

PLANNING & ADJUSTMENT BOARD MEETING MINUTES

JUNE 16, 2025 @ 10 AM

Planning & Adjustment Board members Eddie Drake, Ada Morgan, David Manning, Barbara Taylor and George Barnes, the town Attorney Brian Pridgen, and zoning officer/clerk Odyssey Brown were all in attendance.

The meeting was called to order by Mr. Drake at 10:03 am. Brian Pridgen started with the first and only order of business on the agenda which was to consider a text amendment for a sign at property located at 314 N 3rd Street, Pinetops, NC, identified as Edgecombe County Tax parcel ID # 4704-47-3452. This property was previously amended to allow the special event center; this sign will be advertising. When that amendment was approved for a special event center in a residential area there was not any discussion on the sign sizing to also be amended for this purpose. The applicant applied for a sign permit asking to place an 8x8 internally illuminated digital sign. The current ordinance would not accept the sign size the applicant is purposing so Brian Pridgen drafted a text amendment for Article 7 by adding a new subsection "G" of Section 60.13. This new subsection 60.13 states Special Provisions for Certain Signs specified for "Event Centers" with regulations to fit in. The current zoning would only allow a 2x2 sign. The sign size they are applying for is quite a bit bigger than what is currently allowable. Although that is the case the original ordinance was set this way so as not to disturb the surrounding residents.

Mr. Pridgen then asked the Board to read over the ordinance by amending the zoning code for adding Section 60.13 and opened the floor for questions from the Board. (See attached ordinance) Ms. Taylor asks if the sign would only be on to display events happening at the event center since #9 says "during hours of operation". Mr. Pridgen mentioned the center would be open Monday-Sunday as there would be a connected gym so the sign would not only be illuminated during events but agreed to make changes to the document citing from dawn until 10 P.M. the sign would be allowed to be illuminated. There are requirements also referenced in Article 7 section 60.12 the prior section of Article 7 labeled "Location and Height Requirements." With no other questions and everyone's approval on changing the verbiage of #9 before it is given to the Board for approval.

Ms. Taylor made a motion to recommend approval of the text amendment to Article 7 by adding a new subsection G of Section 60.13 to the Board of Commissioners. Mr. Barnes seconded the motion, and the motion passed unanimously. This amendment is set to be approved by the Board of Commissioners during the budget public hearing June 26, 2025. The meeting was adjourned at 10:15am.

Planning & Adjustment Board Chairperson:

A handwritten signature in cursive script, appearing to read "Eddie Drake", written over a horizontal line.

Eddie Drake

ATTEST:

A handwritten signature in cursive script, appearing to read "Odyssey B", written over a horizontal line.

Odyssey Brown

AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWN OF PINETOPS
AMENDING THE ZONING CODE

WHEREAS, the Town of Pinetops Zoning Ordinance contains comprehensive zoning regulations; and

WHEREAS, it is the desire of the Board of Commissioners to amend certain provisions of the Zoning Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF PINETOPS, that its Zoning Ordinance and other land development ordinances, if any, are hereby amended as follows:

1. Article 7 of the Town of Pinetops Zoning Ordinance is amended by adding new Section 60.13 to read as follows:

Section 60.13 Special Provisions for Certain Signs.

G. Event Center. Event Center signs, including signage for any use within additional use within an Event Center facility, shall conform to the following regulations.

1. One freestanding sign shall be permitted.
2. The sign face shall not exceed forty (40) square feet.
3. The sign support structure shall not exceed three (3) feet in height.
4. The sign shall conform to the requirements of Section 60.12.
5. Illuminated signs giving off light resulting in glare, blinding, or any other such adverse effect on traffic shall not be erected or maintained.
6. Illuminated signs shall not be operated in such a manner that they interfere with the quiet use and enjoyment of surrounding residential properties.
7. Flashing signage is not permitted.
8. The intensity of sign lighting shall not exceed that necessary to illuminate and make legible a sign from the closest adjacent public right of way.
9. Lighting Times: A sign shall only be illuminated during the hours of dawn to 10:00 p.m. Internally illuminated signs shall provide an automatic timer to comply with this subsection.
10. Signs conforming to these requirements shall be permitted for Event Centers regardless of zoning district.

DULY ADOPTED, this 26 day of June, 2025.

TOWN OF PINETOPS

Brenda Harrell
Brenda Harrell, Mayor

ATTEST:

Sammy Keeler
Town Clerk

