



Town of Clayton
Regular Town Council Meeting Agenda
Monday, December 19, 2022 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. Approval of the Agenda

POTENTIAL ACTION: Approval or Adjustment of the Agenda

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.)

- a. Minutes

- November 21, 2022 - Regular Session
- December 5, 2022 - Work Session
- December 5, 2022 - Regular Session
- December 5, 2022 - Closed Session

Presenter: Heidi Holland, Town Clerk

[November 21, 2022 DRAFT Minutes](#)

[December 5, 2022 WORK SESSION Draft Minutes](#)

[December 5, 2022 DRAFT Minutes](#)

- b. Mass Communications/Data Voice Sole Source

Presenter: Shaun Mizell, Procurement Manager

[Cover](#)

[Exceptions to State of NC Bidding Requirements](#)

- c. Resolution 2022-96 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 3F, 3G, & 4G)

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

[Resolution 2022-96 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club \(Phase 3F, 3G, & 4G\) - Engineers - Pdf](#)

- d. Resolution 2022-97 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 2F-2. 2H, 2H2, & 7A2)

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

[Resolution 2022-97 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club \(Phase 2F-2, 2H, 2H2, & 7A2\) - E - Pdf](#)

- e. Resolution 2022-98 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 8B-1, 8B-2, 8C-1, 8C-2, 8D, & 8E)

Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

[Resolution 2022-98 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club \(Phase 8B-1, 8B-2, 8C-1, 8C-2, 8D - Pdf](#)

POTENTIAL ACTION: Approve Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

- a. Advisory Board Appointments
- Board of Adjustment
 - Planning Board
 - Library Advisory Board
 - Recreation Advisory Board
 - Public Art Advisory Board

Presenter: Heidi Holland, Town Clerk

[Advisory Board Appointments - Pdf](#)

POTENTIAL ACTION: Approval of Board Recommendations

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Employee Introduction
- John Zamarripa, Facility Technician
- Presenter:* Greg Nelson, Property Maintenance Superintendent

6. PUBLIC HEARINGS

- a. 2022-166-RZ Clayton Dental
- Presenter:* Bruce Venable, Planner
- [2022-166-RZ Clayton Dental - Planning + Zoning - Pdf](#)

POTENTIAL ACTION: Approval of Ordinance #2022-12-01

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.

- b. The Walk at East Village Phase II Landscaping Modification *(Quasi-Judicial)*
Presenter: Ben Howell, Planning Director
[The Walk at East Village Phase II Landscaping Modification - Planning + Zoning - Pdf](#)

POTENTIAL ACTION: Approval of The Walk at East Village Phase II Landscaping Modification

- c. 2022-113-SUP Creekside Townes Special Use Permit *(Quasi-Judicial)*
Presenter: Ben Howell, Planning Director
[2022-113-SUP Creekside Townes Special Use Permit - Planning + Zoning - Pdf](#)

POTENTIAL ACTION: Approval of 2022-113-SUP Creekside Townes

7. OLD BUSINESS

- a. Mass Communications/Data Voice Budget Amendment
Presenter: Robert McKie, Finance Director
[Mass Communications/Data Voice Budget Amendment - Pdf](#)

POTENTIAL ACTION: Approval of Ordinance #2022-12-03

- b. Formal Construction Contract Award - Sam's Branch WRF
Presenter: Joshua Baird, PE - Engineering Director
[Formal Construction Contract Award - Sam's Branch WRF - Engineers/Inspection - Pdf](#)

POTENTIAL ACTION: Approval of Ordinance #2022-12-02 (Budget Amendment)

POTENTIAL ACTION: Approval of Resolution #2022-98 (Formal Construction Contract Award)

8. NEW BUSINESS

9. STAFF REPORTS

- a. Town Manager
- b. Town Attorney
- c. Town Clerk
- d. Other Staff

Greenway Update

Presenter: Jonathan Jacobs, Asst. Engineering Director

Development Services Software

Presenter: Jonathan Jacobs, Asst. Engineering Director

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment
 - Individuals have three (3) minutes to address the Town Council.

- Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.

b. Council Comments

11. CLOSED SESSION

12. ADJOURNMENT

a. Adjournment

POTENTIAL ACTION: Motion to Adjourn



Town of Clayton
Regular Town Council Meeting Minutes
Monday, November 21, 2022 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:

Mayor Pro Tem Jason Thompson
Council Member Porter Casey
Council Member Avery Everett
Council Member Andria Archer
Council Member Michael Sims

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Heidi Holland, Town Clerk
Robert McKie, Finance Director
Joshua Baird, Engineering Director
Jonathan Jacobs, Assistant Engineering Director
Nathanael Shelton, Communications Officer
Ben Howell, Planning Director
Scott Barnard, Parks & Rec Director
Patrick Pierce, Economic Development Director
Matt Hayes, Alta Planning +
Austin Cross, Parks & Open Space Grant Coordinator

Council Absent:

Mayor Jody McLeod

1. CALL TO ORDER

a. Call to Order

Mayor Pro Tem Thompson called the meeting to order at 6:00 p.m.

b. Pledge of Allegiance

Mayor Pro Tem Thompson led the Pledge of Allegiance.

c. Invocation

Mayor Pro Tem Thompson provided the Invocation.

2. ADJUSTMENT OF THE AGENDA

a. Approval of the Agenda

Mr. Cappola amended the agenda as follows:
Move Item 8a. Neuse River Trail Feasibility Study to 5c.

Approve or Amend the Agenda

RESULT:	CARRIED 2-0
MOVER:	Porter Casey
SECONDER:	Andria Archer
YES:	Porter Casey and Andria Archer
NO:	None

3. CONSENT AGENDA

- a. Minutes
 - October 28, 2022 - Special Meeting
 - November 7, 2022 - Closed Session

Presenter: Heidi Holland, Town Clerk
- b. Historical Collections Policy

Presenter: Heidi Holland, Town Clerk
- c. Acceptance of Donated Property – Three Brothers Co Inc

Presenter: Engineering Director

RESULT:	CARRIED 2-0
MOVER:	Avery Everett
SECONDER:	Michael Sims
YES:	Avery Everett and Michael Sims
NO:	None

4. ADMINISTRATIVE ITEMS

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Recognition of Edward J. Rapp Customer & Training Center, Caterpillar, Inc.
 - Kyle Bangston – Global Customer & Training Center Manager
 - Michael Bastin – North American Customer & Training Center Manager
 - Olivia Lampe – Customer Experience Coordinator
 - Deanna Harrell – Customer Visits Rep
 - Rick Francis – Customer Visits Rep

Presenter: Mayor McLeod

Staff from Caterpillar was present for recognition with their assistance with our Council Retreat on October 28, 2022, at their facility. Mayor Pro Tem Thompson read a Proclamation and presented the staff from Caterpillar with a small token of our appreciation.

- b. Downtown Development Advisory Board Annual Report

Presenter: Christi Thompson, DDA Advisory Board Chair

Christi Thompson, DDA Board Chair, was present tonight to present the DDA Annual Report to Council. She shared details on a board retreat DDA held and shared details of events the board has held throughout the year. She stated in 2023 to expect amazing things from this group. Council shared their comments and appreciation.

6. PUBLIC HEARINGS

- a. Clayton Pedestrian Plan

Presenter: Ben Howell, Planning Director and Matt Hayes, Alta Planning + Design

Mr. Howell stated he has been working on this plan about a year and a half. This finished up this summer and the Steering Committee recommended adoption of this plan in August. The Planning Board unanimously approved this plan as well.

Matt Hayes with Alta Planning + was present. He provided a walk-through of the plan. He stated the grant for this plan has been funded by NCDOT. He thanked the Steering Committee who was very engaged in this process.

He stated this plan is about safety and transportation for those dependent on walking or biking. In this process they wanted to hear from everyone. He stated they looked at where the Town's sidewalks are and where there are gaps. They looked at how to make connections with the Neuse River Greenway.

He discussed the survey responses with almost 500 responses, which was a good number for a Town this size. He discussed the chapter on the recommendations for infrastructure. Shared was a priority checklist which included Robertson St. Sidewalk Gaps, Main St. Pedestrian Improvements, US 70 Crossings, Amelia Church Rd. & Shotwell Rd. Greenway Gaps, Glen Laurel Rd. Pedestrian Improvements, O'Neil St. Pedestrian Improvements and East Coast Greenway Completion.

Shared were safe routes to schools and parks. He stated the Comprehensive Network would look at the entire network of the Town and where in the long-term we would need these recommendations. This would help in the future when seeking funding. He discussed the programmatic side. He stated he would like this active committee to move forward into a long-term Transportation Advisory Committee to help keep this plan alive and moving forward. He stated they also looked at this from a policy standpoint where adjustments could be considered. Detailed in the plan was also resources for funding opportunities.

Council Member Casey asked if this would be incorporated in the Downtown Master Plan and the UDO rewrite? Mr. Howell stated yes, this has been shared with the consultants working on our different plans. He stated ultimately the goal would be to pull this into our Comprehensive Transportation Plan once that gets underway. Council Member Casey spoke on the list of priorities, Mr. Hayes stated a lot of their recommendations are for crossing improvements.

Mayor Pro Tem stated this has been noted as public hearing and asked if anyone wished to speak. With no one wishing to speak this public hearing was closed.

Approval of Clayton Pedestrian Plan

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer,

	and Michael Sims
NO:	None

- b. 2022-88-CZM Corbett Road Assemblage Conditional Zoning District
Presenter: Ben Howell, Planning Director

Mr. Howell spoke on this item. The request is to rezone several properties from RE Zoning to Conditional Zoning Residential. This would allow up to 750 units which consists of single-family, townhomes and multifamily with a maximum density of 10 units/acre. The properties are located off Corbett Road Southwest of Amelia Church Road. Property is approximately 86 acres. Shared was the overall site plan.

There would be 4 access points on Corbett Road and would have connectivity to Copper District. Water and sewer would be provided by the Town and electricity would be provided by Duke Energy. These properties would require annexation. The proposed unit mix is 325 multifamily units and 385 single-family homes and townhomes. Transportation Impact Analysis also included recommendations for improvements at Amelia Church Road/Corbett Road intersection and Springbrook Avenue/NC 42 intersection.

This project will comply with Town of Clayton Stormwater Ordinance. Public Water would be available on Corbett Road, and public sewer would connect to the new Pump Station in Copper District.

The landscaping buffers proposed are 20' wide Type C landscaping buffer, 20' wide street yard buffer along Corbett Road frontage, 10-15' wide street yard buffers on public road interior to the development and all street yards will feature street trees planted at 1 per 40 linear feet. The interior landscaping meets UDC requirements.

This proposal is consistent with the 2045 Comprehensive Growth Plan. This property will be connected to the Copper District development. The applicant is proposing to connect to public water and extend public sewer to serve the development.

Capacity of Adequate Public Facilities and Services

- **Schools:** Development proposed to be served by West Clayton Elementary, Clayton Middle and Clayton High – West Clayton Elementary and Clayton High are on 2022-2023 Capped School List for Johnston County
- **Roads:** Development will be accessed by Corbett Road and through connectivity to the Copper District development
- **Parks/Recreation Facilities:** Clayton Community Park and Clayton Community Center nearby
- **Wastewater Treatment:** Development proposed to be served by extension of sewer connecting into the Copper District pump station
 - Development subject to Town Wastewater Allocation Policy
- **Water Supply:** Public Water is available on Corbett Road
- **Stormwater Drainage:** Development will follow Town Stormwater

Ordinance

The development is proposing a 20' landscaped buffer with opaque screening to mitigate impact on adjoining property owners. With these conditions, no detriment to the public is expected. Staff recommends approval with the 17 recommended conditions of approval. When approved by the Planning Board there were only 16 conditions, they recommended approval unanimously of the development with those 16 conditions with the inclusion of transportation improvements at Springbrook Drive and NC 42 and at Amelia Church Road and Corbett Road in condition #15. Staff added condition #16 after the Planning Board meeting to require annexation of properties into the Town limits.

Shared were recommended conditions of approval which are listed in the staff report. Council Member Casey stated in conditions #9 & #10, it mentions the materials for single and multi-family detached, it does not mention single-family attached. Mr. Howell stated for condition #9, townhomes are considered single-family so it states it applies to construction new single and multi-family buildings. That would require the masonry requirement on both detached and townhomes and multi-family buildings. He stated condition #10, because it can be difficult to have architectural variability with townhomes, those are excluded from that architectural variability condition. Condition #10 only addresses single-family homes.

Dean Penny was present to represent applicant Craig Davis Properties. He stated this project is an extension of the original Copper District Master Plan that was rezoned last year. This is one more piece in the puzzle, all of which is needed to make this a fully vibrant mixed-use community. This project would use all the additional house options to create the density that would allow the retail and amenities everyone wants. He discussed the investments being made that would offer pedestrian pathways, sewer and streets but also envisioning an opportunity for a network of civic amenities such as a library, parks, a hotel, and school.

Richard Brown from Kimley-Horn was present. He stated the density being proposed on is 8.68 units per acre. He stated this project preserves the Town's character. The environmental team at Kimley-Horn performed an environmental delineation on this property and identified all streams and wetlands. They also evaluated the protected species that are on the Johnston County list and the historic resources. No issues were found with any of these.

Richard Adams, Transportation Engineer with Kimley-Horn was present. He stated a TIA was conducted for development and reviewed and approved by both NCDOT and Town staff. He stated a couple scenarios were looked at, with and without NC 42 improvements and with and without Copper District development. This TIA was determined a right-turn lane was needed on Amelia Church Road at Corbett Road as well as an additional lane southbound on Spring Brook at Hwy 42. With all improvements combined, it is projected acceptable levels of service at all intersections studied. He stated they researched the available capacity, and it was determined there was available capacity left on Amelia Church Rd. after full development of this project. Mr.

Adams went into detail on both scenarios. He stated the scenario that is expected would be that both developments are developed, and Hwy 42 improvements come along with the NCDOT project.

Mr. Brown shared a site map that showed the 4 access points off Corbett Road. He stated 13 acres of the 86 are being dedicated to open space. The environment shown overlays into the plan itself and shows how they are trying to minimize any impacts to the streams and wetlands. He stated a 6' opaque buffer (whether it be a fence or berm) will be provided at all of the perimeter except for where the property abuts the Copper District. He pointed out that as strong as they feel a good vehicular connection is important to this development, the pedestrian network is as equally important. He stated this would exist in the form of sidewalks, multi-use paths and a private greenway system.

He stated the architectural standards crafted into conditions are in direct response to the desire of high quality mixed of product types. That is demonstrated through the masonry, brick, stone material on the front facades and through the high efficiency products committed to and listed in the conditions.

Council Member Everett asked how wide are the environmental buffers? Mr. Brown stated typically onstream buffers, there are 50' wide buffers, he stated in this case, the wetlands are encompassing of any stream buffers so essentially, they stay out of the boundaries of those (this was demonstrated on the presentation). He stated they do not intend to impact those. Council Member Sims asked Mr. Adams about the capacity that would be left on Amelia Church Road after this development was built. Mr. Adams stated the measurement in this area was 7,000 vehicles a day and this project would add approximately 1,500 a day. He stated NCDOT has their level of service manual, the capacity is about 12,000. This completed project would total about 8,500 vehicles a day in that area.

Council Member Casey stated based on last year, there was about 120 single-family homes in pod five and pod six, he stated it was his understanding the heart of this development would come off Hwy 42 and as you went further into the community you would have more of the single-family style houses. He asked Mr. Brown to elaborate on how it is feeding in from the existing Copper District that has been approved. Mr. Brown shared the master plan and stated that is the best exhibit to explain this. He stated along NC 42, that is where the most intense use of the commercial and mixed-use is. As those graduate back, there would be a mix of residential. He stated he feels from a land use standpoint, it's an appropriate transition. He stated there is an existing natural feature that is a pond that is jurisdictional, and it feeds into an ecological system that comes up into the green space, he stated that's a natural transition from that as it bridges across the pond stream features on both the north and the south. That becomes a transition into a neighborhood that encourages slower traffic. From a land use standpoint, that would be a residential zone on the eastern side of the pond.

Council Member Casey asked in the other plan, there were 6 pods, how would this be phased in? Mr. Brown stated this infrastructure is preparing to go under construction any day now, the infrastructure that would organize the pods for the Copper District would be in place in the next year and a half. He shared a phasing exhibit and stated this is his best guess as of today. Mr. Penny stated the street infrastructure is part of the first phase of construction. He stated they are still envisioning at least one, if not two, vertical projects within the core Copper District overlapping and being simultaneous to that.

Council Member Casey stated he read electric service was provided by Duke Energy, he asked has it been considered for it to be Town electric? Mr. Penny stated they are open to that, he stated he has been in numerous discussions with Town staff about this. He stated if the Town can supply power, they are open to that. Council Member Casey stated there is discussion on expanding Hwy 42, and he knows this project would have an impact with that. He asked has there been any discussion with NCDOT, maybe expediting it to help mitigate traffic? Mr. Penny stated they have spoken with everybody that will listen. He stated the latest he has heard from NCDOT is that it is in for right away in 2027 and construction would start in 2029. He stated he is hopeful to be able to accelerate that. Mr. Penny he is working on bullet points that he would share with Town staff.

Council Member Casey stated there is neighborhood concerns regarding capacity of schools, he asked Mr. Penny how he address that. Mr. Penny stated in his broader vision they want a school. He stated there have already been two conversations with Johnston County Public Schools and there is a meeting scheduled with them next week. He stated they are also looking at the possibility of either private or charter.

Mayor Pro Tem Thompson stated this has been noted as a public hearing and asked if anyone wished to speak.

Paul Taperek, stated his concern is with pollution and also with the egress and ingress on Amelia Church Road. He is also concerned about the loss of the animal's habitat. He stated he is scared it would be a decrease of the property value of neighborhoods.

Sherry Truit stated she moved to Clayton because of rural fields. This high-density project will change the basic character of the area. She discussed the existing wastewater treatment plant being near capacity. She discussed the different wildlife in this area and how their lives would be impacted. She stated she is concerned about stormwater runoff as well as the schools being over capacity. She stated rezoning without proper infrastructure in place is not a good idea.

With no one else wishing to speak, it was turned over to Council for their deliberation.

Council Member Sims stated there are concerns but he feels like the applicant has addressed this. He stated he would still look further into Hwy 42/Amelia Church Road traffic. He felt like with everything that has been discussed they

have addressed the traffic needs for that area.

Council Member Casey stated he thinks with this project it makes sense, he stated this would bring benefits and amenities. He stated he felt the applicant has proved his point. Council Member Archer stated this is a big project and as she looked over the past Copper District that has been approved, she stated this strikes her as balance. She stated traffic is a big concern at that intersection, but she felt a lot of analysis has gone into the TIA and she must trust all the information she has heard tonight. Mayor Pro Tem Thompson stated he is impressed by the traffic engineer with his thorough analysis and is impressed that the developer has initiated conversation with schools.

Adoption of Ordinance #2022-11-03

Motion made by Council Member Archer that this agrees with the Recommended Statement of Consistency and Reasonableness and with the Conditions Agreed Upon by the Applicant.

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Adoption of Wastewater Resolution #2022-92

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

- c. **2022-70-CZM Short Johnson Road Conditional Zoning District**
Presenter: Ben Howell, Planning Director

Mr. Howell stated this request to rezone approximately 22 acres from RE zoning to Conditional Zoning Residential. This would allow up to 98 units of single-family homes and townhomes at a density of roughly 3 to 5 units per acres. This property is located off Short Johnson Road, south of Walnut Creek Subdivision. Shared was the site plan. The development is proposed to be majority single-family detached homes with the potential for some single-family attached townhomes.

The proposed development would have 3 access points. Water, sewer and electric would be provided by the Town of Clayton and these properties would require annexation. No transportation improvements are being proposed at this time, however, staff encourages Council to consider negotiating conditions to improve Short Johnson Road. This project will comply with the Town's stormwater ordinance with public order available on Short Johnson Road and

public sewer available through Walnut Creek Pump Station.

Proposed is a 20' wide Type C landscaping buffer with a 6' tall privacy fence along the exterior of the property and 20' wide street yard buffer along the Short Johnson Road. Also, 10'-15' wide street yard buffer on public road interior to the development. All street yards will feature street trees planted at 1 per 40 linear feet which meet the UDC requirements. Also proposing architectural standards with limitation of certain materials and a requirement for masonry on the primary street facing façade.

The 2045 Growth Plan calls for this area to be medium density residential, the proposal is consistent with the Growth Plan. The proposed development would provide a mix of housing and density transition near the Hospital and Copper District. Development would be accessed by Short Johnson Road and Trailwood Drive. Shared was the Master Plan Approval Criteria, staff believes the applicant has met the criteria. Town Council shall consider recommendation of the Planning Board (who approved this project unanimously). They did discuss two items in detail, one is condition #13, the Planning Board had concerns over how inexpensive and typical some of the items are to include a new construction, however, they made no recommended changes. They also discussed Short Johnson Road improvements centered around NCDOT requirements, no changes were recommended.

Council shall also adopt a written statement of reasonableness and consistency and shall approve, approve with conditions, or deny Conditional Zoning District, however, any changes and conditions must be agreed upon by the applicant prior to Council decision. If approved the conditional zoning district master plan narrative would be recorded and run with the land, it would not expire.

Staff recommends approved subject to the 15 recommended conditions. Mr. Howell read through the conditions which are included in the staff report

Council Member Casey asked if there is any liability the adjoining farm may have because of the development being next door? Attorney Cauley stated he would not anticipate that; the farm is pre-existing.

Applicant Dean Penny was present. He stated they have met with Ms. McKenna Parrish. He stated she came to the neighborhood meeting but had a separate meeting with her last week and worked through a lot of her concerns and have addressed those. Richard Brown from Kimley-Horn was present. He stated they agree with the future land use map and the 2045 Comprehensive Plan. He stated the actual density is roughly 4.4 units per acre.

An environmental assessment has been performed. Some of the physical conditions on the south particularly, the north side is largely cleared with some wooded areas and in the south side of Short Johnson Road has a stream coming up from the southwest into the property that continues through and back across Short Johnson Road offsite. Their plan attempts to respect those buffers and impact as little as possible. He stated on the south side they are

accessing at the western driveway entrance along Short Johnson Road coming in with a network that needs to cross the stream buffer. It could do so at a couple locations and still be under impact thresholds for stream and wetland impacts. Mr. Brown went into further detail sharing this information on a map. He spoke on stormwater measures and stated, if necessary, they would expand or provide additional stormwater measures.

He stated in response to neighborhood exchange, they have committed to the Type C buffer but specifically with an opaque fence at the perimeter of the site where it adjoins a residential property. He stated the farm to the east is operational, he stated he felt it is beneficial to them to have a barrier. Open space of about 2.75 acres of this development that has been dedicated.

Council Member Casey asked if they have any elevations of the housing types. Mr. Brown shared representations of the type of product brought forward. Shared was a slide representative of the product mix that is being contemplated. A commitment with a builder has not been made at this time, the types of builders and product types represented in the slide are those that he feels match and meet the needs of this market.

Council Member Archer stated she has concerns on the condition and the width of Short Johnson Road. Mr. Brown stated they are mindful of the conditions. He stated they did not have to perform a TIA, they would have some activity with the extension of the 8" water line within Short Johnson Road. He stated they do not intend to avoid any of the requirements but understand the desire to ensure some improvements. Richard Adams, Transportation Engineer with Kimley-Horn spoke on this. He stated this is a look at the theoretical traffic capacity. He stated he would not speak on the condition of the pavement. NCDOT defines the capacity of a road with 9' lanes, this does meet that requirement. The minimum capacity would be about 7,500 vehicles a day, this development would add approximately 1,000 trips a day. He stated he feels like from a theoretical capacity, we are in real good shape.

Mr. Brown stated in some ways it would benefit this development to make some improvements along the way. He stated without have information of vertical condition of that roadway, it would be hard for the applicant to put forward something to meet NCDOT standards. While they acknowledge it's an issue, they have desire to improve it somewhat themselves. Council Member Archer stated we do not have specific engineering information about the condition of the road or a TIA, she stated given all that and understanding the complexity, she is uncomfortable adding 98 units.

Council Member Sims asked Mr. Adams, at the Amelia Church Road at 42, how far is it from there to Short Johnson Road? He stated he is not sure but possibly several hundred feet. Council Member Sims asked him to speak more on the traffic and on any type of improvements on Hwy 42. Mr. Adams stated as part of the NC 42 improvements, there are several additional lanes coming to the intersection. He stated there would be dual left turn lanes from Hwy 42 eastbound to Amelia Church northbound and would have two through lanes in each direction on Hwy 42. There would also be exclusive right turn lanes on NC

42 at Amelia Church eastbound and two right turn lanes on Amelia Church southbound to turn west onto 42 going towards the freeway. That heavy movement would be accommodated by dual lanes in each direction as well as dual lanes on Hwy 42 in both directions.

Council Member Sims asked Mr. Adams how many trips does this generate? Mr. Adams stated about 990 trips a day, some of which would use Trailwood. To answer Council Member Sims previous questions, it is about 600 ft. from Amelia Church to Short Johnson Road. Mr. Adams stated Short Johnson Road would be right in, right out.

Council Member Archer asked about site permitting and how that might affect the condition of the road? Mr. Brown stated they would have topics during the site permitting process that would have to be addressed on the infrastructure. She asked about a waterline, Mr. Brown stated there is an 8" waterline short of the property, this waterline would need to be extended to serve this development as a public 8" waterline. He stated this is one of the conditions. She asked if the extension of the waterline would disturb this road, he stated he can't represent that it would.

Mr. Jacobs stated the waterline would connect to the eastern property line, west of the existing apartments. Since Short Johnson Road is a state-maintained road, they don't allow utilities underground. All the disturbance should be on the south side of Short Johnson Road. There may be high potential for impact that at least the shoulder of the road where the depth of the waterline would take place where there may be impacts to the existing asphalt. Council Member Archer asked for confirmation the waterline extends where the apartments are to the left, Mr. Jacobs stated there is an existing waterline that it would be tied into. She stated this would affect the very least of the shoulder on the road to make these improvements, Mr. Jacobs stated that is correct. She stated with this information, it sounds like there would be potential impacts to the road anyway. She asked if there is a way to come up with a compromise condition where the impacted section could be resurfaced or widened a little if even NCDOT allows this.

Mr. Brown stated he would speak on behalf of the applicant team, if Council would will this he thinks there is a commitment to an improvement along the frontage that if subject to NCDOT review and approval that they could agree to, provided that did not result in additional right-of-way dedication. He stated it may be important if staff has any response, but he does think making sure they have the option of a fee-in-lieu in the case of any physical conditions where that was not a safe feasible condition to improve it in small segments. He stated he feels like that is something that could be discussed. Council Member Archer asked for clarification on frontage, Mr. Brown said yes, and when he refers to that along the right-of-way segments that touch Short Johnson Road

Mayor Pro Tem Thompson stated this has been noted as a public hearing and asked if anyone wished to speak.

Charles Parrish stated he met with Dean Penny about proper fencing and

putting up buffers, Mr. Penny discussed everything with them. He stated he is very excited about this development.

With no one further wishing to speak, the public hearing was closed and turned over to Council for their deliberation.

Council Member Sims stated he likes that the applicant heard citizen's concerns and was able to come to agreement. He stated he is concerned about the 98 homes, and the citizens would have to deal with those roads. He asked who would be responsible for the improvement on the roads. Council Member Casey stated this is a unique situation because of the lack of road frontage, he stated he did not want the applicant to have to buy right-of-way easements. There needs to be a plan for a path forward. Council Member Archer stated at this point she is leaning toward requesting to continue this, there is a lot of information that she would like to make sense of such as additional engineering information they can get about the road. She stated there are two large frontages on a small road.

Council Member Sims stated he doesn't know how much more you can get out of the applicant who has done their part. Mayor Pro Tem Thompson stated its a state road, and he doesn't think the burden should be on the applicant. Council Member Casey asked if there was a development further down the road because it is a deadend road, would Town staff ask for improvements to be made if the farm ever becomes a subdivision, what will staff request? Mr. Jacobs stated it would depend on the density of the development. He stated the road does appear that grass is growing over the edge and there may be more pavement there than is seen.

Adoption of Ordinance #2022-11-02

Council Member Sims moved to approve Ordinance #2022-11-02 with Conditions and Recommended Statement of Consistency and Reasonableness

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Adoption of Wastewater Resolution #2022-93

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

- d. **2022-170-RZ Pawville Rezoning**
Presenter: Ben Howell, Planning Director

Mr. Howell stated this request to rezone from Highway Business Special Use District or SUD to Highway Business B3. It is approximately 1.14 acres and is currently vacant, located at Tew Ct & Gateway Drive. This item is related to the next item on the agenda, 2021-169-SUP. The Future Land Use Map shows this as an employment center. Staff believes the request is consistent with Goal Land Use 1, Policy Land Use 1.1, Strategy Land Use 1.1.1 of the Comprehensive Growth Plan 2045.

Approval of the rezoning would allow any permitted use within the B3 zoning district to be constructed on the site. Town Council should consider all potential uses of the site prior to approval. Staff and Planning Board both recommend approval.

Mayor Pro Tem Thompson stated this has been noted as a public hearing and asked if anyone wished to speak. With no one wishing to speak, this was turned over to Council for deliberation.

Adoption of Ordinance #2022-11-04

RESULT:	CARRIED 5-0
MOVER:	Porter Casey
SECONDER:	Andria Archer
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

- e. **2021-169-SUP Clayton Pawville Special Use Permit (*Quasi-Judicial*)**
Presenter: Ben Howell, Planning Director

Town Attorney discussed the proceedings of a Quasi-Judicial hearing and Town Clerk offered testimony. Mr. Howell stated this is a request for kennel use with outdoor runs. The property size is approximately 1.55 acres, located on the corner of Gateway Drive and Tew Court and is currently vacant. The associated site plan has been reviewed and approved by the TRC. The proposal is consistent with 2045 Comprehensive Plan.

Mr. Howell discussed the Findings of Fact and shared the applicant's response (these are included in the staff report). Proposed recommend conditions have been agreed on by the applicant. Mr. Howell read these conditions.

Applicant, Phil Miller was present. He stated he is the founder and CEO of Pawville. He provided background history on Pawville which is based in Wilmington and has 7 locations. He discussed the specifics of the fencing and privacy of this facility. He shared pictures of the proposed Clayton Pawville. He stated the Town of Clayton is drastically underserved and they would like to serve the pet parents of Clayton.

Pat Flanagan, VP of Commercial Real Estate – Century 21, distributed a packet to Council that showed the property and businesses that could be impacted. He stated he tried to find something comparable to this business. An example he did find is Pet Paradise in Apex. He showed the property evaluation process. He shared the cost per acres of this facility and examples of the impact of this product in the market. He stated he feels confident in his studies that this would not be impacted.

Will Huyler, Civil Site Engineer and CEO – Carolina Land Design, PLLC, stated this is on Hwy 70, one of the last lots left in that commercial site area. All the utilities are in place and there are two ingress/egress points as well as a shared access driveway. He stated plenty of parking has been proposed and they have asked for a 10% reduction which was approved by the Planning Director. He stated there were no concerns at the neighborhood meetings. He addressed the Findings of Fact. He stated the ingress egress point is 24' wide, they do not see an issue with that.

Council Member Archer asked for clarification of the credentials of the VP of Commercial Real Estate regarding Findings of Fact #3, he stated he is a broker.

Council Member Casey asked if anyone had spoken with the property owner, Ms. Abernathy, next door to the parcel. Mr. Miller stated they said they sent her the mailers. Council Member Casey stated there is a fence, can you speak to the safety features considering there is a daycare nearby. Mr. Miller stated there is an 8' fence all the way around with concrete at the bottom. He stated they have never had a dog dig under or go over this fence at any of their locations. Council Member Casey asked him to speak on the dog waste, Mr. Miller stated any bags of fecal matter are tied up and put in the dumpster. He stated since the dumpster is taken away once a week and there has never been a problem.

Mayor Pro Tem Thompson stated this has been noted as a public hearing and asked if anyone wished to speak. With no one wishing to speak, this was turned over to Council for deliberation.

Council Member Archer stated she feels the applicant has met all four Findings of Fact. Council Member Casey stated he is positive about this. Mayor Pro Tem Thompson stated he is satisfied. Council Member Sims stated he agrees with his Council Members. Council Member Everett stated he feels this is a good idea.

Approval of 2021-169-SUP

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims

NO:	None
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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.

7. OLD BUSINESS

8. NEW BUSINESS

a. Neuse River Trail Feasibility Study

Presenter: Scott Barnard, Park & Rec. Director

Austin Cross, Parks and Open Space Grant Coordinator, Johnston County Parks

Scott Barnard introduced Austin Cross to speak on the Neuse River Trail Feasibility Study. Mr. Cross serves as the Parks and Rec. Open Space Grant Coordinator for Johnston County Parks. Mr. Barnard stated this study layers nicely with the Pedestrian Plan that would be heard tonight. This study looks at Clayton and beyond rather than just Clayton specifically. The County Parks Department is looking for support from Council tonight for this plan to be able to move it forward and seek funding to make trail connections from Clayton to Smithfield and on towards Goldsboro and beyond.

Mr. Cross stated this study began May of 2021. He stated it has been adopted by their Council, Smithfield's Council, Selma's Council and would go before Wilson's Mills Council. He provided history of this study and an Executive Summary. He stated this is a total of 182 parcels with Clayton only having approximately 40 parcels. He shared details of this study.

Approval of Support

RESULT:	CARRIED 5-0
MOVER:	Porter Casey
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

9. STAFF REPORTS

a. Town Manager

Mr. Cappola stated he would like to speak on the school resource officer. Chief

Tart could not be here this evening. He stated we were notified by Johnston County Public Schools that they were recently awarded a grant through the Center for Safer Schools that would cover adding school resource officers to all the schools within our jurisdiction. We were asked if we would consider adding the additional staff, which would be four, to put officers in all Elementary Schools. He stated at a staff level, we are supportive of that. We would need to look more in terms of the cost, but he believes this is a two-year grant. There is potential for funding to be extended again but the Town would have some portion of cost.

He stated if this is something Council is willing to support, that would be the ask and as part of the mid-year budget we would look at any additional resources needed to support this moving forward.

Mayor Pro Tem Thompson motioned to support the project. Seconded by Council Member Casey.

Motion to Move Forward with Four School Resource Officers

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

- b. Town Attorney
- c. Town Clerk
- d. Other Staff

Downtown Master Plan Update
Presenter: Ben Howell, Planning Director

Downtown Strategic Plan Update
Presenter: Patrick Pierce, Economic Development Director

School Resource Officer Update
Presenter: Greg Tart, Police Chief

Downtown Master Plan Update
Presenter: Ben Howell, Planning Director

Mr. Howell provided an update on the Downtown Master Plan. He stated they attended the Harvest Festival as part of public engagements where they had a great turn out. He stated they are now preparing to have their first Public Meeting. December 14th there would be a public meeting held in Town Hall from 6-8:00 p.m. An update would be provided discussing where they are with the Downtown Plan as well as gather additional input. Consultants would begin

preparing concept plans in coordination with property owners. Those would be brought back in January/February. The survey is still out and would be active a few more days.

Downtown Strategic Plan Update

Presenter: Patrick Pierce, Economic Development Director

Mr. Pierce provided an update to the Downtown Strategic Plan which compliments the Master Plan. The DDA has really been heading this up. Consultants presented earlier this month both the data plan underneath as well as some draft strategies. They had a chance to look at those at the last DDA meeting. A special meeting would be held next week to further investigate those. Consultants would receive feedback by the middle of December. A draft final plan would be available for Council at the January 3 Work Session.

CAMPO is working on the Capital Area Metropolitan Planning Organization. The Southern Corridor Bus Extension study is open for public comment, this is the end of the feasibility study. Looking at an additional feasibility study of a Garner to Clayton route. Citizens can fill out a survey at wakebrtextensionstudy.com. Their preferred alternative is to go all the way to Powhatan with service, as opposed to stopping at NC 42. Also looking at a one seat ride, which would allow you to ride from Clayton and not have to transfer into Garner.

School Resource Officer Update

Presenter: Greg Tart, Police Chief

Chief Tart was not in attendance tonight.

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment
 - Individuals have three (3) minutes to address the Town Council.
 - Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.
- b. Council Comments

11. CLOSED SESSION

- a. Closed Session to Discuss Legal Matter in accordance with NC GS 143.318-11 (a) (3).

Motion to Go Into Closed Session at 9:24 p.m.

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims

NO:	None
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- b. Closed Session to Discuss Economic Development in accordance with NC GS 143.318-11 (a) (4).

Motion to Return to Open Session at 9:45 p.m.

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

12. ADJOURNMENT

- a. Adjournment

With nothing further, the meeting was adjourned at 9:46 p.m.

Motion To Adjourn

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Duly adopted this 19th day of December 2022, while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk



**Town of Clayton
Town Council Work Session Minutes
Monday, December 5, 2022 at 3:00 PM
Rotary Room, Town Hall
111 E. Second Street**

Council Present:

Mayor Pro Tem Jason Thompson
Council Member Andria Archer
Council Member Avery Everett
Council Member Michael Sims
Council Member Porter Casey

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Heidi Holland, Town Clerk
Robert McKie, Finance Director
Allen Turnage, Electric Director
Catherine White, Comm. & Marketing Specialist
Amy Shearin, Emergency Management & Special
Events Coordinator
Shaun Mizell, Procurement Manager
Ann Game, Revenue & Utility Cust. Service Director

Council Absent:

Mayor Jody McLeod

1 CALL TO ORDER

- a) Mayor Pro Tem Thompson called the meeting to order at 3:06 p.m.

2 APPROVAL OF AGENDA

- a) There was an adjustment to the agenda as follows:

Add to 3c. Advisory Board Appointment Discussion

- Public Art Advisory Board
- Fire Advisory Board

RESULT:	CARRIED
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Andria Archer and Avery Everett
NO:	None

3 ITEMS FOR DISCUSSION

- a) Mass Communications/Data Voice Presentation (1 Hour, 15 Minutes)
Presenter: Ron Bentley, Data Voice, Director of Sales and Product Management, Amy Shearin, Emergency Management Coordinator and Nathanael Shelton, Communications Officer

Nathanael Shelton discussed the proposed Town of Clayton Communication System.

Issues & Challenges

- Power and water outage notifications are complaint driven
- Outage communication is handled on social media
- No direct communication tool beyond email marketing
- No town operated emergency mass communication tool
- After-hours calls to Operations are dispatched via 911
- Need to meet expectations of public

He stated a taskforce has been created made up of staff from Administration, Communications, Customer Service, Fire Department, Police Department, Electric, Technology and Water Resources. He stated this program is a one stop solution for mass communication as far as our needs go.

4 Main Components (OVERVIEW)

- Outage Management System (OMS)
- Interactive Voice Response (IVR)
- Emergency Communication
- Report an Issue (Fix It App)

Mr. Shelton provided examples of uncommon issues that should be reported. He stated this program would integrate with all of our systems such as CityWorks and New World.

When an outage occurs:

- Staff would be automatically alerted (Includes in the field tool for staff)
- Customers are notified and updated automatically for duration of outage
- Online public outage map is automatically generated
- Customers also have option of manually reporting outage via text or phone call

IVR

- Provides automated phone calls
- Report outages via phone call
- Creates ticket assigned to a call
- Automatic follow-up customer if requested to verify restoration
- After-hours notification to on call employees

Ms. Shearin stated during business hours you would still be able to call in and

Speak with staff at our Operations Center but after 5:00 p.m. this automated system would be used.

Ron Bentley, with Data Voice Presentation, was present to discuss this program more in-depth. He stated the goal of this program is to get the information out to the public quickly, efficiently, and accurately.

Existing Programs the Town Currently Uses:

- GIS, ArcGIS
- CIS New World
- AMI/MDM, Sensus
- SCADA

Proposed Programs for the Town:

- Maint. Mgt. CityWorks
- Mobile App Managers
- Website Interaction
- IVR
- Text Notifications
- Crew Mobile Apps

Outage/Trouble Ticket Process

- Initial Reports
- Triage
- Dispatch
- Report
- Substant Report (which would reach out to citizens letting them know the issue has been resolved).

He stated this is a web-based system and does offer an app from the app store. He demonstrated this program. Mr. Bentley stated you could choose the app itself, but if you weigh the options, the texting interface is something you can immediately enroll all Town citizens into the program. Using the app, you would have a way to notify everyone but they must install the app. He stated this program grabs the list of existing accounts from New World and is updated daily. This would update citizens who sign up for new services as well.

Shared was the notification process and the field technician's perspective. The idea behind this piece is to share how the system looks on the iPad in the trucks. He stated the iPad can be tracked to locate the truck. All Town trucks are equipped with iPads.

Chief Barbee stated this program could eliminate the confusions we are having with 911. He thinks we need to utilize all options to make this happen. He stated we need to look at the cost savings we would have if we purchased this program. Ms. Shearin stated something to consider is all of the staff time and cost involved in notifying citizens of, for instance, a water outage. With this program, we would be able to send out a text message. Council Member Casey asked when a citizen receives the text, would they be able to text back

and it be received? Mr. Bentley stated there is not a confirmation of receipt.

Mr. Bentley stated if someone opts out of receiving a text, they would be able to receive a phone call. Council Member Sims stated he would like to see the cost savings between this program and the cost of our current procedure (such as printing door hangers, delivering door hangers to customers, etc.)

Ann Game stated you can't put a cost on customer experience. There was discussion on a recent power outage and the volume of calls received that were put into a voicemail cue. Staff was not be able to return these calls until hours later and some possibly the next day. Allen Turnage stated this program would free up our staff so they are not answering calls when there are water or power outages. He stated he feels this program would do what it is designed to do.

Mr. Bentley stated to answer Council Member Sims question, he would be able to work on an estimate on the return on investments. Mr. Cappola stated the initial set up cost is a \$270,000 investment and the reoccurring yearly cost is a \$80,000 license fee. He stated this would cost less than approximately \$.50-\$1.00 to the customer. He stated we could find funds in the current budget for the initial cost but would look for a proportionally share cost for the yearly fee.

b) **Strategic Plan Follow Up/Setting Interim Goals (30 Minutes)**
Presenter: Dolores Gill, Deputy Town Manager

Ms. Gill stated the Executive Team has spent time reviewing the current Strategic Plan.

Strategic Plan Data

- 102 management or policy items
- 27.5% – complete
- 45.09% – progress
- 18.6% – refocus
- 8.8% – no long applicable

She stated she thinks we will be in a good position moving into new strategic plan. This information would be reported to Council through quarterly reports. The goal is to get this to the finish line before the consultant comes on.

She shared the Interim Actions:

Goal 3 - Manage Growth Producing Quality Developments

- **Objective #1 - Plan and Expand Infrastructure and service capacity to support growth, water, sewer, roads, stormwater management. This supports council retreat focus areas of growth, infrastructure, CIP, and transportation**

Goal 2 - Financially Responsible Town Government providing Quality Service

- **Objective #4 - Professional, well-trained Town workforce dedicated to serving the community**

- Objective #5 - High Level of Customer Satisfaction with Town Services
This supports council retreat focus area of: Customer Service/Customer Experience

Noted in Goal 2 under Shorty Term Challenges and Opportunities
#2 - Actions taken by the State of NC and federal governments impacting the Town of Clayton. This supports council retreat focus area of Legislative Agenda.

Ms. Gill asked Council if they were good with this direction, there was further Council discussion on this. Mr. Cappola stated they are working with staff closely to better report back to Council with percentages of task completion. Council Member Archer stated she likes the quarterly reports.

c) Advisory Board Appointment Discussion (5 Minutes)

- Board of Adjustment
- Planning Board
- Library Advisory Board
- Recreation Advisory Board
- Public Art Advisory Board
- Fire Advisory Board

Presenter: Heidi Holland, Town Clerk

Ms. Holland stated interviews were held for the vacancies on six advisory boards. She stated if there were no objectives, these recommendations would go before Council for appointment at the December 19, 2022 meeting.

d) Hold for Potential Closed Session (15 Minutes)

No closed session took place at this meeting.

4 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 5:04 p.m.

Motion to Adjourn

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Jason Thompson, Andria Archer, Avery Everett, Michael Sims, and Porter Casey
NO:	None

Duly adopted this the 19th day of December, 2022.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

December 5, 2022
Minutes



Town of Clayton
Regular Town Council Meeting Minutes
Monday, December 5, 2022 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:

Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Porter Casey
Council Member Avery Everett
Council Member Andria Archer
Council Member Michael Sims

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Heidi Holland, Town Clerk
Robert McKie, Finance Director
Greg Tart, Police Chief
James Blalock, Utilities Maintenance Superintendent
Nathanael Shelton, Communications Officer
Amy Shearin, Emergency Management & Special
Events Coordinator
Patrick Pierce, Economic Development Director

Council Absent:

None

1. CALL TO ORDER

a. Call to Order

Mayor McLeod called the meeting to order at 6:00 p.m.

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: 9d. STAFF REPORTS

Small Business Saturday Update

Presenter: Patrick Pierce, Economic Development Director

ADD: 11a. CLOSED SESSION

Closed Session to Discuss Legal Matter in accordance with NC GS 143.318-11

(a) (3).

Approval or Adjustment of Agenda

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Jason Thompson
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

3. CONSENT AGENDA

a. Minutes

- November 7, 2022 - Work Session
- November 7, 2022 - Regular Session
- November 7, 2022 - Closed Session

Presenter: Heidi Holland, Town Clerk

Approve Consent Agenda as Presented

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Andria Archer
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

4. ADMINISTRATIVE ITEMS

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. Employee Introduction and Recognition

- James Satterwhite, Pump Technician

Presenter: James Blalock, Maintenance Superintendent

Employee Introduction

- Michelle Snyder, Executive Assistant to Town Manager

Presenter: Rich Cappola, Town Manager

Mr. Blalock was present to introduce and recognize James Satterwhite, Pump Technician. He was hired in March to work at the Operations Center but moved over to the Water Resources Department. He passed his C Distribution Water Certification Exam on October 27, 2022. Mr. Satterwhite stated he appreciates the opportunity, Council welcomed him.

Mr. Cappola recognized Michelle Snyder, new Executive Assistant to Town Manager. He stated they are happy to have her. Ms. Snyder stated she is excited about her new role here with the Town. Council welcomed her.

6. PUBLIC HEARINGS

7. OLD BUSINESS

8. NEW BUSINESS

a. Mass Communications/Data Voice Presentation

- Town of Clayton Communication System

Presenter: Nathanael Shelton, Director of Communication

Mr. Shelton shared information on this item. He stated they have been working on this for several months and are very excited about this.

He stated a taskforce has been created made up of staff from Administration, Communications, Customer Service, Fire Department, Police Department, Electric, Technology and Water Resources. He stated this program is a one stop solution for mass communication as far as our needs go.

He stated they are very excited about the Alert Options which includes text message, phone call, email or website. He shared what the portal looks like and shared different steps. He shared details of Emergency Communication, which can alert the community to an emergency or impactful information in a defined area. Example scenarios include Active Shooter, Missing Child, Boil Water Advisory, Broken Water Line, Planned Outages and Road Closures.

He stated they have added a Report an Issue tool which allows the community to report different issues. That issue would be automatically routed to that department. It would also be entered into CityWorks where the citizen is able to track this issue.

Other benefits include:

- Eliminates after hours dependability on 911 dispatchers during emergencies
- Users reporting issues from outside Town Limits are automatically provided with a list of resources to assist them in their area
- Customers call to check balances and payment status

Council Member Archer stated she really likes the safety feature of this program. Council Member Everett stated this brings things up to date and shows the community we are committed to keeping our citizens safe. Mr. Cappola stated if we have consensus, we will bring this back at the December 19th meeting for a budget amendment.

It was consensus of Council to bring back to the December 19th meeting.

9. STAFF REPORTS

a. Town Manager

Mr. Cappola stated tomorrow he and Robert McKie, Finance Director, would meet with the LGC. The item on the agenda is for the approximately \$100 million dollars related to the bond issuance for the Wastewater Treatment Facility. The process would be to turn around and sell the bond the next day and hope to close on this by the end of the year so contracts could be executed. At the next Council meeting there would be a request to make a final approval of the award to Thalle Construction.

He thanked all staff that worked the Tree Lighting last week, he heard a lot of positive feedback. He discussed the Christmas Parade Saturday, December 10th. He stated considering the recent events, safety has been a high priority for Town staff as well as the Clayton Rotary. Town staff including Police Chief, Fire Chief and himself met with the Rotary staff last week to review the current practices. He stated we are fortunate the Rotary has had long standing practices. We would be providing extra checking of both the drivers of the vehicles as well as confirming everyone does has a valid registration to ensure a safe parade.

A few dates mentioned:

- December 14: Downtown Master Plan Update, this will be a public meeting in the Chambers from 6:00 – 8:00 p.m.
- December 15: Gateway 42 Small Area Plan/Stakeholder Public Meeting at the Community Center from 6:00 – 8:00 p.m.
- December 15: Last day to mail letter to Santa at the Library

b. Town Attorney

Attorney Cauley reported an update on a litigation matter. He stated 2021-74-SUP, Amelia Church Tribute Community, was heard by Council on March 7, 2022. An evidentiary hearing was held on the 220-unit apartment complex proposed for Amelia Church Road. He stated those processes are often ripe for litigation and that one proved to be true. This ended up with a complaint being filed in Johnston County Superior Court when Council denied the permit. Council expressed concerns about the density and connectivity with that development.

The lawsuit was filed claiming the permit had been wrongfully denied. The Town answered the complaint denying those allegations. The parties met over the next few months on several occasions and a formal mediation was held. Special thanks to Town Manager Rich Cappola, Planning Director Ben Howell, and Town Engineer Joshua Baird for their efforts in working through to a compromise. Council considered those negotiations in closed session and that is what triggers this report.

A settlement was reached with the parameters Council authorized to negotiate. The key settlement terms are as follows:

- All conditions of approval that were presented in the March 2022

- hearing are included and are a part of this settlement.
- The density for this project has been reduced from 220 units to 196 units.
- The connectivity concerns have been addressed by enhancing connectivity to adjoining properties to the north, south and east.
- The wastewater reservation was reduced to 48, 500 gallons per day rather than 53,760 gallons per day.

This judgement has been presented to and signed by a Superior Court Judge and that permit is now effectively issued for that project.

- c. Town Clerk
- d. Other Staff

Other Staff

Fireworks Discussion

Presenters: Amy Shearin, Emergency Management Coordinator and Lieutenant Brian Temple

Ms. Shearin was present to speak on the 2023 Fireworks Display. Over the past several months staff has been evaluating how to bring fireworks back to the July 4th celebration. They prioritized keeping them Downtown but also finding a safe and accessible location. They have been in conversation with Johnston County School System about utilizing Clayton High School. It checks many boxes such as on-site parking, on-site launch location, as well as public viewing. Shared was a preliminary site map. The school system agrees with this arrangement. With Council's permission, they would love to move forward with fireworks for Saturday, July 1, 2023. Mayor McLeod stated he is excited to know we have a controlled safe spot for these fireworks. He stated this is great when government boards work together. Council Member Casey stated this pleases him that we are bringing this back.

Mr. Cappola stated there would be a budget amendment to come to Council at the next Council meeting so the money would be in place.

Small Business Saturday Update

Presenter: Patrick Pierce, Economic Development Director

Mr. Pierce provided a quick update to a successful event on Saturday, November 26, 2022. DDA partnered with Last Friday and the Clayton Farm and Community Market to bring a lot of life to Main Street. He stated stores had lines out the doors. This was a great opportunity overall. He recognized DDA Chair Christi Thompson and Board Member Dan Barbour, as well as Lydia Routhier who did a great job of spearheading this. Mayor Pro Tem Thompson stated he heard more positive comments on this event than he has any event all year long. Mayor McLeod asked how we can do more events like this throughout the year.

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment
- Individuals have three (3) minutes to address the Town Council.
 - Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.
- b. Council Comments

11. CLOSED SESSION

- a. Closed Session to Discuss Legal Matter in accordance with NC GS 143.318-11 (a) (3).

Motion to Go Into Closed Session at 6:31 p.m.

RESULT:	CARRIED 5-0
MOVER:	Porter Casey
SECONDER:	Andria Archer
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Motion to Return To Open Session at 7:17 p.m.

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

A Motion was Made to Correct the Closed Session Statute to Read: Closed Session to Discuss Criminal Matter in Accordance with NC GS 143.318-11(a)(7)

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

12. ADJOURNMENT

- a. Adjourn

With nothing further, the meeting was adjourned at 7:18 p.m.

Motion to Adjourn

RESULT:	CARRIED 5-0
----------------	--------------------

MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Duly adopted this 19th day of December 2022 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

Consent Agenda

Item Title

Sole Source Exemption (Compatibility)

Presenter:

Shaun Mizell, Procurement, Contracts and MWBE Manager

Summary/Description

Town Staff after evaluating different sources for the Outage Management System (OMS) and Interactive Voice Response (IVR) are proposing to use the sole source statute section 3 standardization/compatibility to select the software provider for the Outage Management System and Interactive Voice Response. The Town currently has numerous systems that the software servers would need to integrate within utilities. The Data Voice (OMS) and (IVR) can be integrated to the following Town systems:

- New World
- ESRI GIS
- Sensus AMI
- Scada
- SIP to PBX

The status of SCADA is currently being resolved at the Town. Data Voice offers the flexibility of multiple SCADA integration options. Staff feels it is advantageous for compatibility purposes to select Data Voice as the software provider for the (OMS) and (IVR).

The Procurement Manager and staff after evaluating and determining the best procurement method for acquisition of the (OMS) and (IVR) ask council to approve the Sole Source exemption to use DataVoice as the provider for the Outage Management System and Interactive Voice Response.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

Exceptions to State Competitive Bidding Requirements

Meeting Timeline

Click or tap here to enter text.



Exceptions to State Competitive Bidding Requirements For North Carolina Local Governments

Exception	Applies To:	Description	Board Approval Required?	Other Requirements
Purchases				
Purchase from other units of Government G.S. 143-129(e)(1)	Informal and formal purchases and leases	Purchase directly from another unit of federal, state, or local government anywhere in the U.S.	No	None
Emergency G.S. 143-129(e)(2)	Informal and formal purchases and construction/repair	Present, immediate, and existing special emergency involving public health and safety of people or property	No	None
Fuel Purchase G.S. 143-129(e)(5)	Informal and formal purchases	Purchase of gasoline, diesel fuel, alcohol fuel, motor oil, fuel oil, or natural gas	No	Informal bidding requirements apply to purchases costing \$30,000 or more (including purchases over \$90,000)
Sole Source G.S. 143-129(e)(6)	Informal and formal purchases	Available when (1) performance or price competition is not available; (2) product is available from only one source; or (3) standardization or compatibility is the overriding consideration	Yes	None
Group Purchasing Program G.S. 143-129(e)(3)	Informal and formal purchases	Competitive bidding process by a formally organized program offering discount prices to at least 2 public agencies	No	None



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

CONSENT AGENDA

Item Title

Resolution 2022-96 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 3F, 3G, & 4G)

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Approval/Adoption

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) | ☐ 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

Streets and rights-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject streets have been verified through inspections to have been installed per the Town's Manual of Standards, Specifications, and Design. Engineering staff recommends acceptance of the subject streets which were placed under a five-warranty period, which has subsequently expired. Upon final acceptance, the subject streets are eligible for funding through NCDOT's Powell Bill Program.

Recommendation

Approval

Funding Source

N/A

Corresponding Documentation

[RWAC Street Final Acceptance Resolution Phases 3F 3G 4G 12-2-22](#)

Submitted By: Jonathan Jacobs, Engineers/Inspection

Reviewed By:

Joshua Baird, Engineering Director

Rich Cappola, Town Manager

Heidi Holland, Town Clerk

Approved - Dec 13 2022

Approved - Dec 14 2022

Approved - Dec 14 2022

**RESOLUTION TO ACCEPT STREETS INTO THE TOWN OF CLAYTON STREET
SYSTEM FOR MAINTENANCE – RIVERWOOD ATHLETIC CLUB (PHASES 3F, 3G, &
4G)**

WHEREAS, streets and right-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, approval by the Town of Clayton Town Council is necessary for eligibility for receiving funding from the NCDOT's Powell Bill Program.

WHEREAS, the street segments listed below were placed under a warranty period for five years to monitor for construction deficiencies, which has subsequently expired and

WHEREAS, Town of Clayton Engineering staff has inspected the street segments referenced below and recommends final acceptance by Town Council for 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 streets and right-of-way into the Town of Clayton Street System.

SUBDIVISION	STREET NAME	BEGINNING DESCRIPTION	END DESCRIPTION	LENGTH
RWAC, Phase 3F	Nelson Lane	Phase Line 3E-2	Phase Lin 3G	0.13
RWAC, Phase 3F	Boswell Lane	Phase Line 3E-2	Int of Nelson Lane	0.12
RWAC, Phase 3F	Nelson Lane	Int of Boswell Lane	Phase Line 3G	0.09
RWAC, Phase 3F	Faldo Ridge	Int of Boswell Lane	Int of Nelson Lane	0.06
RWAC, Phase 3G	Nelson Lane	Phase Line 3F	Phase Line 3F	0.11
RWAC, Phase 4G	Dawson Drive	Phase Line 4E	End of Dawson Drive	0.06
TOTAL				0.57M

Duly adopted this the 19th day of December 2022.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

CONSENT AGENDA

Item Title

Resolution 2022-97 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 2F-2. 2H, 2H2, & 7A2)

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Approval/Adoption

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

Streets and rights-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject streets have been verified through inspections to have been installed per the Town's Manual of Standards, Specifications, and Design. Engineering staff recommends acceptance of the subject streets which were placed under a five-warranty period, which has subsequently expired. Upon final acceptance, the subject streets are eligible for funding through NCDOT's Powell Bill Program.

Recommendation

Approval

Funding Source

N/A

Corresponding Documentation

[RWAC Street Final Acceptance Resolution Phases 2F-2-2H-2H2-2H3-7A2](#)

Submitted By: Jonathan Jacobs, Engineers/Inspection

Reviewed By:

Joshua Baird, Engineering Director

Rich Cappola, Town Manager

Heidi Holland, Town Clerk

Approved - Dec 13 2022

Approved - Dec 14 2022

Approved - Dec 14 2022

**RESOLUTION TO ACCEPT STREETS INTO THE TOWN OF CLAYTON STREET
SYSTEM FOR MAINTENANCE – RIVERWOOD ATHLETIC CLUB (PHASES 2F-2,
2H, 2H2, 2H3, & 7A2)**

WHEREAS, streets and right-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, approval by the Town of Clayton Town Council is necessary for eligibility for receiving funding from the NCDOT's Powell Bill Program.

WHEREAS, the street segments listed below were placed under a warranty period for five years to monitor for construction deficiencies, which has subsequently expired; and

WHEREAS, Town of Clayton Engineering staff has inspected the street segments referenced below and recommends final acceptance by Town Council for 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 streets and right-of-way into the Town of Clayton Street System.

SUBDIVISION	STREET NAME	BEGINNING DESCRIPTION	END DESCRIPTION	LENGTH
RWAC, Phase 2H	Pearson Place	Payton Drive	Phase Line 2H3	0.16
RWAC, Phase 2H3	Pearson Place	Phase Line Phase 2H	Phase Line 7A2	0.06
RWAC, Phase 2F-2	Stockton Court	Int of Hardaway Point	End of Cul de Sac	0.04
RWAC, Phase 2F-2	Hardaway Point	Phase Line 2B-2	Phase Line 2F	0.07
RWAC, Phase 7A2	Pearson Place	Phase Line 2H3	Phase Line 7A	0.04
TOTAL				0.37MI

Duly adopted this the 19th day of December 2022.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC

Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

CONSENT AGENDA

Item Title

Resolution 2022-98 to Accept Streets into the Town of Clayton Street System for Maintenance - Riverwood Athletic Club (Phase 8B-1, 8B-2, 8C-1, 8C-2, 8D, & 8E)

Presenter(s)

Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Suggested Action

Approval/Adoption

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) | ☐ 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

Streets and rights-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject streets have been verified through inspections to have been installed per the Town's Manual of Standards, Specifications, and Design. Engineering staff recommends acceptance of the subject streets which were placed under a five-warranty period, which has subsequently expired. Upon final acceptance, the subject streets are eligible for funding through NCDOT's Powell Bill Program.

Funding Source

N/A

Corresponding Documentation

[RWAC Street Final Acceptance Resolution Phases 8B-1 8B-2 8C-1 8C-2 8D 8E](#)

Submitted By: Jonathan Jacobs, Engineers/Inspection

Reviewed By:

Joshua Baird, Engineering Director

Approved - Dec 13 2022

Rich Cappola, Town Manager

Approved - Dec 14 2022

Heidi Holland, Town Clerk

Approved - Dec 14 2022

**RESOLUTION TO ACCEPT STREETS INTO THE TOWN OF CLAYTON STREET
SYSTEM FOR MAINTENANCE – RIVERWOOD ATHLETIC CLUB (PHASES 8B-1,8B-
2,8C-1,8C-2,8D, & 8E)**

WHEREAS, streets and right-of-way are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, approval by the Town of Clayton Town Council is necessary for eligibility for receiving funding from the NCDOT's Powell Bill Program.

WHEREAS, the street segments listed below were placed under a warranty period for five years to monitor for construction deficiencies, which has subsequently expired and

WHEREAS, Town of Clayton Engineering staff has inspected the street segments referenced below and recommends final acceptance by Town Council for 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 streets and right-of-way into the Town of Clayton Street System.

SUBDIVISION	STREET NAME	BEGINNING DESCRIPTION	END DESCRIPTION	LENGTH
RWAC, Phase 8B-1	E. Webber Lane	Phase Line 8A	Phase Line 8C-2	0.04
RWAC, Phase 8B-2	E. Webber Lane	Phase Line 8B-1	Phase Line 8E	0.05
RWAC, Phase 8C-2	Bobby Ray Court	End Phase 8C-2	Phase Line 8C-1	0.07
RWAC, Phase 8C-1	Bobby Ray Court	Phase Line 8C-2	Int of Lanier Place	0.05
RWAC, Phase 8C-1	Lanier Place	Phase Line 8A	Phase Line 8D	0.04
RWAC, Phase 8D	Lanier Place	Phase Line 8C-1	Phase Line 8E	0.1
RWAC, Phase 8E	Lanier Place	Phase Line 8D	Int of E. Webber Lane	0.1
RWAC, Phase 8E	Kramer Path	Int of Lanier Place	Phase Line 9	0.04
RWAC, Phase 8E	E. Webber Lane	Phase Line 8B-2	End of E. Webber Lane	0.15
TOTAL				0.64M

Duly adopted this the 19th day of December 2022.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, NCCMC
Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

ADMINISTRATIVE ITEMS

Item Title

Advisory Board Appointments

Presenter(s)

Heidi Holland, Town Clerk

Suggested Action

Approval/Adoption

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) | ☐ 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

Board of Adjustment

BOA2	Rebecca Berry (In-Town)	Term Expiring 12/31/2025
BOA5	Marty Bizzell (ETJ)	Term Expiring 12/31/2025

Planning Board

PB9	Jodie Dupree (ETJ)	Term Expiring 12/31/2025
PB7	Derrick Applewhite (In-Town)	Term Expiring 12/31/2025

Library Advisory Board

LA7	Lucy Bianchi (In-Town)	Term Expiring 12/31/2025
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Recreation Advisory Board

REC3	Travis Crowder (In-Town)	Term Expiring 12/31/2025
REC5	Emily Beddingfield (In-Town)	Term Expiring 12/31/2025
REC11	Natasha Ellis-Smith (In-Town)	Term Expiring 12/31/2025

Public Art Advisory Board

PA5	Kristin Ryan	Term Expiring 12/31/2025
PA6	Howard Manning	Term Expiring 12/31/2025
PA8	Kathleen Nobles	Term Expiring 12/31/2025
PA10	Angie Bryan	Term Expiring 12/31/2025
PA11	Joseph Slaton	Term Expiring 12/31/2025

Fire Advisory Board

FD2	Kristy Dean (Resident)	Term Expiring 12/31/2025
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Funding Source

N/A

Corresponding Documentation

[BOA](#)

[Planning](#)

[Library](#)

[Parks & Rec.](#)

[PAAB](#)

[FAB](#)

Submitted By: Heidi Holland, Clerks

Reviewed By:

Heidi Holland, Town Clerk
Rich Cappola, Town Manager

Approved - Dec 09 2022
Approved - Dec 09 2022



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-21-9

Received Date: November 12, 2021

Application Type: Clayton Planning Board

Name:

Rebecca Berry

☐ Male

☒ Female

Phone Number:

9195226243

Email:

rebeccaberry@gmail.com

Address:

315 N. Church St., Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Lenght of residency:

15.9 years

Do you live in Clayton Corporate Limits?

yes

How did you find about this board?

Website

Employment Status:

Employed

Employer:

Wake Tech Community College

Outline your qualifications and why you wish to serve on the board you indicated:

I possess a doctorate in Adult and Community College Education and have participated in strategic planning efforts for my employer, Wake Tech While I have no town planning experience, I am an avid researcher and enjoy learning about the impact of economic development on all our town's residents. I also appreciate the efforts of our town to balance growth and stability.

Living on the North side of downtown Clayton for more than 15 years, I possess an understanding of the diversity of our residents and can contribute thoughtfully to inclusive planning efforts. My approach is to research, thoughtfully consider, and collaborate before making a decision that may have significant impact. My opinions are secondary to data-informed decisions.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

I briefly served on a Downtown Development committee under Bruce Naeglin many years ago. For my employer, I helped to develop our institution's five year strategic plan. Additionally, my doctoral education included coursework on strategic planning, workforce development, continuous improvement, and change management.

Printed Name:

Rebecca Berry



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-60

Received Date: October 6, 2022

Application Type: Board of Adjustment

Name: Marty Bizzell

- ☒ Male
☐ Female

Phone Number: 919-631-4493

Email: marty.bizzell@bnkinc.com

Address: 1026 Brookhill Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 30 Years

Do you live in Clayton Corporate Limits? no

Do you live in ETJ? yes

How did you find about this board? Website

Employment Status: Employed

Employer: Bass, Nixon and Kennedy - Consulting Engineers

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

I hold a Bachelor's of Science Degree from N.C. State University and am a licensed professional engineer in N.C. with over 30 years of experience in land development experience. I have worked 15 years with the City of Raleigh and 20 years in the private sector all dealing with land development ordinances, design and permitting. I have also served on the Town of Clayton Planning Board for 12 years and have served for approximately 1.5 years on the Clayton Board of Adjustment serving as Chairman of the Board.

Outline your qualifications and why you wish to serve on the board you indicated:

During my professional career, I have worked on development projects from concept to construction working with municipalities and boards across the Triangle to gain approvals for subdivisions, shopping centers, apartment and commercial projects. Many of the approvals included special use permits, rezoning, preliminary site and subdivision approvals. This experience has been valuable in serving on the board. My 1.5 years serving on the Board of Adjustment has been invaluable and the experience I have gained as Chair has better prepared me to serve on the Board specially in a quasi-judicial setting.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

If Yes, please explain

N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Town of Clayton Planning Board - 12 Years
Clayton Chamber of Commerce Member - Former Board of Directors, currently serving on the Economic Development Committee.
Clayton Rotary Club - Past President
Clayton Growth Plan Steering Committee
Town of Clayton Sesquicentennial Committee
Town of Clayton UDC Re-Write Steering Committee

Printed Name:

Marty D. Bizzell



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-61

Received Date: October 10, 2022

Application Type: Clayton Planning Board

Name: Jodie Dupree

- ☒ Male
☐ Female

Phone Number: 9192357379

Email: jodie.dupree@sci-us.com

Address: 380 Riverwood Dr., Clayton, NC, 27527

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 52 years

Do you live in Clayton Corporate Limits? no

Do you live in ETJ? yes

How did you find about this board? Other

Employment Status: Employed

Employer: SCI-McLaurin Funeral Home

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

My current position with my employer is Managing Director for Dignity Memorial. Our company is the largest owner of funeral homes, cemeteries and crematories in North America. In my position I am responsible for the day to day operations of nearly 50 locations in North and South Carolina. I am regularly involved in the development and construction of new funeral facilities and as such I have dealt with a number of planning boards in multiple jurisdictions and have become very familiar with the processes required to work effectively with city and county governments and as well as spending a great deal of my time as my company's representative working with the NC Legislature on various issues relative to my profession.

Outline your qualifications and why you wish to serve on the board you indicated:

I am currently serving on the Clayton Planning Board and would love to continue to be on the board. I feel that this first year on the board has taught me much about the process and I have gained experience and insight on being a good board member and I want to continue in that capacity. I am also enjoying being part of the codify Clayton team and want to continue on the planning board in order to continue helping with this process.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Current Clayton Planning Board member.
Previous Downtown Development Association Member
Personally purchased and decorated the very first Christmas Tree for Clayton in 1990 and at that time it was placed on the corner next to the Library.

Printed Name:

Jodie D. Dupree



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-63

Received Date: October 10, 2022

Application Type: Clayton Planning Board

Name: Derrick Applewhite

- ☒ Male
☐ Female

Phone Number: 9193333659

Email: derrickapplewhitejr@gmail.com

Address: 302 Moore St, Clayton, NORTH CAROLINA (NC), 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 3 mo

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Other

Employment Status: Employed

Employer: NC League of Municipalities

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

Work Experience:
Grassroots Associate - Government Affairs, NC League of Municipalities (Oct 2021 - Current)
Planning Technician - Development Review, Town of Garner (Oct 2020 - Oct 2021)

Civic/Volunteer Experience:
Committee Member, Johnston County Comprehensive Land Use Plan Update Steering Committee (April 2021 - Current)
Board Member, Johnston-Lee-Harnett Community Action (Aug 2021 - Current)
Board Member, Friends of Johnston County Parks (Oct 2020 - Current)

Education:

Master of Public Administration, Ohio State University (2018-2020)
Bachelor of Science in Parks, Recreation, & Tourism Management, NC State University (2014-2018)

Outline your qualifications and why you wish to serve on the board you indicated:

Over the past several years, I have committed to learning the complexities of government at the local level, first with the Town of Garner as a Planning staff member, and now as an advocate with the NC League of Municipalities. In my training with Garner, I was able to review hundreds of permits, conduct planning inspections, and learn a great deal about the development review process, zoning, and the important work of advisory boards including Planning and Board of Adjustment. As I transitioned to my role with the League, I have gained a broader understanding of the function of local government planning. In fact, we advocate for communities to drive local decision making through their ordinances, and with the insights from community members and elected officials.

Although I'm new to the Town of Clayton corporate limits, Clayton has always been a staple in my life and the lives of my family. I am prepared to learn the nuances of the UDO, including new and proposed change that are forthcoming, while ensuring the character of Clayton remains as growth and development continues. Given the opportunity to serve in this vital role, I am committed to ensuring the Clayton community thrives for generations to come.

With a background in local government and a passion for public service, I look forward to serving on the Town of Clayton Planning Board.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

If Yes, please explain

N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Civic/Volunteer Experience:

Committee Member, Johnston County Comprehensive Land Use Plan Update Steering Committee (April 2021 - Current)
Board Member, Johnston-Lee-Harnett Community Action (Aug 2021 - Current)
Board Member, Friends of Johnston County Parks (Oct 2020 - Current)

Special Talents:

- Professional experience in local government development review processes and procedures
- Keen understanding of NCGS Chapter 160D and it's local implications
- Background in local government advocacy
- Amateur Juggler

Printed Name:

Derrick Applewhite Jr.



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-51

Received Date: August 17, 2022

Application Type: Hocutt-Ellington Memorial Library Advisory Board

Name: Lucy Bianchi

- ☐ Male
☒ Female

Phone Number: 602-326-0153

Email: LeeBear602@aol.com

Address: 67 Bellefield Lane , Clayton , NC, 27527

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 9 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Facebook

Employment Status: Retired

Please list any experience, education and/or work experience you have relevant to the board you are applying for:
Former educator and tutor and human resource professional
2 years working as a student assistant in Waynesburg College Library
Substitute as librarian in Cerritos School in Kyrene Schools, Phx., AZ

Outline your qualifications and why you wish to serve on the board you indicated:
I'm an avid reader who has always availed myself of opportunities in public libraries. They are the hub of communities providing recreation, instruction and disseminating information. It is where we house knowledge and opportunity. Libraries open the world to children, provide entertainment, instruction and access to ever changing technologies, especially for seniors and the disabled. I would welcome being able to help further the goals of our local library and serve our community.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Bilingual English/Spanish.

Printed Name:

Lucy Bianchi



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-58

Received Date: October 5, 2022

Application Type: Recreation Advisory Board

Name: Travis Crowder

- ☒ Male
☐ Female

Phone Number: 9139482223

Email: tcrowder4466@gmail.com

Address: 694 Randolph Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 6 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Other

Employment Status: Employed

Employer: Scriptpro

Please list any experience, education and/or work experience you have relevant to the board you are applying for: Already have 5 years on the Rec Board. My job consists of me finding solutions and fixes to issues. I feel confident I can do the same for the town of Clayton.

Outline your qualifications and why you wish to serve on the board you indicated: I'm a Clayton Resident and someone who cares about the community. I grew up in Wendell and the Rec department was a big influence on my life. I would like the opportunity to give back.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Clayton Rec Board Since 2017

Printed Name:

Travis L Crowder



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-59

Received Date: October 6, 2022

Application Type: Recreation Advisory Board

Name:

Emily Beddingfield

☐ Male

☒ Female

Phone Number:

321-795-7413

Email:

emilybeddingfield@gmail.com

Address:

217 W Stallings St, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency:

9 years

Do you live in Clayton Corporate Limits?

yes

Do you live in ETJ?

no

How did you find about this board?

Other

Employment Status:

Part-time

Employer:

Lipscomb Development

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

Current member and Chair of the Parks and Recreation Advisory Board

Outline your qualifications and why you wish to serve on the board you indicated:

I have been a member of the Parks & Rec Board for multiple terms, and feel that I have been able to provide valuable input into decisions about our parks and recreation department and programs. I am an urban planner and so can bring unique insight to the Board. I am excited to help kick off and complete the updated Parks and Recreation Master Plan.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Parks and Recreation Advisory Board, PTA, volunteer with various Town stakeholder committees

Printed Name:

Emily Beddingfield



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-50

Received Date: August 17, 2022

Application Type: Recreation Advisory Board

Name:

Natasha Ellis-Smith

☐ Male

☒ Female

Phone Number:

678-736-3639

Email:

natasha.ellis32@gmail.com

Address:

1643 Kenmore Drive, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency:

16 years

Do you live in Clayton Corporate Limits?

yes

Do you live in ETJ?

yes

How did you find about this board?

Facebook

Employment Status:

Employed

Employer:

WakeMed Hospital

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

Previous Board Experience (Library Advisory Board Member)
Experience planning community events

Outline your qualifications and why you wish to serve on the board you indicated:

I would love a chance to serve on the recreation Advisory because they need passionate individuals who want to further park and recreation initiatives in a community. As a someone who has planned special events for her sorority and other organization, this would be a chance to use my planning skills to promote parks, recreational facilities, and recreation programs within my community. I

would love the chance to enhance the quality of life in my community by providing the best possible recommendations concerning recreational policies, facilities, finances, programs for its citizens. While serving on the Library Advisory Board in clayton, I was able to help enhance the library by assisting with deciding on technological advances that would make a difference for the community. I would like a chance to assist with the enhancement of the quality of life for the citizens of clayton. I believe my organizational and technical skills will be a needed asset to this board.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board? no

If Yes, please explain N/A

Please list any current or previous service to the community, civic organizations, activities and any special talents: NPHC of Greater Raleigh
NAACP of Johnston County
Past member of Library Advisory Board
Zeta Phi Beta Sorority, Inc. Chi Xi Zeta Chapter Clayton, NC

Printed Name:
Natasha Ellis-Smith



Clerk's Office Use	
Date Rec'd:	9. 28. 2022
Town/ETJ:	ETJ

ADVISORY BOARD CANDIDATE APPLICATION

The Town of Clayton welcomes and appreciates your interest in serving the Town. This application is designed to gather information to evaluate your qualifications. Candidates may be interviewed prior to appointment.

If requesting consideration for more than one board, please submit a separate application for each board.

CHOOSE ONE:

- | | |
|--|---|
| ☐ Planning Board | ☐ Library Advisory Board |
| ☐ Downtown Development Association Advisory Board | ☐ Fire Advisory Board |
| ☐ Recreation Advisory Board | ☒ Public Art Advisory Board |
| ☐ Board of Adjustment | |

PLEASE NOTE: In accordance with North Carolina law, this application is a public record and will be disclosed upon request without notice. If there is any information you do not want released to the public, please do not include it.

Please type or print using dark ink.

Name: Kristin Ryan

Mailing Address: 116 Trantham Trail Clayton, NC 27527

Physical HOME Address: same

Phone Number (HOME): n/a (WORK) n/a

FAX Number: _____ Mobile Number: (919) 656-7665

Email Address: Kristin.ryan12@gmail.com

☒ Female*

☐ Male*

Employer: retired

Occupation: marketer

*This information is voluntary and is requested for the sole purpose of assuring that a cross section of the community is appointed; NCGS 143-157.1

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on **most** Council advisory boards.

Length of residence in Clayton: 20 years

Do you live in **Clayton Corporate Limits**: ☐ Yes ☒ No **ETJ**: ☒ Yes ☐ No

How did you find out about this board?

☐ Facebook ☐ Website ☐ Newspaper ☐ Twitter
☐ TV ☒ Friend ☐ Email ☐ Other

Outline your qualifications and why you wish to serve on the board you indicated:

I have a vested interest in our community and feel it is so important to consider ways to improve the look + feel of downtown and public areas

State why you believe you would be an asset to this board:

I was able to help select last year's art installations (currently showing) and enjoyed the exchange of ideas. I am outgoing and believe in Clayton as a wonderful town to live + I also have more free time now that I am retired.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board:

☒ No ☐ Yes If Yes, please explain:

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Boards/Civic Organization/Talents

From

To

none currently

- previously was member (1996 - 2002)
of Tourist League in TN

Kristen Ryan
Signature

9/20/22
Date

- Please do not submit resumes or attachments.
- This application is a PUBLIC RECORD.
- Information contained in the application will be considered when making appointments.
- Candidates may be interviewed prior to appointment.
- If not initially appointed to serve, applications will remain active for one year from date of receipt.

Applications should be submitted to the Town Clerk in person at 111 East Second Street, by mail at Town of Clayton, PO Box 879, Clayton, NC 27528 or via email at kmoffett@townofclaytonnc.org



Clerk's Office Use	
Date Rec'd:	10.25.2022
Town/ETJ:	ETJ

ADVISORY BOARD CANDIDATE APPLICATION

The Town of Clayton welcomes and appreciates your interest in serving the Town. This application is designed to gather information to evaluate your qualifications. Candidates may be interviewed prior to appointment.

If requesting consideration for more than one board, please submit a separate application for each board.

CHOOSE ONE:

- | | |
|--|---|
| ☐ Planning Board | ☐ Board of Adjustment |
| ☐ Downtown Development Association | ☐ Library Advisory Board |
| ☐ Recreation Advisory Committee | ☐ Fire Department Advisory Board |
| ☒ Public Arts Advisory Board | |

PLEASE NOTE: In accordance with North Carolina law, this application is a public record and will be disclosed upon request without notice. If there is any information you do not want released to the public, please do not include it.

Please type or print using dark ink.

Name: Howard Manning

Mailing Address: 1101 Deer Run

Physical HOME Address: 1101 Deer Run 27520

Phone Number (HOME): 919-210-4045 (WORK) 919-585-7005

FAX Number: _____ Mobile Number: _____

Email Address: Mannings rooftop@gmail.com

☐ Female*

☒ Male*

Employer: Mannings Rest.

Occupation: Chef & Rest. owner

*This information is voluntary and is requested for the sole purpose of assuring that a cross section of the community is appointed; NCGS 143-157.1

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on **most** Council advisory boards.

Length of residence in Clayton: 15 Years

Do you live in Clayton Corporate Limits: ☐ Yes ☐ No ETJ: ☒ Yes ☐ No

How did you find out about this board?

☐ Facebook ☐ Website ☐ Newspaper ☐ Twitter
☐ TV ☒ Friend ☐ Email ☐ Other

Outline your qualifications and why you wish to serve on the board you indicated:

Enjoy art and making my town a beautiful Area!
Sculptures say a lot for the surroundings that we
care!

State why you believe you would be an asset to this board:

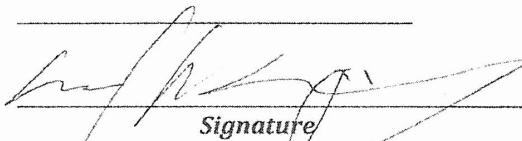
Dont get hung up making choices I can be a
deciding voice. Just want to get involved

Do you anticipate a conflict of interest if asked to serve as a member of the requested board:

☒ No ☐ Yes If Yes, please explain:

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Boards/Civic Organization/Talents	From	To
_____	_____	_____
_____	_____	_____
_____	_____	_____


Signature

10/25/22
Date

- Please do not submit resumes or attachments.
- This application is a PUBLIC RECORD.
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Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-64

Received Date: November 1, 2022

Application Type: Public Art Advisory Board

Name:

Kathleen Nobles

☐ Male

☒ Female

Phone Number:

9106165486

Email:

knobles459@charter.net

Address:

1001 NARCISSUS CT, APT, SUITE, FLOOR, ETC, CLAYTON, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency:

14 years

Do you live in Clayton Corporate Limits?

no

Do you live in ETJ?

no

How did you find about this board?

Other

Employment Status:

Retired

Please list any experience, education and/or work experience you have relevant to the board you are applying for:

I have been on the PAAB for 2 terms and not at the same time. I have been a professional artist for many years. I am a graduate of Meredith University with a degree in Art and Education.

Outline your qualifications and why you wish to serve on the board you indicated:

I wish to continue to be on the Public Art Advisory Board because of my experience working in the community and want to be a part of the new projects that we have been working on and with my background in art and business, I feel I could be an asset.

Do you anticipate a conflict of interest if asked to serve as a

no

**member of the requested
board?**

**Please list any current or
previous service to the
community, civic organizations,
activities and any special talents:**

Member of Clayton Visual Arts in which I helped organize many exhibits
I am on the Board of Johnston County Arts Council. I am in charge of the Frank
Creech Art Gallery in which I organized and execute 4 exhibits a year including
High School Art Show. I enjoy working with students. I was part of Mondo Roots
and handled the finances.

Printed Name:

Kathleen Nobles



Clerk's Office Use	
Date Rec'd:	9-28-2022
Town/ETJ:	In-town

ADVISORY BOARD CANDIDATE APPLICATION

The Town of Clayton welcomes and appreciates your interest in serving the Town. This application is designed to gather information to evaluate your qualifications. Candidates may be interviewed prior to appointment.

If requesting consideration for more than one board, please submit a separate application for each board.

CHOOSE ONE:

- | | |
|--|---|
| ☐ Planning Board | ☐ Library Advisory Board |
| ☐ Downtown Development Association Advisory Board | ☐ Fire Advisory Board |
| ☐ Recreation Advisory Board | ☒ Public Art Advisory Board |
| ☐ Board of Adjustment | |

PLEASE NOTE: In accordance with North Carolina law, this application is a public record and will be disclosed upon request without notice. If there is any information you do not want released to the public, please do not include it.

Please type or print using dark ink.

Name: Angela (Angie) Bryan
Mailing Address: 10081 Buffalo Rd Clayton NC 27527
Physical HOME Address: same 325 E. Main ST, 27520
Phone Number (HOME): 919.333.9261 (WORK) same
FAX Number: _____ Mobile Number: same
Email Address: info @ thecrowinghen. store

☒ Female*

☐ Male*

Employer: Self
Occupation: Owner of the Crowing Hen / Art studio 325 (Artist)

*This information is voluntary and is requested for the sole purpose of assuring that a cross section of the community is appointed; NCGS 143-157.1

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on **most** Council advisory boards.

Length of residence in Clayton: Lived in rural Clayton entire life 55 years

Do you live in **Clayton Corporate Limits**: ☐ Yes ☒ No **ETJ**: ☒ Yes ☐ No

(currently
Flowers
area)

How did you find out about this board?

☐ Facebook ☐ Website ☐ Newspaper ☐ Twitter

☐ TV ☒ Friend ☐ Email ☐ Other

Outline your qualifications and why you wish to serve on the board you indicated:

As a business owner on Main Street in Clayton and an artist,
I feel I have not only a vested interest in the artistic
expression of our town but I have knowledge from both

State why you believe you would be an asset to this board:

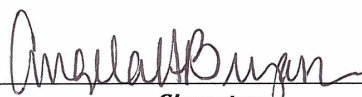
aspects... business & arts.
I would hope to bring this experience to the table
and assist in creating and executing a cohesive
artistic vision ~~for~~ for my hometown.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board:

☒ No ☐ Yes If Yes, please explain:

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Boards/Civic Organization/Talents	From	To
<u>member of Botany of Clayton</u>	<u>2019</u>	<u>2021</u>
<u>member CCOC</u>	<u>2019-2020</u>	<u>2021-2022</u>


Signature

9.13.22
Date

- Please do not submit resumes or attachments.
- This application is a PUBLIC RECORD.
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Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-65

Received Date: November 1, 2022

Application Type: Public Art Advisory Board

Name: Joseph Slaton

- ☒ Male
☐ Female

Phone Number: 9193892791

Email: jslaton@nc.rr.com

Address: 169 PALMER DR, CLAYTON, NC, 27527

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 16 years

Do you live in Clayton Corporate Limits? no

Do you live in ETJ? yes

How did you find about this board? Friend

Employment Status: Retired

Employer: Forner NC Dept. of Hlth & Human Srvs.

Please list any experience, education and/or work experience you have relevant to the board you are applying for: Woodworker, Stained glass artist. Numerous community volunteer activities.

Outline your qualifications and why you wish to serve on the board you indicated: Enjoy serving and have served in volunteer positions in the communities that I have lived in.

Do you anticipate a conflict of interest if asked to serve as a member of the requested board?

no

Please list any current or previous service to the community, civic organizations, activities and any special talents:

Fomer Habitat for Humanity volunteer, Cary Civitan Charter President and Lt. Governor. Boy Scout Assistant Scout Master Troop 300. Life long woodworker. United Way Program Analyst. Wral TV Auction Section Leader and Planning Board. Numerous Church volunteer positions.

Printed Name:

Joseph Slaton



Town of Clayton ADVISORY BOARD CANDIDATE APPLICATION

BA-22-16

Received Date: January 9, 2022

Application Type: Clayton Fire Advisory Board

Name: Kristy Dean

- ☐ Male
☐ Female

Phone Number: 919-369-3463

Email: kristy@fueston.com

Address: 207 E Horne St, Clayton, NC, 27520

Residency within the Town limits or ETJ (extra territorial jurisdiction) is required for membership on most Council advisory boards.

Length of residency: 19 years

Do you live in Clayton Corporate Limits? yes

Do you live in ETJ? no

How did you find about this board? Friend

Employment Status: Part-time

Employer: private employer

Outline your qualifications and why you wish to serve on the board you indicated: I have quite a bit of knowledge and familiarity with Clayton Fire Department as my husband was employed by the town as a member of the department for 20 years. My husband was Jason Dean, the Deputy Chief the department lost during its 2020 COVID outbreak. I feel that the opportunity to continue involvement with the department and the men and women of the department, as well as the town itself, would help show our gratitude to those who supported us immensely during our most trying times.

Do you anticipate a conflict of interest if asked to serve as a no

**member of the requested
board?**

If Yes, please explain n/a

**Please list any current or
previous service to the
community, civic organizations,
activities and any special talents:** JCPS approved volunteer
Animal rescue volunteer

Printed Name:
Kristy Dean



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

Quasi-Judicial Hearing

Item Title

The Walk at East Village Phase II Landscaping Modification

Presenter(s)

Ben Howell, Planning Director

Suggested Action

Approval/Adoption

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 - Quasi

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: Sign Posted on Property

Summary

At the Town Council Meeting on October 17th, Council received a request from property owners in Phase II of The Walk at East Village to not require the developer to install certain street trees in accordance with the approved Landscape Plan because of concerns about location on private property and conflicts with utilities and sidewalks. The developer has since submitted an official request to modify the Landscape Plan to move the street trees to other locations in the development. Since this subdivision was originally approved through a Quasi-Judicial process, this modification must follow the same process with a Public Hearing.

Background/History

Phase II of The Walk at East Village was approved by Town Council through a Quasi-Judicial Public Hearing on March 18, 2019.

Recommendation

Staff recommends that Council approve the modification to the Landscape Plan.

Funding Source

N/A

Cost

N/A

Corresponding Documentation

[Walk at East Village Ph 2 Street Trees Waiver Application](#)

[2018-250-SD Street Tree Waiver Approval](#)

Submitted By: Ben Howell, Planning + Zoning

Reviewed By:

Ben Howell, Planning Director

Rich Cappola, Town Manager

Heidi Holland, Town Clerk

Approved - Dec 01 2022

Approved - Dec 02 2022

Approved - Dec 02 2022

TH Clayton Development Company
PO Box 566
Greenville NC 27835

Holden Barnett Properties
7610-150 Falls of Neuse Road
Raleigh NC 27615

October 27, 2022

Clayton Town Council
111 E. Second Street
Clayton NC 27520

Please accept this letter as our application for a waiver regarding street tree installation at Phase II of The Walk at East Village.

Multiple homeowners denied us permission to enter their property to install the street trees per the approved landscaping plan. All such instances occur along privately maintained streets.

Please see the attached pages showing the changes to the street tree planting. Sheet One shows the original, approved landscaping plan. Sheet Two shows our revised installation.

We have installed the majority of the missing street trees at other common area locations in the neighborhood.

Best Regards,

Scott Tolson

TH Clayton



Nick Brett

Holden Barnett Properties



SHEET ONE

L1-3 PLANT LIST

TOTAL	QUAN	KEY	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPACIN
STREET CANOPY TREES							
93	ATM		Acer truncatum 'WF-AT1' PP#20,109	Main Street® Shantung Maple	2 1/2"	Min 8' Ht.	
22	LSB		Liquidambar styraciflua 'Slender Silhouette'	Slender Silhouette® Frutless Sweet Gum	2 1/2"	Min 8' Ht.	
22	QN		Quercus nuttallii	Nuttall Oak	2 1/2"	Min 8' Ht.	
29	QCS		Quercus robur x alba 'Crimson Spike'	Crimson Spike™ Oak	2 1/2"	Min 8' Ht.	
6	QRP		Quercus robur x bicolor 'Long' PP#12,673	Regal Prince™ Oak	2 1/2"	Min 8' Ht.	
96	TDM		Taxodium distichum 'Mickelson'	Shawnee Brave™ Bald Cypress	2 1/2"	Min 8' Ht.	
BUFFER CANOPY TREES							
4	ARO		Acer rubrum 'October Glory'	October Glory Red Maple	2 1/2"	Min 8' Ht.	
14	PT		Pinus taeda	Loblolly Pine	2 1/2"	Min 8' Ht.	
4	QL		Quercus lyrata	Overcup Oak	2 1/2"	Min 8' Ht.	
BUFFER UNDERSTORY TREES							
7	AC		Amelanchier canadensis	Serviceberry	2"	Min. 6' Ht.	
6	CC		Cercis canadensis	Eastern Redbud	2"	Min. 6' Ht.	
BUFFER SHRUBS							
46	JVB		Juniperus virginiana 'Brodie'	Brodie Red Cedar	6" Ht. Min.	8' o/c	
49	LLD		Ligustrum lucidum 'Davidson Hardy'	Davidson Hardy Privet	6" Ht. Min.	8' o/c	



NO BUFFER REQUIRED ADJACENT
TO OFF-SITE RESOURCE
CONSERVATION AREAS, EXISTING
WOODLANDS TO BE PRESERVED

AMENITY AREA
(SEPARATE SUBMITTAL)

AMENITY
AREA
(SEPARATE
SUBMITTAL)

EXISTING WETLANDS

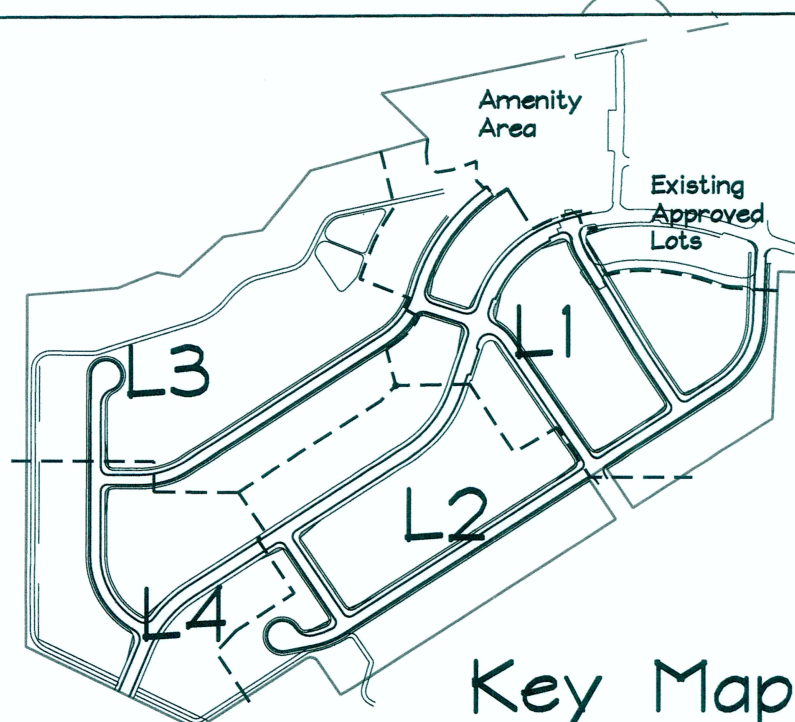
COMMUNITY
GARDEN

NOTE: THE DOG PARK AND COMMUNITY GARDEN WILL BE SUBMITTED AND APPROVED DURING A FUTURE MINOR SITE PLAN SUBMITTAL.

DOG PARK

L1-2 STREET TREE LEGEND

- | | |
|---|--|
|  | NUTTALL OAK (QN) |
|  | CRIMSON SPIRE OAK (QCS) |
|  | SHANNEE BRAVE BALD CYPRESS (TDM) |
|  | MAIN STREET SHANTUNG MAPLE (ATM) |
|  | REGAL PRINCE OAK (GRP) |
| | SLENDER SILHOUETTE FRUITLESS SWEET GUM (LSS) |



Key Map

MINIMUM PLANT SIZES REQUIRED

CANOPY TREES = 2.5' MIN, 8' HT.

UNDERSTORY TREES = 2" MIN., 6'

SCREENING SHRUBS = 24"

NON-SCREENING SHRUBS = 12"

SEE SHEET L2 FOR STREET
TREE REQUIREMENT SUMMARY

SEE SHEET L4 FOR TYPICAL
HVAC SCREENING DETAIL

EXISTING LOTS

CHOWAN LN (Existing Alley)

PHASE 2
THE WALK AT EAST VILLAGE
CLAYTON, NORTH CAROLINA

Proj. RLP
Coord.
Date: 3-22-2019
Revisions:

NOT FOR CONSTRUCTION
FOR REVIEW AND PRICING ONLY

SEARS DESIGN GROUP, P.A.
LANDSCAPE ARCHITECTS
625 W. Jönck Street Raleigh, NC 27603
(919)832-7000 Fax: (919)832-8140
E-mail: searsdesign@aol.com www.searsdesigngroup.com

Sheet No. **L1**
of 4

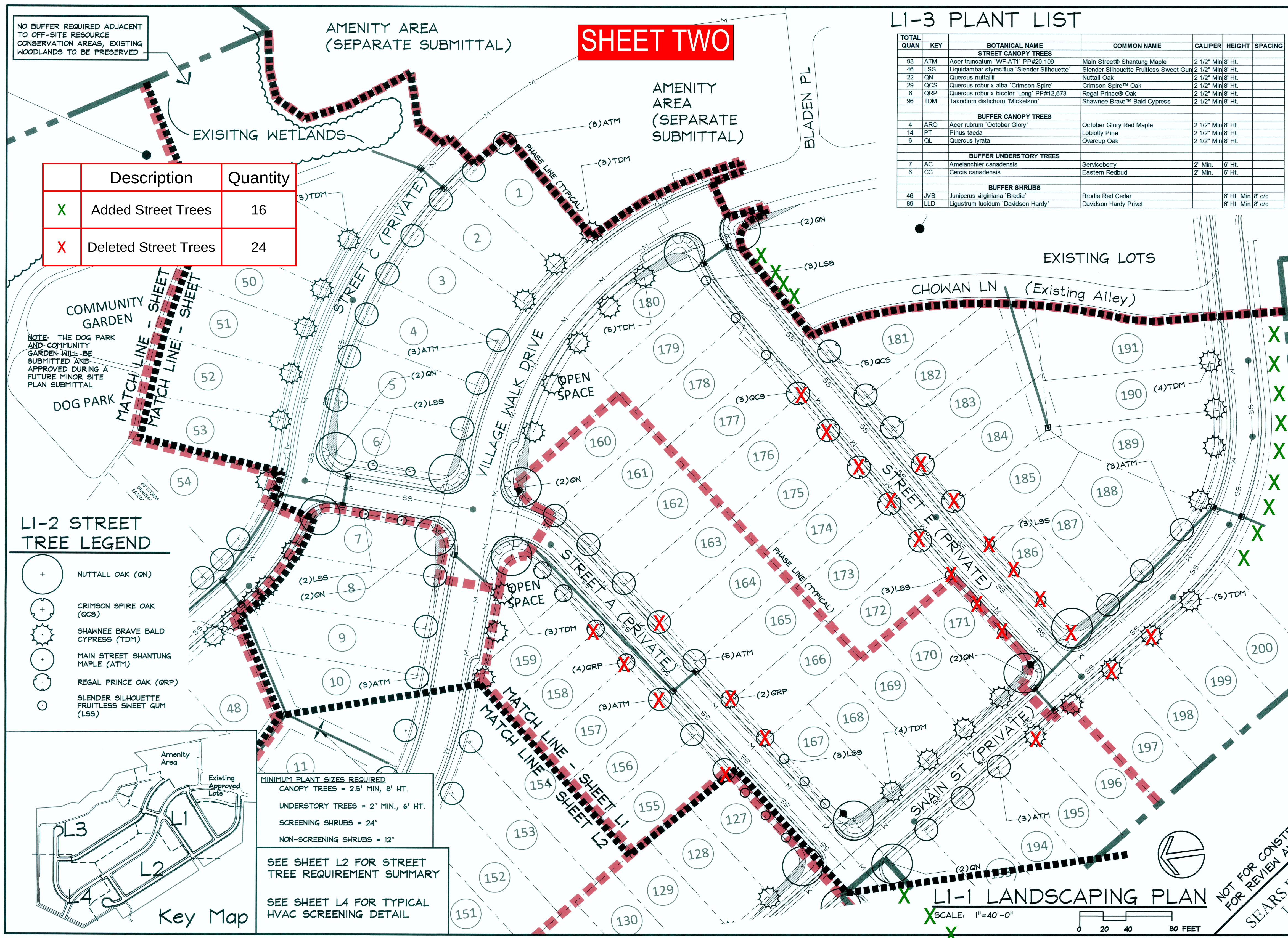
Sheet No. **L1**
Of 4

EASTVILLE.02

L1-1 LANDSCAPING PLAN

SCALE: 1"=40'-0"

0 20 40 80 FEE

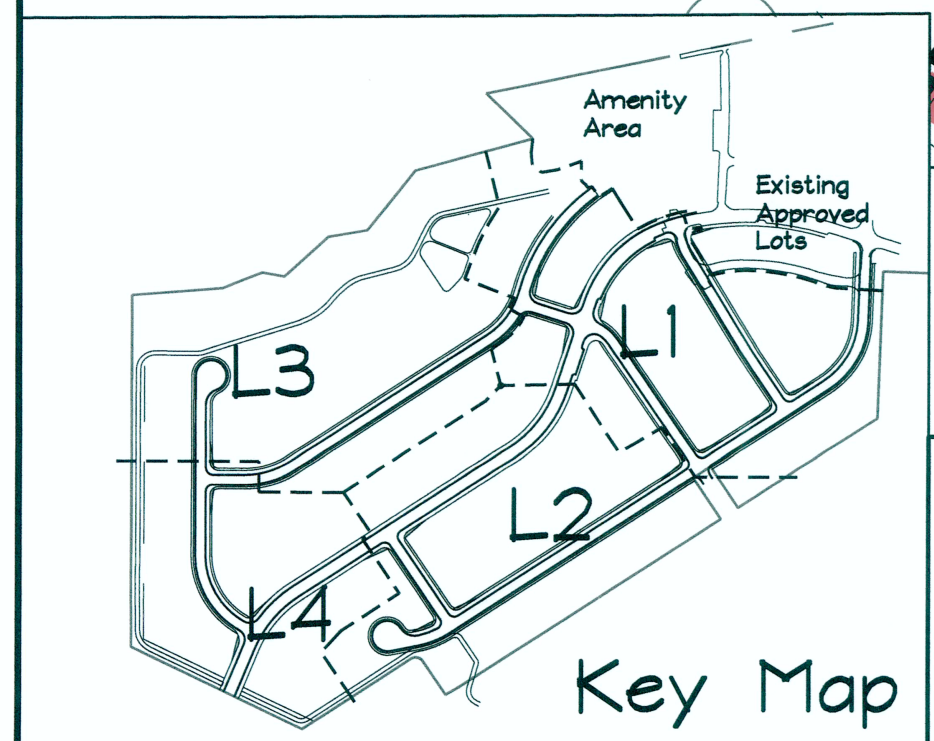


NO BUFFER REQUIRED ADJACENT TO OFF-SITE RESOURCE CONSERVATION AREAS, EXISTING WOODLANDS TO BE PRESERVED

	Description	Quantity
X	Added Street Trees	16
X	Deleted Street Trees	24

L1-2 STREET TREE LEGEND

- + NUTTALL OAK (QN)
- + CRIMSON SPIRE OAK (QCS)
- SHAWNEE BRAVE BALD CYPRESS (TDM)
- MAIN STREET SHANTUNG MAPLE (ATM)
- REGAL PRINCE OAK (GRP)
- SLENDER SILHOUETTE FRUITLESS SWEET GUM (LSS)



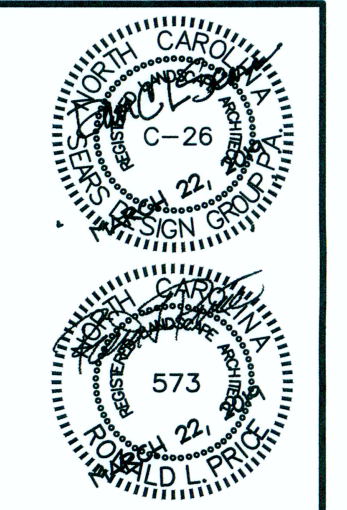
MINIMUM PLANT SIZES REQUIRED
CANOPY TREES = 2.5' MIN, 8' HT.
UNDERSTORY TREES = 2' MIN, 6' HT.
SCREENING SHRUBS = 24"
NON-SCREENING SHRUBS = 12"

SEE SHEET L2 FOR STREET TREE REQUIREMENT SUMMARY
SEE SHEET L4 FOR TYPICAL HVAC SCREENING DETAIL

SHEET TWO

L1-3 PLANT LIST

TOTAL QUAN	KEY	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPACING
STREET CANOPY TREES						
93	ATM	Acer truncatum 'Wt-AT1' PP#20,109	Main Street® Shantung Maple	2 1/2"	Min 8' Ht.	
46	LSS	Liquidambar styraciflua 'Slender Silhouette'	Slender Silhouette Fruitless Sweet Gum	2 1/2"	Min 8' Ht.	
22	QN	Quercus nuttallii	Nuttall Oak	2 1/2"	Min 8' Ht.	
29	QCS	Quercus robur x alba 'Crimson Spire'	Crimson Spire™ Oak	2 1/2"	Min 8' Ht.	
6	GRP	Quercus robur x bicolor 'Long' PP#12,673	Regal Prince® Oak	2 1/2"	Min 8' Ht.	
96	TDM	Taxodium distichum 'Mickelson'	Shawnee Brave™ Bald Cypress	2 1/2"	Min 8' Ht.	
BUFFER CANOPY TREES						
4	ARO	Acer rubrum 'October Glory'	October Glory Red Maple	2 1/2"	Min 8' Ht.	
14	PT	Pinus taeda	Loblolly Pine	2 1/2"	Min 8' Ht.	
6	QL	Quercus lyrata	Overcup Oak	2 1/2"	Min 8' Ht.	
BUFFER UNDERSTORY TREES						
7	AC	Amelanchier canadensis	Serviceberry	2"	Min. 6' Ht.	
6	OC	Cercis canadensis	Eastern Redbud	2"	Min. 6' Ht.	
BUFFER SHRUBS						
46	JVB	Juniperus virginiana 'Brodie'	Brodie Red Cedar	6" Ht. Min 8' o/c		
89	LLD	Ligustrum lucidum 'Davidson Hardy'	Davidson Hardy Privet	6" Ht. Min 8' o/c		



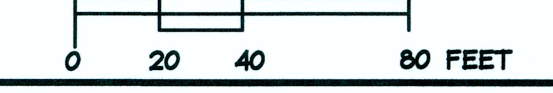
PHASE 2
THE WALK AT EAST VILLAGE
CLAYTON, NORTH CAROLINA

Proj. RLP
Coord.
Date: 3/22/2019
Revisions:

NOT FOR CONSTRUCTION
FOR REVIEW AND PRICING ONLY
SEARS DESIGN GROUP, P.A.
625 W. Jones Street Raleigh, NC 27603
(919) 832-7000 Fax (919) 832-8140
Email: sdesignsg@searsdesignsgroup.com
Sheet No. L1
Of 4

L1-1 LANDSCAPING PLAN

SCALE: 1"=40'-0"



**TOWN OF CLAYTON
SUBDIVISION 2018-250-SD
WALK AT EAST VILLAGE - PHASE 2 LANDSCAPING MODIFICATION
GRANTED**

On the date listed below, the Town Council for the Town of Clayton met and held an evidentiary hearing to consider the following application:

Applicants: TH Clayton Development Company and Holden Barnett Properties

Property Location: Walk at East Village, Phase II

Brief Property Description: Davidson Street, Cabarrus Way, Chowan Lane, Swain Street, Village Walk Drive

Hearing Date: December 19, 2022

Having heard all the evidence and argument presented at the hearing, the Town Council finds that the application is complete and that the modification to the landscaping plan to relocate a number of street trees to other locations is approved subject to the following conditions:

- (1) The applicant shall complete the landscaping in accordance with the plans submitted to and approved by this Board through this Modification, a copy of which is filed in the Planning Department office.
- (2) All conditions previously associated with the Walk at East Village - Phases 2-4 - Major Modification approval, as approved by the Town Council on March 18, 2019 apply.

TOWN OF CLAYTON

BY: _____
Jody L. McLeod
Mayor

DATE: December 19, 2022

ATTEST:

_____(SEAL)
Heidi L. Holland, CMC and NCCMC
Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

Quasi-Judicial Hearing

Item Title

2022-113-SUP Creekside Townes Special Use Permit

Presenter(s)

Ben Howell, Planning Director

Suggested Action

Approval/Adoption

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 - Quasi

If Approved, Will Document Require Recordation? Yes

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: Posting of Property

Summary

Request for a Special Use Permit for up to 25 townhomes on approximately 4.03 acres, resulting in density of approximately 6.21 dwelling units per acre. The property is located on Barber Mill Road, across from Grovewood Drive.

Background/History

N/A

Recommendation

If Town Council approves the requested Special Use Permit, staff recommends conditions of approval be placed on the application as noted in the Staff Report.

Funding Source

N/A

Cost

N/A

Corresponding Documentation

[0 2022-113-SUP Creekside Townes Staff Report](#)

[1 2022-113-SUP Creekside Townes Special Use Permit Application](#)

[2 2022-113-SUP Creekside Townes Site Plan](#)

[3 2022-113-SUP Creekside Townes Neighborhood Meeting Information](#)

[4 2022-113-SUP Creekside Townes Staff Report Map](#)

[5 2022-113-SUP Creekside Townes Wastewater Allocation Form](#)

[6 2022-113-SUP Creekside Townes Signed Recommended Conditions of Approval](#)

[7 2022-113-SUP Creekside Townes SUP Approval Document](#)

Meeting Timeline

Town Council Quasi-Judicial Public Hearing: December 19, 2022

Submitted By: Ben Howell, Planning + Zoning

Reviewed By:

Ben Howell, Planning Director

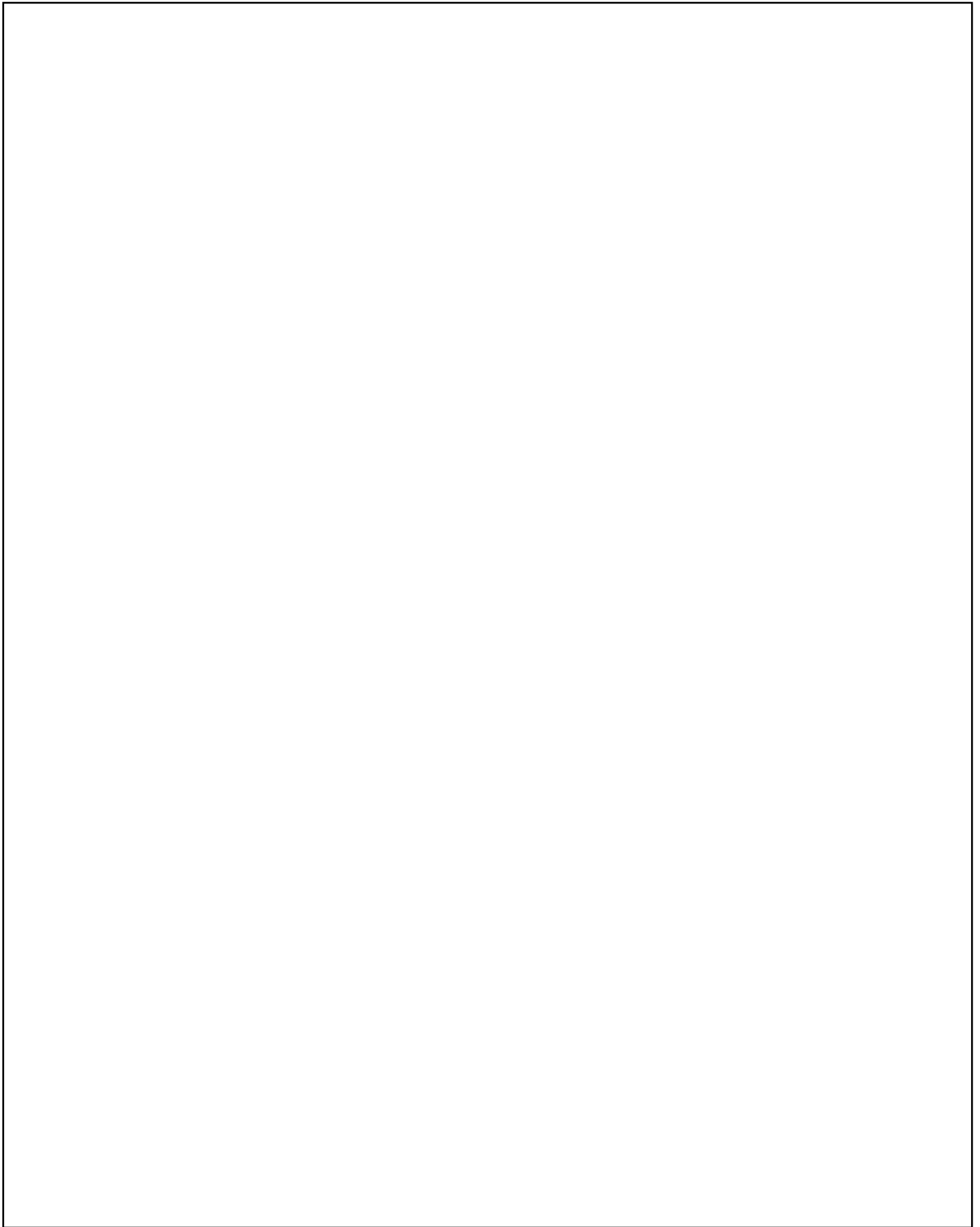
Rich Cappola, Town Manager

Heidi Holland, Town Clerk

Approved - Dec 09 2022

Approved - Dec 12 2022

Approved - Dec 13 2022





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

STAFF REPORT

Application Number: 2022-113-SUP

Project Name: Creekside Townes - Special Use Permit

Tag #: 05G04199I
Location: Barber Mill Road, Clayton, NC 27520
Applicant: R&R Development Group of NC, LLC
Owner: MTR Properties LLC
Project Planner: Ben Howell, AICP, CZO

Public Noticing Dates:

- **Neighborhood Meeting:** June 28, 2022
- **Sign Posted:** December 8, 2022
- **Newspaper Ad Published:** December 7, 2022 and December 14, 2022
- **Letters Mailed:** December 8, 2022

REQUEST: Applicant requests a Special Use Permit to construct 25 townhouse units on approximately 4.03 acres of land along Barber Mill Road.

SITE DATA:

Acreage: 4.03 acres
Zoning: R-10
Existing Use: Vacant



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
N	Highway Business (B-3)/Office-Institutional (O-I)	Contractor Offices/Residential
S	Residential Estate (R-E)	Church
E	Residential Single-Family 10 (R-10)	Single-family homes
W	Residential Single-Family 10 (R-10)	Single-family homes

**DEVELOPMENT DATA:**

Proposed Use:	Townhomes
Maximum Density:	10 Units/Acre
Proposed Density:	6.21 Units/Acre
Building Height:	3 Stories/40'
Impervious Surface:	Maximum allowable impervious area for the site will be 1.50 acres, or 38%
Parking:	50 parking spaces proposed with driveway and garages used to meet this requirement (50 required), 0 bike racks (0 rack per building).
Access/Streets:	Primary access to the site will be a new road off Barber Mill Road.

STAFF ANALYSIS AND COMMENTARY:**Overview:**

The applicant is seeking to construct 25 townhouses on 4.03 acres of land off Barber Mill Road. The site is zoned R-10. Vehicular access to the site is provided from a new road accessing Barber Mill Road.

Associated Site Plan:

Pursuant to §155.711(D)(1), concurrent with a request for a Special Use Permit, the applicant was required to submit a Subdivision Plat, which is attached to this staff report. The subdivision plat was already reviewed and is pending approval upon a decision from Council on this Special Use Permit.

Consistency with Adopted Plans:

- **Comprehensive Growth Plan 2045**

The Future Land Use Map (below) shows that this area is designated as Medium-Density Residential (MDR), which calls for housing units that are more urban in character and in closer proximity to commercial services and centers. MDR is intended to provide a transition from more suburban areas to more developed areas. The gross residential density for MDR areas is 3-5 units per acre, with generally less than 50% attached units. While the proposed density of 6.21 units per acre more closely-aligns with the High Density Residential category, the proposed development is adjacent to area under the High Density Residential category and can provide some transition between that area and existing residential areas to the south, west and east. In addition, the current zoning allows for townhomes with the proposed density.

- **Unified Development Code**

If the Special Use Permit is approved, the proposed development will meet the code requirements as outlined in the Unified Development Code. Parking, landscaping, required open space, and other elements of the Code have been met and dimensional standards are set through the Special Use process. The application also complies with Section 155.203(K)(3)(C) of the UDC, which states that townhouses shall not exceed a density of 10 units per acre in R-10 zones. The proposed use of Townhouses requires a Special Use Permit in R-10 zones, which is the purpose of this application.

**CONSIDERATIONS:**

- The Town Council shall make final decisions regarding Special Use Permits.
- Special Use Permits shall address the four Findings of Fact, with the burden of persuasion for meeting the Findings of Fact on the applicant. The Applicant shall produce competent and material evidence to show they meet all four Findings of Fact.
- The Technical Review Committee has reviewed the SUP and associated Site Plan.

- Staff has worked with the applicant on the proposed conditions, and the applicant has agreed to all proposed conditions in writing.
- The Town Council shall consider the recommendation(s) in this staff report, and may approve the SUP with the proposed conditions, add or remove conditions (with the agreement of the applicant), deny the application upon finding that one or more of the Findings of Fact are not met, or may send the application back to the Technical Review Committee for additional consideration.

FINDINGS OF FACT:

Special Use Permits shall address the following findings, with the burden of persuasion for meeting the Findings of Fact on the applicant. Please see below for the applicant's response to each finding, as well as staff's commentary.

1. *That the application will not materially endanger the public health or safety if located where proposed and developed according to the plans as submitted and approved.*

Applicant Response:

The application includes the development of a townhome subdivision with associated utilities and infrastructure. The proposed subdivision will not detrimentally impact the adjacent properties which include a mix of commercial and residential properties. Site work and development will be minimized to the maximum extent possible, to preserve natural characteristics of the existing site.

Staff Commentary:

Proposed vehicular access and utility provision are adequate for emergency responders to address fires and medical emergencies. The proposed use of townhomes does not pose a danger to health and safety in and of itself.

2. *That the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town Code of Ordinances and other applicable regulations.*

Applicant Response:

The Site Plan and engineering design conforms to the standards and practices of sound land use planning and the Town of Clayton Code of Ordinances as well as applicable state and local regulations such as NCDEQ Stormwater Design Manual standards, NCDOT development regulations, and the Johnston County Land Development Code.

Staff Commentary:

The design of the site meets all Unified Development Code criteria for parking, access, landscaping, and open space. The development density does not exceed the maximum allowable density of 10 units per acre allowed in the Unified Development Code.

3. *That the application will not substantially injure the value of adjoining or abutting property and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.*

Applicant Response:

The proposed project will not substantially injure the value of adjoining/abutting properties. The specific Townhome use will conform with the abutting properties that are a mix of residential and commercial.

Staff Commentary:

Staff has no comment with respect to whether the site will affect the value of abutting properties. The project will not impede the development of any surrounding properties.

4. *That the application will not adversely affect the adopted plans and policies of the Town or violate the character of existing standards for development of the adjacent properties.*

Applicant Response:

The application will not adversely affect the adopted plans and policies of the Town or violate the character of existing standard for development of the adjacent properties. All applicable Town of Clayton, County and State standards shall be met. The proposed use of the project will conform with the surrounding residential use of the abutting properties.

Staff Commentary:

The Comprehensive Growth Plan designates this site as Medium Density Residential. The Plan calls for housing units that are more urban in character and in closer proximity to commercial services and centers, with the intent of providing a transition between suburban and higher intensity development. The plan calls for a gross residential density of between 3 and 5 units, and for the unit type to be predominantly single family detached homes, with attached units generally constituting less than 50% of all housing units. While the proposed development is a higher density than called for in the Growth Plan, it is under the maximum density for the Zoning District.

RECOMMENDED CONDITIONS OF APPROVAL:

If approved, staff is recommending conditions of approval be placed upon the application. The recommended conditions are listed below, and the applicant's signed acceptance of the recommended conditions is provided as an attachment.

1. These Conditions of Approval, and any others included with the associated Site Plan (2022-111-SD) shall be recorded upon the final plan set, which must be delivered to the Planning Department for review and approval.
2. The Development shall be constructed in substantial conformance with the Special Use Permit as approved by the Clayton Town Council and associated Site Plan as approved by Town staff.
3. In accordance with the associated Site Plan, frontage improvements shall be constructed on Barber Mill Road, consisting of a northbound left-turn lane, 5-foot-wide bike lane, curb-and-gutter and sidewalk.
4. Any ground-mounted utility or mechanical equipment shall be screened from view of adjacent public rights-of-way in accordance with the screening requirements under Section 155.402(G)(4)-(5) of the Town of Clayton Unified Development Code.
5. In accordance with the associated Site Plan, the maximum gross density for the site shall be 6.21 dwelling units per acre.
6. The following standards will apply to the Development:
 - Minimum Lot Area: 1,450 square feet
 - Minimum Lot Width: 20 feet
 - Maximum Impervious Surface (Total Site): 40%
 - Minimum Setbacks:
 - Front: 20 feet
 - Minimum Garage Setback from Sidewalk: 25 feet
 - Side: 0 feet

- Rear: 20 feet
 - Maximum Structural Height: 41 feet
- 7. Sustainable high efficiency products and/or appliances will be provided as part of the development in order to achieve wastewater allocation. All homes constructed will be part of the HERO home program with Duke Energy. A minimum of three (3) of the following energy efficient elements shall be included within each single family home/unit:
 - Low flow water fixtures (faucet and shower heads)
 - Low flow toilets
 - LED Lighting throughout home
 - Low VOC Paint
 - Low-E Insulated single-hung Vinyl Windows
 - Advanced framing and thermostats
 - Sealed Insulated Ducts
- 8. The townhome buildings shall match the elevations shown in the associated Site Plan (2022-111-SD). All buildings will include a minimum masonry coverage of 25% on the front building façade, with the remaining front, side and rear façades using the following materials, as noted in the Site Plan:
 - Front Façade: Combination of Hardiplank Lapside, Board and Batten or Cedar Shake
 - Side and Rear Façades: Hardiplank Lapside

ATTACHMENTS:

- 1) Application
- 2) Associated Site Plan
- 3) Neighborhood Meeting Materials
- 4) Staff Report Maps
- 5) Wastewater Allocation Request
- 6) Recommended Conditions of Approval – Signed by Applicant



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

SPECIAL USE PERMIT APPLICATION COVER SHEET

Name of Project: Creekside Townes Date: 11/18/2022
Applicant Name: Barber Mill Development Group, LLC

The following checklist to be completed by applicant:

- [☒] Pre-Application Meeting on: 4/7/2022
[☒] Application Review fee
[☒] Advertisement Fee

11 copies of the following:

- [☒] Completed Application
[☒] Owner's Consent Form
[☒] Adjacent Property Owner's List
[☒] Neighborhood Meeting Notice Letter (1 copy)
[☒] Wastewater Allocation Request Form (if applicable)
[☒] Set of stamped, addressed, empty envelopes for adjacent property owner notification
[☒] Associated Site Plan (separate application required for major site plans, must be submitted concurrently)

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

SPECIAL USE PERMIT APPLICATION

Application Fee: ~~\$400.00~~ \$750.00
Advertisement Fee: \$200.00

☒ New Special Use Permit

☐ Major Modification to an approved SUP
Permit Modified: _____

SITE INFORMATION

Name of Project: Creekside Townes
Acreage of Property: 4.03 Zoning District: R-10
County Tag #: 05G04199I NC Pin #: 165711-57-9203
Address/Location: 0 Barber Mill Road, Clayton, NC 27520
Existing Use: Vacant Proposed Use: Residential
Is project within a Planned Development? ☐ Yes ☒ No If yes, which: _____
Is project within an Overlay District? ☐ Yes ☒ No If yes, which: _____

APPLICANT INFORMATION

Applicant: Barber Mill Development Group, LLC
Mailing Address: 1611 Jones Franklin Road, Suite 101, Raleigh, NC 27606
Phone Number: 919-239-4747 Fax: _____
Contact Person: Rob Bailey
Email Address: Rbailey@randrdev.com

OFFICE USE ONLY

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

PROPERTY OWNER INFORMATION

Name: Barber Mill Development Group, LLC

Mailing Address: 1611 Jones Franklin Road, Suite 101, Raleigh, NC

Phone Number: 919-239-4747

Fax:

Email Address: rbailey@randrdev.com

EXPLANATION OF PROJECT

Please provide detailed information concerning all requests. Attach additional sheets if necessary.

This project will consist of 25 town-home units with the extension of public sanitary sewer and water to serve the proposed units. In addition, storm drainage infrastructure shall be installed to convey runoff to two proposed BMPs.

REQUIRED FINDINGS OF FACT

Section 155.711(1) of the Unified Land Development Code requires applications for a Special Use to address the following findings. The burden of proof is on the applicant and failure to adequately address the findings may result in denial of the application. Please attach additional pages if necessary.

1. That the application will not materially endanger the public health or safety if located where proposed, and developed according to the plans as submitted and approved.

The application includes the development of a townhome subdivision with associated utilities and infrastructure.

The proposed subdivision will not detrimentally impact the adjacent properties which include a mix of commercial and residential properties.

Site work and development will be minimized to the maximum extent possible, to preserve natural characteristics of the existing Site.

2. That the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town Code of Ordinances and other applicable regulations.

The Site Plan and engineering design conforms to the standards and practices of sound land use planning and the Town of Clayton Code of Ordinances as well as applicable state and local regulations such as NCDEQ Stormwater Design Manual Standards, NCDOT Development Regulations, and the Johnston County Land Development Code.

3. That the application will not substantially injure the value of adjoining or abutting property, and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.

The proposed project will not substantially injure the value of adjoining/abutting properties. The specific Townhome use will conform with the abutting properties that are a mix of residential and commercial.

4. That the application will not adversely affect the adopted plans and policies of the Town, or violate the character of existing standards for development of the adjacent properties.

The application will not adversely affect the adopted plans and policies of the Town or violate the character of existing standard for development of the adjacent properties.

All applicable Town of Clayton, County and State standards shall be met. The proposed use of the project will conform with the surrounding residential uses of the abutting properties.

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Clayton to approve the subject Special Use Permit. 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.

ROBERT M BAILEY
Print Name


Signature of Applicant

11/16/22
Date

NEIGHBORHOOD MEETING INFORMATION

Purpose:

The purpose of the Neighborhood Meeting is to inform the surrounding property owners of the nature of the proposed land use and/or development features, answer questions, respond to concerns, and solicit comments.

Meeting Date:

The meeting must be held at least ten (10) calendar days prior to the 1st Public Hearing Meeting.

Meeting Time & Location:

The meeting must be held no earlier than 6:00 pm Monday through Friday, and must be held in a location generally accessible to residents within close proximity of the request. The meeting space must be able to comfortably accommodate everyone that receives an invitation.

Meeting Notice Mailing requirements:

1. The applicant must contact all adjacent property owners via first class mailing (see sample letter).
2. The mailing must include all the persons, firms, or corporations owning property within 100 feet and immediately adjacent to the subject property. 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.
3. The notice must be mailed at least ten (10) calendar days but not more than twenty-five (25) days prior to the date of the Neighborhood Meeting.

Information required to be provided at the Neighborhood Meeting:

At a minimum, the following materials must be present and discussed at a 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.

Information provided to Planning Department:

Alert the Planning Department once the date, location, and time of the Neighborhood Meeting are determined.

Deliver the following items to the Planning Department at least ten (10) calendar days prior to the 1st Public Hearing Meeting in electronic or hard copy format:

- ☒ Adjacent Property Owner's List (aka "mailing list") *Should be submitted with original application packet*
- ☒ Copy of the letter mailed *Should be submitted with original application packet*
- ☒ Attendance Roster (aka "sign-in sheet") *Submit no later than 10 days prior to 1st public meeting date*
- ☒ Neighborhood Meeting Summary Form with minutes (see below) *Submit no later than 10 days prior to the 1st public meeting date*

ADJACENT PROPERTY OWNERS LIST

Project Name: Creekside Townes

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
05G041991	MTR PROPERTIES, LLC	PO BOX 934, CLAYTON, NC 27520
05F01005D	TOWN OF CLAYTON	PO BOX 777, CLAYTON, NC 27528
05G02011L	MTR PROPERTIES, LLC	PO BOX 934, CLAYTON, NC 27520
05G02035E	ALICIA R. RAND	317 WATERFORD DR, CLAYTON, NC 27520
05G02035G	RENE VIKKI JONES	325 WATERFORD DRIVE, CLAYTON, NC 27520
05G02035F	JOANNA DAVIS	321 WATERFORD DRIVE, CLAYTON, NC 27520
05G02035D	JAMIAH A. GRAHAM	313 WATERFORD DRIVE, CLAYTON, NC 27520
05G03024A	CLAYTON CHRISTIAN CHURCH	5217 BARBER MILL ROAD, CLAYTON, NC 27520
05G02011J	KIMBERLY R. BARHAM	8137 LAKISTA POINT LANE, GARNER, NC 27529
05G02012A	MTR PROPERTIES, LLC	PO BOX 934, CLAYTON, NC 27520
05G03199C	JACOB COX	5389 BARBER MILL ROAD, CLAYTON, NC 27520
05H03197G	IGLESIA PRIMEROS FRUTOS, INC	40 DAIRY ROAD, CLAYTON, NC 27520
05H03201R	A&S PROPERTIES OF CLAYTON, INC	85 COUNTRY LN, CLAYTON, NC 27520
05G03023B	KELLY G. GODWIN	PO BOX 273, CLAYTON, NC 27528
05H03031	GROVEWOOD HOMEOWNERS ASSOC INC	39 BERWICK PL, CLAYTON, NC 27520
05H03035E	GROVEWOOD HOMEOWNERS ASSOC INC	39 BERWICK PL, CLAYTON, NC 27520
05H03201S	SHERRON BETTY	5366 BARBER MILL ROAD, CLAYTON, NC 27520

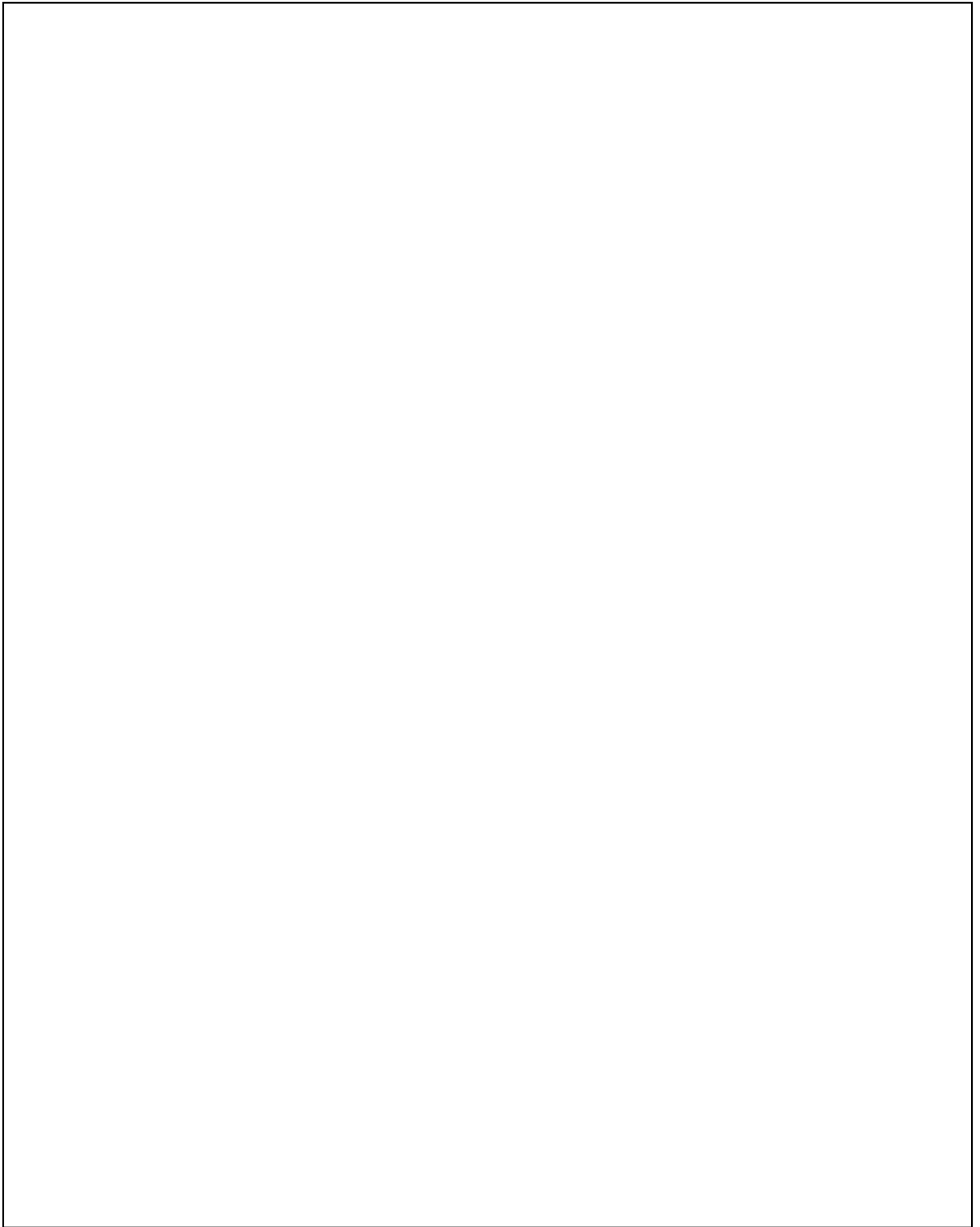
ADJACENT PROPERTY OWNERS LIST

Project Name: Creekside Townes

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.

[illegible]





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: Barber Mill **Address or PIN #:** 165811-57-9203

AGENT/APPLICANT INFORMATION:

R&R Development Group of NC, LLC
(Name - type, print clearly)

1611 Jones Franklin Road, Suite 101
(Address)
Raleigh, NC 27606
(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*):

Petition for Voluntary Annexation
Major Subdivision Plan Application

Special Use Permit
All Applicable State and Local Permitting Pertaining to Development of the Project

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.

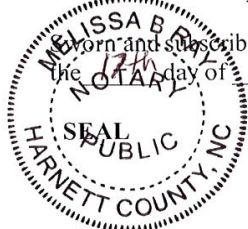
I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval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

OWNER AUTHORIZATION:

Randy G. Goodwin
(Name - type, print clearly)
[Signature]
(Owner's Signature)

PO Box 934
(Address)
Clayton, NC 27528
(City, State, Zip)

STATE OF North Carolina
COUNTY OF Johnston



I, Melissa B. Ray, a Notary Public for the above State and County, this 17th day of May, 2022.

[Signature]
Notary Public

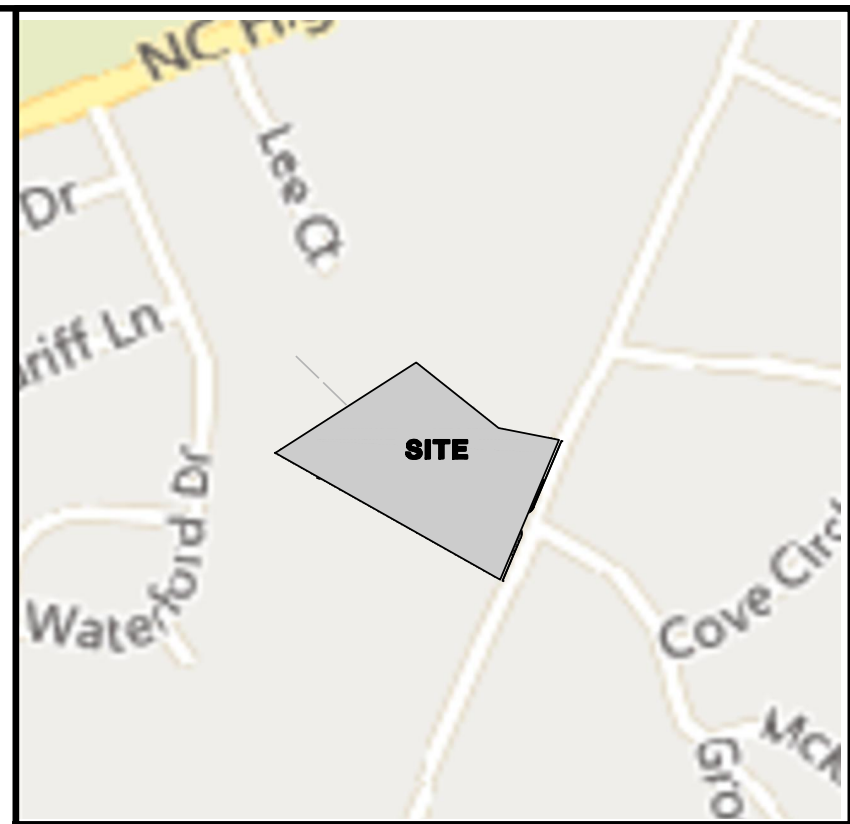
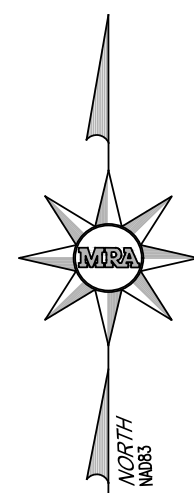
My Commission Expires:

5/9/2024

10 of 10

MAJOR SUBDIVISION - PRELIMINARY PLAT PLAN
FOR
CREEKSIDE TOWNES
TOWN OF CLAYTON, NORTH CAROLINA

PROJECT NUMBER: 2022-III-SD
SPECIAL USE PERMIT: 2022-III-SUP



VICINITY MAP
SCALE: 1"=400'

AGENCY CONTACTS

A. Town of Clayton
Planning Department
III E Second Street
Clayton, NC 27520
Contact: Benjamin Howell
Phone: (919) 553-5002
Email: Bhowell@townofclaytonnc.org

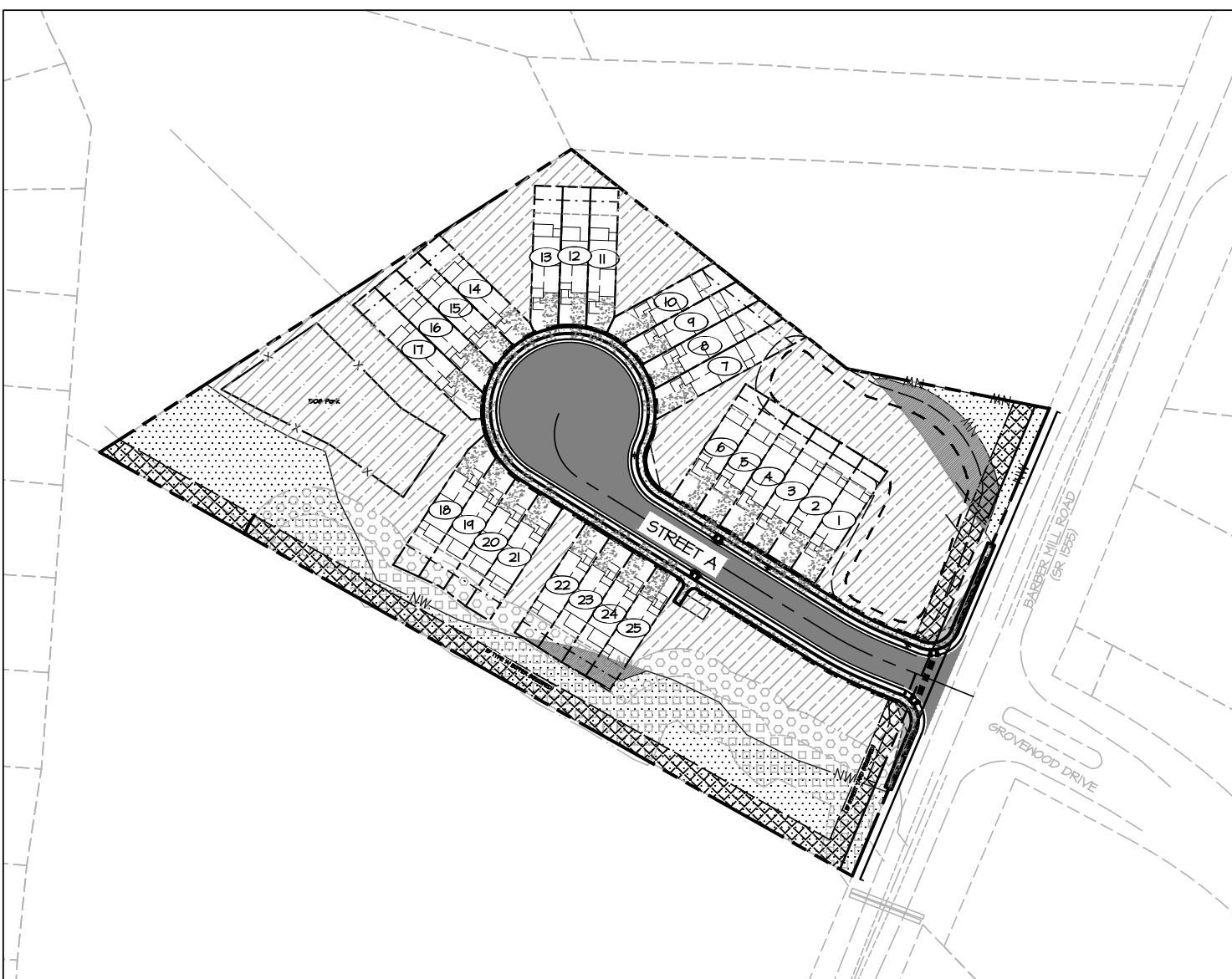
B. Johnston County
Watershed Management
Agricultural Building 2736
NC Highway 210
Suite B, Smithfield, NC 27577
Contact: Greg Walker
Phone: 919-434-7156
Email: sollwater@johnstonnc.com

C. Johnston County Utilities Department
Land Use Center
309 E. Market Street
P.O. Box 2263
Smithfield, NC 27577
Contact: Chandra Cox Farmer
Phone: 919-489-5075
Email: chandra.farmer@johnstonnc.com

D. NCDOT
Division 4, District Office
509 Ward Blvd.
Wilson, NC 27895
Contact: Kevin Bowen, PE
Phone: (252)-640-6400
Email: kgbowen@ncdot.gov

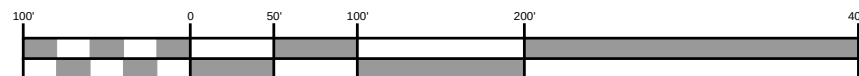
CONDITIONS OF APPROVAL:

- THESE CONDITIONS OF APPROVAL, AND ANY OTHERS INCLUDED WITH THE ASSOCIATED SITE PLAN (2022-III-SD) SHALL BE RECORDED UPON THE FINAL PLAN SET, WHICH MUST BE DELIVERED TO THE PLANNING DEPARTMENT FOR REVIEW AND APPROVAL.
- THE DEVELOPMENT SHALL BE CONSTRUCTED IN SUBSTANTIAL CONFORMANCE WITH THE SPECIAL USE PERMIT AS APPROVED BY THE CLAYTON TOWN COUNCIL AND ASSOCIATED SITE PLAN AS APPROVED BY TOWN STAFF.
- IN ACCORDANCE WITH THE ASSOCIATED SITE PLAN, FRONTAGE IMPROVEMENTS SHALL BE CONSTRUCTED ON BARBER MILL ROAD, CONSISTING OF A NORTHBOUND LEFT-TURN LANE, 5-FOOT-WIDE BIKE LANE, CURB-AND-GUTTER AND SIDEWALK.
- ANY GROUND-MOUNTED UTILITY OR MECHANICAL EQUIPMENT SHALL BE SCREENED FROM VIEW OF ADJACENT PUBLIC RIGHTS-OF-WAY IN ACCORDANCE WITH THE SCREENING REQUIREMENTS UNDER SECTION 055.402(6)(4)-(5) OF THE TOWN OF CLAYTON UNIFIED DEVELOPMENT CODE.
- IN ACCORDANCE WITH THE ASSOCIATED SITE PLAN, THE MAXIMUM GROSS DENSITY FOR THE SITE SHALL BE 6.21 DWELLING UNITS PER ACRE.
- THE FOLLOWING STANDARDS WILL APPLY TO THE DEVELOPMENT:
 - MINIMUM LOT AREA: 1450 SQUARE FEET
 - MINIMUM LOT WIDTH: 20 FEET
 - MAXIMUM IMPERVIOUS SURFACE (TOTAL SITE): 40%
 - MINIMUM SETBACKS:
 - FRONT: 20 FEET
 - MINIMUM GARAGE SETBACK FROM SIDEWALK: 25 FEET
 - SIDE: 0 FEET
 - REAR: 20 FEET
 - MAXIMUM STRUCTURAL HEIGHT: 41 FEET
- SUSTAINABLE HIGH EFFICIENCY PRODUCTS AND/OR APPLIANCES WILL BE PROVIDED AS PART OF THE DEVELOPMENT IN ORDER TO ACHIEVE WASTEWATER ALLOCATION. ALL HOMES CONSTRUCTED WILL BE PART OF THE HERO HOME PROGRAM WITH DUXE ENERGY. A MINIMUM OF THREE (3) OF THE FOLLOWING ENERGY EFFICIENT ELEMENTS SHALL BE INCLUDED WITHIN EACH SINGLE FAMILY HOME(ENITY):
 - LOW FLOW WATER FIXTURES (FAUCET AND SHOWER HEADS)
 - LOW FLOW TOILETS
 - LED LIGHTING THROUGHOUT HOME
 - LOW VOC PAINT
 - LOW-E INSULATED SINGLE-HUNG VINYL WINDOWS
 - ADVANCED FRAMING AND THERMOSTATS
 - SEALED INSULATED DUCTS
- THE TOWNHOME BUILDINGS SHALL MATCH THE ELEVATIONS SHOWN IN THE ASSOCIATED SITE PLAN (2022-III-SD). ALL BUILDINGS WILL INCLUDE A MINIMUM MASONRY COVERAGE OF 25% ON THE FRONT BUILDING FACADE, WITH THE REMAINING FRONT, SIDE AND REAR FACADES USING THE FOLLOWING MATERIALS, AS NOTED IN THE SITE PLAN:
 - FRONT FACADE: COMBINATION OF HARDPLANK LAPSIDE, BOARD AND BATTEN OR CEDAR SHAKE
 - SIDE AND REAR FACADES: HARDPLANK LAPSIDE



KEY MAP

SCALE: 1" = 100'



Scale: 1 inch = 100 ft.

SITE DATA

OWNER	BARBER MILL DEVELOPERS, LLC 1601 JONES FRANKLIN ROAD, SUITE 101 RALEIGH, NC 27606
PN	16581-51-1203
DEED BOOK/PAGE/MAP	02214/0264/16581
CURRENT ZONING	R-10
PROPOSED ZONING	R-10
JURISDICTION	TOWN OF CLAYTON ETJ
MIN. LOT SIZE	1450 SQ. FT. (TOWNHOMES)
LAND USE	RESIDENTIAL
PROPOSED DEVELOPMENT	25 UNITS 25 TOWNHOUSE UNITS
TOTAL SITE AREA	4.03 ACRES
PROPOSED DENSITY	6.21 UNITS/AC
FLOOD PLAIN/ZONE	NONE/ZONE X
FIRM PANEL NO.	15120465800K
WATERSHED PROTECTION	NONE
MINIMUM LOT WIDTH	20' TOWNHOMES
OPEN SPACE	OPEN SPACE: 1245 SF X 25 UNITS = 0.11 AC (REQUIRED) 1.08 (PROVIDED) ACTIVE SPACE: 0.71 X 25% = 0.18 AC (REQUIRED) 0.21 AC (PROVIDED) DOG PARK
SETBACKS	FRONT: 20' SIDE: 0' REAR: 20' GARAGE SETBACK: 25' FROM SIDEWALK
IMPERVIOUS AREA (EXISTING)	0 SQ. FT. (0.00%)
IMPERVIOUS AREA (PROPOSED)	ROADS/DRIVE: 25,638 SQ. FT. WALKS: 4,374 SQ. FT. 30,012 SQ. FT. (11.09%) TOWNHOUSE UNITS: 25 UNITS MAX IMP. PER LOT: 1400 SQ. FT. 35,000 SQ. FT. (11.44%) TOTAL IMPERVIOUS: 65,012 SQ. FT. (31.03%)

DRIVENWAYS

AMOUNT	25
AREA	9,186 SF

SHEET LIST TABLE

Sheet Number	Sheet Title	Date	Revision Date
C0.0	COVER SHEET	1/26/2022	12/4/2022
C0.1	EXISTING CONDITIONS & DEMO	1/26/2022	12/4/2022
C0.2	EXISTING CONDITIONS SURVEY	1/26/2022	12/4/2022
C1.0	SITE PLAN	1/26/2022	12/4/2022
C2.0	UTILITY & LIGHTING PLAN	1/26/2022	12/4/2022
C4.0	GRADING & DRAINAGE	1/26/2022	12/4/2022
C5.0	LANDSCAPE PLAN	1/26/2022	12/4/2022
C5.1	ORTHOGRAPHIC VIEW	1/26/2022	12/4/2022
D1.0	SITE DETAILS	1/26/2022	12/4/2022
D1.1	SITE DETAILS	1/26/2022	12/4/2022
D2.0	UTILITY DETAILS	1/26/2022	12/4/2022
D2.1	UTILITY DETAILS	1/26/2022	12/4/2022
D2.2	UTILITY DETAILS	1/26/2022	12/4/2022
BE1.1	BUILDING ELEVATIONS 1 OF 7	1/26/2022	12/4/2022
BE1.2	BUILDING ELEVATIONS 2 OF 7	1/26/2022	12/4/2022
BE1.3	BUILDING ELEVATIONS 3 OF 7	1/26/2022	12/4/2022
BE1.4	BUILDING ELEVATIONS 4 OF 7	1/26/2022	12/4/2022
BE1.5	BUILDING ELEVATIONS 5 OF 7	1/26/2022	12/4/2022
BE1.6	BUILDING ELEVATIONS 6 OF 7	1/26/2022	12/4/2022
BE1.7	BUILDING ELEVATIONS 7 OF 7	1/26/2022	12/4/2022
BE1.8	BUILDING ELEVATION RENDERING	1/26/2022	12/4/2022

STREET DATA

STREET A	374 LF
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SEWER FLOW

25 UNITS @ 250 GPD PER SINGLE-FAMILY UNIT = 6,250 GPD

WATER AND SEWER SUMMARY TABLE

WATER	
FIRE HYDRANTS	2
LENGTH OF 6" WATERLINE	436 LF
WATER METER	25 (1" WATER METER)
WATER TAPS/SERVICE LINE	874 LF
SEWER	
MANHOLES	3
LF OF 8" SEWER	111 LF
PROJECTED SEWER FLOW	6,250 GPD (250 GPD/UNIT)

PROJECT TEAM

DEVELOPER: BARBER MILL DEVELOPERS, LLC
1601 JONES FRANKLIN ROAD, SUITE 101
RALEIGH, NC 27606
ATTN: ROB BAILEY
919-294-4141

OWNER: BARBER MILL DEVELOPERS, LLC
1601 JONES FRANKLIN ROAD, SUITE 101
RALEIGH, NC 27606

LAND PLANNERS, CIVIL ENGINEER: MORRIS & RITCHIE ASSOCIATES OF NC, PC
5605 CHAPEL HILL ROAD, STE 112
RALEIGH, NC 27607
ATTN: MR. JEREMY M. KEENEY, PE, PLS

SURVEYOR: RMC, PA
101 N. MAIN ST., SUITE 202
GARNER, NC 27524
ATTN: THEODORE CUNNINGHAM

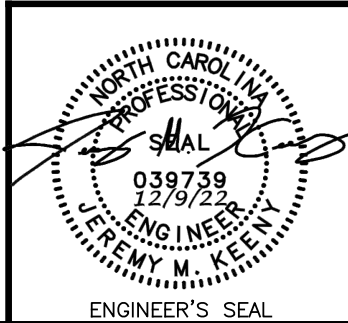
ENVIRON. CONSULTANT: METLAND SOLUTIONS, LLC
5000 NC 28394
ATTN: ADAM CARTER

FOR SITE PLAN REVIEW ONLY
NOT FOR CONSTRUCTION
PLAN IS SUBJECT TO REVISIONS
DURING THE CONSTRUCTION
APPROVAL PROCESS

COVER SHEET

FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA



MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
5605 CHAPEL HILL RD. STE 112
RALEIGH, NC 27607
(884) 200-2103
LICENSE # C-4182
WWW.MRAGTA.COM
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DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	
09/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	JOB NO.: 21640
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: 1"=100'
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
12/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
		DRAWN BY: JIM/ER
		DESIGN BY: PKN
		REVIEW BY: PKN

STATUS:

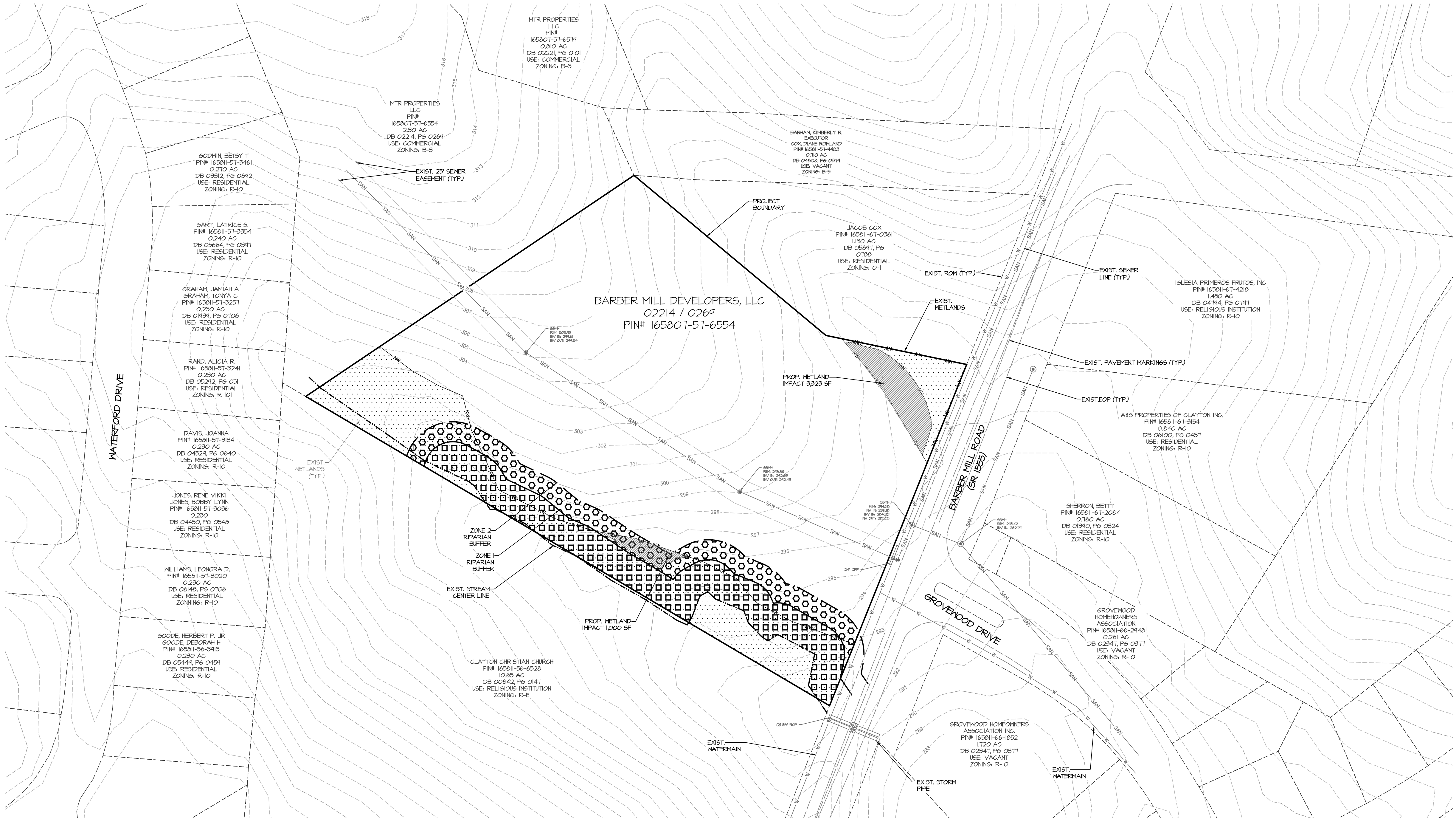
PRELIMINARY NOT FOR CONSTRUCTION

REVISION

SHEET:

C0.0

S:\PROJECTS\CY 2021\121640 - Creekside Townes\20_LDE\110 Prelim\FIG1\CO.1 EXISTING CONDITIONS.dwg, 12/9/2022 1:44:46 PM, Copyright 2022 Morris & Ritchie Associates, Inc.



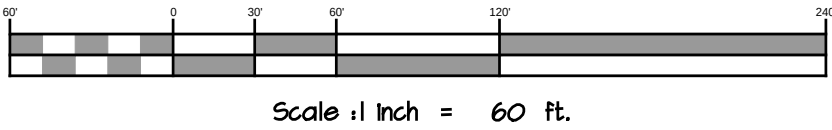
LEGEND

- EX. 1' CONTOUR
- EX. 5' CONTOUR
- EX. PROPERTY LINE
- EX. RIGHT-OF-WAY
- EX. ADJACENT PROPERTY LINE
- EX. EASEMENT
- EX. 1% ANNUAL CHANCE FLOODPLAIN
- EX. NON-TIDAL WETLAND
- EX. STREAM BUFFER
- EX. BUILDING
- EX. CURB
- EX. PAVEMENT/EDGE OF GUTTER
- EX. WALK
- EX. STREAM/POND
- EX. TREELINE
- EX. TREE
- EX. STORM DRAIN
- EX. SANITARY LINE
- EX. WATERLINE
- EX. GAS LINE
- EX. UNDERGROUND ELECTRIC
- EX. OVERHEAD ELECTRIC
- EX. STREAM RIPARIAN BUFFER
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. WATER METER
- EX. POWER POLE
- EX. LIGHT POLE
- EX. WETLAND HATCH
- RIAPARIAN BUFFER: ZONE 1
- RIAPARIAN BUFFER: ZONE 2
- PROP. DEMOLITION

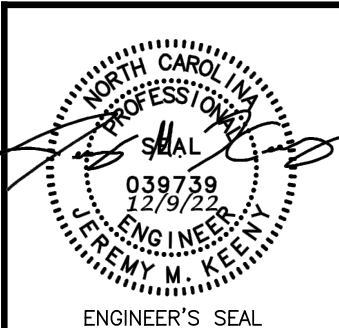
GENERAL NOTES:

1. SURVEY PROVIDED BY RMC, PA ENGINEERING, DATED NOVEMBER 5TH, 2021
2. EXISTING TOPOGRAPHY OBTAINED FROM JOHNSTON COUNTY GIS

FOR SITE PLAN REVIEW ONLY
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PLAN IS SUBJECT TO REVISIONS
DURING THE CONSTRUCTION
APPROVAL PROCESS



DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	JOB NO.: 21640
09/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: 1"= 50'
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DRAWN BY: JMK
		DESIGN BY: PKN
		REVIEW BY: JMK



STATUS: PRELIMINARY NOT FOR CONSTRUCTION

REVISION: ----

SHEET: C0.1

EXISTING CONDITIONS & DEMO
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA

MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
5605 CHAPEL HILL RD. STE 112
RALEIGH, NC 27607
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S:\PROJECTS\CY 2021\121640 - Creekside Townes 20 - LDE\110 Prelim\FIG1\CD.1 EXISTING CONDITIONS.dwg, 12/9/2022 1:44:51 PM, Copyright 2022 Morris & Ritchie Associates, Inc.

METADATA TABLE
CLASS OF SURVEY: A
POSITIONAL ACCURACY: 0.10' @ 95% CONFIDENCE
TYPE OF GPS FIELD PROCEDURE: MULTIPLE OBS VRS
DATUM/EPOCH: NAD83-2011 / 2
GEOID MODEL: 128
UNITS: US SURVEY FEET
VERTICAL DATUM (IF SHOWN): NAVD'88
DATE(S) OF SURVEY: NOV 22-DEC 07, 2021
COMBINED GRID FACTOR: 0.99988501

WAKE COUNTY, NORTH CAROLINA
I CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION FROM PUBLIC SOURCES REFERENCED, THAT THE RATIO OF PRECISION IS 1/10,000, AND THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600).

Charles R. Piratzky
CHARLES R. PIRATZKY, P.L.S.
L-2813

12-15-2021
DATE



SITE DATA:
PIN: 165811-57-9203
DB: 2214 PG 269
ADDRESS: BARBER MILL ROAD
LAND USE: VACANT
ZONING: S-1G
OWNER:
MTR PROPERTIES LLC
PO BOX 934
CLAYTON, NC 27520



SCALE: 1" = 40'
CONTOUR INTERVAL = 1'
VERTICAL DATUM PER NAVD '88

DRAWN: NOVEMBER 5, 2021 BY: TC CRD CRP
FILE: P:\CLAYTON TOWNHOMES\CLAYTON TOWNHOMES.DWG
SURVEYED: S:\FIELD\CLAYTON\TOWNHOMES 102211.DWG
S:\FIELD\CLAYTON\TOWNHOMES 102212.DWG
S:\FIELD\CLAYTON\TOWNHOMES 102213.DWG

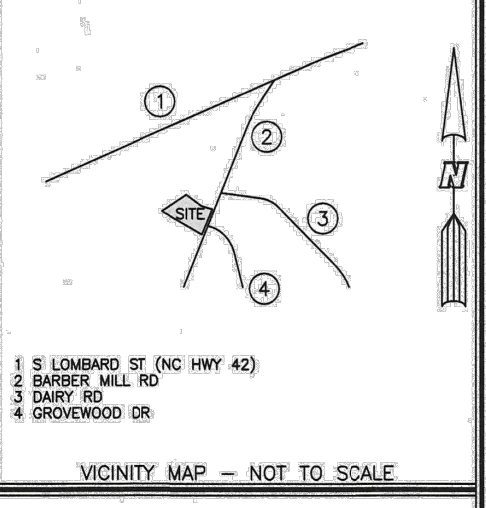
EXISTING CONDITIONS SURVEY FOR
R & R DEVELOPMENT, LLO
TRACT 3 OF LOTS 5 & 6
WESTPARK SUBDIVISION
CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA
OWNER(S)
MTR PROPERTIES LLC

RWK, PA
ENGINEERING - SURVEYING
CORPORATE LICENSE C-11771
101 W. MAIN ST., SUITE 202
GARNER, NC 27529
PHONE (919) 779-4854
FAX (919) 779-4056

SHEET 1 OF 1

LINE TYPES	
	ADJOINING PROPERTY LINE
	PROPERTY LINE IN R/W
	CONTOUR
	CONTOUR INDEX
	EASEMENT
	SANITARY SEWER
	STORM PIPES
	WATERLINE

LEGEND	
	AIR CONDITIONER
	BACK OF CURB
	CLEARCUT
	CURB INLET
	DRILL HOLE SET
	EXISTING CONCRETE MONUMENT
	EXISTING DRILL HOLE
	EXISTING IRON STAKE
	EXISTING IRON PIPE
	ELECTRIC METER
	EXISTING PK NAIL
	ELECTRIC STUD
	FLARED END SECTION
	FIRE HYDRANT
	GAS METER
	OBSC. OPTIC PEDESTAL
	QTY
	IRON PIPE SET
	IRON ROD SET
	LIGHT POLE
	MANGROVE NAIL SET
	MANHOLE SANITARY SEWER
	MANHOLE STORM SEWER
	OVERHEAD WIRE
	PK NAIL SET
	RAIL ROAD SPIKE
	TELEPHONE PEDESTAL
	TRANSFORMER
	CABLE TV PEDESTAL
	UTILITY POLE
	WATER METER
	WATER VALVE
	WARD INLET
	FIELD MEASUREMENT



NOTES

1. THIS SURVEY IS SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
2. ALL DISTANCES SHOWN HAVE BEEN MEASURED HORIZONTALLY ON THE GROUND.
3. THE LAND SHOWN ON THIS PLAT IS NOT IN A 100-YEAR FLOOD HAZARD PER FIRM NUMBER 3720165800K, EFFECTIVE 06/20/2018.
4. WATERLINE SHOWN ON SURVEY WAS LOCATED BY THE TOWN OF CLAYTON. IT IS EXPECTED THAT THE WATERLINE RUNS WITH BARBER MILL ROAD ALONG THE PROPERTY LINE AND HAS A "T" CONNECTION WITH THE WATERLINE CROSSING THE ROAD.
5. OTHER UNDERGROUND UTILITIES EXIST, BUT ARE NOT SHOWN.

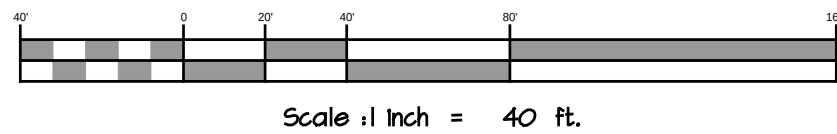
REFERENCES:
DB 2214 PG 269
PB 65 PG 376

CREEKSIDE TOWNES: SITE DATA

OWNER	BARBER MILL DEVELOPERS, LLC PO BOX 434 CLAYTON, NC 27520
PIN	165811-51-4203
DEED BOOK/PAGE/MAP	02214/0264/165811
CURRENT ZONING	R-10
PROPOSED ZONING	R-10
JURISDICTION	TOWN OF CLAYTON ETJ
MIN. LOT SIZE	1450 SQ FT (TOWNHOMES)
LAND USE	RESIDENTIAL
PROPOSED DEVELOPMENT	25 UNITS 25 TOWNHOUSE UNITS
TOTAL SITE AREA	4.03 ACRES
PROPOSED DENSITY	6.21 UNITS/AC
FLOOD PLAIN/ZONE	NONE/ZONE X
FIRM PANEL NO.	45120165800K
WATERSHED PROTECTION	NONE
MINIMUM LOT WIDTH	20' TOWNHOMES
OPEN SPACE	OPEN SPACE 1245 SF X 25 UNITS = 0.11 AC (REQUIRED) LOB (PROVIDED)
SETBACKS	FRONT, 20' SIDE, 0' REAR, 20' GARAGE SETBACK, 25' FROM SIDEWALK
IMPERVIOUS AREA (EXISTING)	0 SQ FT (0.00%)
IMPERVIOUS AREA (PROPOSED)	ROADS/DRIVE WALKS 25,630 SQ FT 43711 SQ FT 30,011 SQ FT (11.04%) TOWNHOUSE UNITS 25 UNITS MAX IMP PER LOT 1400 SQ FT 35,000 SQ FT (11.44%) TOTAL IMPERVIOUS: 65,011 SQ FT (31.03%)

SITE NOTES

- PROPERTY DEED INFORMATION CAN BE FOUND ON DEED BOOK 02214, PAGE 0264 PIN# 165811-51-4203
- 25 UNITS PLANNED WITH TOWN OF CLAYTON MUNICIPAL SEWER & WATER.
- MINIMUM LOT WIDTH 20' TOWNHOMES
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH JOHNSTON COUNTY, TOWN OF CLAYTON, AND NCDOT STANDARDS AND SPECIFICATIONS.
- ALL STREETS SHOWN HEREON ARE TO BE 50' PUBLIC DEDICATED R/W AND UTILITY EASEMENTS.
- ALL DRAINAGE EASEMENTS ARE TO BE PERMANENT & PUBLIC. THE MAINTENANCE OF ALL SAID DRAINAGE EASEMENTS SHALL BE THE RESPONSIBILITY OF INDIVIDUAL LOT OWNERS THAT BORDER ALL SUCH EASEMENTS.
- DEVELOPER SHALL CONFORM TO ALL JOHNSTON COUNTY AND/OR NORTH CAROLINA SOIL AND EROSION REGULATIONS
- THE HOA SHALL BE RESPONSIBLE FOR MAINTAINING THE STREETSCAPE BUFFERS AND ALL OPEN SPACE.
- FIRE HYDRANTS AND STREET LIGHTS SHALL BE INSTALLED PER TOWN OF CLAYTON REGULATIONS.
- THERE SHALL BE NO UNPERMITTED DISTURBANCE WITHIN THE WETLANDS OR RIPARIAN BUFFERS.
- SIDEWALKS AND PERIMETER BUFFERS TO BE MAINTAINED BY HOA.
- ALL AREA OUTSIDE OF LOTS IS OPEN SPACE AND WILL BE MAINTAINED BY THE HOA.
- REFUSE TO BE COLLECTED THROUGH ROLL-OUT BINS.
- ALL MECHANICAL UNITS SHALL BE SCREENED FROM PUBLIC RIGHT OF WAYS, ADJACENT ROADWAYS AND SIDEWALKS.



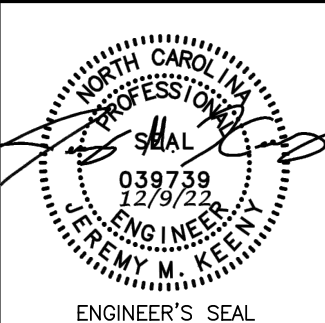
LEGEND

- PR. RIGHT OF WAY
- PR. LOT LINE/PARCEL LINE
- PR. PUBLIC STORM DRAINAGE EASEMENT
- PR. PUBLIC UTILITY EASEMENT
- PR. SETBACK
- PR. BUILDING
- PR. CURB & GUTTER
- PR. REINFORCING WALL
- PR. ROW CENTER LINE
- PR. LANDSCAPE BUFFER
- PR. OPEN SPACE
- PR. ACTIVE OPEN SPACE
- PR. SCM MAINTENANCE & ACCESS EASEMENT
- PR. HEAVY DUTY PAVEMENT
- PR. LIGHT DUTY PAVEMENT
- PR. HANDICAP PARKING
- PR. HANDICAP RAMP
- PR. LOT NUMBER
- PR. PARKING SPACE COUNT
- PR. CURB RADIUS
- PR. LIMIT OF DISTURBANCE
- PR. TREE PROTECTION FENCE
- PR. TREELINE
- PR. 1' CONTOUR
- PR. 5' CONTOUR
- PR. 1' CONTOUR
- PR. 5' CONTOUR
- PR. PROPERTY LINE
- PR. RIGHT-OF-WAY
- EX. ADJACENT PROPERTY LINE
- EX. EASEMENT
- EX. 1% ANNUAL CHANCE FLOODPLAIN
- EX. NON-TIDAL WETLAND
- EX. STREAM BUFFER
- EX. BUILDING
- EX. CURB
- EX. PAVEMENT/EDGE OF GUTTER
- EX. WALL
- EX. STREAM/POND
- EX. TREELINE
- EX. TREE
- RIAPARIAN BUFFER: ZONE 1
- RIAPARIAN BUFFER: ZONE 2
- EX. STORM DRAIN
- EX. SANITARY LINE
- EX. WATERLINE
- EX. GAS LINE
- EX. UNDERGROUND ELECTRIC
- EX. OVERHEAD ELECTRIC
- EX. FIRE HYDRANT
- EX. WATER VALVE
- EX. WATER METER
- EX. POWER POLE
- EX. LIGHT POLE
- OS OPEN SPACE

FOR SITE PLAN REVIEW ONLY
NOT FOR CONSTRUCTION
PLAN IS SUBJECT TO REVISIONS
DURING THE CONSTRUCTION
APPROVAL PROCESS

SITE PLAN FOR CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA



MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
5605 CHAPEL HILL RD. STE 112
RALEIGH, NC 27607
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LICENSE # C-4182
WWW.MRAGTA.COM
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STATUS: PRELIMINARY NOT FOR CONSTRUCTION

REVISION SHEET: C1.0

DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	JOB NO.: 21640
09/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: AS SHOWN
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DRAWN BY: JMK
		DESIGN BY: PKN
		REVIEW BY: JMK



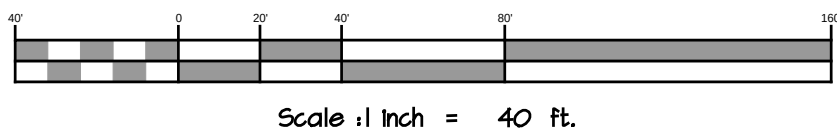
S:\PROJECTS\CY 2021\121640 - Creekside Townes\20_LDE\10 Prelim\1001\CY-UTILITY LIGHTING.dwg, 12/9/2022 1:45:30 PM, Copyright 2022 Morris & Ritchie Associates, Inc.

UTILITY NOTES

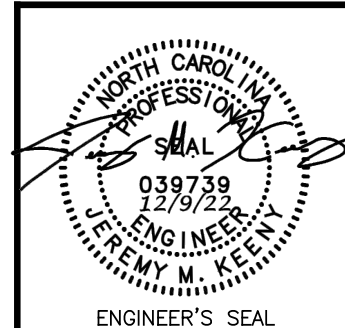
- ALL CONSTRUCTION IS TO BE PERFORMED IN ACCORDANCE WITH CURRENT TOWN OF CLAYTON STANDARDS, SPECIFICATIONS & DETAILS.
- ALL PERMITS RELATING TO THIS PROJECT MUST BE OBTAINED PRIOR TO CONSTRUCTION.
- NCDOT / RAILROAD ENCROACHMENT AGREEMENTS ARE REQUIRED FOR ANY UTILITY WORK (INCLUDING MAIN EXTENSIONS & SERVICE TAPS) WITHIN STATE OR RAILROAD ROW PRIOR TO CONSTRUCTION.
- ANY NECESSARY FIELD REVISIONS ARE SUBJECT TO REVIEW & APPROVAL OF AN AMENDED PLAN &/OR PROFILE BY THE TOWN OF CLAYTON PUBLIC UTILITIES DEPARTMENT PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL MAINTAIN CONTINUOUS WATER & SEWER SERVICE TO EXISTING RESIDENCES & BUSINESSES THROUGHOUT CONSTRUCTION. ANY NECESSARY SERVICE INTERRUPTIONS SHALL BE PRECEDED BY A 24 HOUR ADVANCE NOTICE TO THE TOWN OF CLAYTON PUBLIC UTILITIES DEPARTMENT.
- IT IS THE DEVELOPER'S RESPONSIBILITY TO ABANDON OR REMOVE EXISTING WATER & SEWER SERVICES NOT BEING USED IN REDEVELOPMENT OF A SITE UNLESS OTHERWISE DIRECTED BY THE TOWN OF CLAYTON PUBLIC UTILITIES DEPARTMENT. THIS INCLUDES ABANDONING TAP AT MAIN & REMOVAL OF SERVICE FROM ROW OR EASEMENT FOR TOWN OF CLAYTON PUBLIC UTILITY HANDBOOK PROCEDURE.
- ALL WATER MAINS SHALL HAVE A MIN. OF 30" OF COVER AS MEASURED FROM FINISHED GRADE AT THE LOCATION WHERE INSTALLED.
- WATER MAINS SHALL BE LAID AT LEAST 10 FEET LATERALLY FROM EXISTING OR PROPOSED SEWERS UNLESS THE ELEVATION OF THE BOTTOM OF THE WATER MAIN IS AT LEAST 18 INCHES ABOVE THE TOP OF THE SEWER WITH A HORIZONTAL SEPARATION OF AT LEAST 3 FEET.
- WHERE A WATER MAIN AND A SANITARY SEWER CROSS, AND THE VERTICAL SEPARATION IS LESS THAN 18 INCHES, OR THE WATER LINE BEGINS UNDER THE SEWER, BOTH THE WATER MAIN AND THE SEWER SHALL BE DUCTILE IRON PIPE EQUIVALENT TO WATER MAIN STANDARDS FOR A DISTANCE OF 10 FEET ON EACH SIDE AT THE POINT OF CROSSING. THE WATER LINE PIPE SECTION SHALL BE CENTERED AT THE POINT OF CROSSING. IN NO INSTANCE SHALL THERE BE LESS THAN 6" CLEARANCE BETWEEN WATER MAINS AND SANITARY OR STORM SEWER MAINS.
- CONTRACTOR SHALL USE A MIN. 20" SECTION DIP CENTERED UNDER STORMWATER PIPE WHERE 18" MIN. VERTICAL CLEARANCE CANNOT BE MET BETWEEN STORMWATER AND WATER.
- FOR ALL PIPES, A 12" METALLIC WARNING TAPE SHALL BE PLACED 12" TO 18" BELOW FINISHED GRADE. CONTRACTOR SHALL COORDINATE WITH BRIAN SPEAR WITH TOWN OF CLAYTON PUBLIC UTILITIES.
- WATER SERVICES SHALL BE EXTENDED FROM THE MAIN TO A METER BOX LOCATED WITHIN THE RIGHT OF WAY. THE METER SHALL BE PLACED AT THE EDGE OF THE SERVICED LOTS RIGHT OF WAY LINE OR EASEMENT. SERVICE LINE SHALL BE RUN ON A TRUE LINE FROM THE WATERMAIN TO THE METER BOX, AND WHERE POSSIBLE, SERVICE LINE SHALL BE PERPENDICULAR TO THE MAIN LINE. NO WATER BOXES OR VAULTS SHALL BE PLACED IN STREETS, SIDEWALKS, PARKING AREAS, OR DRIVEWAYS.
- MANHOLES SHALL BE SPACED A MAXIMUM DISTANCE OF 400 FEET APART.
- MANHOLES SHALL BE INSTALLED AT EACH DEFLECTION OF LINE AND/OR GRADE WITH A MINIMUM DROP OF 0.2 FEET. MANHOLES FOR SEWERS GREATER THAN 21 INCHES IN DIAMETER SHALL BE 5 FOOT MANHOLES. MANHOLES FOR SEWERS 12 FEET OR DEEPER SHALL BE MINIMUM 5 FOOT DIAMETER. MANHOLE TOPS SHALL BE SET FLUSH WITH PAVEMENT WHERE INSTALLED IN A STREET.
- SERVICE CONNECTIONS FOR THE SANITARY SEWER LINES SHOULD BE PERPENDICULAR FROM THE MAIN LINE TO THE EDGE OF THE SERVICED LOTS RIGHT OF WAY LINE OR EASEMENT WITH A MINIMUM GRADE OF 1/4 INCH/FOOT FOR 4 INCH AND 6 FOOT/1000 FOOT FOR 6 INCH. ALL CLEANOUTS SHALL ENTER A MINIMUM OF 6 INCHES ABOVE THE FINISHED GRADE. WHERE A SERVICE LINE IS CONNECTED TO A MANHOLE, THE LINE SHALL TERMINATE AT THE EDGE OF THE INVEST IN THE MANHOLE. NO CLEANOUTS SHALL BE PLACED IN STREETS, SIDEWALKS, PARKING AREAS, OR DRIVEWAYS.
- WATERTIGHT MANHOLES SHALL BE PROVIDED WITH A WATERTIGHT FRAME AND COVER WITH GASKET. ALL MANHOLE SEAMS SHALL BE EXTERNALLY TAPED/SEALED. WATERTIGHT MANHOLES SHALL BE PROVIDED WITH A FULL WATERPROOF INTERIOR COATING/LINING. WATERTIGHT PIPE CONNECTIONS SHALL BE PROVIDED CONSISTING OF A FLEXIBLE RUBBER BOOT OR COMPRESSION TYPE CONNECTOR. ALL WATERTIGHT MANHOLES SHALL BE TESTED IN ACCORDANCE WITH ASTM D244 "STANDARD TEST METHOD OF CONCRETE SEWER MANHOLES BY THE NEGATIVE AIR PRESSURE (VACUUM) TEST PRIOR TO BACKFILL". ALL WATERTIGHT MANHOLES NOT INCLUDED AS PART OF A USACE 404 PERMIT OR DIVISION 401 CERTIFICATION SHALL MAINTAIN A SEPARATION OF NO LESS THAN 10 FEET FROM WETLANDS.
- ALL FIRE HYDRANTS SHALL BE EQUIPPED WITH 5" STORZ QUICK COUPLING CONNECTIONS.
- ALL EXISTING ABOVE GROUND UTILITY STRUCTURES SHALL BE ADJUSTED AS NECESSARY TO MATCH PROPOSED GRADES.
- ALL EXISTING UTILITIES SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO PROPOSED UTILITY CONSTRUCTION. ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN FIELD CONDITIONS AND PROPOSED PLANS.
- NO SANITARY SEWER SERVICES SHALL ENTER A MANHOLE IN THE CONE SECTION OR THROUGH A JOINT.
- CONTRACTOR TO ENSURE THAT THE INCOMING PIPE INTO THE DROP MANHOLES ARE INSTALLED SUCH THAT THE DROP PIPE IS ALIGNED WITH THE WALL OF THE MANHOLE.

WATER AND SEWER SUMMARY TABLE

WATER	
FIRE HYDRANTS	2
LENGTH OF 6" WATERLINE	438 LF
WATER METER	25 (3" WATER METER)
WATER TAPS/SERVICE LINE	871 LF
SEWER	
MANHOLES	3
LF OF 8" SEWER	111 LF
PROJECTED SEWER FLOW	6,250 GPD (250 GPD/UNIT)



DATE	REVISIONS	
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12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
		DRAWN BY: JMK/ER
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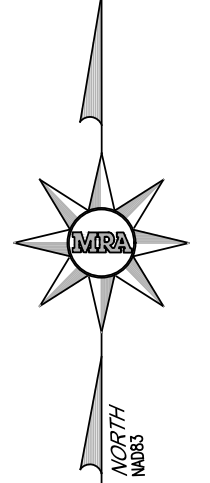
UTILITY & LIGHTING PLAN FOR CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA
MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
5605 CHAPEL HILL RD. STE 112
RALEIGH, NC 27607
(984) 200-2103
LICENSE # C-4182
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REVISION SHEET: C2.0

- LEGEND**
- PR. RIGHT OF WAY
 - PR. LOT LINE/PARCEL LINE
 - PR. EASEMENT
 - PR. BUILDING
 - PR. CURB & GUTTER
 - PR. RETAINING WALL
 - PR. ROAD CENTER LINE
 - PR. HEAVY DUTY PAVEMENT
 - PR. LIGHT DUTY PAVEMENT
 - PR. STORM DRAIN
 - PR. WATERLINE
 - PR. SANITARY SEWER
 - PR. SAN. SEWER SERVICE LINE
 - PR. WATER SERVICE LINE
 - PR. SAN. SEWER MANHOLE
 - PR. GATE VALVE
 - PR. REDUCER
 - PR. SEWER CLEANOUT
 - PR. WATER METER
 - PR. CATCH BASIN
 - PR. FIRE HYDRANT
 - PR. TEMP. BLOWOFF VALVE
 - PR. LIMIT OF DISTURBANCE
 - PR. TREE LINE
 - PR. 1" CONTOUR
 - PR. 5' CONTOUR
 - EX. 1" CONTOUR
 - EX. 5' CONTOUR
 - EX. PROPERTY LINE
 - EX. RIGHT-OF-WAY
 - EX. ADJACENT PROPERTY LINE
 - EX. EASEMENT
 - EX. 1% ANNUAL CHANCE FLOODPLAIN
 - EX. NON-TIDAL WETLAND
 - EX. STREAM BUFFER
 - EX. BUILDING
 - EX. CURB
 - EX. PAVEMENT/EDGE OF GUTTER
 - EX. WALK
 - EX. STREAM/POND
 - EX. TREE LINE
 - EX. TREE
 - SD - STORM DRAIN
 - SAN - SANITARY LINE
 - W - WATERLINE
 - G - GAS LINE
 - USE - UNDERGROUND ELECTRIC
 - OHE - OVERHEAD ELECTRIC
 - EX. FIRE HYDRANT
 - EX. WATER VALVE
 - EX. WATER METER
 - EX. POWER POLE
 - EX. LIGHT POLE

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PLANTING SCHEDULE:

STREET TREES

ONE CANOPY TREE PER LOT, MAXIMUM 50' BETWEEN STREET TREES AND 40' BETWEEN TREES ALONG BARBER MILL ROAD.

PROVIDED: 51 TREES

QTY	KEY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	SYMBOL
48	TP	ACER SACCCHARUM	SUGAR MAPLE	25" CAL. MIN.	B4B	
3	BC	TAXODIUM D.	GREEN WHISPER CYPRESS	25" CAL. MIN.	B4B	

PERIMETER & STREET YARD LANDSCAPE BUFFER

EXISTING VEGETATION TO SERVE AS NATURAL PERIMETER BUFFER WHERE AVAILABLE, OTHERWISE PERIMETER BUFFER SHALL COMPRISE A BUFFER 15 FOOT WIDE ALONG PERIMETER PROPERTY LINES PER APPROVED DEVELOPMENT PLAN.

LANDSCAPE NOTES

- ALL LANDSCAPING SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE TOWN OF CLAYTON DEVELOPMENT CODE AND THE LATEST EDITION OF NURSERY STANDARDS BY THE AMERICAN NURSERY AND LANDSCAPE ASSOCIATION (ANLA).
- CALL UTILITY LOCATOR SERVICE PRIOR TO ANY DISTURBANCE ON THIS SITE. CONTRACTOR SHALL BE RESPONSIBLE FOR CONFIRMATION OF MARKED UTILITIES WITHIN THE AREA OF WORK.
- DO NOT CHANGE THE DESIGN WITHOUT APPROVAL FROM THE OWNER AND/OR CODE COMPLIANCE AUTHORITY.
- ALL TURF AREAS OR AREAS NOT OTHERWISE SPECIFIED SHALL BE ESTABLISHED WITH PERMANENT VEGETATION, GROUND COVER OR TURF AS REQUIRED PER SEDIMENT AND EROSION STANDARDS.
- TURF AREAS SHALL CONSIST OF NATIVE TOPSOIL OR IMPORTED EQUIVALENT AT A MINIMUM DEPTH OF 4", FERTILIZED/LIMED PER SOIL TEST REPORT, AND EXHIBIT NO DEBRIS OR ROCK GREATER THAN 1 INCH.
- ALL TURF AND LANDSCAPE AREAS SHALL BE FINELY GRADED AND EXHIBIT POSITIVE DRAINAGE.
- LANDSCAPE CONTRACTOR SHALL VERIFY PLANT QUANTITIES, IF DISCREPANCY EXISTS, USE HIGHER QUANTITY.
- OWNER SHALL BE RESPONSIBLE FOR THE CARE AND MAINTENANCE OF ALL REQUIRED LANDSCAPING.
- ALL LANDSCAPE BEDS SHALL BE MULCHED WITH UNIFORM DOUBLE OR TRIPLE SHREKDED HARDWOOD MULCH THAT EXHIBITS NO LARGE CHIPS, DEBRIS, ROCK OR TRASH.
- ALL LANDSCAPED AREAS SHALL BE PROVIDED WITH AN AUTOMATICALLY OPERATED IRRIGATION SYSTEM THAT WILL ADEQUATELY COVER ALL LIVING PLANT MATERIAL, SUCH SYSTEM SHALL INCLUDE A RAIN SENSOR, IF IRRIGATION WILL NOT BE UTILIZED, DROUGHT-TOLERANT SPECIES MUST BE USED.
- ALL LANDSCAPED AREAS SHALL BE MAINTAINED IN AN ATTRACTIVE AND HEALTH CONDITION, DEAD OR DISEASED PLANTINGS SHALL BE REMOVED AND REPLACED IN A TIMELY FASHION.
- PER UDO SECTION 155.400(L)(1), NO PLANTS SHALL IMPEDE VISION BETWEEN A HEIGHT OF 30' AND 10' WITHIN SIGHT DISTANCE TRIANGLES.
- ALL MECHANICAL UNITS SHALL BE SCREENED FROM PUBLIC RIGHT OF WAYS, ADJACENT ROADWAYS AND SIDEWALKS.

GENERAL PLANTING NOTES

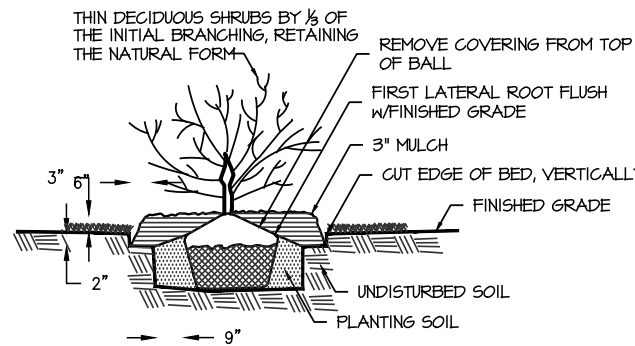
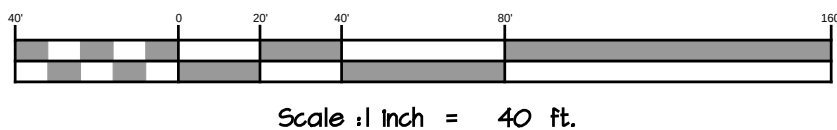
- VERIFICATION OF TOTAL QUANTITIES AS SHOWN ON THE PLANT LIST SHALL BE THE RESPONSIBILITY OF THE PLANTING CONTRACTOR, AND THE TOTAL QUANTITIES SHALL BE REQUIRED ON THE PLANTING PLAN.
- ALL TREES, SHRUBS, AND BEDDING PLANTS SHALL CONFORM TO THE ACCEPTED STANDARDS ESTABLISHED BY THE AMERICAN ASSOCIATION OF NURSERMEN.
- ALL SAUCERS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.
- SET TOP OF ROOT BALL 6"-8" ABOVE GRADE, PREPARE ENTIRE BED, NOT INDIVIDUALLY.
- THE SIZE OF ALL ROOT BALLS SHALL CONFORM TO AAS STANDARDS.
- FERTILIZE ALL PLANTS WITH AGRIFORM FERTILIZER TABLETS OR EQUAL TO BE APPLIED AT MANUFACTURERS RECOMMENDED RATE.
- GUYING, IF NECESSARY, SHALL BE REMOVED AFTER ONE GROWING SEASON.
- ALL ROOT BALLS REMOVED FROM CONTAINERS SHALL BE SCARIFIED PRIOR TO BACKFILLING.
- ALL TREES HAVE BEEN LOCATED WITH RESPECT TO PROPOSED OR EXISTING FACILITIES OR STRUCTURES.
- OWNERS SHALL MAINTAIN ALL PLANT BEDS AND PLANT MATERIAL IN GOOD HEALTH, AND ANY DEAD, UNHEALTHY OR MISSING PLANTS SHALL BE REPLACED WITH LOCALLY ADAPTED VEGETATION WHICH CONFORMS TO THE INITIAL PLANTING STANDARDS OF THE LANDSCAPE ORDINANCE.
- REPORT ANY DISCREPANCIES TO THE PROJECT LANDSCAPE ARCHITECT.
- SUBSTITUTIONS OR ALTERATION SHALL NOT BE MADE WITHOUT PRIOR WRITTEN NOTIFICATION OF THE PROJECT LANDSCAPE ARCHITECT AND THE TOWN OF CLAYTON.
- ALL PLANT MATERIAL SHALL BE OF SPECIEN QUALITY.
- ALL PLANT MATERIAL SHALL BE MAINTAINED IN PERPETUITY.

LANDSCAPE BUFFER REQUIREMENTS
(BARBER MILL ROAD)

REQUIRED:	
LF OF BUFFER NEEDED	320 LF
CANOPY TREES	2 TREE PER 100 LF OF BUFFER 7 TREES REQUIRED
UNDERSTORY TREES	1 TREE PER 100 LF OF BUFFER 4 TREES REQUIRED
SHRUBS	10 SHRUBS PER 100 LF OF BUFFER 32 SHRUBS REQUIRED

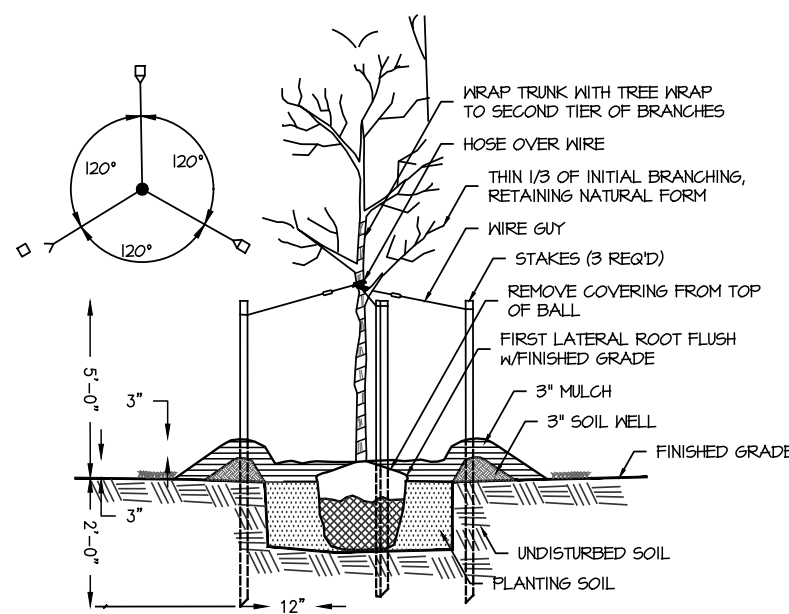
LANDSCAPE BUFFER REQUIREMENTS
(SOUTH WESTERN PROPERTY LINE)

REQUIRED:	
LF OF BUFFER NEEDED	621 LF
CANOPY TREES	2 TREE PER 100 LF OF BUFFER 13 TREES REQUIRED
UNDERSTORY TREES	1 TREE PER 100 LF OF BUFFER 7 TREES REQUIRED
SHRUBS	10 SHRUBS PER 100 LF OF BUFFER 63 SHRUBS REQUIRED



SHRUB DETAIL

NOT TO SCALE



DECIDUOUS TREE DETAIL

NOT TO SCALE

LEGEND

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- PR. LIGHT DUTY PAVEMENT
- PR. TYPE A PERIMETER BUFFER
- PR. HANDICAP PARKING
- PR. HANDICAP RAMP
- PR. LOT NUMBER
- PR. PARKING SPACE COUNT
- PR. CURB RADIUS
- PR. STREET TREE
- PR. LIMIT OF DISTURBANCE
- PR. TREE PROTECTION FENCE
- PR. TREELINE
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LANDSCAPE PLAN
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA



MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
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DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	JOB NO.: 21640
04/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: 1" = 40'
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
11/18/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DRAWN BY: JMW/ER
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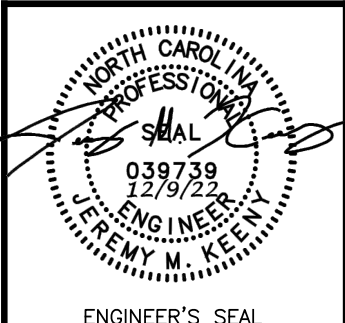
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NOTES:

1. ORTHOGRAPHIC IMAGERY DATED 2022 PROVIDED BY MAXAR TECHNOLOGIES

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ORTHOGRAPHIC VIEW
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA

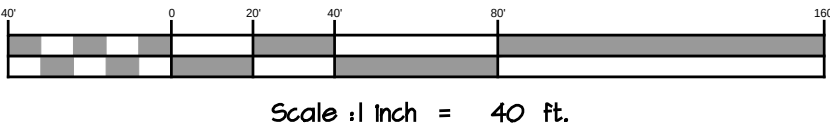


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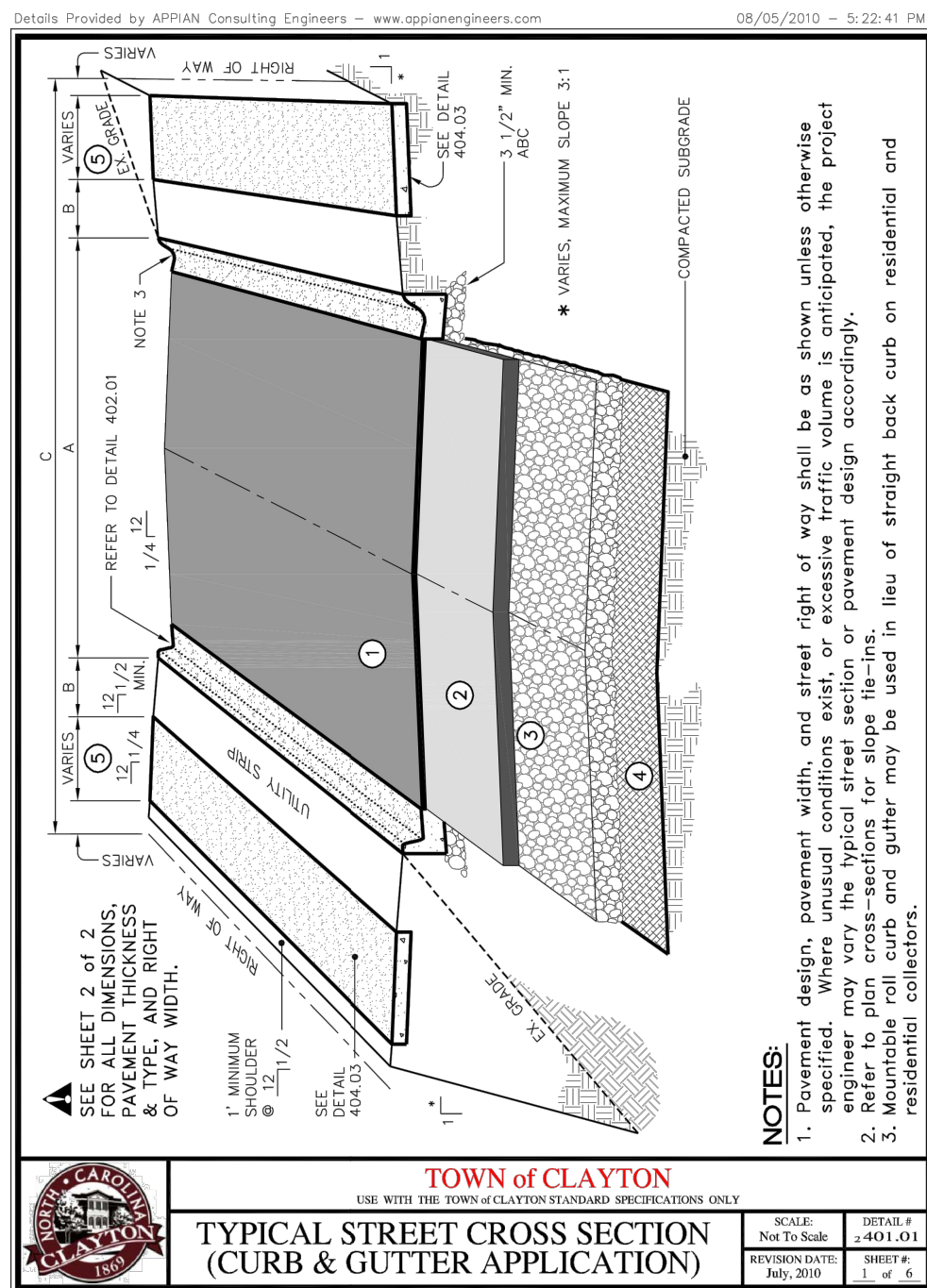
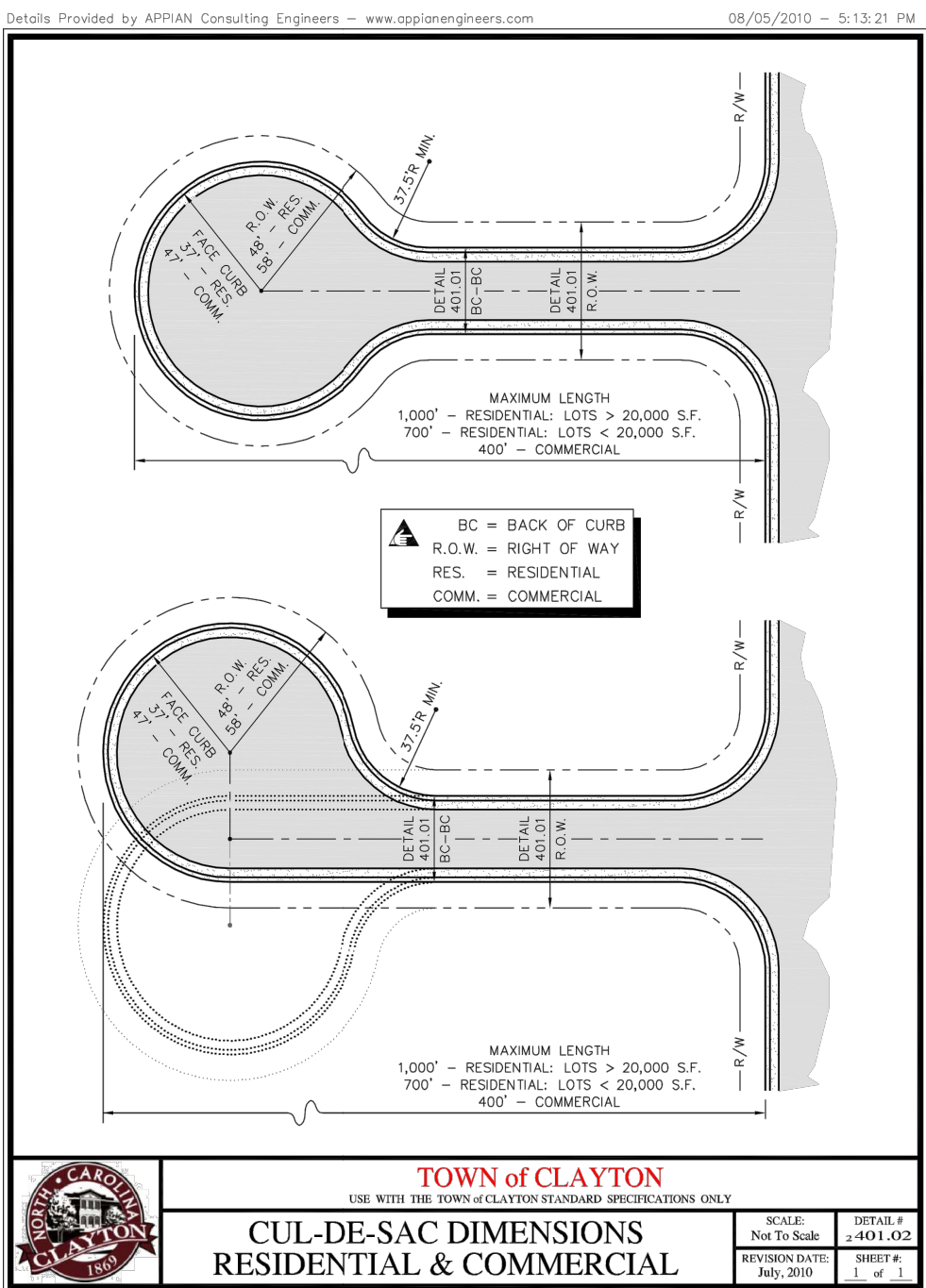
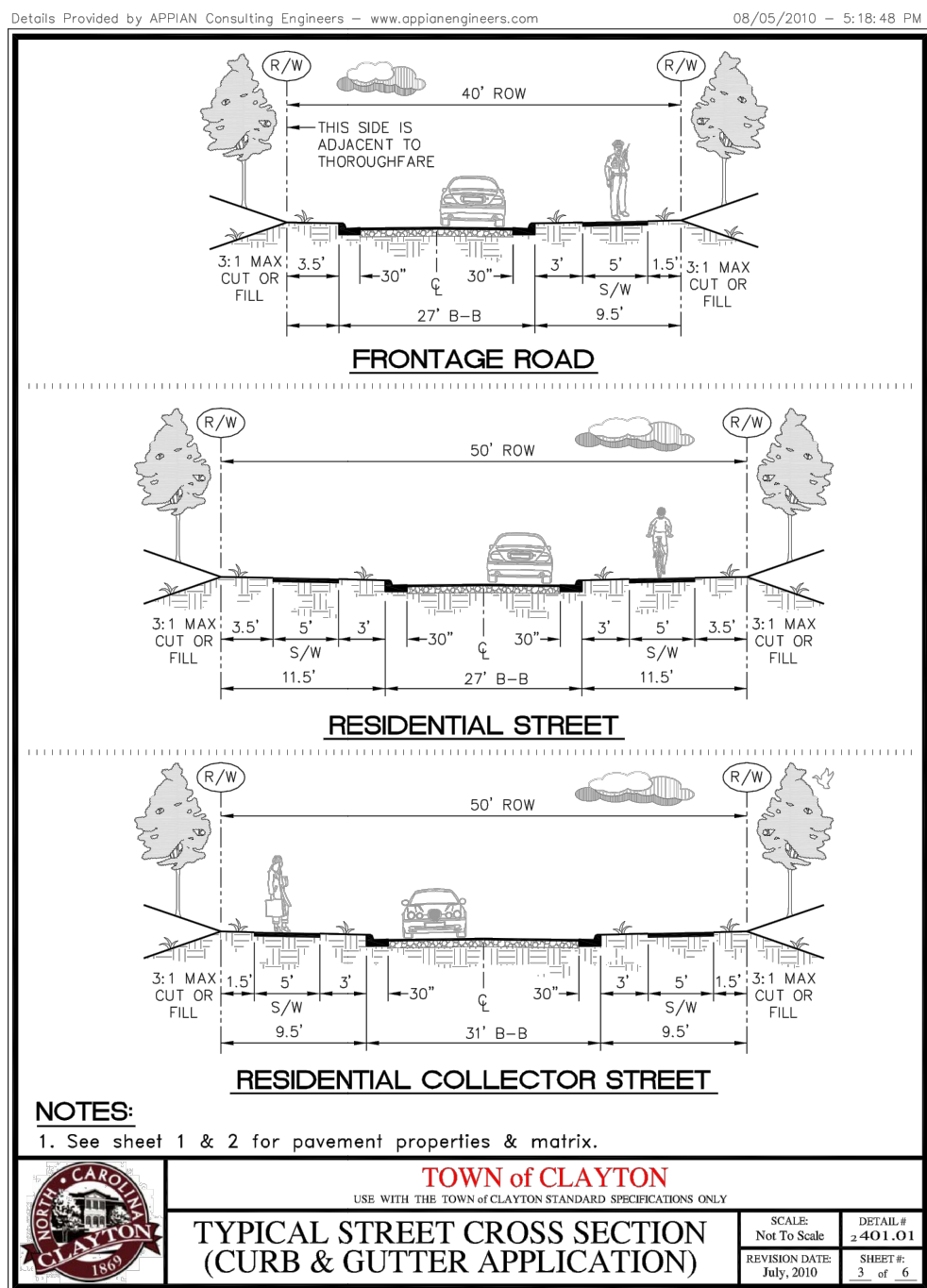
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REVISION: ----

SHEET: C5.1



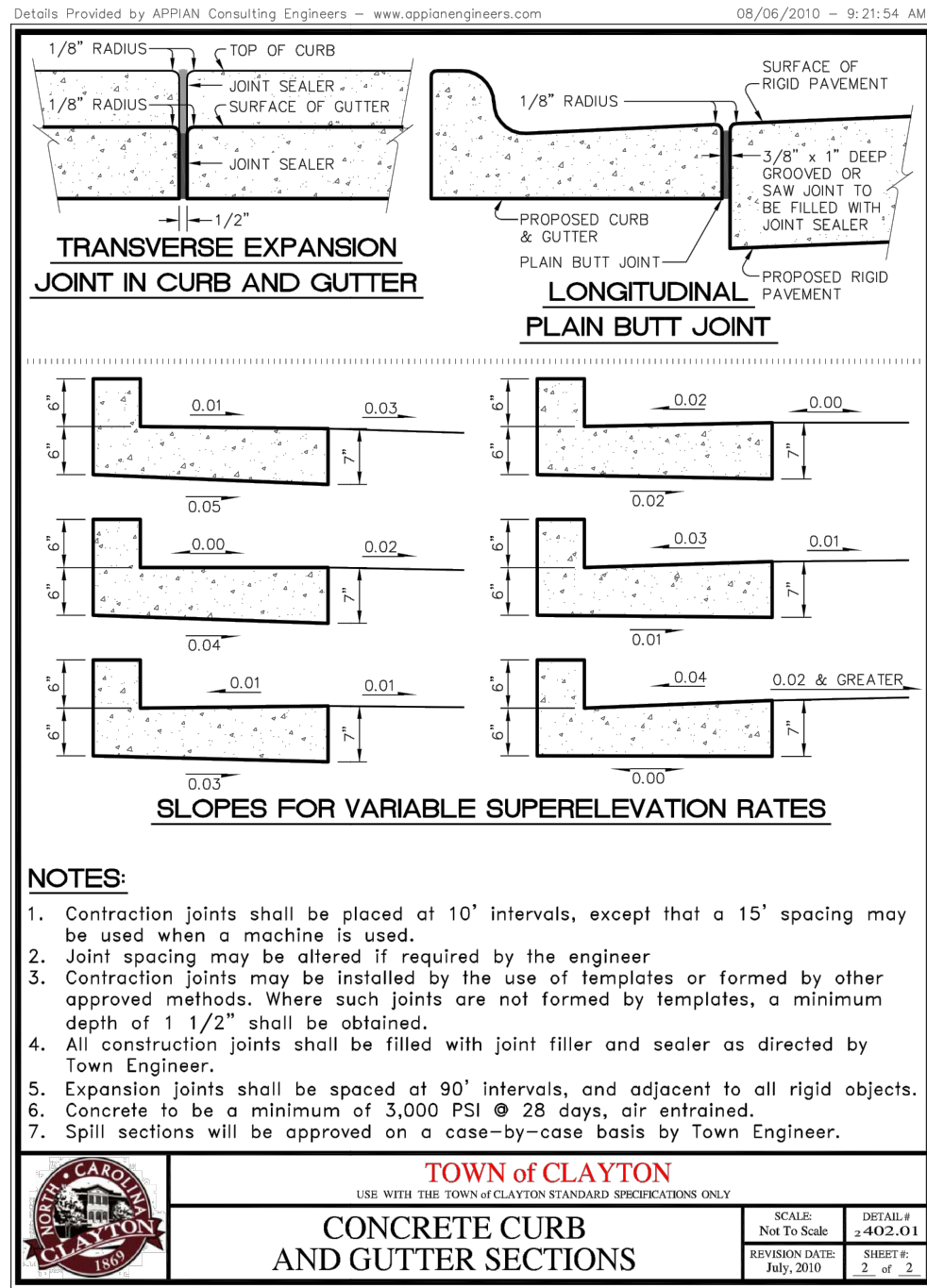
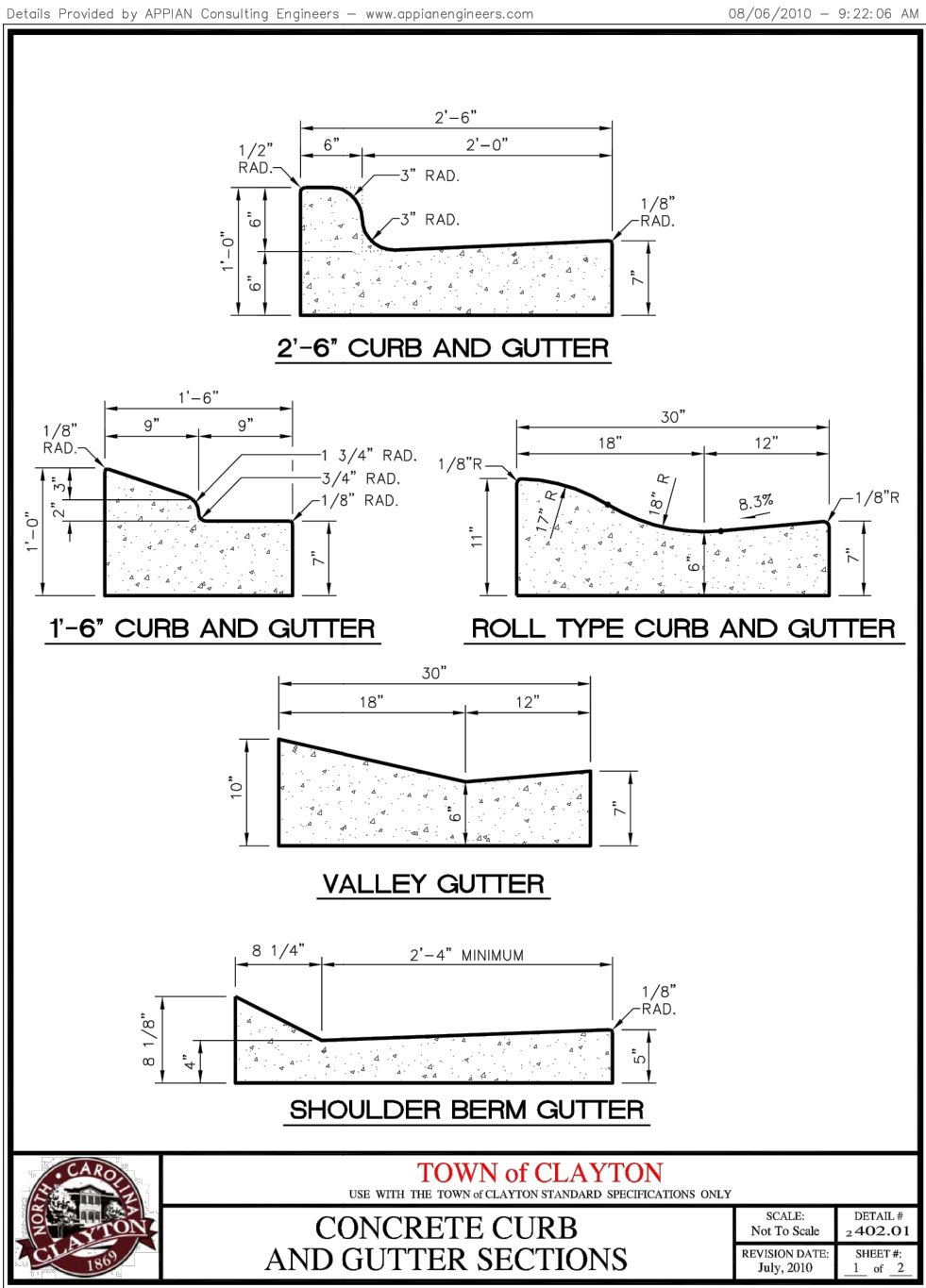
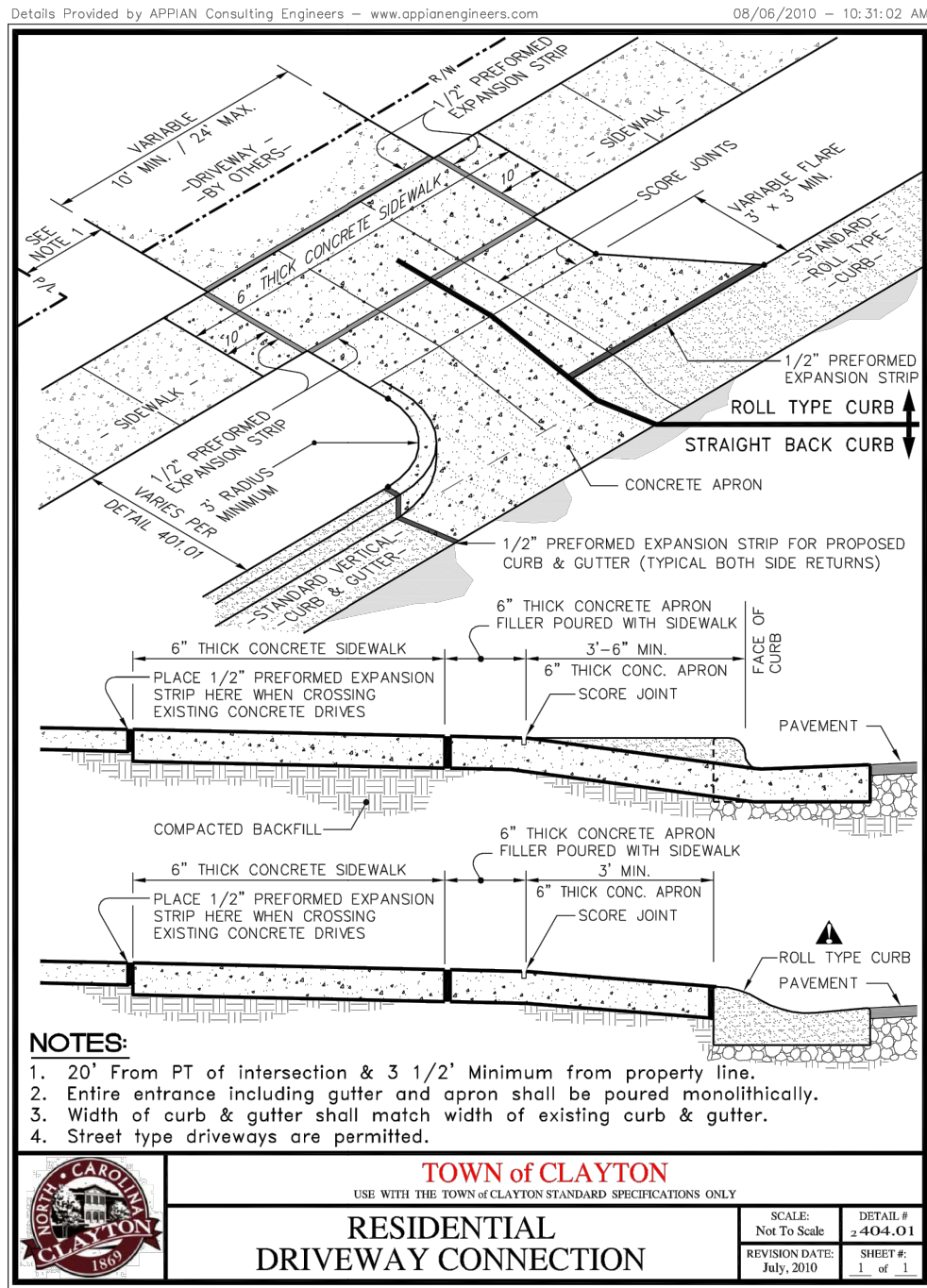
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Details Provided by APTRAN Consulting Engineers - www.aptranengineers.com 08/09/2010 - 5:21:09 PM

Roadway Geometric Properties Matrix									
Facility Classification	Minimum Utility Back to Back (ft) (minimum)	Minimum ROW (ft) (minimum)	Right of Way Surface (minimum)	Pavement Section		Shoulder Width (ft) (minimum)	Shoulder Slope	Shoulder Material	Shoulder Slope (ft:1)
				Asphalt	Concrete				
1. Major Thoroughfare	27'	3'	50'	2.1/2" S 9.5B	-	8'	-	Both	5
2. Minor Thoroughfare	31'	3'	50'	2.1/2" S 9.5B	-	8'	-	Both	5
3. Residential Collector	31'	3'	50'	2.1/2" S 9.5B	-	8'	-	Both	5
4. Residential Road	27'	3'	40'	2.1/2" S 9.5B	-	8'	-	Both	5
5. Commercial	41'	3'	60'	2.1/2" S 9.5B	-	8'	-	Both	5
6. Major Thoroughfare - 2 Lanes w/ parking on one side	35'	5'	60'	2.1/2" S 9.5B	2.1/2" S 25.5X	8'	-	Both	5
7. Major Thoroughfare - 4 Lanes w/ parking on one side	41'	5'	70'	2.1/2" S 9.5B	2.1/2" S 25.5X	8'	-	Both	5
8. Major Thoroughfare - 4 Lanes w/ parking on one side	51'	5'	80'	2.1/2" S 9.5C	2.1/2" S 25.5X	8'	-	Both	5
9. Major Thoroughfare - 4 Lanes w/ parking on one side	60'	5'	100'	2.1/2" S 9.5C	2.1/2" S 25.5X	10'	-	Both	5
10. Major Thoroughfare - 4 Lanes w/ parking on one side	65'	5'	100'	2.1/2" S 9.5C	2.1/2" S 25.5X	10'	-	Both	5
11. Major Thoroughfare - 4 Lanes w/ parking on one side	65'	5'	100'	2.1/2" S 9.5C	2.1/2" S 25.5X	10'	-	Both	5

1. The compacted subgrade and the aggregate base must pass proof roll before constructing next stage.



SITE DETAILS
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA

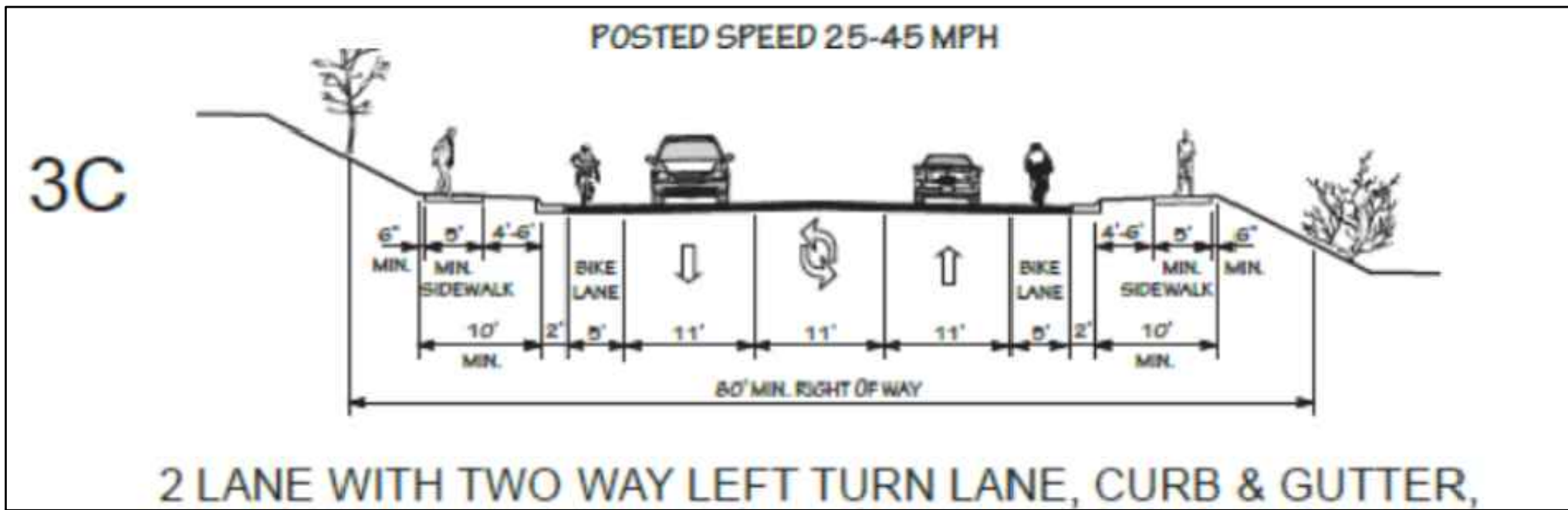
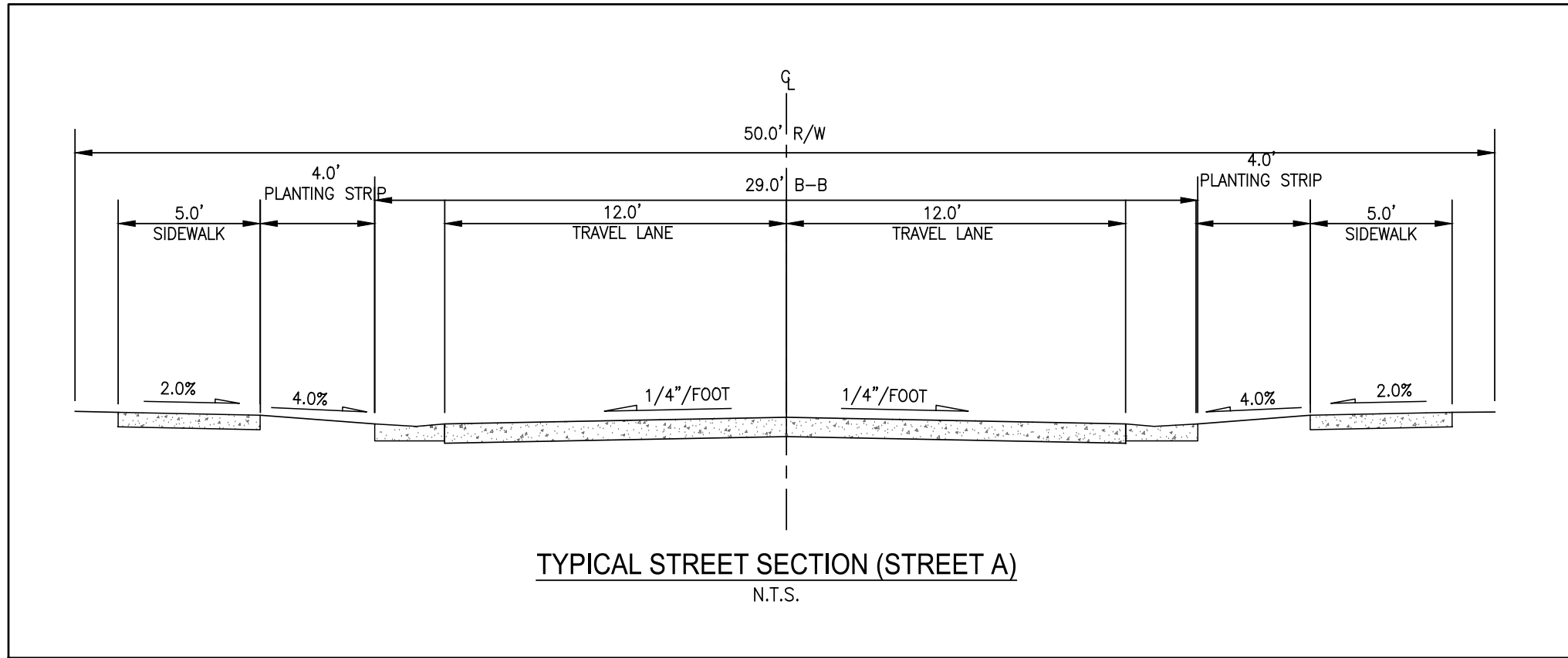
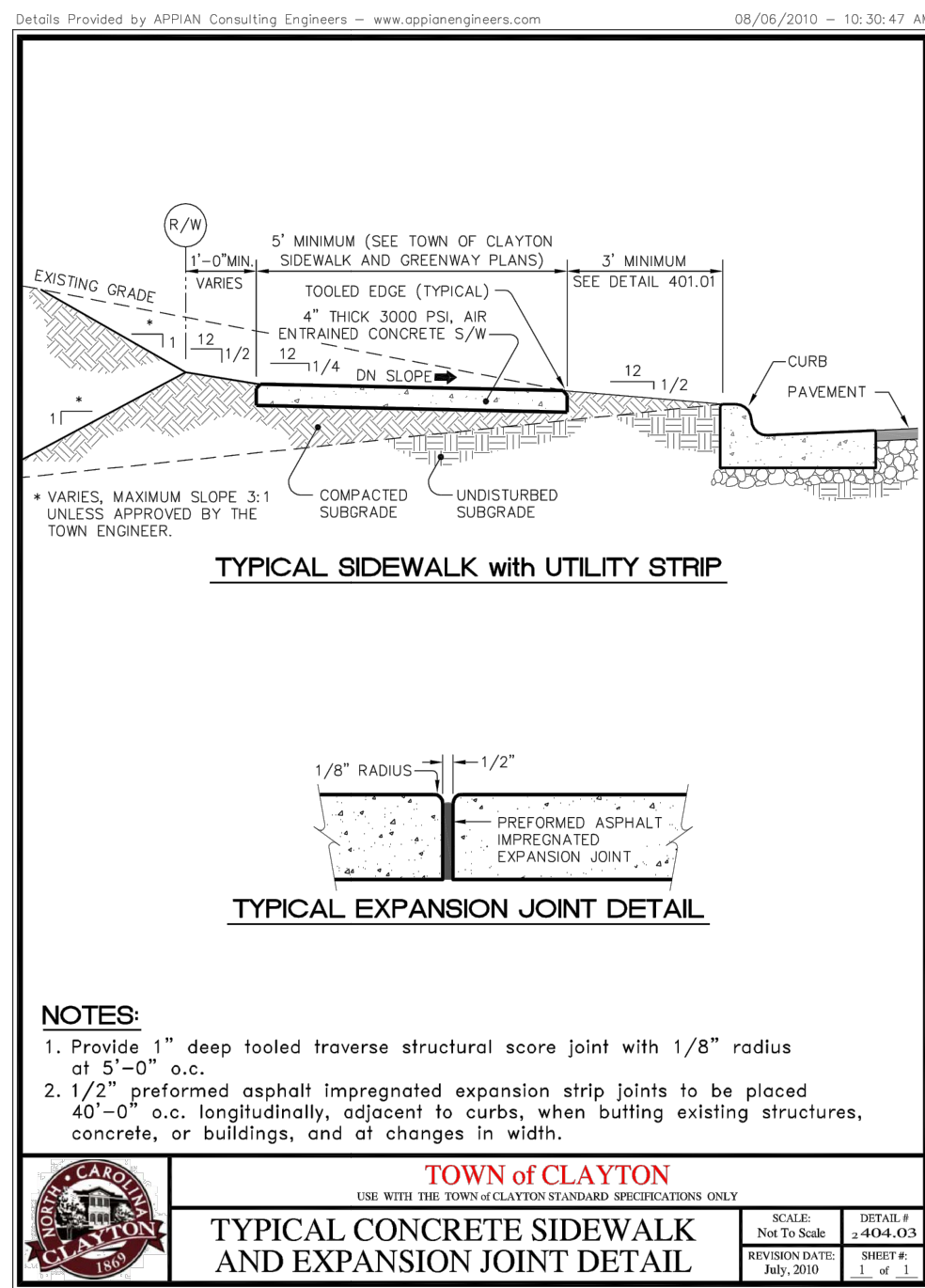
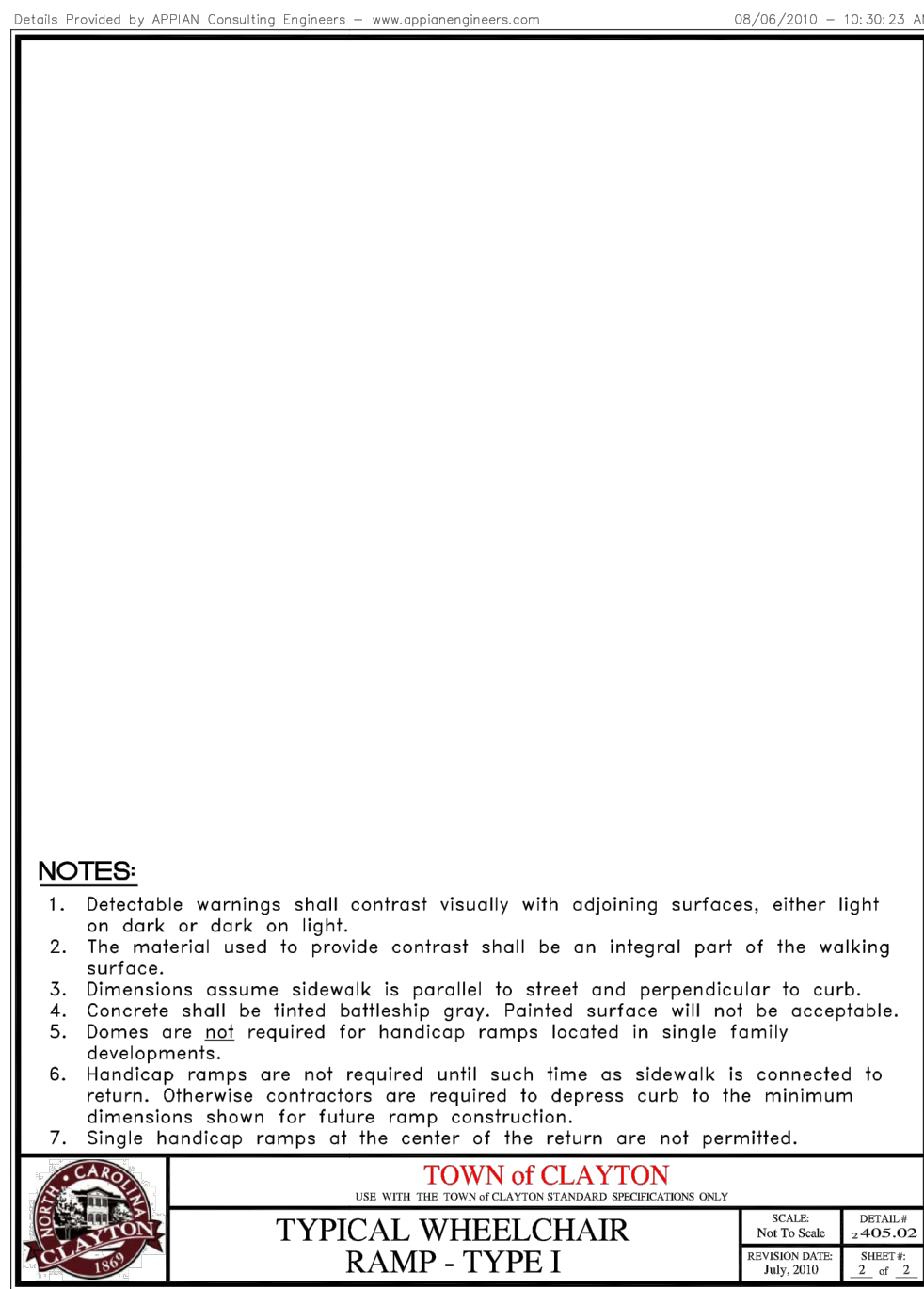
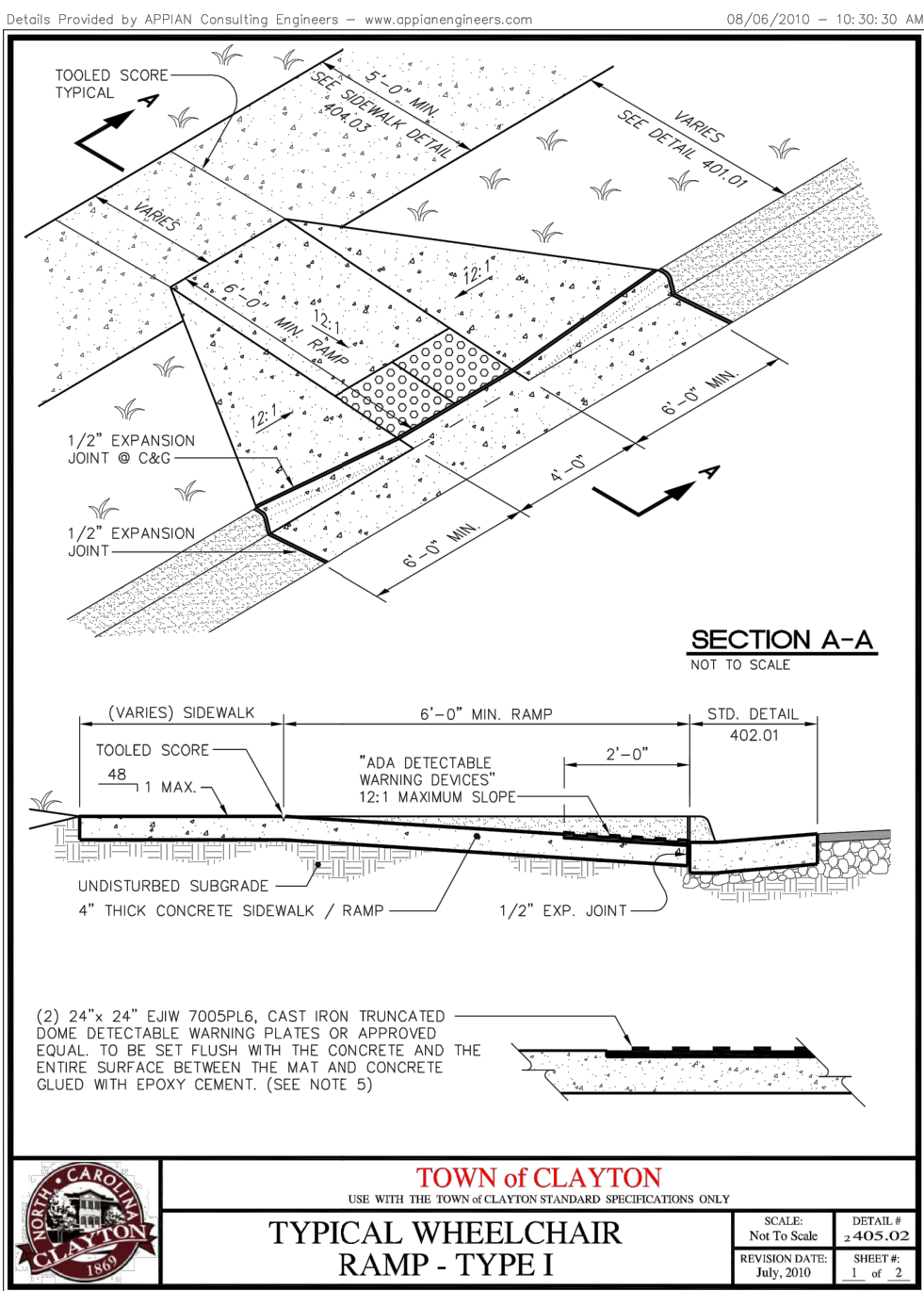
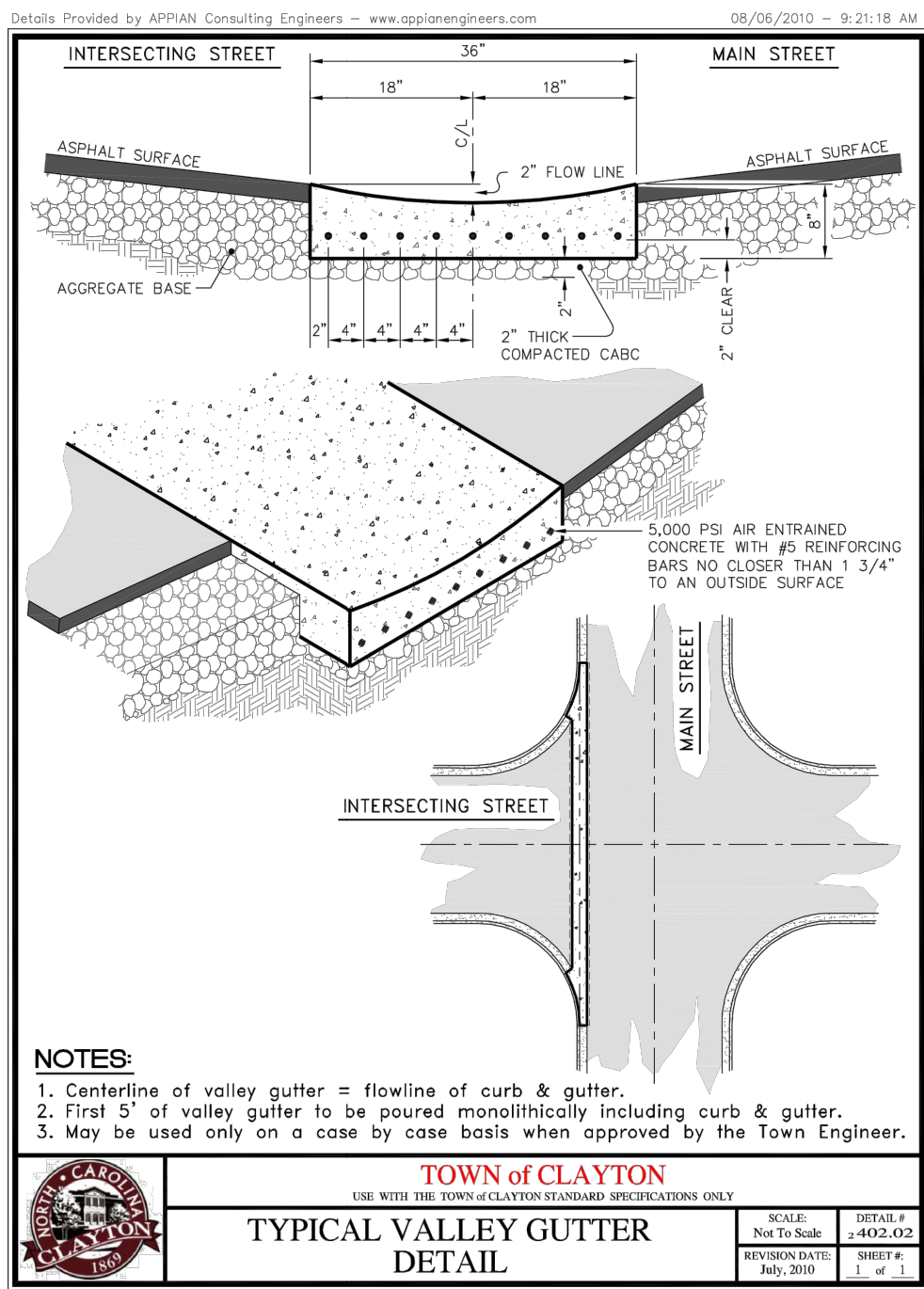
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DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	JOB NO. 21640
09/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: 1"=40'
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DRAWN BY: JMK
		DESIGN BY: PKN
		REVIEW BY: JMK

STATUS: PRELIMINARY NOT FOR CONSTRUCTION

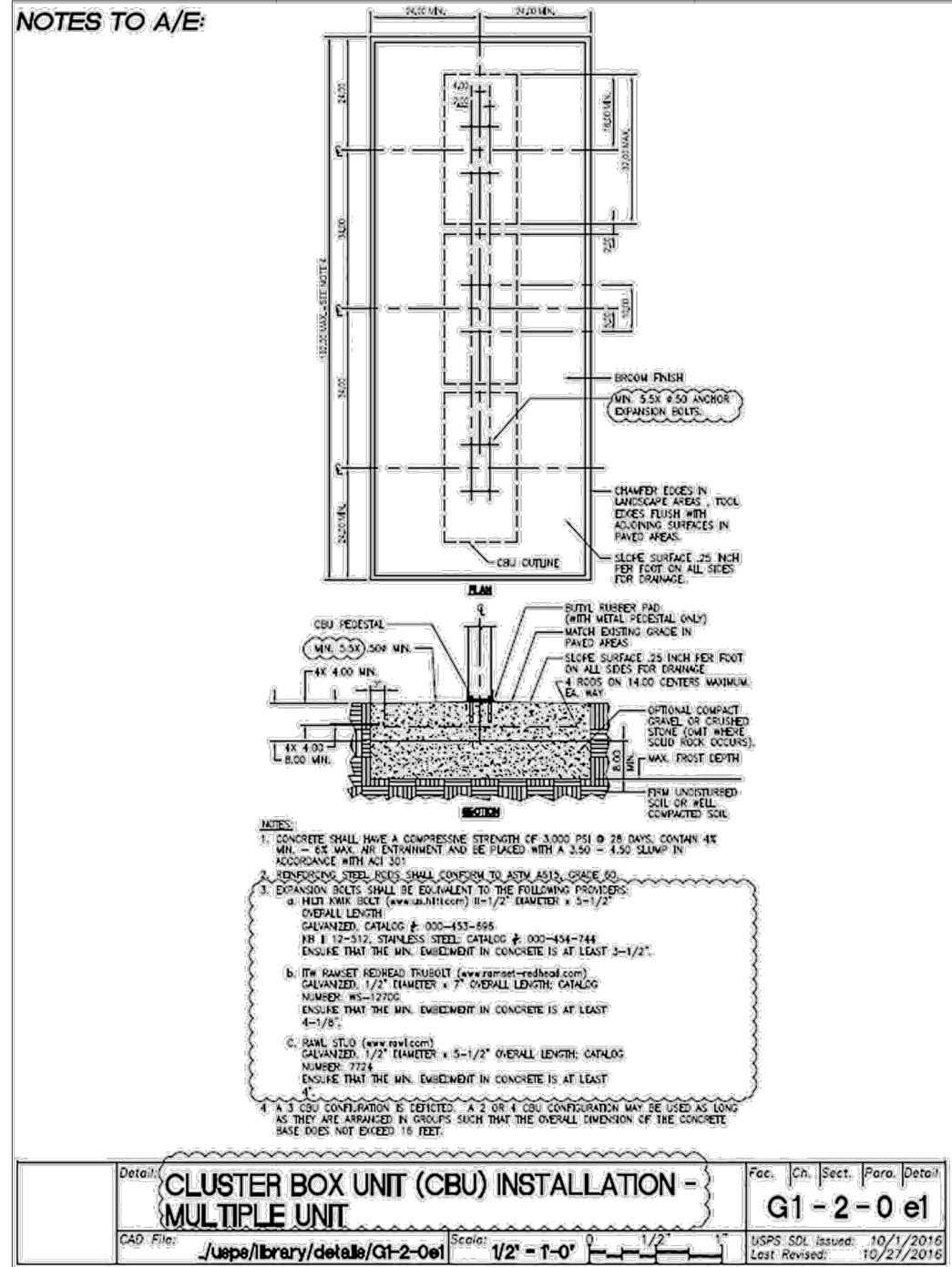
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Appendix B

Cluster Box Unit Installation Multiple Unit



July 2020

25

DATE	REVISIONS	
07/06/2022	ORIGINAL SUBMITTAL	
09/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	JOB NO.: 21640
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: AS SHOWN
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
		DRAWN BY: JMK
		DESIGN BY: PKN
		REVIEW BY: JMK

SITE DETAILS
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA

MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
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ENGINEER'S SEAL

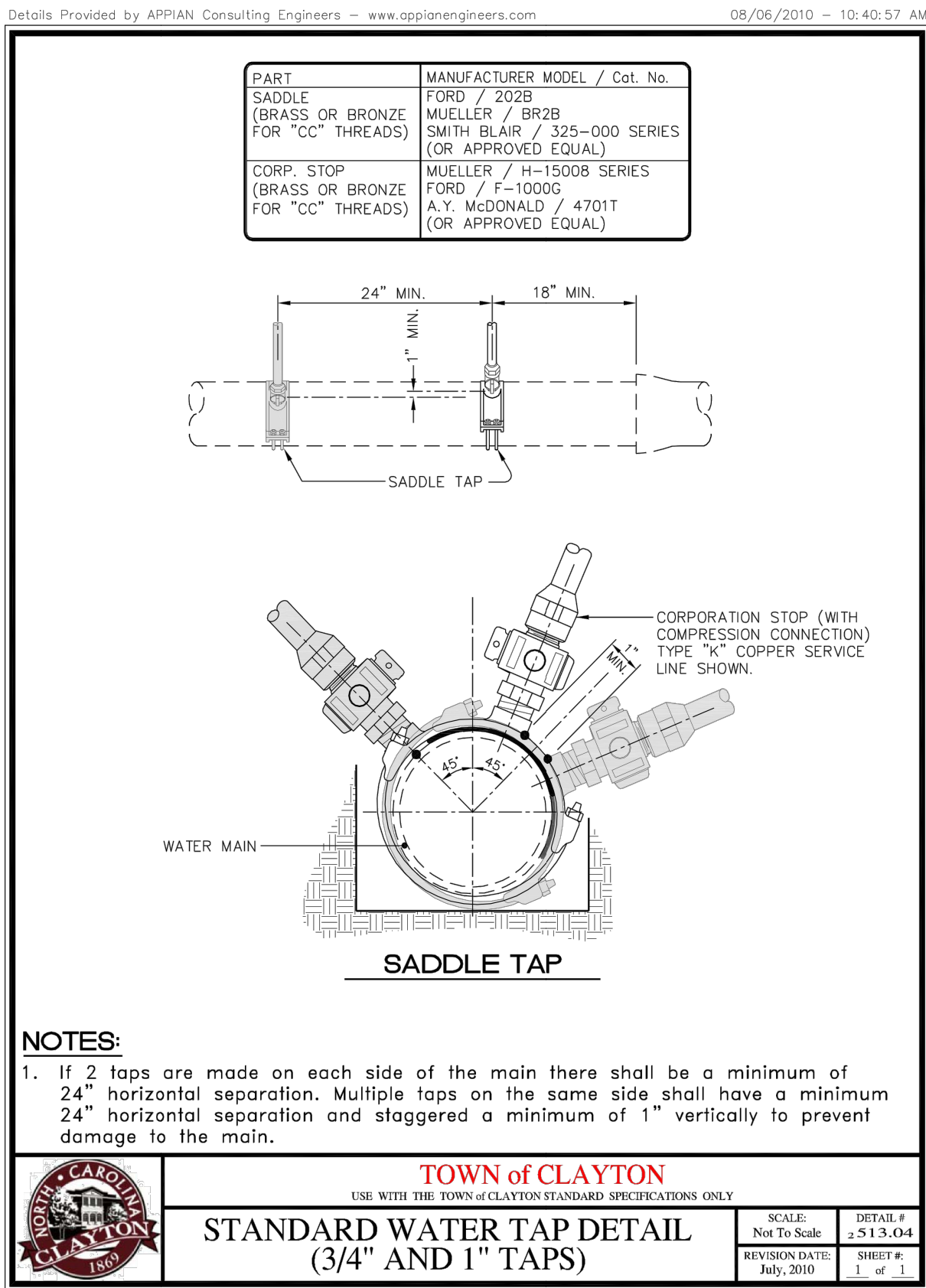
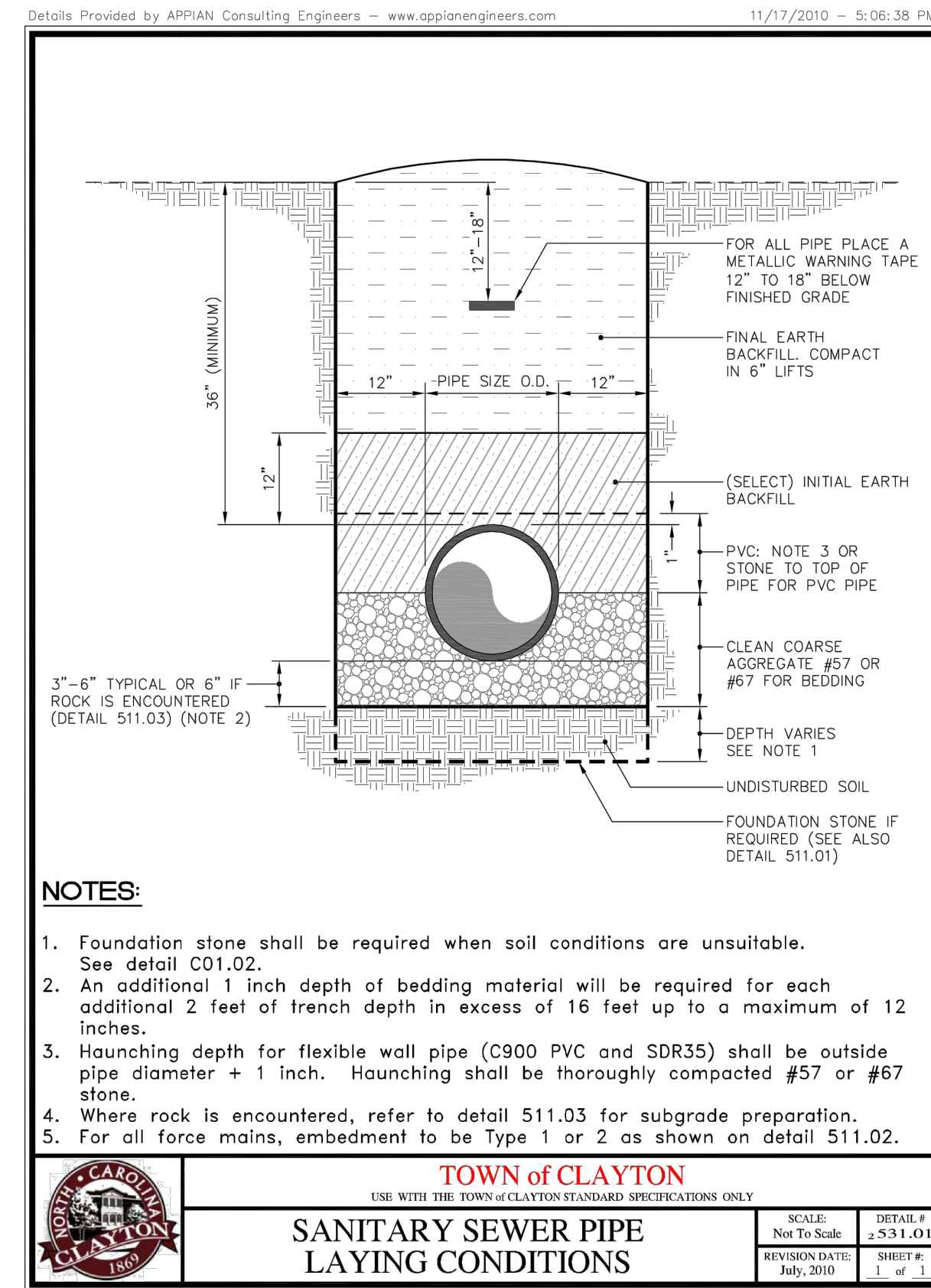
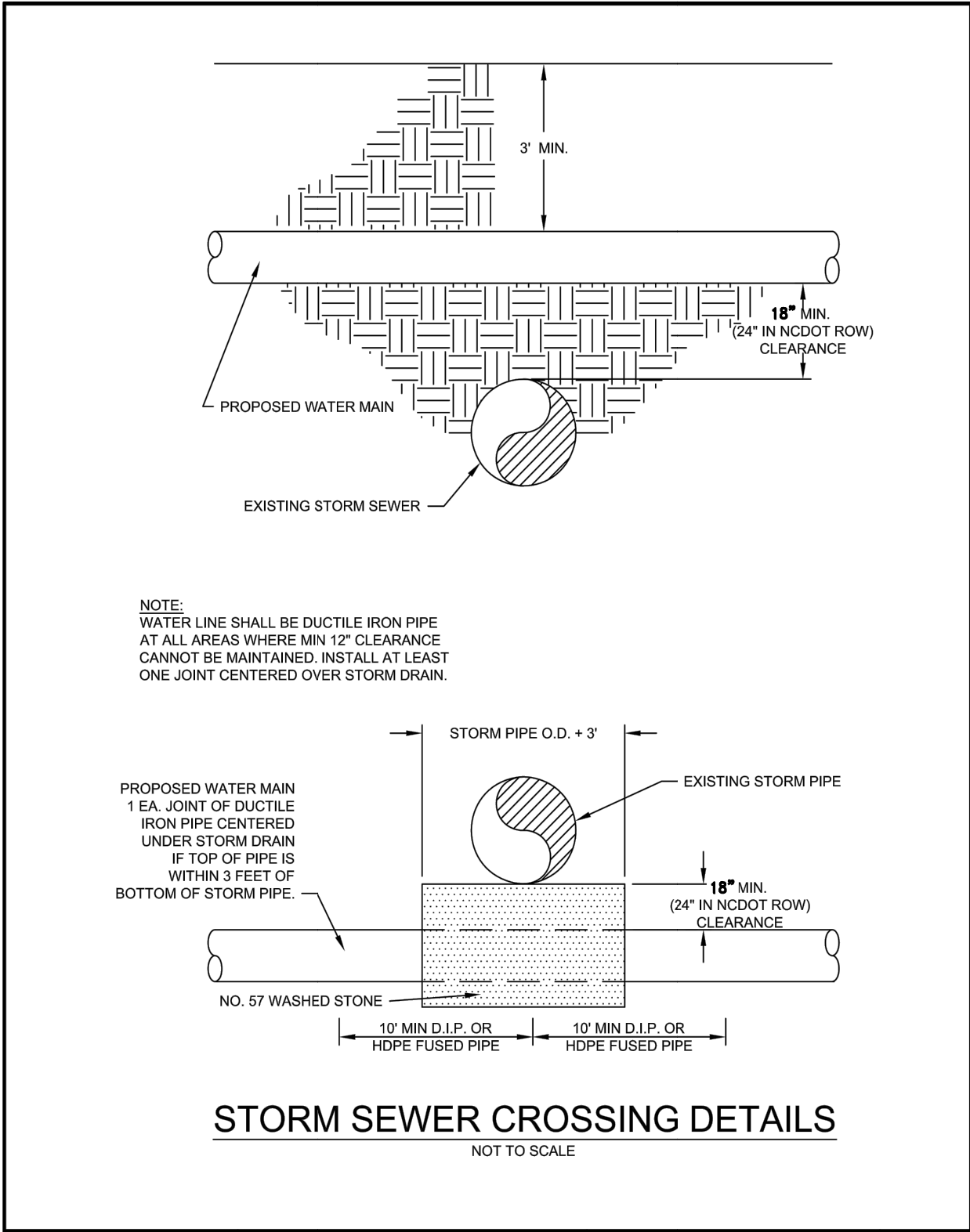
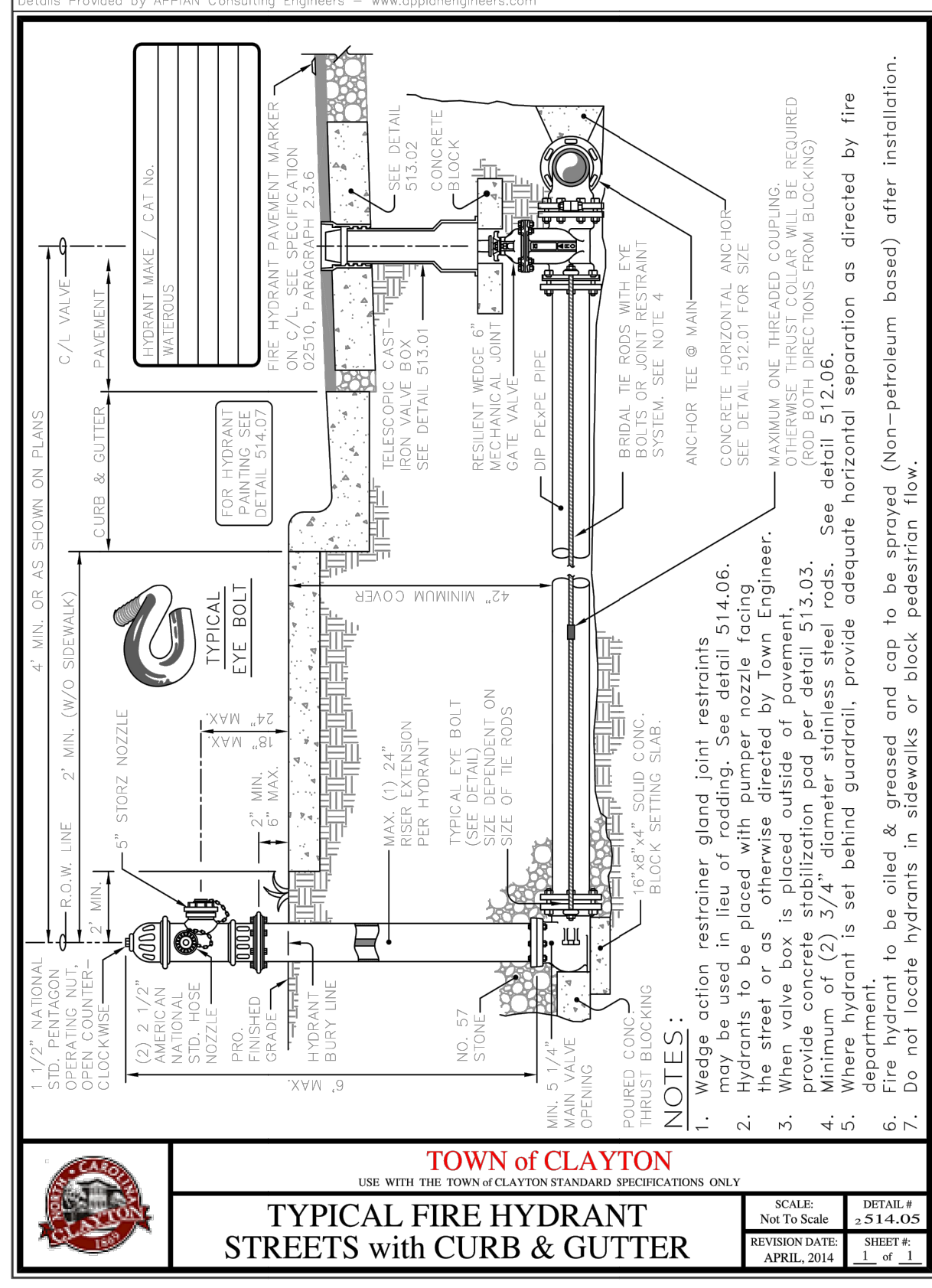
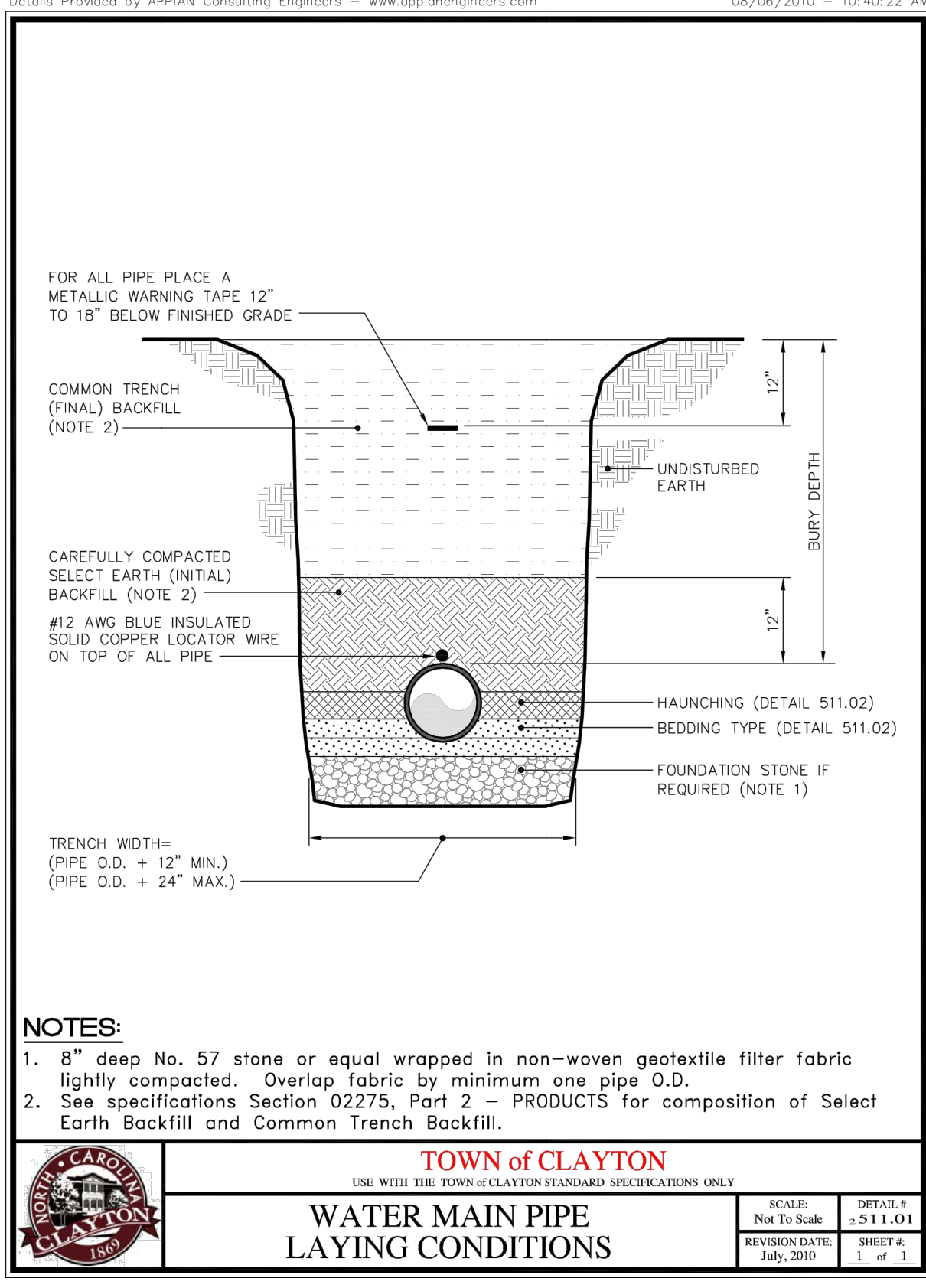
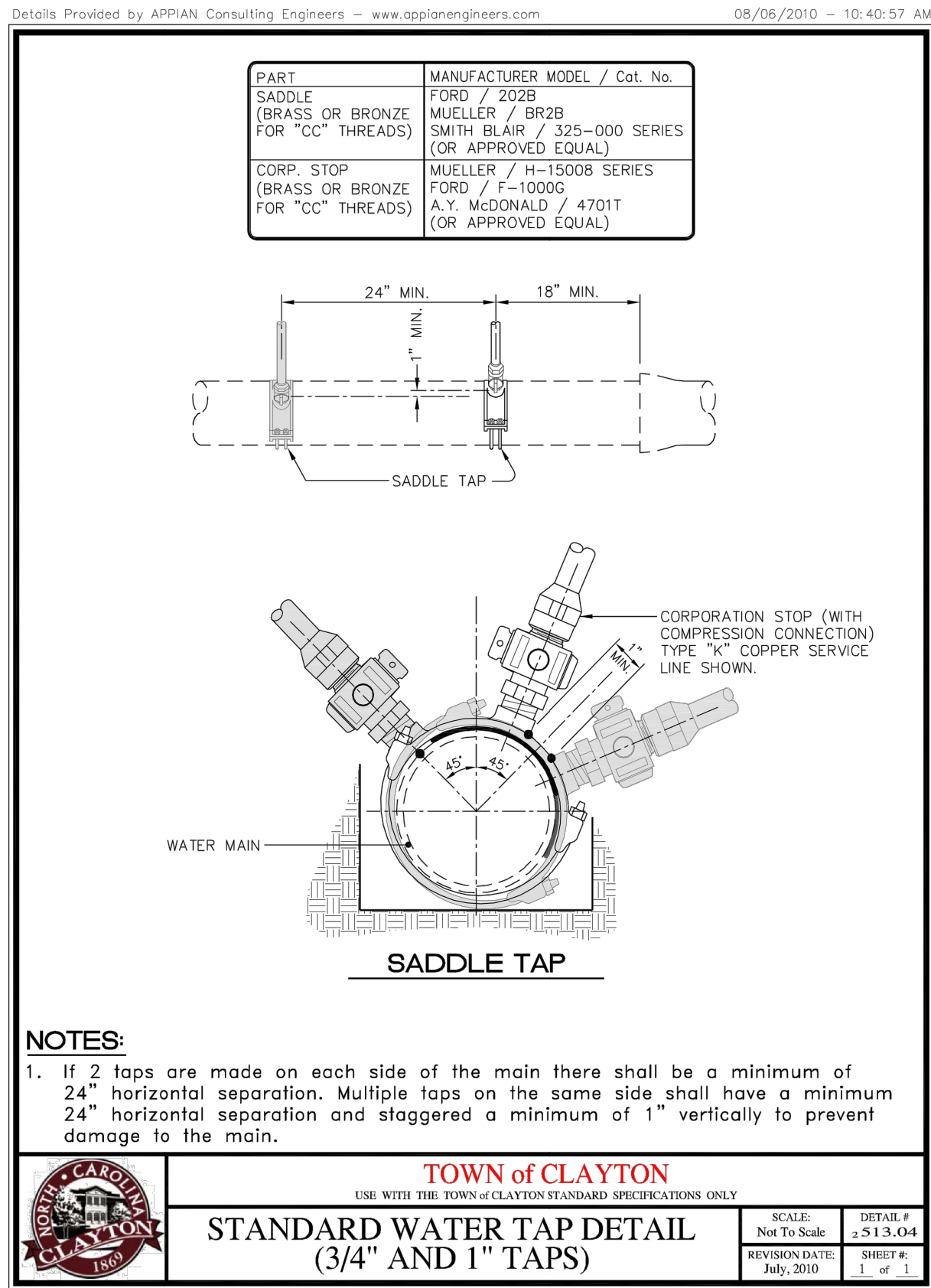
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STATUS:
PRELIMINARY NOT FOR CONSTRUCTION

REVISION

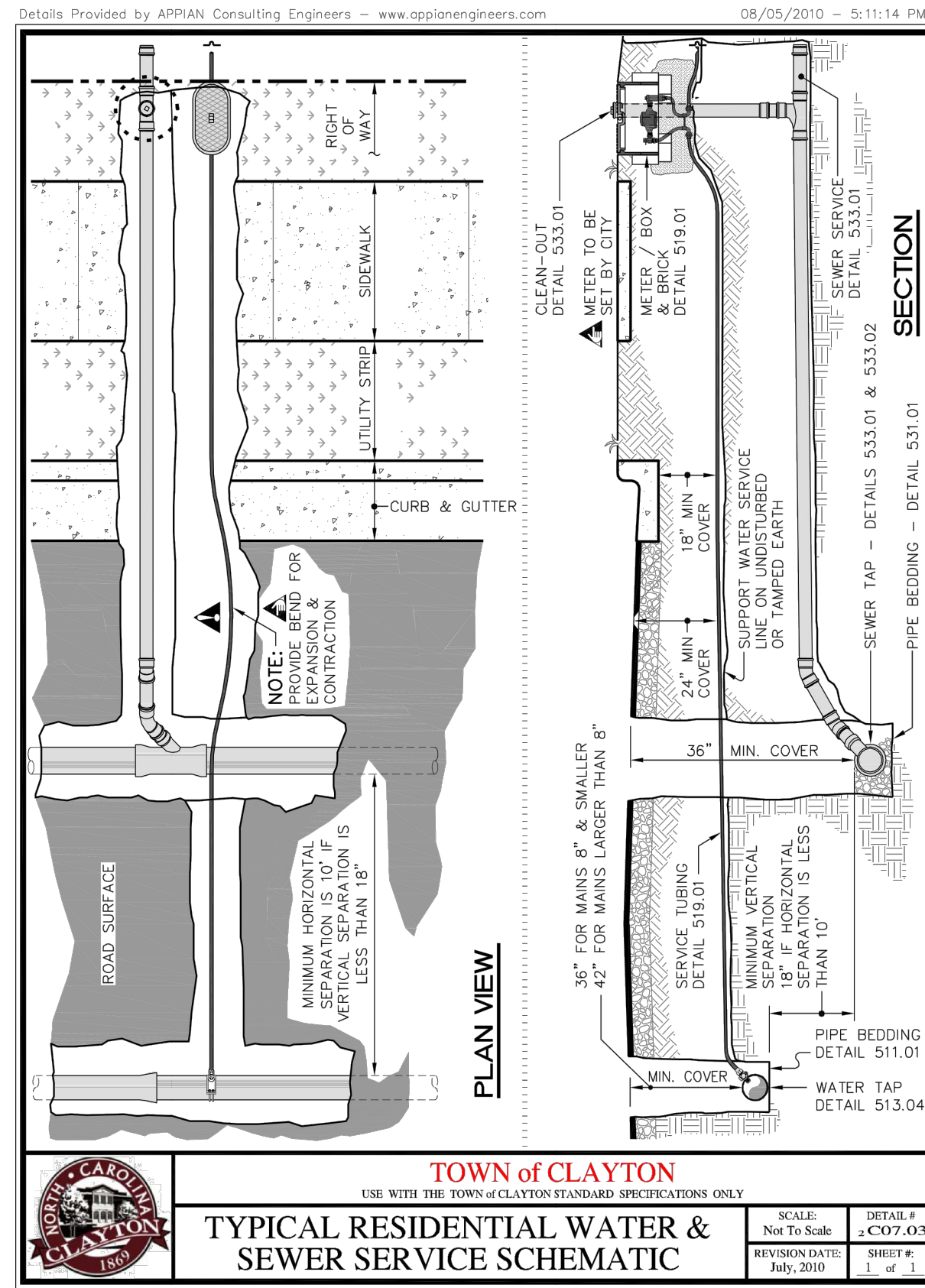
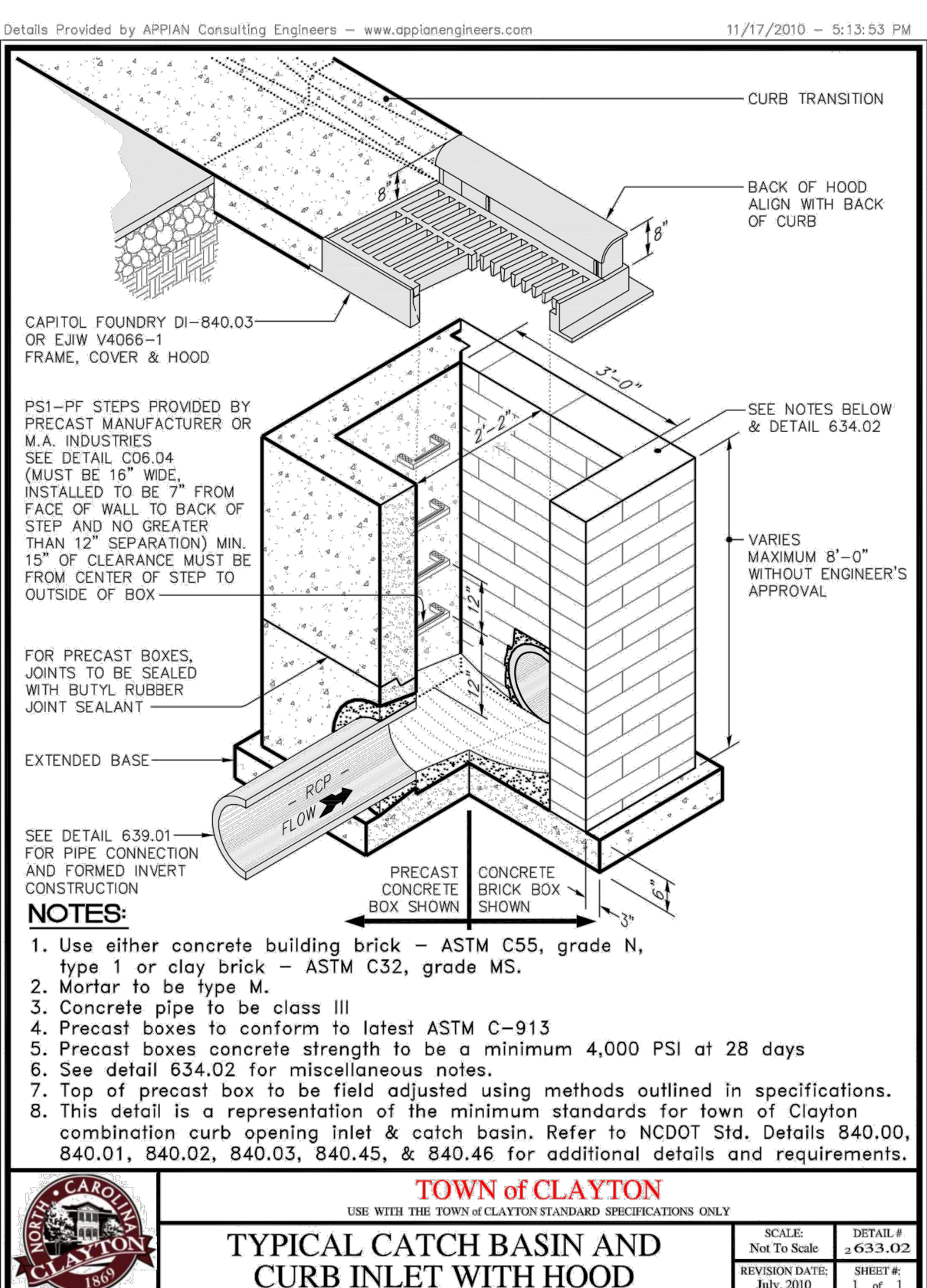
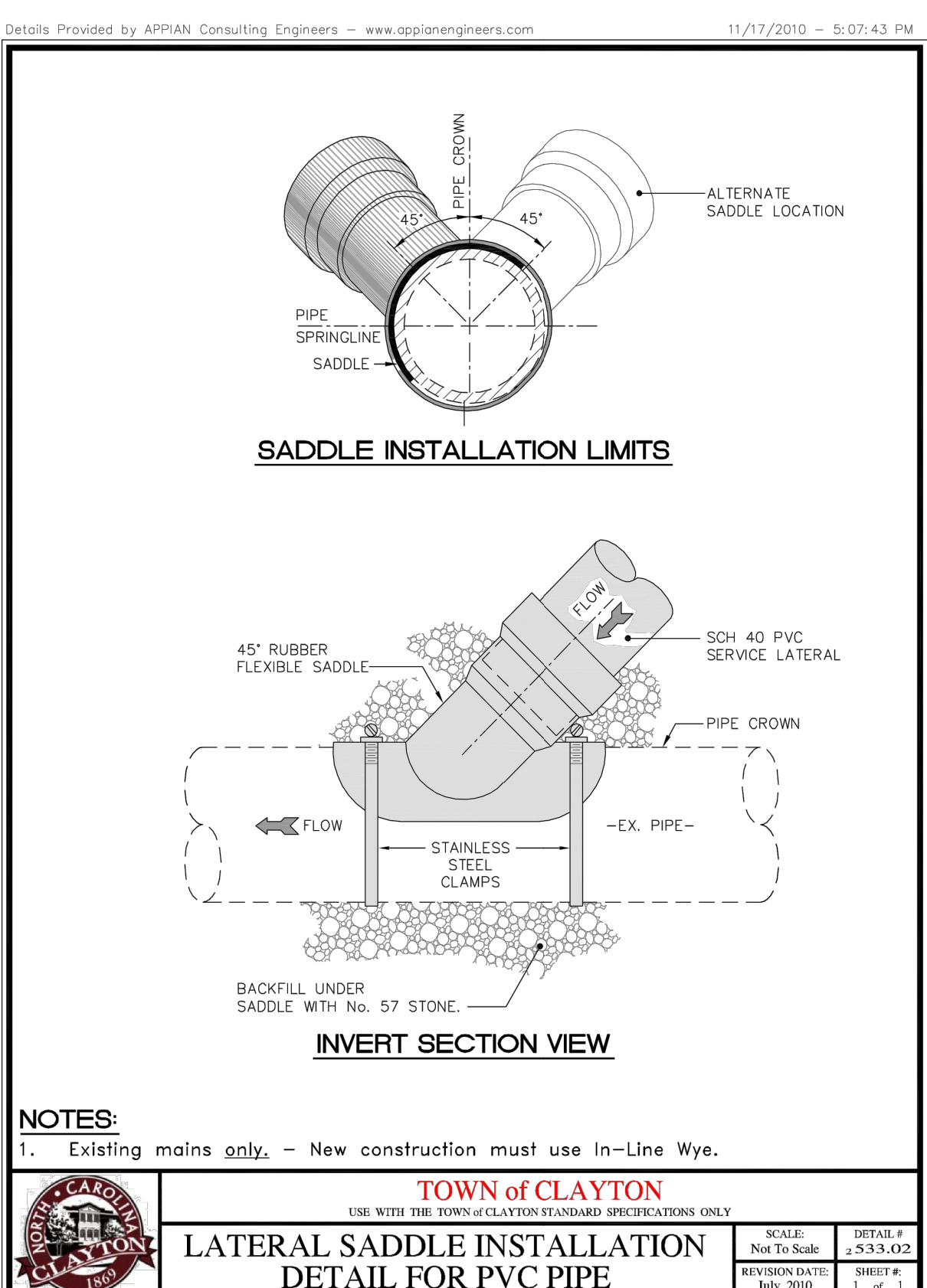
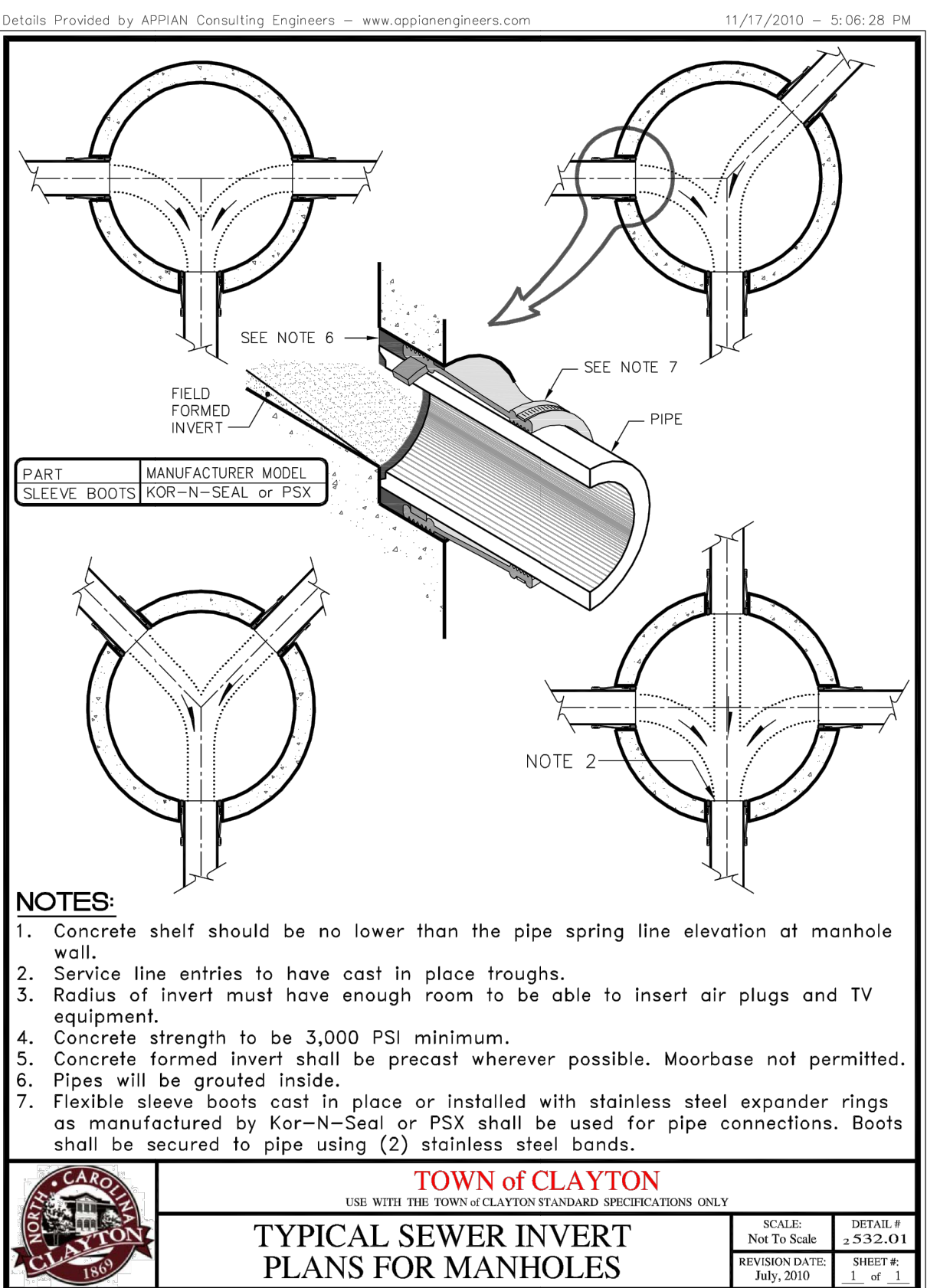
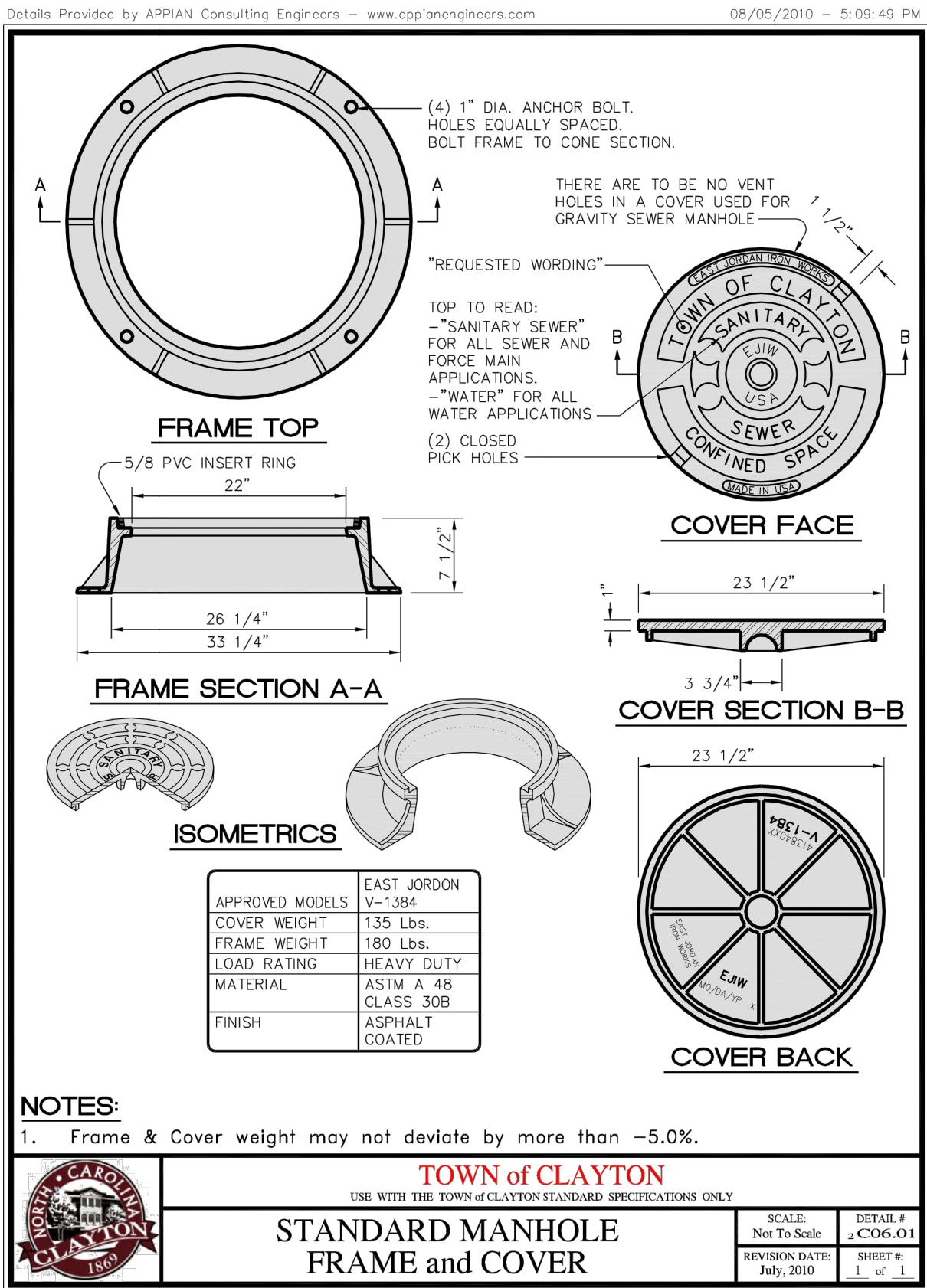
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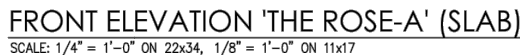


DATE	REVISIONS	
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09/04/2022	REVISED PER TOWN of CLAYTON COMMENTS	JOB NO. 21640
10/11/2022	REVISED PER TOWN of CLAYTON COMMENTS	SCALE: 1"=40'
11/16/2022	REVISED PER TOWN of CLAYTON COMMENTS	DATE: 6/6/2022
12/09/2022	REVISED PER TOWN of CLAYTON COMMENTS	ENGINEER: JMK
		DRAWN BY: JMK
		DESIGN BY: PKN
		REVIEW BY: JMK

	UTILITY DETAILS FOR CREEKSIDE TOWNES
	TOWN of CLAYTON JOHNSTON COUNTY, NORTH CAROLINA
	MORRIS & RITCHIE ASSOCIATES OF NC, PC ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS 5605 CHAPEL HILL RD. STE 112 RALEIGH, NC 27607 (984) 200-2103 LICENSE # C-4182 WWW.MRAGTA.COM © 2021 MORRIS & RITCHIE ASSOCIATES, INC.
STATUS: PRELIMINARY NOT FOR CONSTRUCTION	REVISION: ---- SHEET: D2.0



Page 116 of 154



FRONT

HARDIPLANK (2 OF 3)

1. LAPSIDE
2. BOARD & BATTON
3. CEDAR SHAKE

MASONRY (1 OF 2)

1. BRICK
2. STONE

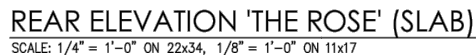
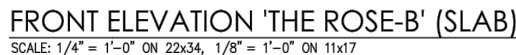
SIDE & YEAR

- ## 1. HARDIPLANK LAPSIDE

NOTE:
MEAN HEIGHT VARIES
PER GRADE.

NOTE: DOORS, WINDOWS AND OTHER
DETAILS SUBJECT TO COMMUNITY
STANDARDS U.O.N. IN SELECTIONS

NOTE: INSTALL RAILING ONLY WHERE REQUIRED BY CODE. 1.0 M IN SELECTIONS

NEW HOME INC.

SMALL TOWNHOUSE
THE ROSE

DRAWN BY:
AJ Designs

ISSUE DATE
08/17/2021

CURRENT REVISION DATE

SCALE:
1/8" = 1'-0"

SHEET



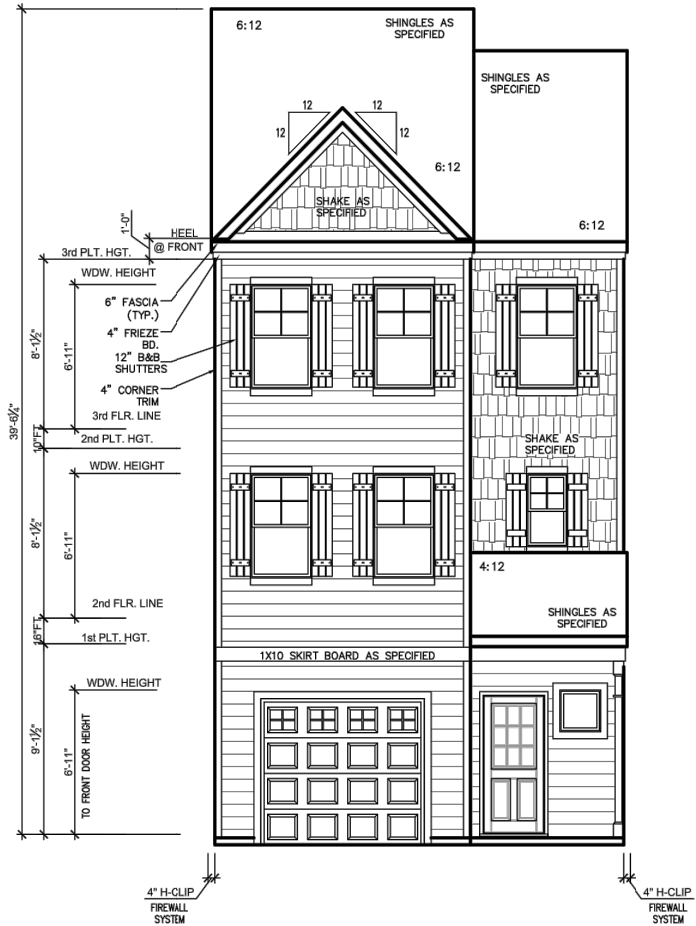
1. HARDIPLANK LAPSIDE



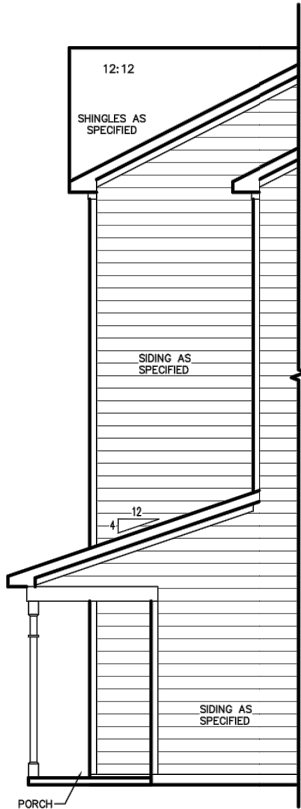
SMALL TOWNHOUSE
THE ROSE

DRAWN BY: AJ Designs
ISSUE DATE: 08/17/2021
CURRENT REVISION DATE: ----
SCALE: 1/8" = 1'-0"
SHEET

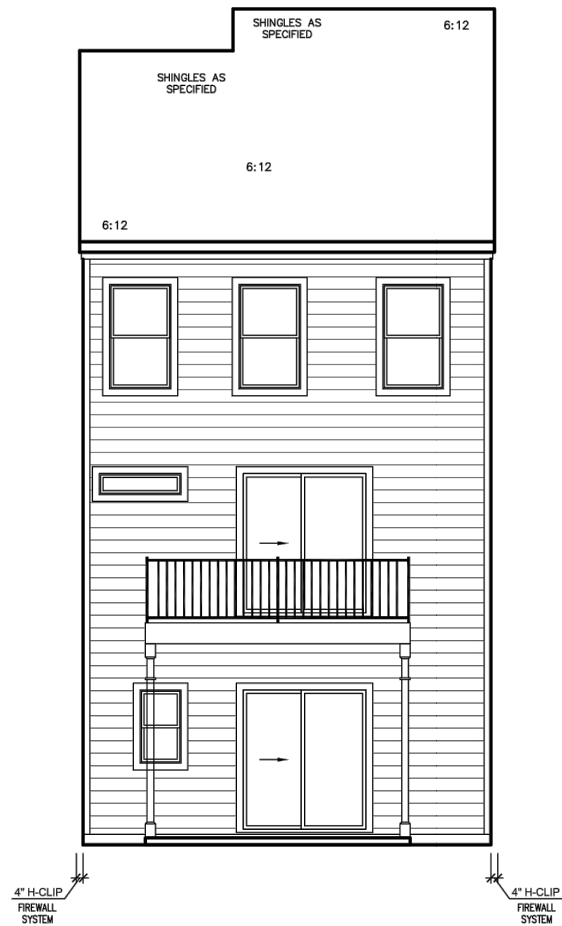
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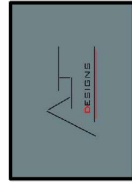
MATERIAL SPECIFICATIONS
FRONT
HARDIPLANK (2 OF 3)
1. LAPSIDE
2. BOARD & BATTON
3. CEDAR SHAKE
MASONRY (1 OF 2)
1. BRICK
2. STONE
SIDE & YEAR
1. HARDIPLANK LAPSIDE



OPT. SMART DOOR DELIVERY
RIGHT ELEVATION 'THE ROSE-A & B' (SLAB)
SCALE: 1/4" = 1'-0" ON 22x34, 1/8" = 1'-0" ON 11x17



**OPT. OWNER'S @ 2ND FLOOR &
MEDIA ROOM W/ POCKET OFFICE
@ 3DR FLOOR**
REAR ELEVATION 'THE ROSE' (SLAB)
SCALE: 1/4" = 1'-0" ON 22x34, 1/8" = 1'-0" ON 11x17



Consultant
1611 Jones Franklin Road
Suite 101 Raleigh, NC 27606
Mobile 919-749-2213

REV. #	DATE	DESCRIPTION
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8	---	---



SMALL TOWNHOUSE
THE ROSE

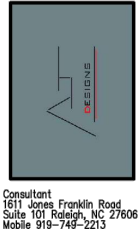
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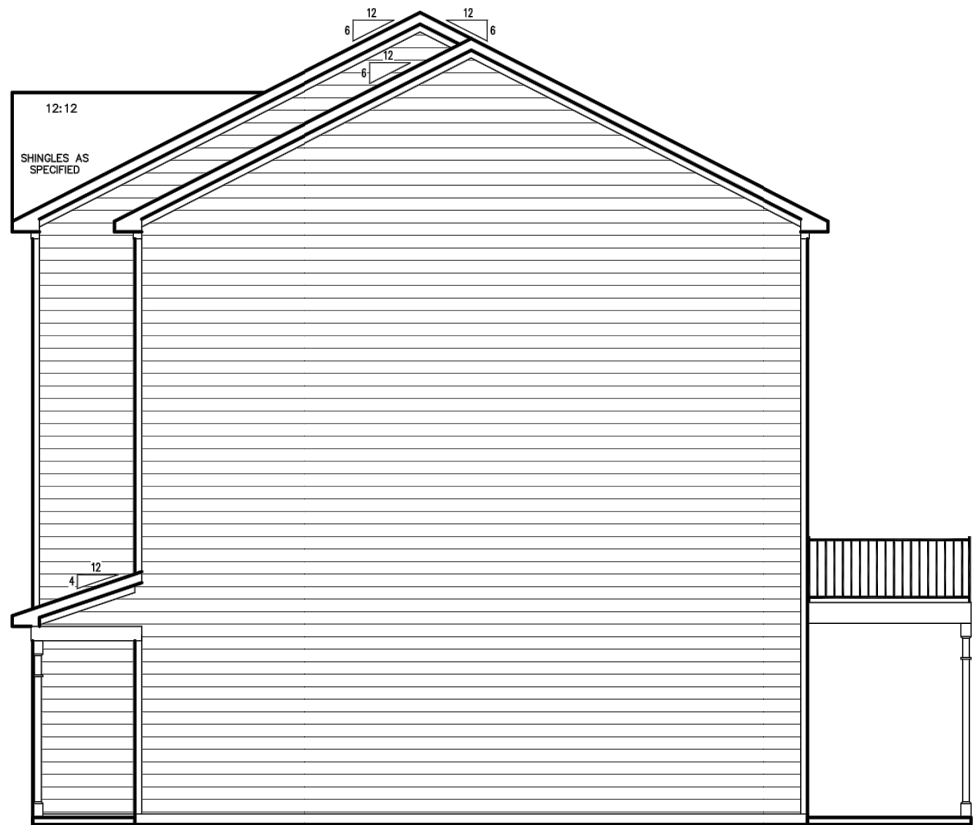
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SMALL TOWNHOUSE AKAMATSU				REV #	DESCRIPTION	DATE
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RIGHT ELEVATION 'AKAMATSU-A' (SLAB)
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MATERIAL SPECIFICATIONS

FRONT

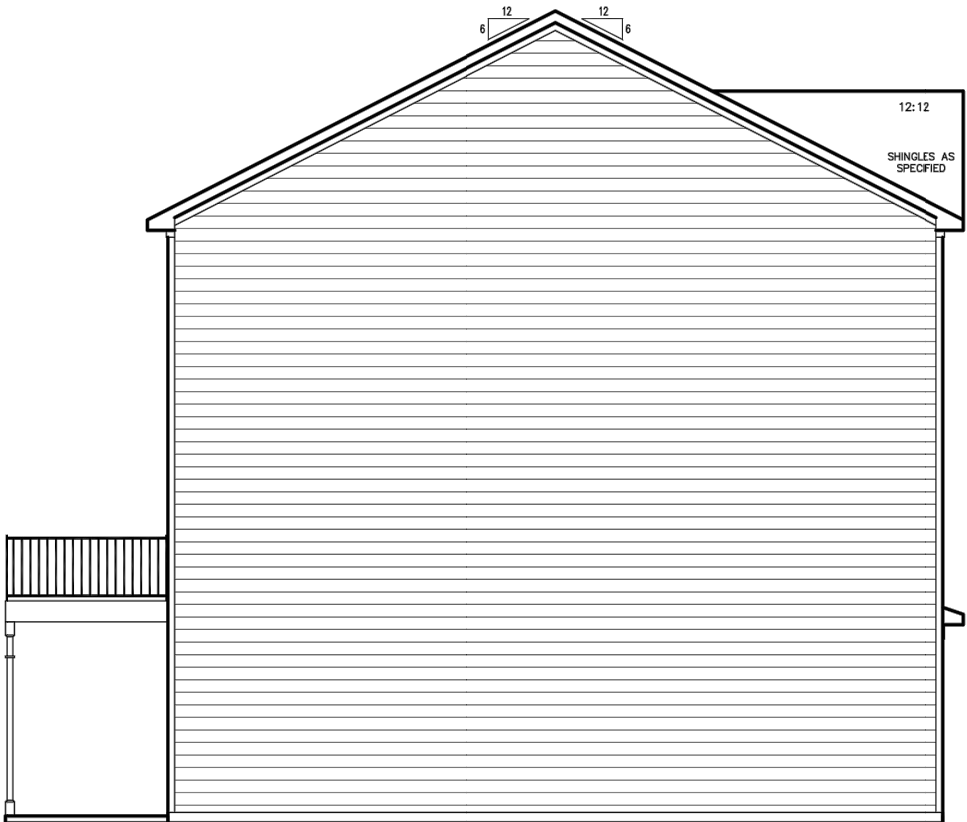
- HARDIPLANK (2 OF 3)
1. LAPSIDE
 2. BOARD & BATTON
 3. CEDAR SHAKE

MASONRY (1 OF 2)

1. BRICK
2. STONE

SIDE & YEAR

1. HARDIPLANK LAPSIDE



LEFT ELEVATION 'AKAMATSU-A' (SLAB)
SCALE: 1/4" = 1'-0" ON 22x34, 1/8" = 1'-0" ON 11x17



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1611 Jones Franklin Road
Suite 101 Raleigh, NC 27606
Mobile 919-749-2213

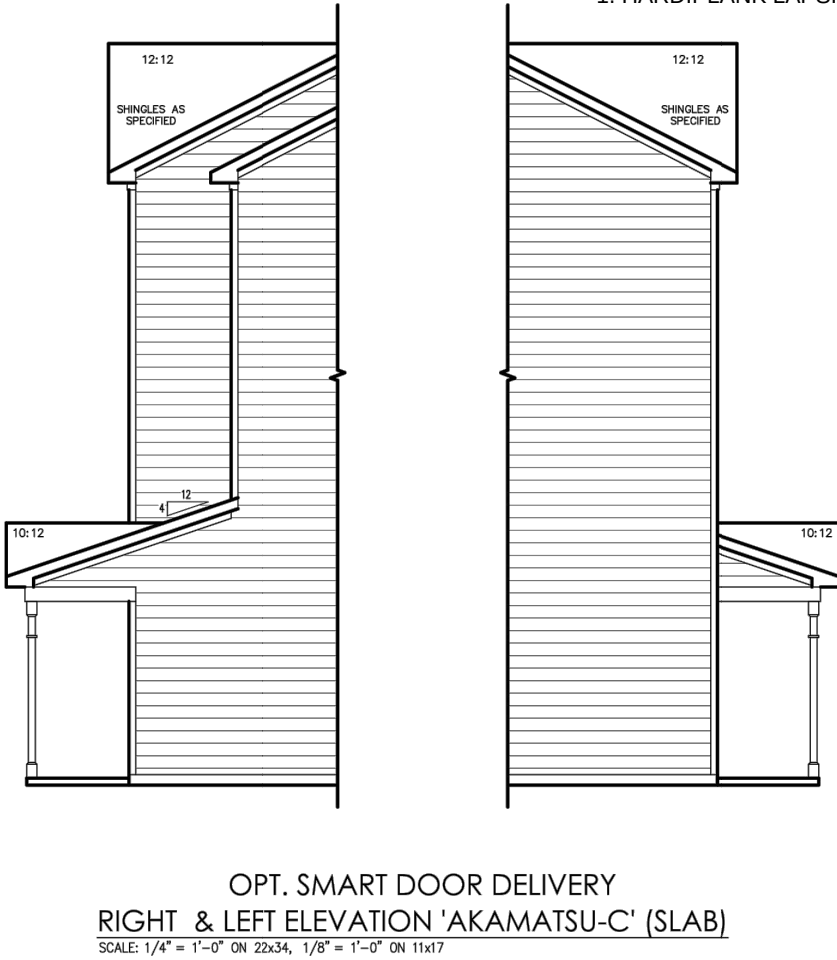
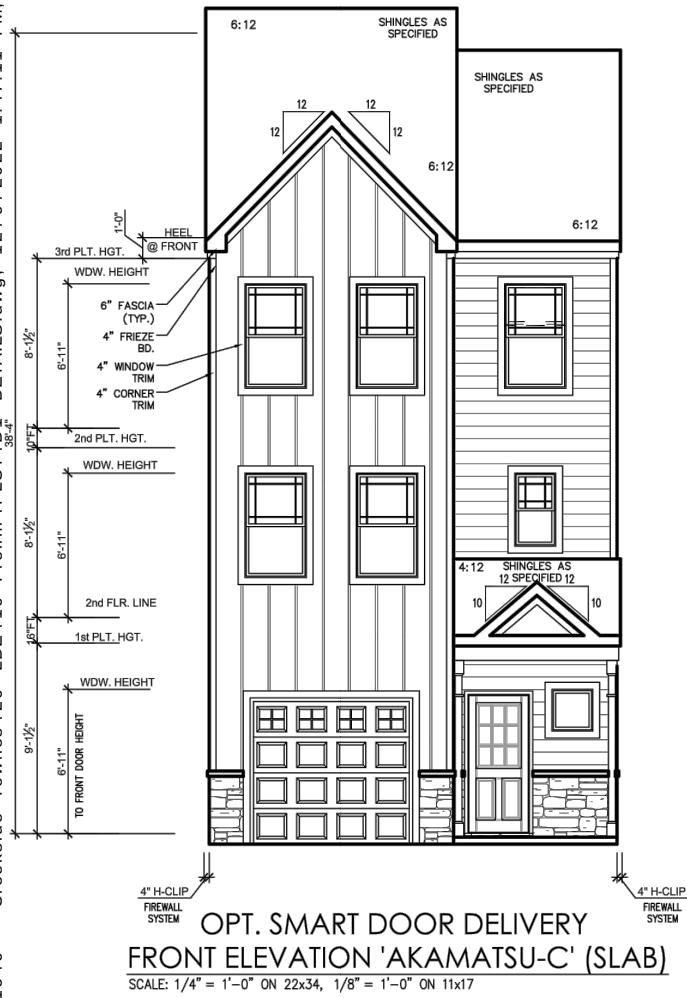
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SMALL TOWNHOUSE
AKAMATSU

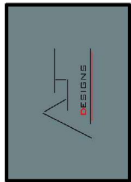
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SHEET

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MATERIAL SPECIFICATIONS

- FRONT
- HARDIPLANK (2 OF 3)
1. LAPSIDE
 2. BOARD & BATTON
 3. CEDAR SHAKE
- MASONRY (1 OF 2)
1. BRICK
 2. STONE
- SIDE & YEAR
1. HARDIPLANK LAPSIDE



Consultant
1611 Jones Franklin Road
Suite 101 Raleigh, NC 27606
Mobile 919-749-2213

REV #	DATE	DESCRIPTION
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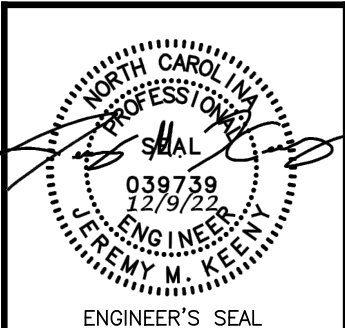
SMALL TOWNHOUSE
AKAMATSU

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DATE	REVISIONS	
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09/04/2022	REVISED PER TOWN OF CLAYTON COMMENTS	JOB NO.: 21640
10/11/2022	REVISED PER TOWN OF CLAYTON COMMENTS	SCALE: AS SHOWN
11/16/2022	REVISED PER TOWN OF CLAYTON COMMENTS	DATE: 6/6/2022
12/09/2022	REVISED PER TOWN OF CLAYTON COMMENTS	ENGINEER: JMK
		DRAWN BY: JMK/ER
		DESIGN BY: PKN
		REVIEW BY: JMK



BUILDING ELEVATION RENDERING
FOR
CREEKSIDE TOWNES

TOWN OF CLAYTON JOHNSTON COUNTY, NORTH CAROLINA

MORRIS & RITCHIE ASSOCIATES OF NC, PC
ENGINEERS, ARCHITECTS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
5605 CHAPEL HILL RD. STE 112
RALEIGH, NC 27607
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STATUS: PRELIMINARY NOT FOR CONSTRUCTION	REVISION ----	SHEET: BE1.8
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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 the application, answer questions, and solicit comments.

Meeting Date: **06/28/2022** Meeting time: **6-8 PM**

Meeting Location: **The Clayton Center- Four Oaks Meeting Room
111 East 2nd Street, Clayton, NC 27520**

Type of Application: **Major Subdivision (Preliminary Plat)/ Special Use Permit**

Project/ Proposal property address: **0 Barber Mill Road, Clayton, NC 27520**

Description of project/proposal: **The project area is a total of 4.03 acres and consists of 32 townhome units. The current and proposed zoning is R-10. The project does not exist in a flood plain or in a watershed protection area. The subdivision will connect to the existing sewer and water utilities along Barber Mill Road. Storm drainage infrastructure will be used along with two proposed SCMs to manage stormwater runoff.**

Upcoming public meetings for this Application (Planning Board and/or Town Council): **Town Council**

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 Panth Naik at Morris & Ritchie Associates at (984)-200-2103. You may also contact the Planning Department at (919)-553-5002.

Sincerely,

R&R Development Group of NC, LLC

Cc: Town of Clayton Planning Department

ADJACENT PROPERTY OWNERS LIST

Project Name: Barber Mill Road

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
05G02011L	MTR PROPERTIES, LLC	PO BOX 934, CLAYTON, NC 27520
05G02035E	ALICIA RAND	317 WATERFORD DRIVE, CLAYTON, NC 27520
05G02035G	RENE & BOBBY JONES	325 WATERFORD DRIVE, CLAYTON, NC 27520
05G02035F	JOANNA DAVIS	321 WATERFORD DRIVE, CLAYTON, NC 27520
05G02035D	TONYA & JAMIAH GRAHAM	313 WATERFORD DRIVE, CLAYTON, NC 27520
05603024A	CLAYTON CHRISTIAN CHURCH	NOT PROVIDED ON JOHSTON COUNTY GIS
05G02011J	KIMBERLY BARHAM & DIANE COX	8137 LAKISTA POINT LANE, GARNER, NC 27529
05G03199C	JACOB COX	5389 BARBER MILL ROAD, CLAYTON, NC 27520
05H03197G	IGLESIA PRIMEROS FRUTOS, INC	40 DAIRY ROAD, CLAYTON, NC 27520
05H03201R	A&S PROPERTIES OF CLAYTON, INC	85 COUNTRY LANE, CLAYTON, NC 27520
05G03023B	KELLY GODWIN	PO BOX 273, CLAYTON, NC 27528
05H03031	GROVEWOOD HOMEOWNERS ASSOC INC	39 BERWICK PL, CLAYTON, NC 27520
05H03035E	GROVEWOOD HOWNERS ASSOC INC	39 BERWICK PL, CLAYTON, NC 27520
05H03201S	BETTY SHERRON	5366 BARBER MILL ROAD, CLAYTON, NC 27520
05G02011K	TOWN OF CLAYTON	PO BOX 879, CLAYTON, NC 27528

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: Special Use Permit Date of Mailing: 6/14/2022
Date of Meeting: 6/28/2022 Time of Meeting: 6:00 - 8:00 pm
Location of Meeting: 111 E 2nd Street, Clayton, NC 27520

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: Rob Bailey 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.*

Existing homeowners were concerned about the potential NC 42 road widening & were seeking further clarification about the project, unfortunately we were not able to provide any further details and made a note to gather more information. Rob spoke through the general process of the annexation, rezoning, how homeowners would remain informed, build time and general project & site details. The homeowners' main concerns were buffering, noise levels and project duration; Rob acknowledged the possibility of installing a privacy fence along the border as well as how long and what type of noise neighbors may experience.

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

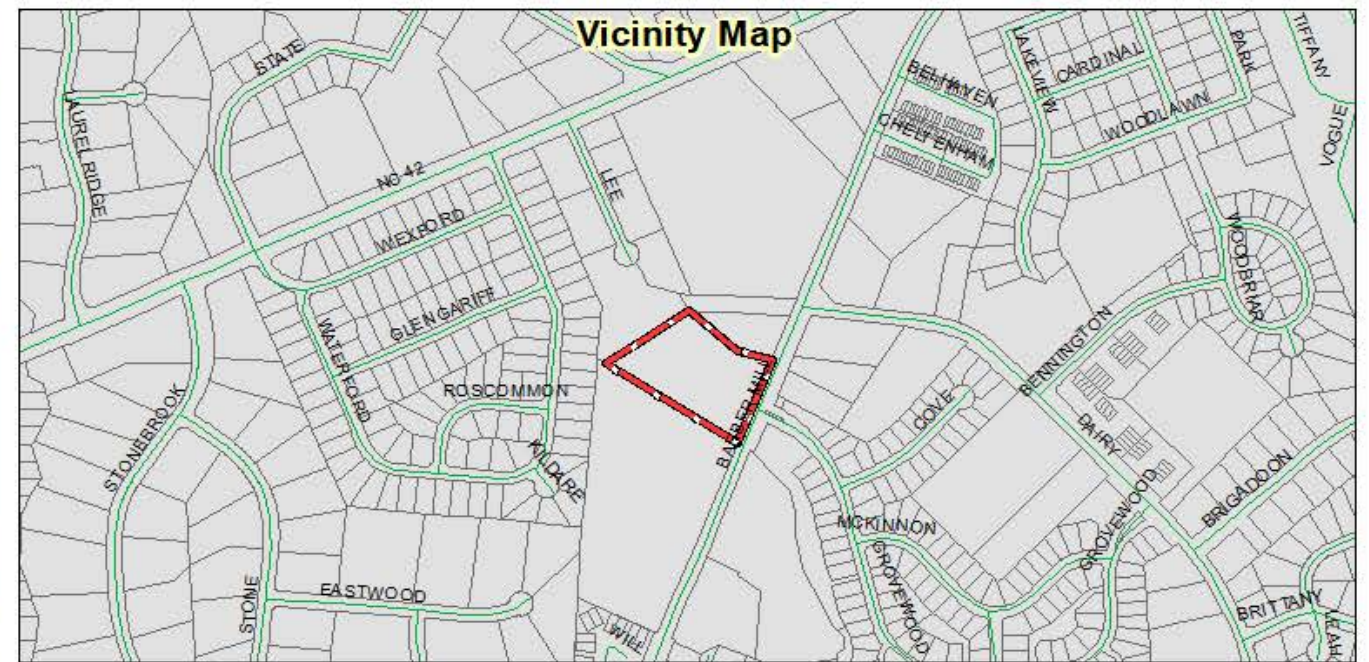
NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: Barber Mill

Application: Special Use Permit

Location/Date: 111 E 2nd, Clayton, NC 27520/June 28, 2022 6-8pm

	NAME	ADDRESS
1	Diana Rodmond Cox	1105 Springview Tr. Garner
2	Jacob Cox	5389 BARBER MILL
3	HELEN COX	5389 BARBER MILL
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Request: Special Use Permit
Project Name: Creekside Townes
Project Number: 2022-113-SUP

Applicant: R&R Development Group of NC, LLC
 Property Owner: MTR Properties
 Tag #: 05G04199I



0 0.1 0.2 Miles



Staff Report Map
 Prepared by: TOC Planning Department
 December 7, 2022

Disclaimer: Town of Clayton assumes no legal responsibility for the quality of the data represented here.

Document Path: O:\PLANNING\SPECIAL USE\2022\2022-113-SUP Creekside Townes\Staff Report Map

	TOWN OF CLAYTON POLICY	
	Department: Public Services	Effective: January 21, 2020
Policy Title: Water & Wastewater Allocation Policy Version #02 (V.02)	Supersedes: TC Action 2010-026	
	Prepared By: Richard D. Cappola Jr., PE Public Services Director	
	Approved By: Town Council Date: January 21, 2020	

I. Purpose

The Town of Clayton has invested substantial capital in the infrastructure necessary to support a growing, prosperous, and healthy community. Water supply and wastewater treatment capacities are among the most important elements of this infrastructure. The intent of this policy is to provide for the judicious allocation of these resources in conformity with adopted goals and priorities in an effort to shape the community consistent with the articulated vision to become the "Premier Community for Active Families." This policy is intended to manage the remaining capacity available until additional capacity is developed through construction of a new Water Reclamation Facility, and should be reviewed periodically to ensure it is achieving the intended purpose.

II. Scope

The Town Council for the Town of Clayton has adopted the Comprehensive Plan 2040 which is a useful tool to successfully evaluate applications for allocation of public resources so that the character of the community shall be consistent with its vision, values, and plans. In accordance with the "Town of Clayton Strategic Growth Plan", utility allocation reservations should support and maximize the concept of increasing the Town's property tax based revenues by the expansion and improvement of higher valued land use development, emphasizing a balance of Residential, commercial, and industrial uses.

III. Policy

The Town of Clayton seeks to grant utility allocations such that the existing character of the Town's utility customer base does not become more residential than is practical to achieve the intent of the Strategic Growth Plan, and seeks to increase the diversity of the customer base by increasing the percentage of resources devoted to industrial, commercial, and mixed use development.

The total amount of available capacity and each incremental increase in capacity should generally be allocated based on the following parameters:

- No more than fifty percent (50%) of the total available capacity may be allocated to projects that include solely residential development.
- At least thirty percent (30%) of the total available capacity shall be reserved for allocation to commercial/industrial projects.
- Projects encompassing mixed use (residential and commercial) elements may be considered for allocation even if such an allocation will exceed the limit established above for residential use.
Note: These percentages may be reviewed and adjusted by the Town Council at their discretion.

Due to weather related factors, the regulatory environment, and the dynamic nature of wastewater flow and treatment, accounting of available utility capacity is, by its very nature, inexact. The Town of Clayton shall track allocation reservations granted and the amount of capacity available. Such reports do not constitute a policy statement, commitment or guarantee on the amount of capacity available for allocation.

The following hierarchy shall apply to evaluation of utility allocation requests:

- Commercial properties with quality development projects
- Development projects with a mixed-use element
- Industrial projects and other major employer entities
- Additional phases attached to residential projects with a proven record of quality product and economic success
- Residential projects that include tangible, high quality community amenities
- Residential projects that include diverse products and opportunities
- Residential projects not otherwise described above

Evaluation of projects will be based on the scoring rubric attached hereto as Exhibit A, which is incorporated in this Agreement by reference. A project must meet or exceed 50 points to receive an allocation. Proposed projects can gain BONUS POINTS by the applicant offering to provide items listed on the rubric as part of their development proposal. Examples of these items may include such things as additional amenities (fire pits, community gardens, etc.) or offering to provide “Minimum of 25% of building façades will be made of masonry materials.”

The Town of Clayton may allocate utility service capacity to competing projects based on a demonstrated intent and ability of the applicant to meet adopted Town goals and plans for character and quality of development. The Town of Clayton reserves the right to deny a utility allocation request if the applicant fails to adequately demonstrate that the project meets adopted Town goals or plans, or in the case that the project is deemed to be less supportive of Town goals or plans of a competing project.

IV. Procedure

The owner or developer of any project requiring water or wastewater utility service from the Town of Clayton shall submit a written application, in the application form provided by Town Staff, for an allocation reservation. The application shall include detailed information on the amount of capacity necessary to serve the project, the nature of the project, project schedule in relation to demand of utility capacity, and other supporting information demonstrating how the project serves the needs and interests of the Town of Clayton. In the case of Industrial flows, additional information associated with the constituents shall be required and may be subject to other ordinances or policies of the Town.

- The Town Council shall review for approval all allocations which require or may require a daily flow allocation of ten thousand gallons or more (> 10,000 GPD)
 - The Town Council shall incorporate the evaluation of utility allocation requests into the decision-making process associated with Subdivisions, Mixed-use Planned Developments, and Special Use Permits. The criteria contained herein for evaluation of utility allocation requests shall be included as elements within the review processes for the accompanying land use application with regard to conformity with Town of Clayton policies and ordinances, planning practices, and consistency with adopted long-range and strategic plans.
 - For allocations requiring Town Council approval, but which do not require other land use regulatory reviews or approvals, the applicant shall provide a full description of how their project supports the goals and priorities established within this and related policies and plans in their application for allocation reservation.

- The Town Manager or their designee shall review for approval all applications for utility capacity which require a daily flow allocation of less than ten thousand gallons (< 10,000 GPD).
 - In addition to the scoring rubric, the Town Manager or their designee shall consider the goals articulated by this and related Town policies when reviewing applications for utility allocations. If an application is denied, the Town Manager or their designee shall state in writing the reasons for denial of the request.

V. General Conditions

- This policy shall replace any previous policies on water and wastewater allocations adopted by the Town Council.
- An allocation will expire if a project has not progressed in construction plan approval, building permit approval, or on-site construction within 12 months of award of the allocation.
- Upon request by the applicant and at the discretion of the Town Engineer, an allocation may be extended for one twelve (12) month period.
- If a project is unsuccessful in obtaining any required Federal, State, or local government permit or approval the reservation shall be retracted. The Town of Clayton shall bear no liability for any costs incurred by the applicant, nor bare further responsibility in the matter.
- Granting of a utility allocation does not imply or confer approval of any other applications or reviews as may be required by Town Ordinance or policy and does not imply or create any vested right.
- Public water may be utilized for irrigation purposes so long as the Primary Use associated with the site has previously gained a water allocation through the Town.
- This policy shall be reviewed annually and, when appropriate, readjusted by the Town Council. The Town's overall progress on policy goals will be considered and the multipliers and/or point thresholds readjusted accordingly.

V. Appeals Process

- Appeal of any provision of this policy shall be made to the Town Council.
- Appeal of any decision on a utility allocation by the Town Manager or their designee shall be made to the Town Council for final decision. Any such appeal shall be placed on the agenda of a regularly scheduled Town Council meeting.



WATER & WASTEWATER ALLOCATION CRITERIA				
TOTAL POINTS = 50 MINIMUM 30 POINTS REQUIRED				
	Category	Points	Calc.	Notes
DEVELOPMENT TYPE ¹ (Choose 1 from this category)	Government/Public Admin./Public Safety	50		
	Non-residential (Commercial) - Retail & Restaurant	30		
	Non-residential (Commercial) - Office	20		
	Non-residential (Commercial) - Warehouse	15		
	Non-residential (Commercial) - Medical	25		
	Non-residential (Commercial) - Hotel/Motel	35		
	Industrial/Manufacturing	30		
	Institutional	15		
	Residential Existing Lot- Single Family Detached	40		Individual Existing Lot construction
	Residential Subdivision - Single Family Detached (> 0.25 Acre Lots)	20		Single Family Homes on Individual Lots greater than 0.25 acres
	Residential Subdivision - Single Family Detached (< 0.25 Acre Lots)	15		Single Family Homes on Individual Lots less than 0.25 Acres
	Residential Subd.- Single Family Attached (> 1,500 SF Heated Space)	10		Townhomes with heated square-footage greater than 1,500 SF
	Residential Subd.- Single Family Attached (< 1,500 SF Heated Space)	5		Townhomes with heated square-footage less than 1,500 SF
	Residential - Multifamily (Apartments)	10		
	Mixed-Residential	25		Mix of various lot sizes of Single-family, Townhomes, and Apartments
	Mixed-Use Commercial & Residential	30		Mix of Residential and Non-residential (Commercial) uses
	Downtown Redevelopment	30		
	Infill Development	25	✓	Utilities already exist within 300 Feet of property
FUTURE TAX STATUS (Choose 1 from this category)	Exempt	0		
	Residential	5	✓	
	Non-residential	10		
	Industrial	10		
COMMUNITY BENEFIT BONUS POINTS (Choose All that apply from this category)	Cultural Arts/Entertainment for Public	10		
	Sports/Recreation for Public	10		
	Town Electric Customer	20		
	Expansion of existing non-residential use	10		
	Re-development of an existing property	5		Must result in increased property value
	Residential Subdivision - Additional amenities included	5 - 15		Pool, Clubhouse, sports courts, etc. - 5 pts per, max 15 pts
	Job Creation - 10 to 25 new jobs	5		
	Job Creation - 26 to 100 new jobs	10		
	Job Creation - 100+ new jobs	15		
	Job creation - Jobs created will have salaries at or above median income	5		Must be greater than 50% of jobs added with documentation to confirm
	Residential - Multiple-Car Garages provided	5		
	Residential - Overflow Parking provided	5		Subject to Planning and Engineering support
	Masonry Elements included in Building Construction	10	✓	
	Sustainable/High Efficiency Products and appliances used	5 - 15	✓	5 pts per, max 15 pts 10 points
	Private trail connection to Public Greenway	10		
COMMUNITY IMPACT DEDUCT POINTS (Choose All that apply from this category)	Pump Station Improvements required ²	-10		Subject to Town policy and standards
	New Pump Station Required ²	-20		Subject to Town policy and standards
	Out-of Town Status (After construction)	-10		
	Outside Fire District	-5		
	Inconsistent with Comp Plan	-5		
CLARIFICATIONS	1	Any Development Type Category not listed is subject to Town Council discretion with staff recommendation.		
	2	The Town Engineer may waive these deductions if the improvements are consistent with Future utility service plans, replace/offline an aging station, or are in the best interest of the Town.		



TOWN OF CLAYTON
Engineering & Inspections Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

WASTEWATER ALLOCATION REQUEST

The Town of Clayton, in an effort to manage and maintain the sewer and water capacity for the Town, requires that this application be completed and submitted to the Town for consideration of a utility allocation. Review fee is due upon submittal of request.

Wastewater Allocation Request Review Fee: \$50

Application MUST be completed and sealed by a registered engineer unless otherwise approved by staff.

SITE INFORMATION

Name of Project: Creekside Townes Acreage of Property: 4.03
County Tag Number: 05G04199I NC PIN: 165711-57-9203
Address/Location: Clayton, North Carolina

Zoning District: R-10
Town Limits / ETJ: ☒ Town Limits ☐ ETJ (Extra-Territorial Jurisdiction)

APPLICANT INFORMATION – Applicant must be a registered engineer unless otherwise approved by Town Engineer

Applicant: Barber Mill Development Group, LLC
Mailing Address: 1611 Jones Franklin Road, Suite 101, Raleigh, NC 27606
Phone Number: 919-239-4747 Fax: _____
Contact Person: Rob Bailey
Email Address: rbailey@randrdev.com

PROPERTY OWNER INFORMATION

Name: Barber Mill Development Group, LLC
Mailing Address: 1611 Jones Franklin Road, Suite 101, Raleigh, NC 27606
Phone Number: 919-239-4747 Fax: _____
Email Address: rbailey@randrdev.com

FOR OFFICE USE ONLY

Date Received: _____ File Number: _____ Associated Project Number: _____

PROJECT INFORMATION

Use: ☒ New ☐ Expanded ☐ Change

Use Type: ☒ Residential ☐ Non-Residential

Proposed Use(s): Residential Existing Use(s): Vacant

Invoice shall be mailed to the following:

Developer Name: Barber Mill Development Group, LLC

Mailing Address: 1611 Jones Franklin Road, Suite 101, Raleigh, NC 27606

Phone Number: 919-239-4747

Fax Number:

Email Address: rbailey@randrdev.com

ALLOCATION REQUEST

The following is required:

- For non-residential construction, submit a floor plan of proposed building.
- Use additional sheets if necessary.
- Provide any documentation supporting/justifying the request as an attachment (using a comparable use is recommended).
- If a phasing / take-down schedule is proposed, include as an attachment.

Residential:

Gross Acreage: 4.03

Single Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
Total		----	

Multi-Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units	25	250	6250
>3 Bedroom Units			
Total	25	----	6250

Non-Residential: (Design Flow Guideline provided as Appendix A)*

**If design flow deviates from the flow rates presented in Appendix A, provide supporting documentation/justification as an attachment in the form of 12 months of water bills demonstrating gallons per day utilized.*

Gross Acreage: N/A

Use	Measurement Unit	# of Units	GPD per Unit	Total Requested GPD
Total			----	

TOTAL REQUESTED GALLONS PER DAY: 6,250



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

December 8, 2022

R&R Development Group of NC, LLC
Attn: Rob Bailey
1611 Jones Franklin Road, Suite 101
Raleigh, NC 27606
rbailey@randrdev.com

Re: 2022-113-SUP Creekside Townes

To Whom It May Concern,

The Town of Clayton Planning staff is recommending to the Town Council that conditions of approval be placed upon the above-referenced application, which proceeds to Town Council on Monday, December 19, 2022. These recommended conditions of approval are outlined on the back of this letter.

Please read through these potential conditions of approval, and sign below if you are in agreement with the conditions as proposed. If you are not in agreement, please respond accordingly in writing. This will be included within the agenda packet for Town Council review.

Thank you.

Sincerely,

Benjamin Howell, AICP, CZO
Planning Director

Recommended Conditions of Approval (2022-113-SUP Creekside Townes):

1. These Conditions of Approval, and any others included with the associated Site Plan (2022-111-SD) shall be recorded upon the final plan set, which must be delivered to the Planning Department for review and approval.
2. The Development shall be constructed in substantial conformance with the Special Use Permit as approved by the Clayton Town Council and associated Site Plan as approved by Town staff.
3. In accordance with the associated Site Plan, frontage improvements shall be constructed on Barber Mill Road, consisting of a northbound left-turn lane, 5-foot-wide bike lane, curb-and-gutter and sidewalk.
4. Any ground-mounted utility or mechanical equipment shall be screened from view of adjacent public rights-of-way in accordance with the screening requirements under Section 155.402(G)(4)-(5) of the Town of Clayton Unified Development Code.
5. In accordance with the associated Site Plan, the maximum gross density for the site shall be 6.21 dwelling units per acre.
6. The following standards will apply to the Development:
 - Minimum Lot Area: 1,450 square feet
 - Minimum Lot Width: 20 feet
 - Maximum Impervious Surface (Total Site): 40%
 - Minimum Setbacks:
 - Front: 20 feet
 - Minimum Garage Setback from Sidewalk: 25 feet
 - Side: 0 feet
 - Rear: 20 feet
 - Maximum Structural Height: 41 feet
7. Sustainable high efficiency products and/or appliances will be provided as part of the development in order to achieve wastewater allocation. All homes constructed will be part of the HERO home program with Duke Energy. A minimum of three (3) of the following energy efficient elements shall be included within each single family home/unit:
 - Low flow water fixtures (faucet and shower heads)
 - Low flow toilets
 - LED Lighting throughout home
 - Low VOC Paint
 - Low-E Insulated single-hung Vinyl Windows
 - Advanced framing and thermostats
 - Sealed Insulated Ducts
8. The townhome buildings shall match the elevations shown in the associated Site Plan (2022-111-SD). All buildings will include a minimum masonry coverage of 25% on the front building façade, with the remaining front, side and rear façades using the following materials, as noted in the Site Plan:
 - Front Façade: Combination of Hardiplank Lapside, Board and Batten or Cedar Shake

- Side and Rear Façades: Hardiplank Lapside

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby certify that I have reviewed the recommended conditions of approval and am in agreement with the conditions as they are outlined within this letter.

Robert Bailey

Print Name


Robert Bailey (Dec 9, 2022 07:26 EST)

Signature of Applicant

Dec 9, 2022

Date

Recommended Conditions of Approval 2022-113-SUP Creekside Townes

Final Audit Report

2022-12-09

Created:	2022-12-09
By:	Benjamin Howell (bhowell@townofclaytonnc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPRUflgDJ8PU_7-TAwbBQIWe1qBD8xEVq

"Recommended Conditions of Approval 2022-113-SUP Creekside Townes" History



Document created by Benjamin Howell (bhowell@townofclaytonnc.org)
2022-12-09 - 2:24:14 AM GMT



Document emailed to rbailey@randrdev.com for signature
2022-12-09 - 2:25:03 AM GMT



Email viewed by rbailey@randrdev.com
2022-12-09 - 12:24:37 PM GMT



Signer rbailey@randrdev.com entered name at signing as Robert Bailey
2022-12-09 - 12:26:08 PM GMT



Document e-signed by Robert Bailey (rbailey@randrdev.com)
Signature Date: 2022-12-09 - 12:26:10 PM GMT - Time Source: server



Agreement completed.
2022-12-09 - 12:26:10 PM GMT



Adobe Acrobat Sign

Return to:
Town of Clayton
Town Clerk Heidi Holland
PO BOX 879
Clayton, NC 27528

**TOWN OF CLAYTON
SPECIAL USE PERMIT
#2022-113-SUP
GRANTED**

On the date listed below, the Town Council for the Town of Clayton met and held an evidentiary hearing to consider the following application:

Applicant:	Barber Mill Development Group, LLC
Property Owner:	Barber Mill Development Group, LLC
Property Location:	Barber Mill Road, Clayton, NC 27520
Brief Property Description:	4.03 acre site on Barber Mill Road
Tax Parcel Number:	05G04199I
Proposed Use of Property:	Townhouses
Hearing Date:	December 19, 2022

Having heard all the evidence and argument presented at the hearing, the Town Council makes the following findings:

- (1) That the application will not materially endanger the public health or safety if located where proposed and developed according to the plans as submitted and approved.
- (2) That the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town Code of Ordinances, or other applicable regulations.
- (3) That the application will not substantially injure the value of adjoining or abutting property and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.
- (4) That the application will not adversely affect the adopted plans and policies of the Town or violate the character of existing standards for development of the adjacent properties.

CONDITIONS:

1. These Conditions of Approval, and any others included with the associated Site Plan (2022-111-SD) shall be recorded upon the final plan set, which must be delivered to the Planning Department for review and approval.
2. The Development shall be constructed in substantial conformance with the Special Use Permit as approved by the Clayton Town Council and associated Site Plan as approved by Town staff.
3. In accordance with the associated Site Plan, frontage improvements shall be constructed on Barber Mill Road, consisting of a northbound left-turn lane, 5-foot-wide bike lane, curb-and-gutter and sidewalk.
4. Any ground-mounted utility or mechanical equipment shall be screened from view of adjacent public rights-of-way in accordance with the screening requirements under Section 155.402(G)(4)-(5) of the Town of Clayton Unified Development Code.
5. In accordance with the associated Site Plan, the maximum gross density for the site shall be 6.21 dwelling units per acre.
6. The following standards will apply to the Development:
 - Minimum Lot Area: 1,450 square feet
 - Minimum Lot Width: 20 feet
 - Maximum Impervious Surface (Total Site): 40%
 - Minimum Setbacks:
 - Front: 20 feet
 - Minimum Garage Setback from Sidewalk: 25 feet
 - Side: 0 feet
 - Rear: 20 feet
 - Maximum Structural Height: 41 feet
7. Sustainable high efficiency products and/or appliances will be provided as part of the development in order to achieve wastewater allocation. All homes constructed will be part of the HERO home program with Duke Energy. A minimum of three (3) of the following energy efficient elements shall be included within each single family home/unit:
 - Low flow water fixtures (faucet and shower heads)

- Low flow toilets
 - LED Lighting throughout home
 - Low VOC Paint
 - Low-E Insulated single-hung Vinyl Windows
 - Advanced framing and thermostats
 - Sealed Insulated Ducts
8. The townhome buildings shall match the elevations shown in the associated Site Plan (2022-111-SD). All buildings will include a minimum masonry coverage of 25% on the front building façade, with the remaining front, side, and rear façades using the following materials, as noted in the Site Plan:
- Front Façade: Combination of Hardiplank Lapside, Board and Batten or Cedar Shake
 - Side and Rear Façades: Hardiplank Lapside

TOWN OF CLAYTON

BY: _____
Jody L. McLeod
Mayor

DATE: December 19, 2022

ATTEST:

_____(SEAL)
Heidi L. Holland, CMC and NCCMC
Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

OLD BUSINESS

Item Title

Mass Communications/Data Voice Budget Amendment

Presenter(s)

Robert McKie, Finance Director

Suggested Action

Adoption of Ordinance

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) | ☐ 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

The Town of Clayton is working to create a communication system that will allow for more streamlined communication between residents, business owners, customers, and staff, especially regarding power outages, emergency alerts, and other non-emergency needs.

This amendment is necessary to fund the purchase and installation of a new mass communication system that will allow for more streamlined communication between residents, business owners, customers, and staff, especially regarding power outages, emergency alerts, and other non-emergency needs. This amendment is required for compliance with G.S. 159-15.

Funding Source

General Fund - Investment Income; Transfer from Electric Fund
Cost: \$320,000

Cost

Yes

Corresponding Documentation

[General Fund Budget Amendment_Mass Communication System_Amended](#)

Submitted By: Robert McKie, Finance Department

Reviewed By:

Heidi Holland, Town Clerk

Approved - Dec 14 2022

Town of Clayton
Amendment to the FY 22-23 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON that the following amendments shall be made to the FY 22-23 Budget:

Fund: General Fund

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenue			
100-41-02-48 00	Misc. Investment Earnings \$5,000	+220,000	\$225,000
100-40-00-49 82	Due From Electric Fund -	+100,000	\$100,000
Expenditures			
100-47-02-58 50	Capital Outlay \$126,496	+320,000	\$446,496

-Explanation: Amendment necessary to fund the purchase and installation of a new mass communication system that will allow for more streamlined communication between residents, business owners, customers, and staff, especially regarding power outages, emergency alerts, and other non-emergency needs. This amendment is required for compliance with G.S. 159-15.

Duly adopted this ____ day of _____, 2022 while in regular session.

Jody L. McLeod
Mayor

Attest:

Heidi L. Holland, CMC, NCCMC
Town Clerk



Regular Town Council Meeting Agenda Cover Sheet

Meeting Date

December 19, 2022

Agenda Location

OLD BUSINESS

Item Title

Formal Construction Contract Award - Sam's Branch WRF

Presenter(s)

Joshua Baird, PE - Engineering Director

Suggested Action

Approval/Adoption

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) | ☐ 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

On November 7, 2022, Town Council approved a resolution of intent to award construction contract to Thalle Construction for the Sam's Branch Water Reclamation Facility Project pending approval of debt by Local Government Commission (LGC) and the Authority to Award from the Division of Water Infrastructure (DWI) (for use of the State Revolving Fund (SRF) loan). On December 6th, 2022, the LGC approved the debt for the total program and on December 12, 2022, DWI issued the Authority to Award the contract to Thalle Construction in the amount of \$171,402,550.00. Staff request approval of the formal resolution of award and authorize the Town Manager or his designee to execute the contract documents and such change orders as may be reasonably necessary to complete the Project in accordance with the previously approved Project budget.

Included within this agenda item is an additional action to modify existing Capital Project Fund consistent with the approval of debt and Town's overall project funding strategy.

Funding Source

Multiple

Cost

Yes

Corresponding Documentation

[Authorization to Award - Sams Branch WRF](#)

[Fund 641 Budget Amendment Total Project Cost](#)

[Resolution of Formal Award - WRF 2022](#)

Submitted By: Joshua Baird, Engineers/Inspection

Reviewed By:

Joshua Baird, Engineering Director

Approved - Dec 14 2022

Rich Cappola, Town Manager

Approved - Dec 14 2022

Heidi Holland, Town Clerk

Approved - Dec 14 2022

ROY COOPER
Governor
ELIZABETH S. BISER
Secretary
SHADI ESKAF
Director



December 12, 2022

Mr. Rich Cappola Jr., P.E., Town Manager
Town of Clayton
P.O. Box 879
Clayton, North Carolina 27528

SUBJECT: Authority to Award (#05)
Project No CS370431-07
SRP-W-ARP-0061
Neuse River Water Reclamation Facility
Capacity Expansion Project

Dear Mr. Cappola:

The Project Bid Information documents, including the Disadvantaged Business Enterprise (DBE) solicitations, have been reviewed for the subject project. The project budget is approved as follows:

<u>Project Expenses</u>	<u>Total Amount</u>	<u>Eligible Amount</u>
<u>Professional Services</u> (Advisor, Land Acq.)*	\$ 2,851,786.00	\$ 2,851,786.00
Withers Ravenel	2,184,954.00	2,184,954.00
<u>Neuse River WRF</u>		
Providence Construction Services	2,378,374.00	2,378,374.00
Gannett Fleming	4,343,357.00	4,343,357.00
Early Procurement Package #1*	6,078,040.00	6,078,040.00
Early Procurement Package #2*	26,960,000.00	26,960,000.00
Early Procurement Package #3*	23,397,919.00	23,397,919.00
<u>Sam's Branch Water Reclamation Facility</u>		
(Little Creek Gravity Sewer & F.M.)		
JF Wilkerson Contracting (Section III N/E)	11,594,438.00	11,557,421.00
Contingency (5%)*	579,353.00	577,871.00
(Little Creek Pump Station)		
Harren Construction	6,492,000.00	6,492,000.00
Contingency (5%)*	324,600.00	324,600.00



North Carolina Department of Environmental Quality | Division of Water Infrastructure
512 N. Salisbury Street | 1633 Mail Service Center | Raleigh, North Carolina 27699-1633
919.707.9160

(Sam's Branch WRF)		
Thalle Construction Company	171,402,550.00	171,402,550.00
Contingency (5%)*	8,570,127.50	8,570,128.00
Equipment & Materials	8,150,585.00	8,150,585.00
Additional Closing Costs	300,000.00	
Total Eligible Costs		\$ 275,269,585.00**

*Subject to further review

**CS370431-07 funding - \$110,000,000. SRP-W-ARP-0061 funding - \$7,142,000.

Please note that the loan amount is restricted to the eligible costs noted above. This amount may be less than the amount in the executed Loan Offer. If costs increase during construction please contact the Division regarding the possibility of increasing the loan. Loan increases will only be considered to cover unforeseen conditions and will not be considered for any increases to the scope.

Closing costs for the SRF is 2% of the loan amount, which is \$2,200,000.

You may award the contract and issue work orders to begin construction. Please provide Pam Whitley of this office with an original executed bound contract with specifications and Notice to Proceed. The approval of contracts is not required prior to issuance of work orders, but no payments can be made until the contract documents have been approved. Additionally, please note that this office will not process any payments until we receive the executed loan agreement. The loan agreement will be processed once the Local Government Commission approves the loan.

The subcontractors in the table below, and their DBE status, are noted as part of this Authority to Award. Should any of these subcontractors not be able to perform the work noted, the selection of a new subcontractor will entail utilizing "Good Faith Efforts" again and providing this office with that evidence.

TRADE	SUBCONTRACTOR	PRICE	DBE CERTIFICATION
Prime: Providence			
Grading	Asphalt Services on Demand	\$22,920	WBE
Clear & Grub	Clear-Con	\$131,400	N/A
Erosion Control	Sides Seeding	\$45,294	WBE
Hauling	Austin Trucking	\$86,507.14	MBE
Jack & Bore	Razorback Boring	\$16,695	N/A
Traffic Control	United Traffic Control	\$2,490	MBE

TRADE	SUBCONTRACTOR	PRICE	DBE CERTIFICATION
Prime: JF Wilkerson			
Clearing	Hydrocut	\$137,500	N/A
Erosion Control	Piedmont, LLC	\$38,677.50	N/A

TRADE	SUBCONTRACTOR	PRICE	DBE CERTIFICATION
Prime: Haren Const.			
Electrical	ENDS Electrical Contractors	\$642,300	N/A



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HVAC	JL Service Group	\$26,000	MBE
Plumbing	Piedmont Plumbing	\$49,000	N/A
Fuel System	JF Petroleum Group	\$126,725	N/A
Rebar & Formwork	National Erectors	\$282,930	MBE
Erosion Control	Canady's Landscape & E.C.	\$16,545	WBE

TRADE	SUBCONTRACTOR	PRICE	DBE CERTIFICATION
Prime: Thalle Const.			
Hauling	1 st & Goal Hauling	\$512,489	MBE
Erosion Control	Canady's Landscape & E.C.	\$87,702	WBE
Asphalt Markings & Signs	RDU Paving	\$853,590	WBE
Underground Pipe	Moffat Pipe	\$1,726,100	WBE
Buildings	Muter Construction	\$27,265,720	WBE
Rebar	National Erectors	\$3,110,000	MBE

All Payment requests must be supported by adequate documentation of costs. Your attention is directed to the special loan conditions included with your loan agreement regarding items that must be addressed prior to payments being made for construction costs.

The assigned inspector for your project is Ali Ajami. Please contact him prior to scheduling the preconstruction conference. He will need to be in attendance at this first meeting. His contact information is Ali.Ajami@ncdenr.gov. Please be advised that all change orders must be forwarded to the inspector for review and a funding eligibility determination. Your construction of this project is a step forward in protecting our valuable water resources.

If you have questions regarding this matter, you can contact Keith Krzywicki at (919) 707-9184 or keith.krzywicki@ncdenr.gov.

Sincerely,



Mark L. Hubbard, P.E.
Grant Management Unit

cc: H. Louis Duffie, Town of Clayton
Jennifer House (Via Email)
Jackie Moore (Via Email)
Pam Whitley (Via Email)
Ali Ajami (Via Email)
SRF (P_ATA)



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Ordinance #2022-12-02

**Town of Clayton
Amendment to the Capital Project Budget
Ordinance**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL
FOR THE TOWN OF CLAYTON that the following
amendments shall be made to the Sam's Branch Water
Reclamation Facility Capital Project Budget Ordinance:

Fund: 641 – Sam's Branch Water Reclamation Facility

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjusted</u>	<u>Revised Appropriation</u>
<u>Revenues</u>			
641-45 75 Grant	NC DEQ ARPA	-	+45,000,000
641-48 05 Capital	Misc. Finance	\$112,390,500	+116,300,000
641-48 72 Property	Sale of Real	-	+30,000,000
<u>Expenditures</u>			
641-56 00	Professional Services		
	\$14,200,000		
+20,800,000	\$35,000,000		
641-58 01	Construction	\$87,949,418	+142,100,582
641-58 05	Closing Fees		\$2,500,000
641-58 99	Contingency	-	+21,707,818
641-59 21	Transfer to Water & Sewer Fund	-	+6,500,000

Explanation: Amending the capital project budget ordinance to reflect an updated cost projection to complete the SWWRF project and the \$6.5 million contractual commitment for the Copper District. This amendment is required for compliance with G.S. 159-13.2.

Duly adopted this ____ day of _____, 2022 while in regular session.

Jody L. McLeod
Mayor

Attest:

Heidi L. Holland, CMC, NCCMC
Town Clerk

RESOLUTION OF CONTRACT AWARD

WHEREAS, the Town of Clayton, North Carolina has received bids, pursuant to due advertisement notice therefore, for construction of the Sam's Branch Water Reclamation Facility, Project No.: CS370431-07 (the "Project"), and

WHEREAS, all received bids were reviewed by Town staff, by Project engineers, and by Project consultants; and

WHEREAS, based solely upon the information and documentation provided in the bid packages submitted on October 11, 2022, Thalle Construction Co., Inc. ("Thalle") was determined to be the lowest responsive responsible bidder for the Project contract, in the total bid amount of \$171,402,550.00, and

WHEREAS, based on the review and recommendation of the Project engineers and others, Resolution of Tentative Award, Resolution #2022-90, was adopted November, 7th 2022 by the Town Council tentatively awarding the contract to Thalle; and

WHEREAS, Authority to Award the contract to Thalle was issued by North Carolina Department of Environmental Quality dated December, 12th 2022; and

WHEREAS, it is recommended that the contract **AWARD** be granted to Thalle Construction Co. the lowest responsive responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that **AWARD** is made to Thalle Construction Co., in the Total Bid Amount of \$171,402,550.00.

BE IT FURTHER RESOLVED that the Town Manager or his designee is hereby authorized to execute the contract documents and such change orders as may be reasonably necessary to complete the Project in accordance with the previously approved Project budget.

Duly adopted this the 19th day of December, 2022 while
in regular session upon motion of Council Member
_____, seconded by Council Member
_____.

TOWN OF CLAYTON

Jody L. McLeod,
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk