



**Town of Clayton
Planning Board Minutes
December 17, 2019 @ 6:00 PM
Town Council Chambers**

BOARD MEMBERS PRESENT:

Andria Merritt
Ross Benson
Stephen Powers
Bob Ahlert
Frank Price
James Moore
George "Bucky" Coats

STAFF PRESENT:

Samantha Wullenwaber, Planning Director
Haley Hogg, Planner
Jeff Caines, Planner
Chrissy Freeman, Clerk to the Board
Merrick Parrott, Town Attorney

MEMBERS ABSENT:

James Lipscomb
Marty Bizzell
Frank Price

1 CALL TO ORDER

a)

The meeting was called to order at 6:01 p.m.

Planning Board members James Lipscomb, Marty Bizzell and Frank Price were absent from this meeting.

2 ADJUSTMENT OF THE AGENDA

3 APPROVAL OF MINUTES

a)

ACTION: Approval of November 25, 2019 Planning Board Minutes

Motion: Board Member Powers

Second: Board Member Merritt

Vote: Unanimous

4 PUBLIC HEARINGS

5 NEW BUSINESS

- a) 2019-155-SP Johnston County YMCA Major Site Plan
Tag #: 05G03008B

Location: Located off Amelia Church Road

Planner Haley Hogg presented this project. The applicant is requesting to develop a 3400 square foot shelter which will include an office, storage and restrooms, located off Amelia Church Road. Four soccer fields and parking area is also proposed on the property. This will serve as the YMCA property for Johnston County. Only a half of the site will be developed at this time and the remainder of the tract may be expanded upon by the YMCA in the future. The applicant will be required to obtain approvals with a major modification. The applicant is proposing 164 parking spaces which meets the Town's code requirements. There will be a sidewalk provided internally on the site as well as along Amelia Church Road. This request is consistent with the Comprehensive Plan 2040. Staff recommends approval. There were no questions for staff.

The applicant was present and available for questions. There were no questions for the applicant.

ACTION: Approve/Deny 2019-155-SP Johnston County YMCA Major Site Plan

Motion: Board Member Merritt

Second: Board Member Powers

Vote: Unanimous

b) **2019-194-SP Ironwood Developers Major Site Plan**

Tag #: 05105017H

Location: Off US Hwy 70 Bus, North of Powhatan Road

Planner Jeff Caines presented this item. The applicant is requesting to construct a 40,000 square foot warehouse for shipping and receiving purposes. The site is currently vacant and is zoned Industrial Heavy (I-2). This request is consistent with the Comprehensive Plan 2040 and Surrounding Land Uses. The proposed parking will consist of paved surface with curb and gutter as well as the required landscaping. The existing drive will run into the proposed parking lot. The applicant requested a parking modification for 29 parking spaces. Current code requires 44 parking spaces, but staff reviewed the applicant and the applicant has provided the required materials in order to grant the parking spaces request to 29. There will be an internal walk way connecting the parking lot to a small office area and there will be landscape buffers around the entire site. There is a wetland area that will be included in the landscape requirement. This request is consistent with the Comprehensive Plan 2040. Staff recommends approval.

Planning Board Member Moore asked about the parking space ratio. Long term impact with the impervious surface of the storm water runoff can out way cost. This can have a significant impact on storm water system in the future. The ratio for office is one space per 200 square feet and the ratio for warehouse is one space for every 1000 square feet. There were no further questions.

The applicant Norwood Thompson was present and available for questions. He stated that they have the land to add more parking spaces than they need to. It is a spec building and working with a number of tenants. There were no questions for the applicant.

ACTION: Approve the request as presented by staff.

Motion: Board Member Coats

Second: Board Member Moore

Vote: Unanimous

c) 2019-243-OA Access & Sidewalk Ordinance Amendment

Planning Director Samantha Wullenwaber presented this item. This ordinance amendment modifies Section 400 of the Unified Development Code which pertains to general development standards. Throughout the UDC re-write a few items will become before the Board for some amendments. Any subdivision over 30 lots would be required to have two constructed access points serving the development. This request for the amendments mimic the town's fire code. These changes are proposed for safety reasons. If a subdivision is constructed with only one access point there is a risk if that access point is blocked for any reason then emergency services would not be able to get to residents within the development. This also allows for looping of utility lines which is necessary for water quality and flow. Staff is requesting to remove the proposed separation request from the UDC. Clarification of when sidewalks to be constructed, the builder will have to build sidewalks or pay fee-in-lieu, fee-in lieu of sidewalk may be accepted if there is no existing sidewalk within 300 feet. Staff recommends approval.

Andria Merritt asked would this be prior to construction. Ms. Wullenwaber stated once approved they would turn in three final sets of plans, planning would sign off. Then the construction documents would be turned in. Once all streets are installed, the final plat would need to be signed. Then houses can be built. Ms. Merritt also asked if there was no existing sidewalk within 300 feet then the fee in lieu would kick in. Ms. Wullenwaber stated originally it was 200 feet, 300 feet is about 3-4 blocks and there will be less gaps between sidewalks. Mr. Moore asked would there be some parcels that could accommodate 30 houses or more, from a developers stand point, will this limit development in the future. Ms. Wullenwaber stated it is more about the road frontage. This has already been established in this ordinance. If we do not put in the code now, we will have issues with stub outs in the future. Mr. Moore stated it is a rarity to need two ways out and most incidents are temporary. On sidewalks why do we require sidewalks on both sides. Ms. Wullenwaber stated that is in the subdivision ordinance.

Fire Chief Lee Barbee was present. He agrees there are few and far between of incidents. But in his years of service he has seen incidents that would be good if there was another access point. When there is a major incident, it takes multiple emergency response units to respond. He also needs to get an apparatus vehicle to be available to get out to other calls within the Town if another incident is happening at the same time. The area is growing and supports this change. There were no further questions.

Ms. Wullenwaber stated we are here to make safe decisions and best practices. There was no further questions.

ACTION: Recommendation to Town Council to approve the request.

Motion: Board Member Merritt
Second: Board Member Powers
Vote: Unanimous

6 INFORMAL DISCUSSION AND PUBLIC COMMENT

a)

Planning Director Samantha Wullenwaber thanked board members Bob Ahlert and Ross Benson for their service with the Town of Clayton.

7 ADJOURN

a)

With there being nothing further, the meeting was adjourned at 6:37 p.m.

Motion: Board Member Merritt
Second: Board Member Benson
Vote: Unanimous

Andria Merritt, Chair

ATTEST:

Chrissy Freeman, Clerk to the Board