



Town of Clayton
Regular Town Council Meeting Agenda
Monday, August 19, 2019 @ 6:00 PM
Council Chambers

1. CALL TO ORDER

Pledge of Allegiance and Invocation

2. 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. Draft Minutes
- August 5, 2019 - Regular Session
 - August 5, 2019 - Closed Session

[August 5 2019 DRAFT Minutes](#)

POTENTIAL ACTION: Adoption of Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

- a. Resolution Awarding Service Weapon & Badge to Lt. John Parker
30 Years of Service to the Clayton Police Department
Presenter: Blair Myhand, Police Chief

[Cover](#)
[Resolution](#)

POTENTIAL ACTION: Adoption of Resolution #2019-35

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Employee Introductions
Presenters: James Blalock - Utility Maintenance Supervisor, Dale Medlin - Electric Department Director, Ann Game - Customer Service Director, and Robert Yarborough - Senior Building Inspector
- Stephen Norris - Water & Sewer Preventative Maintenance Crew Leader
 - Travis Rose - Electric Line Technician
 - Terry Williams - Meter Reader
 - Pedro Arruda - Building Code Officer

- b. Library Advisory Board Annual Update
Presenter: Stephanie Satkowiak, Library Advisory Board Chair

[Annual Report](#)

6. PUBLIC HEARINGS

- a. 2019-144-ANX - Town of Clayton Regional Wastewater Pre-Treatment Facility
Presenter: Planning Department

POTENTIAL ACTION: Continue to September 16, 2019

- b. Recreation Open Space - Amending Fees & Charges
Presenters: Scott Barnard - Parks & Recreation Directory

[Cover](#)

[Recreation Open Space Fee Info](#)

[Red Line Comprehensive List of Fees & Charges](#)

[Ordinance](#)

POTENTIAL ACTION: Adoption of Ordinance #2019-08-03

- c. 2019-110-SUP - Amelia Pointe (Quasi-Judicial)

Presenter: Planning Department

[Cover](#)

[Application](#)

[Adjacent Property Owner Letter](#)

[Map](#)

[Neighborhood Meeting Materials](#)

[Applicant Expert Witness Letter](#)

[Newspaper Ad](#)

[Staff Report](#)

[Motion Form](#)

POTENTIAL ACTION: Approval/Denial of 2019-110-SUP

- d. 2019-145-SD - Amelia Pointe - Preliminary Plat (Quasi-Judicial)

Presenter: Planning Department

[Cover](#)

[Application](#)

[Adjacent Property Owner Letter](#)

[Map](#)

[Site Plan - 3rd Submittal](#)

[Neighborhood Meeting Materials](#)

[Applicant Expert Witness Letter](#)

[Newspaper Ad](#)

[TRC Certification Letter](#)

[Stormwater Statement](#)

[Staff Report](#)

[Motion Form](#)

POTENTIAL ACTION: Approval/Denial of 2019-145-SD

7. OLD BUSINESS

8. NEW BUSINESS

- a. Budget Amendments
Presenter: Robert McKie, Finance Director
[Cover](#)

[Capacity Purchase Invoices](#)
[Ordinance - Johnston County Capacity Purchases](#)
[Ordinance - SDF Capital Reserve Fund Capacity Purchases](#)
[Ordinance - AMI Project](#)
[Ordinance - Neuse River Water Reclamation Facility](#)
[Ordinance - Johnston County Capacity Purchases & Startup Funding](#)

POTENTIAL ACTION: Adoption of Ordinance # 2019-08-04
Adoption of Ordinance # 2019-08-05
Adoption of Ordinance # 2019-08-06
Adoption of Ordinance #2019-08-07
Adoption of Ordinance #2019-08-08

- b. Temporary Road Closure - Rosemary Street
Presenter: Rich Cappola, Public Works Director
[Cover](#)
[Map](#)
[JCPS Letter of Support](#)

POTENTIAL ACTION: Approve Temporary Closure of Rosemary Street

- c. Delegation Mini Brooks Act Exemption
Presenter: Rich Cappola, Public Works Director
[Cover](#)
[Article 3D](#)
[Resolution](#)

POTENTIAL ACTION: Adoption of Resolution #2019-36

9. STAFF REPORTS

- a. Town Manager
b. Town Attorney
c. Town Clerk
d. Other Staff
 - Update - 220 East Main Street - Upset Bid Process
Presenter: David DeYoung, Economic Development Director

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment
b. Council Comments

11. CLOSED SESSION

- a. Closed Session Pursuant to NCGS 143-318.11(a)(3) - Attorney/Client Privilege
POTENTIAL ACTION: Motion to Go Into Closed Session

12. ADJOURNMENT

- a. Adjourn the Meeting
POTENTIAL ACTION: Motion to Adjourn

Quasi-Judicial (evidentiary) – These hearings are different from other public hearings in that they resemble a court hearing where testimony is presented and the Town Council acts like a court of law. During evidentiary hearings, the Town Council receives only sworn testimony and other credible evidence. In addition, the Town Council must make findings of fact based upon the evidence presented. Citizens may give testimony in an evidentiary hearing after they have taken an oath.



Town of Clayton
Regular Town Council Meeting Minutes
Monday, August 5, 2019 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:

Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Holder
Council Member Thompson
Council Member Bunn

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, Deputy Town Manager
Merrick Parrott, Town Attorney
Kimberly Moffett, Town Clerk
Blair Myhand, Police Chief
Samantha Wullenwaber, Planning Director
Robert Yarborough, Senior Bldg. Code Inspector
Lee Barbee, Fire Chief
Stacy Beard, Public Information Officer

COUNCIL ABSENT:

Mayor McLeod

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor Pro Tem Grannis called the meeting to order at 6:01 p.m. He offered a moment of silence in honor of those who lost their lives in the two recent mass shootings in both Texas and Ohio. Mayor Pro Tem Grannis then led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. Lindsay stated that Item 3a should indicate Final Acceptance. The item was changed to reflect that. Also under Employee Introductions, Pedro Arruda and Josh Cotton were not available to attend the meeting and will be introduced at a later time.

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) Final Acceptance
- Bristol at Cobblestone - Phase 3
- b) Certificate of Sufficiency - 2019-144-ANX
- Town of Clayton Regional Waste Water Pre-Treatment Facility
- c) Draft Minutes
- June 17, 2019 - Closed Session
 - July 15, 2019 - Regular Session
 - July 15, 2019 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder
Second: Council Member Thompson
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

- a) Recommendation of Appointments to Parks & Recreation Advisory Board

Presenter: Kimberly Moffett, Town Clerk

- Ronald Correia
- Mark Morgan

ACTION: Appointment to Fill Unexpired Terms

Motion: Council Member Satterfield
Second: Council Member Thompson
Vote: Unanimous

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Employee Introductions and Promotions

Presenters: Blair Myhand, Police Chief and Robert Yarborough, Senior Building Code Inspector

- Corey Cedeno - Police Officer
- Morgan McKinney - Police Officer
- Chad Mallett - Police Officer
- Brandon Lee - Building Code Officer

Chief Myhand introduced Police Officers Cedeno and Mallett and provided background information on both officers. They stated they were excited to be part of the Town of Clayton. Mr. Yarborough introduced Brandon Lee, who recently joined the town as a Building Code Officer. He stated he greatly appreciated the opportunity to work for Clayton. Council welcomed everyone.

At 6:26 p.m. Officer McKinney arrived and was introduced and welcomed.

- b) Fire Advisory Board Annual Update

Presenters: Matt Sutphin, Fire Advisory Board & Lee Barbee, Fire Chief

Mr. Sutphin shared an annual update for the Fire Advisory Board and shared information about the board members. He shared details about Clayton hosting the Eastern Carolina Firefighters Association Meeting this year. He stated it was an excellent event that received high praise. The advisory board participated in the planning and review of the 2019/2020 Budget/Staffing. He shared details about future goals of the board going forward.

Chief Barbee shared information about the possibility of creating a Public Safety Advisory Board; which would include both the Fire and Police Departments. Mayor Pro Tem Grannis felt this was a great idea.

6 PUBLIC HEARINGS

- a) 2019-144-ANX - Town of Clayton Regional Wastewater Pre-Treatment Facility
Presenter: Planning Department

Ms. Wullenwaber requested this item be continued to the August 19 meeting.

ACTION: Continued to August 19, 2019

- b) 2019-142-RZ - Lots 8& 9 Southern Regional
Presenter: Planning Department

Ms. Wullenwaber presented this item which is a request to rezone from B-3 to Industrial Light. The property is located at 8801 US Hwy. 70 and the lot sizes range from 1.60 to 2.76 acres. The property is currently vacant.

Ms. Wullenwaber stated request is consistent with the Comprehensive Plan 2040, Surrounding Land Uses, and stated the applicant had addressed the approval criteria. Both Planning Board and Staff recommended approval.

There were no questions of staff.

Applicant, Jim Lee, was present and stated he was happy to address any questions. There were no questions for the applicant.

Mayor Pro Tem Grannis noted this as a public hearing. With no one wishing to speak, the hearing was closed and item turned over to council for their deliberations.

ACTION: Adoption of Ordinance #2019-08-01

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

- c) 2019-143-RZ - Rose Street Commercial Development
Presenter: Planning Department

Ms. Wullenwaber stated this request is rezoning from Residential R-8 to B-3. The address for this property is 9811 US Highway Business 70. The lot size is 2.28 acres and this property is currently vacant.

Ms. Wullenwaber stated request is consistent with the Comprehensive Plan 2040, Surrounding Land Uses, and stated the applicant had addressed the approval criteria. Both Planning Board and Staff recommended approval.

Mayor Pro Tem Grannis asked about the neighborhood meeting with regard to a statement made at a previous rezoning meeting about Sheetz. The statement

at that time indicated that if there were to be any future development, the entire block would need to be rezoned. Ms. Wullenwaber addressed this statement.

There were no further questions from staff.

The applicant and the developer were both present and stated they were happy to answer any questions. Council Member Bunn asked about answers to questions raised at the neighborhood meeting. A representative from the developer, Bohler Engineering, stated that those in attendance were advised how concerns would be addressed and how the process would be handled in the future. He also shared information regarding drainage concerns. Also addressed was a citizen's concern about commercial development abutting residential zoning. He stated this concern would be addressed with the appropriate buffer as defined by the town code.

Mayor Pro Tem Grannis noted this as a public hearing. With no one wishing to speak, the hearing was closed and item turned over to council for their deliberations.

ACTION: Adoption of Ordinance #2019-08-02

Motion: Council Member Thompson
Second: Council Member Holder
Vote: Unanimous

7 OLD BUSINESS

8 NEW BUSINESS

- a) 2019 Governor's Highway Safety Program
Presenter: Blair Myhand

Chief Myhand shared information on this program and stated this is strictly housekeeping as we entered year 2 of the 3 year grant that was received last October.

Mayor Pro Tem Grannis asked what the grant is typically used for. Chief Myhand stated it has been used to purchase a vehicle, radio, computer and radar equipment for police officers. He stated this grant is related to highway safety. The Grant matched 85% of salary last year, will match 75% this year and match 50% next year.

ACTION: Adoption of Resolution #2019-34

Motion: Council Member Holder
Second: Council Member Thompson
Vote: Unanimous

9 STAFF REPORTS

a) Town Manager

Mr. Lindsay provided an update regarding Johnston County Commissioners having taken action today and have rescinded action taken last year regarding Clayton's ETJ. He also stated we have received a request from Grifols to extend the RTZ. He shared details about the RTZ. This request would require approval from both JC Commissioners and the Clayton Town Council. JC is considering a memorandum of understanding which will be presented to council for action.

b) Town Attorney

c) Town Clerk

d) Other Staff

- Non-Conforming Site Updates

Presenter: Samantha Wullenwaber, Planning Director

Ms. Wullenwaber provided an update regarding non-conforming sites. Provided was an overview of violation types that are covered by the Planning Department. Zoning violations can take place both in town and within our ETJ and are usually complaint driven. Nuisance violations can only be in town, and are proactive, so if our code enforcement sees a violation he can address it. Non-conforming sites can have both types of violations. Usually zoning violations are commercial and nuisance violations are residential. Ms. Wullenwaber provided examples of various violations that could take place. She stated letters are sent providing information about the violation and staff will work with violators to get issues addressed.

Mayor Pro Tem Grannis asked about the process for repeat violators. Ms. Wullenwaber stated there is an ordinance in place that addresses repeat violators.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

11 CLOSED SESSION

a) Closed Session Pursuant to NCGS § 143-318.11.(a)(4)

"Discuss matters relating to location or expansion of industries or other business in the area served by the public body"

ACTION: Motion to Go Into Closed Session at 6:39 p.m.

Motion: Council Member Satterfield

Second: Council Member Holder

Vote: Unanimous

12 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 7:01 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Thomas

Second: Council Member Holder

Vote: Unanimous

Duly adopted this the 19th day of August, 2019 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

Administrative

Item Title

Awarding of Glock 19 and Lieutenant badge to LT. John Parker for 30 years of service to the Town of Clayton following his retirement on August 31, 2019.

Presenter

Blair Myhand, Chief of Police

Summary/Description

John Parker is retiring from the Town of Clayton with 30 years of service to the town. In accordance with NCGS 20-187.2, the Police Department is requesting authority to award his service handgun and Lieutenant's badge in recognition for his service to the Town of Clayton.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet**Meeting Timeline**

Click or tap here to enter text.

**RESOLUTION AWARDING BADGE AND SERVICE WEAPON TO
RETIRING POLICE LIEUTENANT**

WHEREAS, NCGS § 20-187.2 provides that retiring members of municipal law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the municipality; and

WHEREAS, NCGS § 20-187.2 further provides that the governing body of the municipal law enforcement agency may, in its discretion, award to a retiring member the service weapon of such retiring member; and

WHEREAS, Police Lieutenant John Parker served as a member of the Clayton Police Department for 30 years and is retiring from the Clayton Police Department on August 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Clayton Town Council that the badge and service weapon worn and/or carried by Police Lieutenant John Parker be awarded to him on his retirement.

Duly adopted this the 19th day of August 2019 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



ANNUAL REPORT

Library Advisory Board

The Library Board has been instrumental in helping the library to complete a planning grant from the State Library of North Carolina. The board has guided the library's aims for building projects, library programs, and library collections.

Library Advisory Board

Background

- **Purpose/Duties of Board**
 - The Library Board is an advisory body to our municipal library which is funded by the Town of Clayton. The Board will serve as a liaison between the Library Department, Town Manager, Town Council, and community. The Board will consult/advise the Library Director, Town Manager, Deputy Town Manager and Town Council in matters affecting library policies, programs, finances, and as well as any other issues related to the library.
- **Current Membership:**
 - Belle B. Allen
 - Elizabeth T. Barber
 - Etheleen Eason
 - Elizabeth C. McLaurin
 - Stephanie Satkowiak
 - Lisa Brogdon
 - Caroline Daily
 - Paul Taperek
 - Laurie Lee
- **Third Thursday of each month at 5:00 p.m., Wooten Room at the Clayton Center**

Accomplishments/Milestones/Highlights

- **Recent projects:**
 - Library Planning Grant Completed
 - Audiobook Migration to Overdrive
- **Collaborations**
 - Friends of the Library (invitations to meetings, working with them to promote Women's Club program, as well as to provide a unified front for the Planning Grant proceedings), Women's Club, Public Art Advisory Board, Teen Advisory Board, Schools, Chamber of Commerce,

Clayton Parks and Recreation, Downtown Development Association

- Donations and Grants
 - Maker Space funding
 - Grants for technology, children's authors, conference attendance, and planning

Looking Ahead

- Goals
 - Completion of Mixed-use Library Project Request for Proposal
 - Regular Board Training



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

Public Hearings

Item Title

Recreation Open Space Fees

Presenter

Scott Barnard, Parks and Recreation Director

Summary/Description

The Town of Clayton seeks to amend the recreation and open space fees in the comprehensive list of fees and charges. The proposed amount is \$750 until July 1, 2020. Recreation fees will continued to be paid at plat recordation.

Requested Action

Approval/Denial

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

Comparison Chart

Meeting Timeline

Click or tap here to enter text.

Town of Clayton *Current* Fee Schedule (as adopted 6/3/19)

July 1, 2019	\$1,000
January 1, 2020	\$1,500
July 1, 2020	\$2,000

Current Fees of Benchmark and Surrounding Communities

Single Family Detached					
	2003 +	2015/2016	2016/2017	2018/2019	
Town of Apex			\$ 3,221.90	\$ 3,395.67	
Town of Fuquay Varina				\$ 1,500.00	
Town of Garner		\$1,147.00	\$ 1,147.00	\$ 1,147.00	
Town of Holly Springs		\$ 1119.00	\$ 1,500.00	\$ 4,705.00	
Town of Wake Forest	\$ 1,086.00	\$ 1,086.00	\$ 1,086.00	\$ 2,871.00	
Town of Wendell				\$ 2,500.00	
Town of Zebulon				\$ 2,500.00	
				\$ 2,659.81	Average
				\$ 3,194.33	Average w/o Garner/Fuquay
Town of Clayton				\$ 750.00	
Johnston County - Open Space				\$ 400.00	

Proposed Town of Clayton Recreation Fee Schedule

September 1, 2019	\$750
July 1, 2020	\$1,500
January 1, 2021	\$2,000
July 1, 2021	\$3,000

****Highlighted portion of the schedule to be adopted and implemented in FY20 budget. Future years are subject to annual analysis and fiscal year budget approval****

TAXES & FEES			
Town of Clayton Tax Rate	\$0.58 / \$100 valuation of property	Vehicle Fee (pursuant to NCGS 20-97 (b1)	\$30 / vehicle
Claytex Fire District Tax Rate	\$0.1175 / \$100 valuation of property		

DOCUMENT / COPY / ADMINISTRATIVE FEES			
Copying up to 11"x17" (black & white)	\$0.10 / sheet	Paper Copy of Agenda	\$10 (annually) Email free.
Town meeting(s) audio or documents	\$1.50 / storage device provided	Filing Fee for Office of Council Member	\$5
Certified copy of Town records	In accordance with NCGS 161-10(9)	Filing Fee for Office of Mayor	\$10

CEMETERY FEES			
Lot Purchase - including footstone	\$1,000	Cremains Interment - Monday through Saturday	\$450
Interment - Monday through Saturday	\$900	Cremains Interment - Sundays and Holidays*	\$900
Interment - Sundays and Holidays*	\$1,200	* Excludes Christmas Day, Thanksgiving Day, New Year's Day	
Footstone Marker and Installation	\$100	and Good Friday	

CUSTOMER DEPOSITS			
Residential Electric	\$250 / \$800 (high risk)	Non-residential Electric	2.5 times average bill for location or comparable use.
Residential Water	\$50 / \$120 (high risk)	Non-residential Water	2.5 times average bill for location or comparable use.
Residential Sewer	\$50 / \$120 (high risk)	Non-residential Sewer	2.5 times average bill for location or comparable use.
Residential Irrigation	\$50 / \$120 (high risk)	Non-residential Irrigation	2.5 times average bill for location or comparable use.

CUSTOMER FEES			
Connection Fee	\$25	Late fee for charges unpaid by due date	5%
Returned Check/Draft Fee	\$25	Meter Tampering Fee	\$300
Non-Payment Penalty	\$50	Bucket Truck Mobilization Fee	\$500

SOLID WASTE FEES			
Solid Waste Collection	\$20.50 per month	Extra Garbage Cart	\$4.18 / month
		Extra Recycling Cart	\$3.17 / month

WATER & SEWER UTILITY RATES							
WATER (NON-IRRIGATION)							
BASE RATES			COMMODITY RATES				
Meter Size:	In Town	Out of Town	Residential:		In Town	Out of Town	
5/8" Meter	\$16.05	\$20.06	Block 1	0 - 2,000 Gallons	\$4.19	\$5.24	
3/4" Meter	\$24.08	\$30.09	Block 2	2,001 - 4,000 Gallons	\$4.40	\$5.50	
1" Meter	\$40.13	\$50.16	Block 3	4,001 - 6,000 Gallons	\$4.61	\$5.76	
1.5" Meter	\$80.25	\$100.31	Block 4	All Gallons Over > 6,000	\$5.03	\$6.28	
2" Meter	\$128.40	\$160.50	Commercial:	Block 1	0 - 100,000 Gallons	\$4.68	\$5.85
3" Meter	\$240.75	\$300.94		Block 2	All Gallons > 100,000	\$5.38	\$6.73
4" Meter	\$401.25	\$501.56					
6" Meter	\$802.50	\$1,003.13	Industrial:	Block 1	0 - 100,000 Gallons	\$4.75	\$5.93
8" Meter	\$1,284.00	\$1,605.00		Block 2	All Gallons > 100,000	\$5.46	\$6.82
10" Meter	\$1,845.75	\$2,307.19					
Monthly AMI Charge (per water meter):	\$2.00	\$2.00					
IRRIGATION							
BASE RATES			COMMODITY RATES				
Meter Size:	In Town	Out of Town	Residential:		In Town	Out of Town	
5/8" Meter	\$16.05	\$20.06	Block 1	0 - 8,000 Gallons	\$6.50	\$6.50	
3/4" Meter	\$24.08	\$30.09	Block 2	8,001 - 16,000 Gallons	\$8.11	\$8.11	
1" Meter	\$40.13	\$50.16	Block 3	All Gallons Over > 16,000	\$9.97	\$9.97	
1.5" Meter	\$80.25	\$100.31	Non-Residential:				
2" Meter	\$128.40	\$160.50		Block 1	0 - 50,000 Gallons	\$5.27	\$5.27
3" Meter	\$240.75	\$300.94		Block 2	50,001 - 100,000 Gallons	\$7.27	\$7.27
4" Meter	\$401.25	\$501.56		Block 3	All Gallons > 100,000	\$8.56	\$8.56
6" Meter	\$802.50	\$1,003.13					
8" Meter	\$1,284.00	\$1,605.00					
10" Meter	\$1,845.75	\$2,307.19					
Monthly AMI Charge (per water meter):	\$2.00	\$5.00					
SEWER				WATER & SEWER - BULK			
Meter Size:	In Town	Out of Town		Monthly Commodity Rates (Water):	\$4.93 / 1,000 gallons		
5/8" Meter	\$17.53	\$21.91		High Strength Surcharge (Sewer):			
3/4" Meter	\$26.29	\$32.87		Biochemical Oxygen Demand (BOD)	\$0.305 / pound for concentration in excess of 250 mg/liter		
1" Meter	\$43.82	\$54.78					
1.5" Meter	\$87.65	\$109.56					
2" Meter	\$140.24	\$175.30					
3" Meter	\$262.95	\$328.68		Total Suspended Solids (TSS)	\$0.125 / pound for concentration in excess of 250 mg/liter		
4" Meter	\$438.24	\$547.80					
6" Meter	\$876.49	\$1,095.61					
8" Meter	\$1,402.38	\$1,752.97		Ammonia Nitrogen (NH3-N)	\$1.562 / pound for concentration in excess of 250 mg/liter		
10" Meter	\$2,015.92	\$2,519.90					
Commodity Rates:							
All usage (per 1,000 gallons)	\$5.64	\$7.05		Industrial High Strength Surcharge	\$2.11 / 1,000 gallons		
Flat Rate Sewer (No Meter):	\$34.50	\$43.13					

Updated 7/23/19

ELECTRIC UTILITY RATES			
RESIDENTIAL		INSTITUTIONAL	
Monthly Base Charges:		Monthly Base Charge:	\$30.00
Single Phase Service	\$12.75	Monthly Energy Charge:	\$0.13613 / kWh for first 600 kWh
Three Phase Service	\$16.00		\$0.11411 / kWh for next 1,900 kWh
Monthly Energy Charge:	\$0.11967 / kWh		\$0.10394 / kWh for all additional kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
SMALL GENERAL SERVICE		MEDIUM GENERAL SERVICE	
Monthly Base Charges:		Monthly Base Charges:	\$30.00
Monthly Energy Charges:		Monthly Demand Charges:	\$8.41 / kW
	\$0.13818 per kWh for the first 750 kWh*		
	\$0.09248 per kWh for the next 2,000 kWh	Monthly Energy Charge:	\$0.07827 / kWh
	\$0.08100 per kWh for the additional kWh		
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
<i>*When the kW of billing demand exceeds 5kW, add into the first block 150 kW for each additional kW of excess.</i>			
LARGE GENERAL SERVICE		COINCIDENT PEAK (CP)	
Monthly Base Charge:		Monthly Base Charge:	\$175.00
Monthly Demand Charge:		Monthly Demand Charge:	
CP Demand	\$17.50 / CP kW	CP Demand	\$18.00 / CP kW
Excess Demand	\$1.50 / kW	Excess Demand	\$3.50 / kW
Monthly Energy Charge:	\$0.04813 / kWh	Monthly Energy Charge:	\$0.05472 / kWh
Monthly AMI Charge (per electric meter):	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
TOWN FACILITIES		TIME OF USE	
Monthly Base Charge:		Monthly Base Charge:	\$175.00
Monthly Energy Charge:		Monthly Demand Charge:	\$17.27 / kW
Monthly AMI Charge (per electric meter):		Monthly Energy Charge:	\$0.05778 / kWh
	\$2.00	Monthly AMI Charge (per electric meter):	\$2.00
AREA LIGHTING			
Monthly Rate Per Lighting Unit:		Monthly Rate Per Pole Type:	
Residential Unit	\$11.94	Wooden	\$3.00
Small Commercial Unit	\$15.85	Decorative	\$6.60
Large Commercial Unit	\$36.17	Monthly Energy Charge:	\$0.08362 / kWh
Underground Charge	\$4.80	Monthly AMI Charge (per electric meter):	\$2.00

ELECTRIC DEPARTMENT			
Residential Electric Meter	\$100	Area Light Replacement Fee (per light)	\$25
Small Commercial Meter	\$350	Bulb M400/U	\$17
Large Commercial Meter	\$500	Bulb M1000/U/BT37	\$43
Underground Electric Fee	\$375	Bulb LU400	\$20

PUBLICWORKS					
WATER AND SEWER TAPS AND WATER AND SEWER / ELECTRIC METER FEES					
Meter Size	Base Cost	Street Cut	Concrete Cut	Meter Only	Permit Fee
5/8 Inch Water	\$1,425	\$500	\$500	\$200	N/A
1 Inch Water	\$1,575	\$500	\$500	\$250	N/A
2 Inch Water	\$2,050	\$500	\$500	\$1,050	N/A
4 Inch Sewer	\$1,625	\$500	\$500	N/A	N/A
Irrigation	\$225	\$500	\$500	\$200	\$50
Irrigation Split	\$425	N/A	N/A	N/A	N/A
Relocate Service Line	\$425	N/A	N/A	N/A	N/A
Residential Electric	N/A	N/A	N/A	\$100	N/A
Small Commercial Electric	N/A	N/A	N/A	\$350	N/A
Large Commercial Electric	N/A	N/A	N/A	\$500	N/A
SYSTEM DEVELOPMENT FEES					
Meter Size	Water	Sewer	Total	Meters greater than 2 Inch require a negotiated Developer's Agreement. NOTE: Irrigation Meters will be charged 1/2 of the Water System Development Fee.	
5/8 Inch	\$1,793	\$3,260	\$5,053		
3/4 Inch	\$2,690	\$4,890	\$7,580		
1 Inch	\$4,483	\$8,150	\$12,633		
1.5 Inch	\$8,965	\$16,300	\$25,265		
2 Inch	\$14,344	\$26,080	\$40,424		
NUTRIENT OFFSET FEES					
Residential Tap	\$400	Non Residential Tap	\$0.004 / gallon of annual wastewater capacity		

PLANNING DEPARTMENT			
DEVELOPMENT SUBMITTAL FEES			
Advertising - Newspaper	\$200	Plat, Exempt	\$100
Appeal / Interpretation	\$250	Plat, Final	\$250 + \$5 / lot
Annexation (See Town Clerk)	\$0	Plat, Recombination	\$100
Urban Archery Hunting Permit	\$10	Re-Inspection	\$100
Major Subdivision	\$400 + \$5 / lot	Rezoning	\$500
Minor Subdivision (< 5 lots)	\$200 + \$5 / lot	Sign, Master Plan	\$100
Master (Open Space) Subdivision Plan	\$700 + \$5 / acre	Sign, Permanent	\$50 + \$5 / additional sign
Planned Development	\$1,000 + \$5 / acre	Sign, Temporary	\$30
Small Cell Wireless	\$100 ea for first 5 facilities, \$50 ea additional	Site Plan, Administrative Amendment	\$100
Zoning Site Inspection	\$50 first acre, \$20 ea additional	Site Plan, Major	\$500 + \$5 / acre
Zoning Landscape Inspection	\$50 first acre, \$20 ea additional	Site Plan, Minor	\$250 + \$5 / acre
Resubmittal Fee	3rd Submittal 1/2 of Original	Special Use Permit	\$400
Landscape/site plan violation/enforcement	Same as initial inspection	Temporary Use / Special Event	\$100
	type	Tree Removal / Clearing Permit	\$50
Partial release landscape/site improvement bond	Same as initial inspection	Variance Application	\$250 (\$500 after the fact)
	type	Zoning Compliance Permit	\$50
Conditional Use	\$400	Zoning Verification Letter	\$50
CODE ENFORCEMENT			
Tall Grass and Overgrowth	0 to .25 acres	Private Property Clean up	Amount Billed by Contractor + \$100 Admin Fee
	.26 to .50 acres		
	> 1.00 acres		
COPIES AND MAPS			
Copy < 11" x 17" (Black & White)	\$0.10	Map 24" x 36"	\$20
Copy > 11" x 17" (Black & White)	\$1	Map 36" x 48"	\$30
Copy < 11" x 17" (Color)	\$0.40	General Design Guidelines	\$10
Copy > 11" x 17" (Color)	\$5	Strategic Growth Plan	\$20
Map 18" x 24"	\$10	Unified Development Plan	\$40
CONSULTANT REVIEW FEES			
Tower Review, New Structure, One Related Meeting	\$5,000	Tower Review, Co-Location/Mod/Upgrade	\$1,000
Tower Review, New Structure, Two Related Meetings	\$6,500	Traffic Review	Negotiated
RECREATION AND OPEN SPACE FEES			
Residential Fee	\$1,000/lot (7-1-19), \$1,500/lot (1-1-20), \$2,000/lot (7-1-20) \$750	Multi-Family Fee	\$1,000/lot (7-1-19), \$1,500/lot (1-1-20), \$2,000/lot (7-1-20) \$750
INSPECTIONS DEPARTMENT			
Plan Review Fee - Initial Review	No Charge	Re-Inspection Fees	
Plan Review Fee - Subsequent Reviews (ea)	\$150	First Re-Inspection	\$50
New Dwelling (Single):		Additional Re-Inspection of Same Item	\$100
Up to 1,200 sq. ft.	\$600 / dwelling	Day Care Re-Certification	\$100
> 1,200 sq. ft.	\$600 + \$0.30 / sq. ft.	ABC Permit Form	\$150
Residential - Additions/Remodel:		Expired Permit Reissue	
0 - 400 sq. ft.	\$300	Work Started / Code Changes	Original fee x 50%
> 400 sq. ft.	\$300 + \$0.30/sq. ft.	No Work Started / No Code Changes	\$150
Additional per trade	\$75	Re-Review, Lost Plans / Update	\$150
Multi-Family Dwelling Duplex/Triplex		Service Pole Inspections	
Up to 3 units	\$600 + \$0.30 /sq ft > 1,200 sq ft	Electrical (\$1 Building if no permit exists)	\$75
Each additional unit	\$200	Update for Permits	
Mobile Homes		Contractor Change (Ord. 2017-09-01)	\$50
Single - Wide (Building Only)	\$250	Service Change Inspections	
Double - Wide (Building Only)	\$275	Conditional Service (Ord. 2017-09-01)	\$75
Triple - Wide (Building Only)	\$300	Building	\$1
Quad - Wide (Building Only)	\$325	Electrical	\$75
Travel Trailers / Campers	\$75	Sign	
Poured Footing Inspection	\$50	Building	\$75
Mechanical Permit Fee	\$50	Electrical	\$75
Electrical Permit Fee	\$50	Swimming Pools	
Plumbing Permit Fee	\$50	Building	\$75
Dwelling Moved On		Electrical	\$75
Fee	\$250	Pedestals	
Trade Fee	\$75	Building	\$1
Residential Accessory Building (12'x12' and over)		Electrical	\$75
Storage Building	\$75	LP Gas Tanks	
Garage / Carport	\$100	Building	\$40
Deck / Porch / Gaz ebo	\$75 + \$0.30/sf > 144sf	Electrical	\$75
Additional trade	\$75	Replace Roof of Existing House or Mobile Home	
Trade Inspections		Per Building	\$75
Building, Electrical, Plumbing and Mechanical	\$75	Tents (Per Building over 800 sq. ft.)	\$75
Farm Storage Buildings		ATM	Commercial Rate
Livestock Production Buildings	\$40	Conditional Power/Gas - Single Family	\$75 each
Bulk Tobacco Barns		Conditional Power/Gas - Multi-Family	\$75 first meter, \$50 each additional
Building, Electrical, Plumbing and Mechanical	\$75	Reconnect Power	
Electrical Permit Fee	\$75	Building	\$1
Permit Fee for Commercial Buildings (Based on cost per trade)		Electrical	\$75
\$0 - \$2,500	Trade fee (Minimum \$75)	Connect County Water / Sewer	
\$2,501 - \$25,000	\$225	Building	\$1
\$25,001 - \$50,000	\$550	Electrical	\$75
\$50,001 - \$100,000	\$1,000	Demolition - Residential	\$50 + asbestos report
\$100,001 - \$200,000	\$1,650	Demolition - Commercial	\$150
\$200,001 - \$350,000	\$2,850	Sprinkler System	Commercial Rate
\$350,001 - \$500,000	\$3,900	Penalty	
\$500,001 - \$750,000	\$5,250	For work started before proper permitting is obtained, a penalty of one-half the cost of the permit(s) that should have been obtained shall apply. GS 160A-414.	
\$750,001 - \$1,000,000	\$6,500	One Time Extension - Irrigation New Landscape	\$50
>\$1,000,000	\$6,500 + 0.2% for every dollar over \$1,000,000		
Irrigation of New Landscape	\$75		

ENGINEERING DEPARTMENT			
REVIEW FEES			
Residential Subdivision (Initial & 2nd submittal)	\$250 + \$10 per lot	Record Drawing / As-Built Review	\$200
Residential Re-Review (Per review)	\$100	Record Drawing / As-Built Review Re-Review	\$50
Non-Residential (Initial & 2nd submittal)	\$250 + \$25 per acre	Infrastructure Performance Guarantee (non-cash)	\$100
Non-Residential Re-Review (Per review)	\$100	Infrastructure Performance Guarantee (cash)	No charge
Infrastructure Only (Road/Sewer/Water extension)	\$250 + \$0.25 per linear foot	Infrastructure Performance Guarantee Renew/Change	\$50
Alternative Standard Request	\$500 per standard	Landscaping Performance Guarantee	\$100
Construction Plan Amendment/revision to approved plans	\$50 + \$5 per sheet	Encroachment Agreement	\$50
Pump Station Review - CDs	\$500	Encroachment Agreement (work started/completed)	\$75
Pump Station Review - Re-Review	\$250	Water Extension Permit Forms	\$100 each
Special Study (Flood, Traffic Calming, etc.)	\$250	Sewer Extension Permit Forms (ETZ, FTSE, etc.)	\$100 each
Floodplain MGMT Document Review (LOMR, CLOMR, etc.)	\$100 per form	Wastewater Allocation Requests	\$50
INSPECTION FEES			
Public Streets Construction (curb & gutter)	\$1.50 per linear foot	Public Greenways & Sidewalks	\$0.50 per linear foot
Public Streets Construction (roadside swales)	\$2.00 per linear foot	Driveways	\$50 per driveway
Public Streets Acceptance (punch list + follow up)	\$0.25 per linear foot	Fire Lanes	\$100 + \$0.25 per linear foot
Public Streets Acceptance (punch list re-inspection)	\$100 per street	Sanitary Sewer Taps (not performed by Town)	\$50 per tap
Water System Extensions	\$0.75 per linear foot	Water Taps (not performed by Town)	\$50 per tap
Sanitary Sewer System Extensions	\$0.75 per linear foot	Fee-in-lieu (Infrastructure, etc.)	125% of Engineer's Estimate
Public Storm Drainage (outside right-of-way)	\$0.50 per linear foot		

POLICE DEPARTMENT	
Accident Report	\$2

FIRE DEPARTMENT			
Fire Inspection Fees		Miscellaneous	
Up to 3,000 sq. ft.	\$40	Hydrant Flow Test	\$50
3,001 - 5,000 sq. ft.	\$75	Special Standby Operations	
5,001 - 10,000 sq. ft.	\$125	Engine	\$100 / hour (one hour minimum)
10,001 - 25,000 sq. ft.	\$375	Personnel	\$22.50 / hour (one hour minimum)
25,001 - 50,000 sq. ft.	\$500	Hazmat Emergency Response Charges	
50,001 - 100,000 sq. ft.	\$625	Engine, Tanker or Ladder Truck	\$250 / hour
100,001 - 500,000 sq. ft.	\$750	Support Vehicles	\$50 / hour
Re-Inspection Fees		All Responding Personnel	1.5 x hourly rate of pay
First Re-Inspection	\$45	Materials Used	Replacement cost + 10%
Second Re-Inspection	\$45 + \$20	Materials Damager	Replacement cost + 10%
Third Re-Inspection	\$45 + \$20 + \$20	First False Alarm in Month	
Fourth Re-Inspection, etc.	\$45 + \$20 + \$20 + \$20	Subsequent False Alarms in Month	\$0
			\$100 each

RECREATION DEPARTMENT		
ATHLETICS		
Youth Sports (Officiated - O, and Unofficiated - U)	Resident Fee (50% Discount)	Non-Resident Fee
Winter Basketball (O)	\$40	\$80
Spring Baseball (O)	\$40	\$80
Spring Softball (O)	\$40	\$80
Fall Volleyball (O)	\$40	\$80
Fall Softball (O)	\$40	\$80
Spring T-Ball (U)	\$30	\$60
Fall Soccer (U)	\$30	\$60
Adult Sports	Resident Fee (50% Discount)	Non-Resident Fee
Softball	\$12.50	\$25
Soccer	\$12.50	\$25
Basketball	\$12.50	\$25
Volleyball	\$12.50	\$25
Flag Football	\$12.50	\$25
PROGRAMS		
Classes	Resident Fee	Non-Resident Fee
Class fees vary according to the type of class, cost of the facility, instructor and number of participants.	Base	Base + \$15
SUMMER PLAYGROUND CAMP		
Registration Fee	Resident Fee (50% Discount)	Non-Resident Fee
\$25 / attendee	\$60	\$120
FACILITY RENTALS		
Community Center Gym	Resident Fee (50% Discount)	Non-Resident Fee
Full Court	\$50 / hour	\$100 / hour
Half Court	\$40 / hour	\$80 / hour
Scoreboard	\$10 / hour	\$20 / hour
Ballfields	Resident Fee (50% Discount)	Non-Resident Fee
Community Park Field #1	\$20 / hour	\$40 / hour
Community Park Field #2	\$20 / hour	\$40 / hour
Community Park Field #3	\$20 / hour	\$40 / hour
Legend Park	\$20 / hour	\$40 / hour
Municipal Park	\$20 / hour	\$40 / hour
East Clayton Community Park Baseball Field	\$25 / hour	\$50 / hour
East Clayton Community Park Soccer Field	\$35 / hour (2 hour minimum)	\$70 / hour (2 hour minimum)
East Clayton Community Park Multipurpose - Full Field	\$25 / hour	\$50 / hour
East Clayton Community Park Multipurpose - Half Field	No longer offered	No longer offered
Field Rental Add Ons	Resident Fee (50% Discount)	Non-Resident Fee
Lights (Community, Municipal and Legend)	\$7.50 / hour	\$15 / hour
Lights (East Clayton Soccer & Baseball)	\$10 / hour	\$20 / hour
Baseball / Softball Field Prep (All Fields)	\$15 / application	\$30 / application
East Clayton Soccer Field Paint	Included	Included

Updated 7/23/2019

Tournament Field Rentals and Add Ons	Resident Fee	Non-Resident Fee
Community Park - Full Day Community	\$250 / field / day	\$250 / field / day
Park - Half Day	\$125 / field / day	\$125 / field / day
East Clayton - Baseball	\$350 / day	\$350 / day
Additional Field Prep	\$30 / field	\$30 / field
Scoreboard	\$25 / field / day	\$25 / field / day
Drying Agents	\$10 / bag	\$10 / bag
Admission Fee to Town	\$50 / day	\$50 / day
Concessions	Only CPRD Allowed	Only CPRD Allowed
Other Vendors (Non-Food)	\$50 / vendor / weekend	\$50 / vendor / weekend
Picnic Shelters	Resident Fee (50% Discount)	Non-Resident Fee
All Star Park		
Up to 2 hours	\$15	\$30
Up to 4 hours	\$25	\$50
More than 4 hours	\$62.50	\$125
Community Park & East Clayton Community Park		
Up to 2 hours	\$20	\$40
Up to 4 hours	\$30	\$60
More than 4 hours	\$75	\$150
Community Center Memberships	Resident Fee	Non-Resident Fee
Annual Memberships		
Individual	\$0	\$125
Middle School Student	\$0	\$75
High School Student Family	\$0	\$75
with Dependents Family	\$0	\$200
with No Dependents	\$0	\$200
Senior Individual	\$0	\$75
Monthly Memberships (Non-Resident Only)		
Individual	N/A	\$20
Middle School Student	N/A	\$10
High School Student Family	N/A	\$10
with Dependents Family	N/A	\$30
with No Dependents	N/A	\$30
Senior Individual	N/A	\$10
Daily Memberships (Non-Resident Only)		
Individual	N/A	\$5
Lost Cards	\$5	\$5

HOCUTT ELLINGTON MEMORIAL LIBRARY

Library Cards	Resident Fee	Non-Resident Fee
Individual - Annual	\$0	\$25
Individual - Semi-Annual	\$0	\$15
Individual - Quarterly	\$0	\$10
Family - Annual	\$0	\$50
Education Employee (All Johnston County - with ID)	\$0	\$0
Internet Usage		
With Valid Library Card	\$0	\$0
Without Valid Library Card	\$0	\$5 per hour
Library Fees		
Copy Machine or Computer Printouts	\$0.20 per copy	\$0.20 per copy
Lost Book	Replacement Cost	Replacement Cost
Overdue Fines	\$0.25 per day	\$0.25 per day
Library Card Replacement (Unexpired)	\$5	\$5

SPECIAL EVENTS

Special Event Fees	Resident Fee	Non-Resident Fee
Application Review	\$100	\$200
Sanitation Deposit	\$250	\$250
Town Square/Horne Square Rental	\$25 / day	\$50 / day
Street Closure	\$50 / day	\$100 / day
Type III Barricade Rental	\$5 / barricade / day	\$25 + \$5 / barricade / day
Police Detail Fee (3 hour minimum)	\$35 / officer / hour	\$35 / officer / hour + \$100 Admin Fee
Garbage/Recycling Container Rental (minimum of 4)	\$13 / container / day	\$13 / container / day + \$50 Admin Fee
Generating Notice Addresses (one hour minimum)	\$25 / hour	\$50 / hour
Emergency Notification Call / Mass Phone	\$50	\$100
Utility Fees (Water and Electricity)		
Events longer than one day	\$10 / utility	\$20 / utility

NON-DEPARTMENTAL EQUIPMENT USAGE RATES

Sewer Jetter	\$65 / hour	Dump Truck	\$40 / hour
Leaf Machine	\$65 / hour	Ditch Witch Trencher	\$40 / hour
Backhoe	\$55 / hour	Asphalt Roller	\$40 / hour
Line Truck	\$50 / hour	Riding Mower	\$35 / hour
Bucket Truck	\$50 / hour	1/2 Ton Pickup Truck	\$25 / hour
Sewer Rodding Machine	\$40 / hour	Air Hammer	\$25 / hour
Tractor & Bush Hog	\$40 / hour	Soil Tamp	\$25 / hour
Mowing Machine	\$40 / hour	Push Mower	\$20 / hour

* Rates for usage of equipment not listed above shall be based on the rates published by FEMA plus 15% for billing, management, and overhead.

Town of Clayton
Amendment to the Comprehensive List of Fees and Charges

BE IT HEREBY APPROVED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON, NORTH CAROLINA, THAT THE FOLLOWING SHALL BE AMENDED TO ITS COMPREHENSIVE LIST OF FEES AND CHARGES:

PLANNING DEPARTMENT

RECREATION AND OPEN SPACE FEES	
Residential Fees	\$750/lot
Multi Family Fees	\$750/lot

All above rates will be effective immediately.

Duly adopted this the 19th day of August, 2019 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

Public Hearings

Item Title

2019-110-SUP Amelia Pointe Townhomes Special Use Permit

Presenter

Haley Hogg, Planner II

Summary/Description

Request for issuance of a Special Use Permit to allow the use of townhomes on the subject property, which is zoned Office-Institutional (O-I). Per UDC requirements, townhomes are only permitted in the O-I zoning district via a Special Use Permit. A preliminary plat application is running concurrently with this request to develop 18 townhome lots on the property (2019-145-SD). The property is located at the corner of Shotwell Road and Amelia Church Road, north of the Town's Community Center.

Requested Action

Approval/Denial

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

Application
Staff Report Maps
Neighborhood Meeting Materials
Newspaper Ad- Public Notice
Adjacent Property Owner Letter- Public Notice
Applicant Expert Witness Letter

Meeting Timeline

August 19, 2019- Town Council



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: Amelia Point Date: 05/31/2019
Applicant Name: Adams & Hodge Engineering, PC

The following checklist to be completed by applicant:

- [☒] Pre-Application Meeting on: April 4, 2019
[☒] Application Review fee
[☒] Advertisement Fee

11 copies of the following:

- [☒] Completed Application
[☒] Owner's Consent Form
[☒] Adjacent Property Owner's List EXHIBIT B
[☒] 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)

RECEIVED

MAY 31 2019

Reviewed by: TOWN OF CLAYTON
PLANNING DEPARTMENT



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
Advertisement Fee: \$200.00

☒ New Special Use Permit

☐ Major Modification to an approved SUP
Permit Modified: _____

SITE INFORMATION

Name of Project: Amelia Point
Acreage of Property: 1.88 Ac Zoning District: O-I
County Tag #: 05G02009I NC Pin #: 165918-32-3144
Address/Location: Corner of Shotwell Rd and Amelia Church Rd (beside LionsGate)
Existing Use: Vacant Proposed Use: Single Family Townhomes
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: Adams & Hodge Engineering, PC
Mailing Address: 314 East Main St., Clayton, NC 27520
Phone Number: 919-763-7278 / 919-812-2654 Fax: _____
Contact Person: Donnie Adams / Amy Stancil
Email Address: donnied@adamsandhosge.com / amy@adamsandhodge.com

OFFICE USE ONLY

Date Received: MAY 3 1 2019 Amount Paid: _____ File Number: 2019-110-SUP

RECEIVED

RECEIVED

MAY 3 1 2019

TOWN OF CLAYTON
PLANNING DEPARTMENT

April 2019

2 of 10

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.

See attached EXHIBIT A

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.

See attached EXHIBIT A

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.

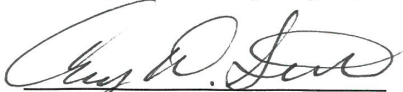
See attached EXHIBIT A

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.

Amy D. Stancil

Print Name



Signature of Applicant

05/31/2019

Date



Received:
Town of Clayton
July 30, 2019

Explanation of Project

The Quad Townhomes are proposed to be constructed on 2.029 ac of land located in the northwest quadrant of the intersection of Guy Road and the unopened section of Brandon Drive. The development is comprised of four buildings housing 20 units of two-story townhomes located on private streets that will be constructed to Town of Clayton standards. In order to develop the townhomes, this will require a special use permit that request a maximum density of 10 units per acre (9.857 units/as actual).

Access to the property will be from Guy Road. Water and sewer will be provided by the Town of Clayton with Duke Energy providing the electrical. Stormwater management facilities are located on-site and will be designed and constructed to the Town of Clayton standards.

There are no active or passive recreational facilities proposed on-site. Due to the close proximity of the Clayton Recreation Center and Clayton Community Park, the project is proposed that a fee in lieu of on-site recreational facilities will be paid to the Town of Clayton.



Item No. 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 approval.

The distribution of traffic has been given much consideration when laying out the site success point and the internal private roads that serve the townhomes. After many alternative designs, it was decided to access the property from Shotwell Road only. Primary concern was given to prevent a “shortcut” between Amelia Church Road and Shotwell Road as the traffic signal at the intersection. Additions considerations were given to simplifying the traffic pattern in the vicinity to the Recreation Center in order to focus on safety. Care has been exercised in the townhome subdivision to protect the environment by prudent use of buffers and landscaping. The public’s safety and health have been addressed by providing public water and sewer that meet the Town and State requirements. Storm water quality has been addressed during construction with erosion control measures and in the long term with storm water management facilities that address not only the quality of water but also the quantity of water. Street are so designed as to be safe for pedestrians and vehicles alike by providing adequate separation, traffic control and lighting. The public’s health and welfare are further addressed by the townhome subdivision providing passive and active recreation opportunities offsite utilizing municipal recreation facilities via recreation assessment fees.

Item No. 2 The 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 subdivision meets or exceeds all applicable development standards that are established in the Subdivision Regulations and the Unified Development Code. Streets are designed in accordance with the Town standards so as to provide a development with safe streets for both vehicles and pedestrians. Public utilities are designed so as to provide adequate water for consumption as well as fire protection while the sewer collection system is designed to protect the health and welfare of the public. Area lighting is provided so as to provide a safe environment for the residents. Storm water management facilities have been incorporated into the design as to manage the volume of storm water as well as the quality of physical improvements during construction so as to minimize off site discharge of sediments. Passive and active recreation opportunities have been provided through open space, and indirectly through recreational assessment fees. By incorporating buffers, open space and landscaping the aesthetic quality of the development and as well as adjacent properties is maintained.



Item No. 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 Amelia Point townhome development will be a continuation of the development pattern established by the LionsGate planned unit development, which is primarily single family with a mix of townhomes. Even though the Amelia Point townhomes will continue the existing development pattern, the townhomes will offer a refreshing change of architectural style that is modern and in more keeping with the esthetics of the Town of Clayton Parks and Recreation building across the street.

Recently to the north and east of the Amelia Point, the Town of Clayton approved Phase 6A-6B of LionsGate PUD which is a detached single family subdivision which will be in keeping with the proposed townhomes. To the south of the proposed development, lies in the Clayton Recreation Center and Clayton Community Park. The recreation center and community park facilities will obviously be very important to the residents of the townhomes who will have at their disposal the Town's premier recreation facilities by a short walk across Amelia Church Road. To the west across Shotwell Road, offices have been constructed which are in keeping with supporting services in close proximity to residential neighborhoods.

Item No. 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 proposed development is in compliance with the Town of Clayton Comprehensive Plan 2040. In the Plan, the area of the townhome subdivision is designated as High Density Residential (HDR) land use. The HDR land use encourages higher density residential development by using multifamily developments (apartments and townhomes) that have high density ratios (up to 12 units/ac). The proposed development has a total acreage of 1.88 acres with .65 acres of resource open space. When the density is calculated at build out using 18 units the density ration is 9.57 units per acre of developable land. The proposed townhome development will continue to address the high density residential component envisioned in the Comprehensive Plan 2040 and will complement the existing development LionsGate, which is beside the proposed development.



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: Amelia Point Address or PIN #: 165918-32-3144

AGENT/APPLICANT INFORMATION:

Adams & Hodge Engineering, PC
(Name - type, print clearly)

314 East Main Street
(Address)
Clayton, NC 27520
(City, State, Zip)

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

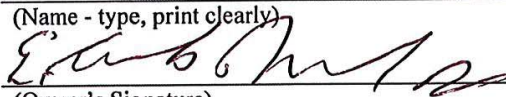
Master Subdivision Plan
Construction Plan

Final Plat
Special Use Permit

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.

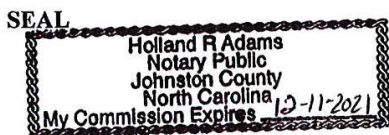
OWNER AUTHORIZATION:

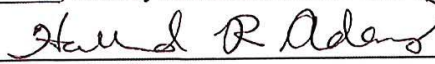
E Frank Howard, Jr.
(Name - type, print clearly)

(Owner's Signature)

252 Cooper Branch Road
(Address)
Clayton, NC 27520
(City, State, Zip)

STATE OF North Carolina
COUNTY OF Johnston

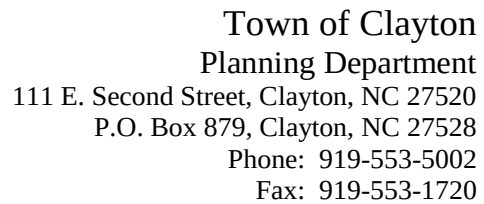
Sworn and subscribed before me Holland R Adams, a Notary Public for the above State and County, this the 24th day of May, 2019.



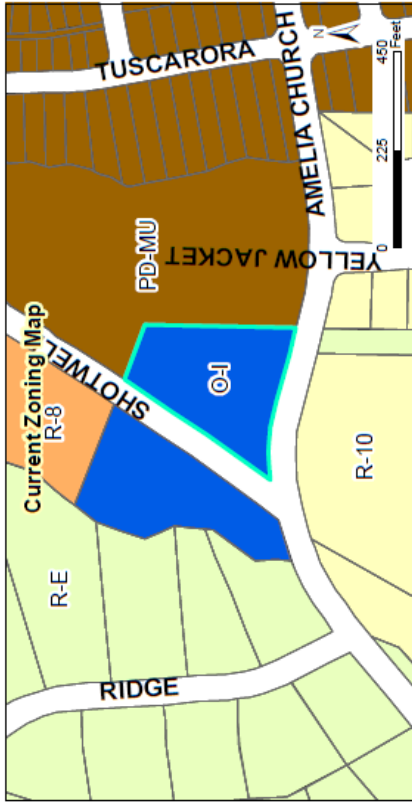

Notary Public

My Commission Expires: 12-11-2021

15 of 15



Page 33 of 145



Request:
2019-145-SD & 2019-110-SUP - Amelia Point
Request to Develop 18 Townhomes

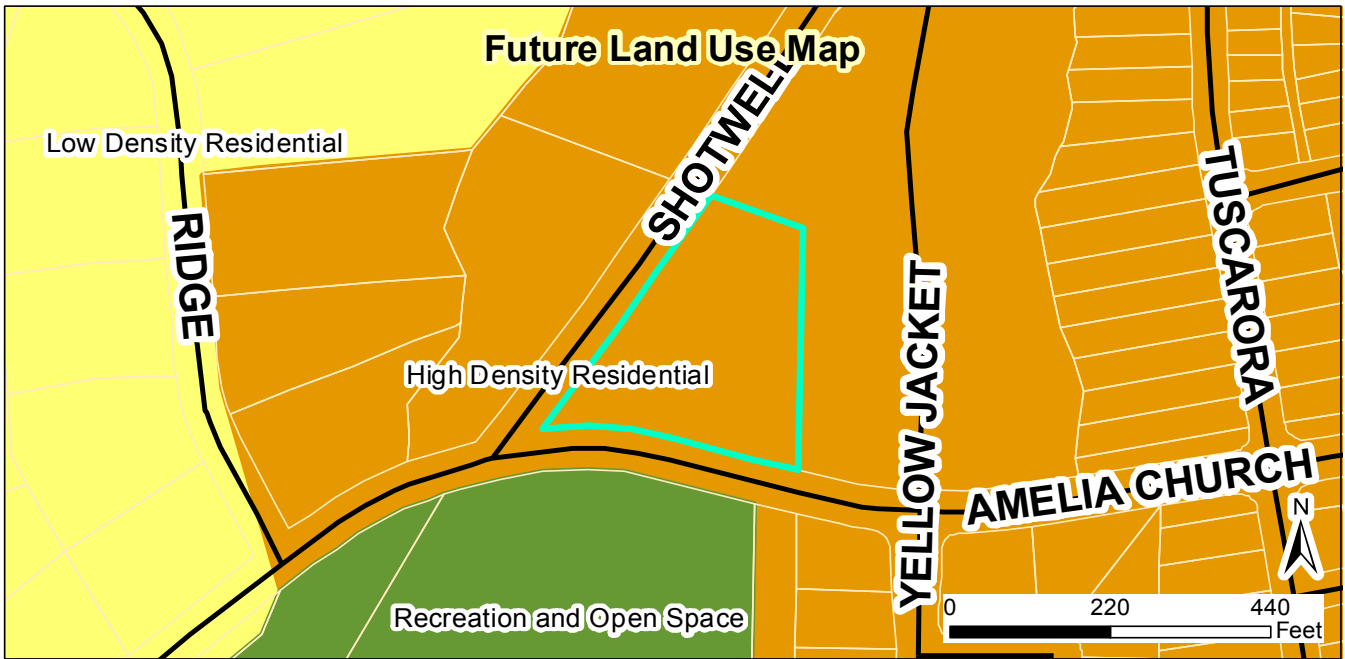
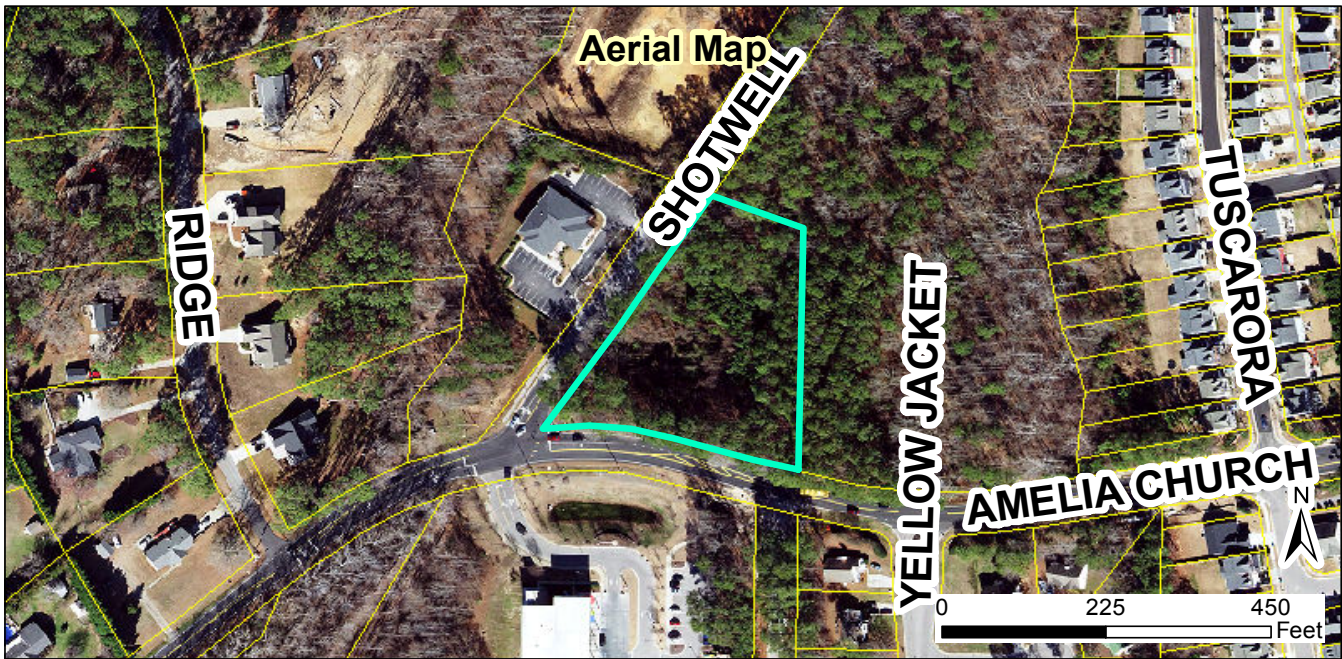
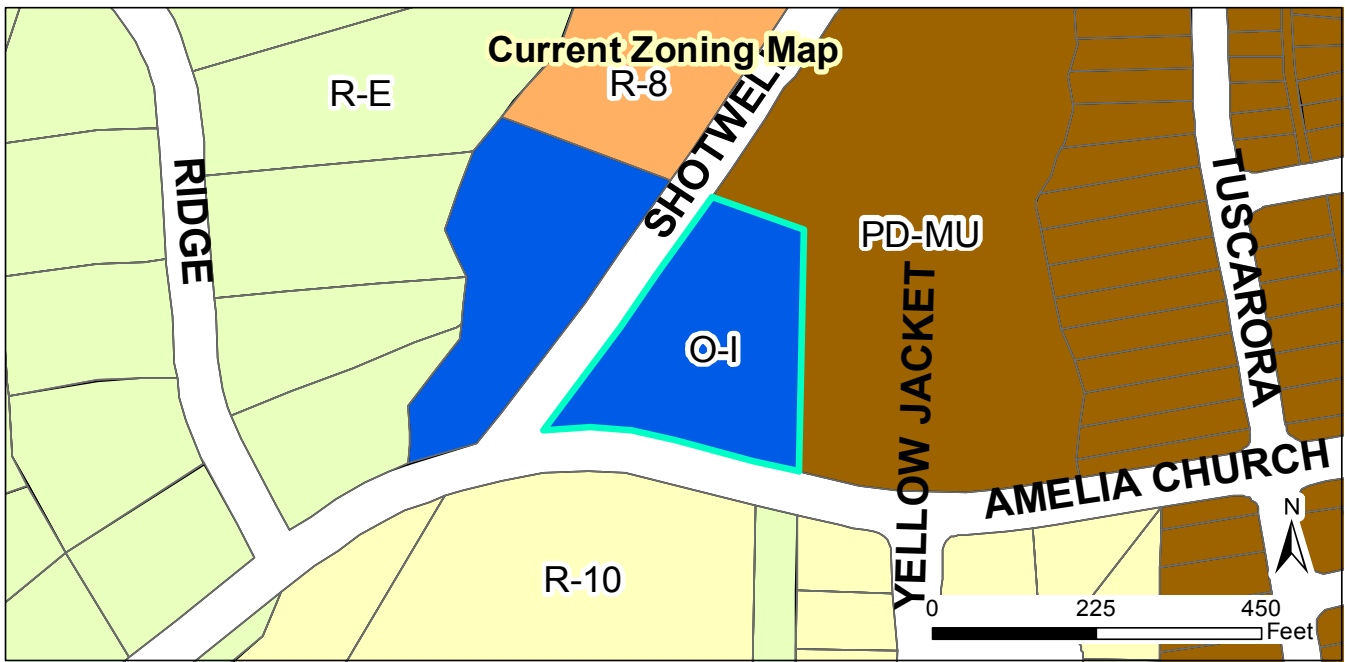
Applicant: Adams & Hodge Engineering, PC
 Property Owners: Frank Howard, Jr.
 Parcel ID: 186918-32-3144
 Tag #: 05G020091

Staff Report Map



- Legend**
- 100-yr Flood Zone
 - Thoroughfare Overlay
 - Scenic Highway Overlay
 - Watershed Protection Overlay
 - Site

07/18/2019
 Produced by: TOC Planning
 Disclaimer: Town of Carolina assumes no legal responsibility for the accuracy of the information represented here.
 Document Path: C:\PLANNING\SUBDIVISIONS\MAJOR SUBDIVISIONS\2019-110-SUP-Amelia Point\2019-145-SD-Amelia Point\Staff Report Map - 2019-145-SD & 2019-110-SUP-Amelia Point.mxd



**Request:
2019-145-SD & 2019-110-SUP - Amelia Point
Request to Develop 18 Townhomes**

Applicant: Adams & Hodge Engineering, PC
Property Owners: Frank Howard, Jr.
Parcel ID: 165918-32-3144
Tag #: 05G02009I

Staff Report Map



Document Path: O:\PLANNING\SUBDIVISIONS\MAJOR SUBDIVISIONS\2019\2019-145-SD-Amelia Point (formerly 2019-111-SP)\Map\Staff Report Map - 2019-145-SD & 2019-110-SUP- Amelia Point.mxd

Legend

- 100-yr Flood Zone
- Thoroughfare Overlay
- Scenic Highway Overlay
- Watershed Protection Overlay
- Site

07/18/2019
Produced by: TOC Planning
Disclaimer: Town of Clayton assumes no legal responsibility for the quality of the data represented here.



June 24, 2019

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 nature of the proposal. A representative of the applicant will be present to explain their application, answer questions, and solicit comments.

Meeting Date: **Monday, July 8, 2019**

Meeting Time: **7:00 p.m.**

Meeting Location: **314 E. Main St. (Adams & Hodge Engineering – Entrance and Parking in the back of building)**

Type of Application: **New Major Subdivision Plan and Special Use Permit**

Project/proposal property location: **This project location is on the corner of Shotwell Road and Amelia Church Road (beside Lionsgate - see enclosed map)**

Description of project/proposal: The proposed Site Plan is for 18-unit Townhomes with garages.

Upcoming Public Meetings for this application: Planning Board Meeting July 22, 2019

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 application.
3. A map at scale that is appropriate to the project and shows neighboring properties and roads.
4. A map, drawing, or other depiction of the proposed land use change or development proposal.

A map is enclosed with this letter showing the location of the property that is subject to this application for land use change and/or development proposal.

If you have any questions prior to or after this meeting, you may contact us at **(919)763-7278**.

You may also contact the Planning Department at 919-553-5002.

Sincerely,

Donald C. Adams, Jr., PE





Received:
7/30/19

Amelia Point Neighborhood Meeting Minutes

Date: July 8, 2019

Time: 7:00pm

Location: 314 E Main Street (Adams & Hodge Engineering)

The meeting began at 7:15pm with Donnie Adams explaining the project (Amelia Point) and showing the site plan on the TV screen. He explained the process that they have to go through with the Town of Clayton with the Special Use and Major Subdivision Plan applications. These applications were on the table for viewing. He said that the attendees were welcome to ask any questions as he explained the project and informed the attendees of the date of the Planning Board meeting for this project. He explained that this is a 20-unit townhome project with 2 to 6 units per building. He explained the location and lay out as he had the site plan up on the screen. These townhomes will have a garage and driveways, along with curb and sidewalk. He showed where this project would tie into the Greenway Trail. Donnie also explained that the Town of Clayton has standards for landscaping, and he showed what the landscaping was proposed to be. Donnie Adams then pulled up the proposed building elevations of the Townhomes for all to view.

Wanda Evans: Those townhomes look very nice! I might want to move into those. Are those for sale or for rent?

Donnie Adams: The developer will have the option to sell or rent.

Kevin Evans: When will this project start?

Donnie Adams: This process will take another 60-90 days and then he will engage us to do the construction drawings, so this will take about 3 months. I am projecting that it will probably be early 2020.

Wanda and Kevin Evans shared some concerns that they had about another project that was going on, on their side of the road, but after hearing about this presentation they realized it was a whole different project.

Donnie asked if there were any other questions, and there were none. The meeting adjourned at 7:45.

ADJACENT PROPERTY OWNERS LIST

Project Name: Amelia Point

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
See Attached		

Exhibit B

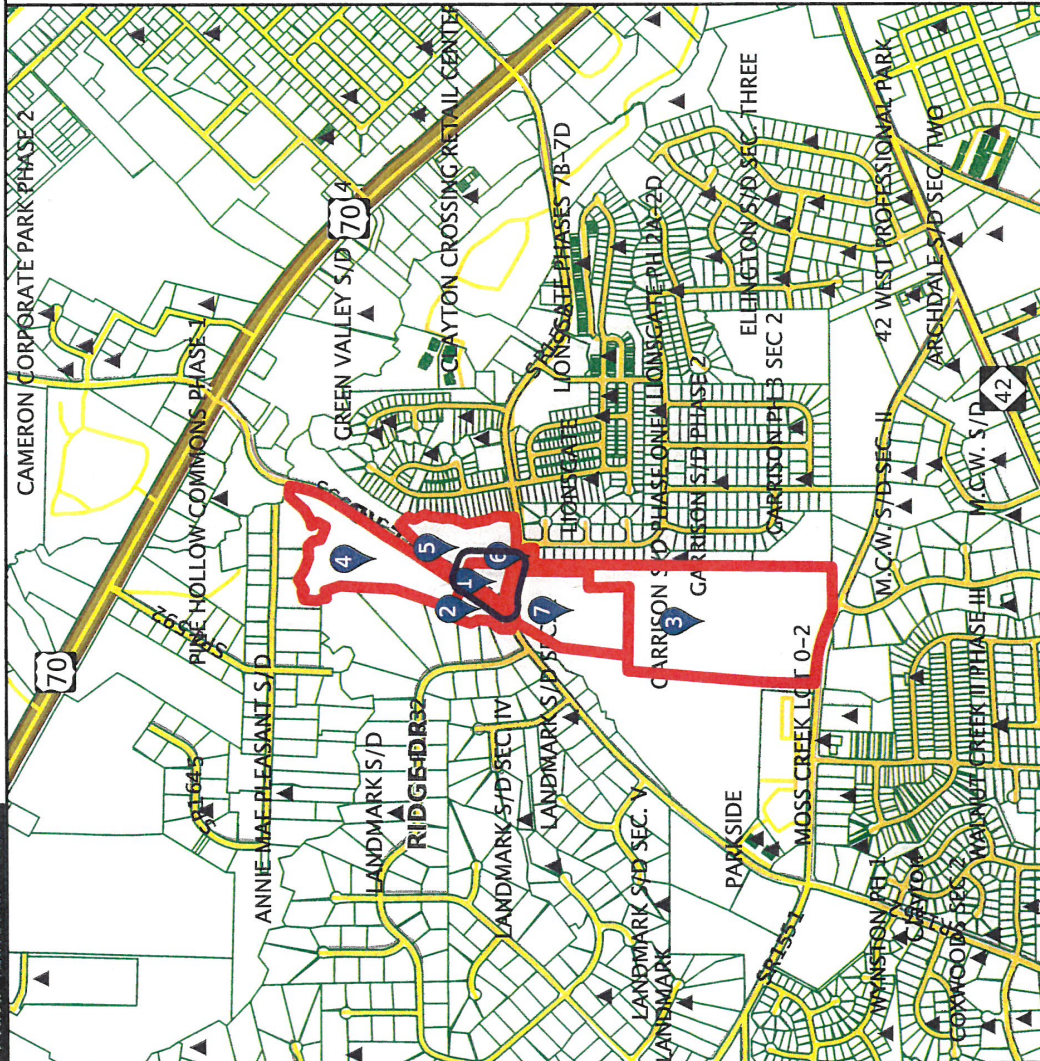
Adjacent Property Owners List

- Special Use Permit**
- Major Site Plan**



*** DISCLAIMER ***

Johnston County assumes no legal responsibility for the information represented here.



Result 1

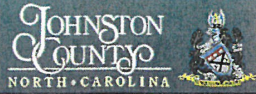
id: 05G02009I
Tag: 05G02009I
Owner Name 1: HOWARD, E FRANK JR
Owner Name 2:
Mail Address 1: 252 COOPER BRANCH RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01705
Page: 0273

Result 2

id: 05G02009P
Tag: 05G02009P
Owner Name 1: 45 SHOTWELL, LLC
Owner Name 2:
Mail Address 1: 4004 BANKSHIRE LN
Mail Address 2:
Mail Address 3: RALEIGH, NC 27603-8129
Book: 04968
Page: 0635

Scale: 1:15970 - 1 in. = 1330.8 feet

(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)



*** DISCLAIMER ***

Johnston County assumes no legal responsibility for the information represented here.

Result 3

id: 05G02013T
Tag: 05G02013T
Owner Name 1: COUNTY OF JOHNSTON
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 1049
Mail Address 3: SMITHFIELD, NC 27577-0000
Book: 01183
Page: 0858

Result 4

id: 05G02031V
Tag: 05G02031V
Owner Name 1: ASCO BUILDERS INC
Owner Name 2:
Mail Address 1: 319 CHAPANOKE RD STE 102
Mail Address 2:
Mail Address 3: RALEIGH, NC 27603-0000
Book: 02558
Page: 0010

Result 5

id: 05G02010B
Tag: 05G02010B
Owner Name 1: BADGERGATE DEVELOPMENT
COMPANY, LLC
Owner Name 2:
Mail Address 1: 114 W MAIN ST STE 102
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2397
Book: 05184
Page: 0745

Result 6

id: 05G02010O
Tag: 05G02010O
Owner Name 1: EVANS, KEVIN JEROME SR.
Owner Name 2: EVANS, WANDA
Mail Address 1: 100 GARRISON AVE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-6767
Book: 05011
Page: 0472

Result 7

id: 05G02053T
Tag: 05G02053T
Owner Name 1: TOWN OF CLAYTON
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 777
Mail Address 3: CLAYTON, NC 27528-0777
Book: 01600
Page: 0066

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: Amelia Point

Application: Major Subdivision Application + Special Use Application

Location/Date: 314 E. Main Street, Clayton
Adams & Hodge Engineering Office, July 8, 2019

	NAME	ADDRESS
1	Donnie Adams	404 Swann Trail Clayton, NC 27527
2	Holland Adams	" "
3	Kevin Evans	
4	Wanda Evans	
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July 2018

13 of 15

Williams-Crocker and Associates, LLC

Appraisals and Land Research
109 S. Third Street
P O Box 2305, mail
Smithfield, NC 27577
919-989-9111

August 5, 2019

Mr. Nathan Evans
Via Email

Dear Mr. Evans:

Per our conversation, I offer the following concerning the Major Subdivision Application and Special Use Permit Application for the project known as Amelia Point located on the corner of Shotwell Road and Amelia Church Road in Clayton, NC.

First, in terms of qualifications, I offer that I reside at 119 Hood Farm Road, Clayton and am a State-Certified General Real Estate Appraiser. I have been certified for 22+ years and have practiced in the Johnston County area for that time frame. In this process, I have appraised a wide range of properties, both residential and commercial and a number of residential subdivision projects. I have been qualified as an expert witness in Federal Bankruptcy Court and District Court and also State District Court and Superior Court. I have also testified in public hearing processes before boards for Johnston County and the Towns of Clayton, Smithfield, Selma and Princeton. I have served numerous times as a Court Appointed Commissioner in Johnston County for settlement of property.

The two consideration are addressed as follows:

In consideration of the ***Major Subdivision Application***, Finding of Fact #3 states 'The Subdivision will not be detrimental to the use or orderly development of the other properties in the surrounding area and will not violate the character of existing standards of development of properties in the surrounding area.'

It is my professional opinion that this is true. The surrounding area is almost fully developed with single family detached and attached residential uses of varying price points and also by a town recreational facility, a semi-private recreational facility with pool for a residential community, a child care and a dental office. The subject use will blend well with the surrounding uses and will not be detrimental to the existing developments. The limited lands that remain undeveloped are a

1

Williams-Crocker and Associates, LLC <> Appraisals and Land Research

tract zoned R-8 Residential and a small tract that is zoned PD-MU and is located amount higher density single family sites of the same zoning.

For the *Special Use Permit Application*, Finding of Fact #3 states ‘That the application will not substantially injure the property value of the adjoining or abutting property, and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.

It is my professional opinion that this is true. As stated in the above consideration, and remaining applicable, surrounding area is almost fully developed with single family detached and attached residential uses of varying price points and also by a town recreational facility, a semi-private recreational facility with pool for a residential community, a child care and a dental office. The subject use will blend well with the surrounding uses and will not be detrimental to property values in the area or to the existing development. The limited lands that remain undeveloped are a tract zoned R-8 Residential and a small tract that is zoned PD-MU and is located amount higher density single family sites of the same zoning and the proposed use will not have any adverse impact on the future development of those parcels.

I apologize that I will be out of town for the August 19, 2019 meeting of the Town Council and should this be rescheduled again for either of the September meetings, I will be glad to appear in person.

Please let me know if you have any question or comments,

Sincerely,



Marc P. Jones
State-Certified Real Estate Appraiser

attachment:

Williams-Crocker and Associates, LLC

Appraisals and Land Research
109 S. Third Street, P O Box 2305, Smithfield, NC 27577
919-989-9111

PERSONAL RESUME

Marc P. Jones
119 Hood Farm Road
Clayton, NC 27520

North Carolina State-Certified General Real Estate Appraiser #A4726, North Carolina Licensed Real Estate Broker
#134824, North Carolina Licensed Auctioneer #4993(license retired)

General Education

High School		Graduated 1976, Smithfield Selma Senior High School, College Prep
College	9/76 to 5/78	Western Carolina University Business Administration
	9/78 to 5/81	Campbell University Graduated Double Major Business Administration and Accounting
	Fall/Spring	84-85 University of North Carolina Public Administration School

Employment Specific Education Real Estate

Johnston Community College
Real Estate Principals
Real Estate Finance
Real Estate Law
Brokerage Operation

Auctioneer

Two Year Apprenticeship
Williams Auction Company

Real Estate Appraisal

Residential R-1, R-2, R-3
General G-1, G-2, G-3

Continuing Education

All required and optional continuing education in Real Estate, Auctioneering and Real Estate Appraisal, +/- 20 hours annually. Primary focus is on courses most pertinent to General Appraisal practice.

Licenses Held

N. C. Real Estate Broker #134824, obtained 1988
N. C. Auctioneer # 4993, obtained 1988, license retired
N. C. Licensed Real Estate Appraisal Trainee, 1997
N. C. Certified Residential Real Estate Appraiser, 1999
N. C. Certified General Real Estate Appraiser, 2000

FIRM RESUME

Williams-Crocker and Associates is a full service real estate appraisal firm located in Smithfield, NC. The firm presently consists of one member who offers 22+ years of appraisal experience. The firm offers comprehensive real estate appraisal services of all types of real estate including, but not limited to; commercial, farms, residential, subdivision, estates, equitable distribution and estate settlement. Appraisal services are primarily performed in Johnston, Wake, Harnett, Wayne and Wilson Counties, however appraisal services are offered throughout eastern North Carolina.

Associates of the firm include:

Marc P. Jones

State of North Carolina General Appraiser #A4726. Mr. Jones is a graduate of Campbell University with a degree in Business Administration and Accounting. Mr. Jones has been active in the real estate brokerage field and auctioneering for 27 years and in the real estate appraisal field for 22 years. Prior experience is 15 years in public and governmental finance. Mr. Jones has prior experience in residential subdivision development.

Current clients include law firms, local and national financial institutions, governmental agencies, corporate and individual clients. All members of the firm have been accepted as expert witnesses in both State of North Carolina and United States Federal courts of law.

We offer timely, professional appraisal service at reasonable rates and are willing to meet the appraisal needs of the public.

Partial List of Clients

Financial Institutions: United Community Bank, formerly Four Oaks Bank, First Citizens Bank and Trust, First Bank, KS Bank, Southern Bank, Branch Banking and Trust

Attorneys: Narron, O'Hale and Whittington, Mast Law Firm, Daughtry, Woodard, Lawrence and Starling, Allen R. Tew, Senter, Stephenson and Johnson, Kristoff Law Offices, Spence and Spence, Martin Tetreault

Governmental: Town of Clayton, Town of Smithfield, Town of Selma, Town of Benson, Town of Princeton, Johnston County

Johnston County Clerk of Superior Court, Court Appointed Commissioner

PUBLIC NOTICE

In accordance with NC GS 160A-384, the Clayton Town Council will hold a public hearing on Monday August 19th, 2019, at 6 PM at Town Hall, 111 East Second Street, to consider the following: 2019-145-SD Amelia Point; request to develop 18 lots on 1.88 acres. Property located at intersection of Shotwell Rd/Amelia Church Rd; TAG # 05G02009I

2019-110-SUP Amelia Point; request for a Special Use Permit to allow the use of Townhomes on property zoned Office-Institutional (O-I). Located at intersection of Shotwell Rd/Amelia Church Rd; TAG # 05G02009I

The Clayton Town Council must make findings of fact based upon sworn testimony and other credible evidence. Citizens may give testimony in an evidentiary hearing after they have taken an oath. This is an open meeting and the public is invited to attend.

Haley Hogg, Planner II

919-553-5002

8:7,14/2019



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

*Town Council
August 19th, 2019*

STAFF REPORT

Application Number: 2019-110-SUP
Project Name: Amelia Pointe Special Use Permit

Tag #: 05G02009I
Overlay: None
Applicant: Adams & Hodge Engineering
Owner: Frank Howard Jr.
Location: Intersection of Shotwell Rd. and Amelia Church Rd.

Public Noticing:

- Neighborhood meeting held on July 8, 2019
- Sign posted July 26, 2019
- Newspaper Ad published August 7, 2019 and August 14, 2019
- Adjacent Property Letters sent August 2, 2019

REQUEST: The applicant is requesting Special Use Permit approval for the use of townhomes on the subject property, which is zoned Office-Institutional (O-I).

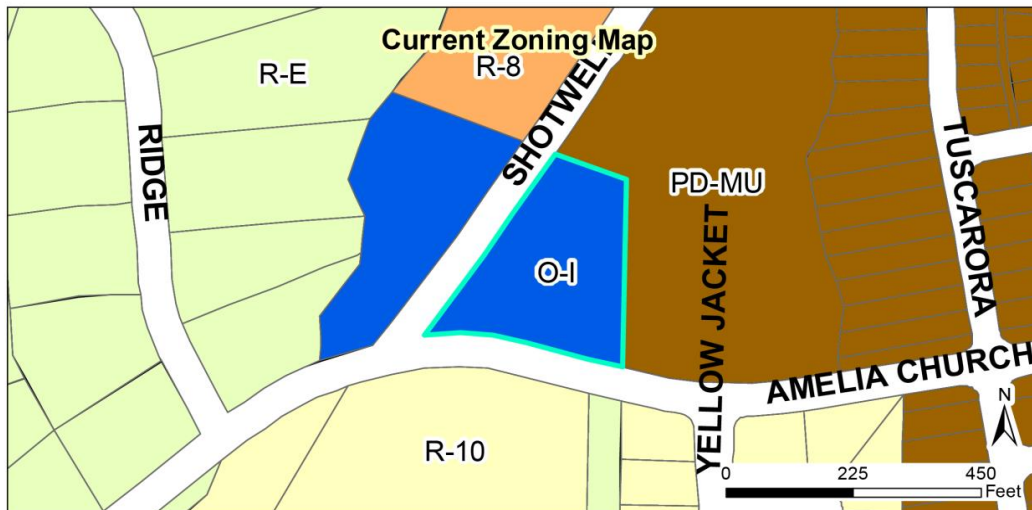
SITE DATA:

Acreage: 1.88 acres
Existing Use: Vacant



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Planned Development Mixed-Use (PDMU) & Residential-8 (R-8)	Single-Family Residential / Vacant
South	Residential-10 (R-10)	Public Facility (Clayton Community Center)
East	Planned Development Mixed-Use (PD-MU)	Single-Family Residential
West	Office-Institutional (O-I)	Medical Office

**DEVELOPMENT DATA:**

Proposed Uses:	18 Townhome Units
Impervious Surface:	80% per lot
Proposed Density:	9.57 units/acre
Proposed Parking:	3 spaces per unit = 54 spaces (includes 2 driveway spaces and 1 garage space); plus 2 spaces for mail kiosk parking
Access/Streets:	One access off Shotwell Road

STAFF ANALYSIS:**Overview**

The applicant is requesting a Special Use Permit to allow the use of townhome development on the subject property. The lot is currently wooded. Per UDC requirements, the use of townhomes is only permitted in the O-I zoning district via issuance of a Special Use Permit. A preliminary plat is running currently with this application (2019-145-SD).

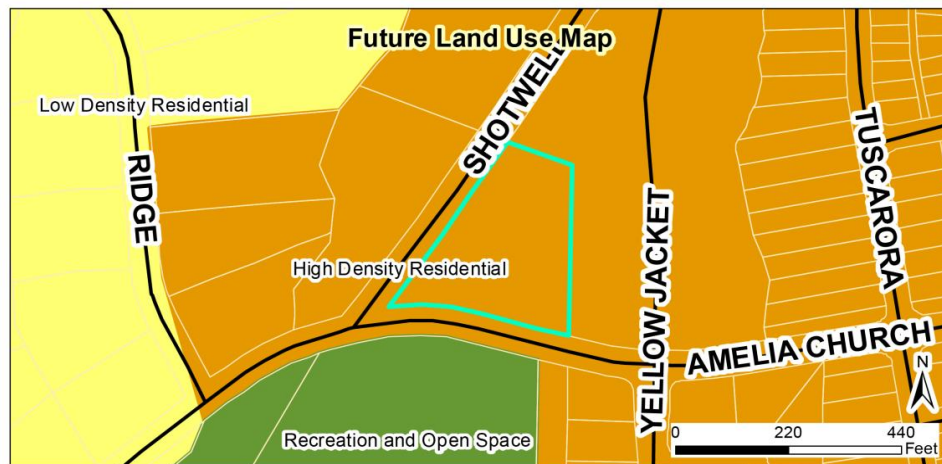
Dimensional standards for townhome are set via the Special Use Permit process. The applicant is proposing the below dimensional standards for each lot:

Dimensional Standards	
Minimum Lot Area	1850 SF
Minimum Lot Width	22'
Maximum Lot Coverage	50%
Max. Impervious Coverage	80%
Density	9.57 units/acre

Proposed Setbacks	
Front	20'
Side	5'
Side Street	10'
Side Interior	0'
Rear	10'
Garage setback from sidewalk	25'
Driveway Side Setback	0'

Associated Site Plan

Pursuant to §155.711(D)(1), concurrent with a request for a special use permit, an applicant is required to submit a site/subdivision plan for review and approval. This plan is processed as any other site/subdivision plan (in this case as a Preliminary Plat application: 2018-145-SD), with a final decision made by the applicable reviewing body. The details of the site/subdivision plan are outlined partially herein, and in their entirety in the staff report for the associated Preliminary Plat application 2018-145-SD.



Consistency with Adopted Plans:

- **Comprehensive Plan 2040**

The subject property is designated as “High Density Residential”, which does allow for higher density develop up to 10 units/acre. The proposed density is consistent with this designation.

- **Unified Development Code**

The proposed use is consistent with the Unified Development Code (UDC). The applicant sets the dimensional standards for townhomes via the special use permit, as proposed above.

FINDINGS OF FACT

Special Use Permits shall address the following findings. The burden of proof is 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 distribution of traffic has been given much consideration when laying out the site success point and the internal private roads that serve the townhomes. After many alternative designs, it was decided to access the property from Shotwell Road only. Primary concern was given to prevent a “shortcut” between Amelia Church Road and Shotwell Road as the traffic signal at the intersection. Additions considerations were given to simplifying the traffic pattern in the vicinity to the Recreation Center in order to focus on safety. Care has been exercised in the townhome subdivision to protect the environment by prudent use of buffers and landscaping. The public’s safety and health have been addressed by providing public water and sewer that meet the Town and State requirements. Storm water quality has been addressed during construction with erosion control measures and in the long term with storm water management facilities that address not only the quality of water but also the quantity of water. Street are so designed as to be safe for pedestrians and vehicles alike by providing adequate separation, traffic control and lighting. The public’s health and welfare are further addressed by the townhome subdivision providing passive and active recreation opportunities offsite utilizing municipal recreation facilities via recreation assessment fees.

Staff Commentary: The associated preliminary plat for this developed has received TRC certification. NCDOT has reviewed the application as well, and did not have any comments regarding the proposed access point. The development is proposing to utilize public water/sewer, and is providing on-site stormwater mitigation.

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 subdivision meets or exceeds all applicable development standards that are established in the Subdivision Regulations and the Unified Development Code. Streets are designed in accordance with the Town standards so as to provide a development with safe streets for both vehicles and pedestrians. Public utilities are designed so as to provide adequate water for consumption as well as fire protection while the sewer collection system is designed to protect the health and welfare of the public. Area lighting is provided so as to provide a safe environment for the residents. Storm water management facilities have been incorporated into the design as to manage the volume of storm water as well as the quality of physical improvements during construction so as to minimize off site discharge of sediments. Passive and active recreation opportunities have been provided through open space, and indirectly through recreational assessment fees. By incorporating buffers, open space and landscaping the aesthetic quality of the development and as well as adjacent properties is maintained.

Staff Commentary: The subdivision received TRC Certification from Town departments, and does meet the requirements of the ordinance. The dimensional standards for townhomes are set via the special use permit process and are not outlined in the UDC.

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 Amelia Point townhome development will be a continuation of the development pattern established by the LionsGate planned unit development, which is primarily single family with a mix of townhomes. Even though the Amelia Point townhomes will continue the existing development pattern, the townhomes will offer a refreshing change of architectural style that is modern and in more keeping with the esthetics of the Town of Clayton Parks and Recreation building across the street.

Recently to the north and east of the Amelia Point, the Town of Clayton approved Phase 6A-6B of LionsGate PUD which is a detached single family subdivision which will be in keeping with the proposed townhomes. To the south of the proposed development, lies in the Clayton Recreation Center and Clayton Community Park. The recreation center and community park facilities will obviously be very important to the residents of the townhomes who will have at their disposal the Town's premier recreation facilities by a short walk across Amelia Church Road. To the west across Shotwell Road, offices have been constructed which are in keeping with supporting services in close proximity to residential neighborhoods.

Staff Commentary: Lionsgate subdivision is located directly east of this parcel. The development will abut single-family residences within Lionsgate. Further east on Amelia Church Road, Lionsgate subdivision does also include townhome units. The UDC does not have architectural requirements for townhome developments, and the elevations proposed comply with the UDC. The Clayton Community Center is located to the south of the proposed development, and office development is located to the west across Shotwell Road.

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 proposed development is in compliance with the Town of Clayton Comprehensive Plan 2040. In the Plan, the area of the townhome subdivision is designated as High Density Residential (HDR) land use. The HDR land use encourages higher density residential development by using multifamily developments (apartments and townhomes) that have high density ratios (up to 12 units/ac). The proposed development has a total acreage of 1.88 acres with .65 acres of resource open space. When the density is calculated at build out using 18 units the density ratio is 9.57 units per acre of developable land. The proposed townhome development will continue to address the high density residential component envisioned in the Comprehensive Plan 2040 and will complement the existing development LionsGate, which is beside the proposed development.

Staff Commentary: The proposed development is consistent with the comprehensive plan 2040's future land use map. The high-density residential designation does allow up to 10 dwelling units per acre, and the development is proposing 9.57 units per acre.

CONSIDERATIONS:

- The Town Council shall make final decisions regarding Special Use Permits.

RECOMMENDED CONDITIONS OF APPROVAL:

1. These Conditions of Approval, and any others included with the associated Preliminary Plat (2019-145-SD) shall be recorded upon the final plan set, which must be delivered to the Planning Department for review and final approval.
2. Dimensional standards shall be set by those indicated on the associated preliminary plat (2019-145-SD). Any deviations from these standards are pursuant to modifications as outlined in Section 155.711 of the Unified Development Code.

ATTACHMENTS:

- 1) Application
- 2) Staff Report Maps
- 3) Neighborhood Meeting Materials
- 4) Adjacent Property Letter – Public Notice
- 5) Newspaper Ad – Public Notice
- 6) Applicant Expert Witness Letter

**Town of Clayton
Town Council
SUP Motion Sheet**

After considering the competent, material, and substantial evidence presented, including the application and materials of record, I move to (PICK ONE):

- ☐ Approve
- ☐ Deny
- ☐ Approve with Conditions

SUP Application _____.

This motion is based on the following findings:

1. 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.

OR

The application **WILL** materially endanger the public health or safety if located where proposed, and developed according to the plans as submitted and approved. (State evidence supporting finding.)

2. 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.

OR

The application **DOES NOT MEET** all required specifications and **DOES NOT CONFORM** to the standards and practices of sound land use planning and the Town Code of Ordinances, or other applicable regulations. (State evidence supporting finding.)

**Motion Form
Item 6c
2019110-SUP
Amelia Pointe**

3. 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.

OR

The application **WILL** substantially injure the value of adjoining or abutting property, and **WILL** be detrimental to the use or development of adjacent properties or other neighborhood uses. (State evidence supporting finding).

4. 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.

OR

The application **WILL** adversely affect the adopted plans and policies of the Town, or violate the character of existing standards for development of the adjacent properties. (State evidence supporting finding.)

[If approved with conditions] The applicant meets the above findings subject to the following conditions:

**Motion Form
Item 6c
2019110-SUP
Amelia Pointe**



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

Public Hearings

Item Title

2019-145-SD Amelia Pointe Townhomes Preliminary Plat

Presenter

Haley Hogg, Planner II

Summary/Description

Request for preliminary plat approval to develop 18 townhome lots on the subject property. The property is located at the corner of Shotwell Road and Amelia Church Road, north of the Town's Community Center. The townhomes are proposed to be located off internal private streets. Access will be provided off Shotwell Road. No traffic improvements are proposed. This application is running concurrently with 2019-110-SUP (Amelia Pointe Townhomes Special Use Permit) to allow the use of townhomes on the subject property, which is zoned Office-Institutional.

Requested Action

Approval/Denial

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

Application
Staff Report Maps
Neighborhood Meeting Materials
Site Plan
Newspaper Ad- Public Notice
Adjacent Property Owner Letter- Public Notice
Stormwater Statement
Applicant Expert Witness Letter
TRC Certification Letter

Meeting Timeline

August 19, 2019- Town Council



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

MAJOR SUBDIVISION (PRELIMINARY PLAT) APPLICATION

- ☒ New Major Subdivision: \$400.00 + \$5.00 per lot
☒ Conventional
☐ Open Space
☐ Master Plan
- ☐ Modification to approved plan
☐ Major: \$400.00 + \$5.00 per lot modified
☐ Minor: \$200.00 + \$5.00 per lot modified
Modified Plan: _____
- Advertising Fee: \$200.00

SITE INFORMATION

Name of Project: Amelia Point Acreage of Property: 1.88 AC
Tag #: 05G02009I NC Pin #: 165918-32-3144
Location: Corner of Shotwell Rd & Amelia Church Rd (beside LionsGate)
Number of lots (Existing): 0 (Proposed): 18 Min. Lot Size: 1,850 SF
Zoning District: O-1 Electric Provider: Duke Progress Energy
Wastewater: ☐ Septic ☒ Sewer Water: ☐ Well ☒ Public/Private Water
Recreation/Open Space Requirement: ☐ Fee in lieu ☐ Land Dedication – acreage: _____

APPLICANT INFORMATION

Applicant: Adams & Hodge Engineering, PC
Mailing Address: 314 East Main St., Clayton, NC 27520
Phone Number: 919-763-7278 / 919-812-2654 Fax: _____
Contact Person: Donnie Adams / Amy Stancil
Email Address: donnied@adamsandhodge.com / amy@adamsandhodge.com

OFFICE USE ONLY

Date Received: July 3, 2015 Amount Paid: \$180.00 File Number: 2015-145-SP

↓
Difference
paid for Switching
from Major Site
Plan Application.

\$510 was paid with old App (2015-111-SP)

PROPERTY OWNER INFORMATION

Name: E. Frank Howard Jr.

Mailing Address: 2520 Cooper Branch Rd, Clayton, NC 27520

Phone Number: Fax:

Email Address:

EXPLANATION OF PROJECT

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

See attached sheets.

FINDINGS OF FACT

Section 155.706(I)(10) of the Unified Development Code requires that certain findings must be made by the Town Council before a Major Subdivision may be approved. Outline below (you may attach additional sheets) how the application addresses each of the following findings:

- (1) Consistency with the adopted plans and policies of the Town..

See attached.

- (2) The subdivision meets all required specifications of this chapter.

See attached

- (3) The subdivision will not be detrimental to the use or orderly development of other properties in the surrounding area and will not violate the character of existing standards for development of properties in the surrounding area.

See attached

- (4) The subdivision design will provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate area, will provide for the unified and orderly use of or extension of public infrastructure, and will not materially endanger the environment, public health, safety, or the general welfare.

See attached

****Planned developments must also meet the Master Plan Approval Criteria in Section 155.705(J)****

MAJOR SUBDIVISION PLAN CHECKLIST

Pursuant to Article 7, Section 155.706 of the Unified Development Code, applications requesting a public hearing or administrative approval process shall submit a plan set to the Planning Department. These plans may include Master Plan, Site Plan, Subdivision Plan, Regulating Plan, Architectural Elevations, Landscape Plan, Photometric/Lighting Plan, Engineering Plans, and Survey. The plan requirements shall be based on the type of development application or approval process.

PLAN FORMAT

These standards are established to provide information pertaining to the graphic and format presentation of plans. The following is required for all types of plans, except where otherwise noted:

- All plans and architectural elevations shall be limited to 24" x 36" in size, and **folded to an 8.5" x 11" format.**

- Plans are to be drawn at the same engineering scale of 1" = 20'; 30'; 40'; 50'; 60' (architectural elevations and details are exempt from this requirement) with north oriented in the same direction.
- Plans may be drawn at an engineering scale of 1" = 100', if approved by the Planning Department or the Technical Review Committee (TRC).
- Architectural plans and elevations shall be drawn at an architectural scale of 1" = 3/32', 3/16', 1/8', 1/4', or 3/8'.
- All drawings, except elevations, isometric drawings, and renderings, shall be in two dimensional plan views.
- All text shall be clear and legible.
- Line weight hierarchy on all plans shall be consistent with common drafting standards.
- Multiple sheets shall be consecutively numbered (e.g. Sheet 1 of 4).
- All numerical references shall be rounded up to a maximum of two decimal points.

PLAN ELEMENTS AND GRAPHIC DATA (TO BE ON ALL SHEETS)

The following items include general and project information. This information is required to be present on all plan sheets, except where otherwise noted.

Provided		
Yes	N/A	
☒		Consultant Logo Box (name, address, phone number, fax, and e-mail, firm and license number)
☒		Project/Application Name
☒		Type of Plan
☒		Signature and Professional Seal with date (landscape plans, architectural elevations, engineering plans, surveys)
☒		Original/Submittal Date and Revision Date
☒		Sheet Number
☒		Vicinity Map
☒		North Arrow with NC Grid System
☒		Graphic Scale (engineering or architectural graphic and written scale)

The following elements are specific to each property and application request, and shall be shown graphically on the specific plan types listed below. These graphics shall be supported by text, labeling, and dimensional information (width, length, and depth).

SURVEY

Provided		
Yes	N/A	
☒		A signed and sealed boundary survey (not more than a year old unless otherwise approved by the Planning Department) with the bearings and distances of every property line shown. Distances shall be in feet or meters and decimals thereof. The number of decimal places shall be appropriate to the class of survey required. The survey must include any and all easements of record (referenced by Deed Book and Page) and must be prepared by a surveyor registered in the State of North Carolina.

EXISTING CONDITIONS SHEET

Provided		
Yes	N/A	
☒		The existing topographical conditions of the property with a two foot contour interval showing the location of any natural features such as water courses, wooded areas, steep slopes (above 25%), or other geological features.
☒		The existing streets and roadway improvements (medians, landscaping, signage, driveways, etc.) within 100 feet of project boundary.
☒		The existing structures located on the subject property.
☒		The existing structures within 100 feet of project boundary.
☒		The existing utilities (including inverts of pipes, rim elevations, wells and septic tanks, etc.) within 100 feet of project site.
☒		Label subject parcel and adjacent property acreage, owners, and zoning districts.

PRELIMINARY SITE PLAN

The items listed below are required to be delineated (in a tabular format) on the site plan:

Provided		
Yes	N/A	
☒		Site data table in tabular form
☒		Name of project (AKA names if applicable)
☒		Parcel identification number (and/or Tag number)
☒		Property size (acres and square feet)
☒		Property location (Town limits or ETJ)
☒		Existing zoning district
☒	☐	Proposed zoning district (if applicable)
☐	☒	Overlay (if applicable)

Provided		
Yes	N/A	
☒	☐	Existing use
☒	☐	Proposed use
☐	☒	Number of seats/students/fueling positions (as applicable).
☒	☐	Number of housing units proposed, per housing unit type.
☒	☐	Proposed density (number of units per acre)
☒	☐	Proposed intensity (gross floor area)
☒	☐	Building coverage (as percentage of total site)
☒	☐	Impervious surface area (square feet and as percentage of total site)
☒	☐	Building height (number of stories and in feet)
☒	☐	Required parking (list requirement i.e. 1 space per 300 SF)
☒	☐	Proposed parking
☒	☐	Required/proposed handicap accessible parking
☒	☐	Provide name of Electric Provider.
☒	☐	Provide name of Water Provider.
☒	☐	Provide name of Sewer Provider.
☒	☐	Max building height.

Other site plan elements:

Provided		
Yes	N/A	
☒	☐	Identify adjacent property owners, their parcel ID number, current zoning and present use.
☐	☒	Put a bubble around the affected area for amendments to previously approved projects.
☐	☐	Identify the location of lots, buildings and structures with finished floor elevations and applicable setbacks.
☒	☐	Identify existing and future right of ways.
☐	☒	Identify Watershed Protection Areas.
☒	☐	Identify existing easements by type, and distinguish if public or private.
☒	☐	Identify proposed easements by type, and distinguish if public or private.
☒	☐	Identify Open Space/Common Areas, amenities.
☒	☐	Identify clear sight triangle at project ingress/egress points with dimensions.
☒	☐	Identify main entrance/access driveways, curb and gutter, cross section with ROW. Proposed driveway and setbacks must be shown.

Provided		
Yes	N/A	
☐	☒	Provide boundaries of Resource Conservation Areas (see UDC Section 155.500).
☒		Provide an off-street parking and loading layout (with details, dimensions and access location). Accessible parking requirements are listed in NCSBC Volume 1C, 1999 edition. Show traffic circulation arrows.
☐	☒	Provide queuing details for drive-up/drive-thru facilities (if applicable).
☒		Provide the locations and dimensions of existing and proposed sidewalks and accessible routes.
☒		Provide the location and details of refuse collection areas.
☐	☒	Provide the location, size and orientation of freestanding signs.
☐	☒	Identify proposed phasing (phasing lines) of construction on Phasing Plan sheet.
☐	☒	Cul-de-sacs must be dimensioned and meet Town of Clayton minimum design criteria.
☒	☐	Identify cluster mailbox unit (CBU) locations and details, including parking layout.

CONCEPTUAL ENGINEERING PLANS

Note: *Conceptual engineering plans are deemed preliminary in nature. Review and approval of public infrastructure construction plans is a separate process performed by the Engineering Division.*

Provided		
Yes	N/A	
☒	☐	Identify proposed streets and roadways (public and private) with dimensions and cross sections.
☒	☐	Identify the curve radii for all internal and external vehicular use areas.
☒	☐	Identify all access points to the project.
☒	☐	Identify existing conditions and proposed grading plans.
☐	☒	Identify Tree Conservation Areas shown on grading plan.
☒	☐	Show proposed flow of traffic.
☐	☒	Identify proposed traffic control signs and striping.
☒	☐	Identify the proposed water distribution system (including size) with location of fire hydrants and point of connection(s).
☒	☐	Identify the proposed sanitary sewer collection system (including size) and point of connection(s). If a municipal sewer connection is not available, please provide documentation from Johnston County Department of Environmental health that the location of septic tank and drain field is acceptable.
☒	☐	Provide preliminary wastewater allocation calculation.

Provided		
Yes	N/A	
☐	☒	Identify proposed grease traps.
☐	☒	Identify backflow prevention devices.
☐	☒	Identify slopes steeper than 2.5:1.
☒	☐	Identify the proposed storm water management system with location of inlets, piping and positive outfall along with typical section and top surface area of storm water retention/detention pond, including soil types, slope, bottom and top elevations, and finish floor elevations.
☒	☐	Provide a Stormwater Management Statement.
☐	☒	Floodplain development permit required for this parcel – see Engineering Dept.

FIRE PLAN

Fire Rescue (information to be shown on conceptual engineering plans)

Provided		
Yes	N/A	
☒	☐	Identify fire hydrant distribution (distance of hose lay).
☐	☒	Identify the sprinkler connection locations and size.
☐	☒	Identify fire lane designations and circulation around buildings (stripe fire lanes and show minimum stabilized access around all structures).
☒	☐	Identify the emergency evacuation route (access in and out of the property).
☒	☐	Identify fire apparatus turning radius.
☒	☐	Verify the location of fire hydrants is not interfering with required landscaping (must be 24" clearance of landscaping from bottom of steam fitting).
☐	☒	Identify the Lock Box/Knox Box locations.
☐	☒	Identify placard locations for hazardous materials.

PHASING PLAN

Provided		
Yes	N/A	
☒		Provide a Phasing plan showing all proposed phases and phase titles, in different colors.

LANDSCAPE PLAN

Provided		
Yes	N/A	
☒		Provide a landscape plan identifying the location of all proposed landscaping (must be prepared by a landscape architect registered in North Carolina).
☒		Indicate the location, width and type of all required buffers.
☒		Indicate the location, width and type of landscaping within vehicular use areas.
☒		Indicate the location, width and type of landscaping used to screen drive-thru areas, service areas, loading areas, mechanical equipment and above ground utilities.
☒		Provide a plant list summary table which includes: 1. A planting key identifying the various planting elements 2. The quantity of each type of plant material proposed 3. The size, height, caliper and spacing of plant material proposed 4. The Botanical and common names of plant material proposed
☒		Verify/identify clear sight distances and safe-sight-triangles at project ingress/egress points.
☒		Provide an irrigation note to read as follows: "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).
☒		Provide a landscape maintenance note which states: "All landscaped areas shall be maintained in an attractive and healthy condition. Dead or diseased plantings shall be removed and replaced in a timely fashion".
☒		Identify and list any existing plant material which will be used to satisfy landscape requirements.

LIGHTING PLAN

Provided		
Yes	N/A	
☒	☐	Conceptual Lighting Plan - any common lighting should not spill over to other properties.
☐	☒	Identify the light source and provide a detail of the fixture.
☐		Identify the proposed height of fixtures.

ARCHITECTURAL ELEVATIONS AND FLOORPLAN

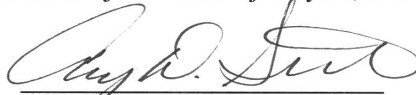
Provided		
Yes	N/A	
☒		Provide floor plans, elevations, construction materials, finishes and colors, along with type of construction of all buildings per North Carolina Building Code prepared by a professional architect registered in North Carolina. This should be provided in color.
☒		Indicate the height and number of stories for each structure.
☒		Indicate the location and screening method for all roof mounted structures or equipment.

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 Major Subdivision. 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.

Amy D. Stancil

Print Name


Signature of Applicant

06/03/2019

Date

Explanation of Project

Amelia Point Townhomes are proposed to be constructed on 1.88 ac of land located in the northeast quadrant of the intersection of Amelia Church Road and Shotwell Road. The development is comprised of 18 two story townhomes located on private streets that will be constructed to Town of Clayton standards.

The adjacent zoning to the north and east is planned development – mixed use (LionsGate), to the south the zoning is R-10 (residential, school and Clayton Recreation Center) and to the west the zoning is office and institutional (dentist office). The townhomes will require a special use permit that request a maximum density of 10 units per acre (9.57 units/ac actual).

Access to the property will be from the Shotwell Road in order to eliminate a “shortcut” between Amelia Church Road and Shotwell Road when the traffic signal cycles at the intersection. Also, by accessing the property from Shotwell Road a level of safety can be maintained on Amelia Church Road at the school bus drive and at the entrance of the Clayton Recreation Center.

Water and sewer will be provided by the Town of Clayton with Duke Energy providing the electrical. Stormwater management facilities are located on-site and will be designed and constructed to the Town of Clayton standards.

There are no active or passive recreational facilities proposed on-site. Due to the close proximity of the Clayton Recreation Center and Clayton Community Park, the project is proposed that a fee in lieu of on-site recreational facilities will be paid to the Town of Clayton.



Item No. 1 Consistency with the adopted plans and policies of the Town.

The proposed development is in compliance with the Town of Clayton Comprehensive Plan 2040. In the Plan, the area of the townhome subdivision is designated as High Density Residential (HDR) land use. The HDR land use encourages higher density residential development by using multifamily developments (apartments and townhomes) that have high density ratios (up to 12 units/ac). The proposed development has a total acreage of 1.88 acres with .65 acres of resource open space. When the density is calculated at build out using 18 units the density ration is 9.57 units per acre of developable land. The proposed townhome development will continue to address the high density residential component envisioned in the Comprehensive Plan 2040 and will complement the existing development LionsGate, which is beside the proposed development.

Item No. 2 The subdivision meets all required specifications of this chapter.

The subdivision meets or exceeds all applicable development standards that are established in the Subdivision Regulations and the Unified Development Code. Streets are designed in accordance with the Town standards so as to provide a development with safe streets for both vehicles and pedestrians. Public utilities are designed so as to provide adequate water for consumption as well as fire protection while the sewer collection system is designed to protect the health and welfare of the public. Area lighting is provided so as to provide a safe environment for the residents. Storm water management facilities have been incorporated into the design as to manage the volume of storm water as well as the quality of physical improvements during construction so as to minimize off site discharge of sediments. Passive and active recreation opportunities have been provided through open space, and indirectly through recreational assessment fees. By incorporating buffers, open space and landscaping the aesthetic quality of the development and as well as adjacent properties is maintained.



Item No. 3 The subdivision will not be detrimental to the use of orderly development of other properties in the surrounding area and will not violate the character of existing standards for development of properties in the surrounding area.

The Amelia Point townhome development will be a continuation of the development pattern established by the LionsGate planned unit development, which is primarily single family with a mix of townhomes. Even though the Amelia Point townhomes will continue the existing development pattern, the townhomes will offer a refreshing change of architectural style that is modern and in more keeping with the esthetics of the Town of Clayton Parks and Recreation building across the street.

Recently to the north and east of the Amelia Point, the Town of Clayton approved Phase 6A-6B of LionsGate PUD which is a detached single family subdivision which will be in keeping with the proposed townhomes. To the south of the proposed development, lies in the Clayton Recreation Center and Clayton Community Park. The recreation center and community park facilities will obviously be very important to the residents of the townhomes who will have at their disposal the Town's premier recreation facilities by a short walk across Amelia Church Road. To the west across Shotwell Road, offices have been constructed which are in keeping with supporting services in close proximity to residential neighborhoods.

Item No. 4 That the subdivision design will provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate are, will provide for the unifies and orderly use of or extension of public infrastructure, and will not materially endanger the environment, public health, safety, or the general welfare.

The distribution of traffic has been given much consideration when laying out the site success point and the internal private roads that serve the townhomes. After many alternative designs, it was decided to access the property from Shotwell Road only. Primary concern was given to prevent a "shortcut" between Amelia Church Road and Shotwell Road as the traffic signal at the intersection. Additions considerations were given to simplifying the traffic pattern in the vicinity to the Recreation Center in order to focus on safety. Care has been exercised in the townhome subdivision to protect the environment by prudent use of buffers and landscaping. The public's safety and health have been addressed by providing public water and sewer that meet the Town and State requirements. Storm water quality has been addressed during construction with erosion control measures and in the long term with storm water management facilities that address not only the quality of water but also the quantity of water. Street are so designed as to be safe for pedestrians and vehicles alike by providing adequate separation, traffic control and lighting. The public's health and welfare are further addressed by the townhome subdivision providing passive and active recreation opportunities offsite utilizing municipal recreation facilities via recreation assessment fees



Received By:
Town of Clayton
7/9/19

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: Amelia Point Address or PIN #: 165918-32-3144

AGENT/APPLICANT INFORMATION:

Adams & Hodge Engineering, PC 314 East Main Street
(Name - type, print clearly) (Address)
Clayton, NC 27520
(City, State, Zip)

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

Master Subdivision Plan Final Plat
Construction Plan

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.

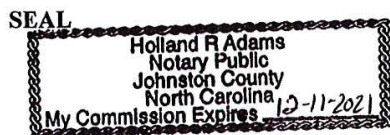
I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval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

OWNER AUTHORIZATION:

E Frank Howard, Jr. 252 Cooper Branch Road
(Name - type, print clearly) (Address)
[Signature] Clayton, NC 27520
(Owner's Signature) (City, State, Zip)

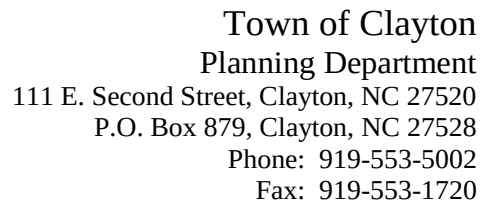
STATE OF North Carolina
COUNTY OF Johnston

Sworn and subscribed before me Holland R Adams, a Notary Public for the above State and County, this the 24th day of May, 2019.

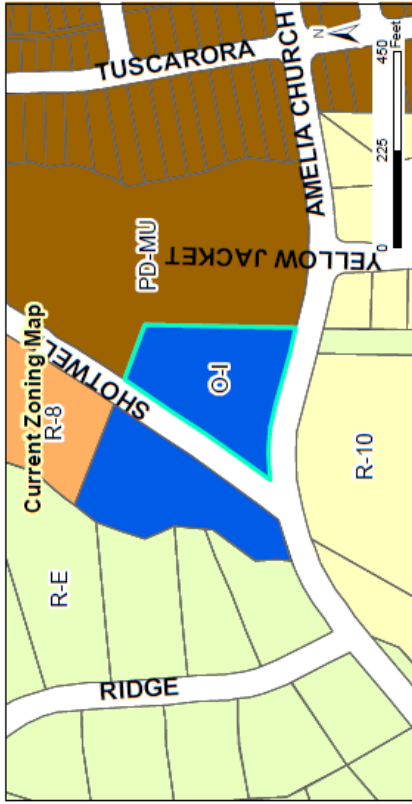


[Signature]
Notary Public

My Commission Expires: 12-11-2021
15 of 15



Page 71 of 145



Request:
2019-145-SD & 2019-110-SUP - Amelia Point
Request to Develop 18 Townhomes

Applicant: Adams & Hodge Engineering, PC
 Property Owners: Frank Howard, Jr.
 Parcel ID: 186918-32-3144
 Tag #: 05G020091

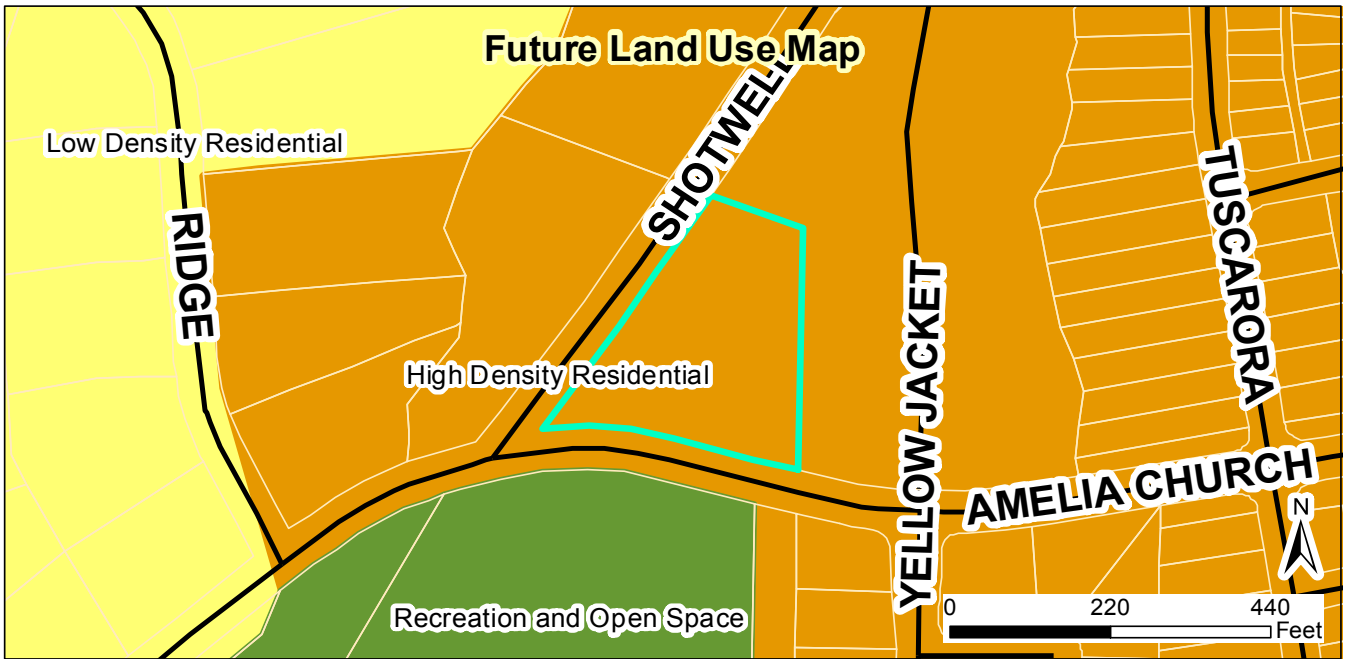
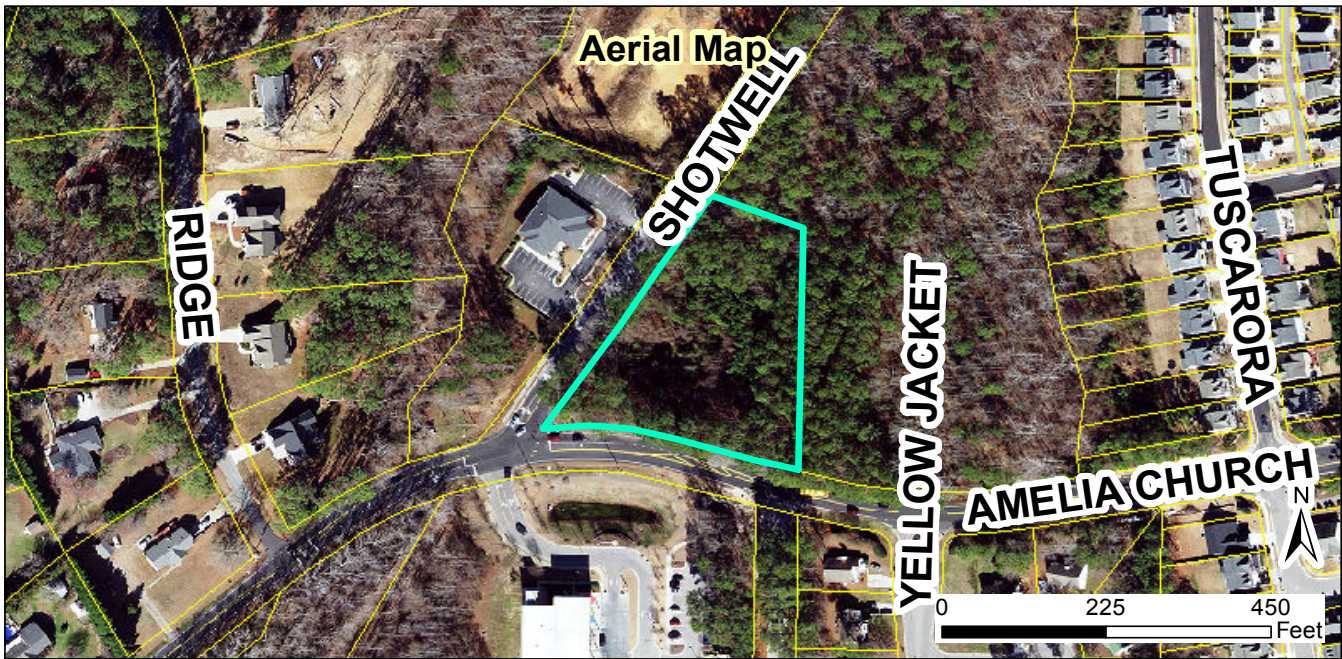
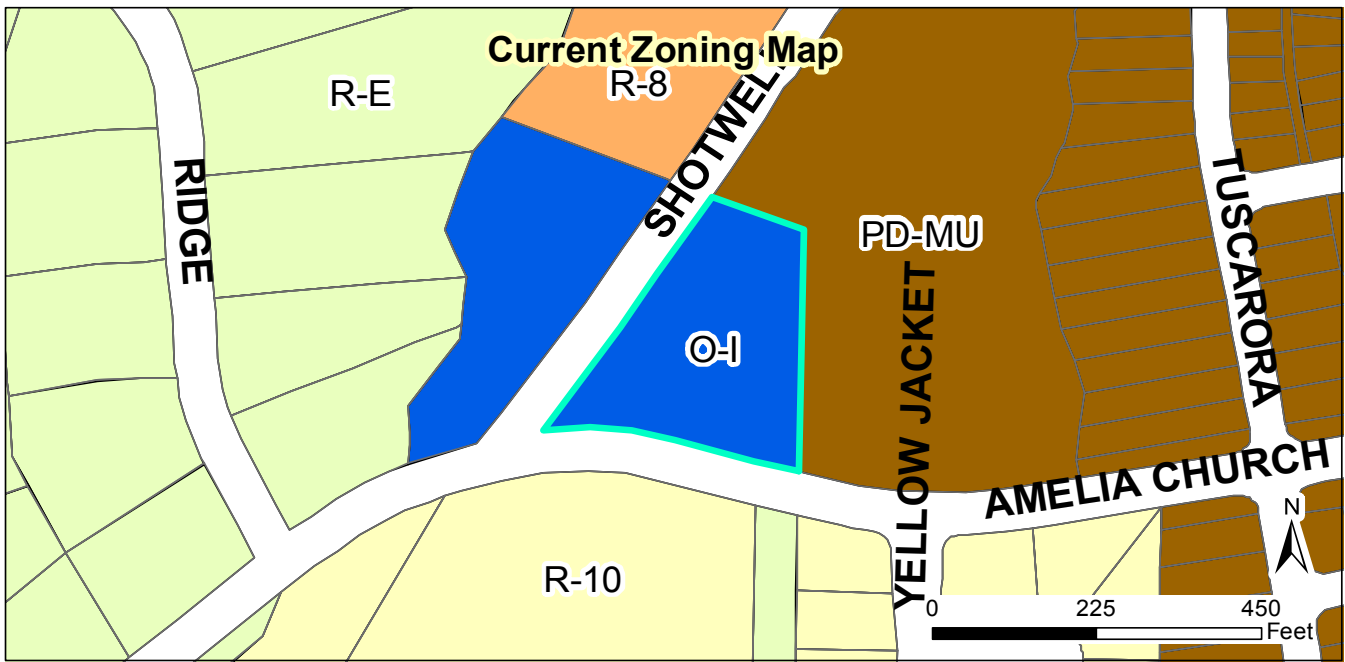
Staff Report Map



- Legend**
- 100-yr Flood Zone
 - Thoroughfare Overlay
 - Scenic Highway Overlay
 - Watershed Protection Overlay
 - Site

07/18/2019
 Produced by: TDC Planning
 Disclaimer: Town of Carolina Beach assumes no legal
 responsibility for the accuracy of the information
 represented here.

Document Path: C:\PLANNING\SUBDIVISIONS\MAJOR SUBDIVISIONS\2019-110-SUP-145-SD-Amelia Point\Staff Report Map - 2019-145-SD & 2019-110-SUP - Amelia Point.mxd



**Request:
2019-145-SD & 2019-110-SUP - Amelia Point
Request to Develop 18 Townhomes**

Applicant: Adams & Hodge Engineering, PC
Property Owners: Frank Howard, Jr.
Parcel ID: 165918-32-3144
Tag #: 05G02009I

Staff Report Map



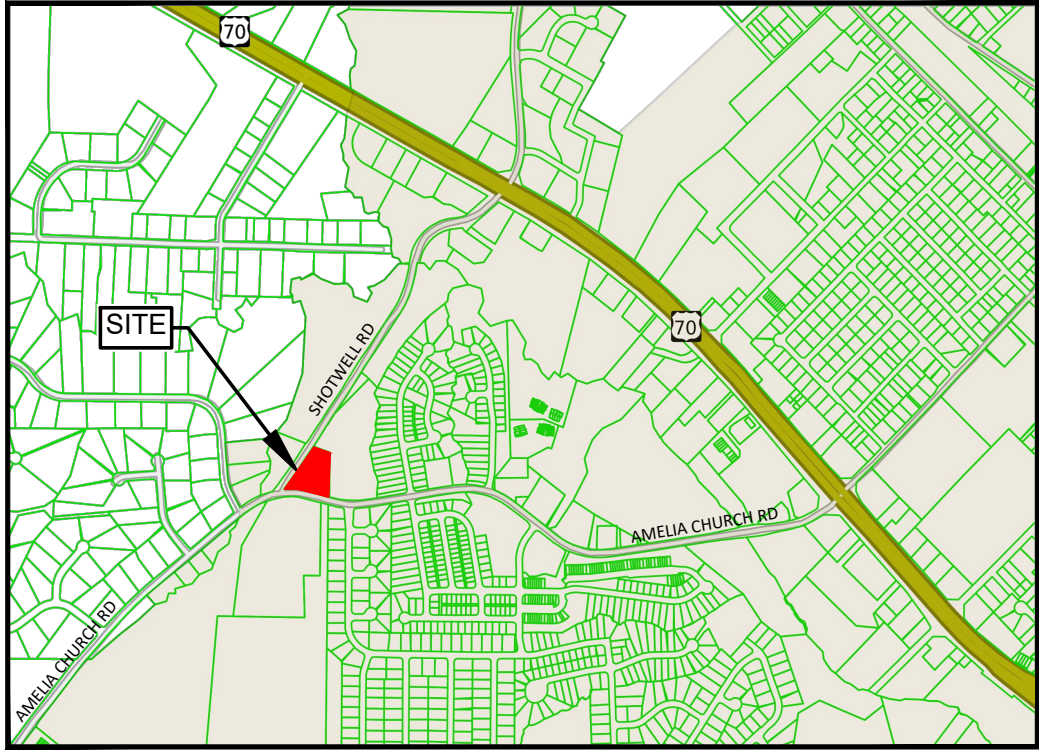
Document Path: O:\PLANNING\SUBDIVISIONS\MAJOR SUBDIVISIONS\2019\2019-145-SD-Amelia Point (formerly 2019-111-SP)\Map\Staff Report Map - 2019-145-SD & 2019-110-SUP- Amelia Point.mxd

Legend

- 100-yr Flood Zone
- Thoroughfare Overlay
- Scenic Highway Overlay
- Watershed Protection Overlay
- Site

07/18/2019

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



VICINITY MAP
NTS



MAJOR SUBDIVISION PLAN

FOR

AMELIA POINT

IN

TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

Received By:
Town of Clayton
July 24, 2019

SHEET INDEX

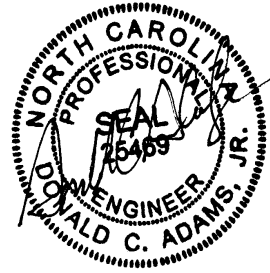
SHEET TITLE	SHEET No.
SEALED BOUNDARY	C1.00
EXISTING CONDITIONS.....	C1.01
SITE PLAN & PRELIMINARY PLAT	C2.01
PRELIMINARY UTILITY PLAN.....	C3.01
PRELIMINARY EROSION CONTROL PLAN.....	C4.01
PRELIMINARY GRADING & DRAINAGE PLAN.....	C5.01
PRELIMINARY LANDSCAPE PLAN.....	L1.01
REGULATORY STANDARDS.....	DT1.00
ARCHITECTURAL PLANS.....	A-1-A-5

DEVELOPER/APPLICANT:

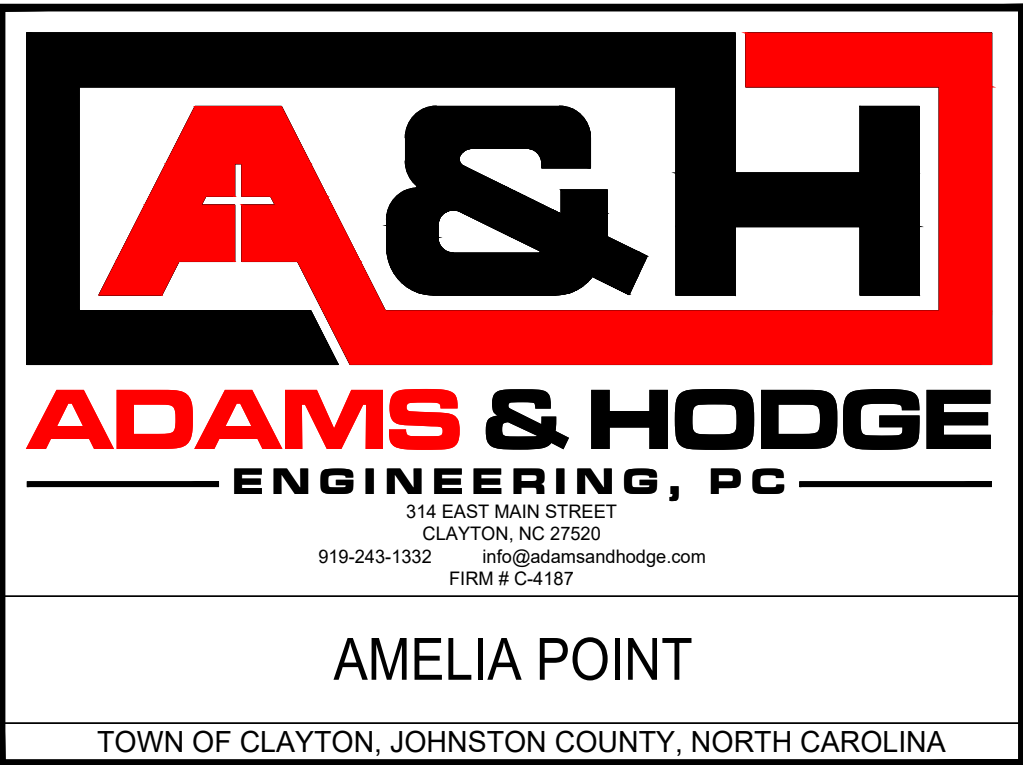
CLOUDBREAK INVESTMENTS, LLC
PO BOX 189
CLAYTON, NC 27528

CONTACT: (919)345-6729

PRELIMINARY



REVISED
8:56 am, Jul 23, 2019

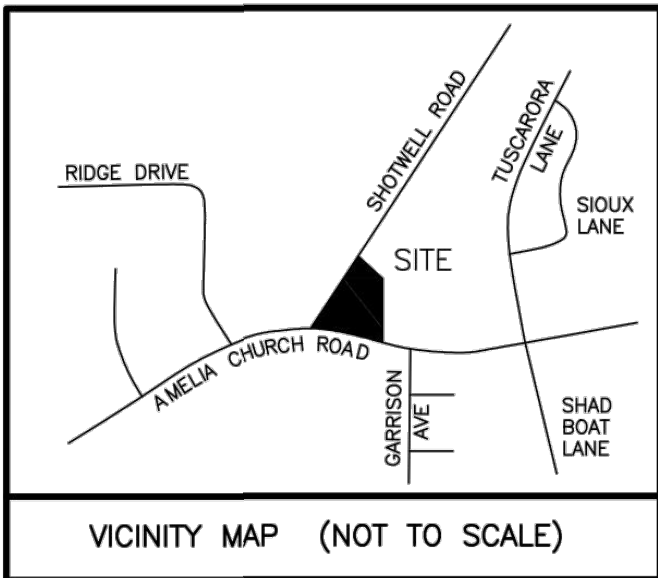


MAY 31, 2019

JULY 2, 2019 TRC 1ST COMMENTS

*JULY 23, 2019 TRC 2ND COMMENTS

T.O.C. PROJECT: 2019-145-SD
T.O.C. ASSOCIATED PROJECT: 2019-110-SUP



VICINITY MAP (NOT TO SCALE)

THIS SURVEY:

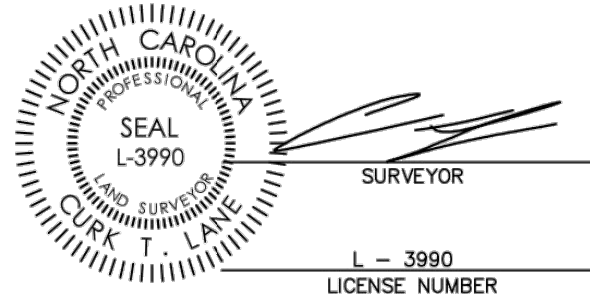
- ☐ A. CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- ☐ B. IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND.
- ☒ C. IS ONE OF THE FOLLOWING:
- 1) IS OF AN EXISTING PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.
- 2) IS OF AN EXISTING FEATURE, SUCH AS A BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE.
- 3) IS A CONTROL SURVEY.
- 4) IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.
- ☐ D. IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.
- ☐ E. THE INFORMATION AVAILABLE TO THE SURVEYOR IS SUCH THAT THE SURVEYOR IS UNABLE TO MAKE A DETERMINATION TO THE BEST OF THE TO THE BEST OF THE SURVEYOR'S PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

05-28-2019
DATE

SURVEYOR

STATE OF NORTH CAROLINA, JOHNSTON COUNTY

I, CURK T. LANE, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK 1708, PAGE 273, ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK 1708, PAGE 273; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THE GLOBAL POSITIONING ACCURACY (GPS) OBSERVATIONS WERE PERFORMED TO THE GEOSPATIAL POSITIONING ACCURACY STANDARDS, PART 2, STANDARDS FOR GEODETIC NETWORKS AT 1 CENTIMETER ACCURACY CLASSIFICATION (95% CONFIDENCE) USING RTK NETWORK; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED; THAT THIS PLAT MEETS THE REQUIREMENT OF G.S. 47-30 SECTION F-11; I, CURK T. LANE, WITNESS MY ORIGINAL SIGNATURE AND SEAL THIS 28th DAY OF MAY, 2019.



PROPERTY SHOWN HEREON IS XXXX IS NOT LOCATED IN A FEMA DESIGNATED FLOOD ZONE. FEMA FLOOD HAZARD PANEL NO. 3720165900 K EFFECTIVE DATE: APRIL 30, 2014.

SURVEYOR'S DISCLAIMER: NO ATTEMPT WAS MADE TO LOCATE ANY CEMETERIES, WETLANDS, HAZARDOUS MATERIAL SITES, UNDERGROUND UTILITIES OR ANY OTHER FEATURES ABOVE OR BELOW GROUND OTHER THAN THOSE SHOWN.

05-28-2019
DATE

SURVEYOR

N/F
TOWN OF CLAYTON
DB 1600 PG 66
PN 05G02053T

N/F
45 SHOTWELL, LLC.
DB 4968 PG 635
PN 05G02009P

N/F
E. FRANK HOWARD, JR.
DB 1705 PG 273
PN 05G02009I
81907 SF
1.880 AC

N/F
BADGERGATE DEVELOPMENT
COMPANY, LLC
DB 5184 PG 745
PN 05G02010B

IPS
NC GRID COORDINATES
N 692379.2254
E 2153543.0350

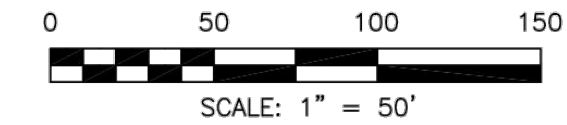
N/F
BADGERGATE DEVELOPMENT
COMPANY, LLC
DB 5184 PG 745
PN 05G02010B

NOTES:

- 1) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES
- 2) AREAS COMPUTED BY COORDINATE METHOD.
- 3) PROPERTY SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- 4) NO. 5 REBAR IRON STAKES WITH CAPS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED
- 5) NO HORIZONTAL CONTROL FOUND WITHIN 2000' OF SURVEY
- 6) GRID TIE BY GPS
- 7) ZONING: O-1
- 8) PARENT TRACT DEED DB 1705 PG 273
- 9) PARCEL NO. 05G02009I

REFERENCES:

DB 1705 PG 273 PB 43 PG 159
DB 5184 PG 745
DB 1600 PG 066
DB 4968 PG 635



LINE	BEARING	DISTANCE
L1	N79°16'33"W	46.63'
L2	N75°16'33"W	45.24'
L3	N74°13'31"W	50.09'
L4	N76°15'47"W	57.99'
L5	N81°05'31"W	46.50'
L6	N86°59'43"W	53.62'
L7	S85°31'22"W	60.42'
L8	S26°25'07"W	11.59'

OWNER: E. FRANK HOWARD, JR.
252 COOPER BRANCH ROAD
CLAYTON, N.C. 27520

BOUNDARY SURVEY
FOR

E. FRANK HOWARD, JR.
CLAYTON TOWNSHIP, JOHNSTON COUNTY
NORTH CAROLINA
MAY 28, 2019

LEGEND

- IPF IRON PIPE FOUND
● IPS IRON PIPE SET
● CMF CONCRETE MONUMENT FOUND
● P/PF PARKER-KALON NAIL FOUND
● P/KALON PARKER-KALON NAIL SET
● P/MALDON PARKER-KALON NAIL SET
● CSF COTTON SPIKE FOUND
● CSF COTTON SPIKE SET
● CC CONTROL CORNER
● CP CONTROL POINT
● P/P POWER POLE
● OPW OVERHEAD POWER LINE
● R/W RIGHT OF WAY
● S.F. SQUARE FEET
● AC ACRE
● DET DET BOOK
● BOM BOOK OF MAPS
● PD PLAT BOOK
● FLD FIELD
● ELEC ELECTRICAL BOX
● MNR MANHOLE
● LSR RECOMBINATION LOT
● [100] STREET ADDRESS
--- LINES NOT SURVEYED

SURVEYED BY:

TLS

DRAWN BY:

MIKE

CHECKED BY:

CURK

DRAWING NAME:

BOUNDARY.DWG

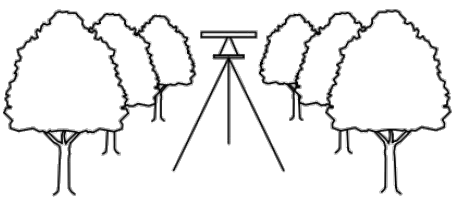
SURVEY DATE:

5-15-19

JOB NO.

1900.023

TRUE LINE SURVEYING, P.C.



205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com

C-1859

314 EAST MAIN STREET
CLAYTON, NC 27520
info@adamsandhodge.com
919-243-1332
FROM # C-1857

ADAMS & HODGE
ENGINEERING, PC



AMELIA POINT

TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

SEALED BOUNDARY

DESIGN: DCA/ADS

DRAWN: ADS

CHECKED: DCA

HORIZONTAL SCALE: SET GRAPHIC SCALE

VERTICAL SCALE: N/A

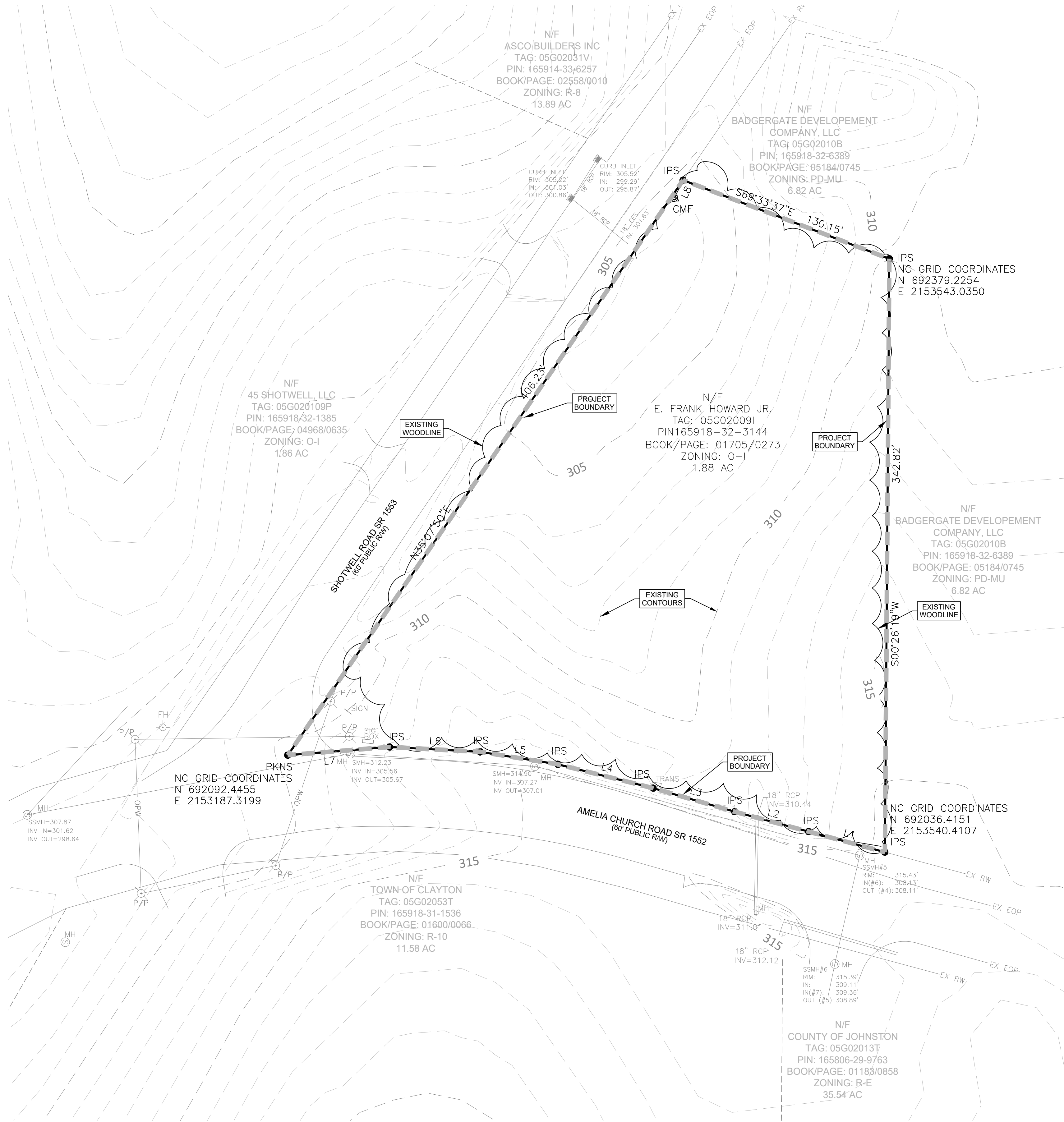
DATE: 05/22/2019

JOB NO.

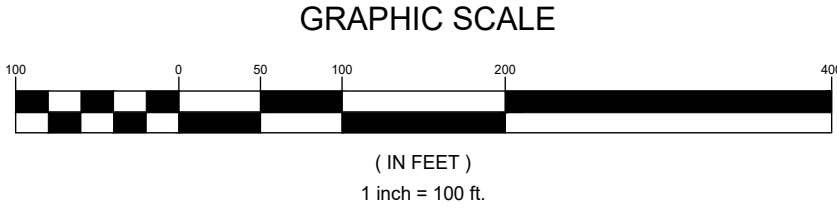
SHEET

C1.00

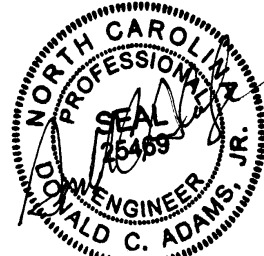
LINE	BEARING	DISTANCE
L1	N75°16'33"W	46.63'
L2	N75°16'33"W	45.24'
L3	N74°13'31"W	50.09'
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L6	N86°59'43"W	53.62'
L7	S85°31'22"W	60.42'
L8	S26°25'07"W	11.59'



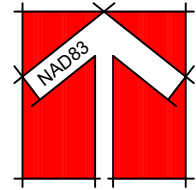
- SOURCES OF INFORMATION:
1. EXISTING SURVEY OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED MAY 28, 2019
 2. EXISTING LIDAR CONTOURS OUTSIDE OF SITE FROM JOHNSTON COUNTY GIS DATED 2017.
 3. PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018



PRELIMINARY



REVISED
10:14 am, May 31, 2019



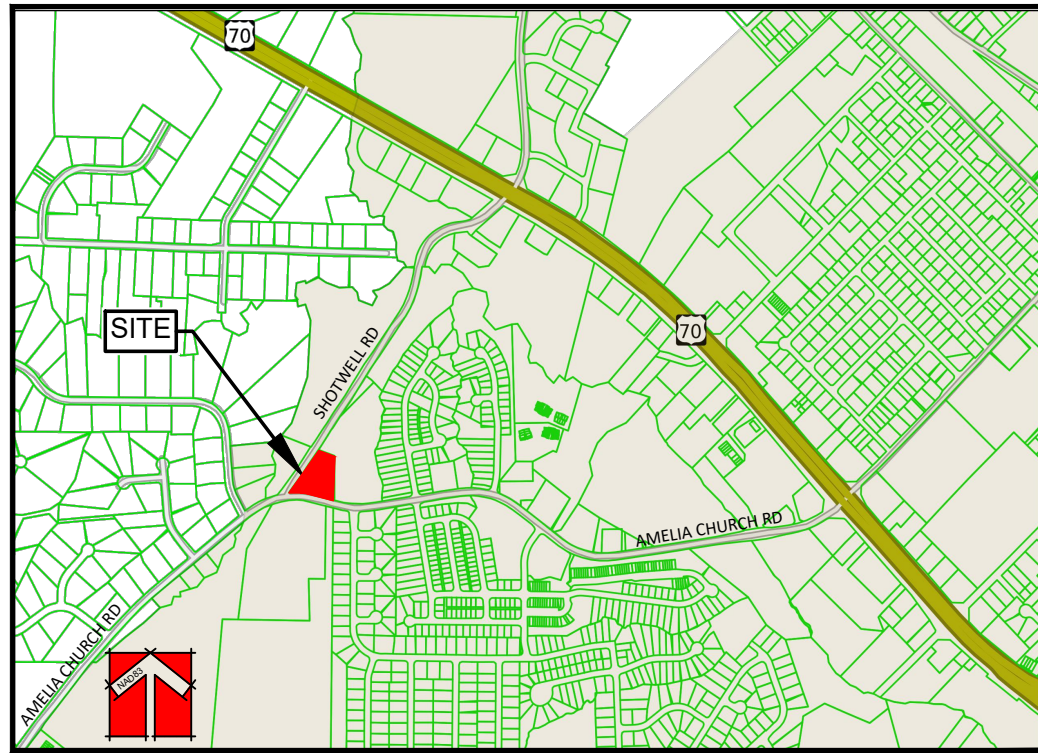
314 EAST MAIN STREET
CLAYTON, NC 27520
info@adamsandhodge.com
919-243-1332
FAX 919-243-1337

ADAMS & HODGE
ENGINEERING, P.C.

AMELIA POINT
TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

EXISTING
CONDITIONS

DESIGN: DCA/ADS
DRAWN: ADS
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET: C1.01



VICINITY MAP
NTS

AMELIA POINT SITE DATA CHART

PARCEL OWNER	E FRANK HOWARD, JR.
PARCEL OWNER ADDRESS	252 COOPER BRANCH RD, CLAYTON, NC 27520
PARCEL IDENTIFICATION/TAG NUMBER	165918-32-3144 / 05G02009I
PROPERTY SIZE (SF)	81,892.80 SF / 1.88 AC
PROPERTY LOCATION	TOWN OF CLAYTON / CLAYTON TOWNSHIP
EXISTING/PROPOSED ZONING	O-1 / O-1
EXISTING USE	VACANT
PROPOSED USE	SINGLE FAMILY TOWNHOMES
NUMBER OF UNITS/LOTS	18 UNITS/LOTS
PROPOSED DENSITY	9.57 UNITS/AC (9 UNITS/AC)
PROPOSED INTENSITY (GROSS FLOOR AREA IN SF)	16,632 SF
FLOOR AREA RATIO	0.20
PROPOSED BUILDING COVER (PERCENTAGE OF TOTAL SITE)	20%
PROPOSED IMPERVIOUS AREA PER LOT	1,459 SF / 77%
PROPOSED PERVIOUS AREA (% OF TOTAL SITE)	43,560 SF / 53%
PROPOSED IMPERVIOUS AREA (% OF TOTAL SITE)	38,332.80 SF / 47%
MAX IMPERVIOUS AREA	50%
PROPOSED BUILDING HEIGHT (NUMBER OF STORIES & FEET)	2 STORY & 24'-8"
ELECTRIC PROVIDER	TOWN OF CLAYTON
WATER PROVIDER	TOWN OF CLAYTON
SEWER PROVIDER	TOWN OF CLAYTON
SITE IS NOT IN THE WATERSUPPLY WATERSHED PROTECTION AREA	

- NOTE:
1. THERE ARE NO AREAS OF 100 YEAR FEMA FLOOD ON PROPERTY
FLOOD PANEL NO. 3720165900 K #F. DATE 06/20/2018.
 2. PULL-OUT TRASH BINS TO BE LOCATED IN THE REAR OF EACH UNIT AND SHALL
BE SCREENED FROM VIEW FROM ADJACENT PROPERTIES AND/OR PUBLIC
RIGHTS-OF-WAY. OR TRASH BINS MAY BE PUT INTO GARAGES OUT OF SIGHT.

AMELIA POINT LOT STANDARDS

ZONING	UNIT TYPE	LOT STANDARDS				MINIMUM SETBACKS (FT.)					BUILDING STANDARDS	
		Min. Lot Area (sq.ft.)	Min. Lot Width (LF)	Max. Lot Coverage (%)	Max. Impervious Surface (%)	Front	Side	Side Interior	Side Street	Rear	BUILDING SEPARATION	Max. Height (ft.)
R-6	3+ UNITS TOWNHOMES	1,850	22	50	80	20	5	0	10	10	20	30

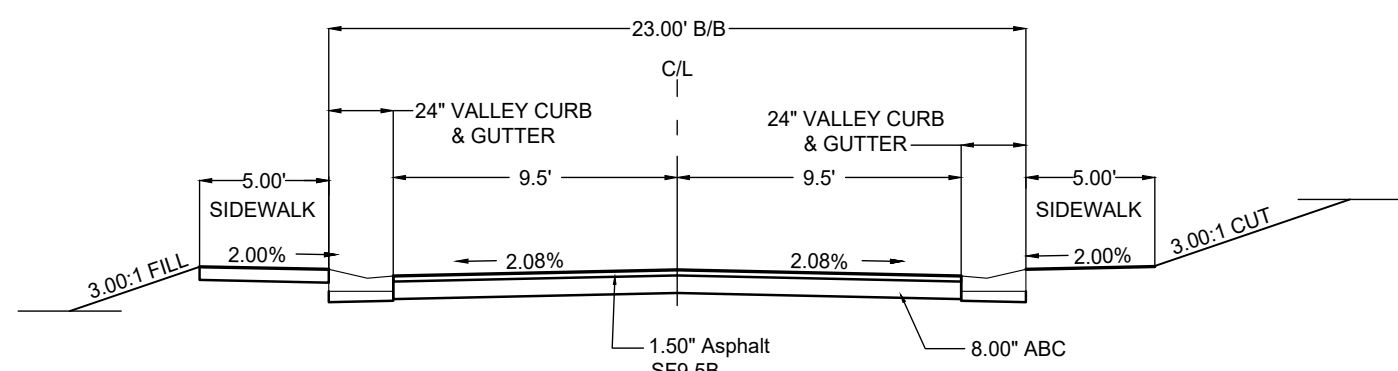
PARKING REQUIREMENTS
§ 155.401(C)(2) FOR TOWNHOMES, (2) SPACES REQUIRED PER UNIT, PROVIDED (2) SPACES IN DRIVEWAY, (1) SPACE IN GARAGE, TOTAL OF (3) SPACES PROVIDED PER UNIT.

CONDITIONS ALLOWABLE WITH SPECIAL USE
1. DRIVEWAYS ON PROPERTY LINE.
2. DRIVEWAY LARGER THAN GARAGE ENTRANCE DOOR.
3. GARAGE NOT RECESSED DUE TO ARCHITECTUAL STYLE.

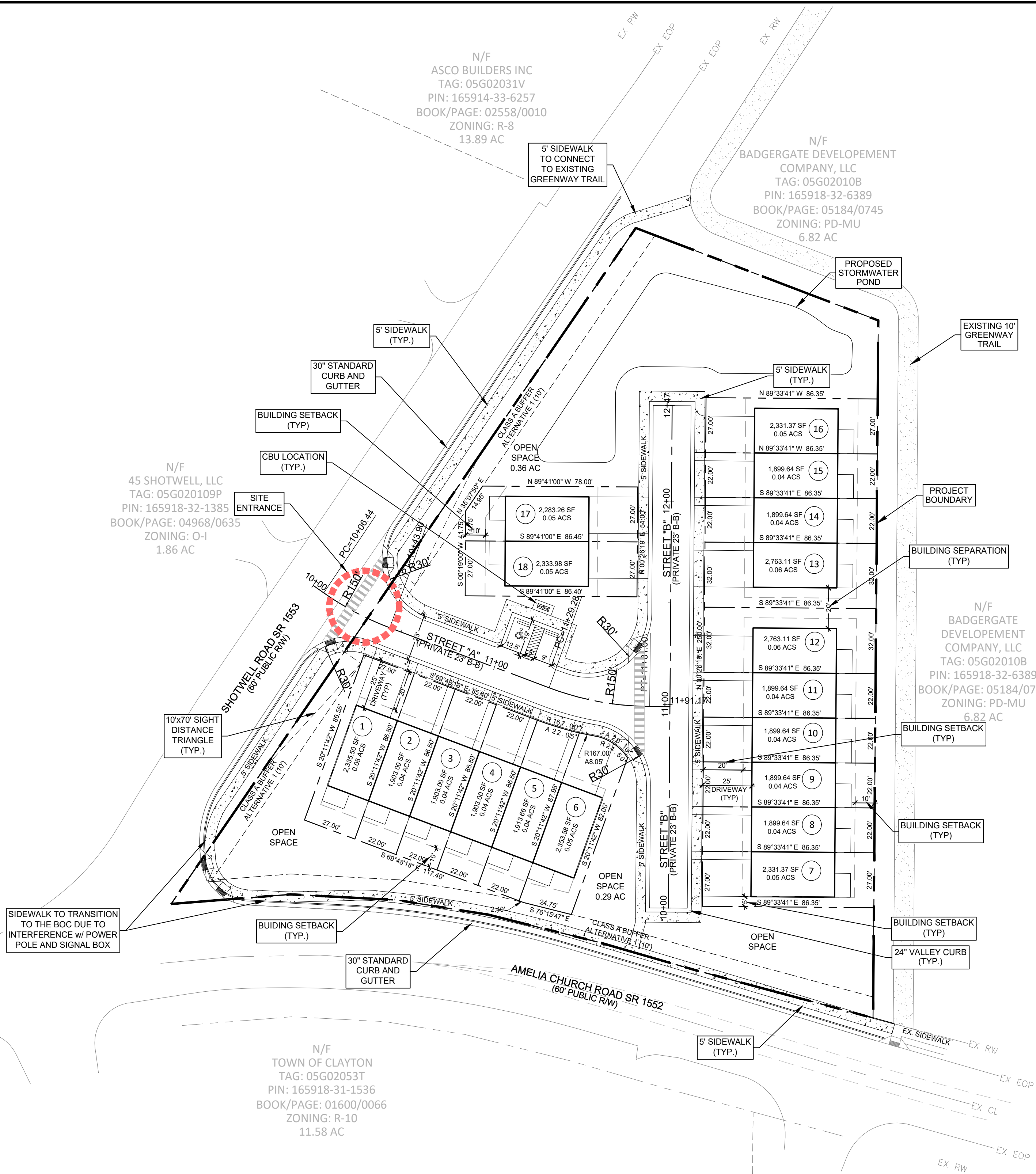
OPEN SPACE TABLE

	SQUARE FEET
REQUIRED OPEN SPACE 1,245 SF/LOT (18 LOTS)	22,410
OPEN SPACE PROVIDED	28,650.94

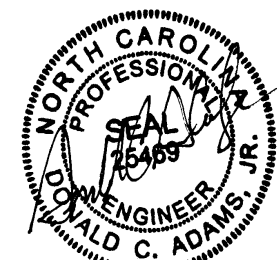
*NOTE: ACREAGE SHOWN IS APPROXIMATE AS THIS IS A MAJOR SITE PLAN.



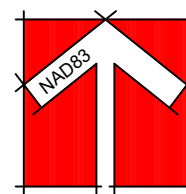
TYPICAL LOCAL RESIDENTIAL PRIVATE STREET W/ SIDEWALK
NO SCALE



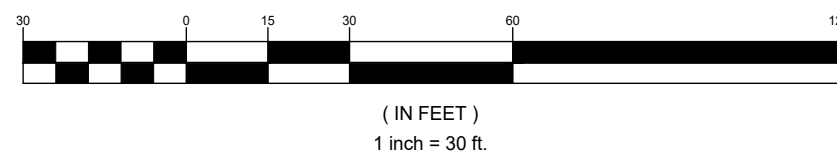
PRELIMINARY



REVISED
8:56 am, Jul 23, 2019



GRAPHIC SCALE



- SOURCES OF INFORMATION:
1. EXISTING SURVEY OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED MAY 28, 2019
 2. EXISTING LIDAR CONTOURS OUTSIDE OF SITE FROM JOHNSTON COUNTY GIS DATED 2017.
 3. PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

T.O.C. PROJECT: 2019-145-SD

DESIGN
DCA/ADS
DRAWN
ADS
CHECKED
DCA
HORIZONTAL SCALE
SEE GRAPHIC SCALE
VERTICAL SCALE
N/A
DATE
05/22/2019
JOB NO.
SHEET

C2.01

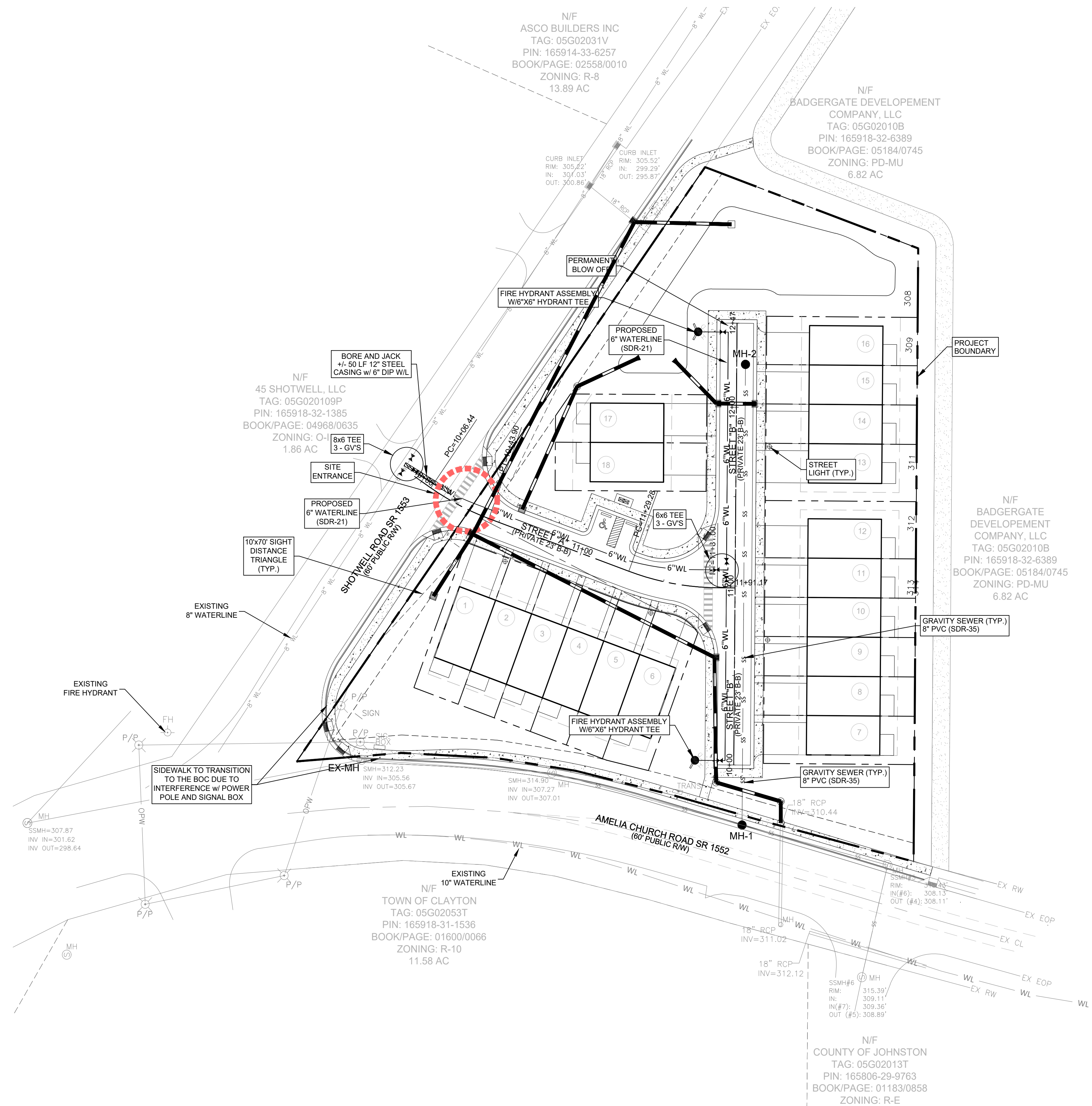
AMELIA POINT
TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

SITE PLAN &
PRELIMINARY PLAT

ADAMS & HODGE
ENGINEERING, P.C.

314 EAST MAIN STREET
CLAYTON, NC 27520
919-243-1332
info@adamsandhodge.com
FIRM # C-157

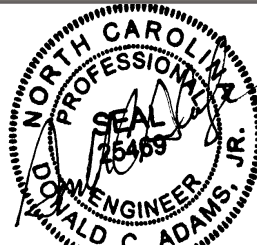
REVISIONS
DATE
BY
DESCRIPTION



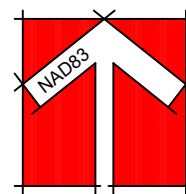
LEGEND	
PROPOSED	
W/L	6" WL
SEWER	SS
BLOWOFF	
HYDRANT	
VALVE	
REDUCER	
METER	
STORM DRAINAGE	

NOTE:
1. STREET LIGHT LAYOUT TO BE DONE BY TOWN OF CLAYTON.

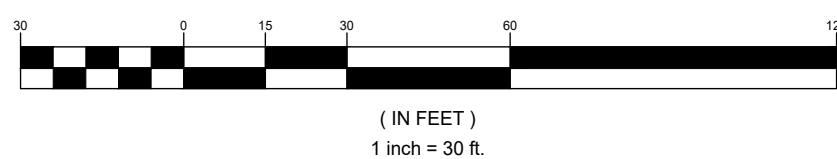
PRELIMINARY



REVISED
8:56 am, Jul 23, 2019



GRAPHIC SCALE



- SOURCES OF INFORMATION:
- EXISTING SURVEY OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED MAY 28, 2019
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 - PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

ADAMS & HODGE
ENGINEERING, PC



AMELIA POINT

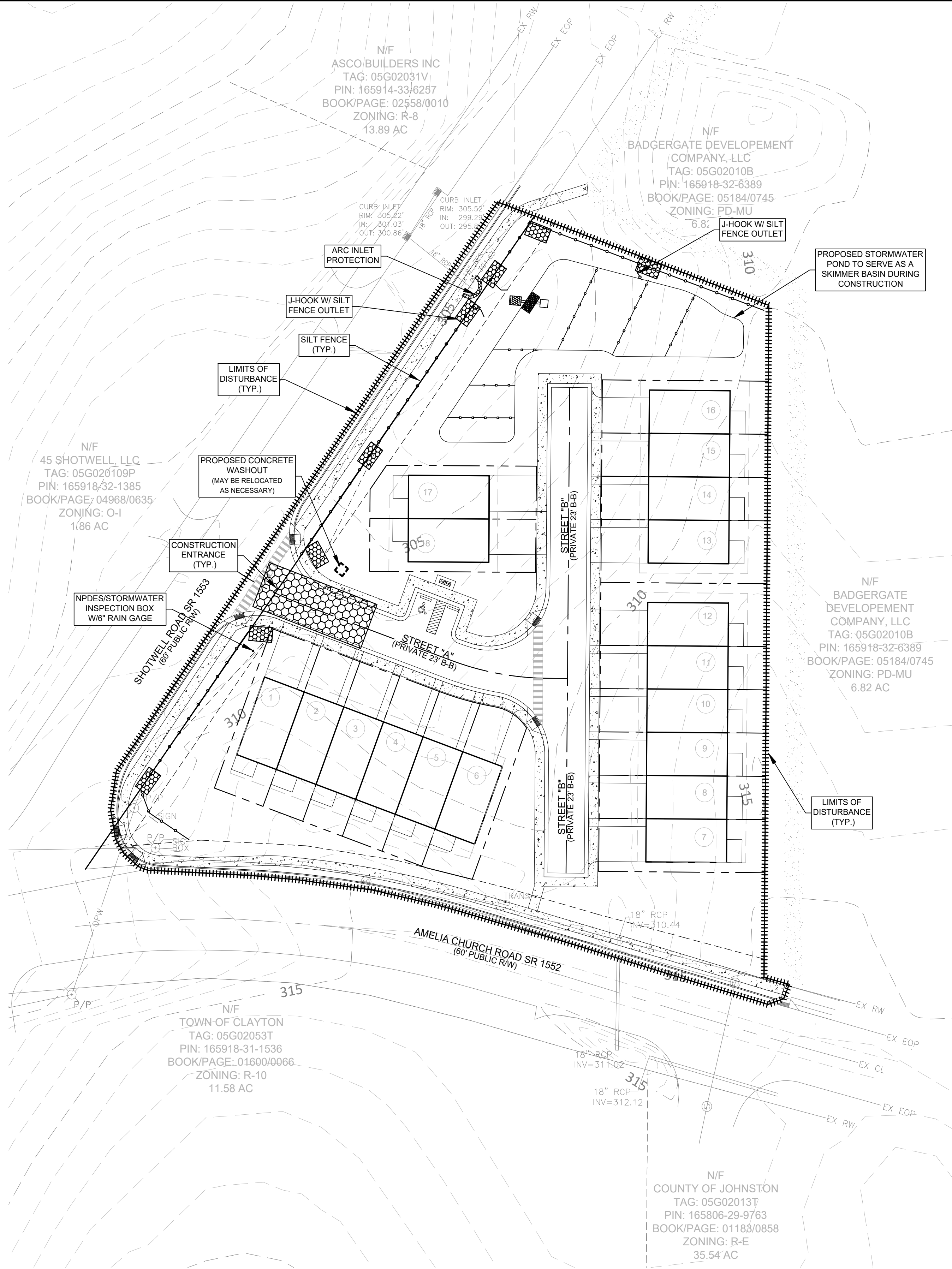
TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY
UTILITY PLAN

DESIGN: DCA/ADS
DRAWN: ADS
CHECKED: DCA
HORIZONTAL SCALE: SEE DRAWING SCALE
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET:

C3.01

REVISIONS:
NO. DATE BY COMMENTS
1 05/22/19 DCA/ADS
2 07/23/19 DCA/ADS
3 07/23/19 DCA/ADS
4 07/23/19 DCA/ADS
5 07/23/19 DCA/ADS
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96 07/23/19 DCA/ADS
97 07/23/19 DCA/ADS
98 07/23/19 DCA/ADS
99 07/23/19 DCA/ADS
100 07/23/19 DCA/ADS



EROSION LEGEND:

=====	--LIMITS OF DISTURBANCE		--CONSTRUCTION ENTRANCE
---SILT FENCE		XXXX	--DITCH LINER -- NAG C350 OR EQUAL
PD PD	--PERMANENT DIVERSION	*NOTE* ALL DITCHES LINED W/6"NAG S150 UNLESS OTHERWISE NOTED.	
	--ARC INLET PROTECTION	---	--EXISTING CONTOUR
	--OUTLET PROTECTION	---	--PROPOSED CONTOUR
	--CHECK DAM		--SKIMMER BAFFLES
	--WATTLE		--CHECK DAM W/6"WEIR & STORAGE
	--SILT FENCE OUTLET		

DISTURBED AREA = 2.08 AC

FOR GRAPHIC PURPOSES SILT FENCE AND LIMITS OF DISTURBANCE ARE SHOWN SEPARATED. SILT FENCE IS TO BE INSTALLED AT THE ACTUAL LIMITS OF DISTURBANCE. EXCEPT ALONG SHOTWELL RD.

THIS SHEET IS FOR GRADING AND EROSION CONTROL PURPOSES ONLY. DO NOT USE THIS SHEET FOR STORM DRAIN INSTALLATION.

JOHNSTON COUNTY AND TOWN OF CLAYTON RESERVES THE RIGHT TO MODIFY THE EROSION AND SEDIMENTATION CONTROL PLAN IF THE EXISTING PLAN OR ITS IMPLEMENTATION PROVE TO BE INADEQUATE.

ALL DITCHES/SWALES ARE TO BE IMMEDIATELY LINED USING NAG S150 OR SOD UNLESS OTHERWISE SPECIFIED.

- SOURCES OF INFORMATION:
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PRELIMINARY

REVISED
8:57 am, Jul 23, 2019

GRAPHIC SCALE

0 10 20 30 40 50
(IN FEET)
1 inch = 30 ft.

314 EAST MAIN STREET
CLAYTON, NC 27520
info@adamsandhodge.com
919-243-1332
FIRM # C-4167

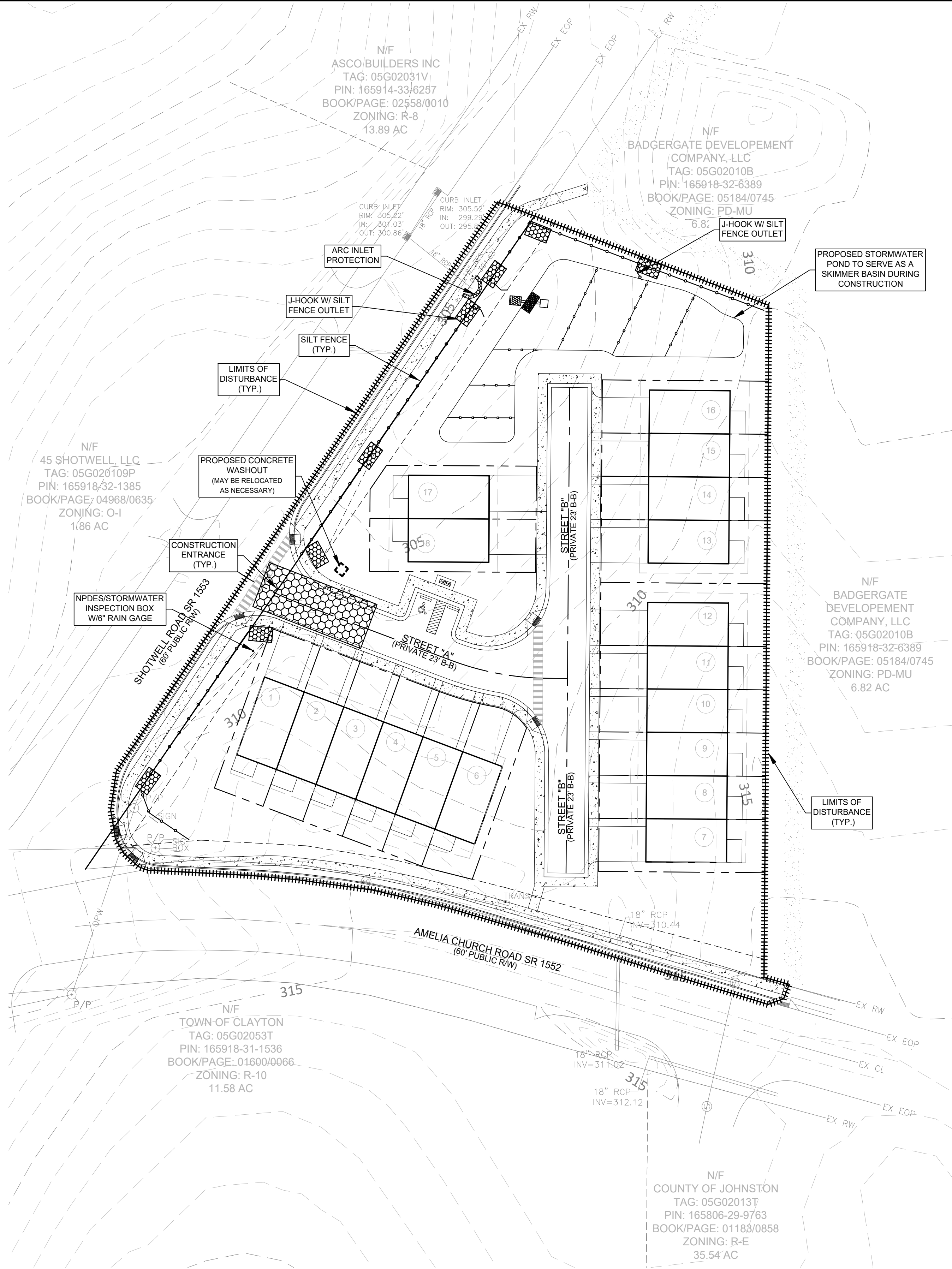
ADAMS & HODGE
ENGINEERING, PC

AMELIA POINT

TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY
EROSION CONTROL
PLAN

DESIGN: DCA/ADS
DRAWN: ADS
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET: C4.01



EROSION LEGEND:

=====	--LIMITS OF DISTURBANCE		--CONSTRUCTION ENTRANCE
---SILT FENCE		XXXX	--DITCH LINER -- NAG C350 OR EQUAL
PD PD	--PERMANENT DIVERSION	*NOTE* ALL DITCHES LINED W/6"NAG S150 UNLESS OTHERWISE NOTED.	
	--ARC INLET PROTECTION	---	--EXISTING CONTOUR
	--OUTLET PROTECTION	---	--PROPOSED CONTOUR
	--CHECK DAM		--SKIMMER BAFFLES
	--WATTLE		--CHECK DAM W/6"WEIR & STORAGE
	--SILT FENCE OUTLET		

DISTURBED AREA = 2.08 AC

FOR GRAPHIC PURPOSES SILT FENCE AND LIMITS OF DISTURBANCE ARE SHOWN SEPARATED. SILT FENCE IS TO BE INSTALLED AT THE ACTUAL LIMITS OF DISTURBANCE. EXCEPT ALONG SHOTWELL RD.

THIS SHEET IS FOR GRADING AND EROSION CONTROL PURPOSES ONLY. DO NOT USE THIS SHEET FOR STORM DRAIN INSTALLATION.

JOHNSTON COUNTY AND TOWN OF CLAYTON RESERVES THE RIGHT TO MODIFY THE EROSION AND SEDIMENTATION CONTROL PLAN IF THE EXISTING PLAN OR ITS IMPLEMENTATION PROVE TO BE INADEQUATE.

ALL DITCHES/SWALES ARE TO BE IMMEDIATELY LINED USING NAG S150 OR SOD UNLESS OTHERWISE SPECIFIED.

- SOURCES OF INFORMATION:
1. EXISTING SURVEY OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520. DATED MAY 28, 2019
 2. EXISTING LIDAR CONTOURS OUTSIDE OF SITE FROM JOHNSTON COUNTY GIS DATED 2017.
 3. PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

PRELIMINARY

REVISED
8:57 am, Jul 23, 2019

GRAPHIC SCALE

0 10 20 30 40 50
(IN FEET)
1 inch = 30 ft.

314 EAST MAIN STREET
CLAYTON, NC 27520
info@adamsandhodge.com
919-243-1332
FIRM # C-4167

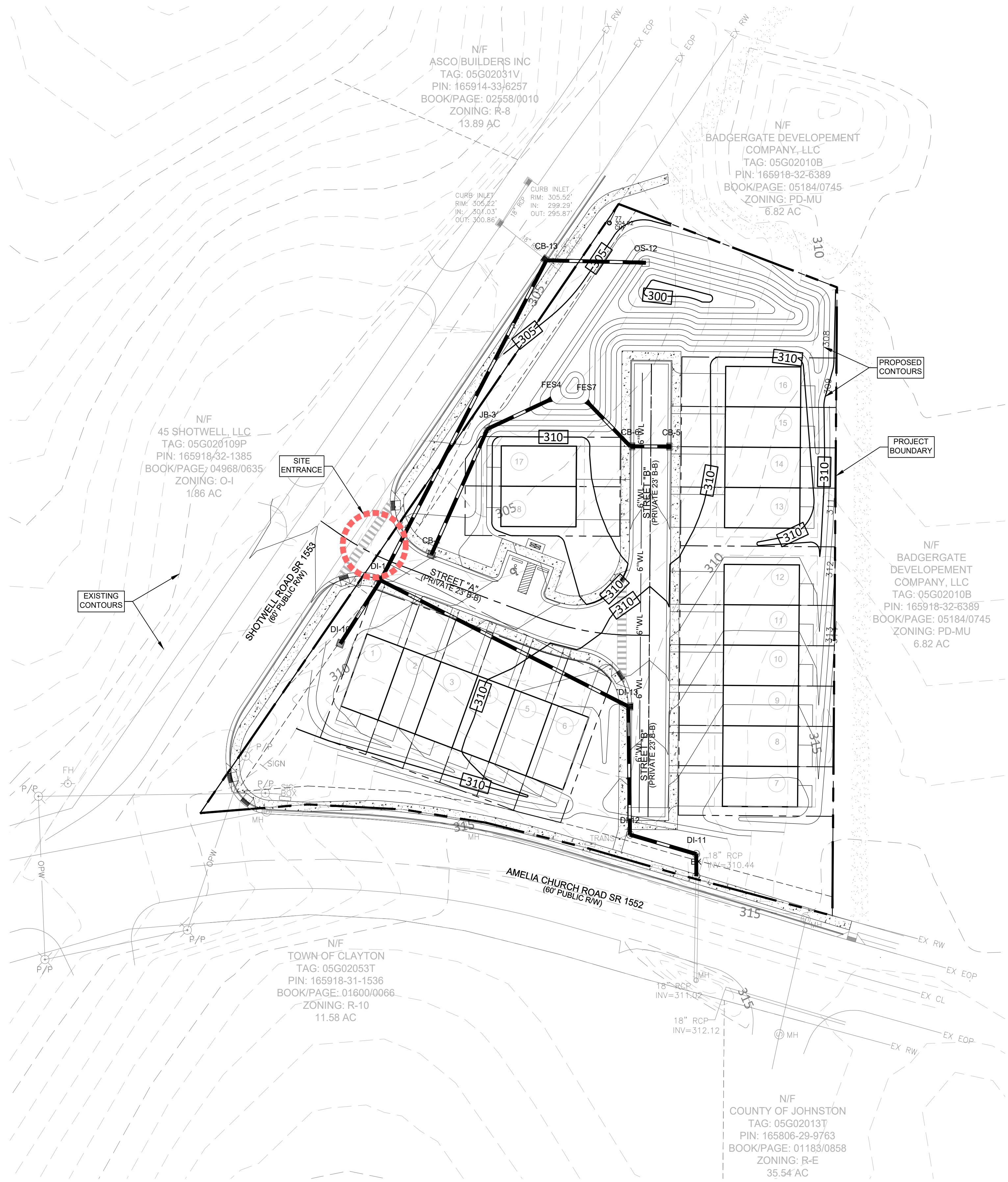
ADAMS & HODGE
ENGINEERING, PC

AMELIA POINT

TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

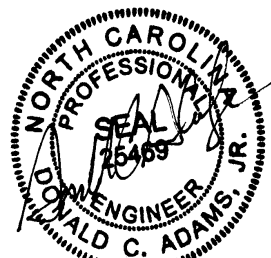
PRELIMINARY
EROSION CONTROL
PLAN

DESIGN: DCA/ADS
DRAWN: ADS
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET: C4.01

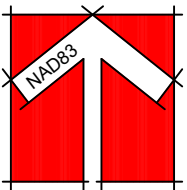


LEGEND	
PROPOSED	
W/L	6\"/>
BLOWOFF	6\"/>
HYDRANT	6\"/>
VALVE	6\"/>
REDUCER	6\"/>
METER	6\"/>
STORM DRAINAGE	6\"/>
EXISTING CONTOUR	220
PROPOSED CONTOUR	220

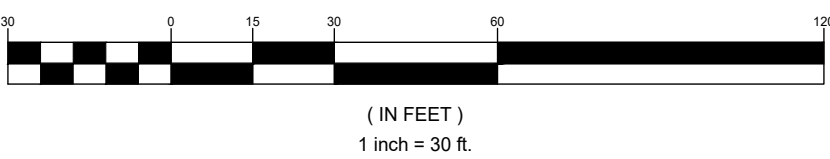
PRELIMINARY



REVISED
8:57 am, Jul 23, 2019



GRAPHIC SCALE



- SOURCES OF INFORMATION:
1. EXISTING SURVEY OF SITE PROVIDED BY TRUE LINE SURVEYING, P.C., 205 W. MAIN STREET, CLAYTON, NC 27520, DATED MAY 28, 2019
 2. EXISTING LIDAR CONTOURS OUTSIDE OF SITE FROM JOHNSTON COUNTY GIS DATED 2017.
 3. PARCEL INFORMATION FROM JOHNSTON COUNTY GIS DATED 2018

311 EAST MAIN STREET
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info@adamsandhodge.com
919-243-1332
FIRM # C-4187

ADAMS & HODGE
ENGINEERING, P.C.

AMELIA POINT
TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

PRELIMINARY GRADING
& DRAINAGE PLAN

DESIGN: EK
DRAWN: ADS
CHECKED: JCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET:

C5.01

LANDSCAPE REQUIREMENTS

Interior Landscape (155.402, Part 1.D.1)		
Description	Requirement	Provided
Landscape Area (20% of site):	16,378.56SF	29,162 SF
Canpy Trees:	17	17
Understory Trees:	17	17
Shrubs:	34	35

PERIMETER BUFFERS (155.402, Part 2. E)

Description	Requirement	Provided
Street Buffers	All new frontage on a commercial street or designated minor thoroughfare shall provide a Class A buffer as set fourth in division (E)(3) of this section.	

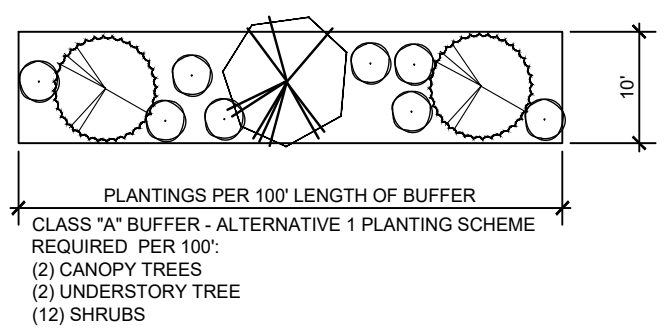
Shotwell Rd +/- 305' / Amelia Church Rd +/- 340'

Description	Requirement	Provided
Berm:	no	no
Canopy Trees:	14	14
Understory Trees:	14	14
Shrubs:	78	78

Street Trees (155.402, Part 3. F)

Description	Requirement	Provided
Canopy Trees:	16	16

TOTAL LENGTH OF CLASS "A" BUFFER - #645 L.F.
TREES/SHRUBS REQUIRED FOR LENGTH OF BUFFER:
(14) CANOPY TREES
(2) UNDERSTORY TREE
(78) SHRUBS



Class "A" Buffer
ALTERNATIVE 1

N/F
45 SHOTWELL, LLC
TAG: 05G020109P
PIN: 165918-32-1385
BOOK/PAGE: 04968/0635
ZONING: O-I
1.86 AC

SHOTWELL RD SR 1553
(60' PUBLIC RW)

STREET "A"
(PRIVATE 23' B.B.)

STREET "B"
(PRIVATE 23' B.B.)

STREET "C"
(PRIVATE 23' B.B.)

STREET "D"
(PRIVATE 23' B.B.)

STREET "E"
(PRIVATE 23' B.B.)

STREET "F"
(PRIVATE 23' B.B.)

STREET "G"
(PRIVATE 23' B.B.)

STREET "H"
(PRIVATE 23' B.B.)

STREET "I"
(PRIVATE 23' B.B.)

STREET "J"
(PRIVATE 23' B.B.)

STREET "K"
(PRIVATE 23' B.B.)

STREET "L"
(PRIVATE 23' B.B.)

STREET "M"
(PRIVATE 23' B.B.)

STREET "N"
(PRIVATE 23' B.B.)

STREET "O"
(PRIVATE 23' B.B.)

STREET "P"
(PRIVATE 23' B.B.)

STREET "Q"
(PRIVATE 23' B.B.)

STREET "R"
(PRIVATE 23' B.B.)

STREET "S"
(PRIVATE 23' B.B.)

STREET "T"
(PRIVATE 23' B.B.)

STREET "U"
(PRIVATE 23' B.B.)

STREET "V"
(PRIVATE 23' B.B.)

STREET "W"
(PRIVATE 23' B.B.)

STREET "X"
(PRIVATE 23' B.B.)

STREET "Y"
(PRIVATE 23' B.B.)

STREET "Z"
(PRIVATE 23' B.B.)

STREET "AA"
(PRIVATE 23' B.B.)

STREET "AB"
(PRIVATE 23' B.B.)

STREET "AC"
(PRIVATE 23' B.B.)

STREET "AD"
(PRIVATE 23' B.B.)

STREET "AE"
(PRIVATE 23' B.B.)

STREET "AF"
(PRIVATE 23' B.B.)

STREET "AG"
(PRIVATE 23' B.B.)

STREET "AH"
(PRIVATE 23' B.B.)

STREET "AI"
(PRIVATE 23' B.B.)

STREET "AJ"
(PRIVATE 23' B.B.)

STREET "AK"
(PRIVATE 23' B.B.)

STREET "AL"
(PRIVATE 23' B.B.)

STREET "AM"
(PRIVATE 23' B.B.)

STREET "AN"
(PRIVATE 23' B.B.)

STREET "AO"
(PRIVATE 23' B.B.)

STREET "AP"
(PRIVATE 23' B.B.)

STREET "AQ"
(PRIVATE 23' B.B.)

STREET "AR"
(PRIVATE 23' B.B.)

STREET "AS"
(PRIVATE 23' B.B.)

STREET "AT"
(PRIVATE 23' B.B.)

STREET "AU"
(PRIVATE 23' B.B.)

STREET "AV"
(PRIVATE 23' B.B.)

STREET "AW"
(PRIVATE 23' B.B.)

STREET "AX"
(PRIVATE 23' B.B.)

STREET "AY"
(PRIVATE 23' B.B.)

STREET "AZ"
(PRIVATE 23' B.B.)

STREET "BA"
(PRIVATE 23' B.B.)

STREET "BB"
(PRIVATE 23' B.B.)

STREET "BC"
(PRIVATE 23' B.B.)

STREET "BD"
(PRIVATE 23' B.B.)

STREET "BE"
(PRIVATE 23' B.B.)

STREET "BF"
(PRIVATE 23' B.B.)

STREET "BG"
(PRIVATE 23' B.B.)

STREET "BH"
(PRIVATE 23' B.B.)

STREET "BI"
(PRIVATE 23' B.B.)

STREET "BJ"
(PRIVATE 23' B.B.)

STREET "BK"
(PRIVATE 23' B.B.)

N/F
ASCO BUILDERS INC
TAG: 05G02031V
PIN: 165914-33-6257
BOOK/PAGE: 02558/0010
ZONING: R-8
13.89 AC

N/F
BADGERGATE DEVELOPMENT
COMPANY, LLC
TAG: 05G02010B
PIN: 165918-32-6389
BOOK/PAGE: 05184/0745
ZONING: PD-MU
6.82 AC

EXISTING 30'
CLASS C
BUFFER ON
BADGERGATE
PROPERTY

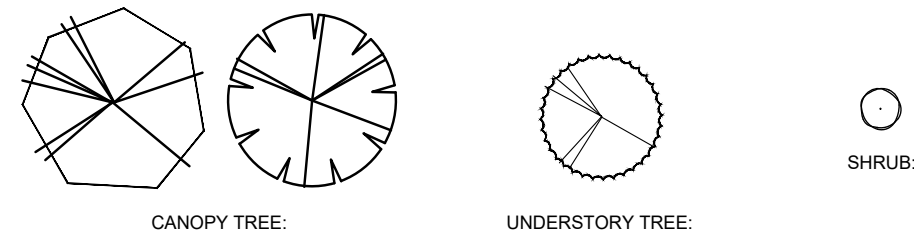
N/F
BADGERGATE
DEVELOPMENT
COMPANY, LLC
TAG: 05G02010B
PIN: 165918-32-6389
BOOK/PAGE: 05184/074
ZONING: PD-MU
6.82 AC

EXISTING 30'
CLASS C
BUFFER ON
BADGERGATE
PROPERTY

N/F
TOWN OF CLAYTON
TAG: 05G02053T
PIN: 165918-31-1536
BOOK/PAGE: 01600/0066
ZONING: R-10
11.58 AC

N/F
COUNTY OF JOHNSTON
TAG: 05G02013T
PIN: 165806-29-9763
BOOK/PAGE: 01183/0858
ZONING: R-E
35.54 AC

Plant Symbol Key



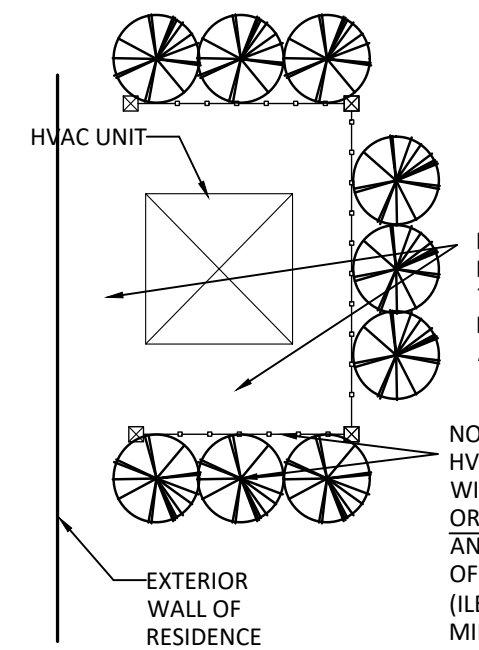
LANDSCAPE PLANT LIST

SYMBOL	QTY.	BOTANICAL NAME	COMMON NAME	COMMENTS	HEIGHT	WIDTH	ROOT
CANOPY TREES							
Qp	10	QUERCUS PHELLUS	WILLOW OAK	2.5" CAL MIN.	10'-12'	4'-5'	B&B
Zs	7	ZELKOVA SERRATA	GREEN VASE ZELKOVA	2.5" CAL MIN.	10'-12'	4'-5'	B&B
Bc	7	TAXODIUM DISTICHUM	BALD CYPRESS	2.5" CAL MIN.	10'-12'	4'-5'	B&B
Jz	9	ZELKOVA SERRATA	JAPANESE ZELKOVA	2.5" CAL MIN.	10'-12'	4'-5'	B&B
UNDERSTORY TREES							
Rb	9	CERCIS CANADENSIS	REDBUD	2" CAL MIN.	6'-8'	3'-4'	B&B
Fh	14	ILEX ATTENUATA 'FOSTERI #2'	FOSTER HOLLY #2	2" CAL MIN.	6'-8'	3'-4'	B&B
Yc	8	PRUNUS YEDOENSIS	AKESONO YOSHINO CHERRY	2" CAL MIN.	6'-8'	3'-4'	B&B
SHRUBS							
Gm	4	CHAMAECYPARIS PISIFERA	GOLD MOPS CYPRESS	-	36"	-	7 GAL
Bh	58	ILEX CORNUTA 'BURFORDII NANA'	DWARF BURFORD HOLLY	-	36"	-	7 GAL
Aj	18	JUNIPERUS HORIZONTALIS 'YOUNGSTOWN'	ANDORRA JUMPER	-	18"-24"	-	3 GAL
Lp	33	LOROPETALUM CHINENSE 'ZHU ZHOU'	ZHUZHOU LOROPETALUM	-	36"	-	7 GAL

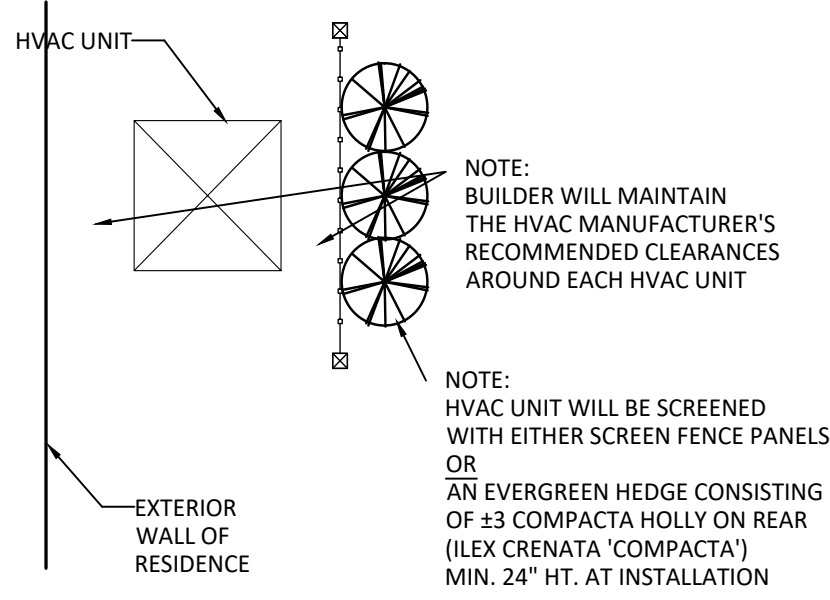
- NOTES
- THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN.
 - THE LANDSCAPE CONTRACTOR SHALL ADJUST ANY BUFFER PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS, DRAINAGE FACILITIES, AND OTHER UTILITIES THAT REQUIRE CLEARANCES FOR ACCESS.
 - ALL LANDSCAPED AREAS SHALL BE PROVIDED WITH AN AUTOMATICALLY OPERATED IRRIGATION SYSTEM THAT WILL ADEQUATELY COVER ALL LIVING PLANT MATERIAL. SUCH A SYSTEM SHALL INCLUDE A RAIN SENSOR.
 - ALL LANDSCAPED AREAS SHALL BE MAINTAINED IN AN ATTRACTIVE AND HEALTHY CONDITION. DEAD OR DISEASED PLANTINGS SHALL BE REMOVED AND REPLACED IN A TIMELY FASHION.
 - ALL MECHANICAL EQUIPMENT SHALL BE SCREENED ENTIRELY FROM VIEW.

STREET YARD TREES

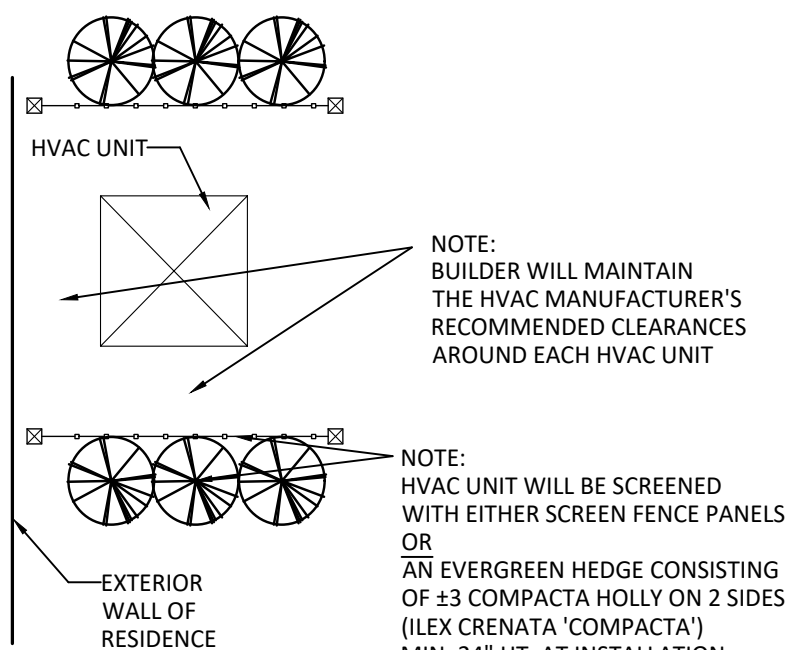
- STREET YARD TREES SHALL BE REQUIRED ALONG ALL ROADWAYS AT THE RATE OF ONE CANOPY TREE PER LOT OR ONE CANOPY TREE FOR EVERY 40 LINEAR FT. (SPACE A MAXIMUM OF 50 FT. APART).
- ALL STREET YARD TREES SHALL BE A MINIMUM OF TWO AND ONE-HALF CALIPER INCHES AT TIME OF PLANTING AND SHALL BE PLANTED NO LESS THAN FIVE FT. OR MORE THAN 15 FT. FROM THE BACK OF THE SIDEWALK.



TYPICAL HVAC SCREENING
STREET SIDE



TYPICAL HVAC SCREENING
BUILDING REAR

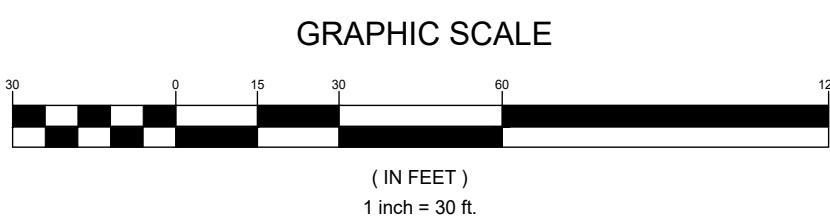
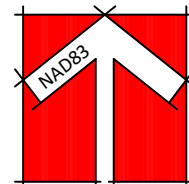


TYPICAL HVAC SCREENING
BUILDING SIDE

PRELIMINARY



REVISED
8:59 am, Jul 23, 2019



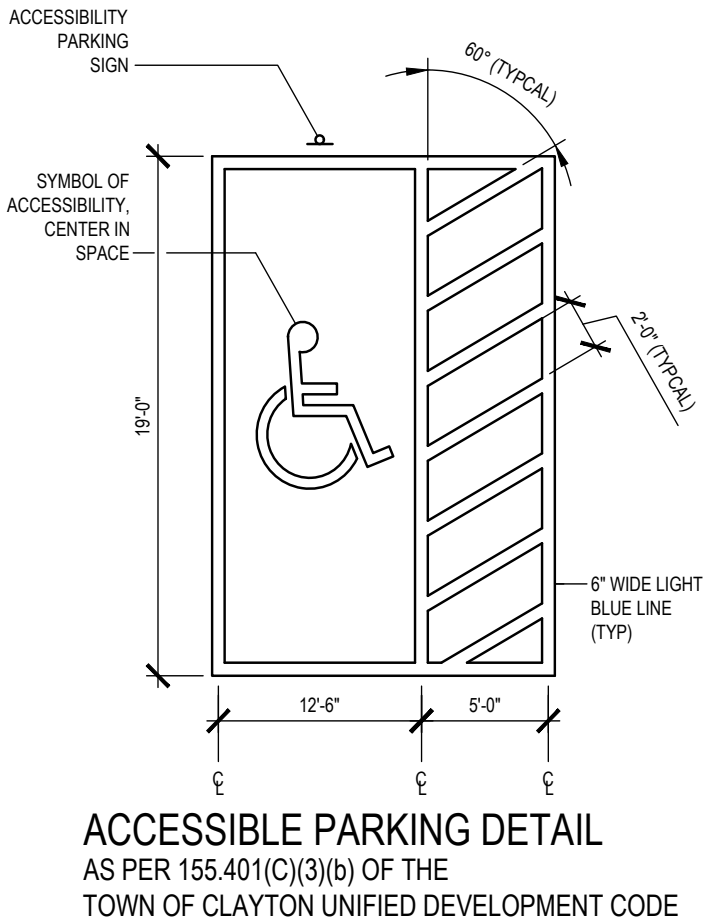
314 EAST MAIN STREET
CLAYTON, NC 27520
info@adamsandhodge.com
919-243-1332
FIRM # C-107

ADAMS & HODGE
ENGINEERING, PC

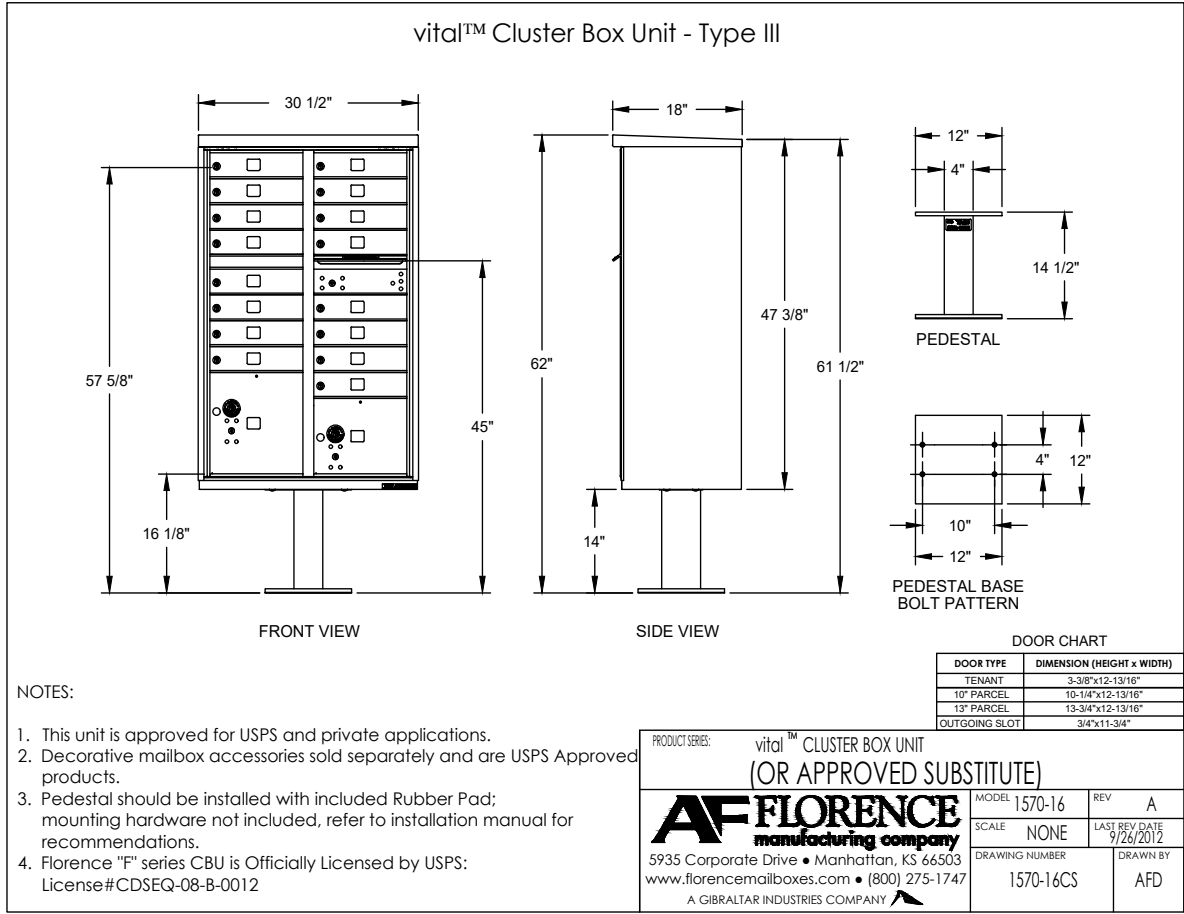
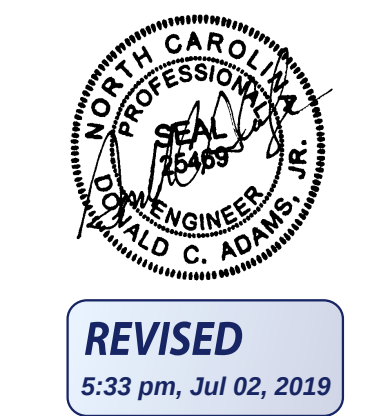
AMELIA POINT
TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

LANDSCAPE PLAN

DESIGN: ADS
DRAWN: ADS
CHECKED: JCA
HORIZONTAL SCALE: 1"=30'
VERTICAL SCALE: N/A
DATE: 05/22/2019
JOB NO.:
SHEET: L1.01



PRELIMINARY



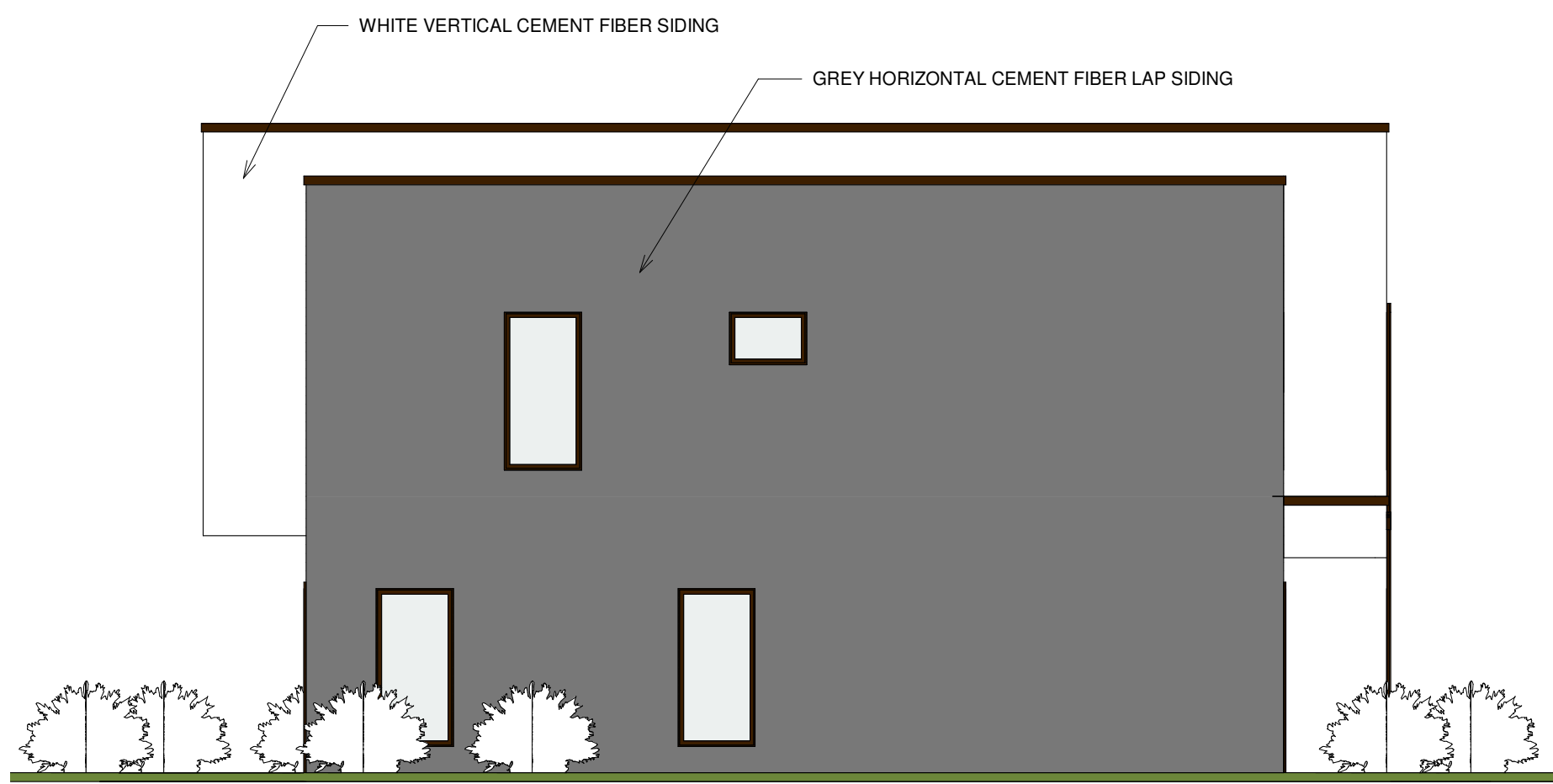
CLUSTER MAILBOX UNIT
NOT TO SCALE



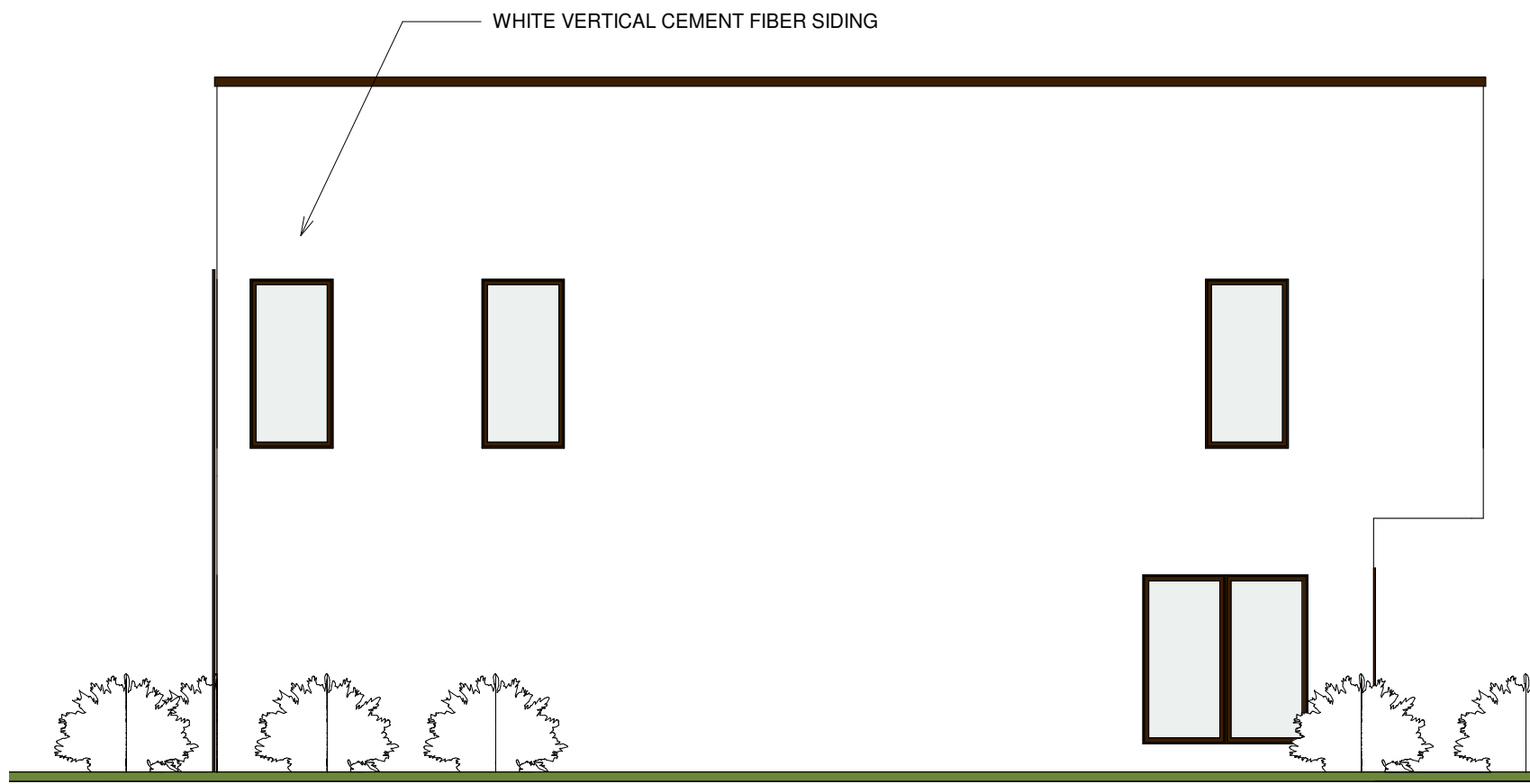
① FRONT ELEVATION
3/16" = 1'-0"



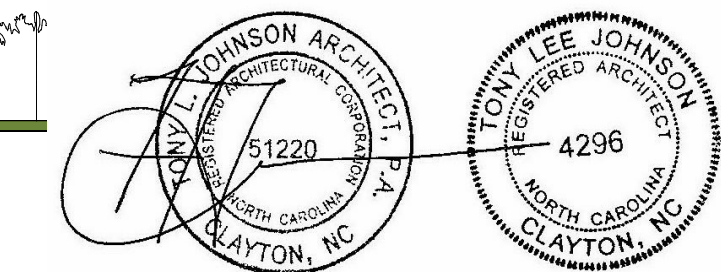
③ REAR ELEVATION
3/16" = 1'-0"



④ LEFT ELEVATION
3/16" = 1'-0"



② RIGHT ELEVATION
3/16" = 1'-0"



PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS	

AMELIA POINTE TOWNHOMES
CLAYTON, NORTH CAROLINA

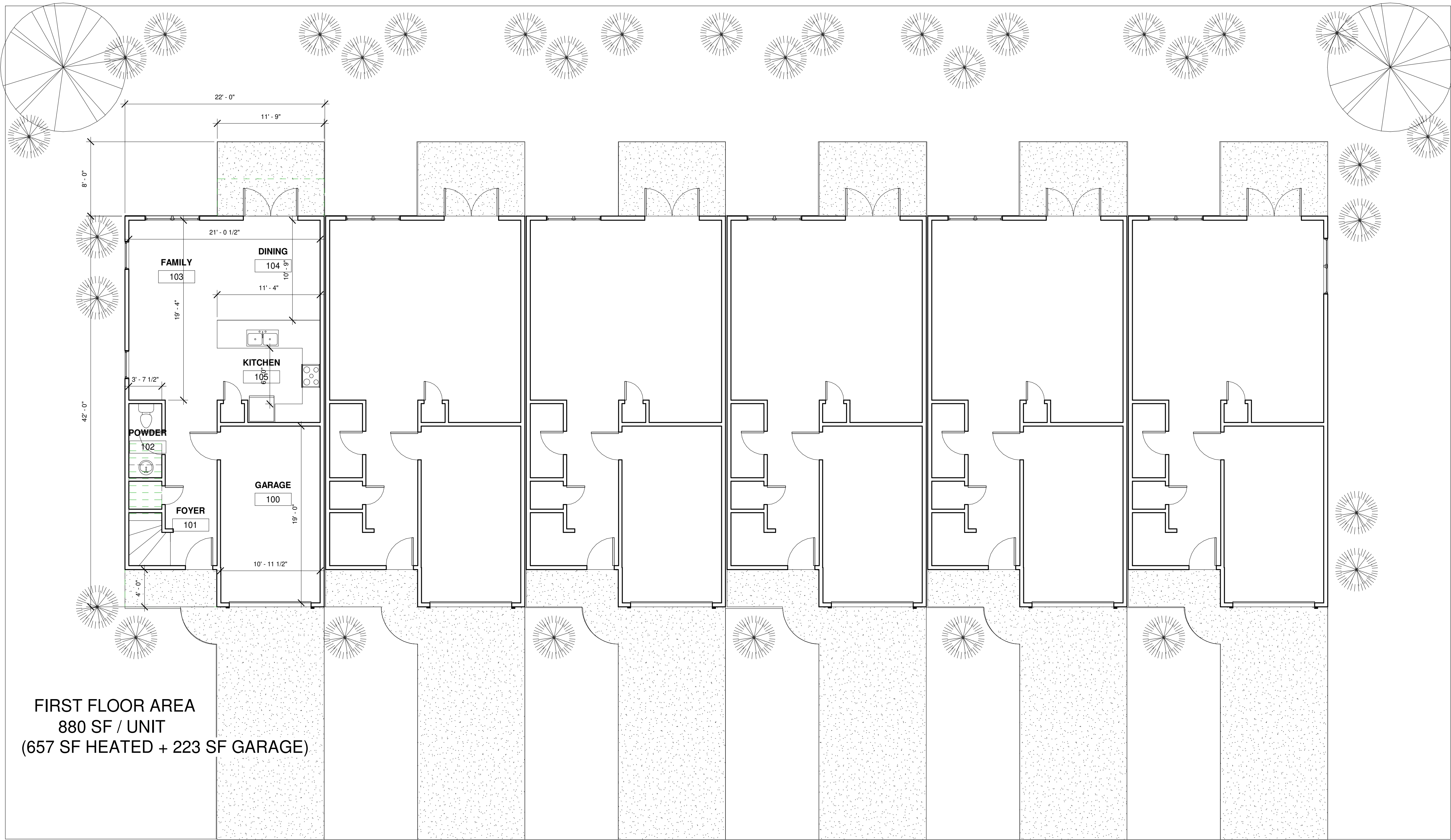
919-550-7717
TONY@TONYJOHNSONARCHITECT.COM
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM



DATE 06.03.19

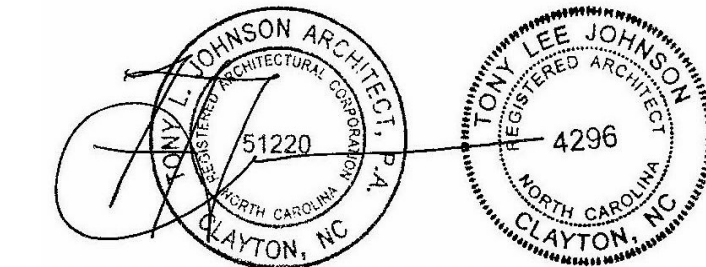
SHEET

A-1



FIRST FLOOR AREA
880 SF / UNIT
(657 SF HEATED + 223 SF GARAGE)

① FIRST FLOOR PLAN
3/16" = 1'-0"



PRELIMINARY-NOT FOR CONSTRUCTION

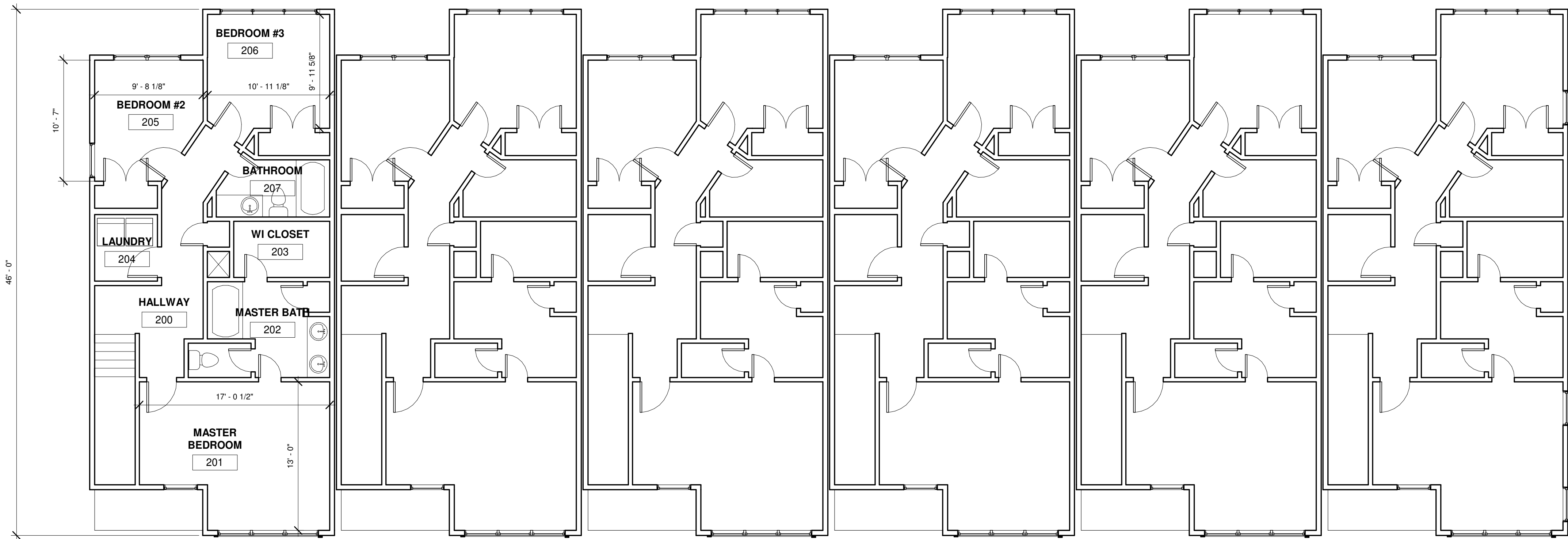
REVISIONS	

AMELIA POINTE TOWNHOMES
CLAYTON, NORTH CAROLINA

919-550-7717
TONY@TONYJOHNSONARCHITECT.COM
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

TONY JOHNSON
ARCHITECT

DATE	06.03.19
SHEET	A-2



SECOND FLOOR AREA 927 SF / UNIT

① SECOND FLOOR PLAN
3/16" = 1'-0"

REVISIONS	

AMELIA POINTE TOWNHOMES
CLAYTON, NORTH CAROLINA

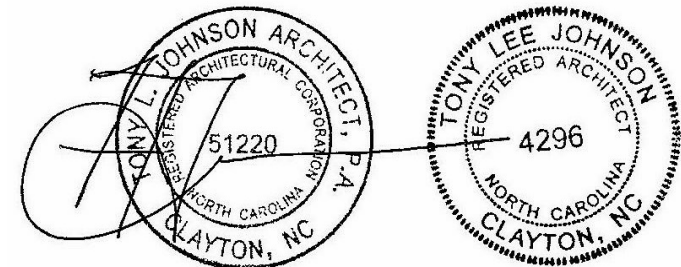
919-550-7717
TONY@TONYJOHNSONARCHITECT.COM
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM



DATE 06.03.19

SHEET

A-3



PRELIMINARY-NOT FOR CONSTRUCTION



1 BIRDSEYE VIEW OF FRONT



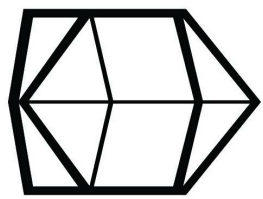
2 BIRDSEYE VIEW OF REAR

REVISIONS	

AMELIA POINTE TOWNHOMES
CLAYTON, NORTH CAROLINA

919-550-7717
TONY@TONYJOHNSONARCHITECT.COM
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

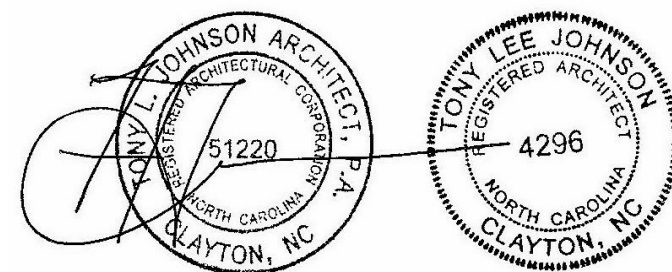
TONY
JOHNSON
ARCHITECT



DATE 06.03.19

SHEET

A-4



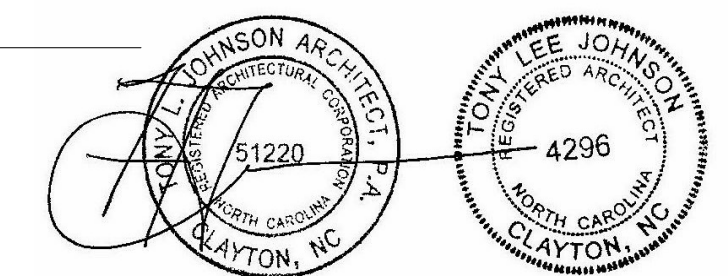
PRELIMINARY-NOT FOR CONSTRUCTION



① FRONT STREETVIEW



② REAR STREETVIEW



PRELIMINARY-NOT FOR CONSTRUCTION

REVISIONS	

AMELIA POINTE TOWNHOMES
CLAYTON, NORTH CAROLINA

919-550-7717
TONY@TONYJOHNSONARCHITECT.COM
104 N. LOMBARD ST.
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM



DATE 06.03.19

SHEET

A-5



June 24, 2019

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 nature of the proposal. A representative of the applicant will be present to explain their application, answer questions, and solicit comments.

Meeting Date: **Monday, July 8, 2019**

Meeting Time: **7:00 p.m.**

Meeting Location: **314 E. Main St. (Adams & Hodge Engineering – Entrance and Parking in the back of building)**

Type of Application: **New Major Subdivision Plan and Special Use Permit**

Project/proposal property location: **This project location is on the corner of Shotwell Road and Amelia Church Road (beside Lionsgate - see enclosed map)**

Description of project/proposal: The proposed Site Plan is for 18-unit Townhomes with garages.

Upcoming Public Meetings for this application: Planning Board Meeting July 22, 2019

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 application.
3. A map at scale that is appropriate to the project and shows neighboring properties and roads.
4. A map, drawing, or other depiction of the proposed land use change or development proposal.

A map is enclosed with this letter showing the location of the property that is subject to this application for land use change and/or development proposal.

If you have any questions prior to or after this meeting, you may contact us at **(919)763-7278**.

You may also contact the Planning Department at 919-553-5002.

Sincerely,

Donald C. Adams, Jr., PE





Received:
7/30/19

Amelia Point Neighborhood Meeting Minutes

Date: July 8, 2019

Time: 7:00pm

Location: 314 E Main Street (Adams & Hodge Engineering)

The meeting began at 7:15pm with Donnie Adams explaining the project (Amelia Point) and showing the site plan on the TV screen. He explained the process that they have to go through with the Town of Clayton with the Special Use and Major Subdivision Plan applications. These applications were on the table for viewing. He said that the attendees were welcome to ask any questions as he explained the project and informed the attendees of the date of the Planning Board meeting for this project. He explained that this is a 20-unit townhome project with 2 to 6 units per building. He explained the location and lay out as he had the site plan up on the screen. These townhomes will have a garage and driveways, along with curb and sidewalk. He showed where this project would tie into the Greenway Trail. Donnie also explained that the Town of Clayton has standards for landscaping, and he showed what the landscaping was proposed to be. Donnie Adams then pulled up the proposed building elevations of the Townhomes for all to view.

Wanda Evans: Those townhomes look very nice! I might want to move into those. Are those for sale or for rent?

Donnie Adams: The developer will have the option to sell or rent.

Kevin Evans: When will this project start?

Donnie Adams: This process will take another 60-90 days and then he will engage us to do the construction drawings, so this will take about 3 months. I am projecting that it will probably be early 2020.

Wanda and Kevin Evans shared some concerns that they had about another project that was going on, on their side of the road, but after hearing about this presentation they realized it was a whole different project.

Donnie asked if there were any other questions, and there were none. The meeting adjourned at 7:45.

ADJACENT PROPERTY OWNERS LIST

Project Name: Amelia Point

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
See Attached		

Exhibit B

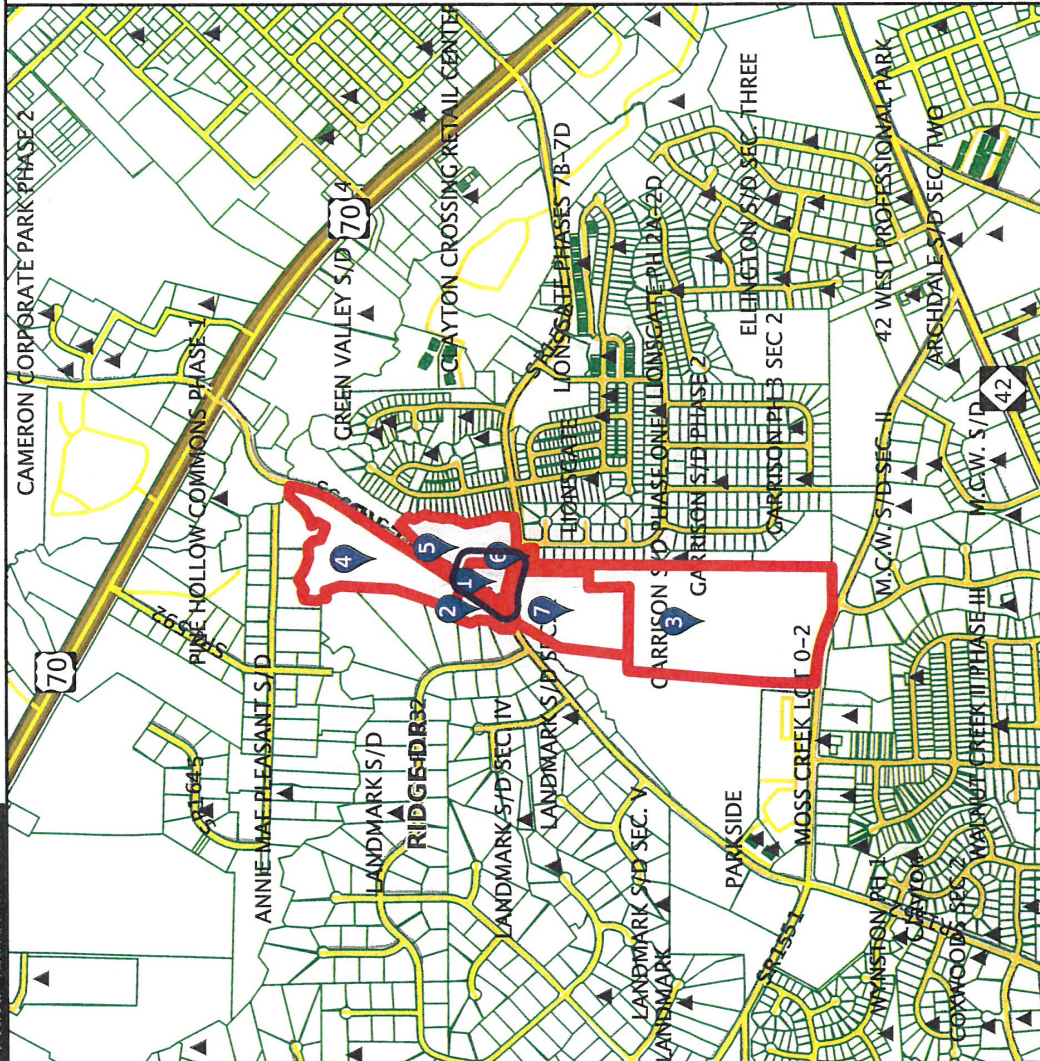
Adjacent Property Owners List

- Special Use Permit**
- Major Site Plan**



*** DISCLAIMER ***

Johnston County assumes no legal responsibility for the information represented here.



Result 1

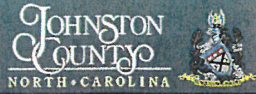
id: 05G02009I
Tag: 05G02009I
Owner Name 1: HOWARD, E FRANK JR
Owner Name 2:
Mail Address 1: 252 COOPER BRANCH RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01705
Page: 0273

Result 2

id: 05G02009P
Tag: 05G02009P
Owner Name 1: 45 SHOTWELL, LLC
Owner Name 2:
Mail Address 1: 4004 BANKSHIRE LN
Mail Address 2:
Mail Address 3: RALEIGH, NC 27603-8129
Book: 04968
Page: 0635

Scale: 1:15970 - 1 in. = 1330.8 feet

(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)



*** DISCLAIMER ***

Johnston County assumes no legal responsibility for the information represented here.

Result 3

id: 05G02013T
Tag: 05G02013T
Owner Name 1: COUNTY OF JOHNSTON
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 1049
Mail Address 3: SMITHFIELD, NC 27577-0000
Book: 01183
Page: 0858

Result 4

id: 05G02031V
Tag: 05G02031V
Owner Name 1: ASCO BUILDERS INC
Owner Name 2:
Mail Address 1: 319 CHAPANOKE RD STE 102
Mail Address 2:
Mail Address 3: RALEIGH, NC 27603-0000
Book: 02558
Page: 0010

Result 5

id: 05G02010B
Tag: 05G02010B
Owner Name 1: BADGERGATE DEVELOPMENT
COMPANY, LLC
Owner Name 2:
Mail Address 1: 114 W MAIN ST STE 102
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2397
Book: 05184
Page: 0745

Result 6

id: 05G02010O
Tag: 05G02010O
Owner Name 1: EVANS, KEVIN JEROME SR.
Owner Name 2: EVANS, WANDA
Mail Address 1: 100 GARRISON AVE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-6767
Book: 05011
Page: 0472

Result 7

id: 05G02053T
Tag: 05G02053T
Owner Name 1: TOWN OF CLAYTON
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 777
Mail Address 3: CLAYTON, NC 27528-0777
Book: 01600
Page: 0066

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: Amelia Point

Application: Major Subdivision Application + Special Use Application

Location/Date: 314 E. Main Street, Clayton
Adams & Hodge Engineering Office, July 8, 2019

	NAME	ADDRESS
1	Donnie Adams	404 Swann Trail Clayton, NC 27527
2	Holland Adams	" "
3	Kevin Evans	
4	Wanda Evans	
5		
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18		
19		
20		

July 2018

13 of 15

Williams-Crocker and Associates, LLC

Appraisals and Land Research
109 S. Third Street
P O Box 2305, mail
Smithfield, NC 27577
919-989-9111

August 5, 2019

Mr. Nathan Evans
Via Email

Dear Mr. Evans:

Per our conversation, I offer the following concerning the Major Subdivision Application and Special Use Permit Application for the project known as Amelia Point located on the corner of Shotwell Road and Amelia Church Road in Clayton, NC.

First, in terms of qualifications, I offer that I reside at 119 Hood Farm Road, Clayton and am a State-Certified General Real Estate Appraiser. I have been certified for 22+ years and have practiced in the Johnston County area for that time frame. In this process, I have appraised a wide range of properties, both residential and commercial and a number of residential subdivision projects. I have been qualified as an expert witness in Federal Bankruptcy Court and District Court and also State District Court and Superior Court. I have also testified in public hearing processes before boards for Johnston County and the Towns of Clayton, Smithfield, Selma and Princeton. I have served numerous times as a Court Appointed Commissioner in Johnston County for settlement of property.

The two consideration are addressed as follows:

In consideration of the ***Major Subdivision Application***, Finding of Fact #3 states 'The Subdivision will not be detrimental to the use or orderly development of the other properties in the surrounding area and will not violate the character of existing standards of development of properties in the surrounding area.'

It is my professional opinion that this is true. The surrounding area is almost fully developed with single family detached and attached residential uses of varying price points and also by a town recreational facility, a semi-private recreational facility with pool for a residential community, a child care and a dental office. The subject use will blend well with the surrounding uses and will not be detrimental to the existing developments. The limited lands that remain undeveloped are a

1

Williams-Crocker and Associates, LLC <> Appraisals and Land Research

tract zoned R-8 Residential and a small tract that is zoned PD-MU and is located amount higher density single family sites of the same zoning.

For the *Special Use Permit Application*, Finding of Fact #3 states ‘That the application will not substantially injure the property value of the adjoining or abutting property, and will not be detrimental to the use or development of adjacent properties or other neighborhood uses.

It is my professional opinion that this is true. As stated in the above consideration, and remaining applicable, surrounding area is almost fully developed with single family detached and attached residential uses of varying price points and also by a town recreational facility, a semi-private recreational facility with pool for a residential community, a child care and a dental office. The subject use will blend well with the surrounding uses and will not be detrimental to property values in the area or to the existing development. The limited lands that remain undeveloped are a tract zoned R-8 Residential and a small tract that is zoned PD-MU and is located amount higher density single family sites of the same zoning and the proposed use will not have any adverse impact on the future development of those parcels.

I apologize that I will be out of town for the August 19, 2019 meeting of the Town Council and should this be rescheduled again for either of the September meetings, I will be glad to appear in person.

Please let me know if you have any question or comments,

Sincerely,



Marc P. Jones
State-Certified Real Estate Appraiser

attachment:

Williams-Crocker and Associates, LLC

Appraisals and Land Research
109 S. Third Street, P O Box 2305, Smithfield, NC 27577
919-989-9111

PERSONAL RESUME

Marc P. Jones
119 Hood Farm Road
Clayton, NC 27520

North Carolina State-Certified General Real Estate Appraiser #A4726, North Carolina Licensed Real Estate Broker
#134824, North Carolina Licensed Auctioneer #4993 (license retired)

General Education

High School		Graduated 1976, Smithfield Selma Senior High School, College Prep
College	9/76 to 5/78	Western Carolina University Business Administration
	9/78 to 5/81	Campbell University Graduated Double Major Business Administration and Accounting
	Fall/Spring	84-85 University of North Carolina Public Administration School

Employment Specific Education Real Estate

Johnston Community College
Real Estate Principals
Real Estate Finance
Real Estate Law
Brokerage Operation

Auctioneer

Two Year Apprenticeship
Williams Auction Company

Real Estate Appraisal

Residential R-1, R-2, R-3
General G-1, G-2, G-3

Continuing Education

All required and optional continuing education in Real Estate, Auctioneering and Real Estate Appraisal, +/- 20 hours annually. Primary focus is on courses most pertinent to General Appraisal practice.

Licenses Held

N. C. Real Estate Broker #134824, obtained 1988
N. C. Auctioneer # 4993, obtained 1988, license retired
N. C. Licensed Real Estate Appraisal Trainee, 1997
N. C. Certified Residential Real Estate Appraiser, 1999
N. C. Certified General Real Estate Appraiser, 2000

FIRM RESUME

Williams-Crocker and Associates is a full service real estate appraisal firm located in Smithfield, NC. The firm presently consists of one member who offers 22+ years of appraisal experience. The firm offers comprehensive real estate appraisal services of all types of real estate including, but not limited to; commercial, farms, residential, subdivision, estates, equitable distribution and estate settlement. Appraisal services are primarily performed in Johnston, Wake, Harnett, Wayne and Wilson Counties, however appraisal services are offered throughout eastern North Carolina.

Associates of the firm include:

Marc P. Jones

State of North Carolina General Appraiser #A4726. Mr. Jones is a graduate of Campbell University with a degree in Business Administration and Accounting. Mr. Jones has been active in the real estate brokerage field and auctioneering for 27 years and in the real estate appraisal field for 22 years. Prior experience is 15 years in public and governmental finance. Mr. Jones has prior experience in residential subdivision development.

Current clients include law firms, local and national financial institutions, governmental agencies, corporate and individual clients. All members of the firm have been accepted as expert witnesses in both State of North Carolina and United States Federal courts of law.

We offer timely, professional appraisal service at reasonable rates and are willing to meet the appraisal needs of the public.

Partial List of Clients

Financial Institutions: United Community Bank, formerly Four Oaks Bank, First Citizens Bank and Trust, First Bank, KS Bank, Southern Bank, Branch Banking and Trust

Attorneys: Narron, O'Hale and Whittington, Mast Law Firm, Daughtry, Woodard, Lawrence and Starling, Allen R. Tew, Senter, Stephenson and Johnson, Kristoff Law Offices, Spence and Spence, Martin Tetreault

Governmental: Town of Clayton, Town of Smithfield, Town of Selma, Town of Benson, Town of Princeton, Johnston County

Johnston County Clerk of Superior Court, Court Appointed Commissioner

PUBLIC NOTICE

In accordance with NC GS 160A-384, the Clayton Town Council will hold a public hearing on Monday August 19th, 2019, at 6 PM at Town Hall, 111 East Second Street, to consider the following: 2019-145-SD Amelia Point; request to develop 18 lots on 1.88 acres. Property located at intersection of Shotwell Rd/Amelia Church Rd; TAG # 05G02009I

2019-110-SUP Amelia Point; request for a Special Use Permit to allow the use of Townhomes on property zoned Office-Institutional (O-I). Located at intersection of Shotwell Rd/Amelia Church Rd; TAG # 05G02009I

The Clayton Town Council must make findings of fact based upon sworn testimony and other credible evidence. Citizens may give testimony in an evidentiary hearing after they have taken an oath. This is an open meeting and the public is invited to attend.

Haley Hoger, Clerk
919-553-5002
8:7,14/2019



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

TRC CERTIFICATION

July 25, 2019

Amy Stancil / Donnie Adams
314 East Main St. Clayton NC, 27520
919.763.7278

Ms. Stancil / Mr. Adams,

The project for 2019-145-SD Amelia Point has received Certification from the Technical Review Committee on July 25, 2019. The project will now proceed to the following meeting:

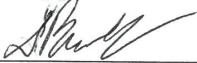
Town Council – Public Hearing: August 19, 2019

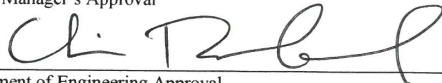
Please let me know if you have any questions or need further assistance.

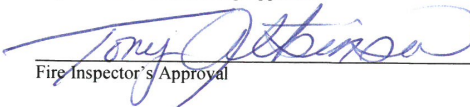
Thank you,


Lori Bryant
Development Services Coordinator
Lbryant@townofclaytonnc.org
(919) 359-9337

Staff Approval:


Project Manager's Approval


Department of Engineering Approval


Fire Inspector's Approval

07/25/2019
Date

8/2/19
Date

07-30-2019
Date

STORMWATER NARRATIVE



**Amelia Pointe
Town of Clayton
Johnston County, North Carolina
Stormwater Management Statement Narrative
May 2019**

The site for the Amelia Pointe project is located at the northeast corner of Shotwell Road and Amelia Church Road in the Town of Clayton in Johnston County, North Carolina.

The project consists of a +/- 1.86 acres parcel, Tax ID 05G02009I, PIN 165918-32-3144. The proposed use for this site is a neighborhood with 18 townhomes.

The existing site is a wooded area with no residences on site.

According to Firm Map 3720169900K dated 6/20/2018, the site is located in Zone X, area of minimal Flood Hazard.

According to Johnston County GIS, the property is not located in any Environmentally Sensitive Overlay District.

Since Townhomes are considered commercial, the impervious density of the site is kept below 50%, so according to Section 3.2 of the Johnston County Stormwater Design Manual, the project is required to provide stormwater attenuation measures.

The proposed neighborhood consists of two roads with curb and gutter, utilizing a pipe system to route the water through a Wet Pond for quality and quantity control.

Preliminary Nitrogen Calculations included show a final nitrogen offset of more than 3.60lb/ac/yr, so an additional off-set payment is anticipated.

NITROGEN EXPORT



Preliminary TN Calculations - Amelia Pointe - Town of Clayton

This project is fully located outside of the ESOD area

The impervious area limit (without Attenuation & Land Dedication) for Commercial Development for this project is 0.5 %

<u>Impervious Calculations:</u>	sqft	ac	%
Roadways:	9,975	0.23	8.97%
Lots:	16,378	0.38	14.72%
Other (CBU, etc.)	12,241	0.28	11.00%
<u>Total:</u>	38,594	0.89	34.69%

(1)	(2)	(3)	(4)	(5)
Type of Land Cover	Site Area (Acres)	TN Export Coeff. (lbs/ac/yr)	TN Export by Land Use (lbs/yr)	TN Export From Site (lbs/ac/yr)
Perm. preserved undisturbed open space (forest, unmown meadow)	0.00	0.6	0.00	
Perm. preserved managed open space (grass, landscaping, etc.)	1.87	1.2	2.24	
Impervious surfaces (roads, parking lots, driveways, roofs, paved storage areas, etc.)	0.68	21.2	14.42	
TOTAL	2.55		16.66	
Average for Site				6.52

ALLOWABLE NITROGEN EXPORT:	10.00	lb/ac/yr	
ACTUAL NITROGEN EXPORT IS:	6.52	lb/ac/yr	Buy down needed

5/24/2019

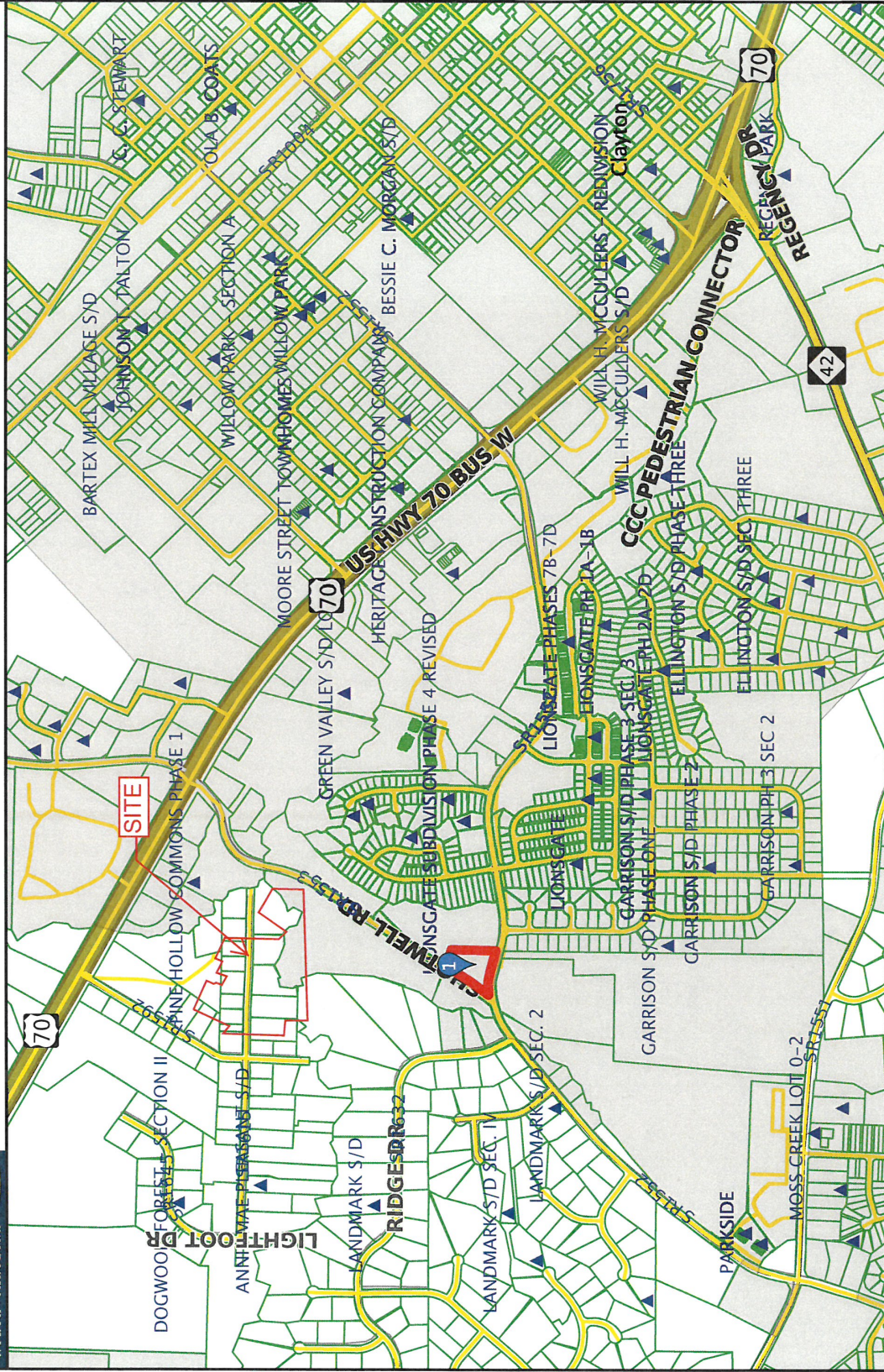
APPENDIX

**VICINITY MAP
SOILS MAP
USGS QUAD MAP
FIRMETTE**



*** VICINITY MAP AMELIA POINTE ***

Johnston County assumes no legal responsibility for the information represented here.



Scale: 1:13068 - 1 in. = 1089.01 feet

(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)

Johnston County GIS
May 24, 2019



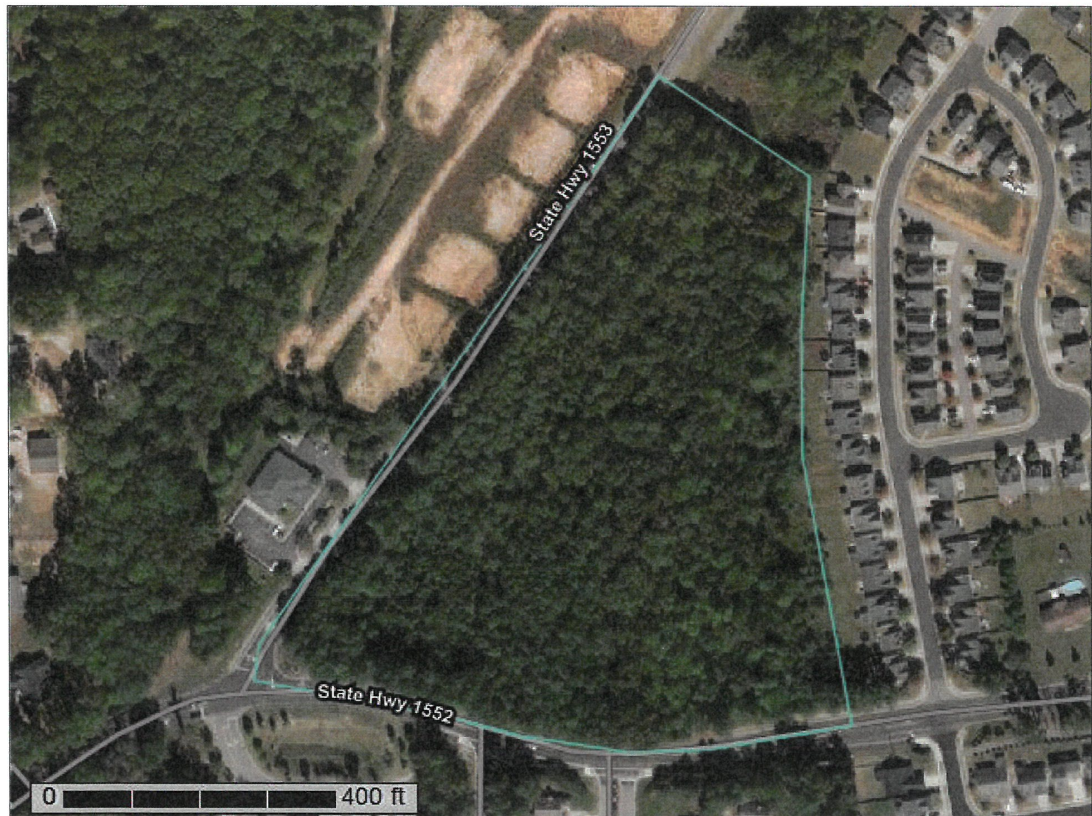
United States
Department of
Agriculture

NRCS

Natural
Resources
Conservation
Service

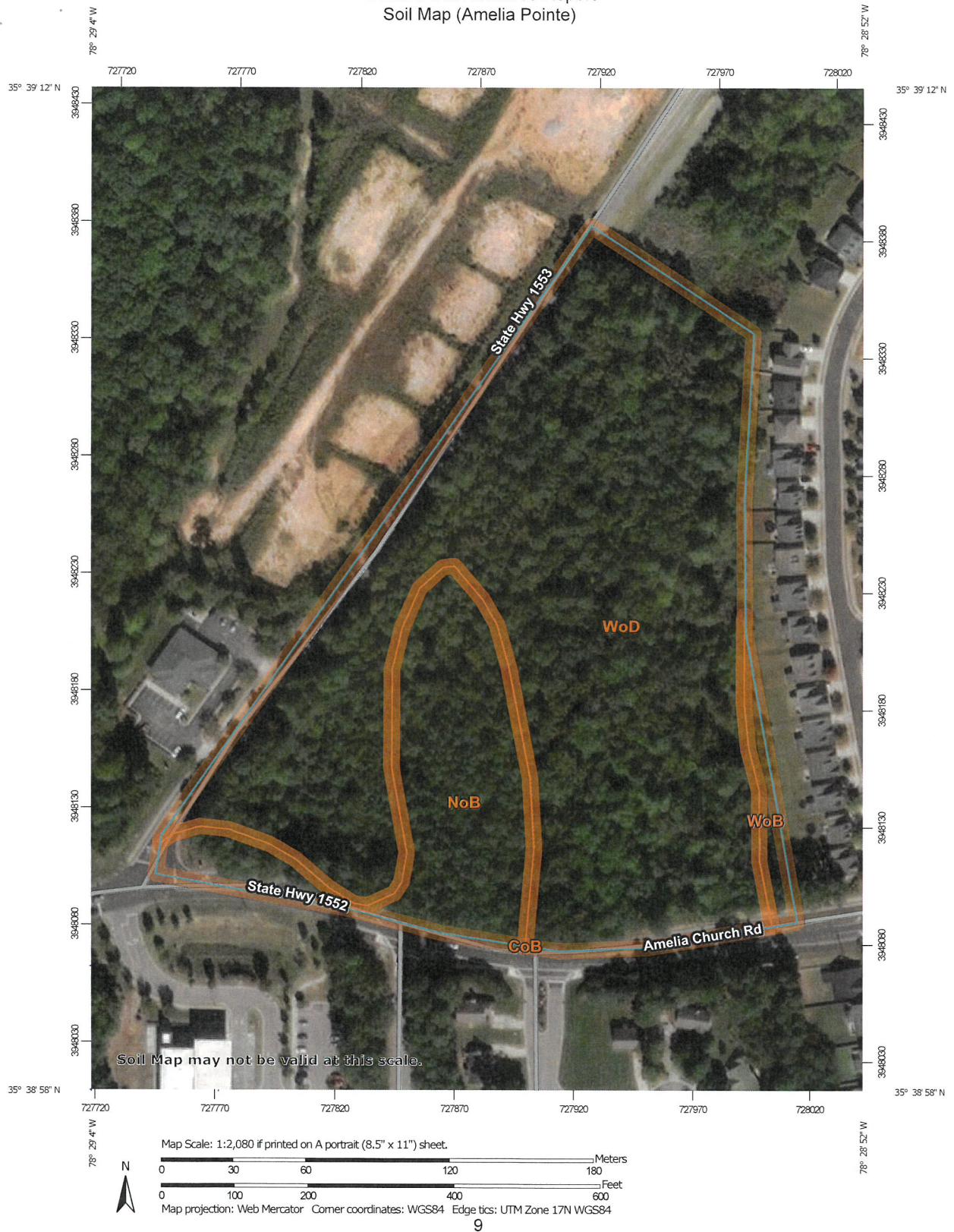
A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for Johnston County, North Carolina

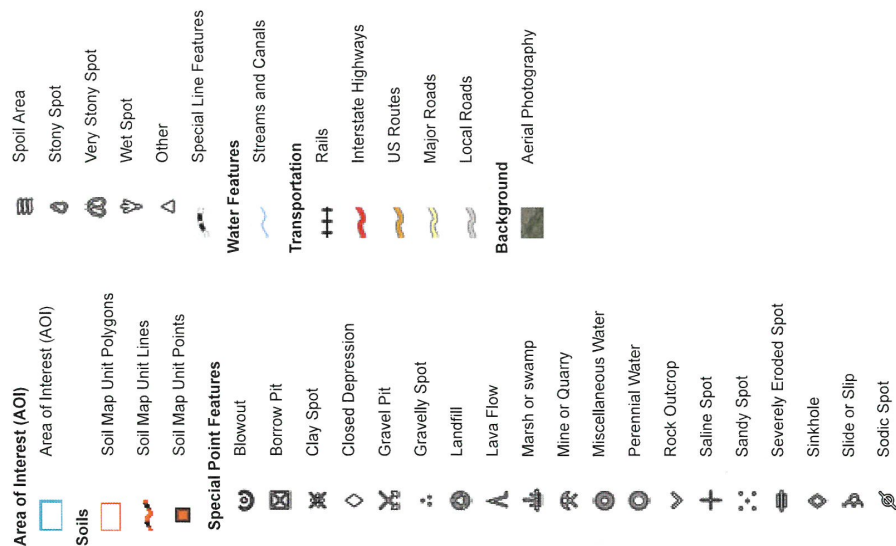


May 16, 2019

Custom Soil Resource Report Soil Map (Amelia Pointe)



MAP LEGEND



MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Johnston County, North Carolina
Survey Area Data: Version 22, Sep 10, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Oct 29, 2014—Dec 9, 2017

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend (Amelia Pointe)

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
CoB	Cowarts loamy sand, 2 to 6 percent slopes	0.0	0.0%
NoB	Norfolk loamy sand, 2 to 6 percent slopes	2.3	18.7%
WoB	Wedowee sandy loam, 2 to 8 percent slopes	0.2	1.9%
WoD	Wedowee sandy loam, 8 to 15 percent slopes	9.7	79.5%
Totals for Area of Interest		12.3	100.0%

Map Unit Descriptions (Amelia Pointe)

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

Custom Soil Resource Report

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

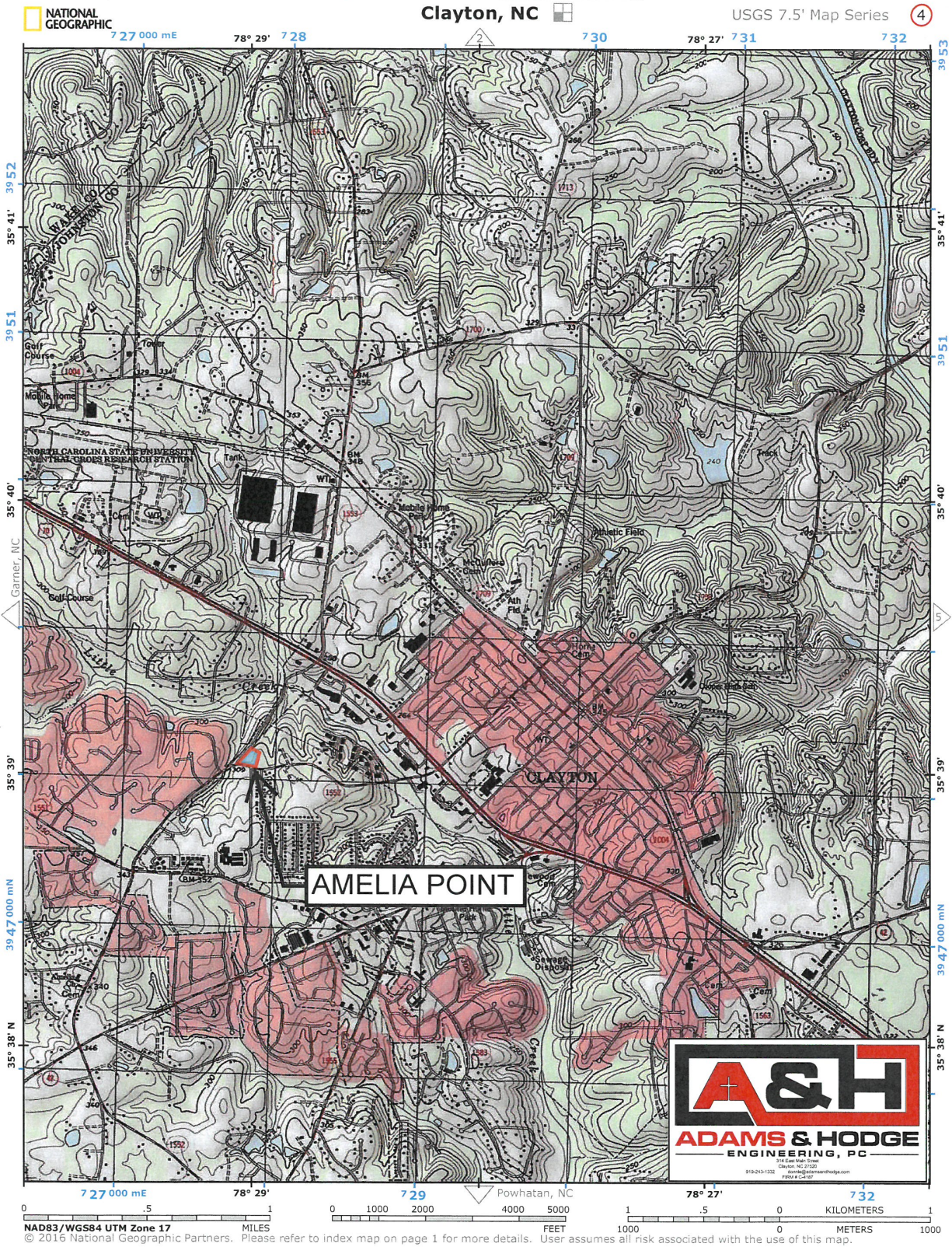
A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

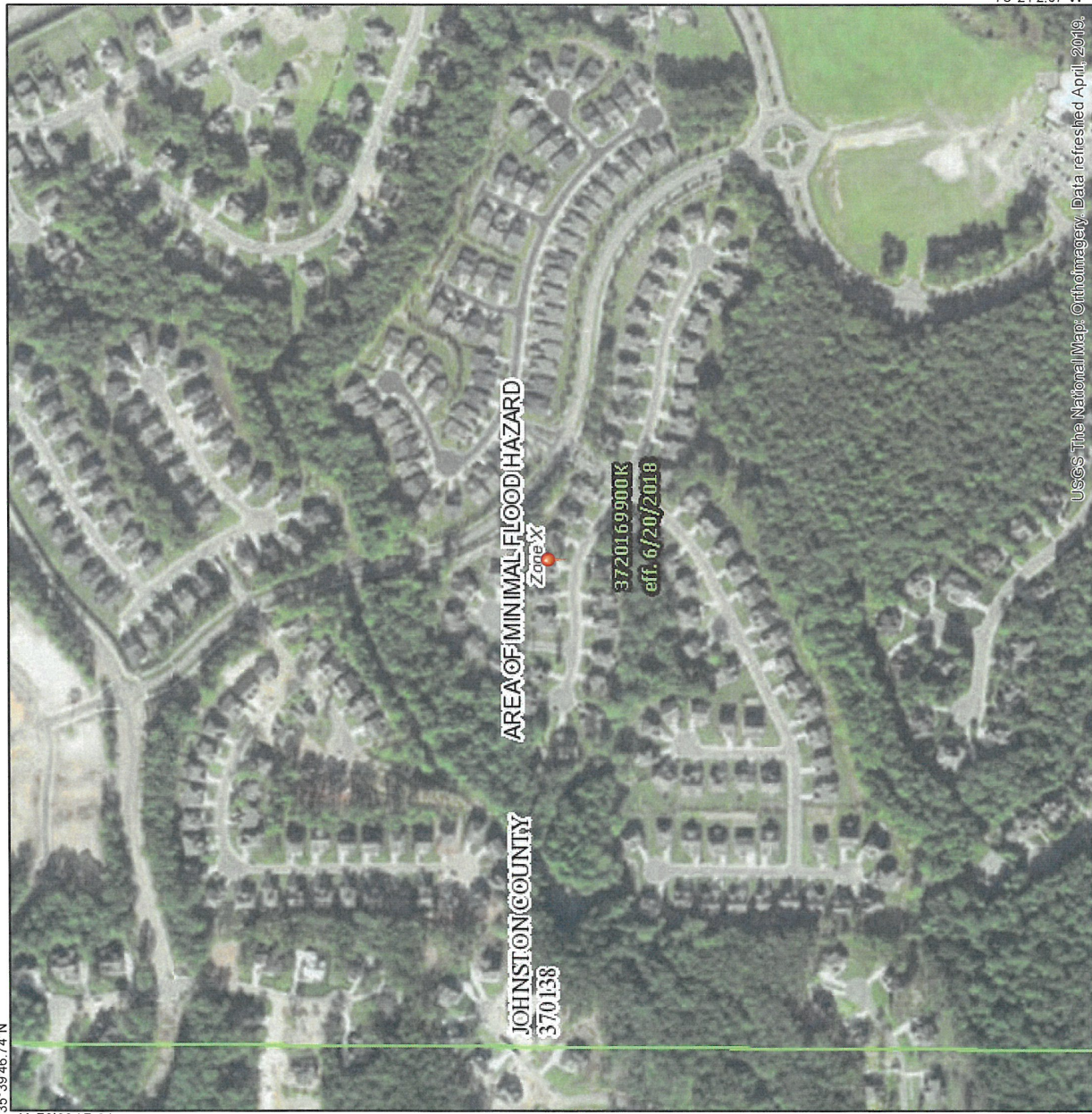
USGS MAP - AMELIA POINT



National Flood Hazard Layer FIRMette



35°39'46.74"N



USGS The National Map: Orthimagery. Data refreshed April, 2019.

0 250 500 1,000 1,500 2,000 Feet 1:6,000

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE) Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone J
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee, See Notes, Zone X
- Area with Flood Risk due to Levee Zone D

OTHER AREAS

- Area of Minimal Flood Hazard Zone X
- Effective LOMRs
- Area of Undetermined Flood Hazard Zone X

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- Cross Sections with 1% Annual Chance
- Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 5/24/2019 at 1:04:03 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-1545
Fax: 919-553-1720

*Town Council
August 19, 2019*

STAFF REPORT

Application Number: 2019-111-SP
Project Name: Amelia Point Preliminary Plat

Tag #: 05G02009I
Town Limits/ETJ: Clayton Town Limits
Overlay: None
Applicant: Adams & Hodge Engineering, PC
Owner: Frank E. Howard, Jr.
Location: Corner of Amelia Church Road and Shotwell Road

Public Noticing:

- Sign posted July 26, 2019
- Neighborhood Meeting held on July 8, 2019
- Newspaper ads published August 7, 2019 and August 14, 2019
- Adjacent Property Letters sent August 2, 2019

REQUEST: The applicant is requesting site plan approval to construct 18 Townhome units. This site plan running concurrently with Special Use Permit application 2019-110-SUP.



SITE DATA:

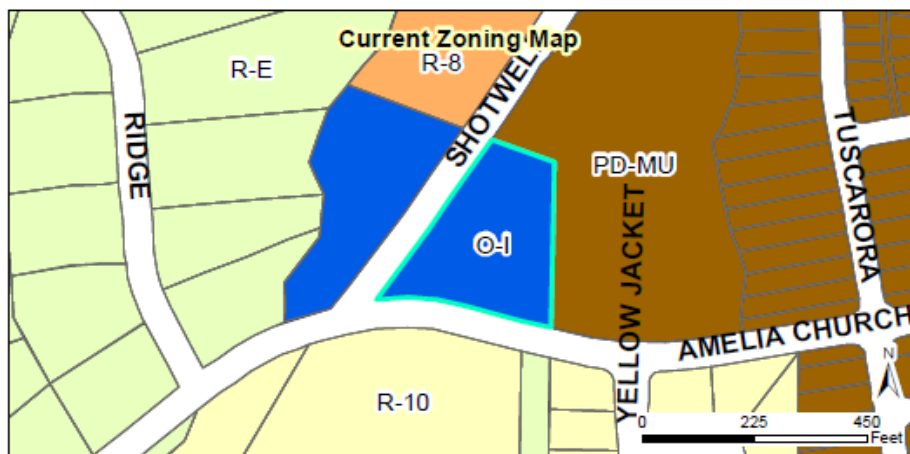
Acreage: 1.88 Acres
Present Zoning: Office-Institutional
Existing Use: Vacant

DEVELOPMENT DATA:

Proposed Use: Townhomes
Parking Required: 2 spaces per unit (two bedrooms or more) = 36 spaces
Parking Provided: 36 spaces (within driveways), 2 spaces for mail kiosk (1 handicap)
Access/Streets: One Access Point off Shotwell Road

ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-8 (R-8) / Planned Development-Mixed Use (PD-MU)	Vacant / Single-Family Residential
South	Residential-10 (R-10)	Public Facility (Clayton Community Center)
East	Planned Development-Mixed Use (PD-MU)	Single-Family Residential
West	Residential-Estate (R-E)	Medical Office



STAFF ANALYSIS AND COMMENTARY:

Overview

The applicant is requesting preliminary plat approval to develop 18 townhome lots on the subject property. This application is running concurrently with Special Use Permit application 2019-110-SUP requesting to allow the use of townhomes on the property, and set dimensional standards. Per UDC requirements outlined in 155.202(A)(2), townhomes are permitted only via issuance of a special use permit in the Office-Institutional zoning district.

The property is located at the corner of Shotwell Road and Amelia Church Road. It is located west of Lionsgate Subdivision, and north of the Clayton Community Center. The applicant is proposing a density of 9.57 units/acre. The UDC does not specify density limitations for townhomes in this zoning district; instead the density is set via the Special Use Permit process.

Parking

The UDC requires 2 spaces per unit for townhomes. The applicant has provided this in their plans. The townhomes will include a 1 car garage and 2 car driveway. The development will also have two additional off-street parking spaces for the mail kiosk.

Sidewalk

Sidewalk will be provided along Amelia Church Road and Shotwell Road. The sidewalk along Amelia Church Road will connect to existing sidewalk to the east. The sidewalk along Shotwell will connect North to an existing Greenway trail. Crosswalks are provided at the development's entrance, along with handicap ramps for ADA accessibility.

Trash Collection

The development will not have a centralized trash collection service. Instead, each lot will utilize roll-outs for trash collection.

Access

One entrance is proposed off Shotwell Road via Street "A". This access point was reviewed by NCDOT during the TRC certification process. For a development this size, only one access point is required per the UDC.

Landscaping/Screening

A Class "A" landscape buffer is provided along Amelia Church Road and Shotwell Road. Additionally, each lot will contain a street tree. A landscape buffer was not required along the eastern or northern property lines (abutting PD-MU zoning). However, it is worth noting that the adjacent property to the north and east (Lionsgate Planned Development) does provide a Class "C" landscape buffer as a part of its plan.

Traffic

A traffic study was not required for this development, as it will not generate 100 peak hour trips per day. NCDOT reviewed the application during the TRC process and did not require any additional traffic improvements.

Townhome Design

The townhomes will consist of fiber cement siding, and will be modern in their design. The units will all include a patio in the rear of the lot for residents.

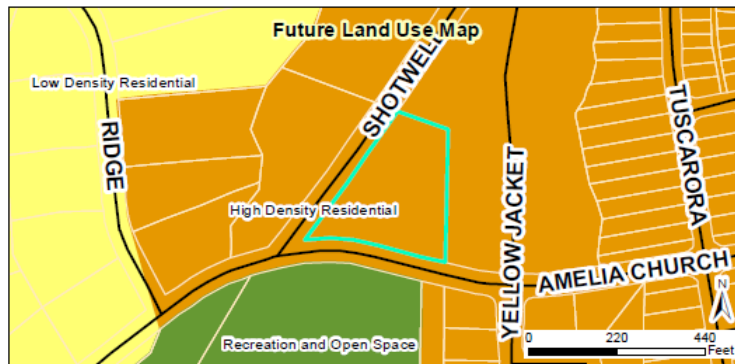


Consistency with the Unified Development Code

The proposed use and associated site plan is consistent with and generally meets the applicable requirements of the Unified Development Code (UDC). The dimensional standards for townhomes are set via the Special Use Permit process.

Compatibility with the Comprehensive Plan 2040

The proposed development is compatible with the Comprehensive Plan and Future Land Use Map, which designates the property as high density residential. This allows up to 10 dwelling units/acre. The proposed plan does not exceed 10 units/acre, and is therefore consistent with the future land use designation.



CONSIDERATIONS:

- The Town Council shall make final decisions regarding Preliminary Plats.
 - Preliminary Plat approval shall be contingent upon Special Use Permit issuance.
-

FINDINGS OF FACT:

1. *Consistency with the adopted plans and policies of the Town.*

• **Applicant Response:**

The proposed development is in compliance with the Town of Clayton Comprehensive Plan 2040. In the Plan, the area of the townhome subdivision is designated as High Density Residential (HIDR) land use. The HIDR land use encourages higher density residential development by using multifamily developments (apartments and townhomes) that have high density ratios (up to 12 units/ac). The proposed development has a total acreage of 1.88 acres with .65 acres of resource open space. When the density is calculated at build out using 18 units the density ratio is 9.57 units per acre of developable land. The proposed townhome development will continue to address the high density residential component envisioned in the Comprehensive Plan 2040 and will complement the existing development LionsGate, which is beside the proposed development.

- **Staff Commentary:** The standards for townhomes are set via the special use permit process. The proposed plan is consistent with the Comprehensive Plan 2040.

2. *The subdivisions meets all required specifications of this chapter.*

• **Applicant Response:**

The subdivision meets or exceeds all applicable development standards that are established in the Subdivision Regulations and the Unified Development Code. Streets are designed in accordance with the Town standards so as to provide a development with safe streets for both vehicles and pedestrians. Public utilities are designed so as to provide adequate water for consumption as well as fire protection while the sewer collection system is designed to protect the health and welfare of the public. Area lighting is provided so as to provide a safe environment for the residents. Storm water management facilities have been incorporated into the design as to manage the volume of storm water as well as the quality of physical improvements during construction so as to minimize off site discharge of sediments. Passive and active recreation opportunities have been provided through open space, and indirectly through recreational assessment fees. By incorporating buffers, open space and landscaping the aesthetic quality of the development and as well as adjacent properties is maintained.

- **Staff Commentary:** The plan has received TRC Certification from Town departments, and does meet the requirements of the Unified Development Code.

3. *The subdivision will not be detrimental to the use or orderly development of other properties in the surrounding area and will not violate the character of existing standards for development of properties in the surrounding area.*

- **Applicant Response:**

The Amelia Point townhome development will be a continuation of the development pattern established by the LionsGate planned unit development, which is primarily single family with a mix of townhomes. Even though the Amelia Point townhomes will continue the existing development pattern, the townhomes will offer a refreshing change of architectural style that is modern and in more keeping with the esthetics of the Town of Clayton Parks and Recreation building across the street.

Recently to the north and east of the Amelia Point, the Town of Clayton approved Phase 6A-6B of LionsGate PUD which is a detached single family subdivision which will be in keeping with the proposed townhomes. To the south of the proposed development, lies in the Clayton Recreation Center and Clayton Community Park. The recreation center and community park facilities will obviously be very important to the residents of the townhomes who will have at their disposal the Town's premier recreation facilities by a short walk across Amelia Church Road. To the west across Shotwell Road, offices have been constructed which are in keeping with supporting services in close proximity to residential neighborhoods.

- **Staff Commentary:** High density single-family development is located directly east of this property. There are also townhomes and additional high-density single-family development further east along Amelia Church Road. The recreation center is located directly south of the proposed development, with sidewalk connectivity.

4. *That the subdivision design will provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate area, will provide for the unified and orderly use of or extension of public infrastructure, and will not materially endanger the environment, public health, safety, or the general welfare.*

- **Applicant Response:**

The distribution of traffic has been given much consideration when laying out the site success point and the internal private roads that serve the townhomes. After many alternative designs, it was decided to access the property from Shotwell Road only. Primary concern was given to prevent a "shortcut" between Amelia Church Road and Shotwell Road as the traffic signal at the intersection. Additions considerations were given to simplifying the traffic pattern in the vicinity to the Recreation Center in order to focus on safety. Care has been exercised in the townhome subdivision to protect the environment by prudent use of buffers and landscaping. The public's safety and health have been addressed by providing public water and sewer that meet the Town and State requirements. Storm water quality has been addressed during construction with erosion control measures and in the long term with storm water management facilities that address not only the quality of water but also the quantity of water. Street are so designed as to be safe for pedestrians and vehicles alike by providing adequate separation, traffic control and lighting. The public's health and welfare are further addressed by the townhome subdivision providing passive and active recreation opportunities offsite utilizing municipal recreation facilities via recreation assessment fees

- **Staff Commentary:** A TIA was not required, but this application was reviewed by NCDOT. No additional roadway improvements were required by NCDOT.

RECOMMENDED CONDITIONS:

If approved, staff recommends the following conditions be applied:

1. Following Board approvals, three copies of the Preliminary Plat meeting the Conditions of Approval shall be submitted to the Planning Department for final approval. The Conditions of Approval for the Preliminary Plat and associated Special Use Permit shall be recorded on the cover sheet.
2. The final plat and subsequent development of the site shall be consistent with the specifications of the approved Preliminary Subdivision Plan. Modifications shall require additional approvals pursuant to Section 155.706 of the Unified Development Code.
3. All decorative traffic related signage shall be maintained solely by the developer or Homeowner's Association.
4. The Class "A" landscape buffer along Shotwell and Amelia Church Roads shall be installed or bonded prior to issuance of the first Certificate of Occupancy for the development.
5. The sidewalk along Shotwell and Amelia Church Roads shall be constructed or bonded prior to issuance of the first Certificate of Occupancy for the development.
6. Dimensional standards are limited to those outlined in the preliminary plat, as approved through the associated Special Use Permit 2019-110-SUP.

ATTACHMENTS:

- 1) Application

- 2) Staff Report Maps
- 3) Neighborhood Meeting Materials
- 4) Site Plan
- 5) Adjacent Property Letter- Public Notice
- 6) Newspaper Ad- Public Notice
- 7) TRC Certification Letter
- 8) Applicant Expert Witness Letter

**Town of Clayton
Town Council
Preliminary Subdivision Plat Motion Sheet**

After considering the competent, material, and substantial evidence presented, including the application and materials of record, I move to **(PICK ONE)**:

- ☐ Approve
- ☐ Deny
- ☐ Approve with Conditions

Preliminary Subdivision Plat Application Number _____

This motion is based on the following findings:

1. The preliminary subdivision plat **IS** consistent with the adopted plans and policies of the town.

OR

The preliminary subdivision plat **IS NOT** consistent with the adopted plans and policies of the town. (State evidence supporting finding.)

2. The subdivision **MEETS** all required specifications of the Town of Clayton Unified Development Code.

OR

The subdivision **DOES NOT MEET** all required specifications of the Town of Clayton Unified Development Code. (State evidence supporting finding.)

3. The subdivision **WILL NOT** be detrimental to the use or orderly development of other properties in the surrounding area and **WILL NOT** violate the character of existing standards for development of properties in the surrounding area.

OR

The subdivision **WILL** be detrimental to the use or orderly development of other properties in the surrounding area and **WILL** violate the character of existing standards for development of properties in the surrounding area. (State evidence supporting finding).

**Motion Form
Item 6d
2019-145-SD
Amelia Pointe**

4. The subdivision design **WILL** provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate area, **WILL** provide for the unified and orderly use of or extension of public infrastructure, and **WILL NOT** materially endanger the environment, public health, safety, or the general welfare.

OR

The subdivision design **WILL NOT** provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate area, **WILL NOT** provide for the unified and orderly use of or extension of public infrastructure, and **WILL** materially endanger the environment, public health, safety, or the general welfare. (State evidence supporting finding).

[If approved with conditions] The applicant meets this finding subject to the following conditions:

**Motion Form
Item 6d
2019-145-SD
Amelia Pointe**



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

New Business

Item Title

Budget Amendments and Capital Project Ordinances

Presenter

Robert McKie, Finance Director

Summary/Description

The Finance Director will present two budget amendments for the purchase of additional water and sewer capacity from Johnston County to comply with State statutory requirements and to provide startup funding for design services related to the Town's new water reclamation facility in conjunction with the capital project budget ordinances for the AMI project and Neuse River Water Reclamation Facility.

Requested Action

Approval

Funding Source (If Applicable):

System Development Fees: \$3,386,850

Installment Debt: \$5,000,000

Fund Balance Appropriation: \$50,000

Cost: Yes ☒ No ☐

Additional Documents to be Included in Agenda Packet

Water & Sewer Fund Budget Amendment.

SDF Capital Reserve Fund Budget Amendment

Capacity Purchase Invoices

AMI Capital Project Budget Ordinance

Neuse River Water Reclamation Facility Capital Project Budget Ordinance

Meeting Timeline

Click or tap here to enter text.

Johnston County

DEPARTMENT OF PUBLIC UTILITIES

POST OFFICE BOX 2263
SMITHFIELD, N.C. 27577
(919) 989-5075

INVOICE

TO: Rich Cappola, PE
Town of Clayton

FROM: Chandra Cox Farmer, PE 
Johnston County

DATE: July 1, 2019

RE: Water Capacity Purchase
507,000 Gallons

Water Capacity Purchase by the Town of Clayton from Johnston County:

507,000 gallons * \$4.95/gpd = \$2,509,650.00

TOTAL DUE **\$2,509,650.00**

Please remit payment to:

Johnston County Utilities
Attn: Sandy Mills
PO Box 2263
Smithfield, NC 27577

Johnston County

DEPARTMENT OF PUBLIC UTILITIES

POST OFFICE BOX 2263
SMITHFIELD, N.C. 27577
(919) 989-5075

INVOICE

TO: Rich Cappola, PE
Town of Clayton

FROM: Chandra Cox Farmer, PE 
Johnston County

DATE: July 1, 2019

RE: Wastewater Capacity Purchase
60,000 Gallons

Wastewater Capacity Purchase by the Town of Clayton from Johnston County:

60,000 gallons * \$14.62/gpd = \$877,200.00

TOTAL DUE

\$877,200.00

Please remit payment to:

Johnston County Utilities
Attn: Sandy Mills
PO Box 2263
Smithfield, NC 27577

**Town of Clayton
Amendment to the FY 19-20 Budget**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL
FOR THE TOWN OF CLAYTON that the following
amendments shall be made to the FY 19-20 Budget:

Fund: General Fund

Line Item	Previous Appropriation	Adjustment	Revised Appropriation	
Revenue				
300-56-00-48 91	Transfer from Reserve Fund	\$3,362,500	+3,386,850	\$
Expenditures				
300-56-00-54 40	Water Capacity Allocation	\$1,362,500	+2,509,650	\$
300-56-00-54 41	Sewer Capacity Allocation	\$10,085,500	+877,200	\$1

Amendment necessary to utilize system development fees collected in the prior year to purchase additional water and sewer capacity from Johnston County to comply with State statutory requirements. This amendment is required for compliance with G.S. 159-15 and G.S. 162A-211.

Duly adopted this ____ day of _____, 2019 while in regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett

Town Clerk

Town of Clayton
Amendment to the FY 19-20 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL
 FOR THE TOWN OF CLAYTON that the following
 amendments shall be made to the FY 19-20 Budget:

Fund: SDF Capital Reserve Fund

	Line Item	Previous Appropriation	Adjustment	Revised Appropriation	
Revenue					
505-48-99	Fund Balance Appropriated		-	+3,386,850	\$3
Expenditures					
505-59-21	Transfer to Water & Sewer Fund		-	+3,386,850	\$3

Amendment necessary to transfer funds received from system development fees in the prior fiscal year to the Water and Sewer Fund for water and sewer capacity purchases, which is required for compliance with G.S. 162A-211(d).

Duly adopted this ____ day of _____, 2019 while in regular session.

 Jody L. McLeod
 Mayor

Attest:

 Kimberly A. Moffett
 Town Clerk

**TOWN OF CLAYTON
AMI PROJECT
CAPITAL PROJECT BUDGET ORDINANCE**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL
FOR THE TOWN OF CLAYTON that the following ordinance
shall be established for the changeover to Advanced Metering
Infrastructure (AMI) for operational efficiencies:

Revenues

<u>Line Item</u>	<u>Description</u>	<u>Amount</u>
640-48 05	Finance Capital	\$3,3
664-48 05	Finance Capital	\$1,6
Total		\$5,000,000

Expenditures

<u>Line Item</u>	<u>Description</u>	<u>Amount</u>
640-58 00	Capital Projects	\$3,015,467
664-58 00	Capital Projects	\$1,458,083
640-58 05	Closing Fees	\$34,743
664-58 05	Closing Fees	\$17,568
640-58 23	Technical Services	\$1
664-58 23	Technical Services	\$1
640-58 99	Contingency	\$87,393
664-58 99	Contingency	\$70,876
Total		\$5,000,000

Duly adopted this ____ day of _____, 2019 while in
regular session.

Jody L. McLeod
Mayor

Attest:

Kimberly A. Moffett
Town Clerk

**TOWN OF CLAYTON
NEUSE RIVER WATER RECLAMATION FACILITY
CAPITAL PROJECT BUDGET ORDINANCE**

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON that the following ordinance shall be established for the design and construction of a new water reclamation facility to meet future demands for wastewater capacity in conjunction with operational efficiencies:

Revenues

<u>Line Item</u>	<u>Description</u>	<u>Amount</u>
641-49 81	Due from Water & Sewer Fund	\$50,000
	Total	\$50,000

Expenditures

<u>Line Item</u>	<u>Description</u>	<u>Amount</u>
641-58 24	Design	\$50,000
	Total	\$50,000

Duly adopted this 19th day of August, 2019 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

Town of Clayton
Amendment to the FY 19-20 Budget

BE IT HEREBY ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON that the following amendments shall be made to the FY 19-20 Budget:

Fund: General Fund

<u>Line Item</u>	<u>Previous Appropriation</u>	<u>Adjustment</u>	<u>Revised Appropriation</u>
Revenue			
300-56-00-48 91	Transfer from Reserve Fund		
	\$3,362,500	+3,386,850	\$6,749,350
300-56-00-48 99	Fund Balance Appropriated		
	\$1,113,818	+50,000	\$1,163,818
Expenditures			
300-56-00-54 40	Water Capacity Allocation		
	\$1,362,500	+2,509,650	\$3,872,150
300-56-00-54 41	Sewer Capacity Allocation		
	\$10,085,500	+877,200	\$10,962,700
300-56-00-59 23	Transfer to Capital Project Fund		
	\$216,000	+50,000	\$266,000

Amendment necessary to utilize system development fees collected in the prior year to purchase additional water and sewer capacity from Johnston County to comply with State statutory requirements in conjunction with providing startup funding for design services related to the new water reclamation facility. This amendment is required for compliance with G.S. 159-15 and G.S. 162A-211.

Duly adopted this 19th day of August, 2019 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

New Business

Item Title

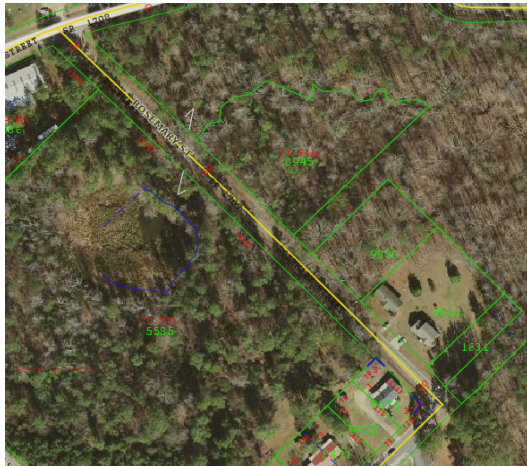
Rosemary Street Temporary Construction Closing

Presenter

Samantha Wullenwaber

Summary/Description

Academy Point LLC is requesting to close Rosemary Street from O'Neil St to Cooper St beginning August 20th, 2019 until August 25th, 2020. The purpose of the closure is to restrict access on Rosemary due to the large amount of construction traffic that will take place during that time. Thousands of dump trucks will be bringing fill dirt in followed by regular construction traffic. For safety reasons it would be best for the road to be closed to all traffic except construction traffic for the construction of the new subdivision, Academy Point.



Requested Action

Approval/Denial

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

Map

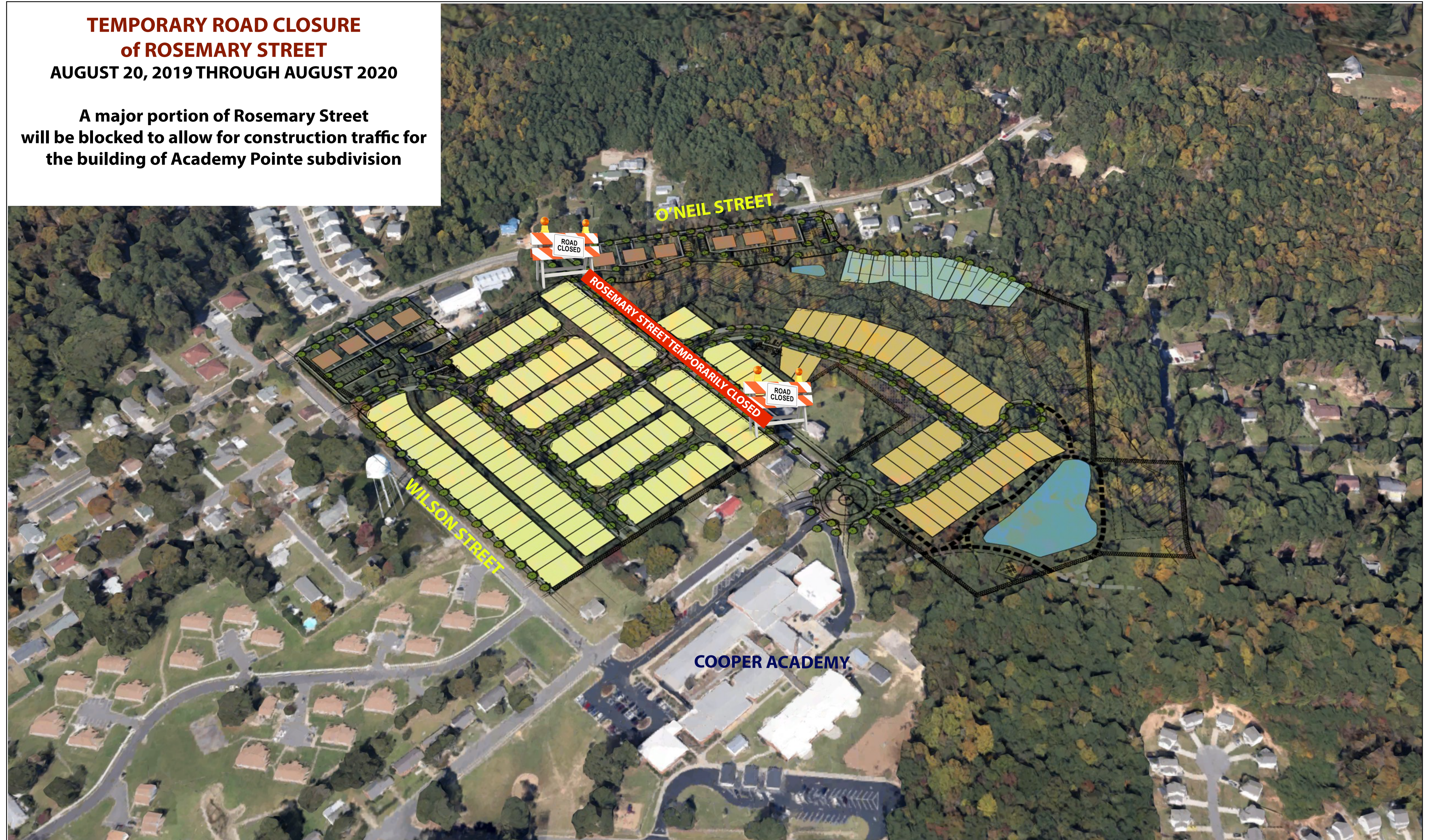
Johnston County Public School System Support

Meeting Timeline

NA

**TEMPORARY ROAD CLOSURE
of ROSEMARY STREET
AUGUST 20, 2019 THROUGH AUGUST 2020**

**A major portion of Rosemary Street
will be blocked to allow for construction traffic for
the building of Academy Pointe subdivision**



From: [Reid Smith](#)
To: [Samantha Wullenwaber](#)
Subject: Fwd: Need review ASAP
Date: Wednesday, August 07, 2019 3:53:32 PM

Be Advised: This email originated from outside of the Town of Clayton, NC

FYI - Statement from the school in support.

Reid Smith
Founder / CEO, RiverWild

[919-422-6815](tel:919-422-6815)
reid@theriverwildteam.com



----- Forwarded message -----

From: **Brooks Moore** <brooksmoore@johnston.k12.nc.us>
Date: Wed, Aug 7, 2019 at 3:38 PM
Subject: Re: Need review ASAP
To: Reid Smith <reid@theriverwildteam.com>
Cc: James Lipscomb <james@myhtr.com>, James Stoke <jamiestoke@johnston.k12.nc.us>

All,

The school system is in favor of closing Rosemary St to through traffic during construction in the interest of not mixing school traffic with a considerable amount of construction traffic.

Thanks,
Brooks

On Wed, Aug 7, 2019 at 10:46 AM Reid Smith <reid@theriverwildteam.com> wrote:
James and Brooks,

Academy point is agreeable to the document attached. We would like a statement of support from Johnston County Schools based off of our meeting last week about closing Rosemary for this school year. As communicated then we feel this will be the safest and least disruptive way to build out this development. We will also commit to have the road open with all improvements ready to go for the school year following this one. Brooks can you send back an email in favor of this position so I

can represent to the council at there next meeting the school supports this decision.

Thank you

Reid Smith

Founder / CEO, RiverWild

[919-422-6815](tel:919-422-6815)

reid@theriverwildteam.com



On Tue, Aug 6, 2019 at 2:54 PM James Lipscomb <james@myhtr.com> wrote:

Reid,

Please review and let me know if you have a concern.

Thanks,

James

James H Lipscomb
Broker / Partner
HomeTowne Realty Group
328 East Main Street
Clayton NC 27520
919.422.4704
James@myHTR.com

STATEMENT OF CONFIDENTIALITY The information contained in this email message and any attachments may be confidential and legally privileged and is intended for the use of the addressee(s) only. If you are not an intended recipient, please: (1) notify me immediately by replying to this message; (2) do not use, disseminate, distribute or reproduce any part of the message or any attachment; and (3) destroy all copies of this message and any attachments.

--

Brooks Moore, P.E.
Construction Officer
Johnston County Public Schools

Note: All email correspondence to and from this address is subject to public review under the NC Public Records Law, which may result in monitoring and disclosure to third parties, including law enforcement.

In compliance with federal law, JCPs administers all educational programs, employment activities, and admissions without discrimination against in any manner on account of, or because of race, color, gender, age, religion, national origin, political affiliation, marital status, parental status, genetic information or disability in its program or activities.



Town Council Agenda Cover Sheet

Meeting Date

August 19 2019

Agenda Location

New Business

Item Title

Mini Brooks Exemption Delegation Request

Presenter

Rich Cappola, PE – Director of Public Services

Summary/Description

The “Mini-Brooks Act”, Article 3D of Chapter 143 of the North Carolina General Statutes, NCGS §143-64.31 et seq., requires local governments to hire all architects, engineers, and surveyors based on their qualifications. Price is considered only after the most qualified firm is selected. Section §143-64.32, allows units of local government to exempt in writing particular projects from the Act where the estimated professional fee is less than (\$50,000)

Staff is requesting that the Town Council delegate to the Town Manager or his/her Designee the Town Council’s authority under NCGS §143-64.32 to exempt specific projects from the Mini-Brooks Acts on a project-by-project basis, where the estimated professional fee is less than Fifty Thousand Dollars (\$50,000). This will allow for the Town to save time and administrative effort when selecting firms for certain projects, as well as leverage existing contracts or project-specific knowledge that will increase efficiency and effectiveness.

Requested Action

Approval

Funding Source (If Applicable):

N/A

Cost: N/A Yes ☐ No ☒

Additional Documents to be Included in Agenda Packet

-NCGS Chapter 143 Article 3D Procurement of Architectural, Engineering, and Surveying Services.

Meeting Timeline

5

Article 3D.

Procurement of Architectural, Engineering, and Surveying Services.

§ 143-64.31. Declaration of public policy.

(a) It is the public policy of this State and all public subdivisions and Local Governmental Units thereof, except in cases of special emergency involving the health and safety of the people or their property, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, and public-private partnership construction services to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. Selection of a firm under this Article shall include the use of good faith efforts by the public entity to notify minority firms of the opportunity to submit qualifications for consideration by the public entity.

(a1) A resident firm providing architectural, engineering, surveying, construction management at risk services, design-build services, or public-private partnership construction services shall be granted a preference over a nonresident firm, in the same manner, on the same basis, and to the extent that a preference is granted in awarding contracts for these services by the other state to its resident firms over firms resident in the State of North Carolina. For purposes of this section, a resident firm is a firm that has paid unemployment taxes or income taxes in North Carolina and whose principal place of business is located in this State.

(b) Recodified as G.S. 143-133.1(a) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(c) Recodified as G.S. 143-133.1(b) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(d) Recodified as G.S. 143-133.1(c) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(e) For purposes of this Article, the definition in G.S. 143-128.1B and G.S. 143-128.1C shall apply.

(f) Except as provided in this subsection, no work product or design may be solicited, submitted, or considered as part of the selection process under this Article; and no costs or fees, other than unit price information, may be solicited, submitted, or considered as part of the selection process under this Article. Examples of prior completed work may be solicited, submitted, and considered when determining demonstrated competence and qualification of professional services; and discussion of concepts or approaches to the project, including impact on project schedules, is encouraged. (1987, c. 102, s. 1; 1989, c. 230, s. 2; 2001-496, s. 1; 2006-210, s. 1; 2013-401, s. 1; 2014-42, ss. 3, 4.)

§ 143-64.32. Written exemption of particular contracts.

Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)

§ 143-64.33. Advice in selecting consultants or negotiating consultant contracts.

On architectural, engineering, or surveying contracts, the Department of Transportation or the Department of Administration may provide, upon request by a county, city, town or other subdivision of the State, advice in the process of selecting consultants or in negotiating consultant contracts with architects, engineers, or surveyors or any or all. (1987, c. 102, s. 3; 1989, c. 230, s. 3, c. 770, s. 44.)

§ 143-64.34. Exemption of certain projects.

State capital improvement projects under the jurisdiction of the State Building Commission, capital improvement projects of The University of North Carolina, and community college capital improvement projects, where the estimated expenditure of public money is less than five hundred thousand dollars (\$500,000), are exempt from the provisions of this Article. (1987, c. 102, s. 3.1; c. 830, s. 78(a); 1997-314, s. 1; 1997-412, s. 5; 2001-496, ss. 8(b), 8(c); 2005-300, s. 1; 2005-370, s. 1; 2007-322, s. 2; 2007-446, s. 7.)

§§ 143-64.35 through 143-64.49. Reserved for future codification purposes.

RESOLUTION DELEGATING TO THE TOWN MANAGER OR HIS/HER DESIGNEE THE TOWN COUNCIL'S AUTHORITY UNDER NCGS §143-64.32 TO EXEMPT SPECIFIC PROJECTS FROM THE MINI-BROOKS ACT, ON A PROJECT-BY-PROJECT BASIS, WHERE THE ESTIMATED PROFESSIONAL FEE IS LESS THAN FIFTY THOUSAND DOLLARS (\$50,000).

WHEREAS, the Mini-Brooks Act, Article 3D of Chapter 143 of the North Carolina General Statutes, NCGS §143-64.31 *et seq.*, requires local governments to hire all architects, engineers, and surveyors by their qualifications. Price is considered only after the most qualified firm is selected.

WHEREAS, THE Mini-Brooks Act, in Section §143-64.32, allows units of local government to exempt in writing particular projects from the Act where the estimated professional fee is less than (\$50,000).

WHEREAS, the North Carolina School of Government, in an article written by Norma Houston entitled, "Mini-Brooks Act FAQ's", opined that the Town Council could authorize the Town Manager to grant exemptions, in writing, for certain projects so long as the contracts entered into under the exemption are less than \$50,000. The School of Government also opined that the statute, NCGS §143-64.32, did not authorize blanket exemptions, and the exemption should be used on a project-by-project basis.

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

That the Town Council delegates to the Town Manager or his/her Designee the Town Council's authority under NCGS §143-64.32 to exempt specific projects from the Mini-Brooks Acts on a project-by-project basis, where the estimated professional fee is less than Fifty Thousand Dollars (\$50,000).

Duly adopted this the 19th day of August, 2019 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk