Town of Clayton
Town Council Regular Meeting Agenda
Monday, October 21, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

THE PUBLIC MAY VIEW THE LIVE COUNCIL MEETING ON THE TOWN'S YOUTUBE CHANNEL:
https://www.youtube.com/TownofClaytonNC

1. CALL TO ORDER

a. Call to Order

b. Pledge of Allegiance

c. Invocation

2. ADJUSTMENT OF THE AGENDA

a. **POTENTIAL ACTION:** Approve or Adjust the Agenda

3. CONSENT AGENDA

a. Minutes
- October 7, 2024 - Work Session
- October 7, 2024 - Regular Session
- October 7, 2024 - Closed Session

Presenter: Heidi Holland, Town Clerk
October 7, 2024 - Regular Session
October 7, 2024 - Work Session

b. 2025 Holiday Schedule
Presenter: Heidi Holland, Town Clerk
Resolution #2024-93

c. 2025 Council Meeting Schedule
Presenter: Heidi Holland, Town Clerk
Resolution #2024-94

d. Final Acceptance of Public Water & Sewer Utilities for Academy Pointe, Phases 1 & 2
Presenter: Chris Rowland, Engineering
Resolution #2024-101

e. Resolution Directing Clerk to Investigate: 2024-57-ANX - WC 8121 US 70 Bus Industrial
Presenter: Conrad Olmedo, Planning Director
Resolution #2024-103

f. Authorizing A Sale of Item of Surplus Property
- 2015 Bucket Truck

Presenter: Allen Turnage, Electric Director
Resolution #2024-107
92 Picture 1

92 Picture 2
92 Title

g. Sale of Personal Property to Another Governmental Unit
- 2018 F550 AT41M Bucket Truck

Presenter: Allen Turnage, Electric Director
Resolution #2024-105
Bill of Sale Bucket Truck 2018F550AT41M
Title 91

POTENTIAL ACTION: Approve Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

a. Clayton4U
Presenter: Nathanael Shelton, Communication Director

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. DDA Council Annual Report
Presenter: Christi Thompson, DDA Board Chair

6. PUBLIC HEARINGS

a. Town of Clayton 2024 Parks & Recreation Master Plan
Presenters: Scott Barnard, Parks and Recreation Director and Sara Burroughs, PLA, SageDesign
Town of Clayton 2024 Parks & Recreation Master Plan

POTENTIAL ACTION: Close Public Hearing and Table To the November 4, 2024 Meeting for Action per Recommendation from Planning Board

b. 2024-92-RZ Triangle Coffee Shop
Presenter: Audrey Duchesne, Senior Planner
2024-92-RZ Triangle Coffee Shop

POTENTIAL ACTION: Adoption of Ordinance #2024-10-01 with Consistency Statement

7. QUASI-JUDICIAL HEARING

8. OLD BUSINESS

a. ECIA Transmission Improvements
Presenter: Joshua Baird, Interim Engineering Director
ECIA Transmission Improvements

POTENTIAL ACTION: Adoption of Bid Award and Resolution #2024-108

9. NEW BUSINESS

a. Real Property Surplus
- 992 E-ONE Fire Pumper

Presenter: David Ranes, Fire Chief
Real Property Surplus

POTENTIAL ACTION: Adoption of Resolution #2024-106

10. STAFF REPORTS

a. Town Manager

b. Town Attorney

c. Town Clerk

d. Other Staff

11. OTHER BUSINESS

a. Informal Discussion & Public Comment

b. Council Comments

12. CLOSED SESSION

a. To Discuss Purchase of Real Property in Accordance with NCGS 143-318.11(a)(5)

POTENTIAL ACTION: Motion To Go Into Closed Session

POTENTIAL ACTION: Motion To Return To Open Session

13. ADJOURNMENT

a. Adjourn

POTENTIAL ACTION: Motion To Adjourn

INFORMATION FOR THE PUBLIC

3. CONSENT AGENDA

Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Council may request to have an item removed from the consent agenda for further discussion.

7. QUASI-JUDICIAL HEARING

A quasi-judicial hearing resembles a court trial where testimony is presented. Citizens may give testimony in a quasi-judicial hearing after they have taken an oath. Town Council acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Town Council must make findings of fact based upon the evidence presented. The Town Council refrains from "ex parte communication" about these cases, as the Town Council must make a decision based solely on the evidence presented at the hearing itself. Staff is available to assist with inquiries from citizens.

11. OTHER BUSINESS – INFORMAL DISCUSSION & PUBLIC COMMENT

RULES FOR PERSONS ADDRESSING TOWN COUNCIL

- During public hearings and public comment periods, each speaker will identify him/herself by giving his or her name and place of residence.
- Each speaker will be limited to speaking one time on any topic. When you are finished speaking, please step away from the podium and be seated.
- Each speaker will be limited to three (3) minutes and each group's representative will be limited to a maximum of five (5) total minutes. Each group is encouraged to designate a single spokesperson for their group.

Town of Clayton
Town Council Regular Meeting Minutes
Monday, October 7, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Council Member Porter Casey
Council Member Andria Archer
Mayor Pro Tem Michael Sims
Council Member Gretchen Williams
Council Member Ruth Anderson*
**Joined Remotely*

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Robert McKie, Finance Director
Greg Tart, Police Chief
Nathanael Shelton, Communication Director
David Ranes, Fire Chief
Joshua Baird, Water Resources Director and Interim Engineering Director

1. CALL TO ORDER

a. Call to Order

Mayor McLeod called the meeting to order at 6:00 p.m. Mayor McLeod noted for the record Council Member Anderson is joining virtually tonight.

b. Pledge of Allegiance

Mayor McLeod led the Pledge of Allegiance.

c. Invocation

Mayor McLeod provided the Invocation.

2. ADJUSTMENT OF THE AGENDA

a. Mr. Cappola adjusted the agenda as follows:
Add to 12a, Closed Session to discuss a legal matter in accordance with NCGS 143-318.11(a)(3) and the presenter of item 8b. would be Dolores Gill, Deputy Town Manager.

Approve or Adjust the Agenda

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

3. CONSENT AGENDA

a. Minutes
- September 16, 2024 - Regular Session
- September 16, 2024 - Closed Session

Presenter: Heidi Holland, Town Clerk

b. Harvest Festival MOU
Presenter: Amy Shearin, Economic Development

c. Hocutt-Ellington Memorial Library Technology Lending Policy
Presenter: Mel Poole, Circulation Supervisor

d. Resolution To Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – O'Neil Overlook
Presenter: Michael Worner, Engineering

e. Resolution To Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Spinning Mill Phase 2 Water Line
Presenter: Michael Worner, Engineering

f. Resolution to Acquire Easements for the Walmart Pump Station Abandonment Project
Presenter: Joshua Baird, Interim Engineering Director

Approve Consent Agenda as Presented

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

4. ADMINISTRATIVE ITEMS

a. Clayton4U
Presenter: Nathanael Shelton, Communication Director

Mr. Shelton shared this episode of Clayton 4U which featured the upcoming Harvest Festival and provided a history of the event.

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. National Community Planning Month Proclamation
Presenter: Council Member Archer to Present to the Planning Department

Council Member Archer read the proclamation and presented it to the Planning Department.

b. National Arts and Humanities Month Proclamation
Presenter: Council Member Casey to Present to Cultural Arts

Council Member Casey read the proclamation and presented it to Cultural Arts.

c. Public Power Week Proclamation
Presenter: Mayor Pro Tem Sims to Present to the Electric Department

Mayor Pro Tem Sims read the proclamation and presented it to the Electric Department. Mayor McLeod read a letter from a Town citizen expressing their appreciation for recent prompt service from the Electric Department.

d. National Day of Service Proclamation
Presenter: Mayor McLeod to Present to Trish Perna, TWCC President

Mayor McLeod read the proclamation and presented it to Trish Perna, TWCC President.

e. Little Library Project
Presenter: Sara Perricone and Joe Slaton, Public Art Advisory Board

Sara Perricone and Joe Slaton, of the Public Art Advisory Board, were present to speak on this project, which is the latest Public Art Advisory Board project, the Little Free Library. Mr. Slaton shared the history of this concept. This library would be placed in Town where people are able to leave a book, take a book. Shared was the specific Little Free Library the board purchased. The board would assemble this and paint it themselves. The board plans to serve as the Little Free Library's steward, they would monitor, maintain and keep it stocked. Mr. Slaton stated the board would like to have this library at the Clayton Area Ministry, with Council's permission. Council Member Casey, liaison to the Public Art Advisory Board, thanked Mr. Slaton and Ms. Perricone for coming tonight. Mayor McLeod asked if anyone had any objections about the location; Council was in consensus of this location.

6. PUBLIC HEARINGS

7. QUASI-JUDICIAL HEARING

8. OLD BUSINESS

a. Copper District Elevated Storage Tank - Tentative Award
Presenter: Joshua Baird, Interim Engineering Director

Mr. Baird stated general statutes and town policies require formal construction bids in excess of $500,000 to be awarded by the governing body. This item tonight is a construction contract bid award for a 1-million-gallon elevated storage tank on 42 near the hospital in the area of the potential future Copper District.

The project was formally advertised on July 31, 2024 and included a base bid and alternate for a certain vender of architectural and lighting package associated with the project. On September 5, 2024 the Town only received two bids and were unable to open those bids. The project went out for rebid on September 19, 2024; a second public bid opening was held, receiving only two bids. The apparent low bidder was Pheonix Fabricators and Erectors, LLC with a base bid of $8,525,336.00 and an alternate at $0.

Engineering reviewed the bids and issued a recommendation of award and the Town's procurement and contract department has also reviewed the bids and contract. The Town does intend to fund a portion of this project with $4 million of ARPA funds received a couple years ago. The State Division of Water Infrastructure does have to review the bids; Town Council must adopt a resolution prior to that. This would be subject to the final approval and authority to bid by the Division of Water Infrastructure as well as final legal review of the contract.

Adoption of Resolution #2024-98

RESULT:	**CARRIED 5-0**
MOVER:	Michael Sims
SECONDER:	Andria Archer
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

b. Legend Park Update
Presenter: Dolores Gill, Deputy Town Manager

Ms. Gill provided an update and status to the Legend Park site, located on 550 City Road. The North Carolina Department of Environmental Qualities previously identified this site as a preregulatory landfill. A preregulatory landfill is defined by the State as any land area on which municipal solid waste disposal occurred prior to January 1, 1983. This site is one of 680 projects that have been identified in need of remediation.

Over the past four years the Town's engineering department has been coordinating with DEQ staff to assess and test the site and has assisted in

developing a remediation action plan. Specifics of this plan include relocation of waste from the stream area and future drive entrance and a soil cover cap that would go across the remaining trash boundary.

Most of the site is on Town property, however there is a small portion that does extend onto private property. Staff and DEQ have been working with the property owner and they have denied some recent access; that portion would not be in this project. Upon completion of the remediation site, this site could be used as a passive park and continue as a trailhead. It would also be left with a parking area for the Sam's Branch Greenway. This collaboration with DEQ also allows for the drive's entrance construction to be installed by a private developer per approved plans from Villages at Park View.

The public comment process was held and ended September 2, 2024; no public comments were received at that time. The State has moved forward with the funding of this project with a $2.9 million state fund; no Town funds would be used in this project.

For this project to move forward, the Town has signed a deed restriction boundary plat defining the waste area; all documents were previewed by legal counsel and approved by Council on October 2, 2023. Upon completion of this project, there still would be remaining communication to take place between staff and the NC Parks and Recreation Trust Fund to find solutions for its discontinued use as a ballfield.

DEQ has selected Taracon to oversee this plan and SR&R Environmental to complete the project. Mobilization would begin October 21, 2024 and is expected to last about 12 months. The old press box concession stand, lights, and fencing would all be removed as well as any landfill material that has been identified in the plan. The area would be finished with a grassy area.

To ensure communication with our citizens, a communication plan would be launched this week to notify immediate residents with a door hanger that would display a website and a QR code that would share information on this project. Mark Moore, Project Manager, would serve as the point of contact and would be communicating with the onsite contractor during this entire project. As a safety precaution, this project does require the closure of Legend Park's trailhead bridge. Closure notices would go out this week which would include signage, website, information, QR codes and information posted near the bridge at the O'Neil location. She stated there is a newly developed Greenway information area that would be located on the Town's website that allows citizens to subscribe to receive updates. This new information area would be communicated through social media.

Ms. Gill stated after this project is complete, this space would be reintroduced into the park system to be available in the future to the community.

Joshua Baird shared a map of the site. He stated the strategy for this remediation plan is to take certain areas of waste and relocate them on site and property cover and cap the existing waste. After the project's completion, the site would be in a somewhat grassy meadow state. Trees would not be allowed to grow up on the site and the Town is to maintain and cut it on a routine basis. The existing parking area would be put back and the Greenway connection would be made back. The area would be cleared down to the stream and it would be ensured from an environmental standpoint that the environment would be protected, and appropriate waste would be away from the stream.

Council Member Archer stated she has been asked by residents about this; she stated this plan is not under the Town's control. When citizens see this unfolding, there are 100's of these sites across the State; this is what happens when waste is put down before regulations. She assured citizens this is for the best environmentally at this time.

9. NEW BUSINESS

a. FY 2023 Staffing for Adequate Fire and Emergency Response (SAFER) Grant
Presenter: David Ranes, Fire Chief

Chief Ranes stated earlier this year he informed Council of this grant. He announced the department has been awarded this grant in the amount of $1,512,151.68. This grant provides full funding for six firefighter positions, including pay benefits, for a period of 36 months. This grant would enable the fire department to increase staffing to have a level of four firefighters on each unit. Having a four-person crew in each unit is essential to achieving an effective response force. With this enhanced staffing, the department would be better equipped to respond immediately to emergencies.

Mayor McLeod extended his thanks to US Senator Ted Budd for his letter of support. He stated he is extremely appreciative for what he has done for the Town of Clayton.

Adoption of Resolution #2024-97

RESULT:	**CARRIED 5-0**
MOVER:	Porter Casey
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

10. STAFF REPORTS

a. Town Manager

Mr. Cappola stated as we continue to assess the damage in Western North Carolina, we recognize they are in dire need of help. On Saturday, September 28, 2024, the Town sent four men and three trucks to help restore power to the City of Shelby, one of our ElectriCities partners. They spent a week there helping to restore power. This past week, Fire Marshall Tatum was deployed for seven days to an assignment to an incident management team. He would be there for the rest of the week. Chief Ranes and the fire department evaluated staffing and have identified the department could provide an engine and four-man crew if requested; those resources have been offered out. Chief Tart and his staff have been asked to help staff the State EOC in Raleigh. Chief Tart, Capt. Temple, and Capt. Lunger would swap out over the next month or so.

He thanked everyone in the community that took part in the supply drive. An overwhelming amount of donations were received.

b. Town Attorney

c. Town Clerk

d. Other Staff

11. OTHER BUSINESS

a. Informal Discussion & Public Comment

Kay Johnson, Executive Director of Harbor of Johnston County was present. She stated earlier today County Commissioners adopted October 2024 as National Domestic Violence Day. The campaign this year is "I Know Someone". On October 17, 2024, Harbor would be hosting a vigil in Clayton at Town Square beginning at 6:00 p.m. Mayor McLeod asked the Town Clerk to put that event on Council's calendar.

b. Council Comments

12. CLOSED SESSION

a. **Motion to Go Into Closed Session**

RESULT:	**CARRIED 5-0**
MOVER:	Porter Casey
SECONDER:	Andria Archer
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

Motion To Return To Open Session

RESULT:	**CARRIED 5-0**

MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

13. ADJOURNMENT

a. Adjourn

With nothing further, the meeting was adjourned at 7:05 p.m.

Motion To Adjourn

RESULT:	**CARRIED 5-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

Duly adopted by the Town Council this 21st day of October 2024 while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

_____
Heidi L. Holland, CMC, NCCMC
Town Clerk

Town of Clayton
Town Council Work Session Minutes
Special Meeting
Monday, October 7, 2024 at 2:00 PM
Rotary Room, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Council Member Andria Archer
Mayor Pro Tem Michael Sims
Council Member Porter Casey
Council Member Gretchen Williams
Council Member Ruth Anderson*
**Joined Remotely at 2:38 p.m.*

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Robert McKie, Finance Director
David Ranes, Fire Chief
Nathanael Shelton, Communication Director
Joshua Baird, Water Resources Director
Michelle Snyder, Executive Asst. to Town Manager
Ann Game, Revenue & Utility Customer Service Director
Scott Barnard, Parks & Rec Director
Mark Morgan, Project Manager

1 CALL TO ORDER

a) Mayor McLeod called the meeting to order at 2:06 p.m.

2 ADJUSTMENT OF THE AGENDA

a)

Approve or Adjust the Agenda

RESULT:	**CARRIED 4-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Andria Archer, Michael Sims, Porter Casey, Gretchen Williams
NO:	None
ABSENT:	Ruth Anderson

3 ITEMS FOR DISCUSSION

a) 2:00 - 2:45 p.m.
Senior Services Update
Presenter: Josh Jenson, Executive Director of Community and Senior

Services of Johnston County

Mr. Jenson discussed Clayton Senior Center. He discussed the need for a bigger facility, but the challenge is the operational cost of the building. He stated funding is not set aside for utilities. Mayor Pro Tem Sims asked who is paying for the cost now, Mr. Jenson stated it is part of an operating budget for housing. Mayor Pro Tem Sims asked if any presentations have been made to County Commissioners, Mr. Jenson stated no. Council Member Casey asked for more information on funding. Mr. Jenson stated Central Pines has a funding formula for a six-county area on how funds are distributed. He stated these funds have been reduced this year because the average age of citizens moving into Clayton is under 60. There was discussion on the Town's subdivisions that are 55+, it was stated that most of those subdivisions have their own amenities and would probably not use the senior center.

Mr. Jenson stated his vision was for the County to be able purchase a facility and the Town of Clayton support the utilities. He asked Council to keep their eyes open for property to purchase that would allow for adequate parking.

Mr. Jenson discussed the types of services provided to seniors, some of which include assisted living, home care, respite care, home repair counseling, and Meals on Wheels. He stated there is a waiting list of approximately 400 for Meals on Wheels. Council Member Archer asked if there was an organization that could help reduce the waiting list, Mr. Jenson stated they are planning a fundraiser in March. She discussed possibly getting the Farmer's Market to help supplement the program. Mr. Jenson stated it costs $100 to feed a senior for a month.

There was discussion on sharing facilities with Benson and Selma. It was stated there is a lease agreement with Selma but not Benson. Mr. Jenson stated the Benson and Selma facilities are the size of the Town's Rotary Room.

Mayor McLeod stated it's evident the Town wants to investigate to see how they can participate, but what is lacking is statistics. He would not be in favor of spending taxpayers dollars when we do not have the accurate count of senior participants that live within the city limits. He stated he would also like to see a strategic plan of where he would like to see the organization in 3 years and the steps needed to get there. Mr. Jenson stated he would have attendee data by the end of the week and would provide it to the Town Manager.

It was stated the qualifying age for a senior for the Centers for Active Aging is 50. To be able to participate in Meals on Wheels you must be 60. Ms. Gill asked if Mr. Jenson had the average age of attendees, he stated they verify the attendee is over 60 but they do not keep the data.
Council Member Anderson asked that long-term sustainability be part of the report. Mayor Pro Tem Sims stated he would like to know what the County

Commissioners commitment would be.

4 BREAK

a) 2:45 - 3:00 p.m.

5 STAFF INTRODUCTIONS AND RECOGNITIONS

a) 3:00 - 3:15 p.m.

- Andrew Lyons, Stormwater Engineer
- Mark Moore, Project Manager
- Gregory Marshall, Project Manager
- Chris Gallant, Construction Management Diploma Certificate

Presenter: Joshua Baird, Water Resources Director/Interim Engineering Director

- Heidi You, Customer Service Specialist

Presenter: Ann Game, Revenue & Utility Customer Service Director

- Chad Stephenson, Deputy Fire Chief of Operations

Presenter: David Ranes, Fire Chief

Joshua Baird introduced new Stormwater Engineer Andrew Lyons and Project Managers Mark Moore and Greg Marshall. Mr. Baird recognized Project Manager Chris Gallant for achieving the Construction Management Diploma Certificate. Ann Game introduced Heidi You who came from the Inspections Department to become a Customer Service Specialist. Chief Ranes introduced Chad Stephenson, the Town's new Deputy Fire Chief of Operations. Shared were their background experiences. Mayor McLeod and Council welcomed all.

6 ITEMS FOR DISCUSSION

a) 3:15 - 4:00 p.m.
Parks and Recreation Master Plan
Presenter: Sara Burroughs, Sage Design and Scott Barnard, Parks and Rec. Director

Scott Barnard introduced Sara Burroughs with Sage Design who has been leading this plan. The culmination has been from staff and citizens. She highlighted the process of this plan and stated today's discussion would focus on recommendations and action items. This presentation would go before the Parks and Recreation Advisory Board on October 14, 2024 to see their recommendation for approval and then seek Council's approval.

Shared were the community priorities. She stated the correlation between quality of life and support in the Town is higher than in most communities.

Shared were community engagement highlights. There is a strong desire for intergenerational programs and experiences. She discussed the analysis which included environmental impact, recreational tourism, and land classification from 2001, 2011, and 2021.

Discussed was the subset report which showed that if we want to draw people here, we must provide something they are not getting in the Triangle. She discussed that Clayton is not a major market for regional recreation though it does have observable local activity that could be better served with better connections. If Clayton wants to attract more citizens, it would need to differentiate its recreational opportunities into something more distinct from what is provided in the region.

She discussed identifying the demand and needs of our residents and what is needed. The study was based on a Town population of 29,445 and she stated the ETJ population is over 40,474. She discussed Clayton's biggest challenge which is growth and keeping up with demands. Shared were statistics of numbers of programs and participants. In 2023, there was a high waiting list for programs and classes. Youth programs, camps, and classes are in high demand. Shared was an analysis of facility level of service comparison.

Discussed were connectivity recommendations which included to enhance and celebrate Blueway system, continue planning and design efforts to link Municipal and Sinclair Park to downtown, link East Clayton Community Park to the river and downtown, link the Community Center to downtown, link parks and areas with identified gap in service, and create park trail heads with connectivity.

She discussed the recommendation for expanding special event programs such as concerts and movies. Programs in demand include fitness and wellness, water sports, adult programs, senior programs and travel trips, trails and mountain biking programs, fine arts, life skills and youth camps. She discussed the challenges for these programs is space and staff, both would be needed. Her recommendation is to increase staffing to meet current and future program needs.

There was discussion on land acquisition. Right now, we have an approximate 100-acre gap in park land, and we should plan for growth and future recreational needs which is approximately 300-acres. Council Member Casey asked if it would make sense for us to map out what is undeveloped and targeted land; she stated that would be a great next step.

Key takeaways were shared. She stated the next steps would be to go before the Parks and Recreation Advisory Board then back to Council for adoption.

7 BREAK

a) 4:00 - 4:15 p.m.

8 ITEMS FOR DISCUSSION

a) 4:15 - 5:00 p.m.
Legend Park Update
Presenter: Dolores Gill, Deputy Town Manager

Ms. Gill shared a quarterly newsletter which is included in the utility bills. Also, discussed the upcoming retreat.

She stated the NC Department of Environmental Quality identified Legend Park as a preregulatory landfill. During the past 4 years, staff have worked with DEQ to access this site and develop a remediation plan. This plan came before Council last October. She stated most of the site is on Town property, however there is a small portion that does extend onto private property. Staff and DEQ have been working with the property owner and they have denied some recent access; that portion would not be in this project.

This project is slated to cost $2.9 million dollars and would begin October 21, 2024 and is expected to last 12 months. DEQ has selected Taracon to oversee this plan and SR&R Environmental to complete the project. This project would require a Greenway closure at Legend Park. She stated in order for this project to move forward, the Town had to sign a deed restriction boundary plat defining the waste area. The old press box concession stand, lights, and fencing would all be removed as well as any landfill material that has been identified in the plan. The area would be finished with a grassy area. She discussed the communication plan which would be launched this week. She stated there would be air monitoring for safety purposes due to the dust, but bulk water would be used to keep dust at a minimum.

Shared was a map of the relocation of material. Mark Morgan, project manager, discussed the map in detail. He discussed the major impact this would have on the Greenway. Several feet of debris would be removed from the Greenway and shared was the area that would be cleared and sloped. Joshua Baird showed where a water line would need to be installed.

Mr. Cappola stated staff tried to keep the Greenway open but for the safety of our citizens and workers they decided to close it. Council Member Anderson stated it is disappointing the Greenway would be closed for a year and the way we manage and let our citizens know is critical. She stated QR codes are good but signage with a link to the website for information is needed. It was suggested to put up a sign such as Greenway Closed for Remediation. Mr. Baird stated the deed restriction does require signage around the entire project, there would be a sign every 200’.

Mr. Shelton discussed the new Greenway alerts system where citizens can subscribe via text or email for notifications. His team is working on an interactive map as well. He stated there are 11,000 members in the Parks and Rec. mailing system that would all be notified of the opportunity to subscribe. Council Member Anderson suggested having the Chamber of Commerce share this information out.

9 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 4:53 p.m.

Motion To Adjourn

RESULT:	**CARRIED 5-0**
MOVER:	Michael Sims
SECONDER:	Porter Casey
YES:	Andria Archer, Michael Sims, Porter Casey, Gretchen Williams, and Ruth Anderson*
NO:	None

Duly adopted this 21st day of October 2024, while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

_____
Heidi L. Holland, CMC, NCCMC
Town Clerk

Resolution #2024-93

TOWN OF CLAYTON
2025 HOLIDAY SCHEDULE

BE IT RESOLVED that the Town Council of Clayton hereby adopt the 2025 Holiday Schedule as presented.

TOWN OF CLAYTON 2025 HOLIDAY SCHEDULE		
Holiday	**Observance Date**	**Day of Week**
New Year's Day	January 1, 2025	Wednesday
Martin Luther King, Jr. Birthday	January 20, 2025	Monday
Good Friday	April 18, 2025	Friday
Memorial Day	May 26, 2025	Monday
Juneteenth	June 19, 2025	Thursday
Independence Day	July 4, 2025	Friday
Labor Day	September 1, 2025	Monday
Veterans Day	November 11, 2025	Tuesday
Thanksgiving	November 27 & 28, 2025	Thursday & Friday
Christmas	December 24, 25 & 26, 2025	Wednesday, Thursday, & Friday

Duly adopted this 21st day of October 2024, while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

_____
Heidi L. Holland, CMC, NCCMC
Town Clerk

Resolution #2024-94

TOWN OF CLAYTON
2025 COUNCIL MEETING SCHEDULE

WHEREAS, the Clayton Town Council exists to conduct the business of the people; and

WHEREAS, each meeting of the Clayton Town Council is open to the public, except as provided by NC G.S. 143-318.11; and

WHEREAS, the Clayton Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12.

THEREFORE, BE IT RESOLVED that the Town Council of Clayton hereby adopt the 2025 Clayton Town Council Meeting Schedule as presented:

TOWN OF CLAYTON 2025 TOWN COUNCIL MEEETINGS	
Monday January 6, 2025	Work Session: 3PM and Regular Meeting: 6PM
Tuesday, January 21, 2025	Regular Meeting: 6PM
Monday, February 3, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, February 17, 2025	Regular Meeting: 6PM
Wednesday, February 26, 2025	Retreat: 8:30AM
Thursday, February 27, 2025	Retreat: 8:30AM
Monday, March 3, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, March 17, 2025	Regular Meeting: 6PM
Monday, April 7, 2025	Work Session: 12PM and Regular Meeting: 6PM
Monday, April 21, 2025	Regular Meeting: 6PM
Monday, May 5, 2025	Work Session: 12PM and Regular Meeting: 6PM
Monday, May 19, 2025	Regular Meeting: 6PM
Monday, June 2, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, June 16, 2025	Regular Meeting: 6PM
Monday, July 21, 2025 *(Only one meeting the month of July)*	Work Session: 3PM and Regular Meeting: 6PM
Monday, August 4, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, August 18, 2025	Regular Meeting: 6PM
Tuesday, September 2, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, September 15, 2025	Regular Meeting: 6PM
Monday, October 6, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, October 20, 2025	Regular Meeting: 6PM
Monday, November 3, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, November 17, 2025	Regular Meeting: 6PM
Monday, December 1, 2025	Work Session: 3PM and Regular Meeting: 6PM
Monday, December 15, 2025	Regular Meeting: 6PM

Duly adopted this 21st of October 2024, while in regular session.

ATTEST:

_____
Jody L. McLeod, Mayor

_____
Heidi L. Holland, CMC, NCCMC

Town Clerk

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	CONSENT AGENDA

Item Title

Final Acceptance of Public Water & Sewer Utilities for Academy Pointe, Phases 1 & 2

Suggested Action

Adoption of Resolution

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☒ Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing
- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☐ None Required

Summary

Public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject public utilities have been verified through testing and inspections to be installed per the Town's Manual of Standards, Specifications, and Design and have been certified and approved by the appropriate regulatory agencies. Engineering staff recommends final acceptance of the subject public utility infrastructure for permanent maintenance.

Funding Source

N/A

Corresponding Documentation

UtilityFinalAcceptanceResolution_10-9-24

Submitted By: Chris Rowland, Engineering

Reviewed By:

Joshua Baird, Water Resources Director	Approved - Oct 16 2024
Heidi Holland, Town Clerk	Approved - Oct 16 2024

RESOLUTION TO ACCEPT PUBLIC UTILITIES INTO THE TOWN OF CLAYTON PUBLIC UTILITY SYSTEM FOR MAINTENANCE – ACADEMY POINTE, PHASES 1 & 2

WHEREAS, public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, the public utility segments listed below have been certified and approved by the appropriate regulatory agencies; and

WHEREAS, the public utility segments listed below were placed under a warranty period for one-year to monitor for construction deficiencies, which subsequently expired; and

WHEREAS, Town of Clayton Engineering staff has inspected the public utility segments listed below and recommends final acceptance by Town Council for operation and maintenance by the Town and;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Clayton, North Carolina accept this list of public utilities and their apparatuses into the Town of Clayton Public Utility System.

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH(LF)
Academy Point, Phases 1 & 2	Rosemary Street	6-Inch Water	950
Academy Point, Phases 1 & 2	Diploma Drive	6-Inch Water	805
Academy Point, Phases 1 & 2	Elliot Drive	6-Inch Water	505
		TOTAL	2,260

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH(LF)
Academy Point, Phases 1 & 2	Alley 5	8-Inch Sewer	331
Academy Point, Phases 1 & 2	Elliot Drive	8-Inch Sewer	151
		TOTAL	482

Duly adopted this the 21st day of October 2024.

_____
Jody McLeod
Mayor

ATTEST:

_____
Heidi L. Holland, NCCMC
Town Clerk

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	CONSENT AGENDA

Item Title

2024-57-ANX - WC 8121 US 70 Bus Industrial, Resolution Directing Clerk to Investigate

Presenter(s)

Conrad Olmedo, Planning Director

Suggested Action

Adoption of Resolution

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☒ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☐ Think Public Services & Infrastructure

Public Hearing: No - Legislative

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Public Forum/Input Session
- ☐ Press Release
- ☐ E-News Distribution
- ☐ Website
- ☐ Social Media
- ☐ Survey
- ☐ Special Mailing
- ☒ None Required

Summary

Resolution directing the Town Clerk to investigate the annexation request for two parcels to be annexed into the Town of Clayton, identified as IDs 05I05039 (15.59 acres) and 05I05039A (12.58 acres) and located on the easterly side of US HWY 70 Business W. just north of the Powhatan Road intersection.

Funding Source

N/A

Corresponding Documentation

Resolution Directing the Clerk_2024-57 - ANX - WC 8121 US 70 Bus Ind_10.21.24

Submitted By: Conrad Olmedo, Planning

Reviewed By:

Heidi Holland, Town Clerk	Approved - Oct 14 2024
Rich Cappola, Town Manager	Approved - Oct 16 2024

TOWN OF CLAYTON
RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION RECEIVED UNDER NC G.S. 160A-31

RESOLUTION #2024-103

WHEREAS, a petition requesting annexation of an area described in said petition was received on October 21, 2024, by the Clayton Town Council; and

WHEREAS, NC G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Clayton deems it advisable to proceed in response to this request for annexation.

WHEREAS, the area proposed for annexation is described as follows:

Parcel # 1 (ID 05I05039; Plat Book 100 Page 250; Northern Parcel) Beginning at an existing concrete monument on the western side of US Hwy 70 Business in Clayton, North Carolina. Thence from said beginning point S23°41'54"E a distance of 379.64' to a new iron pipe set in the western line of US Hwy 70 Business. Thence leaving US Hwy 70 and heading a direction of S73°28'20"W for a distance of 1432.43' to a new iron pipe set at a common corner with the Phillip R. Wood property (ID 05I05039A). Thence N02°33'30"E a distance of 147.29' to an iron pipe found in the Pony Farm Associates, LLC property (ID 05I05039E). Thence continuing down the same line N02°33'30"E a distance of 243.24' to a new iron pipe set. Thence N68°03'33"E a distance of 9.79' to an iron pipe found in the common property line with the Knapheide Clayton, LLC property (ID 05E99001Z). Thence continuing down said common line N68°03'33"E a distance of 1028.74' to an iron pipe found, a common corner with the Michael Little property (ID 05I05199D). Thence running with a common line of the Michael Little property S30°24'24"E a distance of 108.65' to an iron pipe found. Thence N69°05'36"E a distance of 197.95' to the point and place of beginning, having an area of 12.59 acres.

Parcel # 2 (ID 05I05039A; Plat Book 100 Page 250; Southern Parcel) Beginning point being an iron pipe set, S23°41'54"E a distance of 379.64' from an existing concrete monument on the western side of US Hwy 70 Business in Clayton, North Carolina. Thence from said beginning point

S23°41'54"E a distance of 37.42' to an iron pipe set on the western side of Hwy 70 Business. Thence continuing with the western side of Hwy 70 Business along a curve with a radius of 2816.79' to an iron pipe found. Said curve having a chord bearing of S21°37'49"E and a chord distance of 203.29'. Thence running along a common line with the Hales Investments, LLC property (ID 05I05038R) for a bearing of S75°20'46"W and a distance of 403.15' to an iron pipe found. Thence S14°39'08"E a distance of 219.73' to an iron pipe found. Thence running S77°13'39"W a distance of 1175.28' to an iron pipe found. Thence running along a common line with the Pony Farm Associates, LLC property (ID 05I05039F) N02°33'30"E a distance of 390.53' to an iron pipe set at a common corner with the Stephen G. Wood property (ID 05I05039). Thence running along a common line with the Stephen G. Wood property N73°28'20"E a distance of 1432.43' to the point and place of beginning, having an area of 12.58 acres.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Clayton that:

The Town Clerk is hereby directed to investigate the sufficiency of the below-described petition and to certify as soon as possible to the Town of Clayton the result of her investigation.

Duly adopted this on the 21st day of October 2024, while in regular session.

_____

Jody L. McLeod
Mayor

ATTEST:

_____
Heidi Holland, CMC, NCCMC
Town Clerk

DESCRIPTION/ADDRESS:

PARCEL 1

Pin #:	167700-29-1211
Tax:	05I05039
Location:	Non-Contiguous to the Town of Clayton Corporate Limit
Acreage:	15.59 acres

Owner: Wood, Stephen Grady

PARCEL 2
Pin: 167700-28-1757
Tax: 05I05039A
Location: Non-Contiguous to the Town of Clayton Corporate Limit
Acreage: 15.58 acres
Owner: Wood, Phillip Randall

Resolution #2024-107

RESOLUTION AUTHORIZING A SALE OF ITEM OF SURPLUS PROPERTY

WHEREAS, the Town has accumulated item(s) of personal property exceeding $30,000 in value; and,

WHEREAS, it is in the public interest to dispose of such items by offering them for sale to the public by electronic auction,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. Pursuant to G.S. 160A-270, the Purchasing Manager for the Town is hereby authorized and directed to hold a public sale of those items of surplus Town property listed below:

   2015 Ford TK Bucket Truck VIN# 1FDUF5GT4FEC91915

2. Such sale may be conducted by the Town in accordance with Town policies.

3. This resolution, or a notice summarizing its contents, shall be advertised at least once and not less than ten days before the date of the public sale, in accordance with G.S. 160A-270.

4. This resolution shall be effective on its adoption.

Duly adopted this 21st day of October 2024 while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

_____
Heidi Holland, CMC, NCCMC
Town Clerk


Altec
Altec
Altec
Altec
Altec
1204

SUPER DUTY
Ford

STATE OF NORTH CAROLINA

MVR-191 (Rev. 01/2017)

922

CERTIFICATE OF TITLE

VEHICLE IDENTIFICATION NUMBER	YEAR MODEL	MAKE	BODY STYLE
1FDUF5GT4FEC91915	2015	FORD	TK

TITLE NUMBER: 771933222455083

TITLE ISSUE DATE: 09/10/2022

PREVIOUS TITLE NUMBER:

MAIL TO
TOWN OF CLAYTON
PO BOX 879
CLAYTON NC 27528-0879

ODOMETER READING: 116545

ODOMETER STATUS:

TITLE BRANDS:

OWNER(S) NAME AND ADDRESS

TOWN OF CLAYTON
653 HWY 42 WEST
CLAYTON NC 27528

The Commissioner of Motor Vehicles of the State of North Carolina hereby certifies that an application for a certificate of title for the herein described vehicle has been filed pursuant to the General Statutes of North Carolina and based on that application, the Division of Motor Vehicles is satisfied that the applicant is the lawful owner. Official records of the Division of Motor Vehicles reflect vehicle is subject to the liens, if any, herein enumerated at the date of issuance of this certificate.

As WITNESS, his hand and seal of this Division of the day and year appearing in this certificate as the title issue date.

Wayne Goodwin

COMMISSIONER OF MOTOR VEHICLES

FIRST LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

SECOND LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

THIRD LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

FOURTH LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

ADDITIONAL LIENS:

112283887

083 T1C0838

ANY ALTERATIONS OR ERASURES VOID TITLE

MVR - 191 (Reverse)

Federal and State law requires that you state the mileage in connection with the transfer of ownership. Providing a false statement or failing to properly complete this form may result in fines and/or imprisonment.

A

FIRST RE-ASSIGNMENT OF TITLE BY REGISTERED OWNER

The undersigned hereby certifies that the vehicle described in this title has been transferred to the following printed name and address:

Name of Buyer: _____

Address of Buyer: _____

"I, seller(s) certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked."

ODOMETER READING (NO TENTHS)

❑ 1. The mileage stated is in excess of its mechanical limits.

❑ 2. The odometer reading is not the actual mileage.

WARNING - ODOMETER DISCREPANCY

To my knowledge the vehicle described herein:

Yes ❑ No ❑ Has been involved in a collision or other occurrence to the extent that the cost to repair exceeds 25% of fair market value.

Yes ❑ No ❑ Has been a flood vehicle.

Yes ❑ No ❑ Has been a reconstructed or a salvage vehicle.

Date vehicle delivered to purchaser _____

Seller(s) Signature _____

Seller(s) Hand Printed Name _____

Date _____ County _____ State _____

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated:

_____ seller(s)/name(s) of principal(s).

Notary Public Signature _____

Notary's Printed or Typed Name _____

My Commission expires _____ (SEAL)

Buyer(s) Signature _____

Buyer(s) Hand Printed Name _____

B

PURCHASER'S APPLICATION FOR NEW CERTIFICATE OF TITLE

The undersigned purchaser of the vehicle described on the face of this certificate, hereby makes application for a new certificate of title and certifies that said vehicle is subject to the following named liens and none other and that the information contained herein is true and accurate to my best knowledge and belief.

CHECK Appropriate Block/s (Application cannot be processed without certification of services)

❑ Title Only - Vehicle Not in Operation

❑ Title and License Plate
Class of License _____

❑ Inoperable Vehicle - Vehicle substantially disassembled and unfit or unsafe to be operated on the highway

❑ Truck Weight Desired _____

❑ Plate No. Transferred _____
(List Plate Number and Expiration)

❑ Limited Registration Plate
(When property taxes are deferred)

For Hire Vehicle
❑ Yes or ❑ No

I certify that all the above information is correct. _____ (customer's initials)

OWNER(S)

Owner 1 DL# _____ _____
Full Legal Name of Owner (First, Middle, Last, Suffix) or Company

Owner 2 DL# _____ _____
Full Legal Name of Owner (First, Middle, Last, Suffix) or Company

Joint applicants request this title to be issued with Joint Tenants with Rights of Survivorship? Check appropriate block: ❑ Yes ❑ No

Residence Address _____
City State Zip Code County

Mailing Address
(If Different From Above) _____

Vehicle Location Address
(If Different from Residence Address Above) _____

FIRST LIEN

Date of Lien _____ Acct # _____ Lien holder ID _____

Lien holder Name _____

Address _____

City _____ State _____ Zip Code _____

SECOND LIEN

Date of Lien _____ Acct # _____ Lien holder ID _____

Lien holder Name _____

Address _____

City _____ State _____ Zip Code _____

I certify for the motor vehicle described herein that I have financial responsibility as required by law.

Insurance Company Authorized in NC _____

Policy Number _____

Odometer Reading

Signature of Owner(s) _____

Date _____ County _____ State _____

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: _____ owner(s)/name(s) of principal(s).

Notary Public Signature _____

Notary's Printed or Typed Name _____

My Commission expires _____ (SEAL)

NOTE: RETAIL PURCHASER MUST APPLY FOR NEW TITLE WITHIN 28 DAYS AFTER PURCHASE OR PAY STATUTORY PENALTY. ALTERATIONS OR ERASURES WILL VOID THIS TITLE.

Resolution #2024-105

A RESOLUTION AUTHORIZING THE SALE OF PERSONAL PROPERTY TO ANOTHER GOVERNMENTAL UNIT IN ACCORDANCE WITH NCGS 160A-274

WHEREAS, North Carolina General Statute §160A-274 permits a city, county, or other governmental unit to sell, lease, or exchange any real or personal property to another governmental unit upon such terms and conditions as it deems wise; and

WHEREAS, the Town of Clayton owns a 2018 F550 AT41M Bucket Truck (VIN# 1FDUF5HT1JEB85798), which is surplus to its current needs; and

WHEREAS, the Town of Rutherfordton has expressed interest in acquiring the aforementioned property to assist with recovery efforts following Hurricane Helene; and

WHEREAS, the Town of Clayton finds that it is in the public interest to transfer the Bucket Truck to the Town of Rutherfordton to support their operations and contribute to the public good; and

WHEREAS, the Town of Clayton desires to set forth the terms and conditions of this transfer pursuant to NCGS 160A-274;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CLAYTON THAT:

1. The Town Council hereby declares the Bucket Truck to be surplus property.
2. The Town Council authorizes the sale of the Bucket Truck to the Town of Rutherfordton on the following terms and conditions:
    - The Bucket Truck will be sold for the sum of $50,000, or other mutually agreed upon terms.
    - The Bucket Truck will be sold as is, where is and without warranty.
    - Once the Bucket Truck is removed from the Town's premises there is no refund of monies previously paid.
    - The sale of the property will take place after October 21, 2024.
3. The Mayor and/or Town Manager are hereby authorized to execute any and all documents necessary to complete this transaction.
4. This resolution shall become effective immediately upon adoption.

Duly adopted this 21st day of October 2024 while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

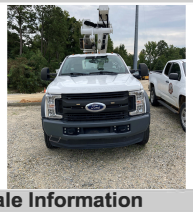
_____
Heidi Holland, CMC, NCCMC
Town Clerk

Clayton, NC
653 NC Highway 42 W
Clayton, NC 27520-5804

Bill of Sale Date:
Asset ID: 00091

Inventory ID: 15713-W
Award Amount: $50,000.00 USD

Asset Information



Description: 2018 F550 AT41M Bucket Truck
VIN/Serial: 1FDUF5HT1JEB85798

Year: **Make/Brand:** Ford **Model:** F550AT41M **Meter:** Miles 87,992

Body: **Trim:** **Bucket Truck** **Color:** **White** **Title Restriction:** Not Applicable

Sale Information

Actual Sold Amount: $50,000 USD
Other Amount: $0.00 USD
Total Amount: $50,000 USD

Paid On:
Other Amount Description:

Buyer Information

Town of Rutherfordton
129 North Main Street
Rutherfordton, NC28139

Asset is sold as is under NCGS 160A-274, where is and without warranty. Once the asset is removed from the Town's premises there is no refund of monies previously paid.

Buyer/Agent Signature:_____
Print Name:_____
Date:_____

STATE OF NORTH CAROLINA

MVR-191 (Rev. 01/2017)

CERTIFICATE OF TITLE

0091

VEHICLE IDENTIFICATION NUMBER: 1FDUF5HT1JEB85798

YEAR MODEL: 2018

MAKE: FORD

BODY STYLE: TK

TITLE NUMBER: 776094181903915

TITLE ISSUE DATE: 07/11/2018

PREVIOUS TITLE NUMBER:

ODOMETER READING: 000022

ODOMETER STATUS:

TITLE BRANDS:

MAIL TO:
TOWN OF CLAYTON
PO BOX 879
CLAYTON NC 27528-0879

SHIPPING WEIGHT: 7539

OWNER(S) NAME AND ADDRESS

TOWN OF CLAYTON
653 HWY 42 WEST
CLAYTON NC 27528

The Commissioner of Motor Vehicles of the State of North Carolina hereby certifies that an application for a certificate of title for the herein described vehicle has been filed pursuant to the General Statutes of North Carolina and based on that application, the Division of Motor Vehicles is satisfied that the applicant is the lawful owner. Official records of the Division of Motor Vehicles reflect vehicle is subject to the liens, if any, herein enumerated at the date of issuance of this certificate.

As WITNESS, his hand and seal of this Division of the day and year appearing in this certificate as the title issue date.

COMMISSIONER OF MOTOR VEHICLES

FIRST LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

SECOND LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

THIRD LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

FOURTH LIENHOLDER: DATE OF LIEN

LIEN RELEASED BY:
SIGNATURE
TITLE DATE

ADDITIONAL LIENS:

101723938
915 T1M0WB6

ANY ALTERATIONS OR ERASURES VOID TITLE

MVR - 191 (Reverse)

Federal and State law requires that you state the mileage in connection with the transfer of ownership. Providing a false statement or failing to properly complete this form may result in fines and/or imprisonment.

A

FIRST RE-ASSIGNMENT OF TITLE BY REGISTERED OWNER

The undersigned hereby certifies that the vehicle described in this title has been transferred to the following printed name and address:

Name of Buyer: _____

Address of Buyer: _____

"I, seller(s) certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked."

ODOMETER READING (NO TENTHS)

- ❑ 1. The mileage stated is in excess of its mechanical limits.
- ❑ 2. The odometer reading is not the actual mileage.

WARNING - ODOMETER DISCREPANCY

To my knowledge the vehicle described herein:

Yes ❑ No ❑ Has been involved in a collision or other occurrence to the extent that the cost to repair exceeds 25% of fair market value.

Yes ❑ No ❑ Has been a flood vehicle.

Yes ❑ No ❑ Has been a reconstructed or a salvage vehicle.

Date vehicle delivered to purchaser _____

Seller(s) Signature _____

Seller(s) Hand Printed Name _____

Date _____ County _____ State _____

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated:

_____ seller(s)/name(s) of principal(s).

Notary Public Signature _____

Notary's Printed or Typed Name _____

My Commission expires _____ (SEAL)

Buyer(s) Signature _____

Buyer(s) Hand Printed Name _____

B

PURCHASER'S APPLICATION FOR NEW CERTIFICATE OF TITLE

The undersigned purchaser of the vehicle described on the face of this certificate, hereby makes application for a new certificate of title and certifies that said vehicle is subject to the following named liens and none other and that the information contained herein is true and accurate to my best knowledge and belief.

CHECK Appropriate Block/s (Application cannot be processed without certification of services)

- ❑ Title Only - Vehicle Not in Operation
- ❑ Title and License Plate
  Class of License _____
- ❑ Inoperable Vehicle - Vehicle substantially disassembled and unfit or unsafe to be operated on the highway
- ❑ Truck Weight Desired _____
- ❑ Plate No. Transferred _____ (List Plate Number and Expiration)
- ❑ Limited Registration Plate (When property taxes are deferred)

For Hire Vehicle ❑ Yes or ❑ No

I certify that all the above information is correct. _____ (customer's initials)

OWNER(S)

Owner 1 DL# _____ _____
Full Legal Name of Owner (First, Middle, Last, Suffix) or Company

Owner 2 DL# _____ _____
Full Legal Name of Owner (First, Middle, Last, Suffix) or Company

Joint applicants request this title to be issued with Joint Tenants with Rights of Survivorship? Check appropriate block: ❑ Yes ❑ No

Residence Address _____ City _____ State _____ Zip Code _____ County _____

Mailing Address (If Different From Above) _____

Vehicle Location Address (If Different from Residence Address Above) _____

FIRST LIEN

Date of Lien _____ Acct # _____ Lien holder ID _____

Lien holder Name _____

Address _____

City _____ State _____ Zip Code _____

SECOND LIEN

Date of Lien _____ Acct # _____ Lien holder ID _____

Lien holder Name _____

Address _____

City _____ State _____ Zip Code _____

I certify for the motor vehicle described herein that I have financial responsibility as required by law.

Insurance Company Authorized in NC _____ Policy Number _____

Odometer Reading

Signature of Owner(s) _____

Date _____ County _____ State _____

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated: _____ owner(s)/name(s) of principal(s).

Notary Public Signature _____

Notary's Printed or Typed Name _____

My Commission expires _____ (SEAL)

NOTE: RETAIL PURCHASER MUST APPLY FOR NEW TITLE WITHIN 28 DAYS AFTER PURCHASE OR PAY STATUTORY PENALTY. ALTERATIONS OR ERASURES WILL VOID THIS TITLE.

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	PUBLIC HEARINGS

Item Title

Town of Clayton 2024 Parks & Recreation Master Plan

Presenter(s)

Scott Barnard, Parks and Recreation Director and Sara Burroughs, PLA, SageDesign

Suggested Action

Other - Close Public Hearing and Table To the November 4, 2024 Meeting for Action per Recommendation from Planning Board

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☒ Think Parks, Recreation & Natural Resources	☐ Think Public Services & Infrastructure

Public Hearing: Yes - Legislative

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey

☐ Special Mailing ☐ None Required

Summary

The Parks and Recreation Master Plan serves as a guiding document for the Parks and Recreation staff, Parks and Recreation Advisory Board, Town Administration, and Town Council. It quantifies the current offerings, compares those to the offerings of similarly sized communities, and recommends additions and reductions of facilities and programs for the next 5-10 years. The Master Plan is often used as a tool to prioritize expansion, including both where and what, as well as spending needed to meet demand that often exceeds current conditions.

Funding Source

N/A

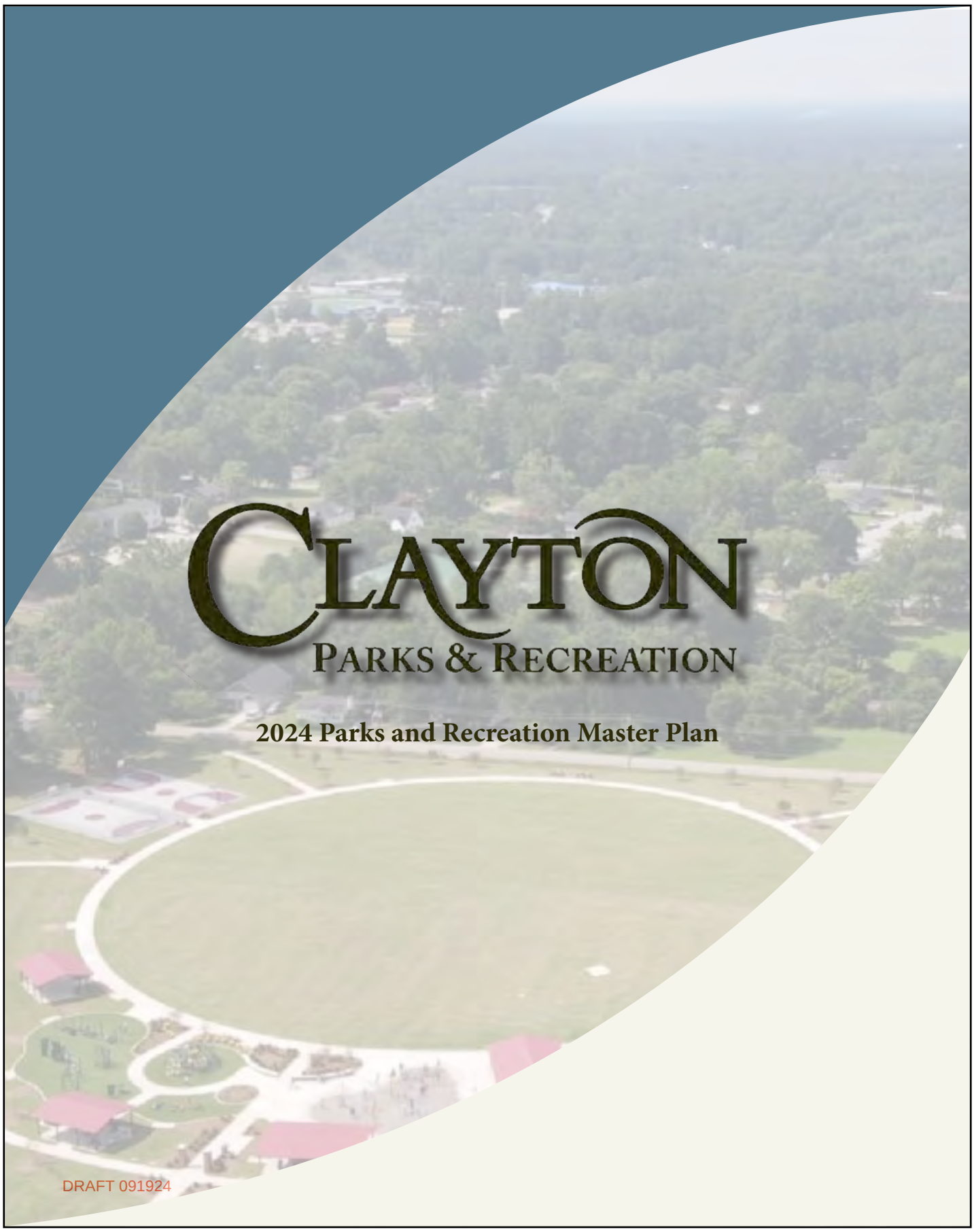
Corresponding Documentation

2024 CPRMP draft 091924

Submitted By: Heidi Holland, Parks + Recreation

Reviewed By:

Rich Cappola, Town Manager	Approved - Oct 16 2024
Heidi Holland, Town Clerk	Approved - Oct 16 2024


CLAYTON
PARKS & RECREATION
2024 Parks and Recreation Master Plan
DRAFT 091924

ACKNOWLEDGMENTS

STAFF

Rich Capolla | Town Manager

Dolores Gill | Deputy Town Manager

Scott Barnard | Director, Parks and Recreation

Todd Riddick | Assistant Director, Parks & Recreation

Jimmy Bradley | Park Operations Superintendent

Lauren Lambert| Marketing & Special Events Coordinator

Kelly Young | Administrative Support Specialist

Matt Lorion | Former Acting Director, Parks & Recreation

Thank you to all of the Departmental staff involved in this process:

- Communications
- Cultural Arts
- Economic Development
- Engineering
- Parks and Recreation
- Planning

TOWN COUNCIL

Jody McLeod | Mayor

Ruth Anderson | Council member

Andria Archer| Council member

Gretchen Williams| Council member

Porter Casey | Council member

Michael Sims | Mayor Pro Tem

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Emily Beddingfield | Chair

Natasha Ellis-Smith | Vice-Chair

Travis Crowder | Committee Member

Carol Houston | Committee Member

Rebecca Bradford | Committee Member

Karen Beatty-Phinazee | Committee Member

Mark Morgan | Committee Member

Kuanyu Chen | Committee Member

Austin Cross | Committee Member

Omar Mincey | Committee Member

CONSULTANT TEAM

SageDesign | Project Lead

Alta Planning + Design | Planning and Analysis

ETC Institute| Survey Lead

Surface678 | Engagement Support

SageDesign

alta

ETC INSTITUTE

Surface

CLAYTON PARKS & RECREATION

DRAFT 091924

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CLAYTON PARKS & RECREATION



INTRODUCTION

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INTRO | Town of Clayton

PURPOSE

The purpose of this plan is to understand community recreational needs in order to ensure the Town of Clayton is meeting current demand and planning for the future. This long-term plan describes how the Town will address the identified recreational needs of the citizens within its jurisdiction over the immediate (0-2 years), near term (3-5 years), and long term (6-10 years). Best practices recommend this plan be updated every ten years; the previous plan was completed in 2013, with an interim report completed in 2019 in order to understand the status of the 2013 findings.

VISION

In the Town of Clayton Strategic Plan several key elements were identified as priorities. The strategic plan vision is "Clayton is a beautiful Town with a unique, alive downtown, a growing economy, and a reputation as an arts community." Clayton focuses its services around the goal of keeping ***"Clayton-the Premier Community for Active Families."***

To build upon the Strategic Plan, and follow themes presented by the National Recreation and Park Association, several focus areas were identified in this planning process as core values for the Town and project moving forward. Those values are:

A Connected Community • Inclusive • Small Town Character
Economic Vitality
Environmental Stewardship
Celebration of Arts and Culture
Health and Wellness

Parks and Recreation Department Mission Statement:

"To inspire active and healthy living by providing diverse opportunities through parks, facilities, programs, and people."





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PROCESS

Process

The Town of Clayton has continued to utilize best practices in the industry to best understand community recreational needs. This process has continued to evolve since the 2013 Parks and Recreation Plan. In order to align with local, state, and national parks and recreation standards the following process has been utilized for this update:

The Inventory is comprised of several different steps in order to inform the team of existing resources and offerings.

- Understanding the population and the make up of the Clayton community
- Review of Past and Related Plans
- Current Departmental Staffing
- Current Programs and Program offerings
- Facilities Inventory

The Town of Clayton committed to a robust engagement process throughout the duration of this plan in order to ensure it is complete and representative of the Clayton community. The Town involved the community online, at community wide events, through in person planning session with elected officials, stakeholders, and staff, and through statistically valid and open link surveys. This engagement resulted in representative input to guide the plan.

The purpose of the analysis is to help prioritize solutions to address gaps in services and help plan for future community recreational needs. These efforts compare the Town of Clayton Inventory and Needs Assessment to National Best Practices benchmarking in the National Recreation and Park Association **(NRPA)** 2023 Agency Performance Review. The Town also completed two additional analysis evaluations:

- The Recreation Economic Analysis
- The Green Infrastructure and Resiliency Benefits Analysis

Recommendations and action are driven by demand and need. The higher priority items are elements where there is a gap in demand compared to the level of service being provided, and where a need has been identified repeatedly over time. Recommendations and action are broken down into immediate (0-2 years), near term (3-5 years), and long term (6-10 years) and include:

- Facilities
- Land Acquisition
- Connectivity
- Programs
- Staffing


INVENTORY
DRAFT 091924

THE COMMUNITY

ABOUT

Clayton is located on the western edge of Johnston County, east of I-40 and northwest of I-95. Clayton was incorporated in 1869 and has a rich history, starting with an agricultural base and transitioning over the years. Clayton has seen rapid growth and development, and has a current town population of approximately **29,445**, in part due to location. The community is close to several major cities: Raleigh, Chapel Hill, and Durham. Several research farms and laboratories have been established in the area because of Clayton's proximity to the above cities, and to North Carolina State University, the North Carolina Department of Agriculture, and Research Triangle Park.

However, even with the growth Clayton has seen, downtown Clayton and the greater Clayton community still maintains that quaint small-town feel. The Town of Clayton and downtown businesses have successfully partnered to preserve the small-town charm with more than $20 million invested in revitalization projects in the last decade,

THE PEOPLE

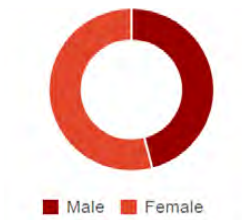
The approximately **29,445** people that make up the population of Clayton are a median age of 33.9 and fairly evenly distributed between males and females.

AGE

The Median Age of 33.9 is comprised of the following break down in age range according to the US 2023 Census data:

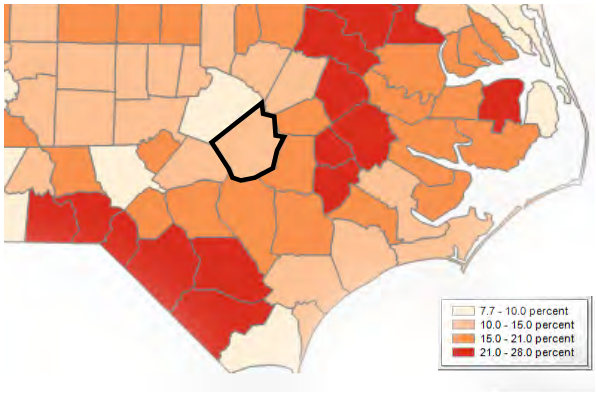
Age and Sex	
Persons under 5 years	6.4%
Persons under 18 years	28.1%
Persons 65 years & over	11.2%
Female Persons	50.6%

POVERTY



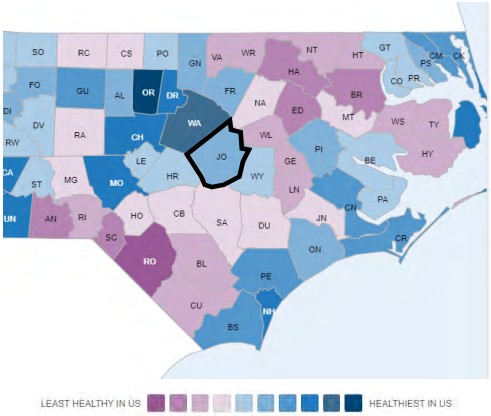
In a USDA document from 2021 "Percent of total population in Poverty in North Carolina," Johnston County ranked as having 11.8 percent of persons living below poverty level. This data is extracted from US Census Bureau data and small area income poverty estimates that are updated annually.

The Clayton median household income is $59,338 according to the US Census Bureau.



HEALTH

According to The County Healthy Ranking Report, Health Outcomes tell us how long people live on average within a community, and how much physical and mental health people experience in a community while they are alive. Johnston County is faring as a better than the average county in North Carolina for Health Outcomes, and better than the average county in the nation.



THE COMMUNITY

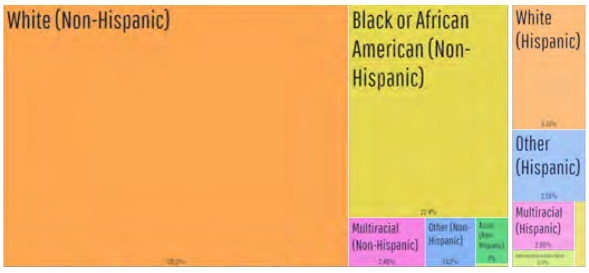
ETHNIC BREAKDOWN

According to Data USA which bases its information off of the US Census, the three largest ethnic groups in Clayton, NC are:

1. White (Non-Hispanic) 15.1k ± 1.23k
2. Black or African American (Non-Hispanic) 5.7k ± 1.02k
3. White (Hispanic) 1.61k ± 649

According to Data USA, in 2021, there were 2.65 times more White (Non-Hispanic) residents (15.1k people) in Clayton, NC than any other race or ethnicity. There were 5.7k Black or African American (Non-Hispanic) and 1.61k White (Hispanic) residents, the second and third most common ethnic groups.

13.2% of the people in Clayton, NC are Hispanic (3.36k people).





Clayton residents at the Clayton Harvest Festival - photo from the Town of Clayton

PAST AND RELATED PLANNING EFFORTS

Key past and related planning efforts were identified by staff and the project team. This review was conducted to understand common findings and recommendations within each of these plans and to ensure common themes and findings are aligned with these efforts. An action item review of the 2013 Comprehensive Parks and Recreation Plan was conducted to understand outstanding action items from that plan.

Plan Name	Year
2006 Comprehensive Bicycle Plan	2006
Johnston County Comprehensive Transportation Plan	2011
Parks & Recreation Master Plan	2013
Clayton Recreation Progress Report	2019
Clayton Comprehensive Growth Plan 2045	2021
Clayton Pedestrian Plan	2022

THE FOLLOWING ARE COMMON PRIORITIES IDENTIFIED IN THE PAST AND RELATED PLANS:

- Trails, greenways, and connectivity
- On-going communication & marketing improvements
- Natural resource protection
- Celebration of arts and culture
- Downtown connectivity improvements
- Land acquisition to meet future need
- Desire to be a regional destination for recreation

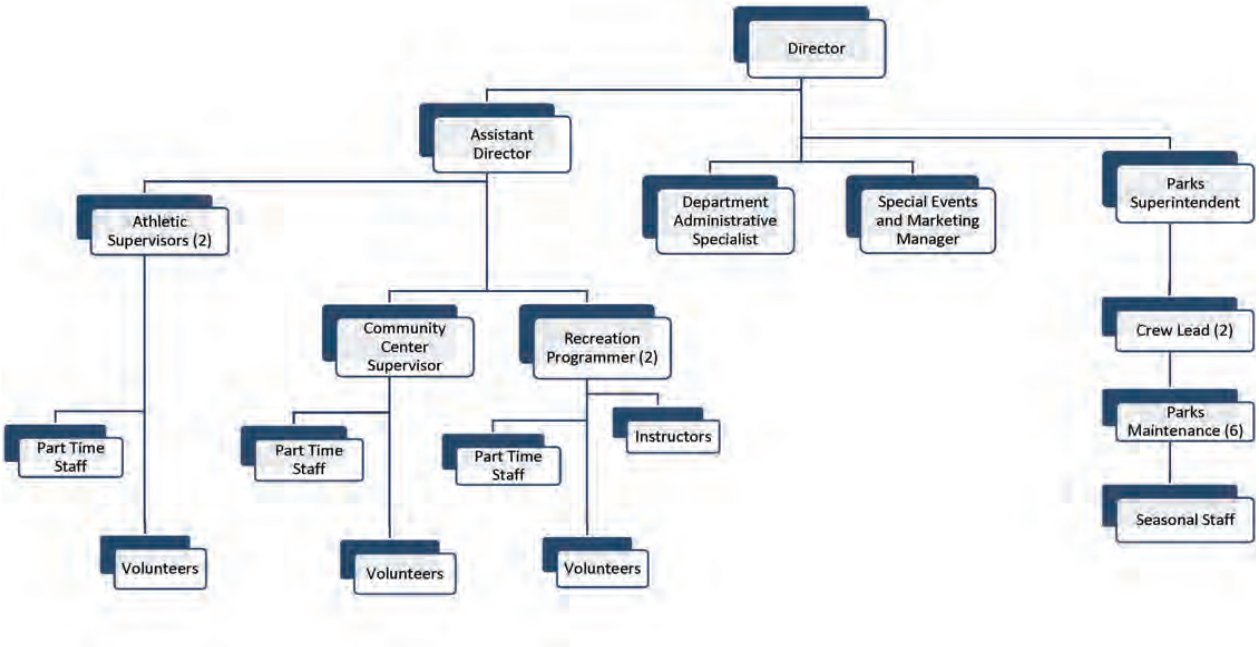


Clayton staff talks to residents about the 2024 Parks and Recreation Master Plan and the Department offerings at the Clayton Harvest Festival

STAFFING

The Town of Clayton Parks and Recreation is comprised of Full-time (FTE's) staff, Part- time staff, and seasonal staff. Parks and recreation staff fall into three general departmental categories, programming, park operations, and support.

ORGANIZATIONAL CHART



PROGRAMS

ABOUT

The Town of Clayton Parks and Recreation Department offers a wide variety of programs for residents and visitors. Many of the offerings are provided at the Clayton Community Center which provides free membership to all Town of Clayton residents. In addition to this resource, programming is provided at locations throughout Town. Program offerings are listed online, through registration, and within the Program Guide in the following general categories:

Athletics/Sports
Preschool
Youth and Teen
Adult
Fitness
Teen
Adult
Senior
Adaptive
all ages
Arts
Youth
Teen Adults
Seniors
Skills and Social
Youth
Teen
Adults
Seniors

PROGRAMS

The Town of Clayton programs span all ages and create opportunity for participants to become involved in arts, fitness, athletics, senior activities, camps, youth and teen activities, special and seasonal programming, life skills classes, and more. This variety of programming takes place predominantly at the Community Center with camps, athletics, senior trips, and some fitness taking place in other locations within the park system.

Collectively, the Town of Clayton Parks and Recreation Department programs served approximately 5400 participants in 2023. This number does not include those served through special events such as movie nights and concerts at Municipal Park. Programs continue to be in high demand with 2023 seeing over 680 people on the waitlist for programs offered. This illustrates the high demand for programming being offered within the Town. Of those programs seeing high waitlist numbers, over 80% of waitlisted programs are offered within the Community Center including programs such as arts, fitness, dance, youth programs, camps, and athletics. Other programs also had wait lists in 2023, including athletics, senior trips, tennis, and pickleball. The demand for programs can be attributed to several factors: increased population, especially younger families, not having enough specialty instructors to meet demand, and not having the space to expand program offerings.



Youth athletics is one of the many program offerings Clayton provides the community.

FACILITIES

ABOUT

The purpose of the facilities inventory assessment is to determine how well the Town of Clayton Parks and Recreation Department is meeting the needs of Town residents and visitors with its parks, greenways, open space, and facilities. These findings contribute to determining the overall level of service findings for the Town, and help establish the vision for the future parks and recreation system.

According to the National Recreation and Parks Association (NRPA), the basic definition of Level of Service (LOS) is expressed as an allocation mechanism for the delivery of park and recreation facilities. By understanding the current level of service for parks and recreation facilities within the Town, a community can better understand how and if residents have equal opportunity to basic parks and recreation services. To do this, the team evaluated the facilities that exist utilizing the community values identified in the planning process. These values are unique to Clayton and provide the lens for which each park was assessed. This process helps determine if the parks and the amenities within them are meeting the goals and vision.

Each park was evaluated using the community values to understand if it is falling below the goals for the Town (N= needs improvement - 50% or less of the criteria were observed), meeting the goals (S=Satisfactory - Approximately 50% of the criteria were observed), or performing above expectations (C=Commendable- 75% or more of the criteria were observed). All of the criteria below helped determine how a park is performing to meet the needs and expectations of the Clayton community.

A CONNECTED COMMUNITY

Public, staff, and stakeholder involvement all highlighted the desire to maintain the small-town charm of the Town and provide opportunities for connectivity, community interaction, and inclusion. This part of the assessment evaluated connectivity within the park, to and from the park, and what resources are available that allow users to use alternative transportation. The greenways evaluation section of this report will go into greater detail regarding the overall townwide greenway system.

PHYSICAL CONNECTIVITY:

- Is there nearby transit?
- Is there a community greenway connection to the park and are there contiguous sidewalks to connect to park entrances?
- Are there proposed greenway connections?
- Is the park internally connected?
- Can you get from amenity to amenity within large and small parks?
- Is the surface and width accessible?
- Do you know where you are in the park and/or Clayton?
- Do you know how long it might take you to walk a trail?

COMMUNITY CONNECTIONS:

- Does the park promote social interaction?
- Does the park contain opportunities for passive and/or active recreation?
- Is there a balance of sun and shade?
- What is the noise level? Are there opportunities for both quiet and engaged spaces?
- Is there an opportunity for seating?
- Does the park allow users to connect with nature and the features within the park?
- Can the user quantify their experience in time or distance?
- Are there intergenerational activities?

INCLUSION:

- Is there wifi in the park?
- Is there accessible seating?
- Is there power and/or charging stations?
- Are the amenities open to the general public?
- Are reservations systems and information solely online?
- Is there a fee based facility?
- Is information communicated in the park as well as online?
- Is the park in a socially vulnerable area?
- What is the overall park quality?
- Do the amenities look well maintained?
- Does the park feel welcoming for all ages and abilities?
- Do the amenities support use by multiple age groups?

FACILITIES

ECONOMIC VITALITY

Throughout the engagement process participants highlighted the importance of economic development within Clayton and interest in increasing access to recreation tourism. There is a strong desire to find parks and recreation offerings that are unique to Clayton and provide something that will encourage visitors to the area. The town also wants to ensure it is meeting the recreation demand of its residents.

- Are there features unique to the area?
- Does the park offer something you cannot get somewhere else?
- Are the features new or old?
- Is there an opportunity for a unique special event or vendor?
- Is there a partnership opportunity?



Harmony Playground was made possible through community partners, donations, and cooperation to promote local business and increase access to play!

ENVIRONMENTAL STEWARDSHIP

Sustainability is a goal for Clayton and was identified during the townwide strategic planning process as a priority. During interdepartmental input sessions several ways to ensure the town is meeting environmental best practices were identified. Each of these factors contribute to the overall users' ability to experience nature and the overall sustainability of the park. The following factors were identified:

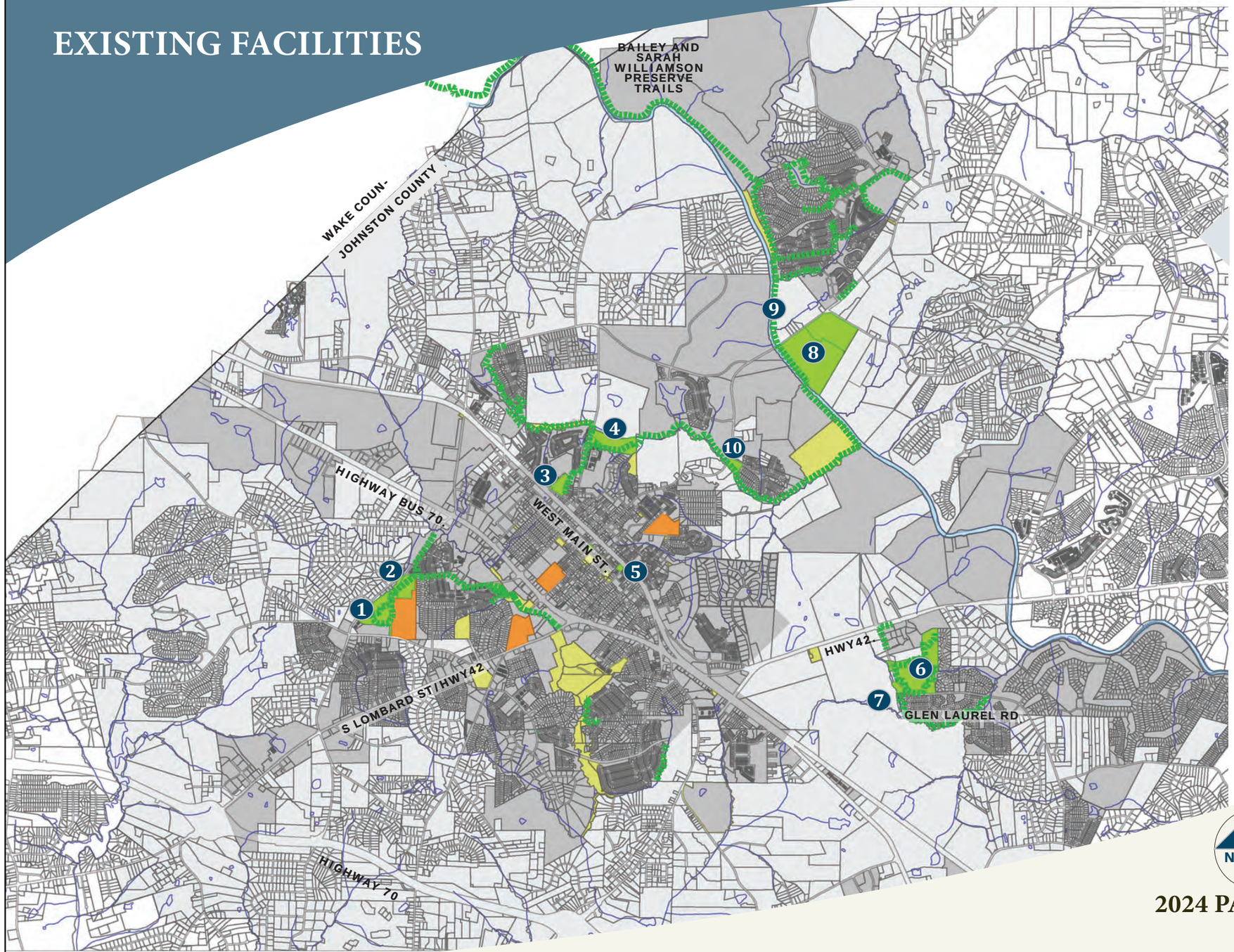
- Are park features in a floodprone area?
- Are features designed to endure natural impact?
- Is there green infrastructure present? (pavement, lighting, solar, stormwater, etc.)
- Is there a feature that requires consistent maintenance?
- Are there opportunities to reduce land management?
- Have maintenance practices been evaluated for impact?
- Are there any furnishings or site features sourced from sustainable materials, recycling and composting options?
- Is there a focus on use of native, drought tolerant vegetation?

ARTS AND CULTURE

The Town of Clayton wants to ensure its park users have the opportunity to experience new and engaging opportunities in their parks and civic spaces. This can be done through unique programming, unusual material use, unique facility development, or unique site plan layout. Each of these factors contribute to the overall users' ability to experience something that is unique to Clayton and help maintain the small-town character. The following factors were evaluated:

- Are there park features present that are only provided in this park?
- Are features something that celebrate Clayton?
- Is there an experience that a user can only get in Clayton and not nearby?
- Does the feature highlight what makes Clayton unique?

EXISTING FACILITIES



LEGEND

- EXISTING CLAYTON PARKS
- TOWN OWNED LAND
- SCHOOLS
- CLAYTON TOWN LIMITS
- CLAYTON ETJ
- EXISTING GREENWAYS AND TRAILS
- NEUSE RIVER BLUEWAY

EXISTING PARKS

1. CLAYTON COMMUNITY PARK
2. CLAYTON COMMUNITY CENTER
3. MUNICIPAL PARK
4. LEGEND PARK TRAIL HEAD
5. DONALD “CLYDE” SINCLAIR PARK
6. EAST CLAYTON COMMUNITY PARK
7. EAST CLAYTON DOG PARK
8. FUTURE LOOP ROAD PARK
9. CLAYTON RIVER WALK ON THE NEUSE
10. SAM’S BRANCH GREENWAY

SCALE: 1” = 3600’ 0 3600’ 7200’

NORTH

CLAYTON PARKS & RECREATION

2024 PARKS AND RECREATION MASTER PLAN

DRAFT 091924

FACILITY OVERVIEW

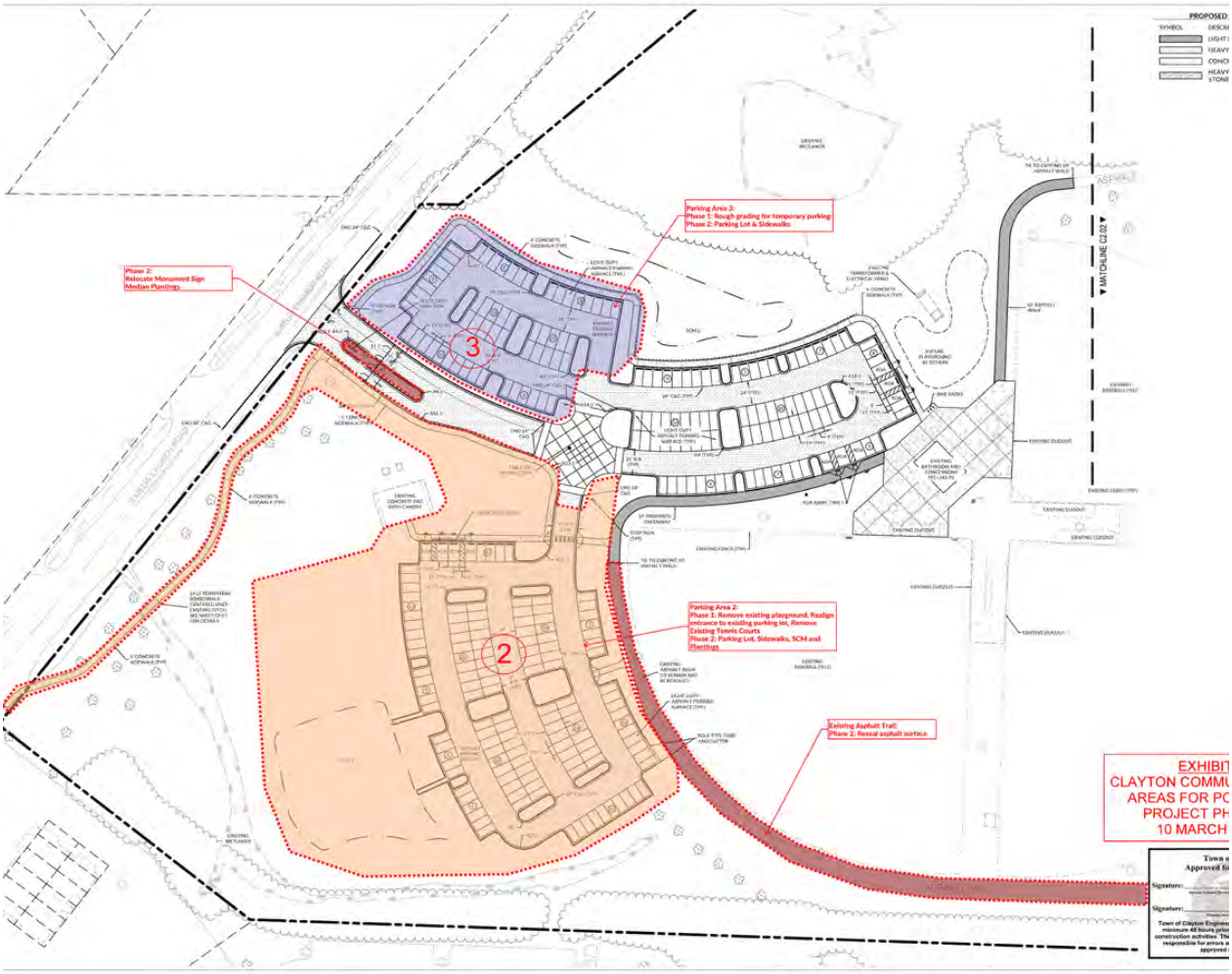
	Facility Name & Address	Acreage	Hours of Operation	Indoor Bldg. s.f.	Baseball / Softball Fields	Batting Cages	Bocce	Shuffleboard	Multi-purpose Field	Open Play Area	Outdoor Basketball Courts	Tennis Courts	Pickleball Courts	Sand Volleyball Courts	Disc Golf	Natural Trails	Paved Trails	Playgrounds	Splash Pad	Picnic Shelters	Multi-purpose Indoor Bldg.	Gymnasiums	Outdoor Performance Area	Restrooms	Dog Park
1	**Clayton Community Center** 715 Amelia Church Rd	11.68	Hours: M-F 7am-9pm Sat: 8am-4pm Sun: 1-6pm	32,000 sf			6	6				4	8					1			✓	1	✓	Y	
2	**Clayton Community Park** 1075 Amelia Church Road	32	Dawn to Dusk		(3)					◯						0.5	0.5	(1)		(1)				Y	
3	**Municipal Park** 325 McCullers St	8.12	Park: Dawn to Dusk Splash pad hours: Summer: 9:00 a.m. – 8:00 p.m.							✓	2						0.25	1	1	3				Y	
4	**Legend Park Trail Head** 553 City Rd	25.1	n/a																						
5	**Donald "Clyde" Sinclair Park** 400 E. Front Street	1.45	Dawn to Dusk								(1)							(1)		(1)				Y	
6	**East Clayton Community Park** 1774 Glen Laurel Road	65.46	Dawn to Dusk		1	1			3	✓					18		1	1		4				Y	
7	**East Clayton Dog Park** 2027 Glen Laurel Road	3	Dawn to Dusk																						1
8	**Future Loop Road Park**	120.13	Dawn to Dusk																						
9	**Clayton River Walk on the Neuse** 2686 Covered Bridge Road		Dawn to Dusk														5.5								
10	**Sam's Branch Greenway** 1358 N O'Neil Street		Dawn to Dusk														2.5								
	Summerlyn Greenway																1								
	Bailey and Sarah Williamson Preserve (Partnership)															1									
	Existing Acreage	**146.81**	**Totals:**	**32,000**	**4**	**1**	**6**	**6**	**3**	**3**	**3**	**4**	**8**	**0**	**1**	**1.5**	**11**	**5**	**1**	**9**	**1**	**1**	**1**	**5**	**1**
	Future Acreage (Loop Road)	**120.13**																							
	Total	**266.94**																							



Harmony Playground inclusive play space at East Clayton Park

CLAYTON COMMUNITY PARK

1075 AMELIA CHURCH ROAD		HOURS: DAWN TO DUSK	32 ACRES
Baseball	3 (L)	Paved Trail	.5
Benches/Picnic Tables	Y	Unpaved Wetland Trail	.5
Picnic Shelter	1		
Playground (being updated)	1		



Renovation of Community Park is underway

CONNECTED COMMUNITY

Clayton Community Park is located adjacent to the Community Center, existing neighborhoods, and Clayton Middle School. Scheduled trail improvements will connect this site to the Community Center. Additional park improvements are occurring which will also improve access to site features such as the playground and ballfields. The park could be better connected to the adjacent school with the inclusion of internal trail connectivity, or sidewalk and trail connection access along Guy Road.

ECONOMIC VITALITY

Clayton Community Park is home to three ballfields and Senior Games which brings players and families to this site. Communicating community support features such as restaurants and shops will help visitors understand nearby resources. Likewise, offering opportunities for food trucks and vendors can highlight Clayton's resources.

ENVIRONMENTAL STEWARDSHIP

This site has a positive balance of active and passive recreation, open space, and wooded area. By redeveloping in areas already impacted and protecting forested and wetlands areas, Clayton Community Park is following best practices.

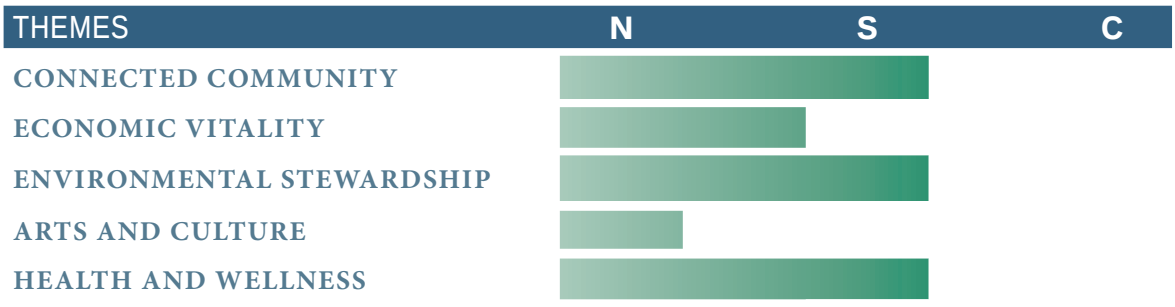
ARTS AND CULTURE There does not appear to be anything on site that highlights the Clayton Community arts and community.

HEALTH AND WELLNESS This site has a good balance of active and passive recreation and offers features that serve a variety of recreational needs and ages. With the upgrade of the playground and connection to the Community Center, this site will expand its opportunity to better serve residents.



PAVED PARK TRAIL

The existing park is undergoing upgrades including trail connections to Clayton Community Center and a new playground.



CLAYTON COMMUNITY PARK



Park renovations are underway



Demolition of older features has occurred



Existing restroom building to remain



Existing ballfields to remain

CLAYTON COMMUNITY CENTER

715 AMELIA CHURCH RD	32,000 SF	HOURS: M-F 7AM-9PM SAT. 8AM-4PM SUN.1PM-6PM	11.68ACRES
Multi-purpose Court/Gymnasium	1	Meeting Room	Y
Fitness Equipment	Y	Community Garden	Y
Indoor Walking Track	1/16 of a mile	Tennis Courts (future)	4
Art and Pottery Room	2	Outdoor Pickleball (future)	8
Offices	Y	Shuffleboard (future)	6
Game Zone and Gathering Space	Y	Bocce (future)	6
		Maintenance Area (future)	



CONNECTED COMMUNITY

Clayton Community Center provides access to active and passive recreation and serves as a hub for community recreation information and programs. It is a good example of intergenerational offerings. Continuing to improve sidewalk and trail connections with crosswalks, signage, and missing links, this site could be better accessed by nearby neighborhoods, commercial, and school. Demand for the well-loved resources is high.

ECONOMIC VITALITY

This site is a high quality center and is serving its residents and users with programs, health and wellness, and fitness. It demonstrates the Town's commitment to health and wellness.

ENVIRONMENTAL STEWARDSHIP

Park redevelopment is occurring in areas already impacted and/or will be reusing sites already developed.

ARTS AND CULTURE Indoor programs and spaces offer access to arts, as well as the community garden space. These features should be celebrated inside, outside, and online to highlight Clayton's arts offerings.

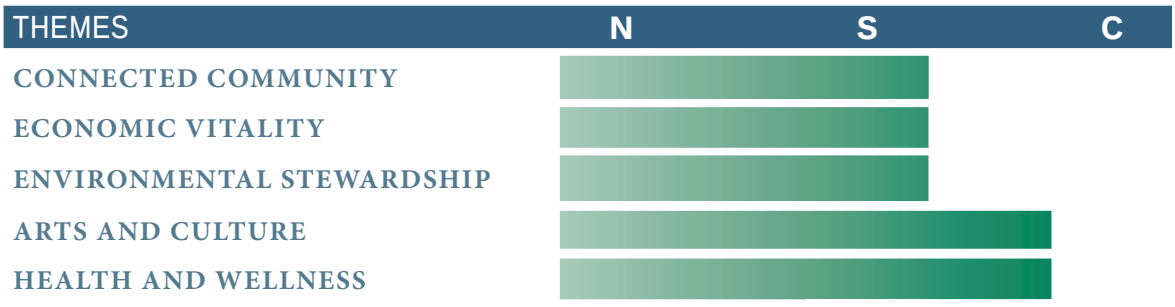
HEALTH AND WELLNESS

Users can access sports, fitness, educational courses, and the arts. This space is a good example of meeting community needs in one location. It also provides a unique setting for intergenerational interaction and community connection. The access to this indoor recreational resource is high.



CLAYTON COMMUNITY GARDENS

The Town of Clayton has been in partnership with Johnston County Cooperative Extension for Community Gardens at the Community Center since 2011, Photo, Johnston County Cooperative Extension



CLAYTON COMMUNITY CENTER



Multi-purpose indoor gymnasium- photo by Town of Clayton



Multi-purpose gymnasium space - photo by Town of Clayton



Game room - photo by Town of Clayton



Outdoor play space at Clayton Community Center - photo by Town of Clayton



New pickleball courts at Clayton Community Center - photo by Town of Clayton



New trail and parking - photo by Town of Clayton

MUNICIPAL PARK

325 MCCULLERS ST		PARK: DAWN TO DUSK SPLASH PAD HOURS: SUMMER: 9:00 A.M. - 8:00 P.M	8.12 ACRES
Basketball	1	Event/Multi-Purpose Lawn	Y
Basketball/ Futsal	1	Playground	1
Benches/Picnic Tables	Y	Splashpad	1
Paved Trail & Greenway Trailhead	.25	Restrooms	1
Picnic Shelter	3		
Performance Shelter	1		



Municipal Park aerial photo- photo from Town of Clayton

CONNECTED COMMUNITY
Municipal Park is a recently renovated well-connected space. There are improvements that can enhance this as a connected space including sidewalk and signage improvements into downtown and a true trail head sign and bike support showing the connection to Sam's Branch and the Clayton River Walk on the Neuse.

ECONOMIC VITALITY
Municipal Park serves as a positive example of ways parks can bring together the community and local businesses through vending, concerts, and festivals. This could be enhanced more through walking connections and walking tours directly to and from downtown.

ENVIRONMENTAL STEWARDSHIP
The site helps retain open space in an already developed community. The park also has visible site stormwater controls which could serve as educational tools to park visitors. The park needs access to additional shade. Since it is new, the newly planted trees are not providing heat reduction or shade for users yet.

ARTS AND CULTURE The site provides a link to concerts, festivals, and family events as well as displaying signage of upcoming local events. There could be the incorporation of local art into this space along the walking loop.

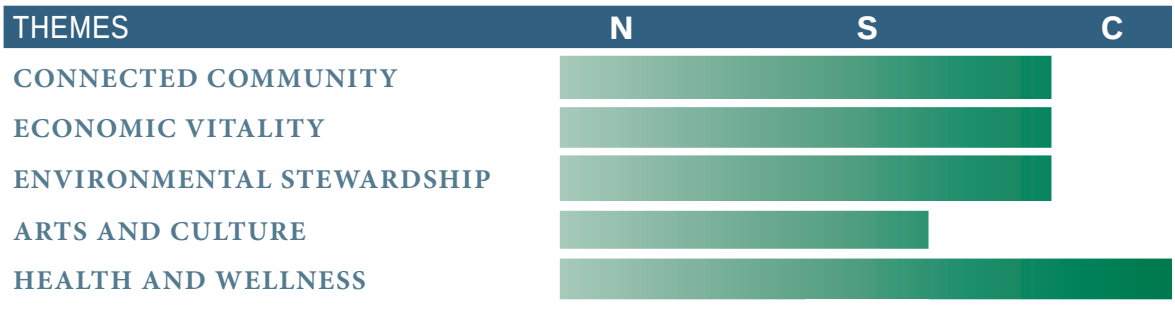
HEALTH AND WELLNESS The site promotes positive health and wellness by providing activities for various ages and user groups. It also provides a setting for users to interact, socialize, and be outdoors.



The entrance into Municipal Park could also serve as a trailhead for the community-wide greenway



Existing performance pavilion



MUNICIPAL PARK



New and accessible playgrounds



Existing stormwater features could educate users



Celebration and communication of local events



Campers come to use the park site



New playground and splashpad



Three new shelters help provide shade and spaces for gathering

DONALD “CLYDE” SINCLAIR PARK

400 E. FRONT STREET		HOURS: DAWN TO DUSK	1.45 ACRES
Basketball Court	1 (L)	Shelter	1
Restroom	Y	Little Free Library Borrow Box	Y
Playground	1		



CONNECTED COMMUNITY
Donald “Clyde” Sinclair park is located in downtown Clayton with the opportunity to be better connected to the overall downtown sidewalk system. The park itself has good internal connectivity, but sidewalks leading to and from downtown, and access to the basketball court need improvement along East Front Street.

ECONOMIC VITALITY
The improvements made to this park not only celebrate the history of the site, but also make the entire space more inviting and user friendly.

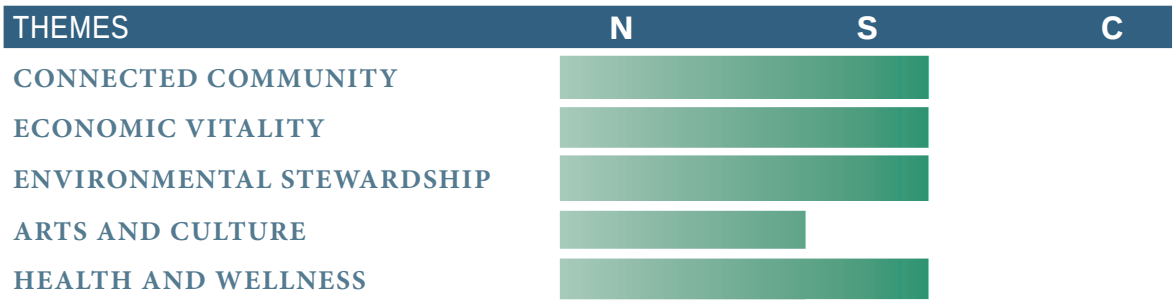
ENVIRONMENTAL STEWARDSHIP
The site provides gathering and open space in the downtown area.

ARTS AND CULTURE This site is named after Clayton resident Donald Clyde Sinclair. This site could further celebrate the history through art.

HEALTH AND WELLNESS
The site offers opportunity for intergenerational interaction, active play on the court and playground, social gathering, and learning about a Clayton community member. It could better serve the community if it were part of the overall trail and sidewalk system.



LITTLE FREE LIBRARY BORROW BOX
Donald “Clyde” Sinclair Park is a small community gathering location that celebrates local basketball legend & former Harlem Globetrotter Donald “Clyde” Sinclair



DONALD "CLYDE" SINCLAIR PARK



Seasonal flower box at the park entry



Fenced playground with shade



Basketball court



Small park signage at parking area



Opportunity to connect to downtown

EAST CLAYTON COMMUNITY PARK

1774 GLEN LAUREL ROAD		HOURS: DAWN TO DUSK	65.46 ACRES
Baseball Field (home to Clayton Clovers)	1	Multi-Purpose Fields	3
Batting Cage	1	Restrooms	2
Disc Golf	18 holes	Shelters	3



East Clayton Park rendering from the Town



East Clayton Park multi-purpose fields

CONNECTED COMMUNITY

East Clayton Park has a variety of trail offerings including a multi-purpose paved park loop trail, natural surface trails, and sidewalks. There is potential to connect this site regionally via nearby greenways, future greenway along Glen Laurel Road, and ultimately via Highway 42 to downtown and the Neuse River. There is also an opportunity to link the apartments and commercial area along Briarcliff Drive via greenway. Several of these connections were also identified as priority projects in the 2022 Clayton Pedestrian Plan.

In addition to greenway trail connections, further evaluation should be conducted for Glen Laurel Road pedestrian crossings. Crossing recommendations were presented in the 2022 Clayton Pedestrian Plan and identified by residents as a need during this planning process.

ECONOMIC VITALITY

This site has several unique features including the Harmony Playground, summer professional baseball league the Clayton Clovers, and several multi-pupose fields, bringing local and regional teams to the area. The site could further enhance impact by incorporating local businesses and food trucks, connecting to downtown, and informing visitors of nearby community resources.

ENVIRONMENTAL STEWARDSHIP

The site has recently been redeveloped and did so in a way to impact areas already cleared and developed and improve stormwater treatment on site. It preserves open space and wooded area in the Neuse River watershed.

ARTS AND CULTURE

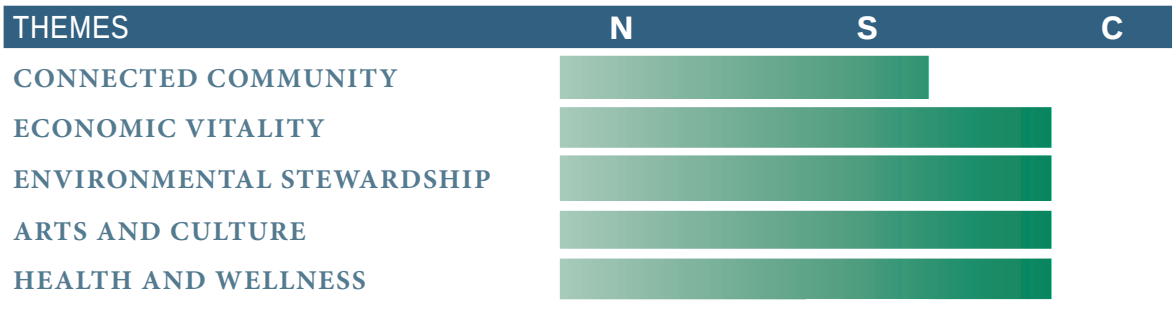
This site celebrates local businesses and events onsite through the signage acknowledging local partners and events.



Clayton disc golf course serves as an opportunity to draw regional users to a local park

HEALTH AND WELLNESS

East Clayton Park is truly an intergenerational park offering a wide variety of active and passive recreational activities for all users. The elements that could be improved are access to shade, highlighting distances of trails and how long it may take a user to walk various routes, and connecting this park to the dog park and community-wide trail system.



EAST CLAYTON COMMUNITY PARK



Existing restrooms and entry to multi-use fields



Harmony Playground



Harmony Playground space



Unique archways and playspace



Batting cage



Existing multi-purpose fields

EAST CLAYTON DOG PARK

2027 GLEN LAUREL ROAD	Y	HOURS: DAWN TO DUSK	3 ACRES
Small dog and large dog fenced-in area	Y	* No Restroom	0
Gravel Parking	Y	Water/ Clean up Station	Y
Picnic Tables	Y		

CONNECTED COMMUNITY

East Clayton Dog Park is located directly across from East Clayton Park on Glen Laurel Road; however there is currently not a safe crossing between the two locations. Both parks would be better served with a crossing at Oak Alley Trail. This would connect several communities to East Clayton Park as well. Internally the site could be better connected with internal sidewalks.

ECONOMIC VITALITY

This site is a community-wide asset but is currently the only dog park within the system. There is an opportunity to partner and showcase local businesses that provide animal products and services at this site or the expansion at another location.

ENVIRONMENTAL STEWARDSHIP

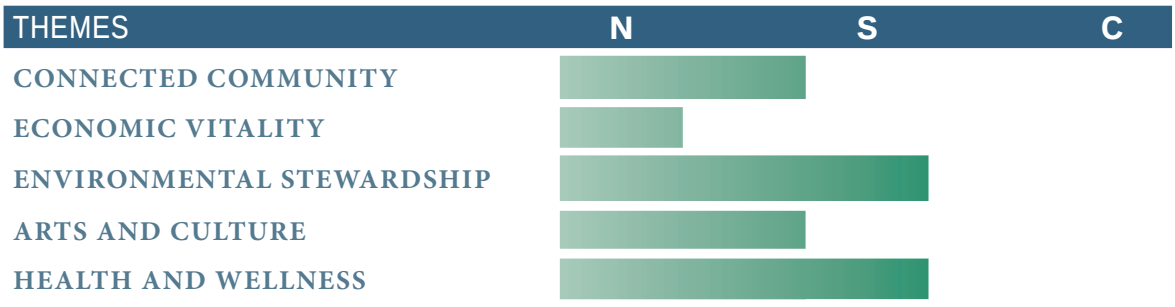
This site preserves open space and wooded area in a highly developed and developing area of the Town.

ARTS AND CULTURE

There is a great opportunity to have themed arts and highlight local business through art on this site; there is currently not any on-site.

HEALTH AND WELLNESS

This space provides an opportunity for pet owners to be outside and connect with their community. Dog parks state and nationwide have demonstrated a positive impact on creating community connections and intergenerational recreation opportunities. There should be improved internal access at this site and connections to East Clayton Park for restrooms. Demand is high for access to dog parks in Clayton and additional locations should be considered to help meet this demand.



EAST CLAYTON DOG PARK



Dog park entry across from East Clayton Park



Dog support features



Rules and signage



Entry to leash free zone



ADA parking and gravel lot



Informal picnic area

FUTURE LOOP ROAD PARK

SOUTHEAST CORNER OF LOOP ROAD AND COVERED BRIDGE ROAD		HOURS: N/A	120 ACRES

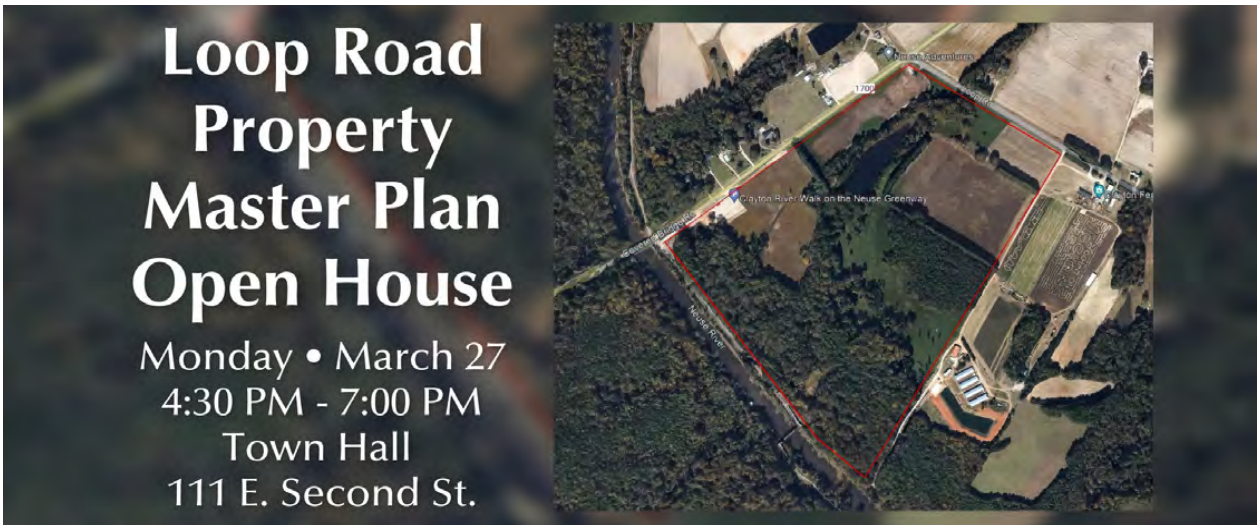




ABOUT FUTURE LOOP ROAD PARK

The future Loop Road Park input and planning began in 2023 to get initial input and community guidance. The planning process for the future Loop Road Park will continue upon the completion of 2024 Clayton Parks and Recreation Master Plan.





TRAILS AND GREENWAYS:

- **Clayton River walk on the Neuse**
- **Sam's Branch Greenway**
- **Bailey and Sarah Williamson Preserve**

GREENWAYS AND TRAILS	SURFACE & FEATURES	PARTNERSHIPS	DISTANCE
Bailey and Sarah Williamson Preserve (Owned by Triangle Land Conservancy)	natural surface multi-purpose trails with 1 mile designated for walking; partially located in Wake County	Clayton, Wake County, the Land and Water Fund, Johnston County, the Environmental Enhancement Grant Program, and the Williamson family	17 miles
CLAYTON RIVER WALK ON THE NEUSE 2686 Covered Bridge Road (accessed also at Legend Park Trail Head- 553 City Rd, Clayton, NC 27520)	10' wide paved	Designated as part of the East Coast Greenway, statewide Mountains-to-Sea Trail, and connects to the 32 mile Neuse River Greenway which currently ends at Falls Lake	4 miles
NEUSE RIVER BLUEWAY 3 informal access locations: › Mial Plantation Rd. › Covered Bridge Rd. › Hwy. 42, Clayton	Natural river with fluctuating water levels	Part of the 250 mile Neuse River	7.5 miles
SAM'S BRANCH GREENWAY 1358 N O'Neil Street (accessed also at Legend Park Trail Head- 553 City Rd, Clayton, NC 27520)	10' wide paved with public art	NCDOT grant	2.85 miles
PARKS WITH TRAILS: › Municipal Park › East Clayton Park › Clayton Community Park			1.25 miles



CONNECTED COMMUNITY

The Town of Clayton has worked hard to be a better connected community by including trail resources such as Sam's Branch Greenway, Clayton River Walk on the Neuse, and the Neuse River itself serving as a regional Blueway. Continued effort should be made to follow the priority projects identified in the 2022 Pedestrian Plan by internally connecting park resources and connecting these resources to the downtown core of historic Clayton.

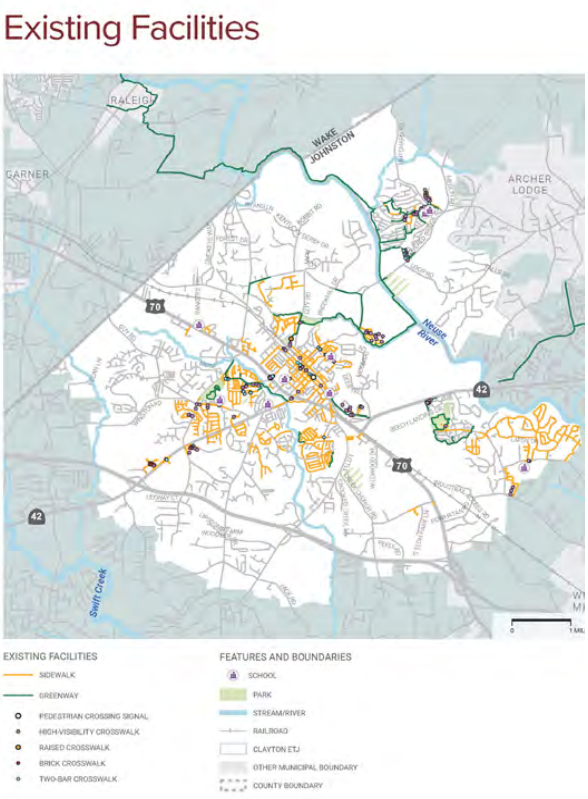
ECONOMIC VITALITY

The regional trails of the River Walk on the Neuse, The Neuse River Blueway, and Sarah Williamson Preserve provide the opportunity to celebrate what makes Clayton unique along the Neuse River. Expanding opportunities to get to these resources, and support facilities along them, may not only increase visitors to Clayton, but also enhance user experience for residents. Focus should be on these regional resources and connecting parks to the downtown core.

ENVIRONMENTAL STEWARDSHIP

As discussed further in the report in the 2023 Green Infrastructure and Resiliency Benefits Analysis, Clayton is growing rapidly and ensuring the preservation of a regional network of parks and green spaces will directly mitigate the potential risk of natural disasters, through providing ecosystem services that will directly increase Clayton's resiliency. Clayton is already doing many of the things necessary to help protect these resources through parks and open space and should look to quantify and educate on the benefits of these efforts.

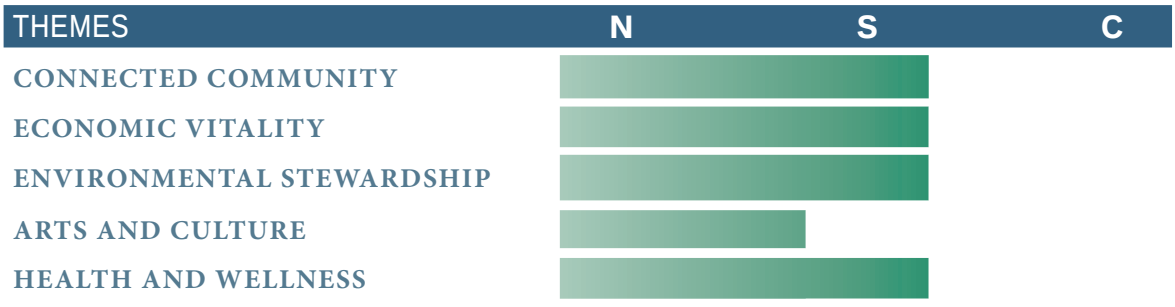
ARTS AND CULTURE Sam's Branch Greenway is a wonderful example of celebrating local arts and culture, as are the opportunities for events, concerts and programs at Municipal Park. Linking these art resources through an arts opportunity walk may not only get visitors and users to explore other parts of the system, but also enhance the system for current users.



Greenway Map from 2022 Clayton Pedestrian Plan

HEALTH AND WELLNESS

The Town of Clayton should communicate connectivity opportunities through maps online and information in parks, distances and times it may take to use a trail, difficulty level, and the accessibility of support facilities. All of these elements enhance the experience for users. Providing benches, signage, restrooms, shade, access to water, and links to public transportation all improve the opportunity for positive health and wellness.



GREENWAYS AND TRAILS IN CLAYTON



Clayton River Walk on the Neuse Trailhead



Paved greenway trail with regional connections



Sam's Branch Greenway



Communicating Greenway system!



Linking Neighborhoods to parks



Neuse River Blueway opportunities!


COMMUNITY
DRAFT 091924

COMMUNITY

ABOUT

The Town of Clayton committed to inclusive community engagement throughout the planning process, utilizing a variety of engagement approaches to reach a varied and representative population. Community engagement is one of the most important components to the success of the recreation and parks master planning process. The Town of Clayton conducted engagement in a variety of ways in order to ensure input and outreach were accessible to the entire community.

THE PEOPLE

The approximately **29,445** people that make up the population of Clayton are a median age of 33.9 and fairly evenly distributed between males and females. The statistically valid responses represent that demographic.

AGE

The Median Age of 33.9 is comprised of the following break down in age range according to the US 2023 Census data:

Age and Sex	
Persons under 5 years	6.4%
Persons under 18 years	28.1%
Persons 65 years & over	11.2%
Female Persons	50.6%

IN PERSON

Over 524 in person touchpoints were made with the community including staff, department partners, community stakeholders, elected officials, committees, park users, and Clayton residents.

ONLINE

In order to reach a wider variety of park users and non-users, an online survey was distributed via email, social media including Facebook, Instagram, and Twitter, and via the Town and departmental website. Responses were differentiated between Town of Clayton residents and non-residents.

STATISTICALLY VALID SURVEY

A statistically valid survey was conducted via project partner ETC Institute to ensure representative input was received from Town of Clayton residents.

INPUT SUMMARY

Group	Date	Touchpoints
Kick off Meeting	04/27/23	13
Core Team Meetings	10 Total	6 (each time)
Parks & Recreation Interdepartmental Staff Input	05/18/23 & 06/07/23	46
Parks and Recreation Advisory Board	06/12/23; 05/13/24 09/09/24	10 (each time)
Administration Input and Visioning	05/22/23	6
Open Houses (3 Sessions)	09/21/23	70+
Town Council	09/25/23; 06/3/24; 10/07/24	18+ each session= 54
Clayton Music Night and Movie Night	10/28 & 29/23	30 & 45
Clayton Harvest Festival	10/28/23	200+
Stakeholder Input (in person, via email, and phone call)	09/21/23	15+l
In-person Touchpoints:		**524**

Survey	Responses
Statistically Valid Surveys to Clayton residents	320
Online Public Engagement survey	253
Total Surveys:	**573**

Touchpoints	**1097**

SURVEY

2023 TOWN OF CLAYTON PARKS AND RECREATION MASTER PLAN SURVEY

ETC Institute administered a Parks and Recreation Master Plan Survey for the Town of Clayton during the fall of 2023. The survey was used to assess community parks and recreation needs and priorities.

METHODOLOGY

ETC Institute mailed a survey packet to a random sample of households in Clayton. Each survey packet contained a cover letter, a copy of the survey, and a postage paid return envelope. Residents who received the survey were given the option of returning the survey by mail or completing it online at ClaytonNCSurvey.org. After the surveys were mailed, ETC Institute followed up with residents to encourage participation. To prevent people who were not residents of Clayton from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not included in the final database for this report.

The goal was to collect a minimum of 300 completed surveys from residents. The goal was met with 320 completed surveys collected. The overall results for the sample of 320 households has a precision of at least +/- 5.5 at the 95% level of confidence.

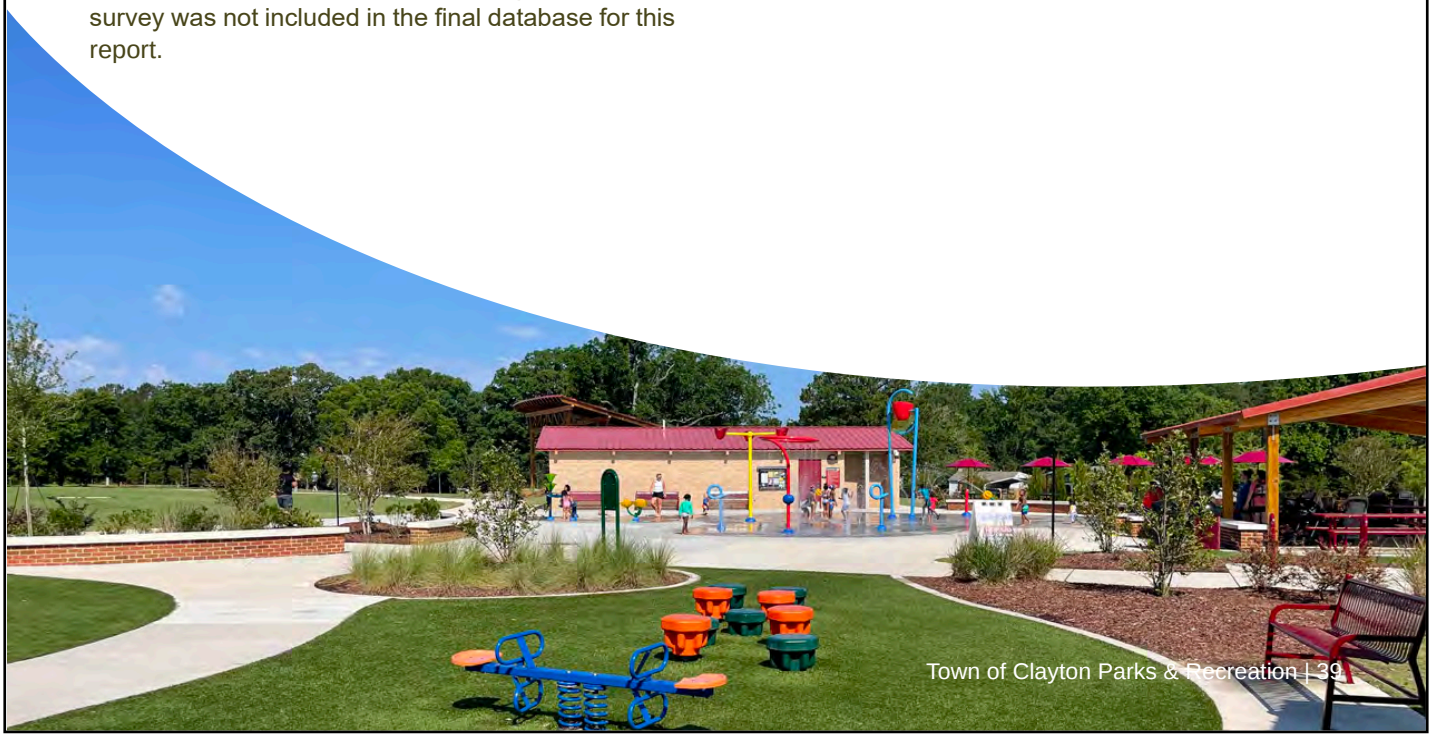
The full survey findings can be found in the appendix, the following findings summarize the priority findings using the Priority Investment Rating (PIR).

SUMMARY

Priority Investment Rating – The Priority Investment Rating is an objective tool to evaluate the priority that should be placed on investments in parks and recreation facilities, amenities and programs, especially as resources become available.

THE PRIORITY INVESTMENT RATING COMBINES MEASURES OF:

1. The importance residents place on certain facilities, amenities and programs and
2. How many residents have unmet needs for that facility, amenity or program.



SURVEY RESPONSE HIGHLIGHTS

320 SVS Surveys Completed
300 Open Link +
Over 900 Touchpoints

50.8%
Female Response

Demographics of respondents reflect Clayton community composition

Residents are being reached through social media! 62%

87%
Positivity on Park Quality

97%
Support for Park = Parks Add Value

81%
Currently Drive to Parks

Most Used
=
East Clayton Park, Clayton Community Park, Clayton River Walk on the Neuse

Investment Values:

Creating connections and developing a sense of community (56%),

Ensuring affordability to users (46%),

Promoting health and wellness programming (44%)



SURVEY RESPONSE HIGHLIGHTS

Top 3 Aquatics Trails and Greenways & Water Sports

High Demand for Indoor Space

Recreation Tourism Demand in Clayton Calls for Unique Outdoor Experiences : adventure, camping, access to the river! This aligns with community demand.

Demand for more Special Events!

Desire for intergenerational programs and experiences

Distribution of new playgrounds, splash pad, dog park

More Staff to Support More Parks Programs

More Opportunity for Health and Wellness

High Demand for Connectivity! Link Parks to Downtown!



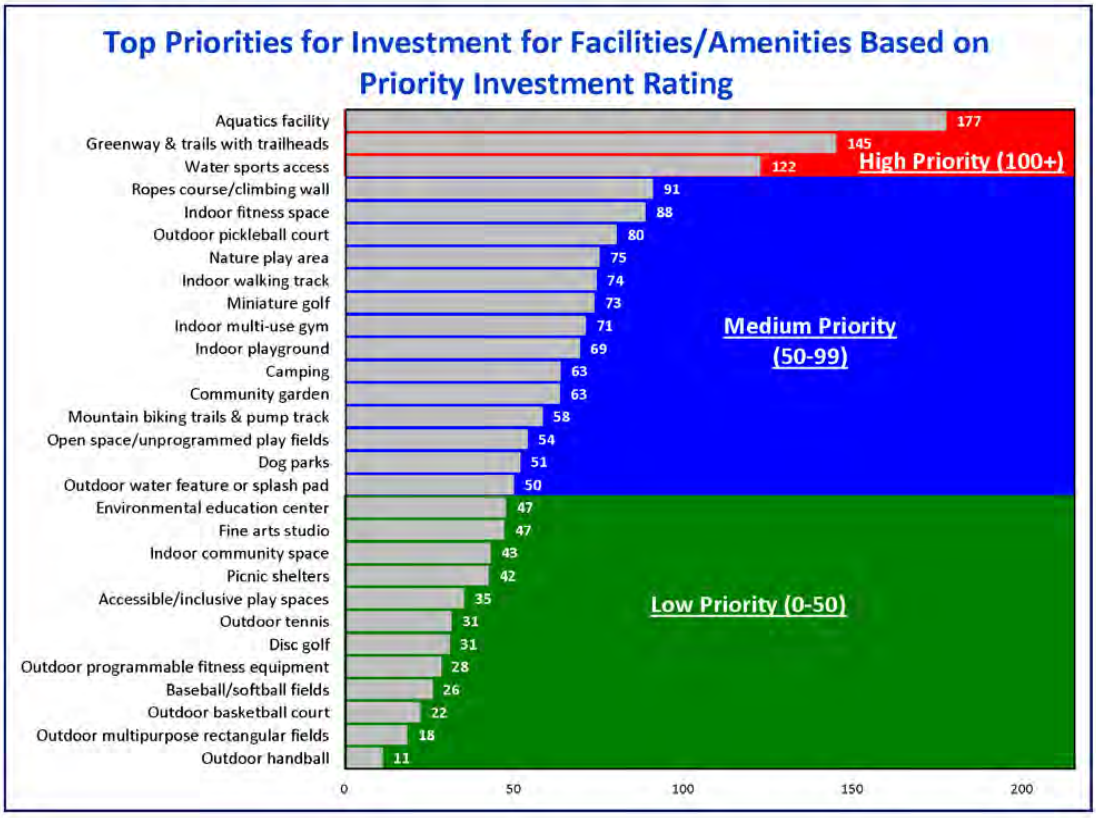
TOP PRIORITIES FOR INVESTMENT:

Based on the Priority Investment Rating (PIR), the following parks/facilities were rated as high priorities for investment:

PARKS/FACILITIES:

- **Aquatic Facility (PIR=177)**
- **Greenways & Trails with Trailheads (PIR=144)**
- **Water Sports Access (PIR=122)**
- **Ropes/Climbing Wall (PIR=91)**
- **Indoor Fitness (PIR=88)**

The chart below shows the Priority Investment Rating for each of the 29 facilities/parks assessed on the survey.

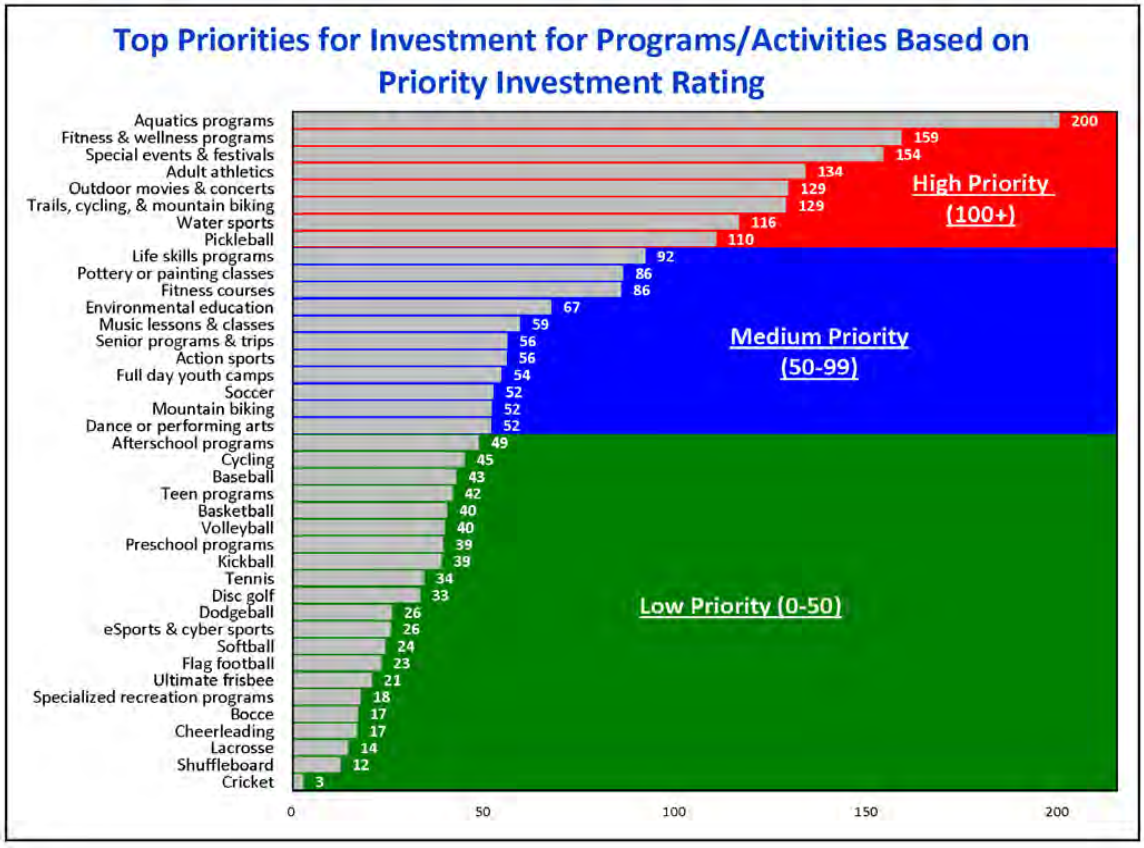


TOP PRIORITIES FOR INVESTMENT:

Based on the Priority Investment Rating (PIR), the following sports/programs were rated as high priorities for investment:

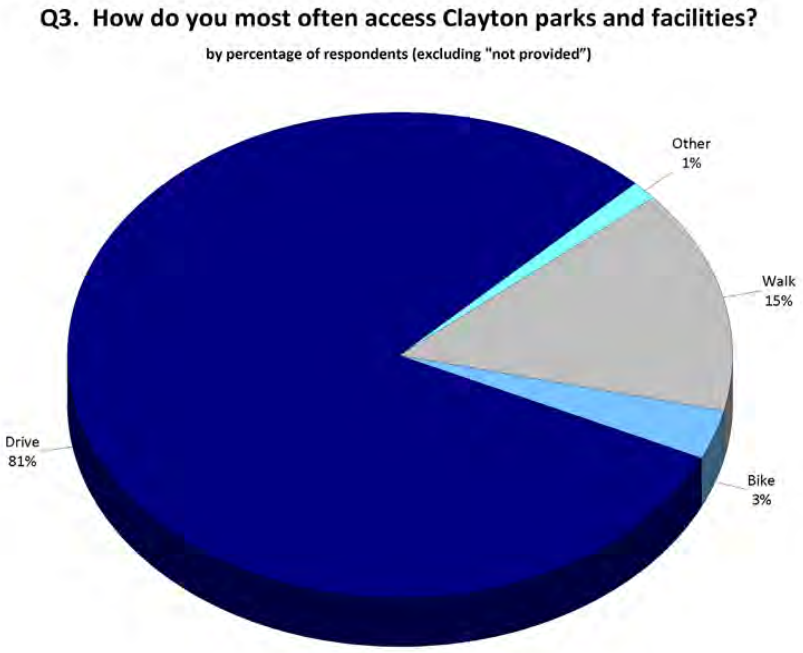
SPORTS/PROGRAMS:

- **Aquatics Programs (PIR=200)**
- **Fitness and Wellness Programs (PIR=159)**
- **Special Events and Festivals (PIR=154)**
- **Adult Athletics (PIR=134)**
- **Outdoor Movies and Concerts (PIR=129)**
- **Trails, Cycling, and Mountain Biking (PIR=129)**
- **Water sports (PIR=116)**
- **Pickleball (PIR=110)**



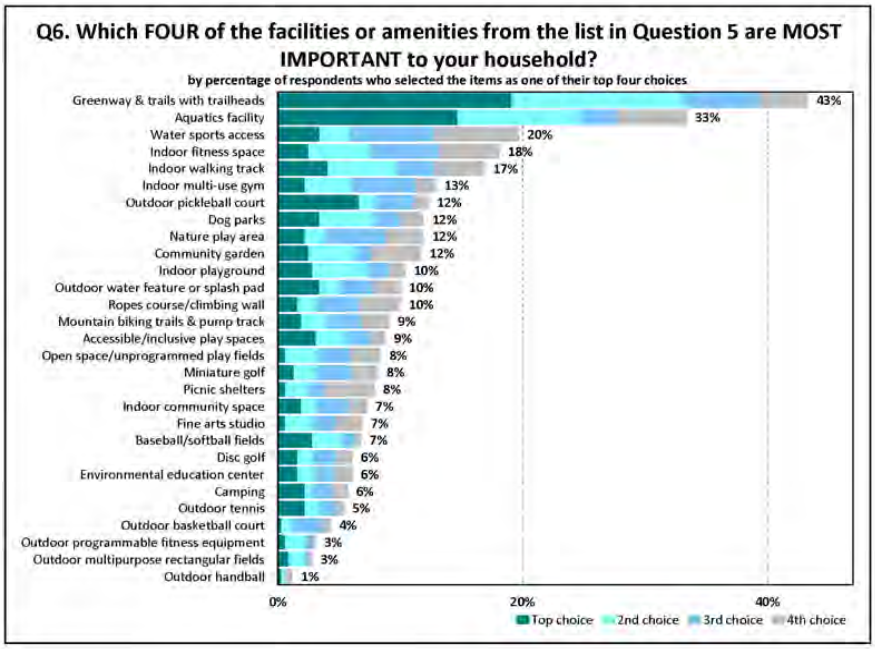
CONNECTED COMMUNITY

Residents would like to see continued efforts on creating a connected community. Trails and Greenways with trailheads is identified as the highest priority for Clayton households, and yet most residents are currently driving (81%) to Town parks.



ETC Chart Question 3, full report Page 21

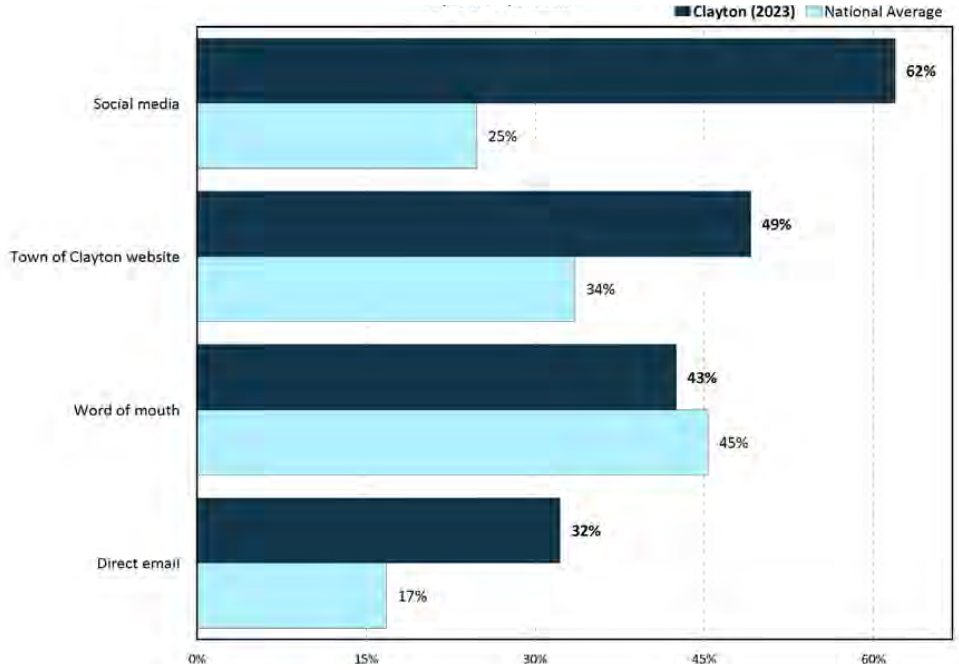
The percentage of residents who selected each amenity/facility as one of their top four choices is shown in the chart below.



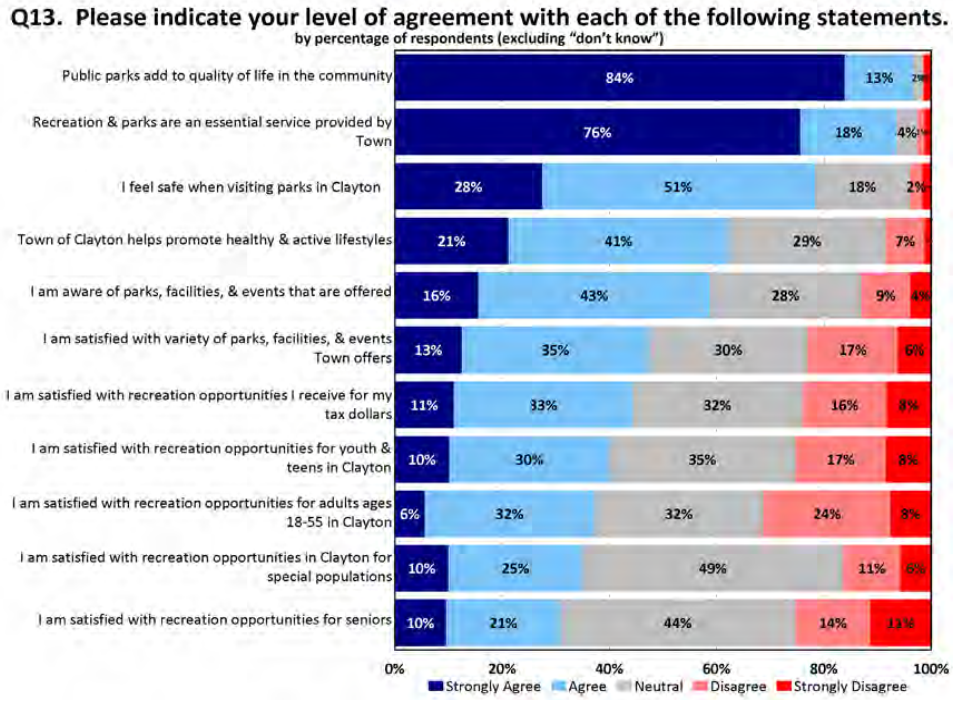
ETC Chart Question 6, full report Page 8

NATIONAL BENCHMARKS

The Town of Clayton is performing at or above in relationship to many national benchmarks including reaching the community through a variety of social media platforms, perception on park positivity, and that Parks and Open Space contribute to a high quality of life within the community.



ETC National Benchmark, full report Page 64



ETC National Benchmark, full report Page 38

THE COMMUNITY

IN PERSON ENGAGEMENT

The Town of Clayton conducted a robust in-person engagement process for the planing efforts in order to reach a broad and representative population.

DEPARTMENTAL AND INTERDEPARTMENTAL ENGAGEMENT

Several input sessions were conducted with staff, stakeholders, administration, elected officials, and the advisory board to understand parks and recreation strengths, opportunities, and weaknesses. Several different input methods were used in each engagement session to really understand common findings amongst the groups. The results were compared to help identify common themes.

THE LOTTERY TICKET

Participants were asked to identify one improvement they would make to the system, either a program, staff, or facility need. Participants could fill out one "winning lottery ticket" to help determine their main priority.



STRENGTHS, OPPORTUNITIES, AND WEAKNESSES

Participants were asked to fill out a sticky note that highlighted what they felt the Parks and Recreation Department was doing successfully, what additional opportunities may exist, and where improvements may occur.



THE COMMUNITY

STAKEHOLDERS, ADMINISTRATION, AND ELECTED OFFICIALS

In person engagement included several opportunities for input to ensure ideas, findings, and themes were identified to help align the plan with townwide goals, partner organization goals and needs, and identified communities' needs.

COMMON THEMES

Participants were asked to identify what community goals were important to them and/or their organization to ensure recommendations and inventory were evaluated against these common goals.

In addition to helping prioritize community goals, participants helped identified various ways the Town could help meet these goals through Parks and Recreation.



Participants helped prioritize community goals



Ideas to incorporate environmental stewardship



Ideas to incorporate small-town character



Ideas to create economic vitality



Ideas to celebrate arts and culture

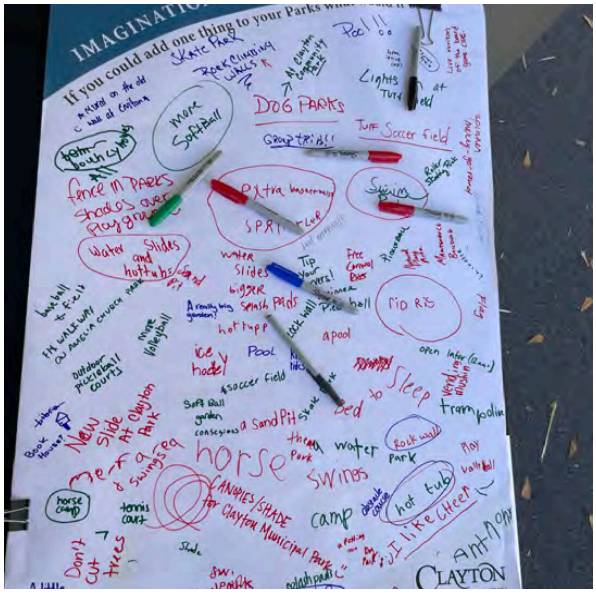
THE COMMUNITY

THE COMMUNITY

Reaching out to the community beyond the survey helped the town gain greater insight on what programs and facilities the community is enjoying, what gaps may exist, and what ideas they have for parks and recreation.

OPEN HOUSES, FESTIVALS, MUSIC, AND MOVIE NIGHT

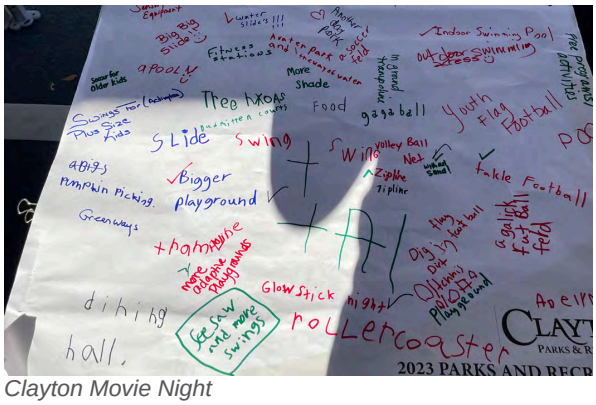
Participants were asked to tell us what ideas they have for Clayton Parks and Recreation. We asked them to dream big and let us know what they would like to see! We received great ideas and heard a lot from community members who already enjoy Town programs and facilities. Each idea was recorded and prioritized.



Ideas for Parks and Recreation



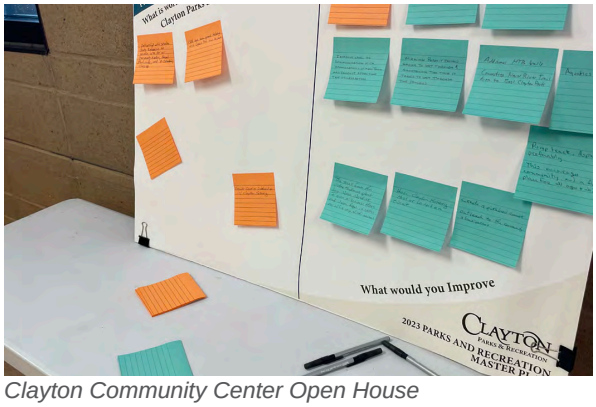
Clayton Harvest Festival



Clayton Movie Night



Clayton Community Center Open House



Clayton Community Center Open House



ANALYSIS

DRAFT 091924

ANALYSIS

THE PURPOSE OF THIS PLAN IS TO UNDERSTAND COMMUNITY RECREATIONAL NEEDS IN ORDER TO ENSURE THE TOWN OF CLAYTON IS MEETING CURRENT DEMAND AND PLANNING FOR THE FUTURE.

ANALYSIS METHODOLOGY

All of the study findings and information presented in this report have contributed to the analysis and will help guide the recommendations. Sources utilized include existing recreation resources, environmental conditions, history, past plans, community and staff involvement, green infrastructure analysis, regional recreation tourism trends and influences, and how these findings compare to local, state, and national trends. This information will help formulate the recommendations. In order to help identify common findings, all information was placed into a recreational resources matrix. Data summary was compiled highlighting past plans and findings and input results were charted to identify common needs throughout the planning process. All of the factors contribute to the analysis of the Town of Clayton recreation system.

These cumulative findings are then compared to the 2023 National Recreation and Park Association (NRPA) Agency Performance Review. According to the Agency Performance Review, the Review summarizes key findings from NRPA Park Metrics — the benchmarking resource that assists park and recreation professionals in the effective management and planning of their operating resources and capital facilities. Taken together, the 2023 NRPA Agency Performance Review and NRPA Park Metrics deliver a comprehensive collection of park and recreation related benchmarks and insights. This is a national database of comparative analytics and allows the Town to benchmark against current best practices and offerings in Parks and Recreation. These comparisons are then evaluated against the Town of Clayton Needs Assessment to determine if a recreation and park program or feature is currently a priority for the Clayton community.

The NRPA Agency Performance Review breaks down their national database findings by population size, and in many of the results, offers guidance on whether metrics meet the median for a particular finding, fall in the lower quartile, or upper quartile. Again, these are best practices guidance tools to help prioritize deficiencies and identify gaps based upon the cumulative information evaluated.

THE TOWN OF CLAYTON HAS A POPULATION OF 29,445 AND THIS NUMBER WILL BE USED FOR THE COMPARISON AND ANALYSIS PORTION. IT IS IMPORTANT TO NOTE THE RAPID GROWTH AND THE LARGER SIZE OF THE EXTRATERRITORIAL JURISDICTION (ETJ) THE SYSTEM CURRENTLY SUPPORTS.

FACILITY HIGHLIGHTS

The inventory included all of the parks within the Clayton system. Below is the overview of this inventory which highlights some of the in-demand features from the Community Needs Assessment.



PARK DEMAND

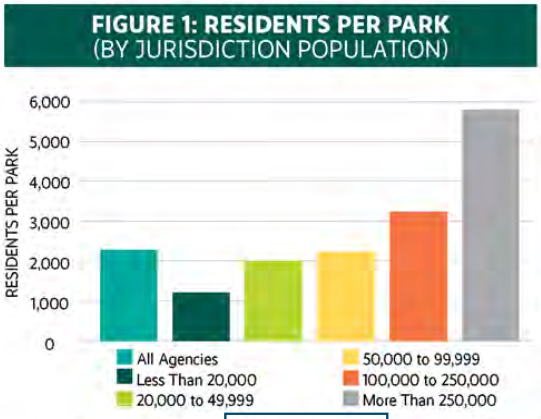
To understand overall park demand, NRPA evaluates access to parks using parks per resident by jurisdiction population and park acreage per 1000 residents. Currently, the Town of Clayton is serving 3271 residents per park; the median number for the population is 2014, meaning Clayton has fewer parks for its residents than the national average for comparable populations.

Clayton is currently providing 4.9 acres of developed parkland per 1000 residents, and with the addition of future recreation acres, Clayton will be providing approximately 9 acres of parkland per 1000 residents. Both of these numbers fall below the median acreage of 11.3 acres per 1000 residents. The upper quartile provides 17.9 acres/1000 residents and the lower quartile provides 5.9 acres/1000 residents. It is also important to note the only new park to be brought on line from the previous two planning efforts is East Clayton Dog Park.

GREENWAYS AND TRAILS

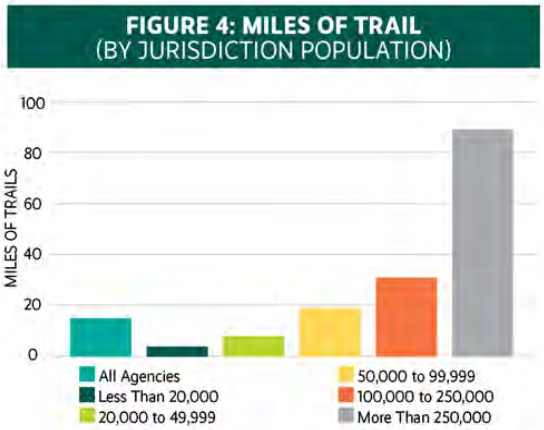
Demand for greenways, trails, blueways, and connectivity ranked high for Clayton residents during the public engagement process. According to the 2023 NRPA Agency Report, the median miles of trail by jurisdiction population of 20,000 - 49,999 provides 8 miles of trail on average. Clayton currently meets this median by providing approximately 11 miles. Trails and greenways are a high local, regional, statewide, and national trend. Due to demand presented in this planning process, Clayton should continue its long range planning to provide services that fit into the upper quartile by jurisdiction population. As presented in the 2023 Agency Report, this is approximately 20 miles of trail or greater.

It is also important to factor in water-access miles because of the existing Neuse River. Blueways do not currently have a metric in the database. However, Clayton has a very unique opportunity to improve access and support features in and along the Neuse River which could link to nearby communities and serve as a draw to the Clayton community.



	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Median	2,287	1,225	2,014	2,240	3,240	5,791
Lower Quartile	1,296	666	1,203	1,461	2,067	3,050
Upper Quartile	4,609	2,042	3,162	3,655	6,197	15,900

Figure 1. 2023 NRPA Agency Performance Review



	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Median	15	4	8	19	31	89
Lower Quartile	5	2	5	8	16	36
Upper Quartile	44	10	20	33	58	176

Figure 4. 2023 NRPA Agency Performance Review

FACILITY LEVEL OF SERVICE COMPARISON

Types of Facilities		Median Number of Residents per Facility					
			Population of Jurisdiction				
	Percent of Agencies	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Playgrounds	95%	3,759	2,014	3,028	3,779	5,024	10,811
Basketball courts	86	7,404	3,729	7,117	8,790	8,792	15,214
Diamond fields: baseball field – youth	79	6,863	3,114	5,033	7,237	14,564	26,826
Tennis courts (outdoor)	76	5,860	2,805	5,815	5,577	7,797	12,033
Rectangular fields: multi-purpose	69	9,177	3,859	7,674	13,244	14,471	23,771
Dog parks	68	43,532	11,100	28,000	54,119	78,526	131,943
Diamond fields: softball field – adult	63	15,345	5,800	11,802	17,078	26,508	39,652
Diamond fields: softball field – youth	62	11,384	5,079	9,060	12,716	26,313	44,265
Diamond fields: baseball field – adult	55	20,228	7,627	19,556	27,566	45,257	54,004
Community gardens	52	31,395	8,178	26,741	52,906	56,297	114,666
Swimming pools (outdoor)	51	38,635	9,745	25,191	43,100	67,267	108,245
Rectangular fields: soccer field – youth	50	7,228	3,600	4,947	7,207	12,875	47,204
Multiuse courts – basketball, volleyball	49	17,475	5,093	14,800	22,960	40,667	62,018
Totlots	48	11,649	5,816	11,195	11,641	17,703	37,441
Rectangular fields: soccer field – adult	42	13,692	6,955	10,775	17,741	18,215	42,136
Skate parks	41	53,144	10,726	32,000	62,927	110,000	235,209
Rectangular fields: football field	35	26,780	8,637	18,785	29,374	50,837	73,556
Pickleball (outdoor)	31	13,922	3,252	9,257	11,150	29,836	46,801
Regulation 18-hole courses	29	94,109	9,587	32,990	69,374	114,842	239,241
Multiuse courts – tennis, pickleball (outdoor)	27	15,948	4,868	9,667	16,556	36,876	45,455
Multipurpose synthetic field	25	36,884	9,518	25,330	34,814	57,011	144,306
Ice rinks (outdoor)	18	17,741	8,045	13,247	33,214	108,000	543,242
Rectangular fields: cricket field	14	139,248	ISD	34,706	62,943	118,709	362,153
Rectangular fields: lacrosse field	11	26,411	9,786	16,584	49,348	56,000	126,912
Overlay fields	9	14,763	8,707	9,468	16,398	25,452	27,737
Rectangular fields: field hockey field	4	20,909	18,000	17,292	44,292	53,895	ISD

The 2023 report outlines the median number of residents served per population:

It is important to note in Figure 3, the Town of Clayton falls within the 20,000- 49,999 population range and these metrics should serve as a guide to growth. We evaluate quantity, quality, and location, and compare to "All Agency" and "20,000- 49,999"and the demand presented by the Clayton residents in the Needs Assessment Survey.

Figure 3. 2023 NRPA Agency Performance Review

FACILITIES

In reviewing facilities within the recreation and parks system, several of the high demand features currently fall at or below the median benchmark for populations of 20,000-49,999.

- Playgrounds - Clayton has 5 (5889/resident), which currently falls below the median of 3028 residents per playground (median =3779 residents /playground)
- Dog parks also ranked high; Clayton currently has one and is just under the service level for that serving 29,445 residents per dog park (median = 28,000 residents/dog park)
- Indoor space is a top priority and Clayton is just under the service level for all types serving 29,445 residents per indoor space. (median = 30,000/resident range for all types)
- Community Gardens were highlighted as an additional need or expansion, Clayton is slightly below the service level serving 29,445 residents/per community garden area (median = 26,341 residents/garden area)

INDOOR SPACE

Indoor space ranked as one of the highest priorities for the Town of Clayton. The Town has done a really good job providing varied programs and recreation resources within the one Community Center in the system. Clayton currently serves residents with 1 facility totaling 32,000 square feet. This total falls at or below the median for individual facility types shown for a service population of 20,000 - 49,000.

- Clayton Community Center

FIGURE 5: INDOOR PARK AND RECREATION FACILITIES — POPULATION PER FACILITY
(BY PREVALENCE AND POPULATION PER FACILITY)

Types of Facilities		Median Number of Residents per Facility					
			Population of Jurisdiction				
	Percent of Agencies	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Recreation centers (including gyms)	63%	31,215	9,745	24,380	38,018	54,125	65,909
Community centers	59	29,494	8,829	26,696	53,331	54,354	109,710
Senior centers	41	59,727	14,000	31,199	67,139	123,882	294,394
Performance amphitheaters	37	67,862	11,100	30,283	60,495	121,000	298,416
Nature centers	33	120,000	10,633	32,000	71,360	129,859	358,431
Aquatics centers	28	53,950	11,650	31,645	60,116	108,843	273,914
Stadiums	20	79,866	9,250	31,000	64,150	156,798	432,000
Teen centers	13	55,494	14,593	31,645	58,174	127,301	426,501
Indoor ice rinks	12	53,224	8,000	24,838	53,224	102,132	395,699
Arenas	8	79,828	5,531	24,626	68,208	104,774	578,231

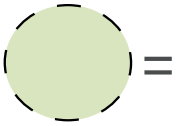
FACILITIES

The existing Center does not meet the type of demand presented in the survey based upon the Priority Index Rating from the Needs Assessment. With population growth, this gap will continue to increase. The type, quantity, and access to indoor space is in demand and below the median presented.

There is overall demand for two types of space: fitness and indoor sports and increased access to classes and expanded programming. Demand for indoor space is not mutually exclusive as outlined above, but the demand for each type of space in the Town of Clayton is high. The demand is reflected across all age groups and highlight the need for additional multi-purpose, intergenerational indoor space.

DISTRIBUTION HIGHLIGHTS

The facility inventory not only examined each facility and the features within each park space, but also how those parks and features are distributed to provide access to recreation and park resources within Clayton. This helps determine where gaps in access may exist, and where demand may be fulfilled when the gaps identified in the Needs Assessment Summary.



These areas represent a gap in service area. A gap in service area distribution is when a user is greater than a 10 minute walk or bike to a park feature.



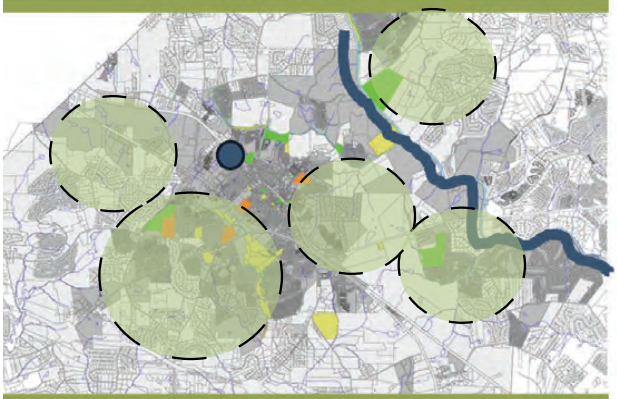
DISTRIBUTION OF INDOOR SPACE



PARKS WITH INTERNAL TRAILS



PLAYGROUND DISTRIBUTION



ACCESS TO WATER



ACCESS TO UNIQUE FEATURES

SPECIALTY RECREATION

The Community Input and Needs Assessment revealed there is strong interest in participating in unique recreation opportunities. The ideas and responses were varied and presented a wide range of ideas such as water adventure (kayaking, canoing, paddling, fishing), indoor activities and walking, climbing, nature-based play, miniature golf, more dog parks, and a focus on intergenerational activities and spaces. These are just a few highlights. Where there are currently unique features, such as the Community Gardens at the Community Center and the Dog Park near East Clayton Park, the spaces are in high use, well recognized, and continue to be in demand. More of these opportunities need to be identified and provided as improvements are made.

Some of the features that are unique to this system are:

- The Splash Pad and Futsal Court at Municipal Park
- The inclusive Harmony Playground space and disc golf course at East Clayton Park
- The Community Gardens at the Community Center
- The Clayton River Walk on the Neuse



Opportunity for Futsal



Gardens and Educational Features



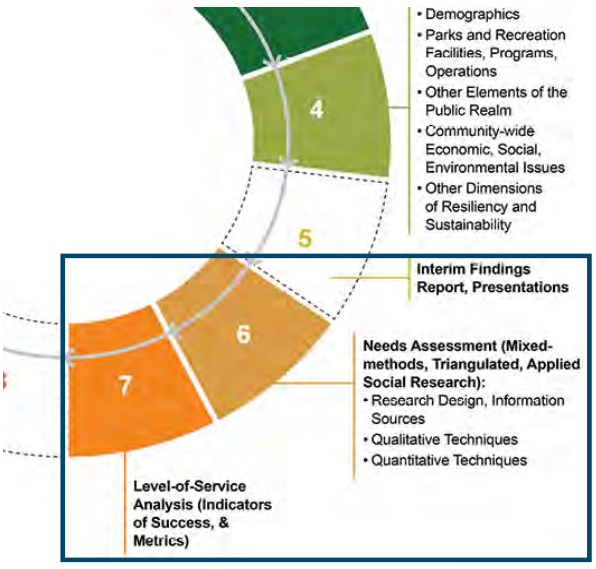
Outdoor Adventure and Rope Climbing

STAFFING

A key component to facility and program operations and expansion is the inclusion of staff to provide park services. This was identified as a need or is currently in demand. The Town of Clayton parks services offerings are strongly supported by its residents. They are supportive of the park quality and types of services provided. There is a high level of satisfaction with current facilities and strong desire to grow park offerings and programs to meet demand.

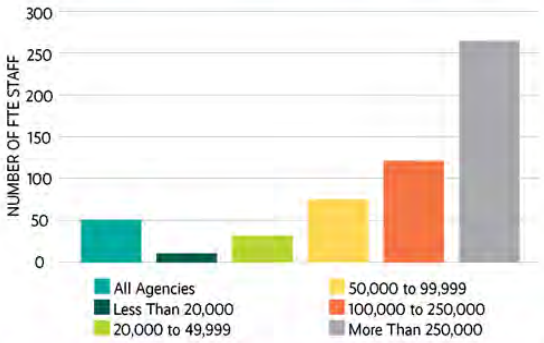
Staff Full-Time Equivalents (FTE's) are typically measured by the population they serve. For example, the typical parks and recreation agency with a population of 20,000 to 49,999 has a median of 32.3 FTE's. Currently, Clayton's Parks and Recreation Department has 18 full-time employees (FTE's); 3 serving in Administration, 6 serving Programs, and 9 serving Operations. The FTE's are split between Programming (6), and Operations (9). The cumulative number falls below the national median of comparable systems, and is just meeting the lower quartile of 17.

It is important to note, these benchmarks reflect departmental comparisons. Currently, park Operations serves not only the department, but also townwide operations responsibilities, and shared programming responsibilities for special events. This puts Operations staffing well below current operations best practices for communities of similar size.



Graphic Source, NRPA Agency Performance Review process graphic.

FIGURE 10: PARK AND RECREATION AGENCY STAFFING: FULL-TIME EQUIVALENTS (FTEs) (BY JURISDICTION POPULATION)



	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Median	51.5	11.3	32.3	75.8	121.5	264.1
Lower Quartile	17.3	6.0	17.0	46.0	72.8	103.9
Upper Quartile	134.7	22.0	67.8	127.5	198.3	533.0

Figure 10. 2023 NRPA Agency Performance Review

Additionally, the demand for expanded recreation programming services is high, including demand for special events programs, specialty adventure programming, after school, full-day youth camps, adult and senior programs, expanded health and wellness opportunities and specialty services such as nature, adventure, and special needs programs and facilities. Staffing numbers will need to be evaluated in comparison to level of service and the growth of the recreation and park system to fill this gap.

The system is currently operating in the lower quartile for departments of similar size; however, recreation programming and facilities demand is in the upper quartile.

Using the findings in this process to determine the need for services and the gaps in services will help Clayton continue to address staff demand needs.

ANALYSIS

RECREATION ECONOMIC TRIPS AND PARK ACCESS ANALYSIS

The Recreation Economic Trips and Park Access Analysis presents a comprehensive overview of Clayton's regional economy and the role of its park system in a wider recreational market within the broader Raleigh region. It attempts to describe Clayton's role in the regional economy and provide an understanding of its park system's importance, emphasizing the relationship between economic centers, access to parks, and ecosystem service benefits provided by the park system.

Downtown Clayton emerges as a significant economic hub with notable job and trip density, comparable to several peer cities in the southeast of the larger metro region. Park accessibility, examined through multi-modal transport lenses, reveals existing infrastructural divides, suggesting a potential for enhanced connections to bolster the local economy via recreational tourism. The regional recreation market analysis underscores Clayton's parks as more than mere amenities, but much of the recreational activity of the region is concentrated around Raleigh. However, these results hint that strategies around differentiation of parks services to more unique offerings could attract regional interest.

KEY TAKEAWAYS:

Clayton is an economic center within the wider Raleigh region, but it is a smaller tier center with overall less activity relative to other hot spots. It is also more geographically isolated relative to other centers in the region. Additionally, Clayton's orientation to recreational trips throughout the region suggests it is not a major market for regional recreation, though it does have observable local activity that could be better served with better connections. For example, the Sidewalk Adjusted Access Analysis showed substantial differences between realistic access via the sidewalk network vs theoretical access if sidewalks were available on all roads.

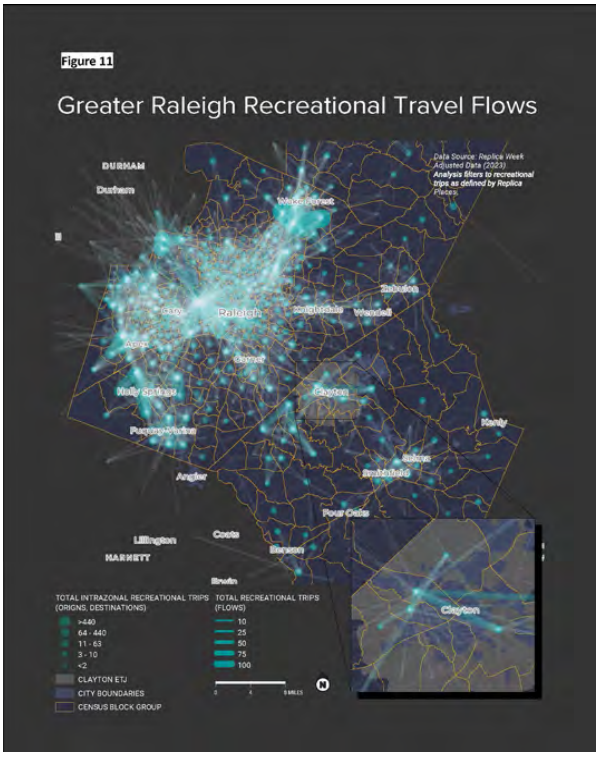


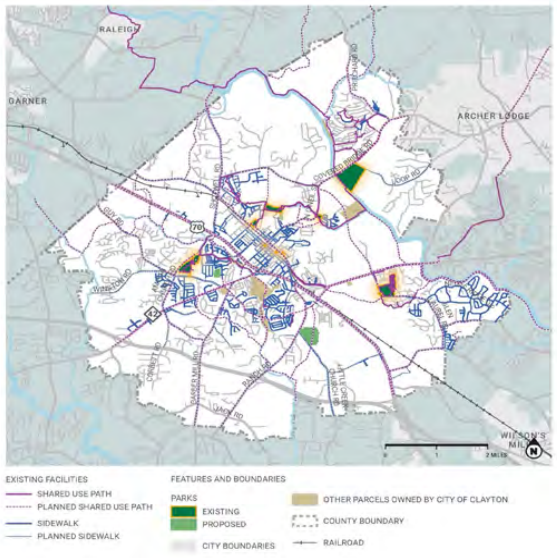
Figure 11 from Recreation Economic Analysis Report

If Clayton wants to attract more regional trips for recreation, it will need to differentiate its recreational opportunities into something more distinct from what is provided elsewhere in the region.

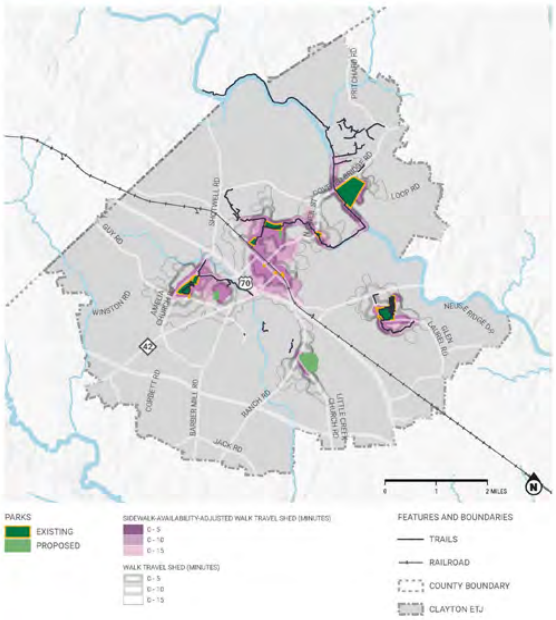
ANALYSIS

Figures from Recreation Economic Analysis report

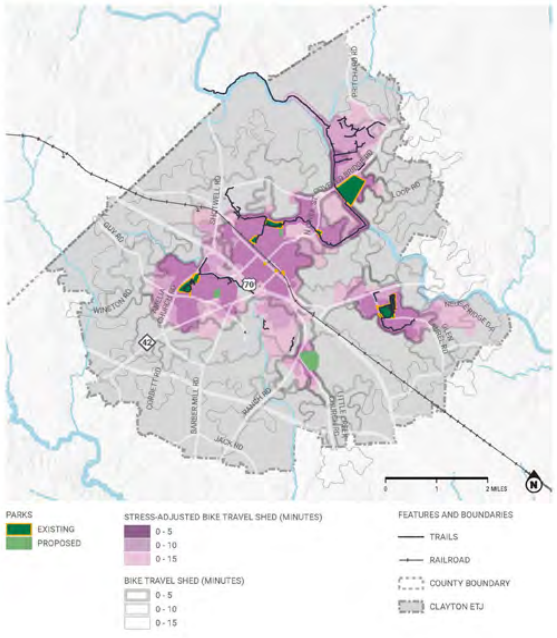
Access to Parks



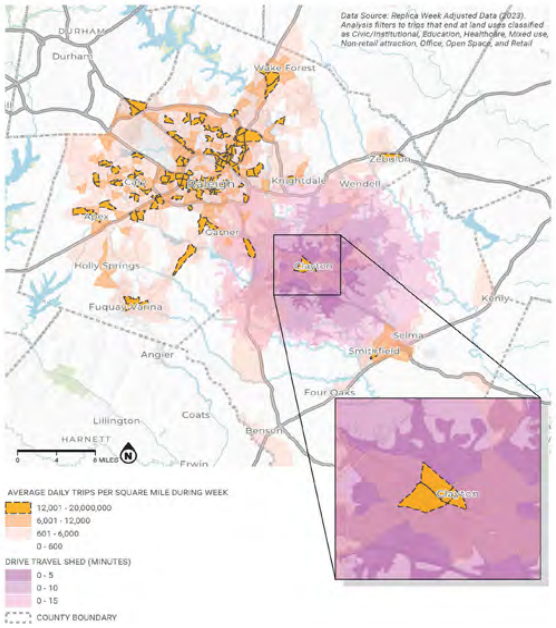
Access to Parks by Walking



Access to Parks by Biking



Drive Access to Parks Relative to Average Daily Trips

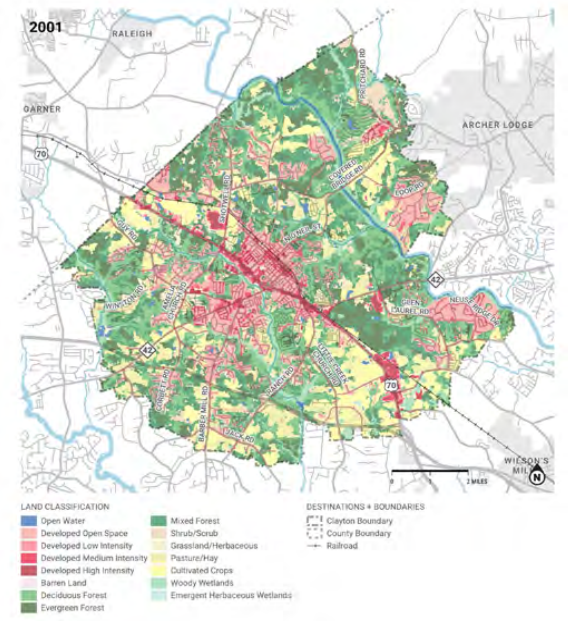


Key Takeaway: Connect local users & fill gaps for increased park accessibility & regional recreation markets

ANALYSIS

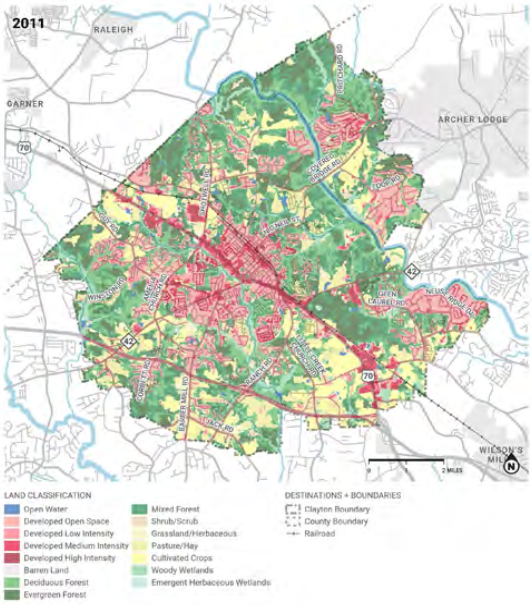
GREEN INFRASTRUCTURE ANALYSIS

These maps show land cover classifications within Clayton's boundaries using NLCD (National Land Cover Database) imagery from 2001, 2011, 2021

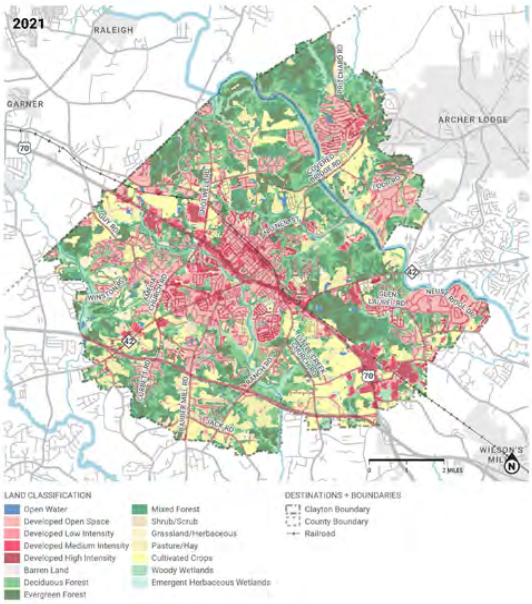


2001- The total land cover assessed was 20452.26 acres, with 3076.84 acres (or 15.04%) classed as urban land cover.

Key Takeaways: Celebrate and educate residents on the best practices in place for land resource protection. Understand the rapid loss of landcover to ensure there is land set aside for future recreation use



2011- Total land cover assessed was 19968.52 acres, with 4141.42 acres, or 20.74% of total area, classed as urban land cover. This urban land cover acreage amounts to a 34.6% increase from 2001.



2021- Total land cover assessed was 19486.41 acres, with 5012.32 acres (25.72% of total area) classed as urban land cover. This amounts to a 62.9% increase in urban land cover acreage between 2001 and 2021.



RECOMMENDATIONS & ACTION

DRAFT 091924

RECOMMENDATIONS & ACTION

The Town of Clayton has followed best practices for parks and recreation in planning for and providing services to address recreational needs. As with previous planning efforts, there have been opportunities in this process to give input in person, through surveys, through community input sessions, and as a part of the Comprehensive Recreation Master Plan updates to understand what is working well in the system and where gaps may exist. This input, along with the inventory and analysis findings, has allowed Clayton to identify immediate (0-2 years), Near term (3-5 year), and long term (6-10 year) goals in order to best meet the parks and recreation needs of its community. A critical outcome of this plan is to see action in meeting immediate (0-2 year) demands.

ALIGNING THE DEPARTMENT WITH COMMUNITY PRIORITIES

Evaluation and recommendations are presented through the lens of community-wide goals. Previous and simultaneous planning efforts helped identify the overarching themes and goals for the plan.

COMMUNITY GOALS AND PLANNING THEMES:

- A Connected Community
- Economic Vitality
- Environmental Stewardship
- Celebration of Arts and Culture
- Health and Wellness



CONNECTED COMMUNITY

There is strong desire to have a connected community. This means not only physically connected via sidewalks, trails, and greenways, but also through programs, events, and by maintaining the small-town character that Clayton has worked hard to preserve. Clayton residents would like to make sure parks are user friendly, accessible, and that facilities and services provided bring the community together. There is a strong desire to have intergenerational and accessible programs and facilities. This focus on bringing Clayton together will help guide connectivity priorities, program needs, park designs and features, and staffing needs.

ECONOMIC VITALITY

The Town of Clayton has worked hard to bring businesses to the town that celebrate its small-town character and active living!

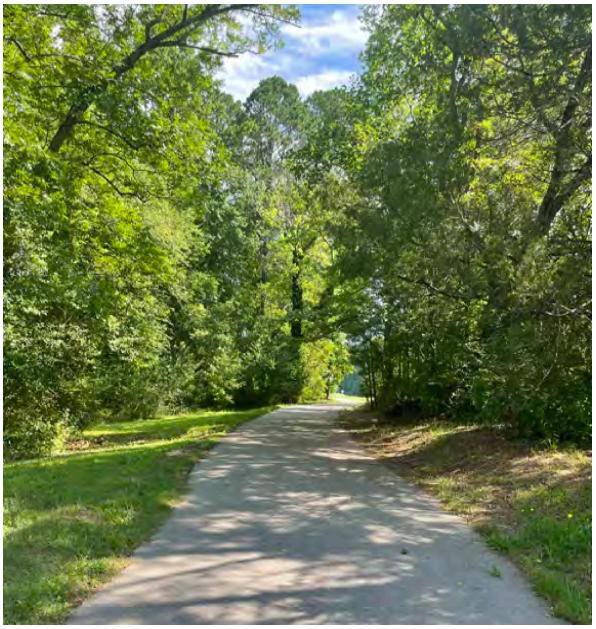
Town parks can serve as a support to economic development by providing open space, access, connectivity to each other, and business. As a part of this planning effort the Town conducted a Recreation Economic Analysis to help identify where current users are coming from and what may bring new users to the area.

There is an opportunity to create destination park spaces and features that offer something unique to the area that is not provided in neighboring communities. The study recommends celebrating features that make Clayton different, such as the Neuse River, the small-town character, the agricultural and culture

highlights within the Town, and the unique recreation offerings that already exist, such as mountain biking and special events like hayrides and movies in the park.

ENVIRONMENTAL STEWARDSHIP

Clayton has been practicing conservation and resiliency many different ways; one is by placing park services out of flood-prone areas and preserving open space in these areas to buffer residential areas and businesses. This approach should continue, not only to protect recreation infrastructure, but also to serve as a resiliency tool for the Clayton community. Where possible, materials, designs, and new features should always ask, "What is the least impactful solution?" Clayton is already doing many things for environmental stewardship. These need to be celebrated to serve as an educational tool for the community. Features such as the open space and conservation land along the Neuse River, the brownfield land acquisition and transitional land use plan along covered bridge road, referred to as "Loop Road Park", and trail connectivity opportunities to reduce the need for vehicular trips to parks should all be highlighted in the Town's successes.



Educate and celebrate the environmental practices in place such as how your greenways help provide floodzones and buffers from town infrastructure

CELEBRATION OF ARTS AND CULTURE

There is so much that makes Clayton unique: its population, its downtown charm, the natural resources present such as the Neuse River, and its cultural events and people. All of these things exist and should and can be highlighted in the park system through art, signage, material selection, access, and helping tell the story online and in person. The Town has already started to do this in its Downtown core, and with features in the Harmony Playground. These efforts should continue to link the park system to community arts and history.



Incorporate the established art programs in Town including the Sculpture Trail and murals into the parks

HEALTH AND WELLNESS

Health and wellness is a key priority to the community. Clayton residents want increased access to health and wellness resources being provided. Improving access through connectivity, increased hours of operation, and expansion of programs will better serve the recreation population. A number of recreation programs are offered within the system to meet this need, but expanding age groups, locations, and hours will help meet demand. Additionally, making all of the parks better connected will improve overall health of all users, and in some cases, encourage users to come to the park. There were several requests to increase access to fitness and wellness programming, life skills programming, and partnership programs for wellness.

KEY RECOMMENDATIONS

FACILITIES NEEDS OVERVIEW	CONNECTED COMMUNITY	ECONOMIC VITALITY	ENVIRON-MENTAL STEWARD-SHIP	ARTS AND CULTURE	HEALTH & WELLNESS
IMMEDIATE NEEDS (0-2 YEARS)					
There is demand for and deficit in access to indoor recreation space. Evaluate total spatial needs for athletics, fitness, arts, and wellness classes to meet intergenerational demand					
Address current gaps in recreation facility demand (playgrounds, dog parks, splash pads, indoor space, community gardens, access to water, rectangular multi-purpose fields, and basketball courts) and address distribution gaps as these resources are added to the system (ie. dog parks, playgrounds, greenway trails, and access to water, etc. should be located in areas with a service area radius gap)					
Complete park master planning process for the Loop Road site					
Provide adventure recreation opportunities					
Conduct planning efforts to offer Unique to Clayton recreation tourism opportunities (ie. rope courses, mountain biking, camping, celebration of agriculture)					
Continue to follow environmental best practices for park planning and design and align these efforts interdepartmentally for education					
(on-going) Incorporate arts that celebrate Clayton					
Incorporate operational needs in Townwide and park planning design processes					
NEAR TERM NEEDS (3-5 YEARS)					
There is strong desire for increased access to water including: swim-ming pools, splashpads, and kayaking/fishing/paddling. Where new facilities are considered, incorporate increased access to water					
Provide increased access to nature-based play					
Conduct design and implementation efforts to offer Unique to Clayton recreation tourism opportunities (ie. rope courses, mountain biking, camping, celebration of agriculture)					
LONG TERM NEEDS (6-10 YEARS)					
Apply Universal Design principals to park design so that parks and recreation facilities are accessible to all users					
Incorporate arts that celebrate Clayton					
Continue to follow environmental best practices for park planning and design and align these efforts interdepartmentally for education					

KEY RECOMMENDATIONS

CONNECTIVITY	CONNECTED COMMUNITY	ECONOMIC VITALITY	ENVIRON-MENTAL STEWARD-SHIP	ARTS AND CULTURE	HEALTH & WELLNESS
IMMEDIATE NEEDS (0-2 YEARS)					
Enhance and celebrate the blueway system: provide access to and support services for this system					
Continue planning and design efforts to: › Create one updated Town of Clayton greenway and connectivity master plan map using past and related plans › Link Municipal & Donald "Clyde" Sinclair Park to Downtown › Link East Clayton Community Park to the River and Downtown › Further evaluate Glen Laurel Road pedestrian crossing locations to link neighborhoods to East Clayton Park, and East Clayton Dog Park					
NEAR TERM NEEDS (3-5 YEARS)					
Continue planning and design efforts to: › Link Community Park/Center/School across 70 to Downtown					
Create internal park loops and convey routes in time and distance					
Create park trail heads at parks with connectivity: restrooms, art trail ID, access to drinking water, signage, trail information, & bike repair					
LONG TERM NEEDS (6-10 YEARS)					
Provide access to parks through Universal Design					
Link parks and "gap" areas via Greenway					



Link East Clayton to nearby neighborhoods and Downtown. Photo from: https://www.johnstonnc.com/parks/pcontent.cfm?id=4



Improve access to and from the Neuse River

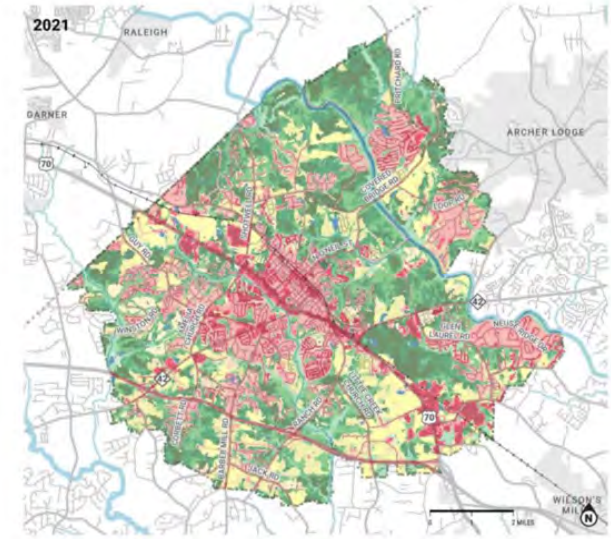
KEY RECOMMENDATIONS

PROGRAM NEEDS	CONNECTED COMMUNITY	ECONOMIC VITALITY	ENVIRONMENTAL STEWARDSHIP	ARTS AND CULTURE	HEALTH & WELLNESS
IMMEDIATE NEEDS (0-2 YEARS)					
Expand special events programming that focuses on family and inter-generational activities (ie, holidays, concerts, and movies)					
In coordination with staff gaps, add in demand programs to the system:					
› More fitness and wellness programs					
› Senior travel trips					
› Life skills programs (teen specific)					
NEAR TERM NEEDS (3-5 YEARS)					
In coordination with staff gaps, add in-demand programs to the system:					
› Continue to add/adjust fitness and wellness programs					
› Water sports (via blueway, splash pads, and facility availability)					
› Adult programs					
› Senior travel trips					
LONG TERM NEEDS (6-10 YEARS)					
In coordination with staff gaps, add in demand programs to the system as facilities and/or partnership providers are established:					
› Trails, cycling, and mountain biking programs					
› Arts (performing, music, fine arts)					
› Life skills programs (teen specific)					
› Youth camps (full day)					

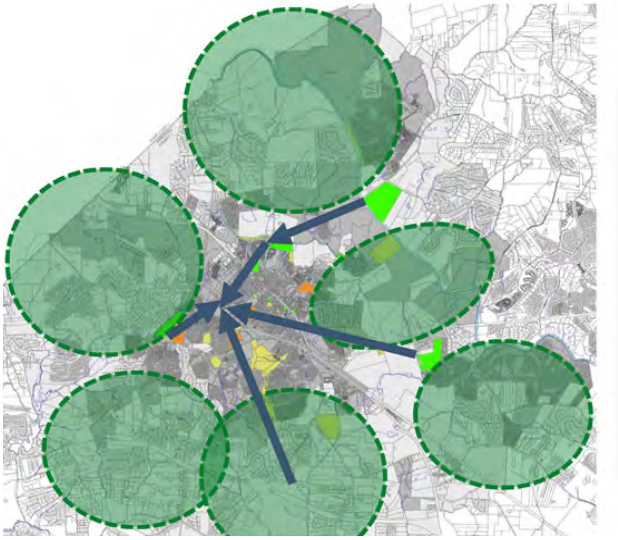
STAFF	CONNECTED COMMUNITY	ECONOMIC VITALITY	ENVIRONMENTAL STEWARDSHIP	ARTS AND CULTURE	HEALTH & WELLNESS
IMMEDIATE NEEDS (0-2 YEARS)					
Set Demand Goals to meet program demand					
Determine program opportunities with current and future resources					
Look for program partners to provide specialty recreation opportunities					
Continue and improve departmental and interdepartmental resources communication					
Address operational demand needs & shared staff resource gaps					

KEY RECOMMENDATIONS

LAND ACQUISITION AND PARK DEVELOPMENT	CONNECTED COMMUNITY	ECONOMIC VITALITY	ENVIRONMENTAL STEWARDSHIP	ARTS AND CULTURE	HEALTH & WELLNESS
IMMEDIATE NEEDS (0-2 YEARS)					
Acquire land to meet current and anticipated recreational need gaps (immediate gap demand = 100 acres)					
Acquire land in areas identified with gaps in services access					
Greenway connectivity priorities should be considered as part of access demand (obtain easements, encroachments, and/or acquisition for priority connections from Municipal Park and East Clayton Park)					
NEAR TERM NEEDS (3-5 YEARS)					
When land is acquired and new park resources are brought online the Town should address distribution access gaps for future recreational resource implementation (playgrounds, dog parks, indoor recreation, etc.)					
LONG TERM NEEDS (6-10 YEARS)					
Acquire land to meet current and anticipated recreational need gaps (immediate gap demand = 300 acres)					
(on-going) Seek to balance open space and recreation space acquisition to meet Townwide recreation and environmental goals					



Protect Open Space and Recreational Resources for the future by acquiring needed acreage now



Acquire acreage in areas that will address gaps in service and provide links for the community

FACILITIES AND LAND ACQUISITION

The Town of Clayton has followed best practices for parks and recreation planning on each of the needed ten year horizons with plans being completed in 2004, 2013, and now 2024. The Clayton population grew from 11,000 in 2004, to 16,116 in 2013, with planning numbers for this study reflecting a growing population of 29,445 in Clayton. The Department serves an even larger recreation service area with the ETJ. This growth is an approximate 277% increase from 2000 to 2024 and an anticipated growth rate that could double the population to over 50,000 according to Capital Area planners. Each of the previous Parks and Recreation Master Plans identified demand based upon these population numbers and the expressed interests of the Clayton community.

The 2013 plan outlined the need for recreation land acquisition to meet the anticipated needs of the 10 year population growth. This acquisition has not occurred and these gap area locations still remain the same. The Clayton population is projected to double, and the land coverage loss identified as a part of this planning effort continues. It is critical Clayton set aside recreation lands to meet current gaps and plan for the future.

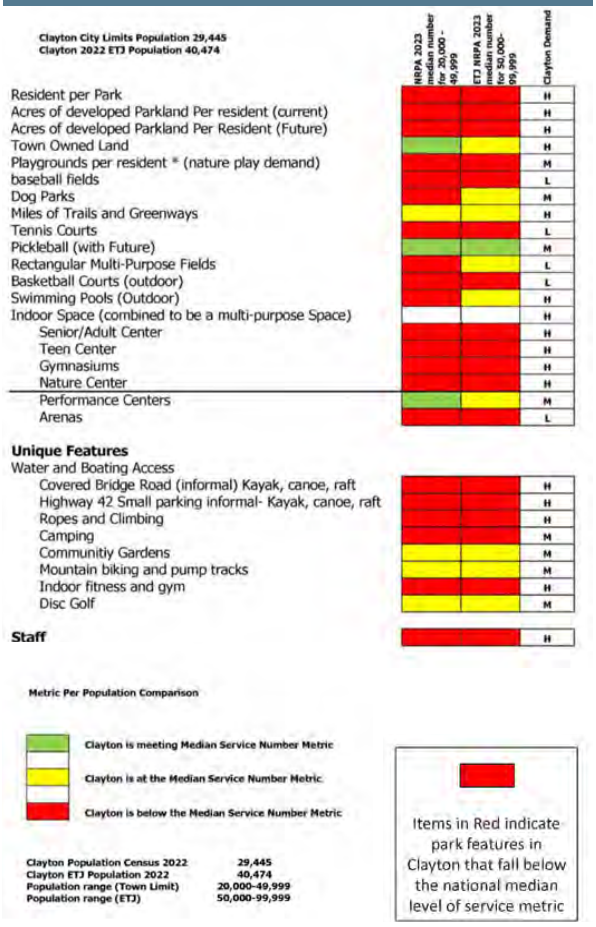
The analysis identified that Clayton is currently providing 4.9 acres of developed parkland per 1000 residents, and with the addition of future recreation acres, Clayton will be providing approximately 9 acres of parkland per 1000 residents. Both of these numbers fall below the median acreage of 11.3 acres per 1000 residents. The upper quartile provides 17.9 acres/1000 residents and the lower quartile provides 5.9 acres/1000 residents.

This is less than 1/2 of the acreage to reach the median acreage per resident illustrated as a best practice. In order to meet current demand of 11.3 acres per 1000 residents, an additional **100 acres** of parkland access would be needed, and to plan for the future, an additional **300 acres** would be needed. Land acquisition gap areas are shown on the gaps in resources map (page 66).

FACILITIES

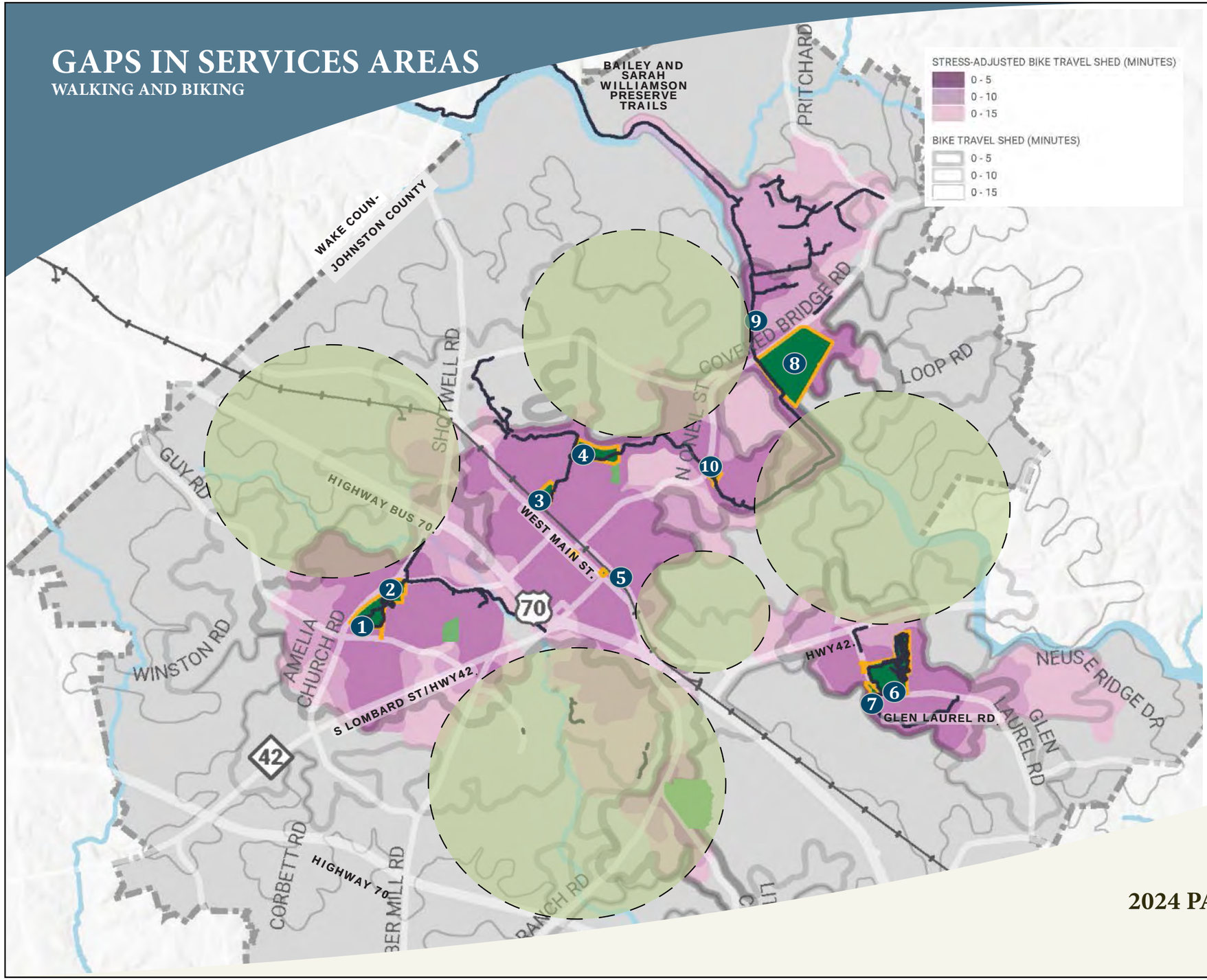
The Town has recently conducted several improvements to existing park and recreation resources including capital improvements identified in the 2004 and 2013 plan to Municipal Park, Donald Clyde Sinclair Park, and currently to Community Park. These updates are elements identified in the 2013 plan. This plan evaluates demands presented by the public, via survey and in person, how these demands compare to current service offerings, and how these service offerings and resources compare to the National NRPA median metrics that serve as current benchmarks for best practices. All of these elements contribute to understanding if Clayton falls above, at, or below the level of recreation services they are providing. It is important to note the NRPA metrics are population-based and since the last plan was completed, the Town of Clayton population went from a smaller town population (less than 20,000) to one that falls within larger metric comparisons (20,000-49,999). Long range the population will increase to an even larger metric comparisons of (50,000-99,999).

Evaluation analysis of demand and benchmarks



GAPS IN SERVICES AREAS

WALKING AND BIKING



LEGEND

- EXISTING CLAYTON PARKS
- GAP AREAS IN DISTRIBUTION OF SERVICES
- CLAYTON TOWN LIMITS
- CLAYTON ETJ
- CLAYTON GREENWAYS AND TRAILS

EXISTING PARKS

1. CLAYTON COMMUNITY PARK
2. CLAYTON COMMUNITY CENTER
3. MUNICIPAL PARK
4. LEGEND PARK TRAIL HEAD
5. DONALD "CLYDE" SINCLAIR PARK
6. EAST CLAYTON COMMUNITY PARK
7. EAST CLAYTON DOG PARK
8. FUTURE LOOP ROAD PARK
9. CLAYTON RIVER WALK ON THE NEUSE
10. SAM'S BRANCH GREENWAY

NORTH

SCALE: 1" = 3600'

0 3600' 7200'

CLAYTON
PARKS & RECREATION

2024 PARKS AND RECREATION MASTER PLAN

DRAFT 091924

FACILITIES

The growth and growing demand for access to parks and recreation resources require continued expansion of resources to maintain the small-town character, meet demand for parks as they provide community value, and to keep Clayton the active community that it is.



CLIMBING AND ROPES



ACCESS TO WATER SPORTS



INTERGENERATIONAL



NATURE PLAY

Features in Demand

Indoor Space

Greenways and Trails

Access To Water (Pools, river & splashpads)

Climbing and Ropes Courses

Open Space

Camping

Nature Play

Miniature Golf (state and national trend)

Mountain Biking & Pump Tracks

KEY HIGHLIGHTS FOR FACILITY NEEDS ARE:

In addition to the above identified features in demand, the Town needs to address the on-going demand for several recreation resources falling below the median benchmarks including access to:

- Intergenerational and multi-purpose Indoor spaces for recreation and gathering
- Access to aquatics
- Access to unique features such as ropes courses, camping, disc golf, mountain biking, and kayaking and canoing
- Dog parks
- Playgrounds and nature-based play
- Basketball courts
- Rectangular fields
- Universally accessible parks and recreation resources in each park



Continue access to rectangular fields to meet current demand



Address gap and distribution to features such as dog parks for increased recreation access

CONNECTIVITY

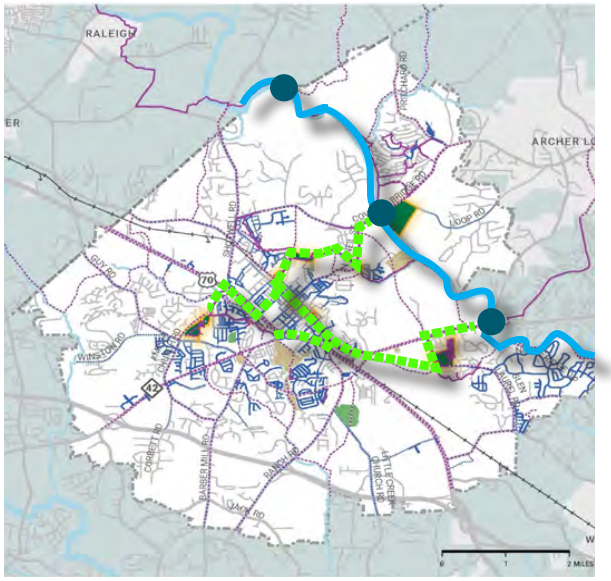
Greenways and Trails ranked the highest priority for facilities provided within the Town, and as one of the highest priorities for new facilities. Residents would like to walk to parks, businesses, and points of interests; however, currently 80% of residents drive to these destinations. The 2022 Comprehensive Pedestrian Plan outlined several key connectivity priorities, and the Recreation Access Study completed as a part of this effort identified the need for improved access and connectivity. Two important connectivity areas were identified:

- Improved connections from several area parks to residential and Clayton Downtown core and
- The need for more formalized and improved access to the Neuse River.

Both of these elements help meet gaps in services in the Town for improved access to water, and increased access to recreation resources within the Town.

The key greenway connection needs identified in this plan were also highlighted in the 2022 plan and include:

- Link Municipal & Donald “Clyde” Sinclair Park to Downtown
- Link East Clayton Community Park to the River and Downtown
- Link Community Park/Center/School across 70 to Downtown and provide more Hwy. 70 pedestrian crossings.
- Further evaluate and plan for Glen Laurel Road pedestrian crossing opportunities.



Provide key Greenway connections to Clayton Downtown core and formalize access to the Neuse River

- Connect the Dog Park to the system
- Ensure access and connections follow Universal Design principles

The key blueway connections identified in this plan for more formalized water access for fishing and boating are located at the river:

- Mial Plantation Road
- Covered Bridge Road
- Highway 42

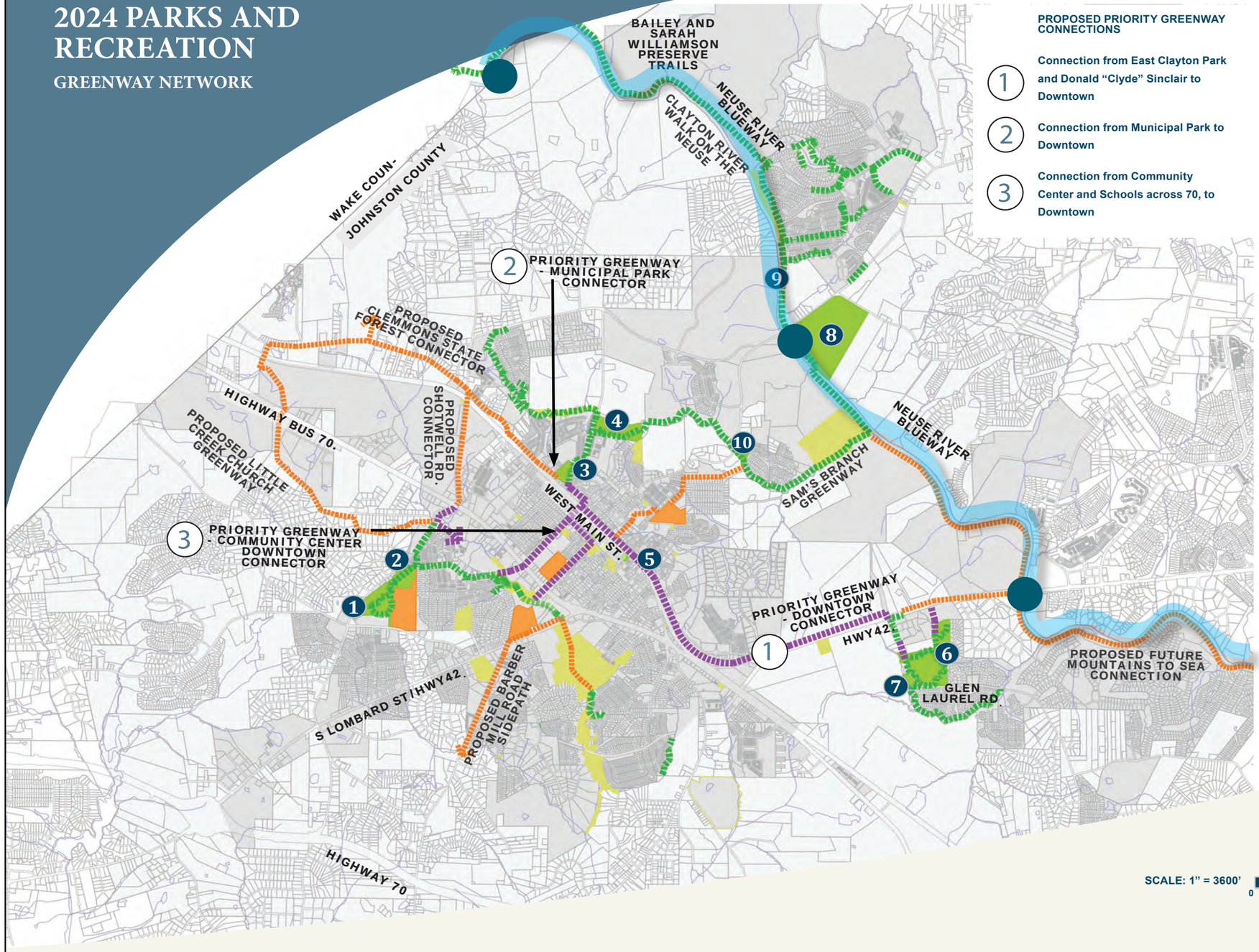
While each of these areas provide informal access, there are no support services, vendor service providers, or information regarding safety or the river itself.



Connectivity priorities are also identified and align with routes numbered in the 2022 Comprehensive Pedestrian Plan

2024 PARKS AND RECREATION

GREENWAY NETWORK



PROPOSED PRIORITY GREENWAY CONNECTIONS

1. Connection from East Clayton Park and Donald “Clyde” Sinclair to Downtown
2. Connection from Municipal Park to Downtown
3. Connection from Community Center and Schools across 70, to Downtown

LEGEND

- EXISTING CLAYTON PARKS
- TOWN OWNED LAND
- SCHOOLS
- CLAYTON TOWN LIMITS
- CLAYTON ETJ
- EXISTING GREENWAYS AND TRAILS
- PROPOSED PRIORITY GREENWAY CONNECTIONS
- PROPOSED GREENWAY CONNECTIONS
- NEUSE RIVER BLUEWAY
- PROPOSED NEUSE RIVER BLUEWAY ACCESS

EXISTING PARKS

1. CLAYTON COMMUNITY PARK
2. CLAYTON COMMUNITY CENTER
3. MUNICIPAL PARK
4. LEGEND PARK TRAIL HEAD
5. DONALD “CLYDE” SINCLAIR PARK
6. EAST CLAYTON COMMUNITY PARK
7. EAST CLAYTON DOG PARK
8. FUTURE LOOP ROAD PARK
9. CLAYTON RIVER WALK ON THE NEUSE
10. SAM’S BRANCH GREENWAY

NORTH

SCALE: 1” = 3600’ 0 3600’ 7200’

CLAYTON PARKS & RECREATION

DRAFT 091924

PROGRAMS

Expanded special events and health and wellness programs are priorities to the community. Clayton residents want increased access to resources being provided. Improving access through connectivity, increased hours of operation, and expansion of programs will better serve the recreation population. A number of recreation programs are offered within the system to meet this need, but expanding age groups, locations, and hours will help meet demand. Additionally, making all of your parks better connected will improve overall health of all users, and in some cases, encourage users to come to the park. There were several requests to increase access to fitness and wellness programming, life skills programming, and partnership programs for wellness. Clayton falls below the national benchmark for access to private fitness facilities per the ETC survey results and also falls below access to these programs per the NRPA metrics.

In Demand Programs include:

- Expanding Special Events Programs that focus on family
- More fitness and wellness
- Water sports
- Adult programs
- Senior travel trips
- Trails, cycling, and mountain biking programs
- Life skills programs
- Youth camps (full day)



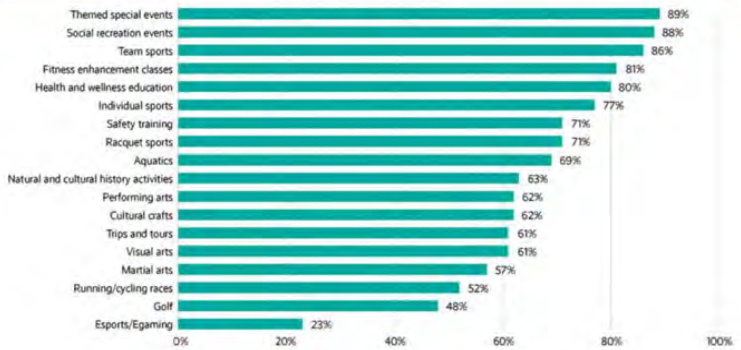
Demand for access to programs for all types is high, specifically those that can be offered indoors and through special events.

PROGRAMS

Clayton Residents want more Health and Wellness, Special Events, and Adult Athletics and Outdoor Movies and Concerts

These Recreational Demands are related to Space and Staff Needs!

FIGURE 6: PROGRAMMING OFFERED BY PARK AND RECREATION AGENCIES
(PERCENT OF AGENCIES)



Benchmark Figures for programming from the 2023 NRPA Agency Performance Review

FIGURE 7: TARGETED PROGRAMS FOR CHILDREN, OLDER ADULTS AND PEOPLE WITH DISABILITIES
(PERCENT OF AGENCIES BY JURISDICTION POPULATION)

	Percent of Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Summer camp	82%	60%	86%	93%	86%	90%
Specific senior programs	77	61	77	87	84	77
Specific teen programs	65	43	61	77	77	78
Programs for people with disabilities	63	34	55	80	78	81
Science, technology, engineering and mathematics (STEM) programs	58	42	49	68	64	71
After-school programs	53	45	47	53	57	69
Preschool	33	24	32	44	34	33
Before-school programs	19	16	19	21	17	18
Full daycare	7	5	6	11	4	12

STAFF

The Town of Clayton currently provides 18 Full-Time Equivalents divided among the department administration, programming, and operations. As mentioned in the analysis section, this currently falls below the median comparison for communities of similar size.

This comparison is important for two reasons. One, the department is currently providing program services beyond the staff capacity, and there are currently in demand for programs which cannot be provided. Secondly, the national benchmarks compare FTE's for operations based upon departmental demand. The Town of Clayton Operations department serves beyond its department so not only do these numbers fall below the national median, they are currently serving more than the department benchmarks reference.

The Town needs to determine what level of service they want to have for programming and operations- above, at, or below this median. These staffing numbers will determine the level of service programs can be provided for growth.



The level of service staff goals will help determine what level of service programs and operations can be run

Lower Quartile

Agencies that fall in the Lower Quartile provide 17 FTE's for the population Range of 20,000- 49,999

Clayton 18 FTE's

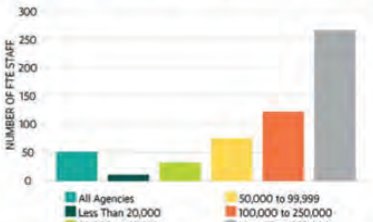
Clayton Currently has 18 Full Time Parks & Recreation Employees

3 serving in Administration

6 Serving Programs

9 Serving Operations

FIGURE 10: PARK AND RECREATION AGENCY STAFFING: FULL-TIME EQUIVALENTS (FTEs) (BY JURISDICTION POPULATION)



	All Agencies	Less Than 20,000	20,000 to 49,999	50,000 to 99,999	100,000 to 250,000	More Than 250,000
Median	51.5	11.3	32.3	75.8	121.5	264.1
Lower Quartile	17.3	6.0	17.0	46.0	72.8	103.9
Upper Quartile	134.7	22.0	67.8	127.5	198.3	533.0

PROGRAMS

Clayton Served **+5365** Program participants in 2023 (this does not account for Special Events participants)

There were over **590 waitlisted** participants and **80% of these were for indoor programs**

The level of service that can be provided for programming is related to staff availability

FUNDING STRATEGY ALTERNATIVES

The Town of Clayton has been providing parks and recreation services to the community using a variety of funding tools since its inception. However, growth demands are increasing level of services demands. Clayton will need to continue evaluating the variety of funding source tools available to help meet community needs.

The following funding tools can be assessed as part of a larger evaluation for new and on-going parks and recreation services.

BONDS are a fixed income instrument that represent a loan made by an investor to a borrower (typically corporate or governmental). A bond can be thought of as an I.O.U. between the lender and borrower that includes the details of the loan and its payments. In 2019, the Town of Clayton residents voted "yes" to an 18 million parks bond with over a 74% approval rating. This led to improvements at Municipal Park, Clayton Community Center, Clayton Community Park, and East Clayton Park.

CROWDFUNDING & "ADOPT A PARK/ GREENWAY" is a way to provide cleanup support and web-based funding. These tools are showing greater use in parks and recreation. Funds are acquired from people who are willing to support a specific project, program, or facility. This tool has been a great resource for greenway development, stream clean-ups, and small projects.

DEVELOPMENT FEES can be assessed for the development of residential properties with the proceeds to be used for parks, recreation, and open space acquisitions. This is a typical planning tool used in communities throughout NC, one which Clayton uses through its Unified Development Ordinance (UDO). These tools should be evaluated to determine if there is potential for incentives for developments using best management practice and nature-based strategies.

FRIENDS OF THE PARK groups are organized fundraising groups who raise money for specific park projects, areas, or regions. Clayton can partner with a local nonprofit to accept private donations. Fundraising events can provide a means for support in programming and park facility projects.

GRANTS are a common funding tool for parks and recreation projects and programs. There are numerous grant opportunities for parks and recreation in NC but the most common sources are:

- Parks & Recreation Trust Fund (PARTF) – including the Accessible Parks program
- Land and Water Conservation Fund (LWCF)
- Recreational Trails Fund (RTP)
- Complete the Trails (CTP)

Parks and recreation services have become much more of a community-wide service and trends in grant funding have branched out beyond traditional sources. A listing provided by North Carolina State University Recreation Resource Services (NCSU RRS) maintains updated grant resources in the following categories:

- Places and Spaces
- Native Plants
- Health and Wellbeing
- Travel and Tourism
- Community Development
- Athletics

Grant resource link: https://rrs.cnr.ncsu.edu/grant-resources/

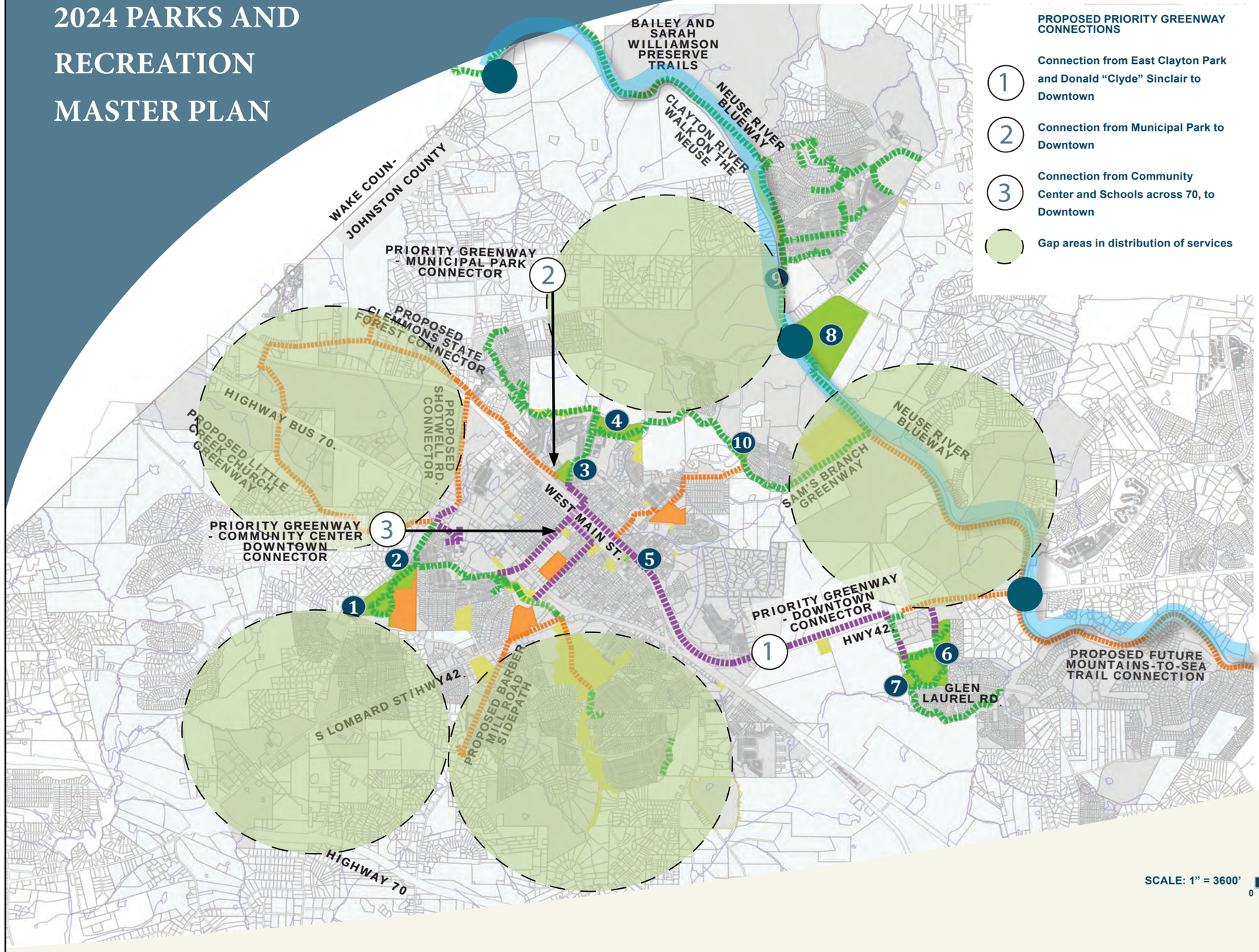
SPONSORSHIPS/NAMING can fund events, facilities, or equipment. Sponsorship agreements should clearly articulate expectations between the Town of Clayton and the sponsor. Many cities and counties are now selling naming rights for new buildings or key facilities in parks for the development cost associated with improvement. This was one of the funding source tools used with Harmony Playground located in East Clayton Park and the performance shelter in Municipal Park .

USER FEES are used with specialty programs and/ or facilities with examples such as sports requiring referees and indoor facility usage.

UTILITY AGREEMENTS COORDINATION can be used for more varied infrastructure uses such as greenways, water/sewer, fiber optic, gas, etc. By including greenways in the infrastructure conversation opportunities can increase for connectivity and shared use.

PUBIC PRIVATE PARTNERSHIPS-(PPP) are becoming more of a common tool in parks and recreation. PPP occur when there is a partnership between the government and a private sector company. Many agencies are relying on PPP as a way to reduce operating budgets – turning these responsibilities over to, or sharing them with, private companies.

2024 PARKS AND RECREATION MASTER PLAN



PROPOSED PRIORITY GREENWAY CONNECTIONS

1. Connection from East Clayton Park and Donald “Clyde” Sinclair to Downtown
2. Connection from Municipal Park to Downtown
3. Connection from Community Center and Schools across 70, to Downtown

Gap areas in distribution of services

LEGEND

- EXISTING CLAYTON PARKS
- TOWN OWNED LAND
- SCHOOLS
- CLAYTON TOWN LIMITS
- CLAYTON ETJ
- EXISTING GREENWAYS AND TRAILS
- PROPOSED PRIORITY GREENWAY CONNECTIONS
- PROPOSED GREENWAY CONNECTIONS
- NEUSE RIVER BLUEWAY
- PROPOSED NEUSE RIVER BLUEWAY ACCESS

EXISTING PARKS

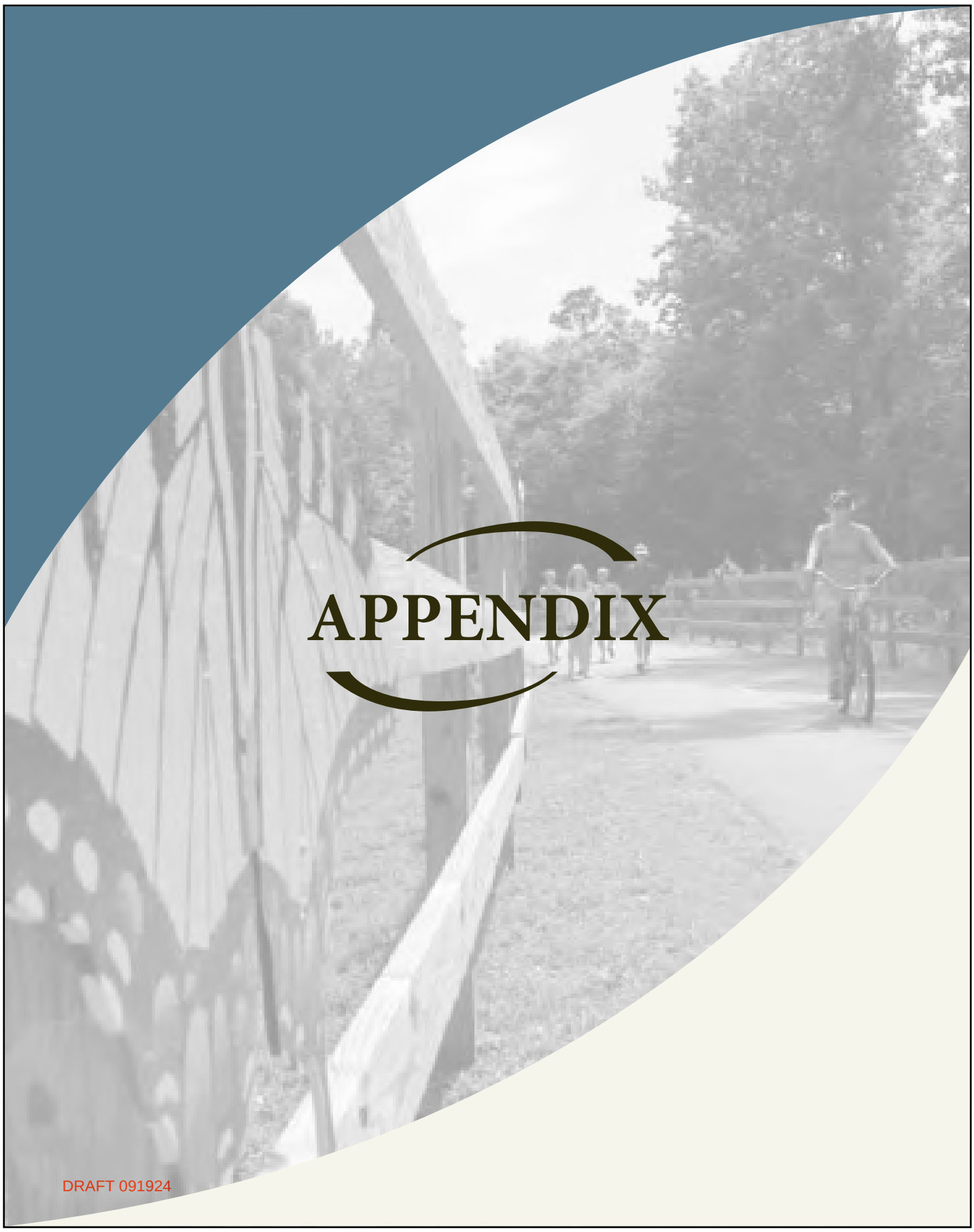
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NORTH

SCALE: 1” = 3600’ 0 3600’ 7200’

CLAYTON PARKS & RECREATION

DRAFT 091924


APPENDIX
DRAFT 091924

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	PUBLIC HEARINGS

Item Title

2024-92-RZ Triangle Coffee Shop

Presenter(s)

Audrey Duchesne, Senior Planner

Suggested Action

Adoption of Ordinance - Adoption of Ordinance and Consistency Statement

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☒ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☐ Think Public Services & Infrastructure

Public Hearing: Yes - Legislative

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☒ Public Hearing (Required by GS)
☒ Newspaper Notice (Required by GS)
☐ Public Forum/Input Session
☐ E-News Distribution
☐ Social Media
☒ Special Mailing
☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Not Required by GS)
☐ Press Release
☐ Website
☐ Survey
☐ None Required

Other/Special Instructions: Signs posted to property

Summary

Conventional Rezoning, per UDO Section 2.3.8, to rezone property currently zoned Office Institutional (OFI) to be Downtown Core (DTNC) for the property addressed as 102 E. Second St. identified as Johnston County Tag #05015019.

Background/History

This item was heard and recommended for approval by the Planning Board at their meeting held on September 23, 2024.

Recommendation

Staff is recommending approval of the rezoning request as consistent with the 2045 Comprehensive Growth Plan.

Funding Source

N/A

Corresponding Documentation

STAFFR~1

Att 1 - Application Materials - 2024-92 - RZ - Triangle Coffee Shop

Att 2 - Neighborhood Meeting Materials - 2024-92 - RZ - Triangle Coffee Shop

Att 3 - Signed & Sealed Boundary Survey - 2024-92 - RZ - Triangle Coffee Shop

Att 4 - Section 2.3.8. - Conventional Rezoning - 9.16.24

Att 5 - Table 4.2.5. - Listing of Common Principal Uses - 9.16.24

Att 6 - Ordinance - 2024-92 - RZ - Triangle Coffee Shop

Att 7 - Consistency Statements Sheet - 2024-92 - RZ - Triangle Coffee Shop

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Submitted By: Audrey Duchesne, Planning

Reviewed By:

Rich Cappola, Town Manager	Approved - Oct 16 2024
Heidi Holland, Town Clerk	Approved - Oct 16 2024

Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

Town Council: October 21, 2024

STAFF REPORT

Application Number: 2024-92-RZ
Project Name: Triangle Coffee Shop

Tag #: 05015019
Location: 102 E Street, Clayton NC, 27520
Existing Zoning District: Office Institutional (OFI)
Proposed Zoning District: Downtown Core (DTNC)
Acreage: 0.130 +/- acres
Existing Use: Single-Family Dwelling Detached
Consultant: N/A
Applicant: Danny Parra
Owner(s): B3 II, LLC
Public Noticing:

- Neighborhood meeting: August 06, 2024
- Property Sign posted: September 13, 2024
- Letters mailed: September 13, 2024 (Planning Board)
- Letters mailed: October 10, 2024 (Town Council)
- Legal Ad published: October 9 and 16, 2024 (The Johnstonian)
- Property Sign posted inspection: October 10, 2024

REQUEST: This is a request for a Conventional Rezoning, per UDO Section 2.3.8, to rezone property currently zoned Office Institutional (OFI) to be Downtown Core (DTNC). The property is addressed as 102 E. Second St, is located on the northeast corner of intersection of E. Second St. and S. Fayetteville St., consists of approximately 0.13 acre, and is identified as Johnston County Tag #05015019.

PROJECT OVERVIEW

The property currently contains a structure originally designed as a single-family detached dwelling, which has not been used for residential purposes for some time. This application seeks to repurpose the building for commercial use. As a Conventional Rezoning, all uses allowed in the Downtown Core (DTNC) zoning district will be permitted, per UDO Table 4.2.5.

While not a part of this request, the applicant is expecting to use the property as a café. Planned renovations will be required to restore the structure and ensure compliance with the Building Code standards and all proposed modifications and uses will adhere to the Unified Development Ordinance.

ADJACENT ZONING, LAND USES, AND FUTURE LAND USE MAP

Direction	Zoning	Existing Land Use(s)	Future Land Use Map
North	Downtown Core (DTNC)	Single-Family Dwelling	Downtown Core
South	Public Facilities (PUB)	Town Hall	Downtown Support
East	Downtown Core (DTNC)	Single-Family Dwelling	Downtown Core
West	Public Facilities (PUB)	Clayton Town Square Park	Recreation and Open Space

PLANNING BOARD RECOMMENDATION

At their September 23, 2024 meeting, the Planning Board voted to recommend approval of the Conventional Rezoning request to rezone the property from Office Institutional (OFI) to Downtown Core (DTNC) zoning district per Motion 1 in the provided consistency statements sheet, "Approval - Consistent with the 2045 Comprehensive Growth Plan".

STAFF RECOMMENDATION

Staff recommends approval of the Conventional Rezoning request to rezone the property from Office Institutional (OFI) to Downtown Core (DTNC) zoning district per Motion 1 in the provided consistency statements sheet, "Approval - Consistent with the 2045 Comprehensive Growth Plan".

TOWN COUNCIL CONSIDERATION

Approval of the rezoning would allow the property to be rezoned from Office Institutional (OFI) to Downtown Core (DTNC) and would allow all permitted uses within the DTNC zoning district, per UDO Table 4.2.5.

ATTACHMENTS:

1) Application Materials
2) Neighborhood Meeting Materials
3) Signed & Sealed Boundary Survey
4) UDO Section 2.3.8 - Conventional Rezoning
5) UDO Table 4.2.5 - Listing of Common Principal Uses – 9.16.24
6) Ordinance
7) Consistency Statements Sheet

TOWN OF CLAYTON
Planning Department
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

REZONING APPLICATION COVER SHEET

Name of Project: TRIANGLE COFFEE SHOP **Date:** 07/06/2024

Applicant Name: DANNY PARRA

The following checklist to be completed by applicant:

- [x] Pre-Application Meeting on: 08/06/2024
- [x] Review Fee
- [x] Completed Application
- [x] Owner's Consent Form
- [x] Adjacent Property Owner's List - Include Names, Full Mailing Addresses & Parcel/NC Tag #
- [x] Neighborhood Meeting Notice Letter (1 copy)
- [x] Signed & Sealed Boundary Survey
- [ ] One printed copy of all required items must be submitted with application and payment

Reviewed by: _____

TOWN OF CLAYTON
Planning Department
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

REZONING APPLICATION

☑ Rezoning Fee (consult www.ClaytonNC.org/Fees)

Public Noticing Fees (Mailing & Sign) will be confirmed/invoiced by town staff prior to payment.

SITE INFORMATION

Name of Project: TRIANGLE COFFEE SHOP

Acreage of Property: 0,13 **Zoning District:** OFI

County Tag #: 05015019 **NC Pin #:** 166913-02-2863

Address/Location: 102 E SECOND ST.

Existing Zoning District: OFI **Proposed Zoning District:** DNTC

APPLICANT INFORMATION

Applicant:

Mailing Address: 508 BIG PINE RD, CLAYTON NC 27520

Phone Number: 7866576549 **Fax:**

Contact Person: DANNY PARRA

Email Address: TRIANGLECOFFEESHOPUS@GMAIL.COM

PROPERTY OWNER INFORAMTION

Name: B3 II, LLC

Mailing Address: 11600 SIX FORKS RD, RALEIGH NC. 27614

Phone Number: 919-6163680 **Fax:**

Email Address: BJONES@ENSALES.COM

OFFICE USE ONLY

Date Received: _____ Amount Paid: _____ File Number: _____

APPROVAL CRITERIA

All applications for a Rezoning must address the following findings:

1. Consistency with the adopted plans of the Town.

   YES, WE ARE FULLY COMMITTED TO ADHERING TO THE TOWN'S ADOPTED PLANS AND ENSURING OUR ACTIONS ARE ALIGNED WITH THEM.

2. Suitability of the subject property for uses permitted by the current vs. the proposed district.

   THE SUBJECT PROPERTY IS WELL-SUITED FOR THE USES PERMITTED BY BOTH THE CURRENT AND PROPOSED DISTRICTS, ENSURING COMPATIBILITY AND FUNCTIONALITY FOR ITS INTENDED PURPOSES.

3. Whether the proposed change tends to improve the balance of uses, or meets specific demand in the Town.

   YES, THE PROPOSED CHANGE IMPROVES THE BALANCE OF USES AND ADDRESSES SPECIFIC DEMANDS IN THE TOWN EFFECTIVELY.

4. The capacity of adequate public facilities and services including schools, roads, recreation facilities, wastewater treatment, potable water supply and stormwater drainage facilities is available for the proposed use.

   YES, ADEQUATE PUBLIC FACILITIES AND SERVICES, ARE AVAILABLE FOR THE PROPOSED USE.

5. It has been determined that the legal purposes for which zoning exists are not violated.

   IT HAS BEEN CONFIRMED THAT THE PROPOSED USE DOES NOT VIOLATE THE LEGAL PURPOSES FOR WHICH ZONING EXISTS. WE ARE IN COMPLIANCE WITH ALL RELEVANT ZONING REGULATIONS.

6. It has been determined that there will be no adverse effect upon adjoining property owners unless such effect can be justified by the overwhelming public good or welfare.

   IT HAS BEEN DETERMINED THAT THERE WILL NOT BE AN ADVERSE EFFECT ON ADJOINING PROPERTY OWNERS.

7. It has been determined that no one property owner or small group of property owners will benefit materially from the change to the detriment of the general public.

NO PROPERTY OWNERS WILL BENEFIT MATERIALLY AT THE PUBLIC'S EXPENSE.

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Clayton to amend the Zoning Ordinance and change the Official Zoning Map of the Town of Clayton as requested. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Clayton, North Carolina, and will not be returned.

Danny Parra.	Danny Parra	08/13/2024.
Print Name	*Signature of Applicant*	*Date*

TOWN OF CLAYTON
Planning Department
111 E. Second St., P.O. Box 879
Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

OWNER'S CONSENT FORM

Consent is required from the property owner(s) if an agent will act on their behalf. A separate form is required from each owner. Consent is valid for one year from date of notary, unless otherwise specified. All fields must be completed.

Project Name: TRIANGLECOFFEESHOP **Address or PIN #:** 102 E SECOND ST, CALYTON, NC.

AGENT/APPLICANT INFORMATION:

DANNY PARRA
(Name - type, print clearly)

508 BIG PINE RD
(Address)
CLAYTON. NC, 27520
(City, State, Zip)

I hereby give **CONSENT** to the above referenced agent/applicant to act on my behalf, to submit applications and all required materials and documents, and to attend and represent me at all meetings and public hearings pertaining to the following processes (***list applicable requests***):

REZONING
CONSTRUCTION DRAWING
SITE PLAN
PERMITS BUILDING

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I further agree to all terms and conditions which may be imposed as part of the approval of this application.

OWNER AUTHORIZATION:

BARRY JONES
(Name - type, print clearly)

(Owner's Signature)

11600 SIX FORKS RD
(Address)
RALEIGH, NC, 27614.
(City, State, Zip)

STATE OF North Carolina
COUNTY OF Wake

Sworn and subscribed before me Barry Jones, a Notary Public for the above State and County, this the 19 day of July, 2024.

SEAL

ANA FLORES CERVANTES NOTARY PUBLIC EXP: JAN 10, 2026 WAKE COUNTY, NC

Ana Flores Cervantes
Notary Public

My Commission Expires: January 10, 2026

June 2024

Town of Clayton
111 East Second Street
P.O. Box 879
Clayton, NC 27520

Date: 08/16/2024
Receipt: 2025-00013796
Cashier: Lori Bryant
Received From: Danny Parra
Triangle Coffee Shop - RZ - 2024-00000092

PPC Payments - Project Planning Center Payments	796.00
Receipt Total	796.00
Total Charge	823.86
Total Remitted	796.00
Total Received	796.00

***NOTE: Credit Card Payments subject to a Convenience Fee.

Service Fee 27.86

Customer Copy

ADJACENT PROPERTY OWNERS LIST

Project Name: TRIANGLE COFFEE SHOP

The following are all the persons, firms, or corporations owning property within 100 feet and immediately adjacent to the property (including across street rights of way) subject to this request. Where the subject property immediately adjoins a public or private right-of-way, landscape or riparian buffer, commonly-owned private area, public property, or homeowners' association property, then letters of notification shall be sent to adjoining property owners as if they directly abut the subject property. Please use a separate sheet if necessary

It is the responsibility of the applicant to correctly identify the current owner, based upon records in the Johnston County GIS Office, for all property owners of land within the required public notice radius.

PARCEL NUMBER	NAME	ADDRESS
05015019	B3 II, LLC	11600 SIX FORKS RD, RALEIGH, NC 27614-9505
05015022	TOWN OF CLAYTON	P O BOX 879 CLAYTON, NC 27528-0000
05015014	MCADAMS, EMILY	267 VINSON FARM LN CLAYTON, NC 27520-7544
05015074	TOWN OF CLAYTON	P O BOX 879 CLAYTON, NC 27528-0000
05019046	PLATT, RICHARD L.	70 CHESTERTOWN CT CLAYTON, NC 27527-9742
05019009	STAR COMPANY, LLC	114 W MAIN ST STE 102 CLAYTON, NC 27520-2321
05019012	TOWN OF CLAYTON	P O BOX 879 CLAYTON, NC, 27528-0000
05015015B	FOUR OAKS BANK & TRUST	PO BOX 398 BLAIRSVILLE, GA 30514-0398
05019011	STAR COMPANY, LLC	104 N FAYETTEVILLE ST CLAYTON, NC 27520-2430
05015020	MINTER, MILTON L	579 RANCH RD CLAYTON, NC 27520-6465
05015021	JOBBERS UNLIMITED, LLC	216 US 70 HWY W GARNER, NC 27529-3943
05015058	TOWN OF CLAYTON	P O BOX 879 CLAYTON, NC 27528-0000
05015076	JOHNSON, RACHELLE RENEE	1 CAPTAIN DR UNIT 336 EMERYVILLE, CA 94608-1727
05015077	MY GIRLFRIENDS PROPERTIES, LLC	701 RIPLEY RD NW WILSON, NC 27893-2119
05019047A	WILLIAMS, ANTHONY E II	103 WEST 2ND ST CLAYTON, NC 27520-0000
05019050	ADAMS, TERESA L.	220 S FAYETTEVILLE ST CLAYTON, NC 27520-2433
05015059	HORNE MEMORIAL METHODIST CHRCH	121 E SECOND ST, CLAYTON, NC 27520.

ADJACENT PROPERTY OWNERS LIST

Project Name: TRIANGLE COFFEE SHOP

The following are all the persons, firms, or corporations owning property within 100 feet and immediately adjacent to the property (including across street rights of way) subject to this request. Where the subject property immediately adjoins a public or private right-of-way, landscape or riparian buffer, commonly-owned private area, public property, or homeowners' association property, then letters of notification shall be sent to adjoining property owners as if they directly abut the subject property. Please use a separate sheet if necessary

It is the responsibility of the applicant to correctly identify the current owner, based upon records in the Johnston County GIS Office, for all property owners of land within the required public notice radius.

PARCEL NUMBER	NAME	ADDRESS
05019047	AMAON, MARCIA H.	109 W 2ND ST CLAYTON, NC 27520-2333
05019049A	GALVAN, JUAN M	1261 MEDLIN RD CLAYTON, NC 27527-6385
05019049	GALVAN, JUAN M	1261 MEDLIN RD CLAYTON, NC 27527-6385
05019048	RAGLAND, RUSSELL B.	212 S FAYETTEVILLE ST CLAYTON, NC 27520-2433

07/22/2024

Dear Clayton Area Property Owner:

The purpose of this letter is to notify you of an application filed with the Town of Clayton for a land use change or development proposal involving property adjacent to, or in close proximity to, property shown in your ownership by Johnston County tax records. Per Town of Clayton regulations, a Neighborhood Meeting will be held to provide information to area residents about the proposal. A representative of the applicant will be present to explain their application, answer questions, and solicit comments.

Meeting Date: 08/06/2024 Meeting Time: 6:00pm.

Meeting Location: Zoom Meeting Link
https://us04web.zoom.us/j/7909604323?pwd=TEZINzhub2Z1NCs2OXBoZXZ6R05NZz09&omn=71695112252
ID Meeting: 790 960 4223
Password: n2HWsK

Type of Application: Rezoning
Project/proposal property address: 102 e Second St, Clayton NC 27520
Description of project/proposal: Coffee Shop

Upcoming public meetings for this application (Planning Board and/or Town Council):TBD

At a minimum, the following will be available for your inspection at the Neighborhood Meeting:
1. A copy of the project application.
2. A schedule of all upcoming public meetings for the application.
3. A map at a scale that is appropriate to the project and shows neighboring properties and roads.
4. A map, drawing, or other depiction of the proposed land use change or development proposal. A map is enclosed with this letter showing the location of the property that is subject to this application for land use change and/or development proposal.

If you have any questions prior to or after this meeting, you may contact us at 786-6576549 . You may also contact the Town of Clayton Planning Department at 919-553-5002.

Sincerely,

Danny Parra

Cc: Town of Clayton Planning Department

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: TRIANGLE COFFEE SHOP

Application: REZONING

Location/Date: ZOOM MEETING 08/06/2024, 6:00PM

	NAME	ADDRESS
1		
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NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: REZONING

Date of Mailing: 07/24/2024

Date of Meeting: 08/06/2024 Time of Meeting: 6:00PM

Location of Meeting: ZOOM MEETING

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting, and that all required information was presented at the Meeting:

Printed Name: DANNY PARRA Signature:

Meeting Summary/Minutes: *provide a summary of the discussion held at the meeting, including issues raised and any resolution discussed, and any changes made to the application as a result of the meeting.*

The meeting started at 6:00pm on August 6, 2024 and ended at 6:40pm on the same day.

No one attended the meeting. There is a backup Zoom video if needed.

Please write clearly (or submit a typed summary). Use additional sheets if necessary.



LOCATION MAP
NOT TO SCALE

OWNER
B3 II PROPERTIES, LLC
11600 SIX FORKS ROAD
RALEIGH, N.C 27614

SITE ADRESS
102 EAST SECOND STREET
CLAYTON, N.C 27520

I, JOHN F. DOWNING, CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY SUPERVISION FROM AN ACTUAL FIELD SURVEY OF THE PROPERTY (DEED DESCRIPTIONS AS SHOWN); THAT BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DASHED LINES DRAWN FROM INFORMATION AS SHOWN; THAT RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED WAS 1:20,000 AND THAT THIS PLAT MEETS THE REQUIREMENT OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56 .1600) AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL.

JOHN F. DOWNING, PLS (L-4158)

NORTH CAROLINA PROFESSIONAL SEAL L-4158 LAND SURVEYOR JOHN F DOWNING

I, JOHN F. DOWNING, PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT IS OF A SURVEY OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET

JOHN F. DOWNING, PLS (L-4158)

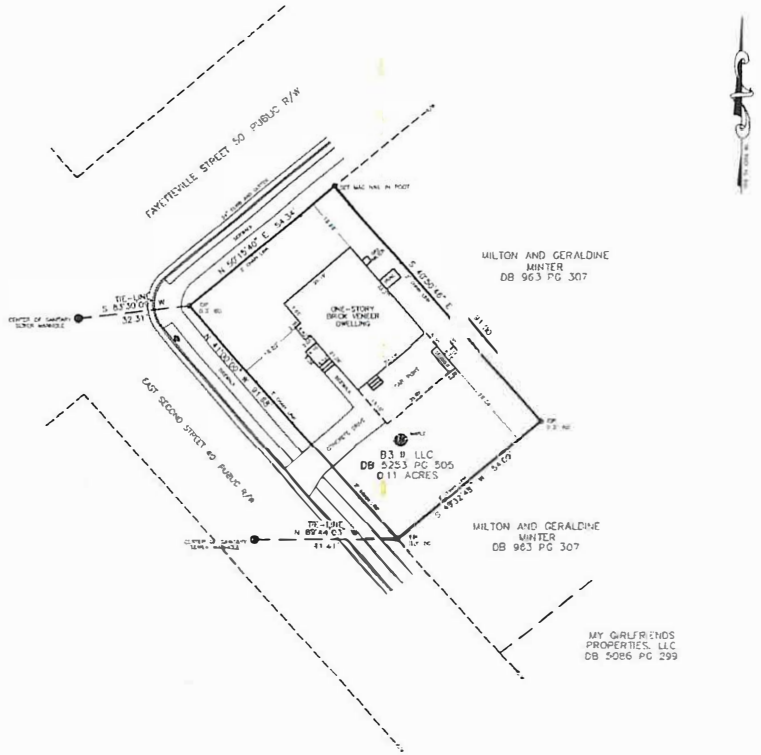
NORTH CAROLINA PROFESSIONAL SEAL L-4158 LAND SURVEYOR JOHN F DOWNING

LEGEND

- EXISTING IRON PIPE (EIP)
- SET MAG NAIL
- COMPUTED POINT
- EXISTING PARCEL BOUNDARY
- EXISTING R/W (NOT SURVEYED)

NOTES

1. NO HORIZONTAL CONTROL FOUND WITHIN 2000'
2. ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES.
3. SURVEY LOCATIONS SHOWN IS FROM ABOVE GROUND OBSERVATIONS. NO UNDERGROUND LOCATION OR MARKING PROVIDED AT TIME OF SURVEY
4. PROPERTY IS SUBJECT TO ALL EASEMENT OF RECORD.



EXISTING CONDITIONS SURVEY

THIS MAP IS NOT INTENDED FOR RECORDATION

0 20 40 60

REVISIONS	LAND SURVEY FOR B3 II PROPERTIES, LLC		JOHN F. DOWNING, PROFESSIONAL LAND SURVEYOR 3 S. MAIN STREET WENDELL, NORTH CAROLINA 27591 919-824-1444		
	CITY/TOWN: CLAYTON	COUNTY: JOHNSTON	DATE: 4/29/2024	SURVEYED BY: JFD	FIELD BOOK
	STATE: NORTH CAROLINA	TOWNSHIP: CLAYTON	SCALE: 1" = 20'	DRAWN BY: JFD/JFO	DRAWING NO
	PARCEL ID: 166913-02-2863	DEED REF: DB 5253 PG 505	CHECKED & CLOSURE BY: JFD		1 OF 1

2.3.8 CONVENTIONAL REZONING

A. PURPOSE AND INTENT

This section provides a uniform means for reviewing and deciding proposed amendments to the Official Zoning Map to establish or revise a conventional zoning district or overlay zoning district boundary whenever the public necessity, general welfare, the Town's adopted policy guidance, or appropriate land use practices justify or require doing so.

B. APPLICABILITY

This procedure is solely for the establishment of a conventional zoning district or overlay zoning district designation on land within the Town's planning jurisdiction.

C. APPLICATION

1. Applications may be initiated by the Town Council, the Planning Board, the Planning Director, a landowner(s), or a contract purchaser(s) of the land in the proposed application. Conventional Rezoning applications shall only be processed in accordance with the Town's conventional rezoning application processing schedule, on file in the office of the Planning Department. **AMENDED 4.15.24 (UDOTA1-24)**
2. In no instance shall the Town accept third-party rezoning applications submitted by persons who are not owners or agents authorized to act on behalf of landowners.
3. Applications for a Conventional Rezoning shall not include a Concept Plan or any applicant-sponsored conditions.
4. Applications shall include a Traffic Assessment when required by Section 2.3.27, Transportation Impact Analysis.
5. In cases where a Conventional Rezoning application seeks to rezone only a portion of a lot or tract, the remainder of the lot or tract shall be of a size and location that make it possible to subdivide or develop that portion of the property in accordance with the requirements in this Ordinance.
6. Applications subject to a required neighborhood meeting shall include required information in accordance with Section 2.4.4, Neighborhood Meeting.

D. PROCESS TYPE

Type IV (see Section 2.2.3, Process Diagrams).

E. RECOMMENDATION

1. After conclusion of a public meeting, the Planning Board shall make a recommendation on the application based on its consistency with Section 2.4, Review Procedures.
2. In making its recommendation, the Planning Board shall prepare a written statement regarding the application's consistency with the Town's adopted policy guidance.

F. DECISION

1. After the conclusion of a legislative public hearing, the Town Council shall decide the application in accordance with the standards in Section 2.4, Review Procedures.
2. The decision shall be one of the following:
   a. Approval of the application;
   b. Denial of the application;
   c. Approval of a revised application; or
   d. Remand of the application to Town staff for further consideration.

3. The decision shall be based on the legislative discretion of the Town Council, taking into consideration the recommendation of the Planning Board, citizen comments, if provided, and the standards in Section 2.4, Review Procedures.
4. In making its decision, the Town Council shall adopt a written statement of reasonableness and consistency with the Town's adopted policy guidance in accordance with NCGS§160D-605.

G. CITIZEN COMMENT

In cases where a resident or landowner submits written comments to the Town at least two business days prior to the date a decision is being made on the application, the Town staff member processing the application shall deliver the statement(s) to the Town Council.

H. APPLICATION REVISION

1. In no instance shall a Conventional Rezoning application be converted into a Conditional Rezoning application.
2. Nothing shall limit the Town Council from approving a more restrictive or less intense zoning district than requested by the applicant. In cases where the Town Council decides to approve a more restricted or less intense zoning district than requested, the application shall not require remand back to the Planning Board or any additional public notification.

I. REVIEW CRITERIA

The advisability of approval of a Conventional Rezoning application is a matter committed to the legislative discretion of the Town Council, and is not controlled by any one factor. In determining whether to adopt or deny a rezoning application, the Town Council may weigh the relevance of the following:

1. Whether the proposed rezoning advances the public health, safety, or welfare;
2. Whether and the extent to which the proposed rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the Town's adopted policy guidance;
3. Whether an approval of the rezoning is reasonable and in the public interest; and
4. Other factors, as the Town Council may determine to be relevant.

J. DESIGNATION

1. The Planning Director shall make changes to the Official Zoning Map promptly after approval of a Conventional Rezoning application by the Town Council.
2. In cases when a rezoning application is deemed inconsistent with adopted policy guidance, but is approved by the Town Council, the future land use map shall be amended with a note referencing the rezoning application approval.

K. SEQUENCE

A Conventional Rezoning application may be filed with an Annexation petition in accordance with NCGS§§160A-31 or 160A-58.1, but no other application types shall be submitted with a rezoning application.

L. EFFECT

1. Lands subject to an approved Conventional Rezoning application shall be subject to all the applicable standards in this Ordinance, which shall be binding and shall run with the land.
2. Development located outside the Town's corporate limits shall comply with all Town policies related to annexation and the extension of utilities.

3. In cases where the Town Council approves a Conventional Rezoning application they deem to be inconsistent with the Town's adopted policy guidance, the rezoning approval shall also have the effect of amending any applicable future land use map included in the Town's adopted policy guidance, and no additional request or application for a comprehensive plan amendment shall be required.

M. AMENDMENT

Not applicable.

N. EXPIRATION

Not applicable.

O. VESTING

Not applicable.

P. APPEAL

In accordance with Section 2.3.2B.2, Decisions by Town Council.

TABLE 4.2.5: LISTING OF COMMON PRINCIPAL USES

P = Permitted, subject to a Zoning Permit & applicable use standards
S = Permitted, subject to a Special Use Permit & applicable use standards
C =Permitted within a conditional zoning district, subject to applicable use standards
"•" = Prohibited
[#] = Table note (see end of table)

Use Type	Conventional Residential Districts						Conventional Non-Residential Districts								Special Districts			Conditional Districts					Use Standards
	RUR	RLL	RLD	RMD	RHD	RMF	OFI	DTNC	DTNT	DTNN	NCM	CRM	LID	HID	CON	MXD	PUB	CZR	CZM	CZC	CZD	CZI	
AGRICULTURAL USE CLASSIFICATION																							
Agricultural Packaging & Processing	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	
Agricultural Storage & Distribution	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	
Animal Husbandry	P	P	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	C	·	·	4.3.6
Animal Processing	·	·	·	·	·	·	·	·	·	·	·	·	·	S	·	·	·	·	·	·	·	C	
Equestrian Facility	P	P	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	C	·	·	4.3.43
Farm Equipment Sales and Service	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	C	·	·	
Farm Supply Sales (retail or wholesale)	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	C	·	·	
Horticulture	P	P	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	C	·	·	
Nursery (retail or wholesale)	·	P	·	·	·	·	·	·	·	·	P	P	·	·	·	·	P	·	·	·	·	·	
COMMERCIAL USE CLASSIFICATION																							
Animal Boarding Indoor and Outdoor	S	·	·	·	·	·	·	·	·	·	·	S	·	·	·	·	·	C	·	C	·	·	4.3.8
Animal Boarding, Indoor Only	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	·	·	4.3.7
Animal Shelter	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	P	·	·	·	·	C	4.3.9
Bank, Credit Union, or Similar Use	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	·	·	·	C	C	·	
Bar, Cocktail Lounge, Private Club	·	·	·	·	·	·	·	P	P	·	·	P	·	·	·	P	·	·	C	C	C	·	4.3.16
Bed & Breakfast	·	S	·	·	S	·	S	S	S	S	·	·	·	·	·	·	·	C	C	C	C	·	4.3.18
Bottle Shop (on-premise consumption)	·	·	·	·	·	·	·	P	P	·	·	P	·	·	·	P	·	·	C	C	C	·	4.3.20
Bulky Item Sales	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	C	·	C	4.3.22
Campground	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.25
Catering Establishment	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	·	

TABLE 4.2.5: LISTING OF COMMON PRINCIPAL USES

P = Permitted, subject to a Zoning Permit & applicable use standards
S = Permitted, subject to a Special Use Permit & applicable use standards
C =Permitted within a conditional zoning district, subject to applicable use standards
"•" = Prohibited
[#] = Table note (see end of table)

Use Type	Conventional Residential Districts						Conventional Non-Residential Districts								Special Districts			Conditional Districts					Use Standards
	RUR	RLL	RLD	RMD	RHD	RMF	OFI	DTNC	DTNT	DTNN	NCM	CRM	LID	HID	CON	MXD	PUB	CZR	CZM	CZC	CZD	CZI	
Check Cashing / Pay Day Lending	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	4.3.28
Coffee Shop or Bakery	·	·	·	·	·	·	·	P	P	P	P	P	P	·	·	P	·	·	C	C	C	C	
Computer Related Services	·	·	·	·	·	·	P	P	P	P	P	P	P	·	·	P	·	·	C	C	C	C	
Convenience Store (with gasoline sales)	·	·	·	·	·	·	·	·	·	·	P	P	P	·	·	·	·	·	·	C	·	C	4.3.38
Co-Working Space	·	·	·	·	·	P	P	P	P	P	P	P	P	·	·	P	·	·	C	C	C	C	4.3.39
Day Spa (medical or non-medical)	·	·	·	·	·	·	·	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	
Event Venue, Indoor & Outdoor	·	·	·	·	·	·	P	P	P	·	·	P	·	·	·	·	·	C	C	C	C	·	4.3.44
Event Venue, Indoor Only	·	·	·	·	·	·	P	P	P	P	P	P	·	·	·	·	·	C	C	C	C	·	4.3.44
Fitness Center	·	·	·	·	·	P	P	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.51
Flea Market	·	·	·	·	·	·	·	·	·	·	·		·	·	·	·	·	·	·	C	·	·	4.3.52
Funeral Related Services	·	·	·	·	·	·	P	·	·	·	·	P	P	·	·	·	·	·	·	·	·	C	4.3.56
Gasoline Sales	·	·	·	·	·	·	·	·	·	·	P	P	P	·	·	·	·	·	·	C	·	C	4.3.57
Grocery Store	·	·	·	·	·	·	·	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	4.3.60
Grooming	P	·	·	·	·	·	·	P	P	·	P	P	·	·	·	·	·	·	C	C	·	·	
Hair, Nail, and Skin Related Services	·	·	·	·	·	·	·	P	P	P	P	P	·	·	·	P	·	·	C	C	C	·	
Heavy Equipment Sales, Rental, & Repair	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	·	·	·	·	4.3.65
Hotel or Motel	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	·	C	C	C	·	4.3.69
Indoor Commercial Recreation	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.70
Instructional Services	·	·	·	·	·	·	P	P	P	P	P	P	P	·	·	P	·	·	C	C	C	C	
Laundry and Fabric Cleaning	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.74
Light Equipment Sales, Rental, & Repair	·	·	·	·	·	·	·	·	·	·	P	P	P	P	·	·	·	·	·	C	·	C	4.3.76
Micro Brewery, Micro Distillery, or Micro Winery	·	·	·	·	·	·	·	P	P	·	P	P	P	P	·	P	·	·	C	C	C	C	4.3.85
Nightclub or Dance Hall	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	·	·	·	C	C	4.3.88
Office, High Intensity	·	·	·	·	·	·	P	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.90
Office, Low Intensity	·	·	·	·	P	P	P	P	P	·	P	P	P	·	·	P	·	C	C	C	C	C	

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Use Type	Conventional Residential Districts						Conventional Non-Residential Districts								Special Districts			Conditional Districts					Use Standards
	RUR	RLL	RLD	RMD	RHD	RMF	OFI	DTNC	DTNT	DTNN	NCM	CRM	LID	HID	CON	MXD	PUB	CZR	CZM	CZC	CZD	CZI	
Outdoor Commercial Recreation	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	C	·	C	4.3.92
Packaging and Shipping **AMENDED 9.16.24 (UDOTA2-24)**	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	
Parking Lot	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	C	C	·	4.3.97
Parking Structure	·	·	·	·	·	·	·	P	S	S	·	·	·	·	·	·	·	·	·	C	C	·	4.3.98
Pawn Shop	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	4.3.99
Pharmacy	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	4.3.100
Recreational Vehicle Park	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	4.3.104
Repair Shop	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.107
Restaurant Indoor and Outdoor Seating	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	4.3.110
Restaurant Indoor Seating Only	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	
Restaurant Walk-up Service Only	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	
Restaurant with Drive Through	·	·	·	·	·	·	P	·	·	·	P	P	·	·	·	·	·	·	C	C	C	·	4.5.5K
Retail, General	·	·	·	·	·	·	·	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.111
Retail, Large Format	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	C	·	C	4.3.112
Retail, Micro	·	·	·	·	·	P	·	P	P	P	P	P	·	·	·	P	·	C	C	C	C	C	4.3.113
Sexually-Oriented Business	·	·	·	·	·	·	·	·	·	·	·	·	S	·	·	·	·	·	·	·	·	·	4.3.118
Storage, Indoor and Outdoor **AMENDED 4.15.24 (UDOTA1-24)**	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.124
Storage, Indoor Only **AMENDED 4.15.24 (UDOTA1-24)**	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.123
Tanning Salon	·	·	·	·	·	·	·	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	
Tattoo & Piercing Establishment	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	P	·	·	C	·	C	C	4.3.126
Theatre, Indoors	·	·	·	·	·	·	·	P	P	·	P	P	·	·	·	P	·	·	C	C	C	·	
Theatre, Outdoors	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	·	·	C	·	·	4.3.129
Tobacco, CBD, and Vapor Shop	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	4.3.130
Vehicle Painting/ Bodywork	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	4.3.136

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Vehicle Parts and Accessory Sales	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	·	·	4.3.137
Vehicle Repair and Service (no painting/ bodywork)	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	C	·	C	4.3.138
Vehicle Sales and Rental	·	·	·	·	·	·	·	·	·	·	·		·	·	·	·	·	·	·	C	·	C	4.3.139
Vehicle Towing or Storage **AMENDED 9.16.24 (UDOTA2-24)**	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	C	4.3.140
Vehicle Washing or Detailing	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	C	C	C	C	4.3.141
Veterinary Services, Large Animal	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.142
Veterinary Services, Small Animal	·	·	·	·	·	·	P	P	·	·	P	P	·	·	·	·	·	·	C	C	C	C	
INDUSTRIAL USE CLASSIFICATION																							
Asphalt or Concrete Plant	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.12
Business Incubator	·	·	·	·	·	·	P	P	P	·	P	P	P	·	·	P	·	·	C	C	C	C	4.3.24
Contractor Services Office/Yard	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	4.3.37
Cryptomining and Data Processing	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.40
Electrical, HVAC, or Plumbing Fabrication	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	4.3.42
Extractive Industry	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	
Freight Terminal	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	4.3.54
Fuel Oil/Bottled Gas Distribution	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	4.3.55
Level 2 Solar Energy Conversion	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	P	·	·	·	·	C	4.3.122
Level 3 Solar Energy Conversion	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	P	·	·	·	·	C	4.3.122
Major Utility	·	·	·	·	·	·	S	·	·	·	·	·	P	P	·	·	P	·	·	C	C	C	4.3.135
Maker Space	·	·	·	·	·	·	·	·	·	·	·	P	P	P	·	P	P	·	C	C	C	C	4.3.78
Manufacturing, Heavy	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	·	·	·	C	4.3.82
Manufacturing, Light	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	4.3.83

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	RUR	RLL	RLD	RMD	RHD	RMF	OFI	DTNC	DTNT	DTNN	NCM	CRM	LID	HID	CON	MXD	PUB	CZR	CZM	CZC	CZD	CZI	
Manufacturing, Medium	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	
Metal Fabrication	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	·	·	C	4.3.84
Minor Utility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	·	P	P	C	C	C	C	C	
Recycling Center	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	C	4.3.105
Research and Development	·	·	·	·	·	·	P	·	·	·	·	·	P	P	·	·	P	·	C	C	C	C	
Salvage and Junkyard	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.114
Transfer Station **AMENDED 4.15.24 (UDOTA1-24)**	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	·	·	C	4.3.131
Warehouse, Distribution or Storage	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	4.3.144
Wholesale Sales, Indoor and Outdoor	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	4.3.145
Wholesales Sales, Indoor Only	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	·	·	·	C	·	C	
Wind Energy Conversion	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	4.3.146
INSTITUTIONAL USE CLASSIFICATION																							
Adult Day Care	·	·	·	·	·	·	P	·	·	·	P	P	P	·	·	P	·	C	C	C	C	C	4.3.3
Antenna Collocation, Major	P	·	·	·	·	·	P	P	P	P	P	P	P	P	·	P	P	·	C	C	C	C	4.3.10
Antenna Collocation, Minor	P	P	P	P	P	P	P	P	P	P	P	P	P	P	·	P	P	C	C	C	C	C	4.3.11
Arboretum or Formal Garden	P	P	P	P	P	P	P	P	P	P	P	P	·	·	P	P	P	C	C	C	C	·	
Athletic Field or Court	P	P	P	P	P	P	P	P	P	·	P	P	P	·	·	P	P	C	C	C	·	·	
Auditorium, Coliseum, Convention Center	·	·	·	·	·	·	P	P	P	·	·	P	·	·	·	·	P	·	C	C	C	·	4.3.14
Broadcasting Studio	·	·	·	·	·	·	P	·	·	·	P	P	P	·	·	·	P	·	·	·	C	·	
Bus Station	·	·	·	·	·	·	P	P	P	P	P	P	·	·	·	P	P	C	C	C	C	C	
Cemetery or Mausoleum	P	P	·	·	·	·	P	·	·	·	·	·	·	·	·	·	P	C	·	C	·	·	4.3.27
Child Day Care	·	·	·	·	·	P	P	P	P	P	P	P	·	·	·	P	·	C	C	C	C	C	4.3.29
College or University	·	·	·	·	·	·	P	·	·	·	·	P	·	·	·	·	P	·	C	C	C	·	
Community Center	·	·	·	·	·	P	P	P	P	P	P	P	·	·	·	P	·	C	C	C	C	·	
Community Garden	P	P	P	P	P	P	P	P	P	P	P	·	·	·	P	P	P	C	C	C	C	·	
Community Recreation Facility (private)	P	P	P	P	P	P	P	·	·	·	·	·	·	·	·	P	·	C	C	C	C	·	

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Fire/EMS/ Police Station	P	P	P	P	P	P	P	P	P	P	P	P	P	·	·	P	P	C	C	C	C	C	4.3.50
Fraternal Club or Lodge	·	P	P	P	P	·	P	·	·	·	·	·	·	·	·	P	·	C	C	C	C	C	4.3.53
Golf Course (public or private)	P	P	P	P	·	·	·	·	·	·	·	·	·	P	·	·	P	·	·	C	·	·	
Government Office	·	·	·	·	·	·	P	P	P	P	P	P	·	·	·	P	P	C	C	C	C	C	
Governmental Training Facility	·	·	·	·	·	·	·	·	·	·	·	·	P	P	·	·	P	C	C	C	C	C	
Hospital	·	·	·	·	·	·	P	·	·	·	·	P	·	·	·	·	P	·	C	C	C	·	4.3.67
Indoor Recreation, Public	·	P	·	·	·	P	P	P	P	P	P	P	·	·	·	P	P	C	C	C	C	C	
Laboratory	·	·	·	·	·	·	P	·	·	·	P	P	·	·	·	·	P	·	C	C	·	C	4.3.73
Library	·	·	·	·	P	P	P	P	P	P	P	P	·	·	·	P	P	C	C	C	C	·	
Museum	·	·	·	·	·	·	P	P	P	P	P	P	·	·	·	P	P	·	C	C	C	·	
Outdoor Recreation, Public	P	P	P	·	·	P	P	·	·	·	·	·	·	·	·	P	P	C	C	C	C	·	
Outpatient Facility	·	·	·	·	·	·	P	P	P	·	P	P	·	·	·	P	P	·	C	C	C	·	4.3.94
Park and Ride Facility	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	C	C	C	C	C	
Park or Playground (public or private)	P	P	P	P	P	P	P	P	P	P	P	P	·	·	P	P	P	C	C	C	C	·	
Post Office	·	·	·	·	·	·	P	P	P	P	P	P	P	·	·	P	P	C	C	C	C	·	
Psychiatric Services	·	·	·	·	·	·	S	·	·	·	·	·	·	·	·	·	S	·	·	·	·	·	4.3.102
Rail Related	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	C	C	C	
Religious Institution	·	P	P	P	P	·	P	·	·	·	·	·	·	·	·	P	·	C	C	C	C	C	4.3.106
Residential Treatment Facility	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	P	C	C	C	C	C	4.3.109
School, Elementary or Middle	·	P	P	P	P	·	P	·	·	·	·	·	·	·	·	P	·	C	C	C	C	C	
School, High **AMENDED 4.15.24 (UDOTA1-24)**	·	P	P	P	P	·	P	·	·	·	·	·	·	·	·	P	·	C	C	C	C	C	4.3.116
School, Vocational	·	·	·	·	·	·	P	·	·	·	·	·	·	P	·	·	P	C	C	C	C	C	4.3.117
Small Wireless Facility	P	P	P	P	P	P	P	P	P	P	P	P	P	P	·	P	P	·	·	·	·	·	4.3.121
Telecommunications Facility, Major	S	·	·	·	·	·	·	·	·	·	·	·	·	P	·	·	P	·	·	·	·	C	4.3.127
Telecommunications Facility, Minor or Concealed	P	·	·	·	P	P	P	P	P	P	P	P	P	P	·	P	P	C	·	·	·	·	4.3.127
Urgent Care	·	·	·	·	·	·	P	·	·	·	·	P	·	·	·	P	P	·	C	C	C	C	4.3.134

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RESIDENTIAL USE CLASSIFICATION																							
Boarding House	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.19
Bungalow Court [1]	·	·	·	·	·	P	·	·	·	·	P	·	·	·	·	P	·	C	C	·	C	·	4.3.23
Congregate Care	·	·	·	·	·	·	P	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.34
Conservation Subdivision [1]	·	P	P	P	P	P	·	·	·	·	·	·	·	·	·	P	·	C	C	·	·	·	4.3.35
Continuing Care Retirement Community	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.36
Duplex Dwelling [1] **AMENDED 4.15.24 (UDOTA1-24)**	·	·	·	·	·	P	·	·	·	·	P	·	·	·	·	P	·	C	C	·	C	·	4.3.41
Family Care Home	P	P	P	P	P	P	·	P	P	P	P	·	·	·	·	P	·	C	·	·	·	·	4.3.46
Group Home	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.62
Halfway House	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.64
Homeless Shelter	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.68
Live/Work	·	·	·	·	·	P	P	P	P	P	P	P	P	·	·	P	·	C	C	C	C	C	4.3.77
Manufactured Home (Class A Doublewide)	P	P	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.79
Manufactured Home (Class B Singlewide)	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.80
Manufactured Home Park	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	C	·	·	·	·	4.3.81
Mobile Home	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	
Mobile Home Park	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	·	
Multi-Family Dwelling	·	·	·	·	·	P	·	·	·	·	·	·	·	·	·	P	·	C	C	·	C	·	4.3.86
Pocket Neighborhood [1]	·	·	·	P	P	P	·	·	·	·	P	·	·	·	·	P	·	C	C	·	C	·	4.3.101
Single-Family Attached Dwelling [1]	·	·	·	·	P	P	·	·	·	·	·	·	·	·	·	P	·	C	C	C	C	·	4.3.119
Single-Family Detached Dwelling	P	P	P	P	P	P	·	·	P	P	P	·	·	·	·	P	·	C	·	·	C	·	4.3.120
Triplex or Quadplex [1] **AMENDED 4.15.24 (UDOTA1-24)**	·	·	·	·	·	P	·	·	·	·	·	·	·	·	·	P	·	C	C	C	C	·	4.3.132
Upper-Story Dwelling	·	·	·	·	·	P	P	P	P	P	P	P	·	·	·	P	·	C	C	C	C	·	4.3.133

TABLE 4.2.5: LISTING OF COMMON PRINCIPAL USES

P = Permitted, subject to a Zoning Permit & applicable use standards
S = Permitted, subject to a Special Use Permit & applicable use standards
C =Permitted within a conditional zoning district, subject to applicable use standards
"•" = Prohibited
[#] = Table note (see end of table)

Use Type	Conventional Residential Districts						Conventional Non-Residential Districts								Special Districts			Conditional Districts					Use Standards
	RUR	RLL	RLD	RMD	RHD	RMF	OFI	DTNC	DTNT	DTNN	NCM	CRM	LID	HID	CON	MXD	PUB	CZR	CZM	CZC	CZD	CZI	

NOTES:
[1] Not permitted on lots within the downtown boundary as designated in the 2045 Comprehensive Growth Plan Future Land Use Map unless permitted by and located within the CZD zoning district.

ORDINANCE TO AMEND THE ZONING MAP OF THE TOWN OF CLAYTON, NORTH CAROLINA IN ACCORDANCE WITH THE UNIFIED DEVELOPMNENT ORDINANCE (UDO)

WHEREAS a petition has been filed with the Town Council of the Town of Clayton requesting an amendment to the Zoning Ordinance and Zoning Map of the Town of Clayton by rezoning property from Office Institutional (OFI) to Downtown Core (DTNC). The property is located on the northeast corner of the intersection of E. Second St. and S. Fayetteville Ave., addressed as 102 E. Second St., and identified as Johnston County Tax Number 05015019 (File 2024-92 - RZ - Triangle Coffee Shop); and

WHEREAS said property is owned by B3 II, LLC; and

WHEREAS the Planning Board of the Town of Clayton has reviewed the proposed change(s) at their September 23, 2024 meeting and made a recommendation thereupon; and

WHEREAS notice of a public hearing to consider the proposed change was published in accordance with law in The Johnstonian, a local newspaper, as required by Section 2.4.8(D) of the Unified Development Ordinance and by Section 160D-602 of the North Carolina General Statutes; and

WHEREAS a notice of the proposed zoning classification action was mailed to the owner(s) of the parcel(s) of land involved, as shown on the County Tax Listing, and to the owners of all parcels of land abutting that (those) parcels(s) of land and within 300 feet of the subject parcel(s) of land, as shown on the County Tax Listings, by depositing a copy of the same in the United States Mail, first class postage paid, as required by Section 2.4.4(C) of the Unified Development Ordinance and by Section 160D-602 of the North Carolina General Statutes; and

WHEREAS notice of the proposed zoning classification action was posted on the property as required by Section 2.4.8(F) of the Unified Development Ordinance and by Section 160D-602 of the North Carolina General Statues; and

WHEREAS the said public hearing was conducted at the Town Council meeting held at 6:00 p.m. on October 21, 2024, wherein a reasonable opportunity was given to all those in attendance to speak either in favor or against the said change to make relevant comments; and

THEREFORE, after duty considering the matter, THE TOWN COUNCIL OF THE TOWN OF CLAYTON DOES HEREBY ORDAIN:

SECTION 1. That the Official Zoning Map of the Town of Clayton is hereby amended to include in the Downtown Core District of the following described property(ies):

General Description:

Located within the Town of Clayton limits; 102 E SECOND ST. CLAYTON, NC 27520.

Specific Description:

NC Parcel TAG Number(s): 05015019

SECTION 2. That the Town of Clayton Unified Development Ordinance is hereby amended.

SECTION 3. That if any section, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of Ordinance.

SECTION 4. That the Town Council hereby adopts the following Statement of Consistency and Reasonableness for the proposed rezoning:

We find this rezoning action to be consistent with the Town of Clayton's 2045 Comprehensive Growth Plan Future Land Use Map, Goal LU 1, Policy LU 1.3, and Goal DT1.

The proposed zoning amendment is reasonable and in the public interest because it supports the Town of Clayton 2045 Comprehensive Growth Plan's policies above and because:

1. The request strengthens the identity of the downtown core by integrating a commercial use that aligns with the activities of the area, further supporting the Town of Clayton 2045 Comprehensive Growth Plan's goals; and

2. This rezoning is consistent with the zoning of adjacent parcels near this site.

SECTION 5. That this ordinance shall become effective immediately upon its adoption.

Duly adopted this 21st day of October 2024, while in regular Session.

_____

Jody L. McLeod
Mayor

ATTEST:

Heidi Holland, CMC, NCCMC
Town Clerk

APPROVED AS TO FORM:

Jim Cauley
Town Attorney

Motions for Consistency Statements | 2024-92 - RZ - Triangle Coffee Shop

The Town Council may choose from one of the four suggested motions below.
Staff Recommends the Motion in Red Bold Text

Motion 1: Approval – Consistent with the 2045 Comprehensive Growth Plan

I make a motion to approve this rezoning request based on consistency with the Future Land Use Map in the adopted 2045 Comprehensive Growth Plan, in that:

- **The property is designated as Downtown Core (DC) in the Future Land Use Map.**
- **Goal LU 1 moves to preserve Clayton's character while allowing for growth and development in appropriate areas.**
- **Policy LU 1.3 seeks to encourage non-residential land uses in areas consistent with the Future Land Use Map.**
- **Goal DT 1 promotes quality adaptive re-use and infill development projects in Downtown while preserving historic character.**

This action is reasonable and in the public interest, in that:

- **The Comprehensive Growth Plan encourages commercial uses in this area.**
- **The request is compatible with existing zoning and land uses in the area.**

Motion 2: Approval – Inconsistent with the 2045 Comprehensive Growth Plan

I make a motion to approve this rezoning request. While the request is inconsistent with the Future Land Use Map in the adopted 2045 Comprehensive Growth Plan, in that:

- The property is designated as Downtown Core (DC) in the Future Land Use Map.
- Goal LU 1 moves to preserve Clayton's character while allowing for growth and development in appropriate areas.
- Policy LU 1.3 seeks to encourage non-residential land uses in areas consistent with the Future Land Use Map.
- Goal DT 1 promotes quality adaptive re-use and infill development projects in Downtown while preserving historic character.

This action is reasonable and in the public interest, in that:

- The Comprehensive Growth Plan encourages commercial uses in this area.
- The request is compatible with existing zoning and land uses in the area.

Motion 3: Denial – Consistent with the 2045 Comprehensive Growth Plan

I make a motion to deny this rezoning request. While the request is consistent with the adopted 2045 Comprehensive Growth Plan, in that:

- The property is designated as Downtown Core (DC) in the Future Land Use Map.
- Goal LU 1 moves to preserve Clayton's character while allowing for growth and development in appropriate areas.
- Policy LU 1.3 seeks to encourage non-residential land uses in areas consistent with the Future Land Use Map.
- Goal DT 1 promotes quality adaptive re-use and infill development projects in Downtown while preserving historic character.

This action is reasonable and in the public interest, in that:

- The requested rezoning is incompatible with existing land uses in the area.
- The current zoning designation is preferable to the area.

Motion 4: Denial – Inconsistent with the 2045 Comprehensive Growth Plan

I make a motion to deny this rezoning request based on inconsistency with the Future Land Use Map in the adopted 2045 Comprehensive Growth Plan, in that:

- The property is designated as Downtown Core (DC) in the Future Land Use Map.
- Goal LU 1 moves to preserve Clayton's character while allowing for growth and development in appropriate areas.
- Policy LU 1.3 seeks to encourage non-residential land uses in areas consistent with the Future Land Use Map.
- Goal DT 1 promotes quality adaptive re-use and infill development projects in Downtown while preserving historic character.

This action is reasonable and in the public interest, in that:

- The requested rezoning is incompatible with existing land uses in the area.
- The current zoning designation is preferable to the area.

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	OLD BUSINESS

Item Title

ECIA Transmission Improvements

Presenter(s)

Joshua Baird, Interim Engineering Director

Suggested Action

Approval of Bid Award
Suggested Action (2): Adoption of Resolution

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☒ Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

☐ Public Hearing (Required by GS)
☐ Newspaper Notice (Required by GS)
☐ Public Forum/Input Session
☐ E-News Distribution
☐ Social Media
☐ Public Hearing (Not Required by GS)
☐ Newspaper Notice (Not Required by GS)
☐ Press Release
☐ Website
☐ Survey

☐ Special Mailing ☒ None Required

Summary

The Town of Clayton formally advertised the ECIA Transmission Improvements project including pump station upgrades and linear transmission starting near 802 E. Front St. to the existing ECIA pump station near 3710 Powhatan Rd. on September 17*th*, 2024. On October 15*th*, 2024, the Town received 3 sealed bids and were able to review the bids. The three Bidders were Garney Construction, Moffat Pipe Inc., and Park Construction of NC, Inc. The Engineer, WithersRavenel has drafted a preliminary bid tabulation. The apparent low bidder was Moffat Pipe Inc. with a Base Bid including schedule 1 of $12,057,121.00, plus schedule 2 of $5,945,691.00, for a Total Bid amount of $18,002,812.00. The Town's procurement and WMBE Manager has reviewed the bid documents and has found that Moffat Pipe, Inc. to be a responsive and responsible bidder. Economic Development Administration (EDA) funds and existing Sam's Branch Reclamation program funds will be utilized for the project. The Engineer of Record is currently reviewing the bids and preparing recommendation of award. Staff will provide the final certified bid tab and engineer's recommendation of award prior to the regular meeting. Staff recommend and request approval of resolution 2024-108 to authorize the Town Manager to execute construction contract and any change orders required to deliver the project within existing budgets subject to final EDA approval.

Funding Source

N/A

Corresponding Documentation

Clayton ECIA Draft Bid Tab

ECIA_TentativeAward

Submitted By: Mark Moore, Engineering

Reviewed By:

Rich Cappola, Town Manager	Approved - Oct 16 2024
Heidi Holland, Town Clerk	Approved - Oct 16 2024

Project Bid Tabulation October 15, 2024
ECIA Transmission Improvements
Town of Clayton
WithersRavenel Project No. 02201012.00

Item No.	Item Description	Unit	Est. Quan.	Garney Companies, Inc. Unit Price	Garney Companies, Inc. Extended Total Price	Moffat Pipe, Inc. Unit Price	Moffat Pipe, Inc. Extended Total Price	Park Construction of NC, Inc. Unit Price	Park Construction of NC, Inc. Extended Total Price
	Base Bid								
	Schedule 1 - ECIA Utilities								
1	Mobilization (maximum 3% of Schedule 1)	LS	1	$ 412,000.00	$ 412,000.00	$ 361,000.00	$ 361,000.00	$ 350,000.00	$ 350,000.00
2	Traffic Control and Traffic Control Plan	LS	1	$ 30,000.00	$ 30,000.00	$ 781,000.00	$ 781,000.00	$ 32,267.00	$ 32,267.00
3	Sanitary Sewer Bypass Pumping	LS	1	$ 34,000.00	$ 34,000.00	$ 102,000.00	$ 102,000.00	$ 40,231.00	$ 40,231.00
	Gravity Sanitary Sewer								
4	30" FRP SN46 Installed by Open- Cut				$ -		$ -		$ -
a	0' - <8' Depth	LF	503	$ 429.00	$ 215,787.00	$ 293.00	$ 147,379.00	$ 260.00	$ 130,780.00
b	8' - <10' Depth	LF	1,308	$ 404.00	$ 528,432.00	$ 310.00	$ 405,480.00	$ 263.00	$ 344,004.00
c	10' - <12' Depth	LF	400	$ 542.00	$ 216,800.00	$ 333.00	$ 133,200.00	$ 273.00	$ 109,200.00
d	12' - <14' Depth	LF	752	$ 645.00	$ 485,040.00	$ 368.00	$ 276,736.00	$ 288.00	$ 216,576.00
e	14' - <16' Depth	LF	95	$ 701.00	$ 66,595.00	$ 427.00	$ 40,565.00	$ 300.00	$ 28,500.00
5	Installed by Encased Bore and Jack (Guaranteed)				$ -		$ -		$ -
a	54" Steel Encasement Pipe (.563") w/ 30" RJ FRP [STA. 1+18 - 2+40]	LF	122	$ 2,400.00	$ 292,800.00	$ 2,125.00	$ 259,250.00	$ 3,187.00	$ 388,814.00
b	48" Steel Encasement Pipe (.500") w/ 30" RJ FRP [STA. 18+63 - 21+15]	LF	252	$ 2,240.00	$ 564,480.00	$ 1,455.00	$ 366,660.00	$ 2,911.00	$ 733,572.00
c	48" Steel Encasement Pipe (.500") w/ 30" RJ FRP [STA. 34+10 - 36+18]	LF	208	$ 2,250.00	$ 468,000.00	$ 1,495.00	$ 310,960.00	$ 2,921.00	$ 607,568.00
6	72" Diameter Polymer Concrete Manhole				$ -		$ -		$ -
a	0' - <8' Depth	EA	1	$ 66,000.00	$ 66,000.00	$ 52,700.00	$ 52,700.00	$ 41,069.00	$ 41,069.00
b	8' - <10' Depth	EA	5	$ 55,000.00	$ 275,000.00	$ 53,000.00	$ 265,000.00	$ 40,747.00	$ 203,735.00
c	10' - <12' Depth	EA	3	$ 57,000.00	$ 171,000.00	$ 59,700.00	$ 179,100.00	$ 44,747.00	$ 134,241.00
d	12' - <14' Depth	EA	5	$ 61,000.00	$ 305,000.00	$ 65,700.00	$ 328,500.00	$ 48,879.00	$ 244,395.00
7	72" Diameter Precast Concrete Doghouse Manhole				$ -		$ -		$ -
a	8' - <10' Depth	EA	1	$ 54,000.00	$ 54,000.00	$ 23,200.00	$ 23,200.00	$ 32,337.00	$ 32,337.00
8	Standard Manhole Vent	VF	25	$ 2,900.00	$ 72,500.00	$ 1,900.00	$ 47,500.00	$ 674.00	$ 16,850.00
9	Core and Connect to Existing Manhole	EA	1	$ 26,000.00	$ 26,000.00	$ 18,200.00	$ 18,200.00	$ 4,398.00	$ 4,398.00
10	5 LF Grout Plug	EA	1	$ 6,000.00	$ 6,000.00	$ 11,000.00	$ 11,000.00	$ 838.00	$ 838.00
11	Flushing, Testing, and Clean-up	LF	3,640	$ 62.00	$ 225,680.00	$ 9.00	$ 32,760.00	$ 13.50	$ 49,140.00
	Sanitary Sewer Force Main								
12	Installed by Open-Cut				$ -		$ -		$ -
a	Restrained Joint 20" PVC C900 DR- 18 Force Main	LF	12,947	$ 298.00	$ 3,858,206.00	$ 264.00	$ 3,418,008.00	$ 218.00	$ 2,822,446.00
13	Installed by Bore and Jack (Guaranteed)				$ -		$ -		$ -
a	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 3+70 - 5+38]	LF	168	$ 1,976.00	$ 331,968.00	$ 1,200.00	$ 201,600.00	$ 2,261.00	$ 379,848.00
b	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 18+46 - 20+45]	LF	199	$ 1,966.00	$ 391,234.00	$ 1,150.00	$ 228,850.00	$ 2,242.00	$ 446,158.00
c	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 48+87- 49+32]	LF	45	$ 2,157.00	$ 97,065.00	$ 1,750.00	$ 78,750.00	$ 2,408.00	$ 108,360.00
d	42" Steel Encasement Pipe (.312") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 50+91- 52+99]	LF	208	$ 1,963.00	$ 408,304.00	$ 1,150.00	$ 239,200.00	$ 2,251.00	$ 468,208.00
e	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 54+84- 55+46]	LF	63	$ 2,082.00	$ 131,166.00	$ 1,510.00	$ 95,130.00	$ 2,358.00	$ 148,554.00
f	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 60+11 - 60+55]	LF	45	$ 2,178.00	$ 98,010.00	$ 1,890.00	$ 85,050.00	$ 2,408.00	$ 108,360.00
g	42" Steel Encasement Pipe (.625") w/ Restrained Joint 20" DIP PC 350 Carrier Pipe [STA. 64+31- 66+74]	LF	243	$ 2,090.00	$ 507,870.00	$ 1,500.00	$ 364,500.00	$ 2,242.00	$ 544,806.00
h	42" Steel Encasement Pipe (.500") w/ Restrained Joint 20" PVC C900 DR-18 Carrier Pipe [STA. 146+98 - 149+39]	LF	241	$ 1,957.00	$ 471,637.00	$ 1,200.00	$ 289,200.00	$ 2,235.00	$ 538,635.00
14	Installed by HDD				$ -		$ -		$ -
a	20" FPVC C900 DR-14 [STA. 23+01 - 31+63]	LF	862	$ 825.00	$ 711,150.00	$ 650.00	$ 560,300.00	$ 531.00	$ 457,722.00
15	Ductile Iron MJ Fittings with Restrained Retainer Glands (Compact Weight)	LBS	11,500	$ 20.00	$ 230,000.00	$ 21.00	$ 241,500.00	$ 16.00	$ 184,000.00
16	Combination Air Release Valve in Manhole for Force Main	EA	9	$ 35,000.00	$ 315,000.00	$ 68,000.00	$ 612,000.00	$ 50,567.00	$ 455,103.00
17	Resilient Wedge Gate Valve with Valve Box and Marker				$ -		$ -		$ -
a	20" Diameter	EA	10	$ 24,000.00	$ 240,000.00	$ 35,500.00	$ 355,000.00	$ 31,088.00	$ 310,880.00
18	Flushing, Testing, and Clean-up	LF	15,021	$ 16.00	$ 240,336.00	$ 9.00	$ 135,189.00	$ 7.00	$ 105,147.00
	Water Main Improvements								
19	New 1" Water Service including Tap, Corporation Stop, Pipe, Meter Setter and Meter Box (complete)				$ -		$ -		$ -
a	Opposite Side From Main (Trenchless)	EA	5	$ 18,000.00	$ 90,000.00	$ 14,300.00	$ 71,500.00	$ 8,494.00	$ 42,470.00
20	Fire Hydrant Assembly	EA	3	$ 28,000.00	$ 84,000.00	$ 20,600.00	$ 61,800.00	$ 10,927.00	$ 32,781.00
21	Remove and Dispose Existing Fire Hydrant Assembly	EA	2	$ 11,000.00	$ 22,000.00	$ 2,700.00	$ 5,400.00	$ 1,446.00	$ 2,892.00
22	Abandon Existing 8" AC Waterline via Grout Fill	LF	878	$ 64.00	$ 56,192.00	$ 9.00	$ 7,902.00	$ 13.00	$ 11,414.00
23	Abandon Existing 8" AC Waterline without Grout Fill	LF	244	$ 88.00	$ 21,472.00	$ 5.00	$ 1,220.00	$ 36.00	$ 8,784.00
24	Remove and Dispose of Existing AC Waterline	LF	1,218	$ 82.00	$ 99,876.00	$ 19.00	$ 23,142.00	$ 75.00	$ 91,350.00

DRAFT

Project Bid Tabulation October 15, 2024
ECIA Transmission Improvements
Town of Clayton
WithersRavenel Project No. 02201012.00

Item No.	Item Description	Unit	Est. Quan.	Garney Companies, Inc. Unit Price	Garney Companies, Inc. Extended Total Price	Moffat Pipe, Inc. Unit Price	Moffat Pipe, Inc. Extended Total Price	Park Construction of NC, Inc. Unit Price	Park Construction of NC, Inc. Extended Total Price
25	Abandon Existing 1" Water Service on Existing Water Main to Be Abandoned	EA	5	$ 4,250.00	$ 21,250.00	$ 1,020.00	$ 5,100.00	$ 482.00	$ 2,410.00
26	Abandon Existing Water Main Valve	EA	3	$ 7,000.00	$ 21,000.00	$ 1,140.00	$ 3,420.00	$ 1,446.00	$ 4,338.00
	Erosion and Sedimentation Control								
27	Combination Silt/Tree Protection Fence	LF	16,100	$ 3.50	$ 56,350.00	$ 4.00	$ 64,400.00	$ 5.00	$ 80,500.00
28	Silt Fence	LF	13,700	$ 3.50	$ 47,950.00	$ 3.00	$ 41,100.00	$ 5.00	$ 68,500.00
29	Super Silt Fence	LF	1,250	$ 22.00	$ 27,500.00	$ 16.00	$ 20,000.00	$ 11.00	$ 13,750.00
30	Tree Protection Fence	LF	4,300	$ 1.50	$ 6,450.00	$ 4.00	$ 17,200.00	$ 2.60	$ 11,180.00
31	Compost Sock	LF	465	$ 6.00	$ 2,790.00	$ 12.00	$ 5,580.00	$ 6.00	$ 2,790.00
32	Silt Fence Outlet	EA	78	$ 101.00	$ 7,878.00	$ 90.00	$ 7,020.00	$ 129.00	$ 10,062.00
33	Wattle	EA	6	$ 75.00	$ 450.00	$ 185.00	$ 1,110.00	$ 107.00	$ 642.00
34	Inlet Protection	EA	10	$ 125.00	$ 1,250.00	$ 130.00	$ 1,300.00	$ 213.00	$ 2,130.00
35	Temporary Slope Stabilization	SY	10,420	$ 1.85	$ 19,277.00	$ 1.50	$ 15,630.00	$ 2.60	$ 27,092.00
36	Temporary Construction Entrance	EA	9	$ 25,000.00	$ 225,000.00	$ 4,500.00	$ 40,500.00	$ 6,853.00	$ 61,677.00
37	Temporary Construction Entrance with Temporary Driveway Pipe	EA	2	$ 32,000.00	$ 64,000.00	$ 7,500.00	$ 15,000.00	$ 8,562.00	$ 17,124.00
38	Temporary Construction Entrance from NC 42 through PNG Easement	EA	1	$ 34,000.00	$ 34,000.00	$ 5,000.00	$ 5,000.00	$ 15,756.00	$ 15,756.00
39	Convert Temporary Construction Entrance from NC 42 Through PNG Easement to Permanent Access Drive	EA	1	$ 21,500.00	$ 21,500.00	$ 19,500.00	$ 19,500.00	$ 45,824.00	$ 45,824.00
40	Anti-Seep Collar	EA	15	$ 4,000.00	$ 60,000.00	$ 5,300.00	$ 79,500.00	$ 2,900.00	$ 43,500.00
41	Concrete Washout Pit	EA	9	$ 2,500.00	$ 22,500.00	$ 500.00	$ 4,500.00	$ 2,612.00	$ 23,508.00
42	Temporary Stream/Wetland Crossing				$ -		$ -		$ -
a	STA. 0+48 - STA. 1+16	EA	1	$ 19,000.00	$ 19,000.00	$ 17,700.00	$ 17,700.00	$ 4,337.00	$ 4,337.00
b	STA. 9+37 - STA. 9+83	EA	1	$ 29,000.00	$ 29,000.00	$ 17,700.00	$ 17,700.00	$ 2,891.00	$ 2,891.00
c	STA. 102+20 - STA. 105+00	EA	1	$ 29,000.00	$ 29,000.00	$ 35,400.00	$ 35,400.00	$ 8,673.00	$ 8,673.00
d	STA. 128+71 - STA. 132+58	EA	1	$ 29,000.00	$ 29,000.00	$ 35,400.00	$ 35,400.00	$ 8,673.00	$ 8,673.00
e	STA. 140+12 - STA. 140+37	EA	1	$ 29,000.00	$ 29,000.00	$ 17,700.00	$ 17,700.00	$ 2,891.00	$ 2,891.00
43	Permanent Wetland Seeding	SY	1,800	$ 1.50	$ 2,700.00	$ 1.25	$ 2,250.00	$ 1.00	$ 1,800.00
44	Permanent Seeding	SY	85,000	$ 0.50	$ 42,500.00	$ 0.50	$ 42,500.00	$ 0.60	$ 51,000.00
	Restoration and Miscellaneous								
45	Remove and Replace Existing Asphalt Driveway and Town of Clayton Roadways (Min. 2" Surface Course and Min. 8" Subbase)	SY	1,900	$ 70.00	$ 133,000.00	$ 59.00	$ 112,100.00	$ 70.00	$ 133,000.00
46	Remove and Replace Existing Asphalt Sidewalk (Min. 2.5" Surface Course and 6" Subbase)	SY	80	$ 116.00	$ 9,280.00	$ 93.00	$ 7,440.00	$ 158.00	$ 12,640.00
47	Remove and Replace Existing Concrete Sidewalk (Min. 4" Concrete)	SY	130	$ 128.00	$ 16,640.00	$ 90.00	$ 11,700.00	$ 171.00	$ 22,230.00
48	Remove and Replace Existing Concrete Curb and Gutter	LF	200	$ 150.00	$ 30,000.00	$ 53.00	$ 10,600.00	$ 75.00	$ 15,000.00
49	Remove and Replace Existing 24" RCP Class III Storm Drain	LF	8	$ 603.00	$ 4,824.00	$ 230.00	$ 1,840.00	$ 103.00	$ 824.00
50	Remove and Replace Existing Rectangular Storm Inlet Structure	EA	1	$ 7,150.00	$ 7,150.00	$ 6,500.00	$ 6,500.00	$ 2,805.00	$ 2,805.00
51	Concrete Cradle / Protection Concrete For Existing Utility	CY	10	$ 2,300.00	$ 23,000.00	$ 750.00	$ 7,500.00	$ 419.00	$ 4,190.00
52	Trench Undercut Excavation and Disposal of Unsuitable Material, Replacement with Washed Stone	CY	500	$ 70.00	$ 35,000.00	$ 75.00	$ 37,500.00	$ 54.00	$ 27,000.00
53	Rock Excavation and Replacement with Select Material	CY	100	$ 425.00	$ 42,500.00	$ 200.00	$ 20,000.00	$ 289.00	$ 28,900.00
54	Allowance for Third Party Geotechnical Services	LS	1	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
55	Allowance for Installation of Easement Gate	LS	1	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
56	Allowance for Railroad Flagging	LS	1	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
57	Contingency Allowance	LS	1	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
	SUBTOTAL SCHEDULE 1 (Items 1-56)			$	14,151,339.00	$	12,057,121.00	$	11,844,070.00
	Schedule 2 - ECIA Pump Station								
1	Mobilization (maximum 3% of Schedule 2)	LS	1	$ 265,000.00	$ 265,000.00	$ 178,000.00	$ 178,000.00	$ 181,125.00	$ 181,125.00
2	ECIA Pump Station	LS	1	$ 7,636,000.00	$ 7,636,000.00	$ 2,027,000.00	$ 2,027,000.00	$ 5,375,000.00	$ 5,375,000.00
3	Cast-In-Place Wet Well	LS	1	$ 458,000.00	$ 458,000.00	$ 2,550,000.00	$ 2,550,000.00	$ 1,369,000.00	$ 1,369,000.00
4	Cast-In-Place Valve Vault	LS	1	$ 112,000.00	$ 112,000.00	$ 625,630.00	$ 625,630.00	$ 291,000.00	$ 291,000.00
5	Sanitary Sewer Bypass Pumping	LS	1	$ 277,000.00	$ 277,000.00	$ 210,300.00	$ 210,300.00	$ 298,000.00	$ 298,000.00
6	Connection to Dormant 16-inch Johnston County Force Main	LS	1	$ 14,000.00	$ 14,000.00	$ 14,500.00	$ 14,500.00	$ 5,400.00	$ 5,400.00
7	Connection to Ex. 12-inch Discharge Header	LS	1	$ 21,000.00	$ 21,000.00	$ 42,311.00	$ 42,311.00	$ 14,000.00	$ 14,000.00
8	Removal and Replacement of Unsuitable Materials	CY	100	$ 217.00	$ 21,700.00	$ 42.00	$ 4,200.00	$ 50.00	$ 5,000.00
9	Trench Undercut Excavation and Disposal of Unsuitable Material, Replacement with Washed Stone	CY	250	$ 97.00	$ 24,250.00	$ 75.00	$ 18,750.00	$ 70.00	$ 17,500.00
10	Rock Excavation and Replacement with Select Material	CY	100	$ 489.00	$ 48,900.00	$ 200.00	$ 20,000.00	$ 250.00	$ 25,000.00
11	Allowance for Third Party Geotechnical Services	LS	1	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00
12	Allowance for Third Party SCADA Integration	LS	1	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00	$ 200,000.00
13	Contingency Allowance	LS	1	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00
	SUBTOTAL SCHEDULE 2 (Items 1-13)			$	9,132,850.00	$	5,945,691.00	$	7,836,025.00
	TOTAL BID (SCHEDULE 1 + SCHEDULE 2)			$	23,284,189.00	$	18,002,812.00	$	19,680,095.00

By: _____
Lindsay Mize, PE

Date: October 16, 2024

Corrections made to Bid Proposal by Engineer

DRAFT

Resolution #2024-108

RESOLUTION OF TENTATIVE AWARD

WHEREAS, the Town of Clayton, North Carolina has received bids, pursuant to due and proper advertisement and notice thereof, for construction of the ECIA Transmission Improvements, and

WHEREAS, based solely upon the information and documentation provided in the bid packages submitted on October 15, 2024 Moffat Pipe Inc. was the lowest responsive responsible bidder for the Project contract, in the total bid amount of $18,002,812.00, and

WHEREAS, McKim & Creed, the Engineer of Record, has reviewed all of the bids and has recommended the **award of construction** to Moffat Pipe Inc., the lowest responsive responsible bidder; and

WHEREAS, award of the Project contract to Moffat Pipe Inc., is subject to Authority to Award by the North Carolina Division of Water Infrastructure.

NOW, THEREFORE, BE IT RESOLVED that TENTATIVE AWARD is hereby made to Moffat Pipe Inc., in the Total Bid Amount of $18,002,812.00, but expressly subject to and contingent upon Authority to Award by the U.S. Department of Commerce, Economic Development Administration and action by the Town Council to make a **FINAL AWARD**; and

BE IT FURTHER RESOLVED that upon failure of any of the foregoing conditions, this Resolution shall be void ab initio.

Upon motion of _____, seconded by_____, this Resolution was unanimously adopted, this the 21st day of October, 2024.

_____
Jody McLeod, Mayor

(Seal)

ATTEST:

_____
Heidi Holland, Town Clerk

Town Council Regular Meeting
Agenda Cover Sheet

Meeting Date	Agenda Location
October 21, 2024	NEW BUSINESS

Item Title

Real Property Surplus

Presenter(s)

David Ranes, Fire Chief

Suggested Action

Adoption of Resolution

Strategic Priorities Alignment

☐ Think Clayton (Administrative)	☐ Think Arts & Culture	☐ Think Downtown	☐ Think Economic Development	☐ Think Land Use & Housing	☐ Think Mobility	☐ Think Parks, Recreation & Natural Resources	☒ Think Public Services & Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing
- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☒ None Required

Summary

The Marshallburg Fire Department in Carteret County, North Carolina serves a community of 450 residents. They have two fire engines in their fleet, and one is in disrepair and no longer serviceable. It's the request of staff to be able to donate to them a 1992 Emergency One fire engine. This truck has served the Clayton Fire Department for 27 years and has been placed in surplus status. This truck has little resail value and this donation will greatly improve the fleet and capabilities of the Marshallburg Fire Department to service their community, while strengthening community relationships for the Town of Clayton.

Background/History

The Town of Clayton has a proud history of donating surplus fire equipment to fire departments in need, reinforcing Clayton's commitment to community service, not only in Clayton, but within the state of North Carolina.

Recommendation

It's the recommendation of staff for Council to approve the resolution allowing for the donation of the 1992 Emergency One pumper to Marshallburg Fire Department.

Funding Source

N/A

Cost

N/A

Corresponding Documentation

Signed Surplus Form (1)

100 (1)

RESOLUTION DECLARING CERTAIN REAL PROPERTY SURPLUS

Submitted By: Heidi Holland, Fire Department

Reviewed By:

Rich Cappola, Town Manager	Approved - Oct 16 2024
Heidi Holland, Town Clerk	Approved - Oct 16 2024

TOWN OF CLAYTON

INTERNAL DOCUMENT

Send Complete Form to: surplus@townofclaytonnc.org

*If you have any questions please contact: Derryel Anderson,danderson@townofclaytonnc.org

** You Must Attach Pictures of the Item(s) **

For Procurement Use Only:

Item #

REPORT OF SURPLUS PROPERTY

The Property listed below is no longer required by this department. For further Information about this property, contact:

Print Your Name: David R. Ranes Phone: 919-427-3919

Your signature Date: 10/9/2024

Approved: Department Director Signature Date: 10/9/2024

Location and Special Instructions for Removal of Equipment

Apparatus is located at Fire Station 1. Upon approval to donate, we will coordinate Marshalburg Fire Department to pick the tuck up.

BELOW FOR FLEET VEHICLES & EQUIPMENT ONLY

Fleet Manager Signature: _____ **Date:** _____

By signing this form, you confirm that the specified vehicle(s) and/or equipment listed below have been adequately prepared and are ready for auction

Department Name

Description	Asset Tag #	Value	Manufacturer	Model	Serial #	Condition
1992 E-One Fire Pumper	0182	$10,000.00	Emergency One	1992	4ENRAA8P100	Fair
w/ loose equipment					2233	Select
						Select
						Select
						Select
						Select
						Select

DO NOT WRITE BELOW THIS LINE: For PCS Use Only:

Procurement Manager Approval:	Final Disposition:	Date:
Shawn Mizell	Donation to another Fire Department under the donation under GS 160A-280	10/14/24


C. F. D.
CLAYTON
FIRE DEPT.
ENGINE
100

Resolution #2024-106

RESOLUTION DECLARING CERTAIN REAL PROPERTY SURPLUS

WHEREAS, North Carolina General Statute §160A-280 authorizes a city or town to donate personal property that is deemed surplus to its needs to another governmental unit, nonprofit organization, or similar entity, provided that the governing board approves the donation by resolution after publishing notice of the proposed donation; and

WHEREAS, it is in the best interest of the Town of Clayton and the public to support organizations that provide valuable services to the community by donating surplus property;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CLAYTON THAT:

1. The 1992 E-ONE Fire Pumper with Loose Equipment (VIN# 4ENRAAA85P1002233) is hereby declared surplus and is no longer needed by the Town for its current operations.
2. The Town Council authorizes the donation of the 1992 E-ONE Fire Pumper with Loose Equipment to Marshallberg Volunteer Fire Department, located in Carteret County, North Carolina.
3. The Mayor and/or Town Manager are hereby authorized to execute any and all documents necessary to complete this donation in accordance with NCGS 160A-280.
4. This resolution shall become effective immediately upon adoption.

Duly adopted this 21st day of October, 2024 while in regular session.

_____
Jody L. McLeod
Mayor

ATTEST:

_____
Heidi L. Holland, CMC, NCCMC
Town Clerk