



**Town of Clayton
Planning Board Minutes
Monday, January 28, 2019 @ 6:00 PM
Town Council Chambers**

BOARD MEMBERS PRESENT:

Andria Merritt
Stephen Powers
James Lipscomb
Marty Bizzell
Bob Ahlert
Frank Price
James Moore
George "Bucky" Coats

STAFF PRESENT:

Samantha Wullenwaber, Planning Director
Haley Hogg, Planner
Bob Satterfield, Council Member
Merrick Parrott, Town Attorney
Chrissy Dunn, Clerk to the Board

MEMBERS ABSENT:

Ross Benson

1 CALL TO ORDER

- a) Bob Ahlert called the meeting to order at 6:00 p.m.

2 ROLL CALL

- a)
Board Member Ross Benson was not present.

3 ADJUSTMENT OF THE AGENDA

4 ADMINISTRATION OF OATH(S)

- a) Oath of Office Administered to Planning Board Members:
- Robert Ahlert
 - George "Bucky" Coats
 - James Lipscomb
 - James Moore
- b)
Town Clerk, Kimberly Moffett administered the oaths.

5 ELECTION OF CHAIR & CO-CHAIR

- a)
Board Member Stephen Powers nominated Robert Ahlert as Chair.

Motion: Board Member Powers
Second: Board Member Coats

Vote: Unanimous

b)

Board Member George "Bucky" Coats nominated Marty Bizzell for Co-Chair.

Motion: Board Member Coats

Second: Board Member Price

Vote: Unanimous

6 APPROVAL OF MINUTES

a) December 18, 2018 Planning Board Draft Minutes

ACTION: Approved with corrections made for 2018-299-CUP The Living Word of Jesus Christ, Inc., to change the recommendation for approval by Town Council to approval by Planning Board.

Motion: Board Member Price

Second: Board Member Powers

Vote: Unanimous

7 REPORTS AND COMMENTS

8 OLD BUSINESS

9 NEW BUSINESS

a) 2019-02-VAR 308 E. Front Street Variance (Quasi-Judicial)
NC PIN: 166917-12-9306
Tag: 05036081
Location: 308 E. Front Street

Town Attorney Merrick Parrott explained the Quasi-Judicial process. Clerk of the Board Chrissy Dunn gave the affirmation.

Ms. Wullenwaber presented this project. The applicant is requesting a variance to subdivide the property into 2 lots. The property is zoned R-6 which requires a minimum lot size of 6,000sqft. The request is for a minimum lot size of 5,512sqft which results in a lot size variance of 488sqft. In the existing block, majority of the lots are between 3,400-5600sqft. The surrounding blocks have similar lot sizes. This request would be consistent with the surrounding area and the applicant has addressed the Finding of Facts. Board Member Bizzell asked Ms. Wullenwaber about the old deed line, were the lots recombined at one time? Ms. Wullenwaber stated at one time it does look like it was but nothing confirmed. No further questions for staff.

The applicant Michael Pfeiffer was present and available for questions. Board Member Lipscomb asked about the driveway that it looks like it is located on the new lot and can the Board make a requirement for a driveway to be put on the existing lot? Mr. Pfeiffer stated that would be no problem. Board Member

Bizzell asked about the old lot line and if the applicant recalls the history? Mr. Pfeiffer stated the properties were separate at one time. He said clearly there is an imprint of an old structure. It looks like a foundation was there. It was such old records he could not find any further information. The previous owner was an out of state owner and he is local.

Board Member Bob Ahlert read the Findings of Facts.

ACTION: Approve the request with the conditions presented by staff.

Motion: Board Member Lipscomb

Second: Board Member Merritt

Vote: Unanimous

- b) 2019-04-RZ Johnston Health Rezoning
NC PIN: 164800-75-2034
Tag: 05G03004E
Location: 2138 NC Hwy 42 W.

Board Member Marty Bizzell requested to recuse himself from this project.

Haley Hogg presented this project. The applicant is requesting to rezone 74.61 acres of land from Planned Development Mixed Use (PD-MU) to Office-Institutional (O-I). The request to rezone the parcels to O-I in order to prepare the corner parcel closest to Amelia Church Road for future development of medical offices. This request is consistent with the Comprehensive Plan 2040 and consistent with Surrounding Land Use. Staff is recommending approval. There were no questions for staff.

The applicant was present and discussed their plans on the rezoning. There were no questions for the applicant

ACTION: Recommendation to the Town Council to approve the request.

Motion: Board Member Lipscomb

Second: Board Member Powers

Vote: Unanimous

- c) 2019-07-OA Downtown Overlay Ordinance

Planning Director Samantha Wullenwaber presented this project. The amendment seeks to amend the downtown overlay district requirements to encourage quality development in downtown. The original downtown overlay district was adopted in the fall of 2017. It became evident that the requirements were too stringent and prevented quality development in downtown. The planning department has been working with economic development and architect Tony Johnson, to amend the existing ordinance and make it easier for developers to build in downtown. The ordinance amendment also includes the addition of graphics for clarification. Staff recommends approval to council. There were questions to staff from the Board in reference to many of the amendments, from canopies/awnings, flags, to cross access

parking, windows etc. All questions and concerns were addressed by staff and will be looked into making any changes. Ms. Wullenwaber stated she plans on going door to door to explain the ordinance to the local businesses.

ACTION: Recommendation to the Town Council to approve the request.

Motion: Board Member Coats

Second: Board Member Merritt

Vote: Unanimous

10 INFORMAL DISCUSSION AND PUBLIC COMMENT

11 ADJOURN

a)

With there being nothing further, the meeting was adjourned at 6:47 p.m.

Motion: Board Member Coats

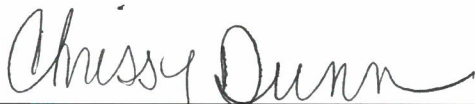
Second: Board Member Lipscomb

Vote: Unanimous



Robert J. Ahlert, Chair

ATTEST:



Chrissy Dunn, Clerk to the Board