



**Town of Clayton
Planning Board Minutes
Monday, December 18, 2018 @ 6:00 PM
Town Council Chambers**

BOARD MEMBERS PRESENT:

Andria Merritt
Ross Benson
Stephen Powers
James Lipscomb
Marty Bizzell
Bob Ahlert
Frank Price
Sarah Brooks
George "Bucky" Coats

STAFF PRESENT:

Samantha Wullenwaber, Planning Director
Damiere Powell, Planner
Chrissy Dun, Clerk to the Board
Michael Grannis, Mayor Pro-Tem
Merrick Parrott, Town Attorney

MEMBERS ABSENT:

1 CALL TO ORDER

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

2 ROLL CALL

- a)
All Board members were present.

3 ADJUSTMENT OF THE AGENDA

- a)
Request to move Item A 2018-188-CUP (Quasi-Judicial) The Living Word Church of Jesus Christ, Inc., to be heard last. Item C 2018-226-RZ, Town Hall Parking Expansion Rezoning to be heard first.

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

4 APPROVAL OF MINUTES

- a) November 26, 2018 Planning Board Draft Minutes

Board Member Bizzell noted the following amendments be made:

Correction 2018-76-OA Private Streets for Vote: 7-2/Board Members Lipscomb and Bizzell Opposed.

Correction 2018-167-OA Dumpster Amortization for Vote: 7-2/Board Members Lipscomb and Price Opposed.

ACTION: Motion for approval with above amendments.

Motion: Board Member Coats

Second: Board Member Price

Vote: Unanimous

5 REPORTS AND COMMENTS

6 OLD BUSINESS

7 NEW BUSINESS

- a) 2018-226-RZ Town Hall Parking Expansion, Rezoning
NC PIN: 166913-02-1690 / 166913-02-0545 / 166917-02-1435
Tag: 05015058 / 05020002B / 05016043A
Location: 111 E. Second Street and 117 - 121 Horne Street

Samantha Wullenwaber presented this project. The Town of Clayton is requesting to rezone three parcels from Residential (R-6) and Office Institutional (O-I) to Public Facilities (PF). These parcels make up 3.16 acres and are located at the corner of Fayetteville Street and Horne Street. Town Hall is located upon one of the parcels. The other parcels are vacant or used as a single-family residence. The Town is currently in the process of acquiring one of the subject properties from Horne Memorial Church. The Town plans to redevelop the existing parking at Town Hall and incorporate the two new parcels on the south side of Horne Street to expand the parking lot. A portion of Horne Street will be incorporated into the new parking lot. This request is consistent with the Comprehensive Plan 2040 and surrounding land uses. The applicant David DeYoung was available for questions. There were some questions for staff. Board Member Merritt asked if there setbacks for this project. Dave DeYoung answered and stated there is no set setbacks for parking. There will be a Major Site Plan application. Board Member Merritt asked about buffers. Mr. DeYoung stated buffers are not required but there will be for buffers on this project. All the questions will be answered with Major Site Plan. Board Member Merritt stated her concern over the residential area. Mr. DeYoung stated that this will all be resolved. Board Member Lipscomb stated it's critical to get more parking spaces. There were no further questions.

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

Motion: Board Member Lipscomb

Second: Board Member Bizzell

Vote: Unanimous

- b) 2018-206-RZ New Trinity Missionary Baptist Church Rezoning
NC PIN: 165916-93-7577, 165916-93-7608
Tag: 050190191A, 05019020
Location: 347 W. Main Street & 317 W. 2nd Street

Planner Damiere Powell presented this project. The applicant is requesting to rezone 1.09 acres from Central Business (B-1) to Neighborhood-Business (B-2) for future expansion of the church. Both properties have frontage along Main Street and Second Street. The applicant is proposing to keep the front of the properties on Main Street zoned as B-1 and the portion fronting Second Street to be rezoned for B-2. This request is consistent with Comprehensive Plan 2040 and Surrounding Land Uses. Staff recommends approval. There were questions for staff. Board Member Powers asked what B-2 offers that B-1 does not. Mr. Powell explained parking, setbacks, and that grass parking will be allowed for this project, which is not allowed in the B-1 zoning district. The church wouldn't be able to expand in B-1 but can expand in the B-2 zoning. There were no further questions for staff.

The applicant Michael Sims, the pastor of the church was present and available for questions. Board Member Coats asked about the neighborhood meeting that nothing was mentioned about any issues. The applicant stated there were no neighbors present at the neighborhood meeting. There were no further questions for the applicant.

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

Motion: Board Member Brooks
Second: Board Member Coats
Vote: Unanimous

- c) 2018-188-CUP The Living Word Church of Jesus Christ, Inc. (Quasi-Judicial)
NC PIN: 165807-57-3786
Tag: 05G02011M
Location: 108 Lee Court

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

Damiere Powell presented this project. The applicant is requesting a Conditional Use Permit to operate the use of a church on the property within an existing building. Per UDC, the use of a church is only permitted in this zoning district (B-3) with a Conditional Use Permit. The property is located off Lee Court and is currently vacant. The previous use was used as an athletic facility. The property has one existing access point off Lee Court. The applicant is proposing to continue to utilize this access point for the existing asphalt parking lot. An additional access point is being proposed off Lee Court in order to enter the proposed grass parking lot. The applicant has addressed the findings of facts and is consistent with Comprehensive Plan 2040. This request is also compatible with Surrounding Land Uses. Staff recommends

approval with conditions listed in the staff report. There were no questions for staff.

The applicant Ricky, pastor of the church, was present for questions. He gave a brief history on the church. Board Member Ahlert asked if there was another church in the area. The applicant stated yes, there is one across the street. Board Member Price asked if the building is currently vacant. The applicant stated yes it is. There were no further questions for the applicant.

ACTION: Approve the request with the conditions as noted within the staff report.

Motion: Board Member Price
Second: Board Member Lipscomb
Vote: Unanimous

8 INFORMAL DISCUSSION AND PUBLIC COMMENT

- a) Planning Director Samantha Wullenwaber recognized Ms. Sarah Brooks for her service on the Planning Board.

9 ADJOURN

- a) With there being nothing further the meeting was adjourned at 6:26 p.m.

Motion: Board Member Lipscomb
Second: Board Member Price
Vote: Unanimous



Robert Ahlert, Chair

ATTEST:



Chrissy Dunn, Clerk to the Board