



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

## PLANNING BOARD MEETING MINUTES

July 20, 2021 – 6:30pm

Village Hall, 10004 New Town Road

Regular Meeting – Virtual Meeting

### AGENDA ITEM

**1. Call to Order**

Chairman Jones called the meeting to order at 6:32pm and introduced returning Planning Board Member Richard Holzberg to the Board. Mr. Holzberg previously served on the Board for five years.

**2. Determine Quorum**

Chairman Jones determined a quorum was present.

**Present:** Chairman Jones, Vice-Chair Cates, Malinda Daniel, Richard Holzberg, Michael Lavelle

**Present Virtually via Webex:** Ken Marino, Kent Renner, Councilman Marcolese

**Absent:** None

**Staff Present:** Christina Amos, Hunter Nestor, Austin W. Yow, Tom Weitnauer

**3. Adoption of the Agenda**

**MOTION:** Chairman Jones moved to adopt the agenda as presented. Michael Lavelle seconded the motion.

**VOTE:** The motion passed unanimously, 7-0.

**4. Adoption of the Minutes for: 6/15/21**

**MOTION:** Malinda Daniel moved to adopt the minutes as presented. Michael Lavelle seconded the motion.

**VOTE:** The motion passed unanimously, 7-0.

**5. Public Comment Period**

No comments were given.

### ITEMS OF DISCUSSION

**TIME STAMP 3:00**

- 1. Perform the Function of the Design Review Board to Review the Signage Plan for the Marvin Village Hall Project, located at the corner of New Town Road and Marvin School Road, 10006 Marvin School Road (See attached documents, Item 1, which is included as references into these minutes).**

Christina Amos, Village Manager, briefly introduced Hunter Nestor, the new Planning & Zoning Administrator to the Board. Mr. Nestor briefly spoke on his background and then explained that the approval requested is for two attached signs that read “Village of Marvin” to appear on the front and rear elevations. He added that the application is compliant with the Village’s ordinances and staff recommends approval.

**MOTION:** Michael Lavelle moved to approve the signage plan. Malinda Daniel seconded the motion.

**VOTE:** The motion passed unanimously, 7-0.

**TIME STAMP 12:55**

- 2. Perform the Function of the Design Review Board to Review the Signage Plan and Landscape Plans for the Cottages at Marvin Gardens (See attached documents, Item 2, which is included as references into these minutes).**

Mr. Nestor explained that the applicant, Saussy Burbank, is applying to install two monument signs at the entrance to the Cottages at Marvin Gardens, an age-restricted subdivision at the Marvin Gardens development. He added that the application is compliant with the Village’s ordinances and staff recommends approval.

The Board briefly discussed the allowable lumens for ground lighting the sign.

**MOTION:** Michael Lavelle moved to approve the signage plan contingent upon the plan being compliant with the sign development standards. Richard Holzberg seconded the motion.

**VOTE:** The motion passed unanimously, 7-0.

**TIME STAMP 23:00**

**3. Update on the Marvin Heritage District** *(See attached document, Item 3, which is included as a reference into these minutes).*

Ms. Amos began the discussion by thanking the Planning Board for their work on the district. She then explained that NCGS §160D now prohibits local governments from regulating the aesthetics of residential units. The Village Council, upon learning this, decided that the Village needed more control over the aesthetics and directed staff to investigate options.

Tom Weitnauer, Planning Assistant, recapped the development of the Marvin Heritage District form-based code and the events leading to the June 24 Council Meeting at which the Village Council directed staff to research greater control over residential aesthetics. He also explained the details of NCGS §160D and one of the various regulatory options in depth.

This option asks property owners apply for a rezoning agreeing to the standards established in the form-based code. This option allows for property owners to apply for text amendments to tweak the standards.

The Board discussed the municipal service district, Marvin Heritage District regulatory authority and rezoning processes in depth. Mr. Weitnauer then proceeded to explain other amendments to the form-based code required by NCGS §160D.

**AGENDA ITEMS**

**1. Review of Action Items**

- None

**TIME STAMP 1:07:00**

**2. Board Member Comments**

**Chairman Jones:** He stated he was glad to see everyone. He then welcomed Mr. Holzberg to the Board.

**Vice-Chair Cates:** She welcomed Mr. Holzberg to the Board and stated she was glad to be here. She then welcomed Mr. Weitnauer and Mr. Nestor.

**Malinda Daniel:** She stated it was good to see everyone and then thanked Mr. Nestor and Mr. Weitnauer for their work.

**Richard Holzberg:** He stated it was a pleasure to return to the Planning Board. He added that he has a lot to catch up but is looking forward to working with everyone.

**Michael Lavelle:** He stated it was good to meet everyone. He then welcomed Mr. Nestor and Mr. Holzberg and stated he was looking forward to working with them.

**Kent Renner:** He welcomed everyone and stated he hoped to meet everyone in person next meeting.

**Councilman Marcolese:** He thanked the Planning Board and Mr. Weitnauer for their work on the Marvin Heritage District. He emphasized the importance of the decision-making related to the district, and assured everyone that Council and staff are doing their due diligence. He thanked Vice-Chair Cates for her input at the previous Planning Board meeting regarding the Marvin Heritage District.


**ADJOURNMENT**

**MOTION:** Vice-Chair Cates moved to adjourn the meeting at 7:45pm. Malinda Daniel seconded the motion.

**VOTE:** The motion passed unanimously, 7-0.

Adopted: 8-17-21

  
\_\_\_\_\_  
Kelly Cates, Planning Board Vice-Chair  
Village of Marvin

  
\_\_\_\_\_  
Austin W. Yow  
Village Clerk & Assistant to the Manager



Item 1.



## VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | [www.marvinnc.org](http://www.marvinnc.org)

**TO:** Planning Board

**FROM:** Hunter Nestor, Planning and Zoning Administrator

**SUBJECT:** Discussion and Consideration of Sign Permit Application #21-12684 Village Hall Mounted Signs

**DATE:** July 15, 2021

### Background

The Village is constructing a new Village Hall and has submitted a sign permit for their wall signs. The location of the new Village Hall is 10006 Marvin School RD and is currently zoned R-Marvin Residential District.

### Applicable Ordinance Language

Per § 151.147 PERMITTED ATTACHED SIGNS. Any sign attached to a building or structure shall be considered an attached sign. This shall include any sign that clings to, or is painted onto, a window or structural surface. Attached signs must comply with specific design and development standards in this section, per their exact attached sign type. However, all attached signs in this section are subject to the following common regulations.

- (1) No attached sign shall exceed 20% of the wall area to which it is affixed.
- (2) No attached sign shall be located on the roof of any structure or extend above the parapet or eave line of any structure.
- (3) Attached signs shall be located on the building and shall not extend above the parapet of the building.
- (4) Attached signs shall not extend more than 18 inches from any building wall or marquee face
- (5) Attached signs between eight feet and ten feet above street grade shall not project more than six inches into a street right-of-way.
- (6) Attached signs ten feet above street grade shall not project more than 18 inches into a street right-of-way.





# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | [www.marvinnc.org](http://www.marvinnc.org)

(C) Regulations and types of attached signs permitted. The following attached signs are permitted when a sign permit application is submitted and approved by the village, pursuant to § 151.150. Sign proposed in Application:

TABLE 01: WALL SIGN DIMENSIONS			
<b>A</b>	<b>Area:</b> one square foot per linear feet of the primary facade		
	Tenant/ancillary tenant sign area	Maximum	32 square feet
	Anchor tenant sign area (buildings over 45,000 square feet)	Maximum	200 square feet

(e) Location.

1. No wall sign shall extend above the roofline, except where an exterior parapet wall projects above the roofline, in which case, such sign may not extend above the top edge of the parapet.
2. No portion of a wall sign may extend above the roofline, a building or parapet wall.
3. No portion of a wall sign may extend two feet above the roofline of a building with a parapet wall, provided no portion of the sign extends above the parapet.
4. No wall sign may extend above the lower eave line of a building with a pitched roof.
5. Wall signs are not permitted on a building facade adjacent to residential developments.
6. Wall signs shall be located so as to not interfere with public alarms, signals or signs. No sign or support shall be placed in such position or manner as to obstruct or interfere, either physically or visually, with any fire alarm, police alarm, traffic signal or sign or any devices maintained by or under public authority.

(h) Sign copy.

1. Sign copy for wall signs shall be limited to only the primary name of the business, major service and brands, or major tenant, and registered trademarks, logos, graphics and/or slogans, directories. All other copy shall be prohibited.
2. Wall signs shall not contain more than two lines of copy.

(i) Multiple signs. Where multiple wall signs with the same sign copy are to be placed on different building facades; for the same sign owner/tenant/business, each wall sign should be identical in design, except the applicable maximum permitted sign area may be different and the location of placement may be different.

(j) Design standards. The village seeks to achieve uniform and coordinated signage within each development. Coordinated wall signage is created by consistency in the sign size, type, copy area, letters, location, color and type of sign. A master sign plan and schematic sign elevations are required for all signs for nonresidential uses. In designing wall signs, compliance with the following standards are required.





# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | [www.marvinnc.org](http://www.marvinnc.org)

(k) Wall sign design. Wall signs shall only be of reverse-lit- or halo-lit-type channel lettering and design. Cabinet signs shall only be permitted up to a maximum of 20% of the total wall sign area, and shall only be used to display copy of registered trademarks and logos. Channel letters, which are part of a wall sign, may be reverse-lit or halo-lit, but may not be backlit. The following designs standards shall also apply (will review during meeting) § 151.147(1)(i)

Should an applicant wish to explore this wall sign option, details should be provided by the applicant in a common sign plan, along with required schematic sign elevations.

## Discussion

See attached permit for dimensions

A. Area: 10.94 square feet (*under the maximum*)

## Recommendation

Staff recommends approval of the sign permit application.



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

## SIGN PERMIT APPLICATION

Applicant(s) Name: Village of Marvin Phone: 704-843-1680  
 Address of Applicant: 10006 Marvin School RD FAX: \_\_\_\_\_  
Marvin, NC Zip Code: 28173  
 Email: Manager@MarvinNC.Gov

Owner(s) Name: Village of Marvin Phone: 704-843-1680  
 Address of Owner: 10004 New Town RD FAX: \_\_\_\_\_  
Marvin, NC Zip Code: \_\_\_\_\_  
 Email: Same

Sign Contractor Company: AOA Signs Phone: 336-679-3344 ext: 1017  
*(if different from Applicant)*  
 Contact Name: Lauren Willard Email: Lauren@aoasigns.com

### SIGN INFORMATION:

Number of signs requested (must be identical to be included on the same permit): \_\_\_\_\_  
 Parcel No. 06225390A Zoning: R-MARVIN RESIDENTIAL DISTRICT  
 Address or Location of Proposed Sign: 10006 Marvin School RD  
 Business/Company/Subdivision Name: Village of Marvin

The sign is:

- Alteration of Existing Sign       New Installation       Temporary

The sign type is a/an:

- Banner       Wall       Monument/Pylon  
 Projecting/Suspended       Awning/Canopy       Post & Arm  
 Other: \_\_\_\_\_

The sign is for a/an:

- Building (stand alone)       Development       Event or Sale  
 Home Occupation       Tenant Space       Other \_\_\_\_\_

The sign is:

- Freestanding       Mounted

Type of Illumination:

- Internal       External       None

Area of sign face 131.25 sq. ft. (sign height x sign width)  
 Sign height 10" ft (sign height incl. base: ~ 11 ft.)      Sign width: 13' 1.5" ft.

Continued <sup>2</sup> Total of Building + Sign

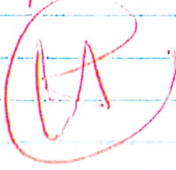


841.1899 tel 1242 Mann Drive Suite 200  
841.8440 fax Matthews, North Carolina 28105  
www.UrbanAIA.com

Shop Drawing Review	
Description :	Signage

DATE : 4-19-21 JOB # : 2020-66 PROJECT NAME : Marvin Village Hall

Agreement :	
<input type="checkbox"/> No Exceptions Noted <input type="checkbox"/> Exceptions Noted	<div style="border: 1px solid black; padding: 5px;">           Fabrication/Installation may be undertaken. Approval does not authorize changes in the contract sum or Contract Time unless stated by Change Order or Construction Change Directive.         </div>
<input type="checkbox"/> Revise And Resubmit <input type="checkbox"/> Rejected <input checked="" type="checkbox"/> Not Required - Returned w/o Action	<div style="border: 1px solid black; padding: 5px;">           Fabrication/Installation MAY NOT be undertaken. In resubmitting, limit corrections to the items marked.         </div>
<p>Review and approval are only for conformance with the information given and the design concept of the project as expressed in the Contract Documents. Review and approval of submittals are not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for the installation or performance of equipment or systems, all of which remain the responsibility of the contractor as required by the Contract Documents. The Architect's review and approval of the Contractor's submittals shall not relieve the Contractor from any obligation contained in the Contract Documents.</p> <p>Urban Architectural Group PA</p>	

Comments
Signage submittal needs to be reviewed by owners. <i>selections created within</i>  5/17/21

Reviewed By:
Jonathan Mychaluk Date : 4-19-21





# LETTER OF TRANSMITTAL

**To:** Randolph & Sons Builders  
**Attn:** Manish Venugopal  
**Job:** Marvin Village Hall

**Date:** 4/9/2021  
**Architect:** Urban Architectural Group  
**Phone:** 704-550-1383

**WE ARE SENDING YOU:**

- Attached    
  Under Separate Cover    
  Via Email the following items:  
 Shop Drawings    
  Signage Schedule    
 Samples    
 Color Selections    
 Product / Mfr. Data  
 LEED Data    
 Other:

COPIES	DATE	NO.	DESCRIPTION
1	4/9/21	10 14 00	Signage Shop Drawings (1 - Elec.)
1	4/9/21	10 14 00	Signage Schedule (1 - Elec.)
1	4/9/21	10 14 00	Material Data & Color Selections (1 - Elec.)
1	4/9/21	10 14 00	Cleaning & Maintenance / Warranty Data (1 - Elec.)

**REMARKS**

---



---



---



---

**Ship to Address:**

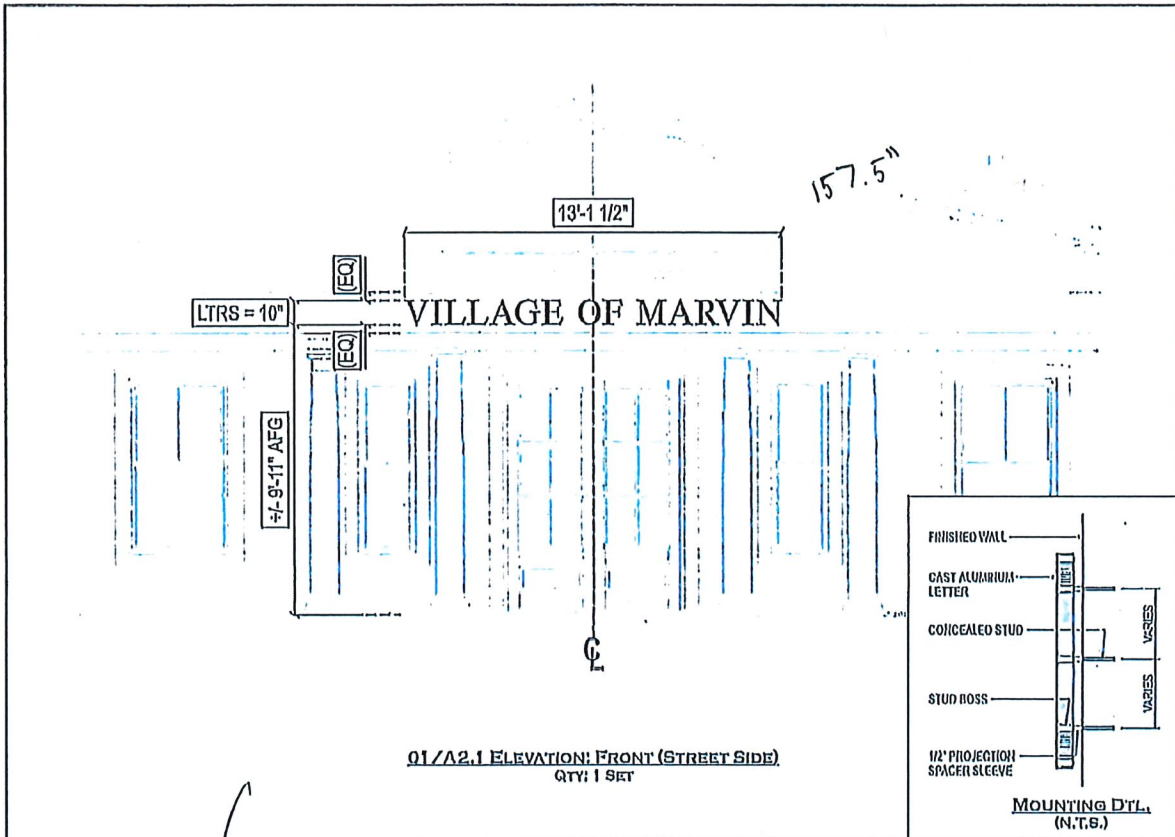
**Email:**  
 Manish Venugopal <Manish@Randolphbuilders.com>

**From:**  
  
 Lauren C. Willard, Project Manager  
[lauren@aoasigns.com](mailto:lauren@aoasigns.com) (336) 679-3344 x1017

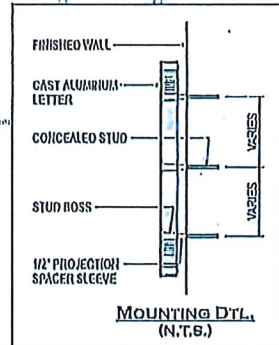
**CONDITIONS:**

- LEAD TIMES:** From receipt of approved submittals, please allow 20-25 working days.
- SUBMITTALS / DRAWINGS:** Are based on our interpretation of the information and specifications provided, therefore AOA Signs Inc. reserves the right to change the prices to compensate for any changes, additions or clarification of specifications on the final order. Drawings are based on camera ready art or the use of standard AOA Signs Inc. drawings. Any other art work that may be required is subject to an art charge by AOA Signs Inc.
- ORDERS:** Are based on standard letterstyles, colors, finishes & materials unless otherwise stated. Minimum order \$100.00.
- CODE COMPLIANCE:** AOA Signs Inc. assumes no legal responsibility for the interpretation or compliance with the Americans with Disabilities Act (ADA), Local/State Ordinances or Requirements. Additional signs may be required, per jurisdiction, which is not included.

214 E. Cherry Street, Yadkinville, NC 27055  
 336.679.3344 phone ~ 800.282.4830 fax  
[www.AOASIGNS.com](http://www.AOASIGNS.com)



01/A2.1 ELEVATION: FRONT (STREET SIDE)  
QTY: 1 SET



<b>DESCRIPTION:</b>	
<b>CAST ALUM. LETTERS</b>	
<b>DESCRIPTION:</b>	
<b>SERIES:</b>	CAST METAL
<b>MATERIAL:</b>	ALUMINUM
<b>LETTER FINISH:</b>	DAKED ENAMEL
<b>LETTER COLOR:</b>	CHOOSE FROM MFR. STD. PAINT COLORS
<b>LETTER STYLE:</b>	TIMES NEW ROMAN
<b>MOUNTING:</b>	1/2" PROJECTION W/ CONCEALED STUDS
<b>MANUFACTURER:</b>	GEMINI INC.
<b>CLIENT/PROJECT:</b>	
<b>MARVIN VILLAGE HALL</b>	
<b>INSTALLER:</b>	
<b>RANDOLPH &amp; SONS BUILDERS</b>	
<b>ARCHITECT:</b>	
<b>URDAN ARCHITECTURAL GROUP</b>	
<b>DATE:</b>	<b>PROJECT:</b>
1 OF 1	04/09/2021
<b>DESIGNER:</b>	<b>PROJECT:</b>
A. KING	
	
914 E. Oberg St. P.O. Box 679-3344 Yorkville, NY 10703-0344 F: 000-908-7030 www.aosigns.com	

This drawing contains confidential information. Is an instrument of service and the property of AOA Signs. It shall not be used on other projects or the extension of this project without AOA Signs written approval.

same as Rueda bk



**Best Value Serif**

NOTE: If your designed style is not available in the sizes shown below, it can be easily reproduced in custom cast. See custom pricing tables on pages 50 & 52

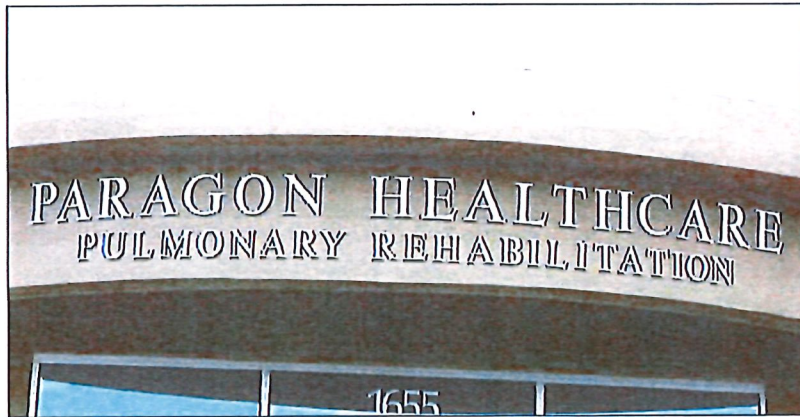


Times New Roman

ABCDEFGHIJKLMNOPQRSTUVWXYZ  
abcdefghijklmnopqrstuvwxyz 1234567890/&-.,

Flat Face	2"*	3"*	4"	5"	6"	8"	9"	10"	12"	15"	16"	18"	20"	24"
Brushed Aluminum														
Brushed Bronze														
Approx Depth	3/8	1/2	5/8	3/4	3/4	3/4	3/4	1	1	1 1/4	1 1/4	1 1/2	1 1/2	1 1/2
Approx Stroke	1/4	5/8	5/8	7/8	1	1 1/4	1 1/2	1 5/8	1 7/8	3 1/2	3 3/4	4	4 3/8	5

\*Not available in lower case.  
Larger sizes and alternate depths available. See page 50 & 52






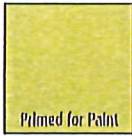



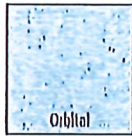


CAST METAL  
DISTINCTION












**\*\* FINISHES NOT INDICATED AS "STANDARD" WILL INCUR ADDITIONAL COSTS \*\***

## Aluminum Finishes

							
<b>STANDARD</b>	<b>STANDARD</b>	<b>STANDARD</b>	Add 15%	Flat Face - 2x Price Round Face - 3x Price Prismatic Face - 3x Price	Add 25%	Add 25%	Add 25%

## Anodized

			
Add 15%	Add 50%	Add 50%	Add 50%
			
Add 50%	Add 50%	Add 50%	

## \*Buffed Cast Aluminum

Gemini takes our premium aluminum alloy #514, and pours this metal into a cured sand mold. The letters are cooled, removed from the sand mold and shot blasted to remove all sand particulates. The letters are then stroked on the face to a 400 grit finish. The side returns are blasted again and painted metallic silver, then the faces are buffed to a high luster eliminating most, but not all, face imperfections and then a gloss clear coat is applied. Finally, a cast aluminum product with a high luster.

## Anodized Aluminum

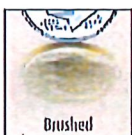




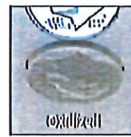

Anodized finishes are not just coatings... they are a part of the finished aluminum letter. Anodizing is an electrochemical process that hardens aluminum and allows it to be colored. We perform our own anodizing to ensure your letters within the same order have color consistency and are delivered to you within days. Some of the many reasons to have Gemini anodize your aluminum letters include: Abrasion and weather resistant; Beautiful finish; Increases hardness and durability; Will not crack or peel; Unaffected by sunlight / UV; Environmentally friendly; Cost effective. Note: Colors may vary slightly from order to order. Anodized finishes require a cosmetic coat of paint to hide casting imperfections that come out during the anodizing process.

NOTES: Brushed finish is a #2-#3 finish (80-100 grit) directionally sanded face, vertical grain standard (optional horizontal), bead blasted returns with a low-gloss clear coating.

Optional #4 Brushed is a smoother finish face than standard brushed (150-180 grit). Polished finish is a #7-#8 finish face, bead blasted returns with a gloss clear coating. Anodized finishes have no clear coat.

Color / finish matching available with customer provided sample.

## Bronze Finishes

			
Price as Listed	Flat Face - Add 30% Round - Add 35% Prismatic - Add 50%	Add 30%	Add 30%
			
Add 15%	Add 15%	Add 15%	

## Patinas

By their very nature, will vary from letter to letter and order to order. These finishes will change in appearance over time depending on contact with moisture and temperature. Patinas can "bleed" onto the installation surface when installed outside.

## Oxidized

Bronze is chemically treated, then hand rubbed, to produce an antique look on the letter face - with black returns, then sprayed with a low gloss clear coating. Letters may vary slightly from order to order.



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | [www.marvinnc.org](http://www.marvinnc.org)

**TO:** Planning Board

**FROM:** Hunter Nestor, Planning and Zoning Administrator

**SUBJECT:** Discussion and Consideration of Sign Permit Application #21-12668 Cottages at Marvin Gardens Sign

**DATE:** July 15, 2021

## Background

The developer for the Cottages at Marvin Gardens has submitted a sign permit application for the monument sign. The sign proposed is located on the HOA property, significantly distant from any right-of-way or intersection, and outside of sight triangles, thus does not require engineer or NCDOT review.

The development is zoned I-CD (Marvin Gardens Individual-Conditional District) and approved for development of 25 single-family homes by the Village of Marvin, North Carolina. The I-CD zoning designation means that the Site Plan and Design Standards for the Marvin Gardens site constitutes the Zoning Regulations for this district. Additionally, The Village Council approved the Construction Plat for Marvin Gardens Residential portion on January 14, 2020, which incorporates minor revisions from the original zoning approval into the final zoning regulations.

## Applicable Ordinance Language

Per § 151.152 SIGNS PERMITTED IN CC COMMERCIAL DISTRICT AND MX MIXED-USE DISTRICT. (3) All residential subdivisions in the village are required to have subdivision monument sign(s).

Subdivision entryway monuments, used to mark or define a subdivision's entrance and/or used to identify the name of the subdivision, shall require a subdivision entryway permit in accord with the requirements of this section.

Per §151.152(E)(4), the following findings must be met:

1. The subdivision entryway monuments do not interfere with visibility for motorists, pedestrians or bicyclists;
2. The subdivision entryway monuments are in harmony with its surroundings and /or consistent with Land Use Plan requirements.





214 East Cherry St., Yadkinville, NC 27055  
Phone: 336-679-3344 Fax: 800-282-4830  
AOASigns.com

## Division 1.0 – Signage

### Signage Cleaning Instructions

Interior/Exterior panel signage should be cleaned using a non-abrasive cloth and warm water. The sign should be dried immediately to prevent spotting. In extreme cases, signs may be cleaned with a mild cleanser such as Windex, or a commercial window cleanser. Please note that certain cleansers may cause discoloration and should be tested in an inconspicuous area first.

### Dimensional Characters/Plaques Cleaning Instructions

All Exterior letters and metal plaques require some maintenance to retain their original luster. All plastic and metal letters should be periodically cleaned with a good dish soap and water to remove any dirt or pollutants gathered from the environment. Should the face of a metal letter get scratched, the polyurethane coating can be revitalized using a good car wax. Please note that certain cleanser may cause discoloration and should be tested in an inconspicuous area first.

Marvin Village Hall  
Marvin, North Carolina



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | [www.marvinnc.org](http://www.marvinnc.org)

3. The subdivision entryway monuments, where located, will not require the removal of a significant number of healthy trees or shrubs; and
4. The subdivision entryway monument permit application provides evidence of sufficient and permanent means of their upkeep, maintenance and regulation, in accord with Marvin codes and regulations.
5. The subdivision entryway monuments comply with minimum design and development standards outlined in the Marvin Code of Ordinances, inclusive of sign provisions and applicable design and development standards in this chapter; or
6. The subdivision entryway monuments *will* comply with minimum design and development standards outlined in the Marvin Code of Ordinances, inclusive of sign provisions and applicable design and development standards in this chapter.

The measurement requirements for monument signs located in §151.148(C)(1)(b), are below. The sign proposed in this application meets all requirements.

TABLE 02: MONUMENT SIGN DIMENSIONS			
A	Area	Maximum	40 square feet
B	Height	Minimum	6 feet
C	Depth	Minimum.	2 feet
D	Sign base height	Minimum / Maximum	2 inches / 4 inches

Sign proposed in Application:

- A. Area: 5.8 (without base) and 14 (with base) square feet (*under the maximum*)
- B. Height: 6 feet (*exceeds minimum*)
- C. Depth: varies, 3 feet and 4 inches to 4 feet (*exceeds minimum*)
- D. Sign base Height: 6 feet (*exceeds minimum, maximum of 4 inches is unrealistic and possibly erroneous in the ordinance as the example pictures clearly have a base height of >4 inches*)

### Recommendation

Staff recommends approval of the sign permit application.



# VILLAGE OF MARVIN

10004 New Town Road | Marvin, NC | 28173 | Tel: (704) 843-1680 | Fax: (704) 843-1660 | www.marvinnc.org

## SIGN PERMIT APPLICATION

Applicant(s) Name: Saussy Burbank Phone: 704-442-4961  
 Address of Applicant: 2550 West Tyvola Road, Suite 100 FAX: \_\_\_\_\_  
Charlotte, NC Zip Code: 28217  
 Email: peter.harakas@saussyburbank.com

Owner(s) Name: Same Phone: \_\_\_\_\_  
 Address of Owner: \_\_\_\_\_ FAX: \_\_\_\_\_  
 \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email: \_\_\_\_\_

Sign Contractor Company: TBD Phone: \_\_\_\_\_  
*(if different from Applicant)*  
 Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

### SIGN INFORMATION:

Number of signs requested (must be identical to be included on the same permit): Two  
 Parcel No. 06156434 / 06156434 Zoning: ICD  
 Address or Location of Proposed Sign: Intersection of Garden Terrace Circle & Access Road at 0 Newtown Road  
 Business/Company/Subdivision Name: Cottages at Marvin Gardens

The sign is:

- Alteration of Existing Sign       New Installation       Temporary

The sign type is a/an:

- Banner       Wall       Monument/Pylon  
 Projecting/  
Suspended       Awning/Canopy       Post & Arm  
 Other: \_\_\_\_\_

The sign is for a/an:

- Building (stand alone)       Development       Event or Sale  
 Home Occupation       Tenant Space       Other \_\_\_\_\_

The sign is:

- Freestanding       Mounted

Type of Illumination:

- Internal       External       None

Area of sign face 5.8 sq. ft. (sign height x sign width)

Sign height 2'-6" ft (sign height incl. base: 6' ft.)      Sign width: 2'-4" ft.

Continued



**SIGN PERMIT APPLICATION – PAGE 2**

Total Area permitted for Wall Signs: (Linear Ft of Tenant Space X 1 sq. ft): \_\_\_\_\_ sq. ft.

**Attachments**

In order to be considered complete, the following must accompany each application:

1. A rendering of the sign depicting the following information: dimensions, type of lettering, color(s) of the sign and lettering, and the location of the sign on the property or building. If this is a freestanding sign, you must attach a plot plan showing the location of the sign on the property.
2. Application fee paid in full must be received prior to the issuance of a sign permit (checks made payable to the Village of Marvin).

*Note: Section 151.142 prohibits the location of any sign within the road right of way. If you are unsure of what the road right of way is adjacent to your site, please contact Village Staff.*

**Certifications**

I hereby certify that the information provided herein, to the best of my knowledge is accurate and complete. Any violation of an approved permit may be grounds for its revocation.

Signature of Applicant: *Peter Harakas VP* Date: 6/7/21

Printed Name of Applicant: Peter Harakas

FOR OFFICE USE ONLY

To the best of my knowledge, this application is complete. Based on the information provided, I hereby

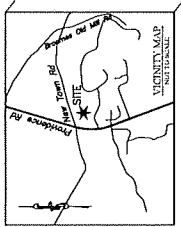
\_\_\_\_\_ APPROVE      \_\_\_\_\_ DISAPPROVE      this permit application.

Comments/Conditions:

\_\_\_\_\_  
Zoning Administrator

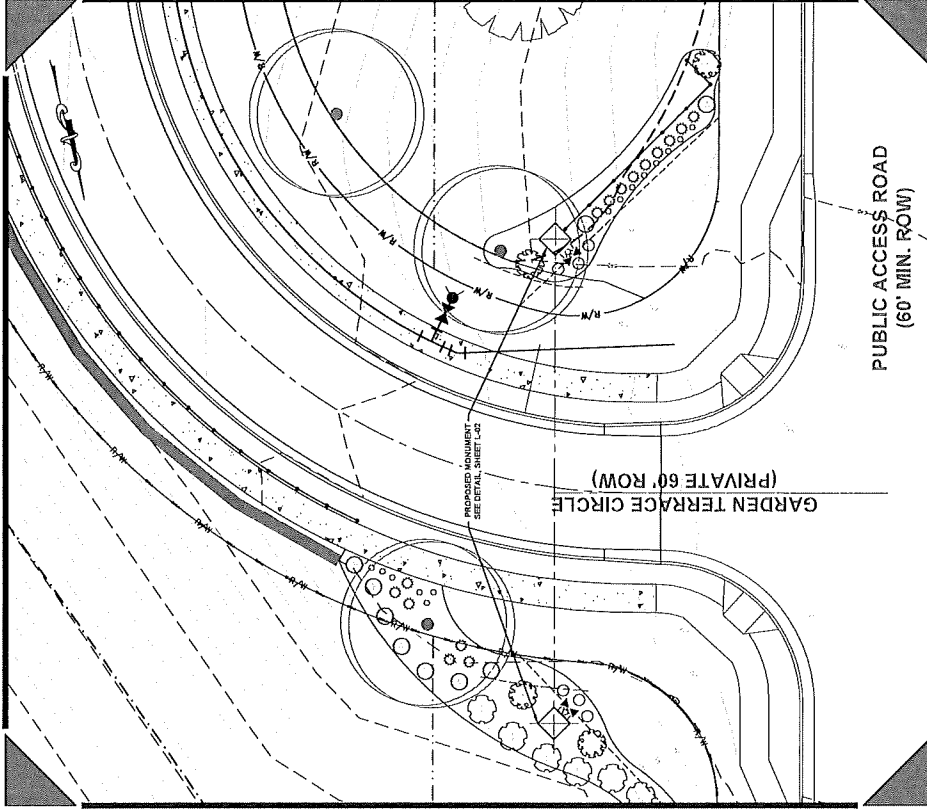
\_\_\_\_\_  
Date

**THIS PERMIT IS VALID FOR SIX (6) MONTHS FROM THE DATE OF ISSUE**



# COTTAGES AT MARVIN GARDENS

## ENTRY MONUMENT & POCKET PARK



OVERALL SITE  
SCALE: 1/8" = 1'-0"

VILLAGE OF MARVIN, UNION CO. NC  
JUNE 4, 2021

PRELIMINARY  
NOT RELEASED  
FOR CONSTRUCTION



SHEET INDEX			
SHEET #	SHEET TITLE	REVISION / DATE	DESCRIPTION
L01	COVER	05-04-2021	
L02	ENTRY MONUMENT LAYOUT PLAN	05-04-2021	
L03	ENTRY MONUMENT DETAILS & NOTES	05-04-2021	
L04	LANDSCAPE PLAN	05-04-2021	
L05	POCKET PARK LAYOUT PLAN	05-04-2021	
L06	LANDSCAPE PLAN	05-04-2021	

**SITE STATUS**  
 PROJECT NUMBER: 0618211 / 0618208  
 ZONING: R2D

**OWNER/DEVELOPER**  
 NAME: CAROLINA COTTAGE HOMES, LLC  
 ADDRESS: 10000 WOODS CIRCLE, SUITE 100  
 CHARLOTTE, NC 28276  
 PHONE: (704) 442-4499  
 EMAIL: PETER@CAROLINACOTTAGEHOMES.COM

BASE MAP DATA FROM "TOPOGRAHIC SURVEY" BY  
 MCKIM & CREED, 1000 W. WILSON ROAD, SUITE 100  
 CHARLOTTE, NC 28276



















Notes for the Village of Marvin Planning Board, July 19, 2021  
Briefing on Status of Marvin Heritage District Form-Based Code and Rezoning

**Necessary Revisions to Make to the FBC:**

1. **Revise the FBC to ensure compliance with State of North Carolina planning laws:**
2. **Correct statement(s):**
3. **Add more detail on how to administer the FBC; and**
4. **Strengthen the FBC by amending other documents**

**1. Revise the FBC to comply with State of North Carolina planning laws**

There are a few provisions that state planning law does not permit:

- a. Remove or greatly modify references that single-family residential design requirements, beyond what N.C.G.S. Chapter 160D permits OR develop legally permitted ways to regulate single-family residential design requirements;
- b. Remove the required minimum square footage for single-family residential; and
- c. Remove the Municipal Service District (MSD) language and develop an implementation plan to adopt, administer, accounting, and spending parameters.

(New 160D requires local governments to pay plaintiffs' legal costs after the loss of a lawsuit)

**2. Correct Statement(s)**

Correct the reference to the National Marvin Historic District. The area is not listed on the National Register of Historic Places, nor are individual sites listed.

**3. Add more detail on how to administer the FBC**

Not sufficient detail of how to administer:

- a. Refine the review body responsible to review proposed designs in the Heritage District; and
- b. Analyze and add on to the review process. The current draft only refers to using the subdivision process, but does not describe other application requirements, process, timeframes, fees, review by staff (Village and non-Village); and appointed and elected officials, decisions, appeals, and resubmittals.

**4. Strengthen the FBC by amendment other document(s)**

- a. Amend/Update the 2020 Future Land Use Map to display the new future land use map of the Heritage District. Consider adopting (Planning Board recommendation, then Village Council adoption) the Building a Village Center and Creating Intentional Growth in the Village of Marvin report as part of the Village of Marvin 2020 Land Use Plan or preparing a summarized version to adopt directly into the Marvin 2020 Land Use Plan to add data and analysis to strengthen the legal foundation ("opportunities for citizen engagement..." GS 160D-501) for the MHD and the FBC.
- b. Enhance the staff report for the FBC before it returns to the MHD Strategic Plan Committee, Planning Board, and Village Council to the MHD's background citing all documents and opportunities for citizen engagement in plan preparation and adoption.