the system as installed is to be provided to the Planning Department.
14. Required parking may be reduced to no less than 44 spaces to eliminate excessive parking at the site.
15. Landscape and screening requirements as directed by the UDO shall be complied with.
16. Consumption of alcoholic beverages shall be prohibited on the property to include the building and parking areas.

Carried by a vote of 5 to 1, Ron Utley opposed.

- b. Special Use Permit SU #15-01 for Home Day Care Submitted by Brenda Simmons.

Planning Director Pam Graham gave a presentation on Special Use Permit SU #15-01 for Home Day Care Submitted by Brenda Simmons.

Brenda Simmons addressed the Board and gave a brief description of herself and her job abilities. Ms. Simmons stated she feels like there is a need for daycares.

Maurice Holland spoke to the Planning Board as to the characteristics of Ms. Simmons: her abilities and standards. He asked the Planning Board to approve this for Ms. Simmons.

Ken Byrd asked what the hours of operation are and Ms. Simmons stated 6 a.m. until 6 p.m.

Planning Director Graham read over the recommended conditions.

Motion 1 made by Ron Utley, seconded by Peter Koch, SU #15-01 is within the jurisdiction of the Planning Board according to the Table of Permissible Uses. Motion unanimously carried.

Motion 2 made by Tim Marcham, seconded by Janet Peele, SU #15-01 is complete as submitted. Motion unanimously carried.

Motion 3 made by Janet Peele, seconded by Richard Gergle, SU #15-01, if completed as proposed, will comply with all requirements of the UDO. Motion unanimously carried.

Motion 4 made by Richard Gergle, seconded by Tim Marcham, SU #15-01 satisfies Finding #1: will not endanger public health or safety. Motion unanimously carried.

Motion 5 made by Ken Byrd, seconded by Ron Utley, SU #15-01 satisfies Finding #2: will not substantially injure the value of adjoining or abutting property. Motion unanimously carried.

Motion 6 made by Peter Koch, seconded by Janet Peele, SU #15-01 satisfies Finding #3: will be in harmony with the area in which it is located. Motion unanimously carried.

Motion 7 made by Ken Byrd, seconded by Peter Koch, SU #15-01 satisfies Finding #4: will be in general conformity with Land Use or other plans specifically adopted by the Board. Motion unanimously carried.

Motion 8 made by Richard Gergle, seconded by Ken Byrd, based on the Findings of Fact and the evidence presented, the Planning Board:

- Issues approval with conditions of SU #15-01 as follows.

1. The home day care is limited to five (5) preschool age children including preschoolers living in the home and up to three school-age children. The special use permit does not provide for licensing as a child care center (6 or more preschoolers.)
2. No advertising signage shall be placed on the property related to the special use permit.
3. A copy of the license as issued by the Division of Child Development, NC Department of Health and Human Services (DHHS) shall be provided to the Planning Department before operation begins. All DHHS requirements shall be met and maintained for continued operation and licensing of the home day care.
4. A minimum of 200 square feet, exclusive of closets, passageways, kitchens, and bathrooms shall be dedicated for the home occupation during operating hours.
5. Adequate fenced outdoor play area as determined by DHHS shall be provided.
6. Available parking shall include parking for all personal vehicles belonging to those living in the home and a minimum of one space for drop-offs.
7. Building and Fire Inspections and Town of Aberdeen Business License are required prior to beginning operation, all to be coordinated through the Planning Department.

Motion unanimously carried

6. Old Business

a. General Updates

Ken Byrd gave an update concerning the Friends of Aberdeen Library.

7. Adjourn

A motion was made by Peter Koch, seconded by Ron Utley, to adjourn the meeting. Motion unanimously carried.

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Amy Fulp, Permit Technician  
Minutes were completed in  
Draft form on February 12, 2015.

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Johnny Ransdell, Chairperson  
Minutes were approved on  
February 19, 2015.



**Town of Aberdeen Planning & Inspections Department**

115 N. Poplar Street PO Box 785  
Aberdeen, NC 28315  
(910) 944-7024

**MEMORANDUM TO THE PLANNING BOARD – February 19, 2015 – Agenda Item #5a**

**Applicant:**

Sean Goggin,  
on behalf of  
Latitude Camper  
Company

**Request:**

Conditional Use  
Permit CU #15-01  
for a Light  
Manufacturing  
Facility

**Location:**

303 Fields Drive

**Parcel ID:**

00047303

**Zoning:**

C-I (Commercial/  
Light Industrial)

**Existing Use:**

Vacant (building is  
existing)

**Prepared by:**

Pamela Graham,  
Planning Director

**Description of Conditional Use Permit Request**

Sean Goggin requests a conditional use permit (CUP) for a light manufacturing facility on property located at 303 Fields Drive in Aberdeen. The proposed activity falls under the UDO Table of Permissible Uses #4.110 Manufacturing, processing, creating or assembling of goods, merchandise and equipment – all operations conducted entirely within a fully enclosed building. The applicant seeks approval of the use, subject to final site and building plan approval by staff.

**Procedural Issues**

§152-146 Table of Permissible Uses of the Town of Aberdeen Unified Development Ordinance (UDO) requires that uses in the 4.110 category receive approval by the Town Board, and a recommendation by the Planning Board, for a conditional use permit. *A recommendation is within the authorized jurisdiction of the Planning Board.*

The UDO directs in §152-54 that the Planning Board shall make a recommendation for issuance of a conditional use permit unless it concludes, based upon the information submitted, that:

1. The requested permit is not within its jurisdiction according to the Table of Permissible Uses, or
2. The application is incomplete, or
3. If completed as proposed in the application, the development will not comply with one or more requirements of this chapter. (The “chapter” in this context is the UDO).

Furthermore, even if the Planning Board finds that the application complies with all other provisions of this chapter, it may still deny the permit if it concludes, based upon the information submitted, that if completed as proposed, the development, more probably than not,

1. Will materially endanger the public health or safety, or
2. Will substantially injure the value of adjoining or abutting property, or
3. Will not be in harmony with the area in which it is to be located, or
4. Will not be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town Board.

Following a recommendation to the Town Board for approval or denial of an application, the item will be scheduled for a public hearing where public input can be accepted by the Town Board in advance of a final decision. The Town Board acts in a quasi-judicial capacity when considering a conditional use permit application and shall consider the recommendations of the Planning Board and staff in their decision. Though they are not bound by those recommendations, they are required to use the same criteria in formulating their decision as is used by the Planning Board in their recommendation.

Subsequent to an approved CUP, the applicant will be required to submit additional information as determined to be necessary for staff review to insure that the development has met all Federal, State and local regulations and permitting requirements, as well as any conditions attached to the CUP approval. No permits authorizing operation shall be issued until compliance with all applicable regulations and conditions has been demonstrated.

### **Zoning** (Exhibit attached)

The property is located on Fields Drive, approximately 230 feet from its easternmost intersection with Highway 5. Fields Drive is a loop road, making two connections with the highway and providing access to the area businesses in what is known as Sandhills Business Park. The zoning in the area of Fields Drive is Commercial/Light Industrial (C-I). The C-I District is intended primarily for industries that can be operated in a relatively clean and quiet manner that will not be obnoxious to adjacent residential or business districts. The regulations of this district are designed to prohibit the use of land by heavy industry, which should be properly segregated, and to prohibit any other use that would substantially interfere with the development of industrial establishments in the district.

The attached Vicinity Zoning map shows the parcel abuts other C-I zoned properties on all sides and extending for significant distances along the Highway 5 corridor in both directions. The nearest non-C-I zoned parcel is over 800 feet to the north and is an undeveloped portion of The Pit Golf Course. The nearest residences are the townhomes at The Pit and are located over 1/4 mile away from the subject property.

### **Existing Site Conditions** (Exhibit attached)

The existing structure on the property, currently vacant, is a one story metal building containing approximately 3,500 square feet. The parcel itself contains .923 acres. Other businesses in the park include Elite Roofing (on an adjacent parcel), Classic Signs, Blarney Stoneworks, Boles Heating & Air Supply, Ferrell Gas, and Moore Brick and Stone. McMurray Fabrics is located on the parcel directly behind the subject property, on Vann Place. The property shares a +/- 35 foot wide entry drive with Elite Roofing, provides a gravel parking area to accommodate no less than eleven vehicles beside the building and a separate gravel drive on the opposite side that provides access to the rear of the property. The parcel is approximately 320 feet deep with 120 feet of road frontage. Existing parking is adequate to meet UDO requirements of one space per each employee on the major employment shift.

### **Description of Proposal**

The applicant proposes a facility that facilitates the production of on/off road soft-top camper trailers. The anticipated activities include design, final assembly, and shipment of the product. The applicant has stated that

all the manufacturing processes will take place inside the existing structure, with shipment activities to be scheduled during daylight hours and within the boundary of the property. An existing chain link fence encloses the rear yard of the property with a lockable gate. No exterior changes to the building or additional construction activities are anticipated with the exception of signage, which will be considered under separate application. *Staff has deemed the application to be complete.*

### **General Conformity with Plans**

The 2030 Land Development Plan Future Land Use Map adopted in 2005 identifies this project area as commercial, which is consistent with the current zoning and the existing uses in the vicinity of the property. The Plan itself addresses the type of operation proposed in this application by stating that Aberdeen had more than enough commercial space to handle future growth and that a significant need to designate future industrial properties did not exist at the time of the Plan's adoption. Staff has located no additional references in other plans adopted by the Town that would be applicable to the proposal. *The proposal is considered by staff to be in general conformity with the adopted Land Development Plan.*

### **Findings of Fact**

The Planning Board must consider the following findings of fact in recommending a decision to the Board of Commissioners regarding conditional use permits:

1. Will the activity materially endanger public health or safety? *The application states that the company designs, manufactures and retails high quality SAE/DOT approved and compliant on/off road soft-top camper trailers. The low rate production team will design and perform final assembly and shipment of the product using industry standard processes and SAE techniques for procurement and final assembly. The facility arrangements and operating procedures will comply with current OH&S guidelines for small business manufacturers exclusive of petro-chemical activities.*
2. Will it substantially injure the value of adjoining or abutting property? *The application states that the property will facilitate a design and procurement office and final assembly and quality warehouse. All manufacturing processes will take place inside the lighted and environmentally controlled space within the internal structure of the facility. Arrangements have been made with the property owner to provide continuous improvement to the interior and exterior of the building and property. The shop equipment is maintained continuously and placed in a safety zone when not in use. Exterior shipment movements will be supervised by trained personnel in the on-load and off-load of trucks and trailers, in daylight hours within the boundaries of the property exclusive of easements. Shipping trucks and trailers will not remain longer than two hours on the property at any one time.*
3. Will it not be in harmony in the area in which it is to be located? *The application states that the company has plans for continuous upgrade and maintenance of the property to include storefront signage, area maintenance of greenery and general improvement of exterior flora. All of the schedule workflows will be conducted on the confines of the property and in the interior of the facility. Parking areas and a specific entry and exit way have been designated for the operation.*

4. Will it not be in general conformity with the Land Use Plan or other plans specifically adopted by the Board? *Staff has advised that the proposal is in general conformity with the Land Use Plan's Future Land Use Map due to the consistency of the use with the map's designation of the property for commercial uses. Staff has located no inconsistencies with other plans adopted by the Town Board.*

### **Recommendations and Suggested Motions**

Staff recommends that the Planning Board consider this application and make a recommendation to the Board of Commissioners. The motions should proceed as follows:

- Motion 1: CU #15-01 (is/is not) within the jurisdiction of the Planning Board according to the Table of Permissible Uses.
- Motion 2: CU #15-01 (is/is not) complete as submitted.
- Motion 3: CU #15-01, if completed as proposed, (will comply with all/will not comply with one or more) requirements of the UDO. If not, specify the requirement(s).
- Motion 4: CU #15-01 (satisfies/does not satisfy) Finding #1: will not endanger public health or safety. If not, list why.
- Motion 5: CU #15-01 (satisfies/does not satisfy) Finding #2: will not substantially injure the value of adjoining or abutting property. If not, list why.
- Motion 6: CU #15-01 (satisfies/does not satisfy) Finding #3: will be in harmony with the area in which it is located. If not, list why.
- Motion 7: CU #15-01 (satisfies/does not satisfy) Finding #4: will be in general conformity with Land Use Plan or other plans specifically adopted by the Board. If not, list why.

**Per UDO §152-54(c), If the Planning Board votes that the application is not complete as submitted (Motion #2), or that the proposal will not comply with one or more requirements of the UDO if completed as proposed (Motion #3), the Planning Board may not recommend approval.**

- Motion 8: Based on the Findings of Fact and the evidence presented, the Planning Board:
- Recommends denial of CU #15-01 based on the following: \_\_\_\_\_.
  - Recommends approval of CU #15-01.
  - Recommends approval with conditions of CU #15-01 as follows.

### **Recommended Conditions**

1. Conditional Use Permits (CUPs) run with the land and as such CU #15-01 applies to the entirety of the property reflected in Parcel ID #00047303. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
2. Building and Fire Inspections and Town of Aberdeen Business License are to be required prior to beginning operation, all to be coordinated through Planning and Inspections Departments.
3. Any proposed building renovations are to be approved by Town of Aberdeen Building Inspectors and shall meet all applicable codes.
4. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the department prior to installation.
5. The operation will be required to comply with Town of Aberdeen noise regulations.

Enclosures: CUP Application  
Vicinity Zoning Map  
Vicinity Aerial Image  
Aerial Image



# Town of Aberdeen

Planning Department  
Phone: (910) 944-7024  
Fax: (910) 944-7459

For office use only:
Application No. <u>W#15-01</u>
Date Received <b>RECEIVED</b> <u>2/13/15</u>
Amount Received: <u>\$250</u>

**FEB 13 2015**

## Conditional Use Application

**NOTES: - DEADLINE FOR SUBMITTAL IS ONE MONTH PRIOR TO THE APPLICABLE MEETING DATE OF THE PLANNING BOARD. TOWN OF ABERDEEN**  
**- ALL APPLICATIONS MUST BE ACCOMPANIED BY A SITE PLAN. SEE SITE PLAN APPLICATION CHECKLIST FOR REQUIRED ITEMS.**

### APPLICANT INFORMATION:

Applicant: Latitude Camper Company LLC, (Mr. Sean GOGGIN, GM)  
 Phone No. 910-420-2387 Cell No. 910-691-1537 Email: Sean@latitudecampers.com  
 Applicant's Address PO Box 4060, Pinehurst, NC 28374-4060  
 Property Owner: Ms. Ruth Hughes  
 Owner's Address: 1440 E Hedgelawn Way, Southern Pines, NC 28387  
 Property Location Address: 303 Fields Dr., Aberdeen LRK# 00047313

### CONDITIONAL USE REQUEST:

- A. Existing Zoning: Commercial
- B. Existing land use on property: Commercial
- C. Requested land use: Commercial

THE BOARD MUST MAKE THE FOLLOWING FINDINGS OF FACT IN ORDER TO APPROVE A CONDITIONAL USE PERMIT. PLEASE PROVIDE INFORMATION TO SUPPORT THE FOLLOWING STATEMENTS.

### STATEMENT OF JUSTIFICATION:

1. A. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare:

See Enclosure

2. B. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish and impair property values within the neighborhood:

See Enclosure

3. C. The establishment of the conditional use will be in harmony with the area in which it is to be located and will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district:

See Enclosure

D. The exterior architectural appeal and function plan of any proposed structure will not be so at variance with either the exterior architectural appeal and functional plan of the structures already constructed or in the course of construction in the immediate neighborhood or the character of the applicable district as to cause substantial depreciation in the property values within the neighborhood:

See Enclosure

E. Adequate utilities, access road, drainage and/or necessary facilities have or are being provided:

See Enclosure

F. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets:

See Enclosure

G. The conditional use will be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town:

See Enclosure

H. The conditional use in all other respects, conforms to the applicable regulations of the district in which it is located:

See Enclosure

Acceptance of this application does not imply approval of this request. I realize that this application may be denied or that conditions may be attached to this request at assure compliance with applicable Zoning Code Requirements.

Applicant's Signature Sean Gobbm, GM

Feb 13, 2015  
Date

Property Owner's Signature Ruth Hughes  
Ruth Hughes

Feb 13, 2015  
Date

Enclosure: Statement of Justification (A-H)

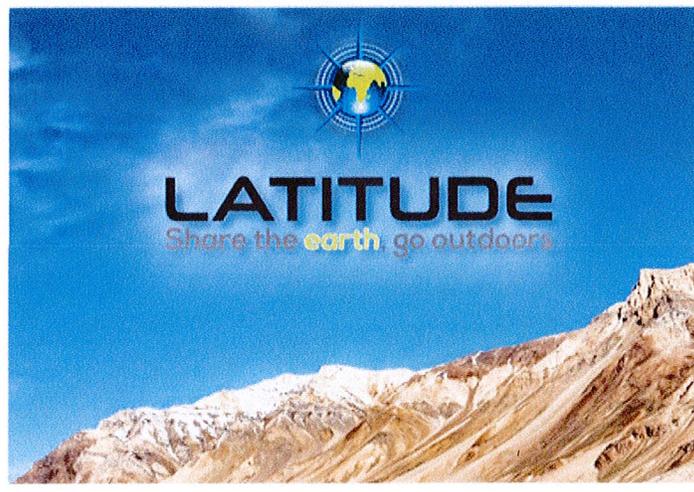
Reference: Town of Aberdeen Conditional Use Application dated Feb 13,2015

Submitted by: Latitude Camper Trailer Company LLC., General Manager.

WRT the use of the property as a lessor at 303 Fields Dr.

- A. Our Team at Latitude Camper Trailer Company designs, manufactures and retails high quality SAE/DOT approved and compliant on/off road soft-top camper trailers. Our low rate production team at our Aberdeen facility will design and perform finally assembly and shipment of our product. We use industry standard processes and SAE techniques for procurement and final assembly processes within our proposed facility. Our facility arrangements and our assembly operating procedures will comply with current OH&S guidelines for small business manufacturers exclusive of petro-chemical activities.
- B. Our leased property at 303 Fields Dr. will facilitate a design and procurement office and a finally assembly and quality warehouse. All our manufacturing processes will take place inside the lighted and environmentally controlled space within the internal structure of the facility. Our Team has arranged with the property owner to provide continuous improvement to the interior and exterior of the building and property. Our shop equipment is maintained continuously and placed in a safety zone when not in use. Exterior shipment movements will be supervised by our trained personnel in the on load and off load of trucks and trailers, in daylight hours within the boundaries of the property exclusive of easements. Shipping trucks and trailers will not remain longer than two hours on the property at any one time.
- C. Our Company has plans for continuous upgrade and maintenance of the property to include storefront signage, area maintenance of greenery and general improvement of exterior flora. All of our schedule workflows will be conducted on the confines of the property as leased and in the confines of the interior of the facility. Our planned facility has designated parking areas within the confinement of the property exclusive of easements. We have designated a specific entry and exit way for shipping on and off load.
- D. The current property on 303 Fields Dr. is an existing property within Town limits. The facility is a standard three door metal fabrication building with and walkway from a parking area, storefront, office space and a warehouse work bay. The back of the property is fenced with chain link and secured with a lock at all times. There is currently no planned use in the open space area to the rear of the property for the purpose of this permit. As mentioned above, our company and the landlord have committed to provide continuous improvement to the existing structure that will only add property value and improve appearance. No construction on the property is required or schedule during this lease agreement.
- E. Based on our inspection of the building and the property site there appears to be adequate existing drainage, proper power to the building (110, 120 and 220 3-phase), and access to the road front from the parking area and the side entry area. Our manufacturing operations will not affect or hinder these services or create excess drainage from workflows.

- F. The property has direct access within 25 meters of Fields Drive for parking and shipping loading and unloading zones. Gravel control and flora maintenance will ensure these areas are adequate for the work to be preformed. Existing areas exist at the leased property for all functions on entry and exist.
- G. Our current workflows do not exceed the boundaries of the interior building exclusive of shipping. Our processes will use existing ingress and egress to and from the property with no alteration to the land use or thoroughfare plan.
- H. Latitude Camper Company will comply with all Town regulations for land use and building code. Our values our product and the environment is our number one concern. We are corporate members of Outdoor Industry Association and Tread Lightly, Leave No Trace.



**LATITUDE CAMPER COMPANY LLC.**  
**PO BOX 4060, PINEHURST NORTH CAROLINA**  
**28374-4060**  
**Toll Free: 877-994-3505**  
[www.latitudecampers.com](http://www.latitudecampers.com)

*Latitude Camper Company is a supporter of leave no trace and outdoor solar energy.*

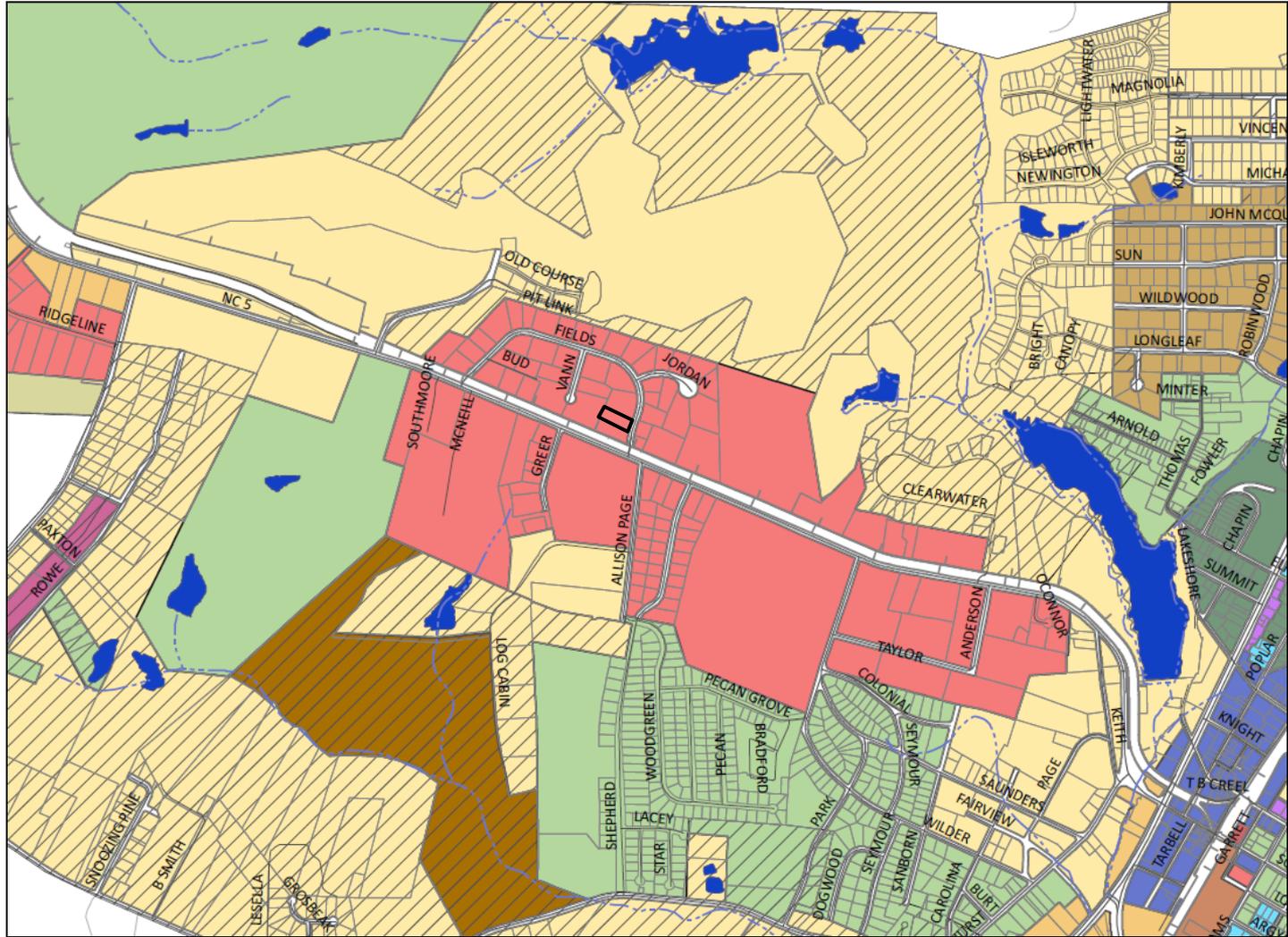
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# Conditional Use Permit CU 15-01 – Vicinity Zoning



	B-1		C-I		HC		RA		R15-12		R30-18		R10-10-C		Aberdeen ETJ
	B-2		I-H		O-I		R6-10		R18-14		C-I-C		R20-16-C		Other Jurisdiction
	B-3		GC		MH		R10-10		R20-16		I-H-C				



**Conditional Use Permit CU 15-01- Vicinity Aerial Image**



**Conditional Use Permit CU 15-01- Aerial Image**



## Town of Aberdeen Planning & Inspections Department

115 N. Poplar Street PO Box 785

Aberdeen, NC 28315

(910) 944-7024

### MEMORANDUM TO THE PLANNING BOARD – February 19, 2015 – Agenda Item #5b

#### Description of Request

**Request:**

UDO Text

Amendment #15-01

Regarding Business  
Signage

**Prepared by:**

Pamela Graham,

Planning Director

Planning Staff has recognized the need for addressing two items in our sign ordinance related to “blade” style and window signage for businesses. The attached draft text amendment proposes revisions to the ordinance for consideration. Specifically, the amendment proposes the following:

1. Businesses located in areas with significant pedestrian traffic have more limited signage visibility when the sign is on a wall or window. The pedestrian cannot see these types of signs as they approach the business, until they are nearly in front of the storefront. Situations where there are strings of multiple side-by-side businesses, such as shopping centers and downtown districts often need to catch the eyes of the public from the nearest corner or adjacent block in order to gain sufficient attention for the customer to walk to their location. Blade signs are often the solution, as they are situated perpendicular to the front wall of the building and can be seen from more vantage points than wall or window signs. Such signs typically are suspended from a bracket or awning and are less effective in areas where customers pass by in their vehicle. These types of signs are currently only permitted in Aberdeen’s historic district; the text amendment proposes to allow them as an alternative to a wall sign, but not in addition to a wall sign.



Blade Sign and Adjacent Wall Sign



Shopping Center Blade Sign

2. Signs painted on or affixed to window and door glass are allowed in the UDO, but fall under the category of Signs Authorized Without a Permit (§152-274). Such signs are limited to twenty-five (25) percent coverage of the glass area and are allowed in addition to other types of signs such as wall or freestanding signs. They are also required to permit a clear area for visibility when placed on glass doors. The department's policy has been to require a graphic proposal of the window sign with dimensions so that staff can determine if the 25% and clear area requirements are being met. No fees are collected, however a "mock" permit is issued and the proposal is logged in our permit book for record keeping purposes. Staff is proposing that an actual permit be issued for window signs, with the standard \$75 sign permit fee, as the review and processing is identical to what is performed for other types of signage. Staff wishes to also clarify the ordinance language to include vinyl adhesive type signs, which are much more common than painted signs.



Window Sign – It's not just about doggie bones anymore!

### **Procedural Issues**

§152-322 of the Town of Aberdeen Unified Development Ordinance (UDO) requires that proposed amendments to the UDO shall be referred to the Planning Board for consideration. The Planning Board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted by the town and any other officially adopted plan that is applicable and *describe in what manner it is or is not consistent*. 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 Town Board.

In addition to the plan consistency requirement, the Planning Board must include a statement in their recommendation regarding whether the proposal is reasonable and in the public interest, *and in what manner it is or is not reasonable and in the public interest*.

Following a recommendation to the Town Board for approval or denial of an application, the item will be scheduled for a public hearing where public input can be accepted by the Town Board in advance of a final decision. The central issue to be considered regarding amendments is whether the proposed amendment

advances the public health, safety or welfare. The statement included with the Town Board’s decision on the amendment shall describe whether the action is consistent with adopted plans and explaining why the Board considers the action taken to be reasonable and in the public interest. The decision is legislative in nature as opposed to quasi-judicial, and is not subject to judicial review.

**Plan Consistency**

The 2030 Land Development Plan includes a Goals and Actions section on page 37. Goal 1 states: “To implement a balanced strategy for well-planned and aesthetically pleasing retail sector growth and development”. In reporting citizen input during the plan’s development, strengths included shopping, good restaurants, and quality goods and services as well as the wide variety of business establishments. Opportunities mentioned in citizen responses included commercial/industrial growth, to give businesses what they need for survival, and to grow the retail base. These comments support policy making and implementation that facilitate business successes while maintaining balance and aesthetic standards. Staff has located no additional references in other plans adopted by the Town that would be applicable to the proposed amendment.

**Recommendations and Suggested Motions**

Staff recommends that the Planning Board recommend approval of the attached UDO amendment #15-01 and make the following motions:

Motion 1:       UDO #15-01 is not consistent with comprehensive plans that have been adopted by the Town of Aberdeen because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_, or

UDO #15-01 is consistent with comprehensive plans that have been adopted by the Town of Aberdeen because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion 2:       UDO #15-01 is reasonable and in the public interest because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_, or

UDO #15-01 is not reasonable and in the public interest because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Motion 3:      The Planning Board (does/does not) recommend the following amendments to the Town of Aberdeen Board of Commissioners to:

- Amend subsections 152-271, 152-274, 152-278, and 152-280 as indicated in the attached draft text amendment

**AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE  
REGARDING BUSINESS SIGNAGE**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ABERDEEN THE FOLLOWING:

**Section 1.** The Aberdeen Unified Development Ordinance § 152-271 is amended to add a new definition of “blade sign” defined as follows:

(4) **Blade Sign.** A hanging sign that is suspended from a bracket attached to a building wall or hung beneath a canopy.

[The remainder of the section is renumbered accordingly.]

**Section 2.** The Aberdeen Unified Development Ordinance § 152-274 is amended as follows:

**§ 152-274. Signs Authorized Without a Permit.**

The following signs shall be authorized in all zoning districts without a permit, unless otherwise required by this article:

(1) Directional and informational signs erected and maintained by public agencies and governmental bodies;

(2) Directional and informational signs erected on private property. Such signs shall not exceed six (6) square feet in display area and shall be erected strictly for direction, safety or convenience of the public, including signs which identify restrooms, parking area entrances and exits, no trespassing signs and similar signs warning of danger;

(3) Temporary real estate signs not to exceed twelve (12) square feet in area displayed on the property proposed for sale or lease;

(4) Religious institutions, schools, community centers and other public and institutional uses may erect one bulletin board not exceeding twenty (20) square feet in area for the purpose of displaying the name of the institution and related information. Such sign shall be used as wall signs and may be indirectly illuminated;

(5) Temporary construction signs which denote the architect, engineer, contractor or builder of the project or which describe the name and proposed use of the project may be placed on the site until construction is complete. In any event, all such signs must be removed within ten (10) days of the issuance of the certificate of occupancy;

(6) Memorial plaques, cornerstones, historical tablets and similar signs ;

(7) Sandwich board signs in the B-1 Central Business District under the following conditions:

(a) Sandwich board signs shall not exceed four (4) feet in height and thirty (30) inches in width;

(b) Five (5) feet of sidewalk clearance shall be provided along one side of the sign to allow for unobstructed pedestrian access; and

(c) Sandwich board signs shall be moved to an indoor location for storage during times when the associated business is not open for customers;

(8) Temporary political signs may be placed in the right-of-way of the State highway system only in accordance with G.S. § 136-32(b)-(f). In all other locations within the Town's jurisdiction, temporary political signs may be erected on private property during periods of national, state and local elections and campaigns and are permitted under the following conditions:

(a) No sign shall be placed in a public right-of-way of town-maintained streets;

(b) No signs shall be placed on public utility poles, telephone poles, street signs, or any other sign or sign support erected by a duly constituted governmental body;

(c) No sign shall be stapled, nailed or otherwise attached to a tree or other living plant;

(d) No signs shall be placed on roofs nor painted on roofs;

(e) Any sign which is determined to be a hazard or otherwise threatens the health, safety and welfare is prohibited;

(f) Portable signs shall not be allowed for political uses;

(g) Signs may be placed on private property with the consent of the property owner or their authorized agent;

(h) No more than one sign per candidate shall be permitted for each street frontage;

(i) Signs may be placed in the vicinity of a polling place for a period not exceeding twenty-four (24) hours preceding the opening of the local polls; such signs shall be removed within twenty-four (24) hours following the closing of local polls;

(j) No sign shall be larger than sixteen (16) square feet; and

- (k) Signs may be displayed no sooner than sixty (60) days before any election. All political signs must be removed within forty-eight (48) hours after each election.  
(Amended 10/29/2013)

~~(9) — Signs on interior window glass and interior door glass, provided that such signs shall be limited to twenty-five (25) percent coverage of the glass area regardless of whether the signs are painted directly on the glass or paper or poster signs temporarily placed on the glass. Further, the glass area within doors shall remain clear enough that the doors may be safely used by persons of all sizes. (Amended April 9, 2012)~~

**Section 3.** The Aberdeen Unified Development Ordinance § 152-278 is amended as follows:

**§ 152-278. Business Signs.**

(A) This section shall not apply to those businesses located in either a business complex or a retail or shopping center. Signs for those uses are governed by sections 152-279 and 152-280, respectively.

(B) Business signs and name signs shall be permitted on the premises of a business in districts in which the principal use is permitted subject to the following limitations:

- (1) Freestanding signs are permitted in accordance with section 152-277;
- (2) Wall Signs and Canopy Signs.

~~(a) Blade signs are signs suspended from a bracket attached to a building wall and require eight (8) feet or more of vertical clearance from the ground. Only one wall, hanging, or blade sign is permitted per building or business bay (in a multi-tenant building). The surface area of the sign does not include the area of the bracket for calculation purposes. A blade sign may project no more than four (4) feet from the building wall and may not exceed eight (8) square feet in size. Wall signs or canopy signs shall not project more than twelve (12) inches from any wall or canopy. Notwithstanding the foregoing, business signs in the Historic District may extend more than twelve (12) inches from a front wall, above the ground floor, when approved by the Historic Preservation Commission as being in character with the Historic District.~~

~~(b)(a)~~ If suspended from a canopy, the sign must be at least eight (8) feet above the sidewalk level and not larger than six (6) square feet in area.

~~(c)(b)~~ A business may have one (1) wall sign or one (1) canopy or one (1) blade sign per business establishment per street frontage. Each wall sign or

canopy sign may have a square footage of up to sixty (60) percent of the number of linear feet of building frontage, provided that no sign may be greater than one hundred square feet. Blade signs are limited to eight (8) square feet in size regardless of building frontage dimension.

~~(d)~~(c) Display lighting shall be shielded so as to prevent a direct view of the light source from a residence in a residential district.

~~(e)~~(d) No intermittent lighting effects may be utilized except for “time and temperature” devices.

~~(f)~~(e) No sign shall extend above parapet walls or above roof lines of buildings without parapet walls.

(3) Window Signs. Temporary and permanent signs on interior or exterior window and door glass shall be limited to twenty-five (25) percent coverage of the glass area regardless of whether the signs are painted directly on the glass or paper, poster, or vinyl signs placed on the glass. The glass area within doors shall remain clear enough that the doors may be safely used by persons of all sizes.

(3) Signs for home occupations shall not exceed six (6) square feet in display area and shall not be illuminated.

**Section 4.** The Aberdeen Unified Development Ordinance § 152-280 is amended as follows:

**§ 152-280. Retail Center and Shopping Center Signs.**

(A) Freestanding signs are permitted in accordance with section 152-277(D).

(B) Wall Signs.

(1) No more than one wall or canopy sign per business may be displayed in a retail center or shopping center, provided that only businesses with a separate individual outside entrance serving the general public may have a wall, blade, or canopy sign separate from signs serving the entire center. However, if a retail center or shopping center has two (2) adjacent streets such that a building is facing one street like all other buildings in the shopping center and one side of the building is facing the other street, then an additional wall sign may be placed on that side. In this case, the side wall sign will be limited to one-third (1/3) of the square footage allowed for the sign on the building front, not to exceed one hundred square feet.

(2) Businesses may have a wall or canopy sign with an area equal to eight (8) percent of the square footage of the building facade occupied by the business. The building facade equals the linear feet of building frontage occupied by the business multiplied by the height of the building where the business is located. In any event, a wall or canopy sign authorized by this subsection shall not have an area of more than four-hundred square feet.

(3) Any business sign suspended from a canopy must be at least eight (8) feet above the sidewalk level and not larger than six (6) square feet in area

(4) Blade signs are signs suspended from a bracket attached to a building wall and require eight (8) feet or more of vertical clearance from the ground. Only one blade sign is permitted per building or business bay (in a multi-tenant building). The surface area of the sign does not include the area of the bracket for calculation purposes. A blade sign may project no more than four (4) feet from the building wall and may not exceed eight (8) square feet in size.

(45) Display lighting shall be shielded so as to prevent a direct view of the light source from a residence in a residential district.

(56) No intermittent lighting effects may be utilized except for “time and temperature” devices.

(67) No sign shall extend above parapet walls or above roof lines of buildings without parapet walls.

(C) Nonconforming Outparcels. In no case shall an outparcel be considered as a retail center or separate shopping center. Outparcels of retail centers or shopping centers existing as of the date of adoption of this section, September 9, 1991, regardless of the number of businesses on those parcels, are not considered part of the retail center or shopping center and thus are not subject to those uniform signage regulations. However, outparcels of retail centers or shopping centers developed or expanded after the aforementioned date are required to conform to the signage regulations applicable to retail centers or shopping centers.

**Section 5.** All provisions of any town ordinance or resolution in conflict with this ordinance are repealed.

**Section 6.** This ordinance shall become effective upon adoption.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Robert A. Farrell, Mayor

Attest:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk

