



The Town of Clayton
Regular Town Council Meeting Agenda
Monday, July 17, 2017 @ 6:30 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

- June 5, 2017 - Regular Meeting
- June 5, 2017 - Closed Session
- June 19, 2017

[June 5, 2017 DRAFT Minutes](#)

[June 19, 2017 DRAFT Minutes](#)

b. Warranty Acceptance

- Spring Branch Medical Park Phase 2, Smith Packet AL Facility (FINAL)

[Warranty Acceptance - Spring Branch Medical Park Phase 2](#)

POTENTIAL ACTION: Adoption of Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

a. Warranty Acceptance

- Glen Laurel East, Phase 3 (FINAL)
- Riverwood Villas II, Phase I & II
- Riverwood Ranch Townhomes
- RWAC Alpine Valley, Phase 6A-3 (FINAL ASPHALT)
- RWAC Alpine Valley, Phase 6A-3
- Spring Branch, Lot 4

[Cover - Warranty Acceptance](#)

[Warranty Acceptance - Glen Laurel East, Phase 3 Final](#)

[Warranty Acceptance - Riverwood Ranch Townhomes](#)

[Warranty Acceptance - Riverwood Villas II Phase I & II](#)

[Warranty Acceptance - RWAC Alpine Valley, Phase 6A-3 Final Asphalt](#)

[Warranty Acceptance - RWAC Alpine Valley, Phase 6A-3](#)

[Warranty Acceptance - Spring Branch, Lot 4 Final](#)

POTENTIAL ACTION: Place on August 7, 2017 Consent Agenda

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. Employee Introductions

Presenters: Byron Poelman - Utility Service Superintendent
Rich Cappola, Town Engineer
Steve Blasko - Street/Property Maintenance Supervisor
Ann Game, Customer Service Director

NEW EMPLOYEES:

- Jimmy Bambule - Utility Maintenance Mechanic
- Chris Snead - Instrument Control Technician
- David Creech - Inspector
- Sheri Smith - Customer Service Representative
- Jeremy Riddle - Property Maintenance Worker
- Holden Blackmon - Property Maintenance Worker

RECENTLY PROMOTED EMPLOYEES:

- Tim Callihan - Utility Coordinator
- Brandon Carroll - Utility Compliance Technician

[Cover - Employee Introductions](#)

b. 2017 Harvest & Music Festival September 11 - 17, 2017 Presentation & Street Closure Request

Presenter: Kaitlyn Russo, Downtown Development Coordinator

[Cover-Street Closure Request-Harvest Festival](#)

[Application - 2017 Harvest Festival](#)

[Resolution - Acknowledging Chamber of Commerce Request for NCDOT Street Closures](#)

POTENTIAL ACTION: Adoption of Resolution #2017-22

6. PUBLIC HEARINGS

a. 2017-37-PDD - Walton Farm @ RWAC

Presenter: Planning Department

[Cover - 2017-37-PDD Walton Farm Rezoning](#)

[Application REVISED - 2017-37-PDD - Walton Farm @RWAC](#)

[Staff Report UPDATED - 2017-37-PDD Walton Farm @RWAC](#)

[Maps UPDATED - 2017-37-PDD Walton Farm @ RWAC](#)

[PB Recommendation -2017-37-PDD - Walton Farm at RWAC](#)

[Consistency Statement - 2017-37-PDD - Walton Farm @ RWAC](#)

[Newspaper Ad 2017-37-PDD and 2017-38-SD- Walton Farm Rezoning Subdivision](#)

[Motion Form - 2017-37-PDD - Walton Farm @ RWAC](#)

[Approval - 2017-37-PDD - Walton Farm @ RWAC](#)

[Ordinance - Walton Farm @ RWAC](#)

POTENTIAL ACTION: Approval of 2017-37-PDD

POTENTIAL ACTION: Adoption of Ordinance #2017-07-01

b. 2017-38-SD - Walton Farm @ RWAC

Presenter: Planning Department

[Cover - 2017-38-SD Walton Farm @RWAC](#)
[Staff Report UPDATED - 2017-38-SD Walton Farm Subdivision @ RWAC](#)
[Site Plan - 2017-38-SD - 4th Submission](#)
[NCDOT TIA Review/Comments - 2017-38-SD Walton Farm](#)
[Maps UPDATED - 2017-38-SD Walton Farm Subdivision @ RWAC](#)
[Letter - Johnny House - 2017-38-SD Walton Farm Subdivision @ RWAC](#)
[TIA - 2017-38-SD Walton Farm](#)
[NCDOT Division 4 Comments - Walton Farm](#)
[Congestion Management Report - 2017-38-SD - Walton Farm @ RWAC](#)
[PB Recommendation-2017-38-SD -Walton Farm at RWAC](#)
[Wastewater Request - 2017-38-SD - Walton Farm @ RWAC](#)
[Councilman Grannis Questions & Response Letter - Walton Farms](#)
[Resolution Wastewater Allocation - Walton Farm @ RWAC](#)
[Motion Form - 2017-38-SD - Walton Farm @ RWAC](#)
[Approval - 2017-38-SD - Walton Farm @ RWAC](#)

POTENTIAL ACTION: Adoption of Resolution #2017- 23 (Wastewater Allocation)

POTENTIAL ACTION: Approval of 2017- 38-SD

7. ITEMS SCHEDULED FOR THE REGULAR MEETING

- a. 2016-209-RZ - Zoning Overlay Map Update
Presenter: Planning Department
[Cover - 2016-209-OA Zoning Overlay Map Update](#)
[Application - Zoning Overlay update 2016-209-RZ](#)
[Staff Report - 2016-209-RZ Zoning Overlay Maps](#)
[Downtown Overlay - draft4 - Existing vs Proposed 20170517](#)
[Downtown Overlay District draft4 - Modified Zoning 20170517](#)
[Overlay Districts - EXISTING](#)
[Overlay Districts - PROPOSED 20170517](#)
[PB Recommendation 2016-209-RZ -Zoning Overlay Maps](#)
[DDA Recommendation 2016-209-RZ Downtown Overlay District](#)
[Public Notice - 2016-209-RZ Zoning Overlay Maps](#)
- POTENTIAL ACTION:** Set Public Hearing for August 7, 2017

- b. 2016-239-OA - Downtown Overlay District
Presenter: Planning Department
[Cover- 2016-239-OA Downtown Overlay District](#)
[Application - 2016-239-OA](#)
[Staff Report - 2016-239-OA - Downtown Overlay District](#)
[Staff Report Addendum - 2016-239-OA - 20170711](#)
[Article 204D - Downtown Overlay CURRENT CODE 20160404](#)
[Article 204D - Downtown Overlay - DRAFT 7 - STRIKETHRU- 20170510](#)
[Open House Letter - 2016-239-OA and 2016-209-RZ](#)
[Minutes from Open House](#)
[Boards for Open House - 2016-239-OA](#)
[Attendees to Open House](#)

[PB Recommendation- 2016-239-OA- Downtown Overlay District](#)
[DDA Recommendation 2016-239-OA - Downtown Overlay District](#)
[Public Notice - 2016-239-OA Downtown Overlay Ordinance Amendment](#)

POTENTIAL ACTION: Set Public Hearing for August 7, 2017

c. 2017-78-SUP - OTW Transport

Presenter: Planning Department

[Cover - 2017-78-SUP OTW Transport](#)

[Application 2017-78-SUP- OTW Transport](#)

[Staff Report 2017-78-SUP - OTW Transport](#)

[Site Plan 2017-78-SUP- OTW Transport](#)

[Maps 2017-78-SUP OTW Transport](#)

[Neighborhood Meeting Minutes 2017-78-SUP- OTW Transport](#)

[Public Notice - 2017-78-SUP OTW Transport SUP](#)

POTENTIAL ACTION: Set Public Hearing for August 7, 2017

d. 2017-59-SUP - 420 Andrews Duplex

Presenter: Planning Department

[Cover - 2017-59-SUP 420 Andrews Duplex](#)

[Application 2017-59-SUP- 420 Andrews Duplex](#)

[Staff Report 2017-59-SUP- 420 Andrews Duplex](#)

[Site Plan 2017-59-SUP- 420 Andrews Duplex](#)

[Maps 2017-59-SUP- 420 Andrews Duplex](#)

[Neighborhood Materials 2017-59-SUP- 420 Andrews Duplex](#)

[Neighborhood Minutes 2017-59-SUP- 420 Andrews Duplex](#)

[Public Notice - 2017-59-SUP 420 Andrews Duplex](#)

POTENTIAL ACTION: Set Public Hearing for August 7, 2017

e. 2017-81-RZ - 800 E. Main Street

Presenter: Planning Department

[Cover - 2017-81-RZ 800 E Main St Rezoning](#)

[Application 2017-81-RZ - 800 E. Main Street](#)

[Staff Report -2017-81-RZ 800 E Main St](#)

[Map 2017-81-RZ- 800 E. Main Street](#)

[Neighborhood Meeting Summary 2017-81-RZ](#)

[Consistency Statement - 2017-81-RZ - 800 E Main Street](#)

[Public Notice -81-RZ 800 E Main St Rezoning](#)

POTENTIAL ACTION: Set Public Hearing for August 7, 2017

f. 2017-102-OA - Lot Size R-E Amendment

Presenter: Planning Department

[Cover - 2017-102-OA Lot Size Amendment R-E](#)

[Application 2017-102-OA - Lot Size R-E Amendment](#)

[Staff Report - 2017-102-OA Lot Size R-E Amendment](#)

[Lot Size Review 2017-102-OA Lot Size R-E Amendment](#)

[Consistency Statement - 2017-102-OA](#)

[Article 203 -Strikethrough- 2017-102-OA Lot Size R-E Amendment](#)

POTENTIAL ACTION:

Set Public Hearing for August 7, 2017

8. OLD BUSINESS

9. NEW BUSINESS

a. Brunch Bill

Presenter: Adam Lindsay, Town Manager

[Ordinance - Brunch Bill](#)

POTENTIAL ACTION:

Place on August 7, 2017 Consent Agenda

10. STAFF REPORTS

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

11. OTHER BUSINESS

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

12. CLOSED SESSION

- a. Closed Session Pursuant to NCGS 143-318.11.(a)(5)

POTENTIAL ACTION:

Motion For Closed Session

13. ADJOURNMENT



**The Town of Clayton
Regular Town Council Meeting Minutes
Monday, June 5, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Lawter
Council Member Holder

STAFF PRESENT:

Adam Lindsay, Town Manger
Katherine Ross, Town Attorney
Christy Anastasi, Deputy Town Clerk
David DeYoung, Planning & Development Director
Lee Barbee, Fire Chief
Tim Simpson, Public Works Director
Michael Tutweiler, GIS Coordinator
Kaitlin Russo, Downtown Development Coordinator
Stacy Beard, Public Information Officer
John Hamlin, Assistant Public Information Officer

COUNCIL ABSENT:

Council Member Thompson

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:34 p.m. He led everyone in the Pledge of Allegiance as well as offering the 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
- May 1, 2017 - Regular Session
 - May 1, 2017 - Closed Session (Sent Under Separate Cover)
 - May 15, 2017 - Regular Session
- b) Warranty Acceptances
- Ashcroft Subdivision Phase 1&3
 - Britthaven (Final)
 - South Tech Park, Tract 2 (Final)
- c) Resolutions Authorizing Johnston & Wake Counties to Collect Taxes on Behalf of Clayton
- d) Wastewater Allocation Request - 2014-95-PSD - Gordon Park
- e) Recommendations for Appointments to DDA w/Term Expirations of June 30, 2020
- James Lipscomb

- Jessica Lloyd
- Tony Johnson
- Scott Hadding Jr.

f) Boundary Extension - Clayton/Wilson Mills

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Satterfield

Second: Council Member Lawter

Vote: Unanimous

4 ADMINISTRATIVE ITEMS

a) Warranty Acceptances:

- Bristol @ Cobblestone, Phase 2
- Pine Hollow Commons Commercial Subdivision (Final)

ACTION: Placed on the June 19, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Introduction of Town Engineer - Rich Cappola

Presenter: Adam Lindsay, Town Manager

Mr. Lindsay introduced the Town Engineer Rich Cappola. This has been a long awaited introduction. Mr. Lindsay stated Rich is a very experienced engineer in both the public and private sector. Mr. Cappola comes to The Town of Clayton from the Town of Morrisville. Mr. Cappola stated he is looking forward to this opportunity and to many years here in Clayton. Both the Mayor and Council welcomed Mr. Cappola to the Town of Clayton team.

6 PUBLIC HEARINGS

a) Rezoning - 2017-53-RZ - 9257 US Highway 70 Business West (Nick's Flippin' Kids Building)

Presenter: Planning Department

Mr. DeYoung stated this request is to rezone the property located at 9257 US Highway 70 Business West (Nick's Flippin Kids Building) from Highway Business - Special Use District (B-3-SUD) to Highway Business (B-3). This request is to remove the Special Use District designation from the property. Currently Special Use Districts require all potential uses go through the Special Use process to operate, regardless of what the base zoning district permits. This is approximately a 90-day process. Removing the special use from the property would shorten the process from 90 days to as quickly as a few days. The tenant/occupant would go through the zoning and compliance process. Mr. DeYoung stated the request is generally consistent with the Comprehensive Plan 2040. The proposed zoning change does not affect the compatibility with the surrounding land uses. Applicant has addressed the approval criteria. Both the Planning Board and staff are recommending approval.

The applicant, Mr. Alsey Gilbert, stated approximately 14,000 square feet of office space located on the second floor is not currently being used and removing the Special Use designation would enable a future tenant to rent the space and only have to receive a zoning and compliance permit.

ACTION: Adoption of Ordinance #2017-06-01

Motion: Council Member Grannis

Second: Council Member Holder

Vote: Unanimous

7 OLD BUSINESS

- a) Transfer of 231 East Second Street to Downtown Development Association

Presenter: David DeYoung, Planning Director

Mr. DeYoung stated this is a request to transfer 231 East Second Street (Old Town Hall) to the Downtown Development Association for future sale. This transfer is accompanied by a preservation agreement as defined in General Statute to preserve the property historically.

ACTION: Adoption of Resolution #2017-19

Motion: Council Member Lawter

Second: Council Member Holder

Vote: Unanimous

8 NEW BUSINESS

- a) Johnston County and Town of Clayton - Claytex Fire Services Contract

Presenter: Lee Barbee, Fire Chief

Chief Barbee stated the 2017 Fire Services Agreement is between twenty-four different fire departments and Johnston County Emergency Services. This contract has no changes and is renewed every two years.

ACTION: Placed on June 19, 2017 Consent Agenda

- b) North Carolina Clean Water Grants(2) - Water & Wastewater Asset Assessment & Inventory Improvements

Presenters: Michael Tutweiler, GIS Coordinator , Tim Simpson, Public Works Director & JD Soloman, CH2M Hill

Mr. Tutweiler stated at the September 19, 2016 Town Council meeting council approved both grant applications by Resolution. These grants have been awarded to the Town in the amount of \$150,000 for each project, which includes water and wastewater assessment and inventory improvements. Mr. Tutweiler stated the next step in the process is to receive the council approval for acceptance of the grants as well as authorizing staff to enter into a contract

agreement with CH2M Hill.

Mr. Grannis asked if this was part of a bidding process. Mr. Tutweiler stated this was a continuation of earlier Cityworks project therefore; it did not have to go to bid.

Mr. Grannis asked for clarification as to who is responsible for tasks one through four. Mr. Tutweiler stated the Town would be responsible for tasks one and two and CH2M Hill would be responsible for tasks three and four.

ACTION: Authorize Staff to Enter Into Agreement with CH2M Hill

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

ACTION: Placed Resolutions on June 19, 2017 Consent Agenda

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

9 STAFF REPORTS

- a) Town Manager
- b) Town Attorney
- c) Deputy Town Clerk reminded the Mayor and Council of the Clayton Chamber of Commerce "Meeting of the Minds" on June 19, 2017 beginning at 5:00 p.m. in the lobby of Town Hall.
- d) Other Staff

Katlin Russo, Downtown Development Coordinator provided an update on the Christmas Decorations Committee. There is a need to replace skylights in several locations in downtown as well as providing a new feature in Town Square. Ms. Russo stated if these items were ordered all at the same time, a 25% discount would be offered. Ms. Russo stated \$1,000 would be used from the current budget, \$7,000 from FY 2017-2018 budget and possibly up to \$4,600 from current year council contingency budget. The \$4,600 is reserved for shipping costs, which have not yet been calculated.

ACTION: Motion to Approve the Purchase of the Christmas Lights

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

10 OTHER BUSINESS

- a) Informal Discussion & Public Comment

At 6:52 p.m. Ms. Corine Siltz, 46 Herndon Court, addressed Council and stated she is involved in the US foreign policies for Global Impact. Ms. Siltz stated she would like to have the community join and work together. Ms. Siltz stated she would like the people to join with the community by passing a bill. Mr. Satterfield asked for clarification with regard to what she is trying to accomplish. Ms. Siltz stated she wants to validate everyone. The Mayor said he would have staff follow-up with her.

At 7:01 p.m. Ms. Tori Stewart, 236 Swan Trail, addressed Council and stated she had concerns with the multi-family housing in the Riverwood Community. Her concern is overcrowding in the Riverwood community schools.

b) Council Comments

11 CLOSED SESSION

a) At 7:04 p.m. Town Council went into Closed Session Pursuant to NC 143-318.11(a)(5)

ACTION: Motion for Closed Session

Motion: Council Member Lawter
Second: Council Member Grannis
Vote: Unanimous

12 ADJOURNMENT

a) Council returned from Closed Session at 7:51 p.m. with there being nothing further, the meeting was adjourned at 7:53 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Grannis
Second: Council Member Lawter
Vote: Unanimous

Duly adopted this the 17th day of July, 2017 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

June 5, 2017
Minutes



**The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, June 19, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Kimberly Moffett, Town Clerk
Katherine Ross, Town Attorney
Tim Simpson, Public Works Director
Ann Game, Customer Service Director
Lee Barbee, Fire Chief
David DeYoung, Planning Director
Jay McLeod, Senior Planner
Rich Cappola, Town Engineer
Blair Myhand, Police Chief
Robert McKie, Finance Director
Stacy Beard, Public Information Officer

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:33 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. Lindsay requested that Items 7c, "Zoning Overlay Map", and Item 7d "Downtown Overlay District" be pulled from the agenda. Both items will be placed on a future agenda.

Also under Introduction Item 5a, David Creech, Inspector was unable to attend the meeting.

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) Warrant Acceptances:
- Bristol @ Cobblestone, Phase 2
 - Pine Hollow Commons Commercial Subdivision (FINAL)
- b) Johnston County and Town of Clayton - Claytex Fire Services Agreement
- c) North Carolina Clean Water Grant Acceptance Resolutions

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

4 ADMINISTRATIVE ITEMS

- a) Warranty Acceptance
- Spring Branch Medical Park Phase 2, Smith Packet AL Facility (Final)

ACTION: Placed on July 17, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Introduction of New Town of Clayton Employees:
Presenters: Rich Cappola, Town Engineer, Blair Myhand, Police Chief & David DeYoung, Planning & Development Director
- Meredith Mumford, Administrative Support Specialist
 - Brittany Parks, Administrative Support Specialist

Chief Myhand was present and introduced Meredith who serves as the front office Administrative Support Specialist. Chief Myhand stated Meredith is doing a great job and the Police Department is happy to have her on board. Meredith stated she was excited to join the town staff.

David DeYoung introduced Brittany Parks, who serves at the Administrative Support Specialist in the Planning Department. Brittany is a long time Clayton resident and is excited to be with the town.

The council welcomed both employees.

- b) Finance Officers Association Award of Financial Reporting Certificate of Achievement

Presenter: Mayor McLeod

Mayor McLeod presented this prestigious award to Robert McKie. This award acknowledges outstanding financial practices, management and reporting. This is the 16th year the Town has received this award and the 8th time it has been presented to Mr. McKie. Previously this award was presented to Ms. Nancy Medlin a total of 8 times. Council offered their thanks and appreciation to staff for the outstanding work and dedication that goes into receiving this award.

6 PUBLIC HEARINGS

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

- a) 2017-37-PDD - Walton Farm @ RWAC
Presenter: Planning Department

Mr. DeYoung stated he would present information both items 7a and 7b together. He stated a Public Hearing was set for July 17, 2017.

The property is located at 3131 Covered Bridge Road, north of the intersection of Covered Bridge and Loop Roads. Request is to rezone 51.63 acres from Residential Estate (R--E) and Residential-8 (R-8) to Planned Development Residential (PD-R).

Applicant is requesting preliminary subdivision approval for 190 single-family residential lots and 120 multi-family apartment units. Originally this project was going to be submitted as a mixed use district, however, the commercial portion has been removed.

Mr. DeYoung stated the proposed development is consistent with the Comprehensive Plan and is compatible with Surrounding Land Uses. There will be a total of three access points within the subdivision. Interior sidewalks will be provided throughout the development and a greenway will be provided along the collector street, which will connect to the Riverwood greenway system as well as connect to a greenway located west of the project entrance and along Covered Bridge Road. This connection will allow residents pedestrian access to future town parks.

A Traffic Impact Analysis was prepared and concluded that 2,660 total weekday trips would be generated with approximately 206 trips during the morning peak hour and 274 during evening peak hour. Recommended roadway improvements included providing site access via a full movement intersection with one ingress and one egress lane; providing stop control for site driveway and providing an exclusive northbound left-turn lane on Covered Bridge Road with 150' of storage and taper. Additional feedback from NCDOT was included in staff report.

Mr. DeYoung stated the applicant had addressed approval criteria as outlined in the UDC, Section 155.706 as well as having addressed the Findings of Fact.

Mr. DeYoung stated the applicant would be present at the Public Hearing and would be addressing concerns that were raised at the Planning Board meeting regarding pond currently located on the property.

Staff requested that Public Hearing be set for July 17, 2017.

Mayor Pro Tem Grannis had several questions regarding staff report conditions.

There was a question regarding Condition #5 and where in the process this would occur. Mr. DeYoung stated it would take place at the beginning of the process.

There was questions regarding Condition #10 from the Staff report. Mr. DeYoung stated that in order to continue the flow we do not want any man

made landscaping to impede the flow and stated the applicant would provide additional information regarding the pond being either a storm water pond or naturally fed pond.

There was question regarding Condition #13. Mr. DeYoung stated the code requires the number of certificates to be 75.

There was a question regarding Condition #14. Mr. DeYoung stated the code requires the number of certificates to be 250.

Mayor Pro Tem Grannis stated there was a letter included from Mr. Batten and asked if he were a licensed professional. Mr. DeYoung stated he did not know.

Mayor Pro Tem Grannis stated he did not have the Traffic Study in the agenda packet and Mr. DeYoung stated it would be provided. Mayor Pro Tem Grannis stated he would have several questions.

Mayor McLeod suggested putting those questions in writing and providing them to whomever needed them.

Mayor Pro Tem Grannis stated the NCDOT report was not included in the agenda and Mr. DeYoung stated it would be included in next agenda.

Attorney Ross requested that any questions prepared by Mayor Pro Tem Grannis be provided in writing so they could be shared. *These questions were provided, are attached to these minutes as "Attachment A" and hereby made part of the record.*

ACTION: Set Public Hearing for July 17, 2017

- b) 2017-38-SD - Walton Farm @ RWAC
Presenter: Planning Department

ACTION: Set Public Hearing for July 17, 2017

8 ITEMS CONTINGENT FOR THE REGULAR MEETING

9 ITEMS FOR DISCUSSION

- a) Mayor McLeod stated that Johnston County School Board Member Theresa Grant was present this evening. He thanked her for her attendance. He suggested the town would like to have more communication with the school board. Ms. Grant stated she was happy to be at the meeting and suggested that perhaps a council member be appointed to attend school board meetings.

10 ITEMS REQUIRING ACTION

(In order for any action to be taken during a Work Session, a motion must be made and seconded to suspend the rule to allow action to be taken.)

- a) Motion to Suspend Rule in Order to Take Action at Work Session

ACTION: Motion to Suspend Rule

Motion: Council Member Thompson

Second: Mayor Pro Tem Grannis

Vote: Unanimous

- b) Budget Amendments - Year-End Closeout
Presenter: Robert McKie, Finance Director

- General Fund
- Water & Sewer Fund
- Electric Fund

Mr. McKie provided information regarding the year end close-out. These amendments conform to statutory compliance to ensure there are no over expenditures.

ACTION: Adoption of Ordinances #'s 2017-06-02, 2017-06-03 & 2017-06-04

Motion: Mayor Pro Tem Grannis

Second: Council Member Holder

Vote: Unanimous

- c) Budget Amendment - Allocate Salary Reserve to Operational Divisions
Presenter: Robert McKie, Finance Director

Mr. McKie provided information regarding this salary line item and merit program.

ACTION: Adoption of Ordinance #2017-06-05

Motion: Mayor Pro tem Grannis

Second: Council Member Thompson

Vote: Unanimous

- d) Capital Project Budget Ordinances
Presenter: Robert McKie, Finance Director

- ECIA Lift Station
- Rollingwood Gravity Sewer Extension

Mr. McKie stated both of the above projects were previously approved by council

ACTION: Adoption of Ordinance #'s 2017-06-06 & 2017-06-07

Motion: Council Member Holder

Second: Mayor Pro Tem Grannis

Vote: Unanimous

- e) Kiosk Horne Square
Presenter: David DeYoung, Planning Director

Mr. DeYoung provided an update and history regarding the kiosk at Horne Square. He stated approximately two years ago the need for a kiosk with directory was discussed and taken to the previous manager. At that time the manager advised to keep the cost under \$10,000 and to use a local vendor if possible. One side of the kiosk will have a map and the other side will be used for downtown event notifications. Mr. DeYoung shared an updated rendering of the kiosk. This updated version was provided by local artist Clark Hipolito.

Mr. DeYoung stated he was seeking approval from council to move forward. Funding is currently available in the budget for completion this year. The plan is to have the kiosk in place by July 1, 2017.

There was brief discussion regarding the type of lettering to be used as well as life expectancy. Mr. DeYoung stated it is believed the life expectancy would be 5-6 years, however, additional options that would provide a longer life expectancy are also being looked at.

Mayor McLeod stated he really liked the design and hoped that one of the sides could be utilized to market or promote downtown businesses for a 60 day period.

ACTION: Approval Kiosk Horne Square

Motion: Council Member Satterfield

Second: Council Member Lawter

Vote: Unanimous

11 OLD BUSINESS

12 STAFF REPORTS

a) Town Manager

Mr. Lindsay stated the solid waste transformation was going extremely well. He offered his thanks to staff for their assistance as well as offering his thanks to All Star and their staff. The official date of start of service is July 1, 2017. There has been much positive feedback from the community.

b) Town Attorney

c) Town Clerk

The Town Clerk reminded there would only be one council meeting held in July. The July 17, 2017 meeting will serve as both a regular and work session. The Town Clerk reminded the time frame for candidacy filing opens on July 7 at 12:00 noon and ends on July 21 at noon.

d) Other Staff

Planning Department:

Mr. DeYoung provided information regarding tree removal along Main Street. He stated this item was presented last year and staff continues to work through the implementation. He stated there were owners that are interested in removing trees from in front of their buildings.

Council Member Satterfield stated he had some concerns and wanted to ensure the fee that was charged for removal was nominal. He stated the business owners did not ask for the trees to be placed outside their location. Council Member Thompson was in agreement.

Mr. DeYoung provided additional details regarding the process, which includes the removal of the full concrete panel, the tree and the tree root.

There was brief discussion regarding any other foliage being considered such as planters, boxes and urns. Mr. DeYoung stated a streetscape budget had been approved to help beautify downtown and details would come back before council at a later date with plans to include sidewalk, curbing and benches.

Mayor Pro Tem Grannis confirmed that trees would not be replaced in exactly the same area. Mr. DeYoung stated that was true and addressed the fact that trees are growing in various directions seeking water.

Mayor Pro Tem Grannis stated he was not in favor of charging business owners to remove trees, however, he stated he would remain open minded.

Council Member Holder asked for the number of trees located downtown. Mr. DeYoung stated there were approximately 120 (+) trees with 44 of those being marked as appropriate for removal. He stated that Revival, Elmore Furniture and the Paper Company are a few of those requesting removal of trees.

Council Member Holder shared his concerns about the inability to park near a tree and feels we should remove all of them with no replacements.

Mayor McLeod stated at the time the trees were put in there were no issues with business owners and felt it would fair to do a cost share. He also stated that he agreed with the parking issue and sidewalks being impeded.

Mr. Lindsay provided additional information from previous transcripts and stated it was previously agreed that a piece meal approach was appropriate and also that removal of all trees would jeopardize the Tree City USA status. He further stated there was no budgeted amount for tree removal or replacement.

13 OTHER BUSINESS

a) Informal Discussion & Public Comment

Stacy Beard provided an update on the Cultural Arts Grants which promote and support local art to include Clayton Youth Theater, Clayton Piano Festival

and Clayton Visual Arts. She reminded the watermelon cutting would take place at 5:00 p.m. at the July 4th celebration.

Mr. Reid Smith, 114 West Main Street, addressed the council regarding parking and trees along Main Street. He stated it was his belief that a good amount of investment was taking place and hoped council would take this into consideration when making decisions about tree removal and costs.

Ms. Virginia Hinton, 236 East Front Street, addressed the council and shared her concerns regarding road rage along Central to Church Streets. She stated one gentleman goes air born when he crosses the railroad crossing. She suggested the most cost effective fix to this problem would be a three way stop. She also shared her concerns regarding the fact there are no double lines on Front Street. She also had concerns about several homes that don't maintain their grass on a regular basis and weeds have now grown out into the road. It was noted that Chief Myhand was present and taking notes.

b) Council Comments

14 ADJOURNMENT

a) With there being nothing further, the meeting was adjourned at 7:31 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Holder

Second: Council Member Lawter

Vote: Unanimous

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



**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

July 5, 2017

Councilman Grannis
Town of Clayton
111 East Second Street
Clayton, NC 27520

RE: QUESTIONS FOR THE APPLICANTS OF THE WALTON FARMS SUBDIVISION

Mr. Grannis,

In response to your questions submitted to me on June 19th, I offer the following response to each question in bold, below:

1. THE TRAFFIC IMPACT ANALYSIS WAS PREPARED BY RAMEY KEMP & ASSOCIATES BUT WE ONLY RECEIVED PAGES 36 THROUGH 40. I WOULD LIKE TO SEE THE FULL TIA THEY PREPARED.

The full TIA is attached to this response letter as requested.

2. IN THE RAMEY KEMP & ASSOCIATES TIA THERE WAS MENTION MADE OF SEGMENTS FROM THE NCDOT TIA, BUT THE NCDOT TIA WAS NOT IN MY AGENDA PACKET. I WOULD LIKE A COPY.

The NCDOT review is attached to this response letter as requested.

3. DID A MEMBER OF RAMEY KEMP & ASSOCIATES VISIT THE TRAFFIC SIGHTS MENTIONED IN THEIR TIA, AND IF SO FOR HOW LONG A PERIOD WAS THE INDIVIDUAL (S) ON SIGHT AT EACH LOCATION? IF NOT, HOW WERE THESE DETERMINATIONS ARRIVED AT?

The Traffic Engineer for the applicant will be prepared to answer these questions at the Public Hearing on July 17, 2017.

4. EVEN IF THESE SIGHTS WERE VISITED, WERE THESE DECISIONS MADE BY A HUMAN OR BY A COMPUTER PROGRAM WITH INFORMATION THAT WAS PROVIDED TO THE COMPUTER?

The Traffic Engineer for the applicant will be prepared to answer this question at the Public Hearing on July 17, 2017.

5. IF I UNDERSTAND THE RECOMMENDED "IMPROVEMENTS BY DEVELOPER" PARAGRAPH THE ONLY THING THE DEVELOPER WILL IMPROVE, ACCORDING TO THE DEVELOPER TIA, WILL BE AT COVERED BRIDGE ROAD AND THE SITE DRIVEWAY. THERE WILL BE NO IMPROVEMENTS AT LOOP ROAD AND COVERED BRIDGE ROAD, COVERED BRIDGE ROAD AND O'NEIL STREET AND COVERED BRIDGE ROAD AND PRITCHARD ROAD MADE BY EITHER THE DEVELOPER OR NCDOT. IS THIS CORRECT?

As stated in the NCDOT comments letter dated May 12, 2017, the developer will be responsible for the following:

- **A 25 foot right-of-way dedication from the existing right-of-way and a 25 foot right-of-way reservation beyond the 25 foot dedication.**
 - **A three lane section with a two-way turn lane from Loop Road to the project entrance including appropriate lane shifts and tapers.**
 - **A southbound right turn lane with a minimum 150 feet of storage and appropriate tapers into the project entrance.**
6. WHAT CONSIDERATION, IF ANY, HAS BEEN GIVEN TO THE PROPERTY OWNER IMMEDIATELY SOUTH OF THIS DEVELOPMENT ON THE WEST SIDE OF COVERED BRIDGE ROAD, AND VIRTUALLY DIRECTLY ACROSS FROM THE LOOP ROAD INTERSECTION, TO GET INTO AND OUT OF HIS/HER DRIVEWAY, ESPECIALLY DURING PEAK HOURS OF THE DAY? IF NONE WHY NOT?

No requirements were placed on the developer to review the driveway location to the south of this development. The main entrance to the Walton Farm Development is approximately 650 feet from the aforementioned driveway. In addition, it appears that the property owner to the southwest (stated as south above) has two options to access his property which include a driveway adjacent to the house and one centered on the overall farm property approximately 600 feet southwest of Loop Road.

7. PLEASE SHARE WHAT THE MODIFIED OR ADDED CONDITIONS ARE (NOTES FROM PAGE 102 OF THE AGENDA PACKET) WHICH IS THE "TOWN OF CLAYTON PLANNING BOARD WRITTEN RECOMMENDATION PRELIMINARY SUBDIVISION PLAT.

The Conditions of Approval presented to the Planning Board are the same as the Conditions of Approval in the Council's Agenda Packet.

8. UNDER CONDITIONS ITEM 5 SAYS "STREET A SHALL BE COMPLETED AS PART OF PHASE 1 AND PRIOR TO ISSUANCE OF THE FIRST PLAT". WHERE IN THE DEVELOPMENT PROCESS DOES THIS OCCUR?

The "Phase 1 and prior to the issuance of the first plat" will occur prior to the issuance of the first residential building permit for the development.

9. UNDER CONDITIONS ITEM 10 IT STATES "UP TO 300 FEET OF LANDSCAPE BUFFER SHALL BE RELOCATED TO ALLOW FOR ADEQUATE STORMWATER FLOW FROM THE SPRING FED LAKE TO THE ADJACENT PROPERTY TO THE WEST". I WANT A DETAILED EXPLANATION OF WHERE THE STORM WATER RETENTION POND WILL BE LOCATED. IT SOUNDS AS THOUGH IT WILL BE WHERE THE SPRING FED POND ORIGINATES ON THE PROPERTY, IS THIS CORRECT? IF SO HOW WILL IT BE POSSIBLE TO NOT POLLUTE THIS POND?

Condition 10 was added by staff to make sure that the spring fed pond on the development site would continue to feed the pond on the adjacent property. A buffer with a fence or berm may impede water flow. The applicant's development team will be prepared to answer questions regarding storm water retention at the public hearing on July 17, 2017.

10. IF THIS IS NOT THE CASE, EXACTLY WHERE WILL THE STORMWATER RETENTION POND (S) BE LOCATED?

The applicant's development team will be prepared to answer questions regarding storm water retention at the public hearing on July 17, 2017.

11. THERE IS A LETTER IN THE AGENDA PACKET (PAGE 94 OF 162) FROM WAYNE BATTEN OF WAYNE BATTEN AGRONOMIC SERVICES. IS THIS GENTLEMAN A PROFESSIONAL IN THE AGRONOMIC SERVICES FIELD?

All testifying professionals will be required to state their credentials at the public hearing on July 17, 2017.

12. HAS ANY MEMBER OF THE DEVELOPMENT TEAM REACHED OUT TO THE JOHNSTON COUNTY SCHOOL BOARD ADVISING THEM OF THIS DEVELOPMENT POSSIBLY BEING APPROVED? IF NOT WHY?

Johnston County School District is notified of all residential development proposals submitted to the Town. They are a member of our Technical Advisory Group (which comments on all development) and asked to attend our TRC meetings to provide comments on residential development. To date, the Town has not received any comments from Johnston County School District regarding the subject development. There is no requirement for applicants to reach out to the School District outside of our normal review process.

13. HAS ANY MEMBER OF THE DEVELOPMENT CONSIDERED THE IMPACT OF RIVERWOOD ELEMENTARY SCHOOL AND RIVERWOOD MIDDLE SCHOOL? IF NOT WHY?

Riverwood Athletic Club donated the land for the two schools mentioned above to Johnston County School District to support their development. Walton Farms is an extension to that development. Since children who live in other communities outside of the Town of Clayton attend the schools in Riverwood, it will be up to the School Board to adjust attendance

boundaries to address capacity concerns. As stated above, the Town has not received any comments from Johnston County School District regarding the subject development.

Should you have any questions regarding the above response or need additional information, please do not hesitate to contact me.

Sincerely,



David L. DeYoung, AICP
Planning and Development Director

cc: Kimberly Moffett, Town Clerk
Adam Lindsay, Town Manager
Town Council
Katherine Ross, Parker Poe
Reid Smith, 127 Homes

TOWN OF CLAYTON

OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Chris Rowland, Construction Project Administrator *CR*

Copy: Jonathan Barnes, Dalton Engineering
Para Smith, Development Services Coordinator

Date: June 5, 2017

Re: Spring Branch Medical Park Phase 2, Smith Packet AL
Facility

Please place a final acceptance request for the referenced public water, sewer, associated storm drainage utilities, and all pertinent easements on the next available agenda. A final inspection was performed with no identifiable faults discovered. Upon acceptance, the Town will assume all operation and maintenance duties.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Administrative Items

Item Title

Warranty Acceptance

Presenter (Name & Title)

Paralee Smith, Development Services Coordinator

Summary/Description

- **Glen Laurel East, Phase 3** - Final acceptance request for public water, sewer, storm drainage utilities, all pertinent easements and asphalt pavement structure.
- **Riverwood Villas II, Phase I & II** - Acceptance request for public water, sewer, associated, storm drainage utilities and all pertinent easements.
- **Riverwood Ranch Townhomes** - Acceptance request Public water, sewer, associated storm drainage utilities and all pertinent easements.
- **RWAC Alpine Valley, Phase 6A-3** – Final lift of asphalt pavement (five-year warranty)
- **RWAC Alpine Valley, Phase 6A-3** – Acceptance request for public water, sewer, associated storm drainage utilities and all pertinent easements.
- **Spring Branch, Lot 4** – Final public water, sewer utilities along with all related utility easements

Requested Action

Place on Consent Agenda

Additional Documents To Be Included in Agenda Packet

Memorandum for each warranty acceptance request.

TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Chris Rowland, Construction Project Administrator 

Copy: Danny Blackburn, Blackburn Consulting
Chad Blackmon, Glen Laurel Development
Paralee Smith, Development Services Coordinator

Date: June 22, 2017

Subject: Glen Laurel East, Phase 3

Please place a final acceptance request for the subject public water, sewer, storm drainage utilities, all pertinent easements, and the asphalt pavement structure on the next available agenda. All items identified during the final inspection have been corrected. Upon acceptance, the Town will assume all operational and maintenance duties.

TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator 

Copy: Donnie Adams, Adams & Hodge Engineering
Paralee Smith, Development Services Coordinator

Date: June 22, 2017

Subject: Riverwood Ranch Townhomes

Please place a warranty acceptance request for the subject public water, sewer, associated, storm drainage utilities, and all pertinent easements on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the public infrastructure will be subject to a one-year warranty period. Following the warranty, a final inspection will be done and all deficient items corrected by the developer prior to final acceptance.

**TOWN OF CLAYTON
OPERATIONS CENTER**

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator *AWS*

Copy: Donnie Adams, Adams & Hodge Engineering
Paralee Smith, Development Services Coordinator

Date: June 22, 2017

Subject: Riverwood Villas II, Phase I & II

Please place a warranty acceptance request for the subject public water, sewer, associated, storm drainage utilities, and all pertinent easements on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the public infrastructure will be subject to a one-year warranty period. Following the warranty, a final inspection will be done and all deficient items corrected by the developer prior to final acceptance.

TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator *AS*

Copy: Donnie Adams, Adams & Hodge Engineering
Paralee Smith, Development Services Coordinator

Date: June 22, 2017

Subject: RWAC - Alpine Valley, Phase 6A-3

The final lift of asphalt pavement has been installed in the subject section. Please schedule Council action for the acceptance of this work subject to a five-year warranty. Subsequent to the warranty period, pavement and base course conditions will be evaluated and any faults corrected by the developer prior to final acceptance.

TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Andy Simerman, Construction Project Administrator *AW*

Copy: Donnie Adams, Adams & Hodge Engineering
Paralee Smith, Development Services Coordinator

Date: June 22, 2017

Subject: RWAC - Alpine Valley, Phase 6A-3

Please place a warranty acceptance request for the subject public water, sewer, associated storm drainage utilities, and all pertinent easements, on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the public infrastructure will be subject to a one-year warranty period. Following the warranty, a final inspection will be done and all deficient items corrected by the developer prior to final acceptance.

TOWN OF CLAYTON OPERATIONS CENTER

"SERVICE"

ELECTRIC SERVICE
(919) 553-1530

VEHICLE MAINTENANCE
(919) 553-1530



"ENVIRONMENT"

PUBLIC WORKS
(919) 553-1530

WATER RECLAMATION
(919) 553-1535

MEMORANDUM

To: Kimberly Moffett, Town Clerk

From: Chris Rowland, Construction Project Administrator 

Copy: Jonathan Barnes, Dalton & Associates
Para Smith, Development Services Coordinator

Date: June 22, 2017

Subject: Spring Branch, Lot 4

Please place a final acceptance request for the subject public water and sewer utilities along with all related utility easements on the next available agenda. All items identified during the final inspection have been corrected. Following acceptance, the Town will assume all operational and maintenance duties.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Introductions & Special Presentations

Item Title

Introduction of New & Newly Promoted Town of Clayton Employees

Presenters (Name & Title)

Byron Poelman - Utility Service Superintendent, Ann Game - Customer Service Director, Rich Cappola – Town Engineer & Steve Blasko – Street/Property Maintenance Supervisor

Summary/Description**New Employees:**

Jimmy Bambule – Utility Maintenance Mechanic
Chris Snead - Instrument Control Technician
Sheri Smith – Customer Service Representative
David Creech – Inspector
Jeremy Riddle – Property Maintenance Worker
Holden Blackmon – Property Maintenance Works

Recently Promoted Employees:

Tim Callihan – Utility Coordinator

Brandon Carroll – Utility Compliance Technician

Requested Action

None - Informational Only

Additional Documents To Be Included in Agenda Packet

None



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Introductions & Special Presentations

Item Title

2017 Harvest Festival Road Closures

Presenter (Name & Title)

Kaitlyn Russo, Downtown Development Coordinator

Summary/Description

The 2017 Harvest Festival, organized by the Clayton Chamber of Commerce will be requesting the closure of Main Street and Lombard Streets from NCDOT. They are requesting a Resolution from Town Council which will acknowledge the council support of their request to NCDOT for said road closures. Requested road closure locations, dates & times are included on the Resolution.

Requested Action

Approval

Additional Documents To Be Included in Agenda Packet

Special Events Application
Resolution # 2017-22



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

SPECIAL EVENT PERMIT APPLICATION

Pursuant to Article 7, Section 155.712 of the Unified Development Code, a property owner/business owner within the jurisdiction of the Town (or a duly authorized agent) may apply for a Special Event Permit from the Planning Department. Special Event Permits are valid for a maximum 30 days within a one year time period.

Applications must be accompanied by one (1) copy of a site plan depicting the special event location, an Owner's Consent Form and the \$100.00 application fee (if applicable). All fees are due when the application is submitted. NOTE: If the event is to be held on public property, approval to use the property must be obtained from Town Council; therefore the application must be submitted 90 days prior to the event.

A special event is a non-routine happening or social activity such as a festival, concert, sporting event, parade, walk or run bringing people together in a defined area on Town property, right of way, or private property. Special events generally require Town services to ensure safety and coordination.

Applications and events are prioritized based on a first come-first served basis and the Town may approve or disapprove an event's requested date based on availability of resources. Events that occur on an annual basis will receive priority the following year.

APPLICANT INFORMATION

Name of Event: 2017 Clayton Harvest Festival
Applicant Name and Title: Hannah Pellas, Director of Events & Communications
Organization: Clayton Chamber of Commerce
Mailing (Billing) Address: 301 E Main St, Clayton
City: Clayton State: NC Zip Code: 27520
Daytime Phone: 919-553-6352 Cell: 919-628-9271 Email: hannah@claytonchamber.com

EVENT INFORMATION

Event Location: Main Street from Smith St to O'Neil St, including Town Square and Horne Square
Event Address: _____ Parcel ID : _____
Date(s) of Event: September 13-17, 2017
Event Start 9/13 at 5 p.m. Event End 9/17 at 5 p.m.
Time: _____ Time: _____
Will roads need to be closed: ☒ Yes ☐ No
Set Up 9/13 at 10 a.m. Clean Up Ends: 9/18 at noon
Begins: _____
Estimated Attendance: 20,000 people, primarily on Saturday
Description of Event: The Harvest Festival is the premier annual event in Clayton. The event includes, but is not limited to: carnival rides, food vendors, vendor booths selling various items, concerts and community talent showcases and contests, a BBQ cooking competition, beer garden, movie night and concert

TOWN OF CLAYTON STAFF USE ONLY

Date Received: 2/1/17 ^{DB} Amount Paid: _____ Permit Number: 2017-08

ORGANIZATION INFORMATION

Please complete the following information if the Special event is benefitting an organization or check the box if not applicable: ☐ N/A

Is the Organization a 501(c) 3? ☐ Yes ☒ No

	Yes	No
1. Is the Special Event being held by or for the benefit of an organization?	☒	☐

Briefly describe the purpose of the organization: We are the voice for business in Clayton Community

Name of Organization: The Clayton Chamber of Commerce

Organization Address: 301 E Main St
Clayton, NC 27520

Organization Contact Name: Hannah Pellas Phone Number: 919-553-6352

Organization Email: hannah@claytonchamber.com

Federal Identification Number: 56-0900962

TENTS & MEMBRANE STRUCTURES

**** A TENT is a structure, enclosure, or shelter, with or without sidewalls or drops****

To be completed by the applicant:			To be completed by staff: Permit/Inspections Required?	
	Yes	No	Yes	No
1. Will tents be used at the event?	☒	☐		
2. How many tents will be used?	Many			
3. What is the size of the tents being used? <i>Please note that tents greater than 240 square feet in size require a building permit and associated inspections.</i>	10x10, 50x50			
4. Are there multiple tents without sidewalls being placed side by side? <i>Please note that 12 feet of separation is required between all tents larger than 700 square feet. .</i>	☐	☐		

**** A MEMBRANE structure is an air-inflated or air supported structure ****

To be completed by the applicant:			To be completed by staff: Permit/Inspections Required?	
	Yes	No	Yes	No
1. Will a membrane structure(s) be used at the event?	☒	☐		
2. How many membrane structures will be used?	2			

POWER SOURCES

April 2014 Rvsd 1-26-2017

To be completed by the applicant:	Yes	No	Staff Notes
1. Will you use electric generators?	☒	☐	
2. Will you use a Town of Clayton power source?	☒	☐	
PLEASE NOTE: NO direct wiring to any power source is permitted.			

VOICE/MUSIC AMPLIFICATION

	Yes	No	Staff Notes
1. Are there any musical entertainment features related to your event? (If no, proceed to next section)	☒	☐	
If yes, state the number of bands:	1		
2. Will a temporary stage be utilized?	☒	☐	
If yes, please state the number of stages	1		
3. Will the event use amplified sound?	☒	☐	
If yes, please list start time and finish time.	Start Time	Finish Time	
	9/13	9/18	

HAZARDOUS MATERIALS

	Yes	No	Staff Notes
1. Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks? <i>If yes, note that all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.</i>	☒	☒	
2. Will there be any portable heaters?	☐	☒	
3. Will there be any deep fat fryers?	☒	☐	
4. Will there be any fireworks, lasers, torches, candles or pyrotechnics? <i>If yes, please contact the Fire Marshall for more 919-553-1520 information.</i>	☐	☐	

ALCOHOL

	Yes	No	Staff Notes
1. Will alcoholic beverages be served? <i>If yes, an ABC permit is required.</i>	☒	☐	
2. Will alcoholic beverages be sold? <i>If yes, an ABC permit is required.</i>	☒	☐	
3. What type of alcohol will be served?			
Draft Beer			
Can/Bottle Beer			
Wine			
Liquor			
	☒	☒	☒
4. Who will be serving the alcohol? <i>Please identify on the site plan the locations within event site where alcohol will be served.</i>	volunteers		
5. List times that alcohol will be served	Start Time	Finish Time	
	7pm	10:30pm	
6. Copies of the ABC permit should be submitted upon receipt to the Planning Department.			

VENDORS

April 2014 Rvsd 1-26-2017

	Yes	No	Staff Notes		
1. Will the event include mechanical rides, or other similar attractions? <i>Applicants contracting with amusement ride companies are required to provide the Town of Clayton with a certificate of insurance, naming applicant and the Town of Clayton (if applicable) as additional insured on general liability.</i>	☒	☐			
2. Please list/describe rides and attractions: Carnival rides at Horne Square					
3. Does the event have food vendors?	☒	☐			
If yes, check all that apply:					
Served	Sold	Free	Catered	Served Outdoors	Other
☒	☒	☐	☐	☒	☐
4. If the event includes food concessions and/or cooking areas: <i>Event organizers are required to submit a Temporary Food Event Sponsor form with Johnston County Environmental Health (919-989-5180) at least 14 days prior to the event. A copy of the application must be submitted to the Planning Department at the same time. Fire Code requires a fire extinguisher at each cooking location.</i>				☒	☐

TOWN SERVICES

The Town of Clayton does not provide amenities such as portable washrooms, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as solid waste, wastewater, event clean up, traffic control, etc.

TRASH RECEPTICLES/ROLL-OUT CARTS				Yes	No	Staff Notes
1. Does the event require roll-out carts?				☒	☐	
2. What types of trash will be discarded?						
Aluminum Cans	Glass Bottles / Jars	Plastic Bottles / Cups	Paper Cups / Plates	Styrofoam Cups / Plates	Other	
☒	☒	☒	☒	☒	☒	
3. How many trash roll-out carts are needed?				Number		
				20		
4. How many recycle roll-out carts are needed?				20		
5. Delivery location?				Town & Horne Square		
6. Date rollout carts are to be delivered/picked up?				Delivered	Picked-up	
				9/13	9/18	
PUBLIC PROPERTY CLEAN-UP				Yes	No	
7. Will portable toilets be used during the event?				☒	☐	
8. Date portable toilets will be delivered/and removed?				Delivered	Picked-up	
				9/13	9/18	
9. What is the clean-up plan for the event? Volunteers will clean-up the Squares, Toi-Toi Portable Sanitation will service toilets and a holding tank will be kept on site.						
Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. Any cost incurred by the Town due to the failure of an applicant to clean and/or restore the site following the event will be borne by the applicant. If you believe that no litter will be generated during your event, please state this in your plan.						

SAFETY AND SECURITY				Yes	No
10. Will security be used during the event?				☒	☐
11. Will overnight security be used?				☒	☐
12. How many off duty officers will be used?				2 per hour for beer garden	
13. Please check the type(s) of security that will be used:					
Alcohol Security	Stage Security	Event Area Security	Gate Security	Money Handling Security	Other
☒	☒	☒	☐	☐	☐
14. Date(s) and time(s) security will be on site:				Throughout event 9/13-9/17	
<i>Applicant may be required to hire off-duty Town of Clayton police officers to provide security to insure public safety. The Town of Clayton Police Department will determine the number of security personnel required on site.</i>					

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. The plan should include the following information (if applicable):

- Location of the event/activity on the property. Showing adjacent streets/roads and boundaries.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, alcohol sales, etc.
- Identify location of all cooking devices and open flames. (Grills only)
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.
- Identify location of any generators and fuel storage.

SITE PLAN SKETCH

(Note: you may sketch site plan here or attach a drawing to the application.)

April 2014 Rvsd 1-26-2017

EVENT BOUNDARY AND ROAD TRAFFIC PLAN

EVENT TYPE						Yes	No	Staff Notes
1. Will the event include use of public streets?						☒	☐	
2. How will the route be utilized?								
Parade	March or Walk	Vehicles Only	Vendors	Foot/Bicycle Race	Other			
☐	☐	☐	☒	☐	☐			
3. How many participants are expected?						Number		
						200+ vendors		
4. How many floats will participate?						None		
5. How many vehicles will participate?						200 – car show		
						Yes	No	
6. Will animals participate in the event?						☒	☐	
7. If yes, please list the types of animals: Dogs, cats, horses								
EVENT BOUNDARIES								
Please describe the event boundaries. If event is a road event then include route below. If there is more than one segment to the event, include start and finish times for each segment. (Example: The "GENERIC AWARENESS RUN" may include a 5K, a 10K, and a Fun Run).								
Main Street from O'Neil to Second St, Town Square, Horne Square								

ROAD CLOSURE REQUESTS

All road closure requests are reviewed by the Town of Clayton. Approval, denial, or modification of road closure requests is at sole discretion of the Town, including but not limited to the route, placement and number of all barricades, signs and police/volunteer locations. If your event involves road closures, please attach a Route and Traffic Plan. Include the required information (listed below) and any additional information that you believe applies to your event.

ROAD CLOSURE				Staff Notes
1. List the street(s) and times in which street(s) will need to be closed (Please note that NC and US roadways require approval from the North Carolina Department of Transportation):				
Street(s):		Begins	Ends	
See attached				
2. How many participants are expected?		Number		
		20,000		
EVENT ROUTE				Staff Notes
DESCRIBE THE EVENT ROUTE BELOW. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Example: The "GENERIC AWARENESS RUN" may include a 5K, a 10K, and a Fun Run).				
See attached				

Please note that white temporary water-base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes, Home Depot, etc.).

ROAD CLOSURE/DETOUR PLAN

Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include all proposed locations for barricades, signs and police/volunteers. Identify the proposed locations for emergency access lanes (Minimum 20' width) throughout the event site. Describe planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.

(Note: you may sketch site plan here or attach a drawing to the application.)

SPECIAL EVENT PROCESSING

The applicant must follow the steps below in chronological order to ensure successful processing of the Special Event request:

1. Request a pre-application meeting with the Planning Department to discuss the scope of the Special Event. If the event is downtown, the meeting must include the Downtown Development Coordinator.
2. Submit a completed application with any important supplemental information.
3. Provide proof of \$1,000,000 General Liability Insurance. Certificate naming Town of Clayton as Additional Insured may be required.
4. Meet with the Special Events Committee to review the request, receive comments and a recommendation of approval for the event.

April 2014 Rvsd 1-26-2017

5. If Special Events Committee approves, a staff request will be made to the Town Clerk in order to be placed on a Town Council agenda if Town services or road closures are necessary.
6. Upon agenda scheduling, applicant will present the Special Event request to Town Council to receive authorization.
7. If the event will utilize Horne Square, a \$250.00 deposit is required following approval.
8. Prior to the Event, a meeting to review the incident action plan (IAP) is required

Upon completion of the steps above, the Planning Department will issue a Special Event Permit approval (with or without Conditions), or notify the applicant in writing that the request is denied.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PARADE PERMIT FROM THE TOWN OF CLAYTON POLICE DEPARTMENT. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

USE OF TOWN OWNED PROPERTY

	Yes	No
1. Use policies and procedures obtained and submitted for use of any Town owned property or streets.	☒	☐

DENIAL OR REVOCATION OF PERMIT

Denial

A Special Event Permit application may be denied if it is found that its granting would not be in the Town of Clayton's or the public's interest. Any applicant denied a permit to utilize Town-owned property for a special event shall receive a written statement outlining the grounds on which the denial is based. The applicant may appeal the denial of the application to the Town Council within fifteen working days of the written denial and the Town Council may take such corrective action as it shall find necessary. The findings and the determination of the Town Council shall be final.

Permit Revocation

The Town may revoke a permit issued pursuant to this section if the applicant or operator of the special event has:

1. Misrepresented or provided false information in the permit application;
2. Violated any provision of the Town of Clayton Unified Development Code or Johnston County Health Department regulations;
3. Violated any law, regulation or ordinance regarding the possession, sale, transportation or consumption of intoxicating beverages or controlled substances; or
4. Operated the special event in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety or welfare, specifically including failure to keep the Town of Clayton owned property clean and free of refuse.

APPLICANT'S AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Planning Department of the Town of Clayton to approve the subject Special Event 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.

The undersigned does understand and agree to the rules and regulations that apply to a Special Event Permit.

April 2014 Rvsd 1-26-2017

Nannan Peller

2-1-2017

Applicant's Signature: JPellaw Date: 2-1-2017

Saturday, September 16, 2017:

- Closure of **Main Street from O'Neil St to Second St** 5:00 am – 6:00 pm
 - Closure of **Lombard Street from Main to Second Street** 5:00 am – 6:00 pm
 - Closure of **N. Lombard Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **S. Church Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **N. Church Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **N. Fayetteville Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **Barbour Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **Smith Street** from Main to Second Street 5:00 am – 6:00 pm
 - Closure of **Main Street** from **O'Neil Street**
-
- September 11-18, 2017 (Monday – Monday)
 - Closure of **Horne Square & Parking Lot** *all day and night*
 - September 13-16, 2017 (Wednesday – Saturday)
 - Closure of **Town Square Parking Lot** *all day and night*
 - September 15-16, 2017 (Friday-Saturday)
 - Closure of **Fayetteville Street from Main to Second** *from 12:00 pm on 9/15 to 11:59 pm on 9/16*
 - Closure of **Main Street from Fayetteville to O'Neil** *from 3:00 pm on 9/15 to 11:59 pm on 9/16*

Potential closure of
Main St. from Barbour St. to
Lombard St.
Sunday, Sept. 17
from 9 a.m to 5 p.m.

NORTH CAROLINA
JOHNSTON COUNTY



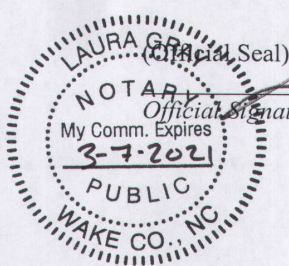
INDEMNIFICATION AGREEMENT

I, Hannah Pellar have submitted an application for a Special Event Permit for 2017 Harvest Festival on property owned by the Town of Clayton. As the authorized applicant/authorized representative for the Special Event, I hereby agree to indemnify and hold the Town of Clayton, its officers, agents and employees, harmless from all claims, liabilities, demands, expenses, of any nature or kind, expresses or implied, whether sounding in tort or in contract that may be asserted against the Town, its officials, agents and employees by any person, firm, or corporation, that may arise out of any acts or omissions, active or passive, related to operating an event on the Town's property.

H Pellar

Signature of Applicant & Authorized Representative of Event

Sworn to (or affirmed) and subscribed before me this the 1 day of February, 2017.



[Signature]
Official Signature of Notary

Laura Gray, Notary Public
Notary's printed or typed name

My commission expires: 3-7-2021

USE POLICIES & PROCEDURES FOR TOWN SQUARE & HORNE SQUARE

PURPOSE

The purpose of this policy is to establish guidelines for the use of Town Square, located at 110 W. Main Street at its intersection with Fayetteville Street and Horne Square, located at 348 E. Main Street at its intersection with Lombard Street. Town Square and Horne Square are public spaces that may be used to help further the vision of downtown Clayton as a 'regional center for artistic expression and destination where people, businesses, and the arts thrive.'

ELIGIBLE USES

Subject to approval, and in compliance with the guidelines listed herein, the following uses may be permitted in Town Square or Horne Square:

- Established non-profit, civic, and similar organizations may, from time to time, make use of Town Square or Horne Square as approved by the Town of Clayton in compliance with these guidelines.
- Eligible public uses of Town Square or Horne Square include cultural, arts-related, educational and other non-commercial uses.
- Other uses deemed appropriate by Town Council.

Ineligible uses include, but are not limited to:

- Yard sales, private or ticketed events.

The Town of Clayton may refuse use of the property to any group that it deems as failing to meet the criteria or purposes stated herein, at its sole discretion.

GENERAL POLICIES AND PROCEDURES

To use Town Square or Horne Square, the following policies and procedures must be followed.

- A. A **Special Event Application**, for a Special Event Permit, must be submitted to Town of Clayton Planning Department at least 30 days prior to event; if request includes street closures, a minimum of 90 days is required.
- B. All users must adhere to all ordinances of the Town of Clayton, including securing Town of Clayton Sign Permits prior to issuance of Special Events Permit. (Planning, Zoning & Inspections Office located on Floor G2 of The Clayton Center/Town Hall.)
- C. The property shall not be used for commercial or "for profit" purposes except as a fundraiser in support of an established non-profit organization and as approved by the Town of Clayton.
- D. The primary purpose of Horne Square is to provide parking for visitors to Downtown Clayton. Whenever possible, use of the property for special events shall be located on the property so as to

accommodate its primary purpose as a public parking lot.

- E. No organization may use the property more than two (2) times per calendar year.
- F. The parking lot at Horne Square shall not be closed to public use more than six (6) times per year.
- G. No ground stakes may be used by the user or any agent of the user for any purpose including securing tents, signage, staging, etc.
- H. No vehicles of any kind allowed on Town Square for any purpose, with the exception of mobile stages. No vehicles are allowed on Horne Square pavers, unless conditional considerations are noted on the Special Events Application and Permit.
- I. Due to fire and safety regulations, no fireworks or open fires are allowed.
- J. ***Children attending events should be supervised at all times due to proximity of busy roads and traffic.***
- K. The user agrees to protect and hold harmless the Town of Clayton and all employees from and against any claims, actions, damages, injury or loss that occurs in relation to event. ***Event holders shall carry General Liability Insurance in the amount of \$1,000,000 combined limit policy for bodily injury and property damage, and include the Town, its officers, employees and agents as additional insured's under the policy.***
- L. Upon completion of the event, all banners, signs, decoration and other materials must be completely removed from the premises.
- M. All users shall leave the property in a clean and safe condition restored to the state and condition which existed prior to their use.
- N. All activities must be planned and conducted in a safe, healthy, and orderly fashion. The Town of Clayton reserves the right to immediately cancel, without compensation or other consideration, any event not conducted in a safe, healthy and orderly fashion.

ALCOHOL POLICY

In order for alcohol to be served during an event on Horne Square, the following applies:

- A. User must indicate the intent to serve/sell alcohol in the Special Event Application.
- B. State law requires that an ABC Special Use Permit be secured from the NC ABC Commission by the user for any event serving unfortified beer and/or wine if the event is ticketed and/or if wine/beer is sold or transacted via donations *unless* the user is using a licensed caterer to provide and serve it. The Town of Clayton requires this permit to be on file with the Planning Department no later than 1 week prior to event date.
- C. State law requires that, in order to serve fortified wine and liquor at any event (whether ticketed or not), an ABC Special Use Permit must be secured via the NC ABC Commission *unless* the user is using a fully licensed and insured caterer to serve it.

- D. The Town of Clayton *requires Event Holders to carry* General Liability Insurance with \$2,000,000 liquor liability coverage at events where alcohol is served *unless* liability is covered by a fully licensed and insured caterer. In *both* cases, the Town of Clayton must be added *as an "Additional Insured"* specifying event date and time. *A copy of the certificate* for the file is required 1 week prior to event. The Town of Clayton waives all liability for illness or injury related to the consumption of alcohol on premises.
- E. All alcohol must be bartended. No self-service alcohol by attendees is permitted. Kegs are allowed, but only as managed by the bartender(s).
- F. At events where minors are present and alcohol is served, the user is responsible to establish a system of checking ID's and identifying minors with bartender(s)/caterer.
- G. At events where alcohol is served, The Town of Clayton requires the user to employ a Security Officer thru the Town of Clayton Police Department for the duration of the event at an hourly rate of \$25 with a 3-hour minimum. Payment is to be paid directly to the Security Officer on the date of contracted event. (Assigned officer's name communicated to user by Police Department within 5 days of event.)

DAMAGE DEPOSIT POLICY

A discretionary \$250.00 Damage/Cleanup Deposit may be required for any use, refundable after 15 days of event date provided Town Square/Horne Square suffers no damage as a result of event. Should damages occur, an itemized statement of repairs will be provided to the user along with a refund of the remaining deposit. If damages exceed \$250.00, an invoice will be sent to the user with an itemized statement of repairs.

If Town Square/Horne Square is not adequately cleared of event-related debris, including signage, within 12 hours of the event, a \$150 clean up fee will be either deducted from Damage Deposit or invoiced post-event and due within 2 weeks of receipt.

As a potential user of Town Square or Horne Square, I fully understand and agree to the policies and procedures listed herein.

User Signature: H Pellas

Date: 2-1-2017

Print Name: Hannah Pellas

**RESOLUTION
REQUEST OF STREET CLOSURE(S) FOR THE
2017 HARVEST & MUSIC FESTIVAL**

WHEREAS, the Clayton Town Council has received information from the Clayton Chamber of Commerce stating they intend to notify the NCDOT in order to request closures of NCDOT roads for the 2017 Harvest & Music Festival.

WHEREAS, the Clayton Town Council believes that it is in the best interest of the citizens of Clayton that they support this request and formally notify the North Carolina Department of Transportation they are aware of the request and application being submitted by the Clayton Chamber of Commerce to the NCDOT for the closing of the following streets on the following dates and times:

Friday – September 15, 2017 through Saturday – September 16, 2017

3:00 p.m. (9/15/17) – 11:59 p.m. (9/16/17)

Main Street from Fayetteville Street to O’Neil Street

Saturday – September 16, 2017

5:00 a.m. – 6:00 p.m.

Main Street from O’Neil to Second Street

Lombard Street from Main Street to Second Street

NOW, THEREFORE, the Clayton Town Council does hereby resolve as follows:

That the Clayton Chamber of Commerce will be the official entity making a request for the closing of said roads at said times and for obtaining compliance with those requirements of the North Carolina Department of Transportation for requested road closures.

Duly adopted this the 17th day of July, 2017.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Public Hearing

Item Title

2017-37-PDD Walton Farm Rezoning

Presenter (Name & Title)

Planning Department

Summary/Description

Rezoning 51.63 acres from Residential-Estate (R-E) and Residential-8 (R-8) to Planned Development-Residential (PD-R). This application is running concurrently with preliminary subdivision plat, acting as a master plan, 2017-38-SD.

Requested Action

Approval of Rezoning

Additional Documents To Be Included in Agenda Packet

Application
Staff Report
Maps Application
Planning Board Recommendation
Neighborhood Meeting Materials
Public Notice



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

REZONING APPLICATION

Pursuant to Article 7, Section 155.704 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to amend the Official Zoning Map.

Application Fees: **Standard Rezoning Fee: \$500.00**
Rezoning to Planned Development District Fee: \$1,000.00 + \$5.00 acre
Advertisement Fee: \$100.00
All fees are due when the application is submitted.

Note on Planned Developments: Requests to rezone to a Planned Development District must be accompanied by a Master Plan submittal. Master Plans are approved as Preliminary Subdivision Plats – please submit a concurrent Preliminary Subdivision Plat application and Master Plan.

SITE INFORMATION

Name of Project: Walton Acres at Riverwood Athletic Club Acreage of Property: 51.63
County Tag Number: 16103027 NC PIN: 176000-93-5827
Address/Location: 3131 Covered Bridge Road
Existing Zoning District: R-E & R-8
Proposed Zoning District: PD-R

APPLICANT INFORMATION

Applicant: Adams & Hodge Engineering, PC
Mailing Address: 335 Athletic Club Blvd, Clayton, NC 27520
Phone Number: 919-763-7278 Fax: N/A
Contact Person: Donnie Adams/Mark Hall
Email Address: donnies@adamsandhodge.com/mark@adamsandhodge.com

FOR OFFICE USE ONLY

Date Received: MAR 03 2017 Amount Paid: \$1360.00 File Number: 2017-37-PDD

version 06/2016 OF CLAYTON
PLANNING DEPARTMENT

Page 1 of 11

PROPERTY OWNER INFORMATION

Name: FSC Ranch, LLC

Mailing Address: 400 Riverwood Dr, Clayton, NC 27527

Phone Number: 919-868-3222

Fax: N/A

Email Address: Brian.Strickland@fredsmithcompany.com

EXPLANATION OF PROJECT

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

This project is a proposed open space residential planned development consisting of a pedestrian oriented main boulevard that will be fronted by multi-family apartments and additional streets that will be fronted by single family detached lots. A greenway system, passive open space and active open space in the form of pocket parks round out this development

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Rezoning application.

To be completed by the applicant:			For staff use only:		
Submit 9 copies of all materials unless otherwise noted or directed by staff	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: 11/2016 & 12/2016	☒	☐			
2. Review Fee (\$500 for standard rezoning OR \$1,000 + \$5.00/acre for Planned Developments) and Advertisement Fee (\$100)	☒				
3. Completed application	☒				
4. Owner's Consent Form <i>Required if applicant is not property owner.</i>	☐	☒			
5. A signed and sealed boundary survey (not more than a year old unless otherwise approved by the Planning Department).	☐				
6. If property to be rezoned is a <u>portion</u> of a parcel: - Property legal description typed (10 pt. font or greater, and also submitted electronically in MS Word format.) - Plat showing property to be rezoned, matching legal description.	☐ ☐	☒ ☒			
7. Adjacent property owners list	☒	☐			
8. Neighborhood meeting notice letter (1 copy) <i>See sample letter and meeting requirements included in this packet</i>	☒				
9. Neighborhood meeting summary form (1 copy) <i>Included in this packet</i>	Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.				
10. Stamped, addressed, empty envelopes with no return address, using the adjacent property owner list (1 set) <i>This for a public notice of the public hearing mailed by the Town – thus, neighbors will receive both a neighborhood meeting letter from the applicant, and a notice of the hearing from the Town.</i>	☒				

APPROVAL CRITERIA

All applications for a Rezoning must address the following findings:

1. Consistency with the adopted plans of the Town.
The proposed plan will be consistent with adopted plans of the town and will provide a mixture of residential units.

2. Suitability of the subject property for uses permitted by the current vs. the proposed district.
The property is currently in the town ETJ and is vacant/undeveloped. Rezoning this property will allow for orderly development as well as public water system connectivity for the town.

3. Whether the proposed change tends to improve the balance of uses, or meets specific demand in the Town.
The proposed zoning change will allow flexibility in development to facilitate better overall use of the property.

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

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

6. It has been determined that there will be no adverse effect upon adjoining property owners unless such effect can be justified by the overwhelming public good or welfare.
The rezoning should have a positive effect instead of a negative.

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

APPLICANT AFFIDAVIT

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

Donald C. Adams Jr
Print Name

[Signature]
Signature of Applicant

3/3/2017
Date



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
June 19, 2017*

STAFF REPORT

Application Number: 2017-37-PDD Project Name: Walton Farms Rezoning

NC PIN / Tag #: 176000-93-5827 / 16I03027
Town Limits/ETJ: ETJ
Overlay: None
Applicant: Adams & Hodge Engineering
Owner: FSC Ranch, LLC
Location: 3131 Covered Bridge Road, north of the intersection of Covered Bridge Road and Loop Road

Public Noticing:

- Neighborhood meeting held on April 13, 2017
- Sign posted prior to April 14, 2017
- Letters mailed prior to June 23, 2017
- Newspaper published June 21 and June 28

REQUEST: Rezoning 51.63 acres of land from Residential Estate (R-E) and Residential-8 (R-8) to Planned Development Residential (PD-R). This application is running concurrently with preliminary subdivision plat, acting as a master plan, 2017-38-SD.

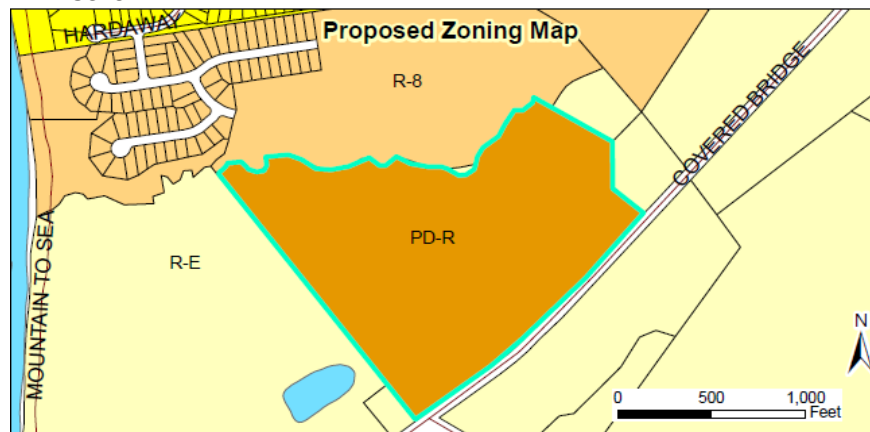
SITE DATA:

Acreage: 51.63 acres
Existing Use: Vacant



Direction	Zoning	Existing Use
North	Residential-8 and Residential-10	Single-family homes (Riverwood Athletic Club)
South	Residential-Estate	Vacant
East	Residential-8 and Residential-Estate	Single-family homes (Riverwood Athletic Club)
West	Residential-Estate and Residential-8	Single-family homes and agricultural

ADJACENT ZONING AND LAND USES:



STAFF ANALYSIS AND COMMENTARY:

Overview

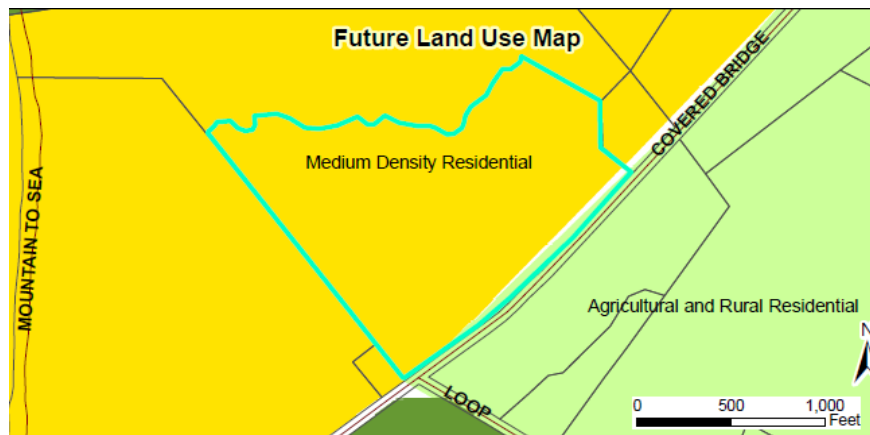
The applicant is requesting to rezone 51.63 acres of land from R-E and R-8 to PD-R. This application is running concurrently with a preliminary plat, acting as a master plan (2017-38-SD). The subject property is located off Covered Bridge Road, just north of the intersection of Covered Bridge Road and Loop Road. The associated master plan is proposed to include 190 single-family homes and 120 multi-family apartment units. The applicant is requesting to add this development to the existing Riverwood Athletic Club Master Plan.

Compatibility with Surrounding Land Uses

The proposed use is a residential subdivision and is compatible with the surrounding land uses, which are primarily residential with some agricultural.

Consistency with the Comprehensive Plan 2040

The Comprehensive Plan 2040 designates this property as “medium density residential”. The requested development is compatible with this category based on the proposed density (6 units/acre) and requested zoning change. Based on the Comprehensive Plan, medium-density residential typically consists of up to 5 units/acre. However, densities up to 7 units/acre may be approved as a part of a PD-R zoning district.



CONSIDERATIONS:

- Rezonings are decided by the Town Council. The Planning Board shall make a recommendation to the Town Council.
- When adopting or rejecting the rezoning, the Town Council shall approve a statement describing whether its action is consistent with adopted plans and/or policies of the Town and explaining why the Council considers the action taken to be reasonable and in the public interest.
- This rezoning is running concurrently with a major subdivision request (2017-38-SD Walton Farms Major Subdivision acting as a Master Plan)

APPROVAL CRITERIA:

The applicant has addressed the Rezoning Approval Criteria outlined in §155.705. The applicant's responses are incorporated as an attachment to the Staff Report.

STAFF RECOMMENDATION:

Staff is recommending approval of the rezoning of the subject parcel.

ATTACHMENTS:

- 1) Staff Report Maps
- 2) Application
- 3) Neighborhood Meeting Materials

TOWN OF CLAYTON
PLANNING BOARD WRITTEN RECOMMENDATION
ZONING AMENDMENT
(REZONING AMENDMENT)

Walton Farm Rezoning
2017-37- PDD

On May 22, 2017, the Planning Board heard the above-referenced request and made the following vote:

Recommendation to the Town Council to

☒ approve the request;

☐ deny the request.

Recommendation(s) made this 22 day of May 2017 while in regular session.

Signed:



Planning Board Chair

TOWN OF CLAYTON
REZONING AMENDMENT
CONSISTENCY AND REASONABLENESS STATEMENT

2017-37-PDD
Walton Farm at RWAC Planned Development Rezoning

The Town Council of the Town of Clayton hereby states:

Section 1: The above referenced zoning amendment IS CONSISTENT with:

The Town of Clayton's Comprehensive Plan, specifically:

- LU1.1 - Encourage development that is consistent with the Future Land Use Map
- LU1.1.2 - Support residential development at varying densities based on the Future Land Use map

Section 2: Based upon information presented at the public hearings and by the applicant, and based upon the recommendations and detailed information developed by staff and the Planning Board contained in the staff report, and considering the criteria applicable sections of the Unified Development Code of the Town of Clayton, specifically **(insert specifics to case)**

That the proposed rezoning will allow the orderly use of the property consistent with surrounding uses and the Future Land Use Map

the above referenced zoning amendment is reasonable and in the public interest.

PUBLIC NOTICE

In accordance with NC GS 160A-384 and NC GS 160A-364, the Clayton Town Council will hold a public hearing on Monday, July 17, 2017, at 6:30 PM at Town Hall, 111 East Second Street, to consider the following:

- Walton Farm Rezoning, 2017-37-PDD, planned development district request to rezone 51.63 acres from Residential-Estate (R-E) and Residential-8 (R-8) to Planned Development-Residential (PD-R). Parcel Number: 176000-93-5894.
- Walton Farm Preliminary Plat (major subdivision, acting as a Master Plan), 2017-38-SD, request to develop 120 apartment units and 190 single-family residential lots on 51.63 acres of land. Parcel Number: 176000-93-5894.

For Rezoning, the Clayton Town Council reserves the right to approve the request as presented or any portion of the request without necessity of withdrawal or modification of the application or additional public hearing on the matter. Likewise, the Town Council may designate approval to the district requested or another district or districts without modification of the request or additional public hearing.

For Preliminary Plats (major subdivisions), 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
919-553-5002

The Clayton News Star

Please advertise on the following dates:

July 5, 2017

July 12, 2017

Affidavit of publication required.

**Town of Clayton
Town Council
Zoning Ordinance Amendment Motion Sheet
(Rezoning or Text Amendment)**

After considering the recommendations of the Planning Board and Planning Director, I move to **[approve OR deny] #2017-37-PDD – Walton Farm @RWAC**

[IF APPROVING]

and to approve the Statement of Consistency and Reasonableness included in the Agenda packet [with the following modifications: STATE MODIFICATIONS, IF ANY].

**MOTION FORM
ITEM 6a
2017-37-PDD – Walton Farm @ RWAC**

**TOWN OF CLAYTON
2017-37-PDD
WALTON FARM @ RWAC
APPROVED**

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

Applicant:	Adams & Hodge Engineering
Owners:	FSC Ranch, LLC
Property Location:	3131 Covered Bridge Road, north of the intersection of Covered Bridge Road and Loop Road
Tax Parcel Number:	Parcel # 176000-93-5827 / 16I03027
Proposed Use Of Property:	Planned Development Residential
Meeting Date:	July 17, 2017

Having heard all the evidence and argument presented at the hearing, the Town Council finds that the application is complete, is in accordance with the Strategic Growth Plan, is in compliance with all of the applicable requirements of the Clayton Unified Development Ordinance for the planned development district proposed, and that, therefore, the application to rezone the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Clayton Unified Development Ordinance.

On the date listed below, the Town Council for the Town of Clayton met and held a hearing to consider the following master plan:

Applicant: Adams & Hodge Engineering

Owners: FSC Ranch, LLC.

Property Location: 3131 Covered Bridge Road, north of the intersection of Covered Bridge Road and Loop Road

Tax Parcel Number: Parcel # 176000-93-5827 / 16I03027

Proposed Use
Of Property: Planned Development Residential

Meeting Date: July 17, 2017

The Clayton Town Council approved the attached master plan for development in the Planned Development District established by the granting of rezoning application 2017-37-PDD, with the following conditions:

CONDITIONS OF APPROVAL:

1. Following Board approvals, three copies of the final Preliminary Subdivision Plan meeting the requirements of the Conditions of Approval shall be submitted to the Planning Department for final approval. The conditions of approval shall be recorded on the plans before final approval is granted.
2. All off-site roadway improvements recommended by the Traffic Study, NCDOT Congestion Management, NCDOT Division 4, and the Town shall be installed prior to the issuance of the certificate of occupancy that creates the demand for the improvement.
3. Individual phases of the development, including the community center, neighborhood parks and amenities, shall be reviewed as minor subdivisions and/or minor site plans.
4. The community center's drop-off area and adjacent 3 parallel spaces are conceptual and shall be reconfigured to minimize traffic conflicts at the main entrance/first intersection as a part of the minor site plan for the community center.

5. The main residential collector street (Street "A") shall be completed as a part of phase 1 and prior to the issuance of the first plat.
6. The design of all street cross-sections are conceptual and shall be approved by the Engineering and Inspections Department prior to installation.
7. Each driveway shall include 2 car spaces and shall have a depth of 20 feet in length, measured from the front of each single-family residential unit and the back of sidewalk.
8. The Class "C" landscape buffer along the project frontage of Covered Bridge Road and the 10 foot greenway from the project entrance to the west property line shall be installed concurrent with the construction of Phase 1 of the development.
9. A ten foot wide greenway from the project entrance to the eastern property line along Covered Bridge Road shall be installed in conjunction with phase 4.
10. Up to 300 feet of landscape buffer shall be relocated to allow for adequate stormwater flow from the spring fed lake to the adjacent property to the west.
11. 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.
12. Prior to plat recordation, the applicant shall submit an annexation petition for the development.
13. No more than 75 certificates of occupancy shall be issued within the subdivision until the required secondary access has been constructed or bonded for construction.
14. No more than 250 certificates of occupancy shall be issued within the subdivision until the required third access/stub-out has been constructed or bonded for construction.
15. Prior to grading and construction activities, tree protection fencing shall be installed around all resource conservation areas. Once the tree protection fence is installed, it must be inspected by the Planning Department before construction activities begin.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the Town has caused this approval to be issued in its name.
TOWN OF CLAYTON

BY: _____
Jody L. McLeod,
Mayor

ATTEST:

_____ (SEAL)
Kimberly A. Moffett, CMC
Town Clerk

NORTH CAROLINA
JOHNSTON COUNTY

I, _____, a Notary Public, do hereby certify that Kimberly A. Moffett personally appeared before me this day and acknowledged that she is Town Clerk of the Town of Clayton and that by authority duly given and as the act of the Town, the foregoing instrument was signed in its name by Jody L. McLeod, Mayor of the Town of Clayton.

Witness my hand and notarial seal this the ____ day of _____ 2017.

Notary Public _____ (SEAL)
(Printed Name)

NC County of Commission: _____

Commission expires: _____

**AN ORDINANCE AMENDING THE ZONING ORDINANCE
AND ZONING MAP
OF THE TOWN OF CLAYTON, NORTH CAROLINA**

WHEREAS a petition has been filed with the Town Council of the Town of Clayton requesting an amendment to the Zoning Ordinance and Zoning Map of the Town of Clayton to include in the Planned Development Residential (PD-R) zone the property described below, said property formerly being zoned Residential Estate (R-E) and Residential-8 (R-8); and

WHEREAS said property is owned by the FSC Ranch, LLC; and

WHEREAS the Planning Board of the Town of Clayton has reviewed the proposed change(s) and made a recommendation thereupon; and

WHEREAS notice of a public hearing to consider the proposed change was published in accordance with law in the Clayton News Star, a local newspaper, as required by Section 155.702(D) of the Clayton Unified Development Code and by Section 160A-364 of the North Carolina General Statutes; and

WHEREAS a notice of the proposed zoning classification action was mailed to the owner(s) of the parcel(s) of land involved, as shown on the County Tax Listings, and to the owners of all parcels of land abutting that (those) parcel(s) of land and within 100 feet of the subject parcel(s) of land, as shown on the County Tax Listings, by depositing a copy of the same in the United States Mail, first class postage paid, as required by Section 155.702(D) of the Zoning Ordinance of the Town of Clayton and by Section 160A-384 of the General Statutes; and

WHEREAS the said public hearing was actually conducted at 6:30 p.m. on July 17, 2017, wherein a reasonable opportunity was given to all those in attendance to speak either in favor or against the said change or to make relevant comments;

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

SECTION 1. That the Unified Development Code of the Town of Clayton is hereby amended to include in the Planned Development Residential (PD-R) zone the following described property:

General Description: 3131 Covered Bridge Road

Specific Description:

NC Parcel Identification Numbers: 176000-93-5827

SECTION 2. That the official Town of Clayton Zoning Map is hereby amended to include in the Planned Development Residential (PD-R) zone the above-described property and will be so marked.

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

SECTION 4. That this ordinance shall become effective immediately upon its adoption.

DULY ADOPTED by the Clayton Town Council this 17th day of July 2017 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Public Hearing

Item Title

2017-38-SD Walton Farm Preliminary Subdivision (acting as a Master Plan)

Presenter (Name & Title)

Planning Department

Summary/Description

Preliminary subdivision (master plan) approval to develop 190 single-family residential lots and 120 multi-family apartment units on 51.63 acres of land. This project is running concurrently with rezoning request 2017-37-PDD to rezone the property from R-E and R-8 to PD-R.

Requested Action

Approval of Subdivision

Additional Documents To Be Included in Agenda Packet

Staff Report Maps
Application
Neighborhood Meeting Materials
Site Plan
Wastewater Allocation Request
Planning Board Recommendations
Traffic Impact Analysis- Conclusions and Recommendations



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
June 19, 2017*

STAFF REPORT

Application Number: 2017-38-SD

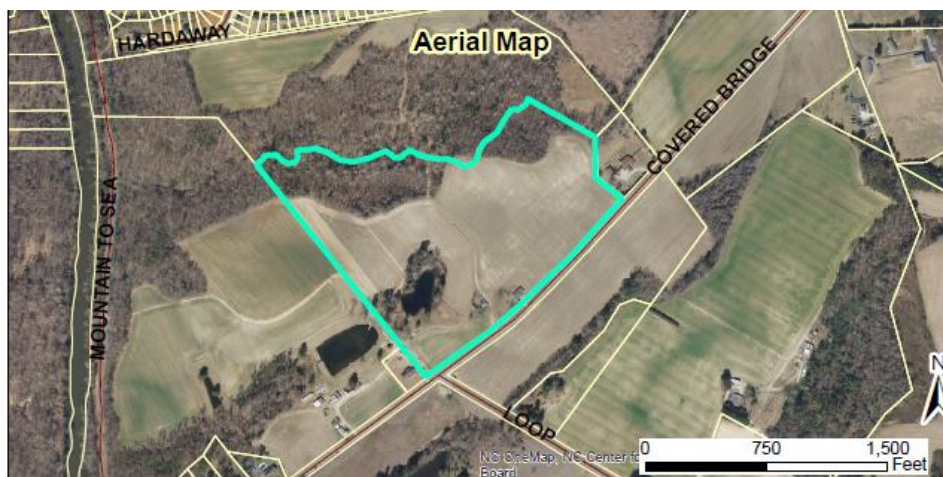
Project Name: Walton Farms Preliminary Subdivision (acting as Master Plan)

NC PIN / Tag #: 176000-93-5827 / 16I03027
Town Limits/ETJ: ETJ (to be annexed)
Applicant: Adams & Hodge Engineering
Owner: FSC Ranch, LLC
Location: 3131 Covered Bridge Road

Public Noticing:

- Neighborhood meeting April 13, 2017
- Sign posted prior to April 14, 2017
- Letters mailed prior to June 23, 2017
- Newspaper published June 21 and June 28

REQUEST: The applicant is requesting preliminary subdivision approval for 190 single-family residential lots and 120 multi-family apartment units to be developed on 51.63 acres of land. This project is running concurrently with rezoning request 2017-37-PDD to rezone the property from R-E and R-8 to PD-R.



SITE DATA:

Acreage: 51.63 acres
Existing Use: Vacant

ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-8 and Residential-10	Single-Family Homes (Riverwood Athletic Club)
South	Residential-Estate	Vacant
East	Residential-8 and Residential-Estate	Single-Family Homes (Riverwood Athletic Club)
West	Residential-Estate	Single-Family Home & Agricultural

DEVELOPMENT DATA:

Proposed Uses: Single-family residential (190 lots) and multi-family apartments (120 units)
Buildings: 190 single-family homes, four apartment buildings, one community center
Density/Intensity: 6 units/acre
Impervious Surface: 55%
Required Parking: 166 spaces
Proposed Parking: 299 spaces
Access/Streets: There will be three access points. To the North, the development will connect to Ravens Ridge at Riverwood Athletic Club. To the South, the development will have an entrance off Covered Bridge Road. Additionally, there will be a stub-out connecting to the adjacent property to the West (House Tract).
Water/Sewer Provider: Town of Clayton
Electric Provider: Duke Energy

STAFF ANALYSIS:**Overview**

The applicant is requesting preliminary subdivision approval, acting as a Master Plan, for Walton Farms Subdivision. This 51.63 acre project is running concurrently with rezoning request 2017-37-PDD which would rezone the subject property to Planned Development-Residential. The applicant is proposing the development be included as a part of the existing Riverwood Athletic Club, which is located just north of the subject property.

The applicant proposes to develop 190 single-family units and 120 multi-family apartment units. The main entrance to the subdivision will be off Covered Bridge Road. The applicant is proposing decorative pavers at this entrance, which will lead into the main collector street of the development. Four apartment buildings, consisting

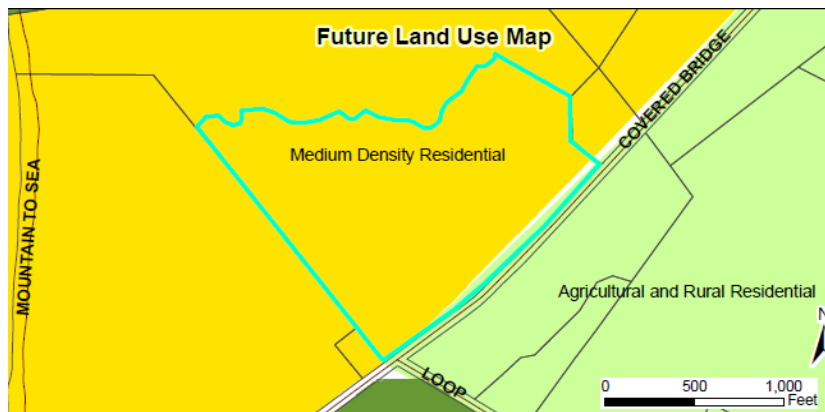
of one and two bedroom units, are located along the collector street. Parking for the apartment units will be located primarily in the back of the buildings, with some parallel parking located on the collector street.

The applicant is proposing two different housing types for the single-family units, with the minimum lot size being 3,145 square feet. The smallest lots are proposed to be located primarily interior to the development, with the larger lots located on the outer portion of the development. There will be three pocket parks, which are located behind the interior residential lots. These parks will include walking trails, fire pits, grills, gazebos, and corn hole areas. A community center is also proposed, which will include its own fire pit and gathering areas. Additionally, the development will be a part of Riverwood Athletic Club and have access to the existing amenities such as the gym facilities and swimming pools.

Consistency with Adopted Plans

- **Comprehensive Plan 2040**

The Comprehensive Plan 2040 designates this property as “medium density residential”. The requested development is compatible with this category based on the proposed density (6 units/acre) and requested zoning change. Based on the Comprehensive Plan, medium-density residential typically consists of up to 5 units/acre. However, densities up to 7 units/acre may be approved as a part of a PD-R zoning district.



- **Unified Development Code**

The proposed development is consistent with and meets the applicable requirements of the Unified Development Code (UDC).

Compatibility with Surrounding Land Uses

The proposed use is a residential subdivision and is generally compatible with the surrounding land uses, which are primarily residential with some agricultural.

Landscaping and Buffering

The applicant is proposing to provide a Class “C” landscape buffer along Covered Bridge Road, and along the adjacent property lines. A detailed landscaping plan will be submitted when each phase of the development is submitted for staff review.

Access/Streets

There will be three access points within the subdivision. The main entrance into the development is a two-way entrance located off Covered Bridge Road. The development will also connect north to Ravens Ridge at Riverwood Athletic Club, and will provide a stub-out to the West in order to provide future connectivity.

Multi-Modal Access

Interior sidewalks are provided throughout the development. A greenway is provided along the collector street (Street "A"), which will connect to the Riverwood greenway system and a greenway located west of the project entrance and along Covered Bridge Road. This greenway connection will allow residents pedestrian access to the Town's future park property located to the south.

Environmental

There are several natural features on the subject site including a spring fed pond and a perennial stream. These features will be preserved and buffered in accordance with the requirements of the UDC.

Garbage / Recycling

The multi-family apartments and clubhouse will utilize four proposed dumpsters within the development. These dumpsters are proposed to be located behind the apartment buildings, and will meet the UDC's screening requirements. All single-family residential units will utilize roll-outs for individual trash collection.

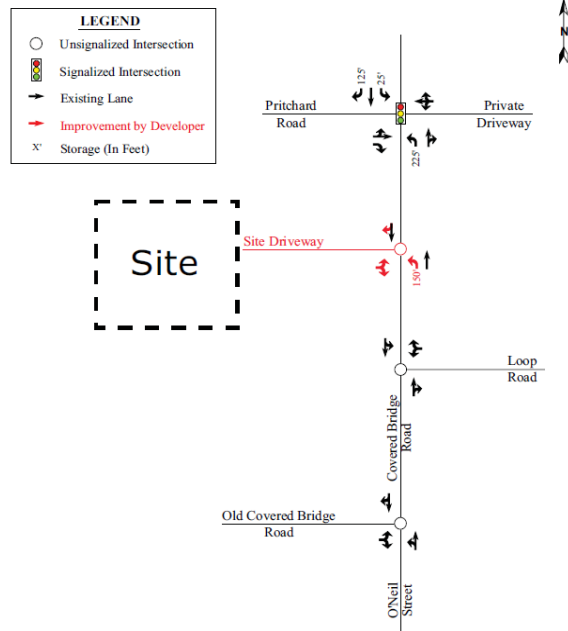
Traffic Impact Analysis

Ramey Kemp & Associates prepared the Traffic Impact Analysis dated April 2017. The study concludes that the proposed development will generate approximately 2,660 total site trips during a typical weekday, with roughly 206 trips during the AM peak hour and 274 trips during the PM peak hour. The study recommends the following roadway improvements.

1. Provide site access via a full movement intersection with one ingress and one egress lane
2. Provide stop control for site driveway

3. Provide an exclusive northbound left-turn lane on Covered Bridge Road with 150 feet of storage and taper
In addition to these improvements, staff has received feedback from NCDOT. A copy of NCDOT's response has been included within this staff report. The following comments have been made in addition to individual intersection improvements recommended by the TIA. These comments are considered necessary by NCDOT standards.

1. A three-lane section with a two-way left turn lane shall be required on Covered Bridge Road, between the proposed site driveway and Loop Road.
2. A southbound right turn lane with a minimum 150' storage and appropriate tapers shall be required.



Recreation and Open Space

The development includes three pocket parks for the residents, as well as a clubhouse on-site. The residents will also have access to the existing amenities included within Riverwood Athletic Club, such as gym facilities and swimming pools.

Architecture/Design

Architectural elevations for the apartment buildings and clubhouse will be submitted and reviewed at the minor site plan level for the associated phases.

CONSIDERATIONS:

- This plan is subject to final approval by Town Council.
 - This approval is subject to approval of 2017-38-PDD
-

FINDINGS:

The applicant has addressed the Major Subdivision Approval Criteria outlined in UDC Section 155.706. The applicant's Findings of Fact are incorporated into the record as an attachment to the Staff Report.

CONDITIONS:

If approved, staff recommends the following conditions be applied to the approval of the preliminary subdivision/master plan:

1. Following Board approvals, three copies of the final Preliminary Subdivision Plan meeting the requirements of the Conditions of Approval shall be submitted to the Planning Department for final approval. The conditions of approval shall be recorded on the plans before final approval is granted.
2. All off-site roadway improvements recommended by the Traffic Study, NCDOT Congestion Management, NCDOT Division 4, and the Town shall be installed prior to the issuance of the certificate of occupancy that creates the demand for the improvement.
3. Individual phases of the development, including the community center, neighborhood parks and amenities, shall be reviewed as minor subdivisions and/or minor site plans.
4. The community center's drop-off area and adjacent 3 parallel spaces are conceptual and shall be reconfigured to minimize traffic conflicts at the main entrance/first intersection as a part of the minor site plan for the community center.
5. The main residential collector street (Street "A") shall be completed as a part of phase 1 and prior to the issuance of the first plat.
6. The design of all street cross-sections are conceptual and shall be approved by the Engineering and Inspections Department prior to installation.
7. Each driveway shall include 2 car spaces and shall have a depth of 20 feet in length, measured from the front of each single-family residential unit and the back of sidewalk.
8. The Class "C" landscape buffer along the project frontage of Covered Bridge Road and the 10 foot greenway from the project entrance to the west property line shall be installed concurrent with the construction of Phase 1 of the development.
9. A ten foot wide greenway from the project entrance to the eastern property line along Covered Bridge Road shall be installed in conjunction with phase 4.
10. Up to 300 feet of landscape buffer shall be relocated to allow for adequate stormwater flow from the spring fed lake to the adjacent property to the west.
11. 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.
12. Prior to plat recordation, the applicant shall submit an annexation petition for the development.
13. No more than 75 certificates of occupancy shall be issued within the subdivision until the required secondary access has been constructed or bonded for construction.

14. No more than 250 certificates of occupancy shall be issued within the subdivision until the required third access/stub-out has been constructed or bonded for construction.
15. Prior to grading and construction activities, tree protection fencing shall be installed around all resource conservation areas. Once the tree protection fence is installed, it must be inspected by the Planning Department before construction activities begin.

STAFF RECOMMENDATION:

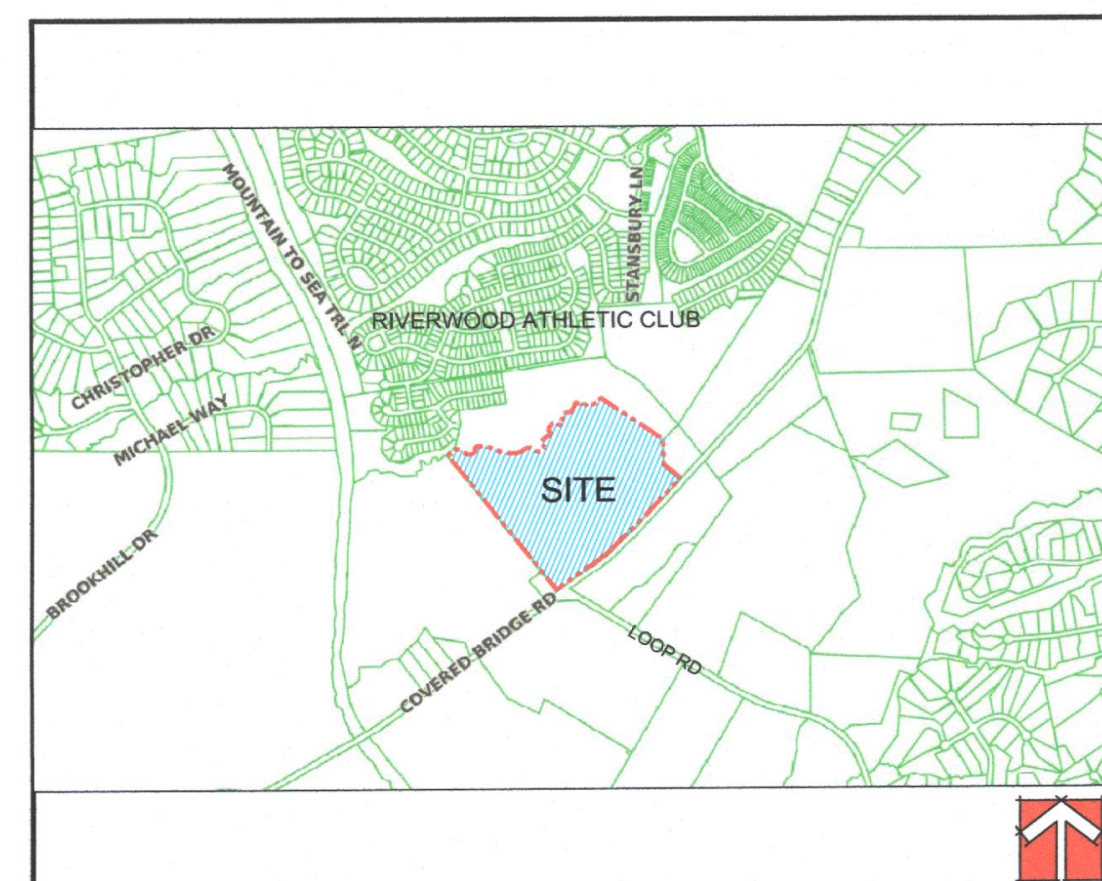
Staff is recommending approval with conditions of the proposed preliminary subdivision plat, acting as a master plan, of the subject parcel.

ATTACHMENTS:

- 1.) Staff Report Maps
- 2.) Application
- 3.) Neighborhood Meeting Materials
- 4.) Site Plan
- 5.) Wastewater Allocation Request
- 6.) Traffic Impact Analysis- Conclusions and Recommendations
- 7.) NCDOT TIA Response
- 8.) Johnny House Letter & Map

PLANNED DEVELOPMENT MASTER PLAN

WALTON FARM AT RIVERWOOD ATHLETIC CLUB IN CLAYTON, NORTH CAROLINA

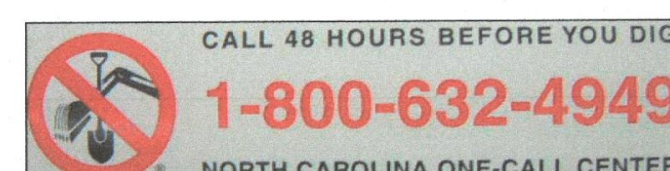


SITE VICINITY MAP
NOT TO SCALE

DEVELOPER/APPLICANT:

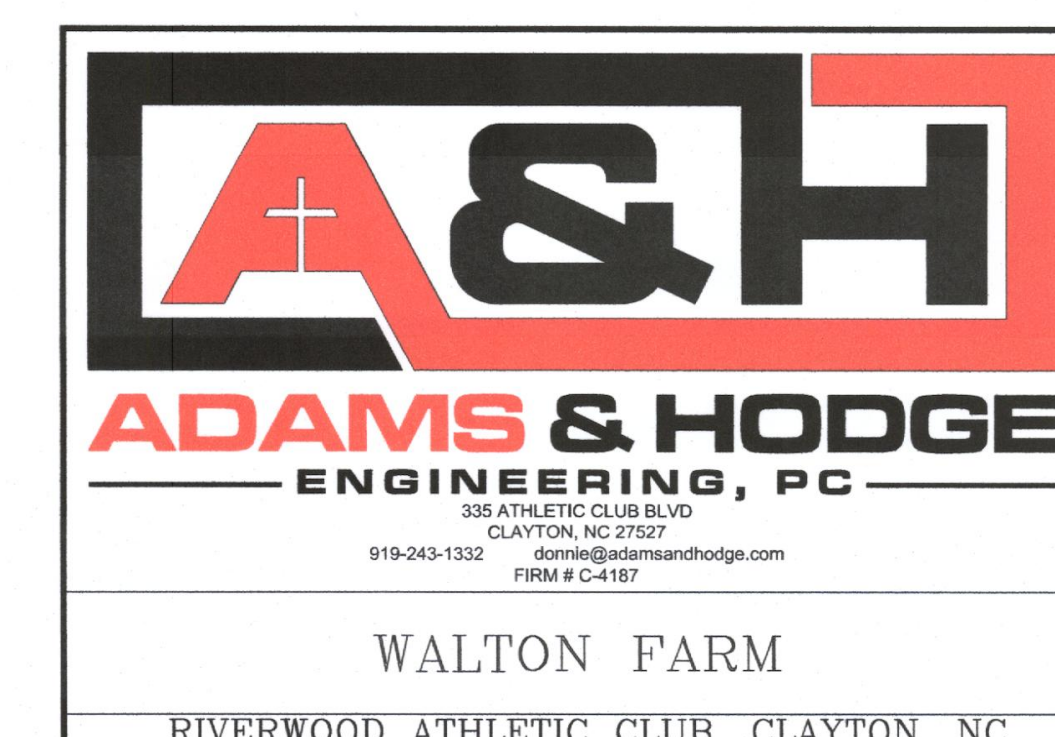
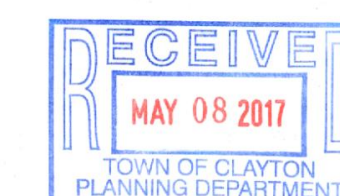
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527

CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278



SHEET INDEX

<u>SHEET TITLE</u>	<u>SHEET No.</u>
EXISTING CONDITIONS.....	PD01
MASTER PLAN.....	PD02
PEDESTRIAN & VEHICULAR ROUTING.....	PD03
AMENITIES.....	PD04
HOUSING TYPES.....	PD05
PHASING.....	PD06
REGULATORY STANDARDS.....	PD07
PRELIMINARY ENGINEERING DESIGN.....	PD08
AMENDED RIVERWOOD ATHLETIC CLUB MASTER PLAN.....	PD09



MARCH 1, 2017

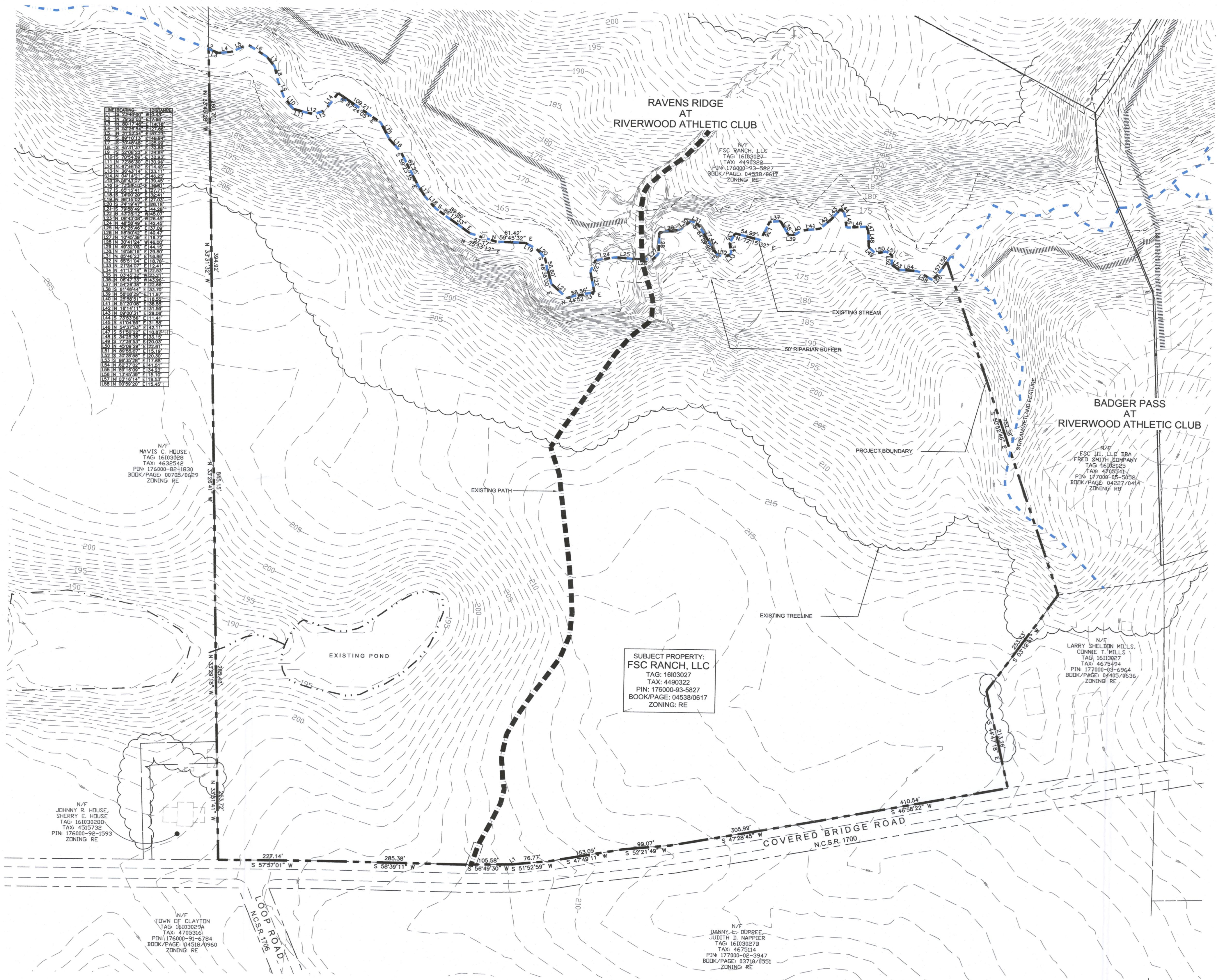
REVISED MARCH 24, 2017 AS PER TRC COMMENTS
REVISED APRIL 12, 2017 AS PER TRC COMMENTS
REVISED MAY 5, 2017 AS PER LAYOUT CHANGE



FOR REVIEW AND
COMMENT ONLY

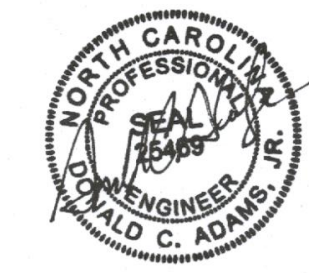
REVISED
10:41 am, May 08, 2017

REFERENCE T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

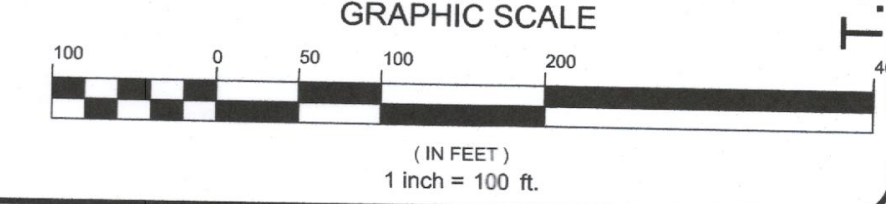
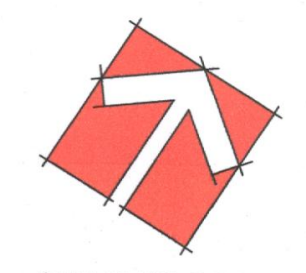


DEVELOPER/APPLICANT:
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

FOR REVIEW AND
COMMENT ONLY



REVISED
10:42 am, May 08, 2017



T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

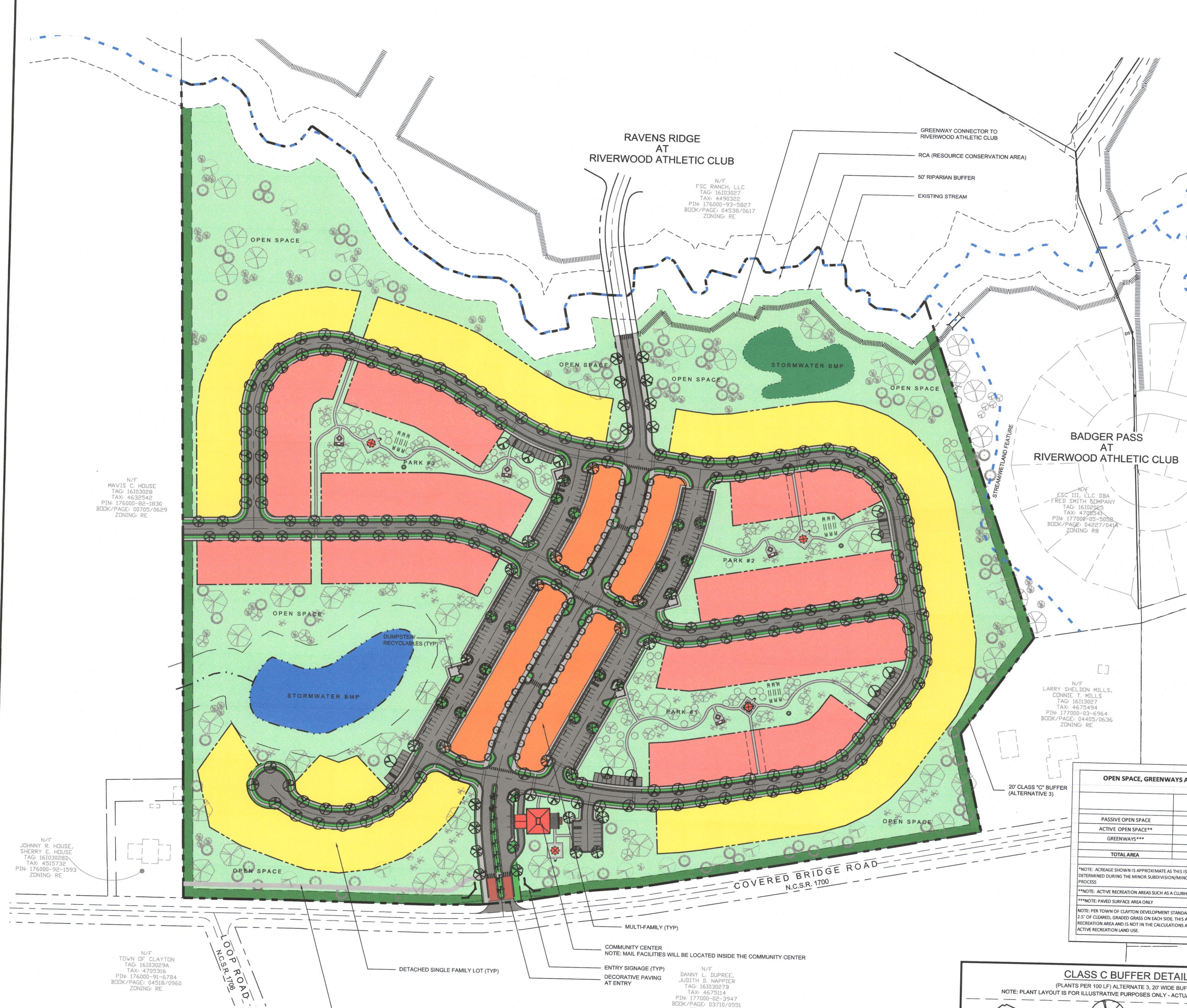
WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

EXISTING CONDITIONS

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: AH-
SHEET: PD01

ADAMS & HODGE
ENGINEERING, PC

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
dominic@adamsandhodge.com
919-243-1332
FROM F.C. 4187



STREETS NOTE
UPON CONSTRUCTION AND COMPLETION OF THE WARRANTY PERIOD, THE STREETS MAY BE DEDICATED TO N.C.D.O.T. OR THE TOWN OF CLAYTON

DEVELOPER/APPLICANT:
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT/AGENT: DOMINIC ADAMS, PE
919 763-7278

SITE DATA:
SITE ADDRESS: 3131 COVERED BRIDGE ROAD
CLAYTON, NC 27520
TOWN LIMIT OR ETJ: CLAYTON ETJ (AND WILL BE ANNEXED)
ACREAGE: ±51.63 ACRES (±2,248,997 SF)
NC PIN NUMBER: 176000-93-5827
OWNERS & ADDRESSES: FSC RANCH, LLC
400 RIVERWOOD DR
CLAYTON, NC 27527
R-E
PD-R
VACANT
310 UNITS/±0.0 UNITS PER ACRE
THIS DENSITY IS BASED ON A MIX OF 120 APARTMENT UNITS
AND 190 DETACHED SINGLE FAMILY LOTS.
1,236,948 SF/ 55%
NO
NO
DUKE ENERGY PROGRESS
TOWN OF CLAYTON
TOWN OF CLAYTON
SINGLE FAMILY DETACHED DWELLINGS AND
MULTI-FAMILY APARTMENTS. THE SPECIFIC LOCATION, MIX
AND NUMBER OF EACH TYPE MAY CHANGE AS THE MARKET
DEMANDS PROVIDING THE OVERALL PROPOSED DENSITY IS NOT
EXCEEDED. ANY CHANGES TO LOCATION, MIX, AND NUMBER
MUST BE APPROVED BY TOWN OF CLAYTON PLANNING

CURRENT ZONING: PD-R
PROPOSED ZONING: PD-R
EXISTING USE: VACANT
PROPOSED DENSITY: 310 UNITS/±0.0 UNITS PER ACRE

MAXIMUM IMPERVIOUS AREA: 100 YR FLOOD PLAIN: 1,236,948 SF/ 55%
ELECTRIC PROVIDER: TOWN OF CLAYTON
WATER PROVIDER: TOWN OF CLAYTON
SEWER PROVIDER: TOWN OF CLAYTON
PROPOSED USE: SINGLE FAMILY DETACHED DWELLINGS AND MULTI-FAMILY APARTMENTS. THE SPECIFIC LOCATION, MIX AND NUMBER OF EACH TYPE MAY CHANGE AS THE MARKET DEMANDS PROVIDING THE OVERALL PROPOSED DENSITY IS NOT EXCEEDED. ANY CHANGES TO LOCATION, MIX, AND NUMBER MUST BE APPROVED BY TOWN OF CLAYTON PLANNING

- LEGEND:**
- SINGLE FAMILY DETACHED-TYPE 1*
 - SINGLE FAMILY DETACHED-TYPE 2*
 - MULTI-FAMILY (120 UNITS)
 - OPEN SPACE (ACTIVE/PASSIVE)
 - CLASS "C" BUFFER (ALTERNATIVE 3)
 - STORMWATER BMP
 - STREETS
 - SIDEWALKS
 - RCA (RESOURCE CONSERVATION AREA)
 - GREENWAY CONNECTOR
 - BUFFERED STREAM
- * SINGLE FAMILY DETACHED TYPES 1 & 2 TOTAL 190 LOTS

RESIDENTIAL UNIT DATA

TYPE OF UNIT	NUMBER OF UNITS
SINGLE FAMILY LOTS (DETACHED)	190
1 BEDROOM MULTI-FAMILY UNITS	80
2 BEDROOM MULTI-FAMILY UNITS	40
TOTAL NUMBER OF UNITS	310
DENSITY (DU/AC)	6

IMPERVIOUS AREA CALCULATIONS*

	TOTAL AREA (SQUARE FEET)	% OF TOTAL SITE	IMPERVIOUS AREA (SQUARE FEET)	% IMPERVIOUS AREA
RESIDENTIAL LOTS	622,639	27.69%	466,979	75.00%
RIGHT-OF-WAY**	402,600	17.90%	263,338	65.41%
RESOURCE CONSERVATION AREAS***	107,593	4.78%	0	0.00%
TOTAL OPEN SPACE****	1,031,065	45.85%	23,763	2.30%
LANDSCAPING BUFFERS	86,561	3.85%	400	0.46%
TOTAL AREA	2,250,458	100.00%	754,480	33.53%

NOTE: AREA AND CALCULATIONS SHOWN ARE APPROXIMATE AS THIS IS A MASTER PLAN. ACTUAL ACREAGE WILL BE DETERMINED DURING THE MINOR SUBDIVISION/MINOR SITE PLAN APPLICATION SUBMITTAL PROCESS.

NOTE: RIGHTS-OF-WAY INCLUDES STREETS AND SIDEWALKS.

NOTE: RESOURCE CONSERVATION AREAS INCLUDE RIPARIAN BUFFER AREAS, OPEN WATER BODIES AND 100 YEAR FLOOD PLAIN.

NOTE: OPEN SPACE INCLUDES CLUBHOUSE, AMENITIES, GREENWAYS, INTERNAL SIDEWALKS, FEATURES IN PARKS, ACTIVE AND PASSIVE SPACES, ETC.

REVISED
10:43 am, May 08, 2017

OPEN SPACE, GREENWAYS AND OTHER RECREATION

	ACRES*	% OF TOTAL SITE
PASSIVE OPEN SPACE	19.09	8.48%
ACTIVE OPEN SPACE**	3.72	1.65%
GREENWAYS***	0.80	0.36%
TOTAL AREA	23.61	10.49%

NOTE: ACREAGE SHOWN IS APPROXIMATE AS THIS IS A MASTER PLAN. ACTUAL ACREAGE WILL BE DETERMINED DURING THE MINOR SUBDIVISION/MINOR SITE PLAN APPLICATION SUBMITTAL PROCESS.

NOTE: ACTIVE RECREATION AREAS SUCH AS A CLUBHOUSE, DEVELOPED PARK, ETC.

NOTE: PAVED SURFACE AREA ONLY.

NOTE: PER TOWN OF CLAYTON DEVELOPMENT STANDARDS, GREENWAYS MUST HAVE A MINIMUM OF 2.5' OF CLEARED, GRADED GRASS ON EACH SIDE. THIS AREA DOES NOT COUNT TOWARD ACTIVE RECREATION AREA AND IS NOT IN THE CALCULATIONS ABOVE. IN ACTUALITY, GREENWAYS ARE AN ACTIVE RECREATION LAND USE.

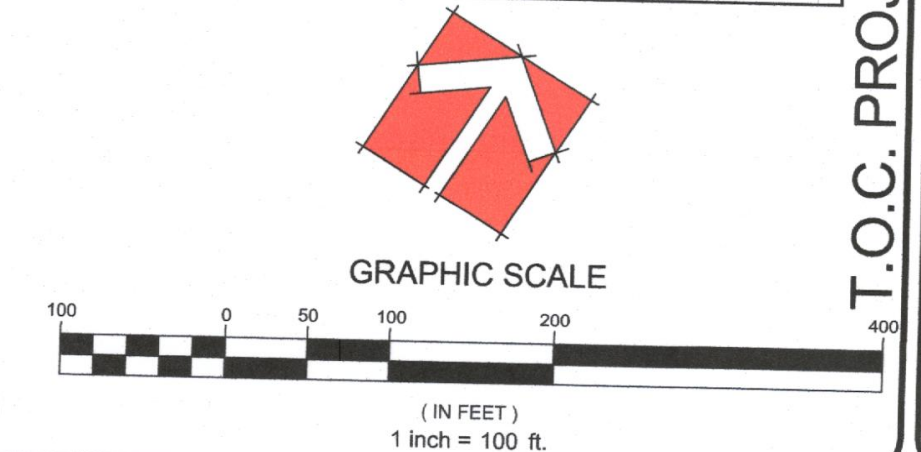
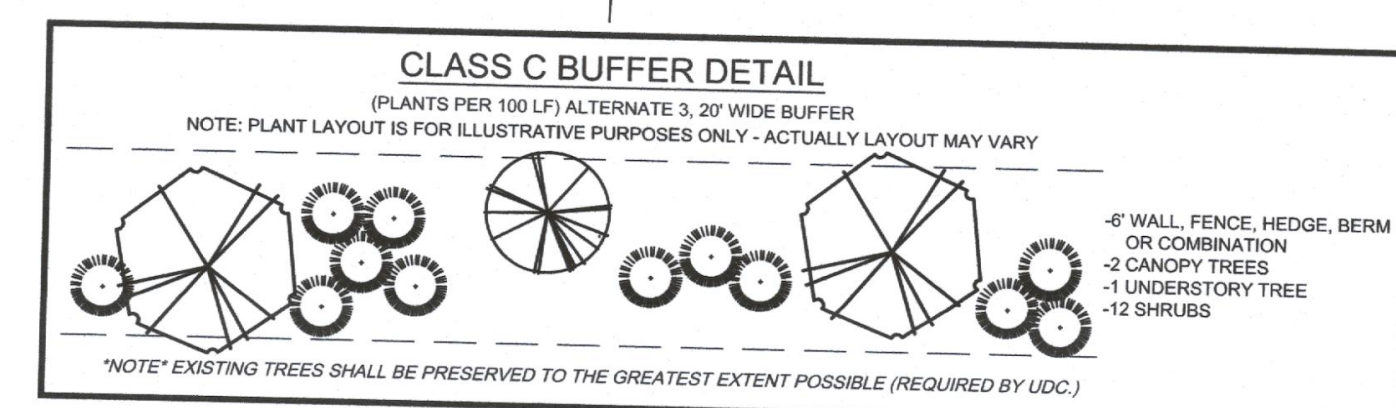
PARKING CALCULATIONS*

	NUMBER OF UNITS	TOTAL AREA (SQUARE FEET)	PARKING SPACE REQUIREMENTS	REQUIRED NUMBER OF SPACES*	PROPOSED NUMBER OF SPACES
COMMUNITY CENTER		1,800	1 SPACE/300 SQ. FT.	6	16
1 BEDROOM APARTMENT UNITS	80		1 SPACE/1 BEDROOM	80	80
2 BEDROOM APARTMENT UNITS	40		2 SPACES/2 BEDROOM UNIT	80	80
GUEST PARKING FOR APARTMENTS			1 SPACE/4 UNITS	30	30
OVERFLOW PARKING**				0	93
TOTALS	120			196	299

NOTE: PARKING CALCULATIONS ARE BASED ON SECTION 155.401, TABLE 4.2 OF THE TOWN OF CLAYTON UNIFIED DEVELOPMENT CODE.

NOTE: OVERFLOW PARKING COUNT IS BASED ON THE CURRENT MASTER PLAN LAYOUT AND IS SUBJECT TO CHANGE DURING THE SITE PLAN/REVISION PLAN APPLICATION PROCESS.

NOTE: THE ADA REQUIRES THAT OUT OF 200-300 PARKING SPACES 7 MUST BE ACCESSIBLE AND THAT 2 OF THE 7 SPACES MUST BE VAN ACCESSIBLE. THE CURRENT MASTER PLAN PARKING LAYOUT INCLUDES 10 ACCESSIBLE SPACES, 2 OF WHICH WILL BE VAN ACCESSIBLE.



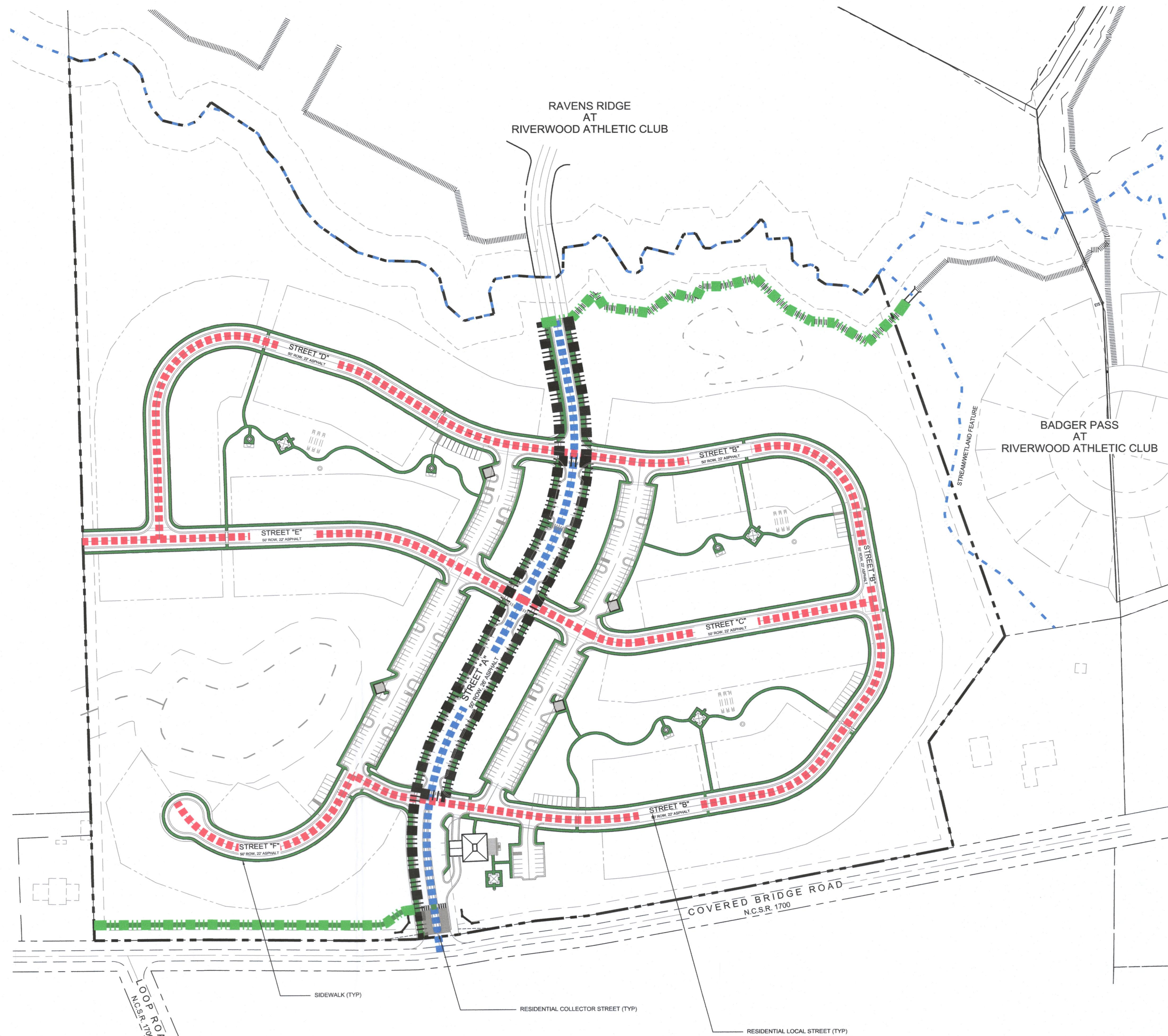
ADAMS & HODGE ENGINEERING, PC

WALTON FARM
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

MASTER PD PLAN

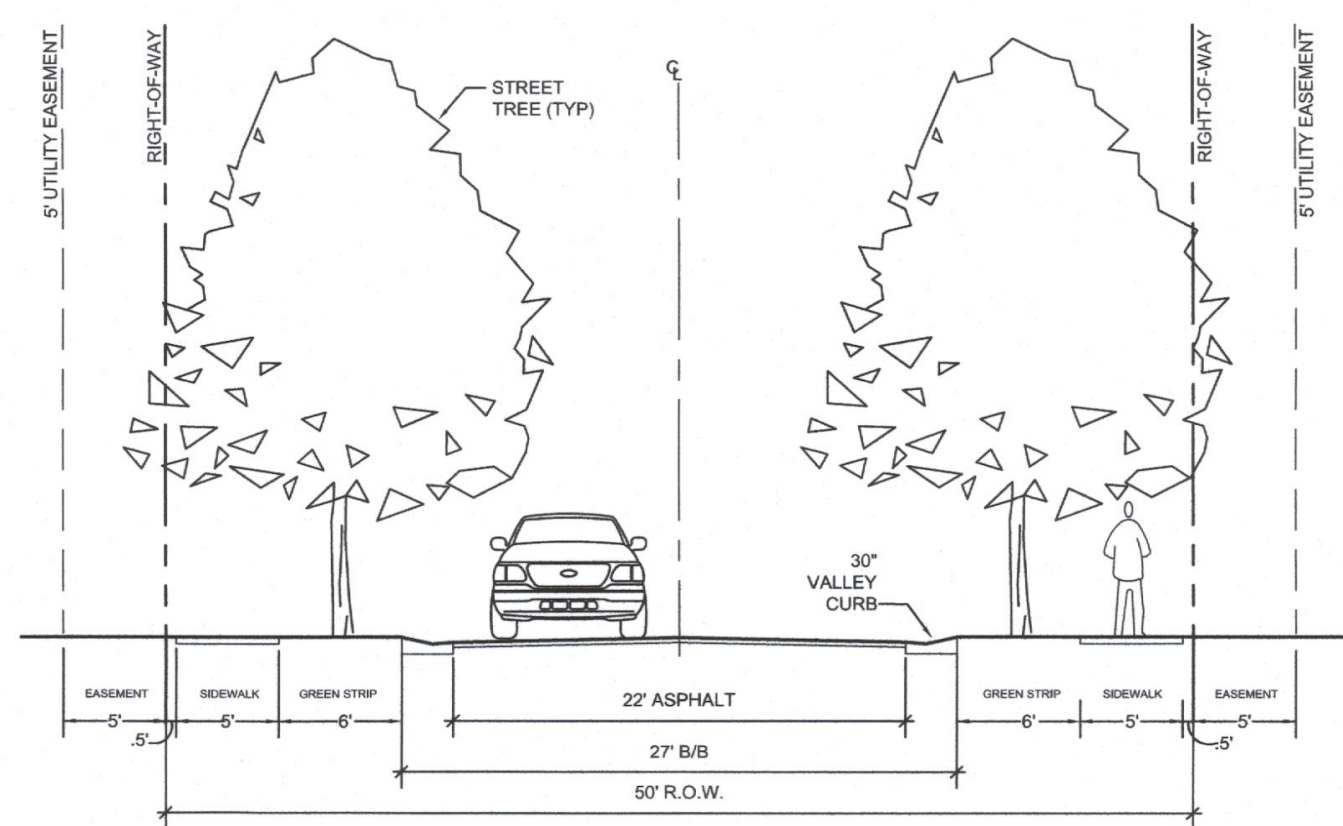
T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
SCALE: HORIZONTAL SCALE: SEE DRAWING SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: AH-
SHEET: PD02

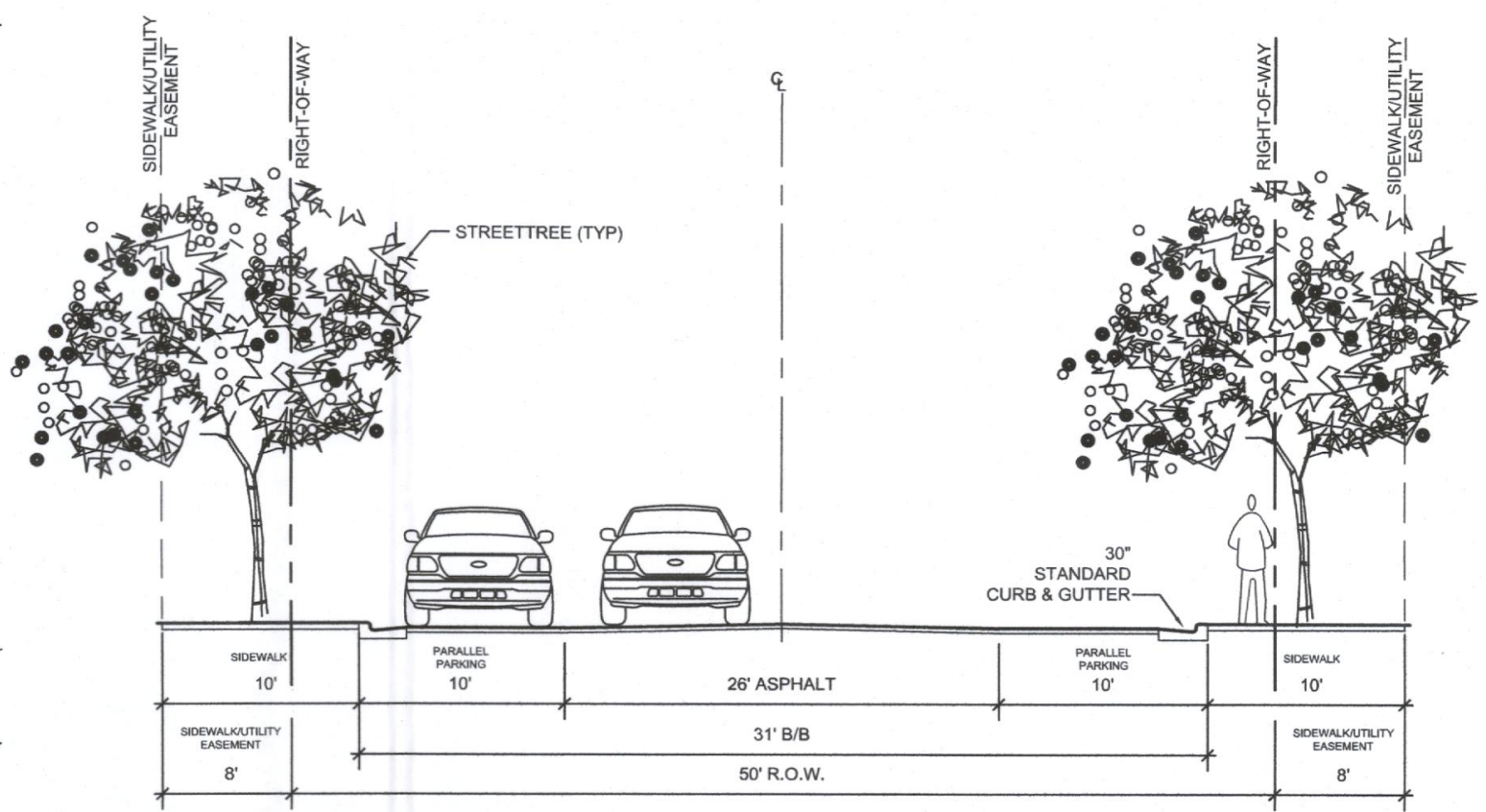


DEVELOPER/APPLICANT:
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT/AGENT: DONNIE ADAMS, PE
919.763.7278

- LEGEND:
- COLLECTOR STREET
 - RESIDENTIAL STREET
 - SIDEWALKS
 - 10' ASPHALT GREENWAY
 - 10' CONCRETE WALK
 - PREVIOUSLY APPROVED RWAC GREENWAY



MODIFIED RESIDENTIAL LOCAL STREET
50' RIGHT-OF-WAY WITH SIDEWALKS



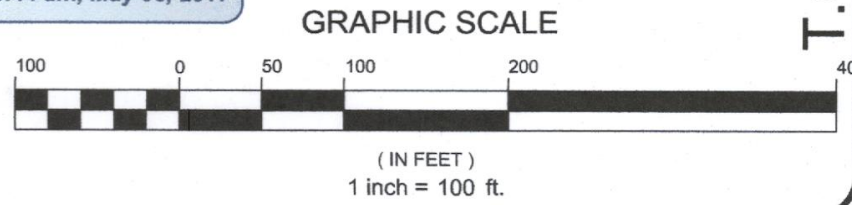
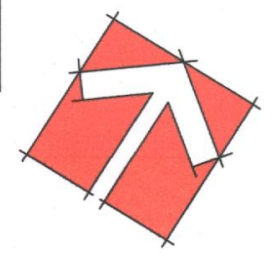
MODIFIED RESIDENTIAL COLLECTOR STREET
50' RIGHT-OF-WAY WITH SIDEWALKS

NOTE:
PAVEMENT AND BASE SECTIONS SHOWN ON PLANS ARE MINIMUM THICKNESS. PRIOR TO FINAL GRADING OF ROADWAY, THE OWNER WILL PROVIDE A DESIGN DETAIL OF THE PAVEMENT AND BASE IN ACCORDANCE TO THE MOST CURRENT TOWN OF CLAYTON MANUAL OF SPECIFICATIONS AND DESIGN, FOR REVIEW AND APPROVAL BY THE TOWN OF CLAYTON

FOR REVIEW AND COMMENT ONLY



REVISED
10:44 am, May 08, 2017



T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

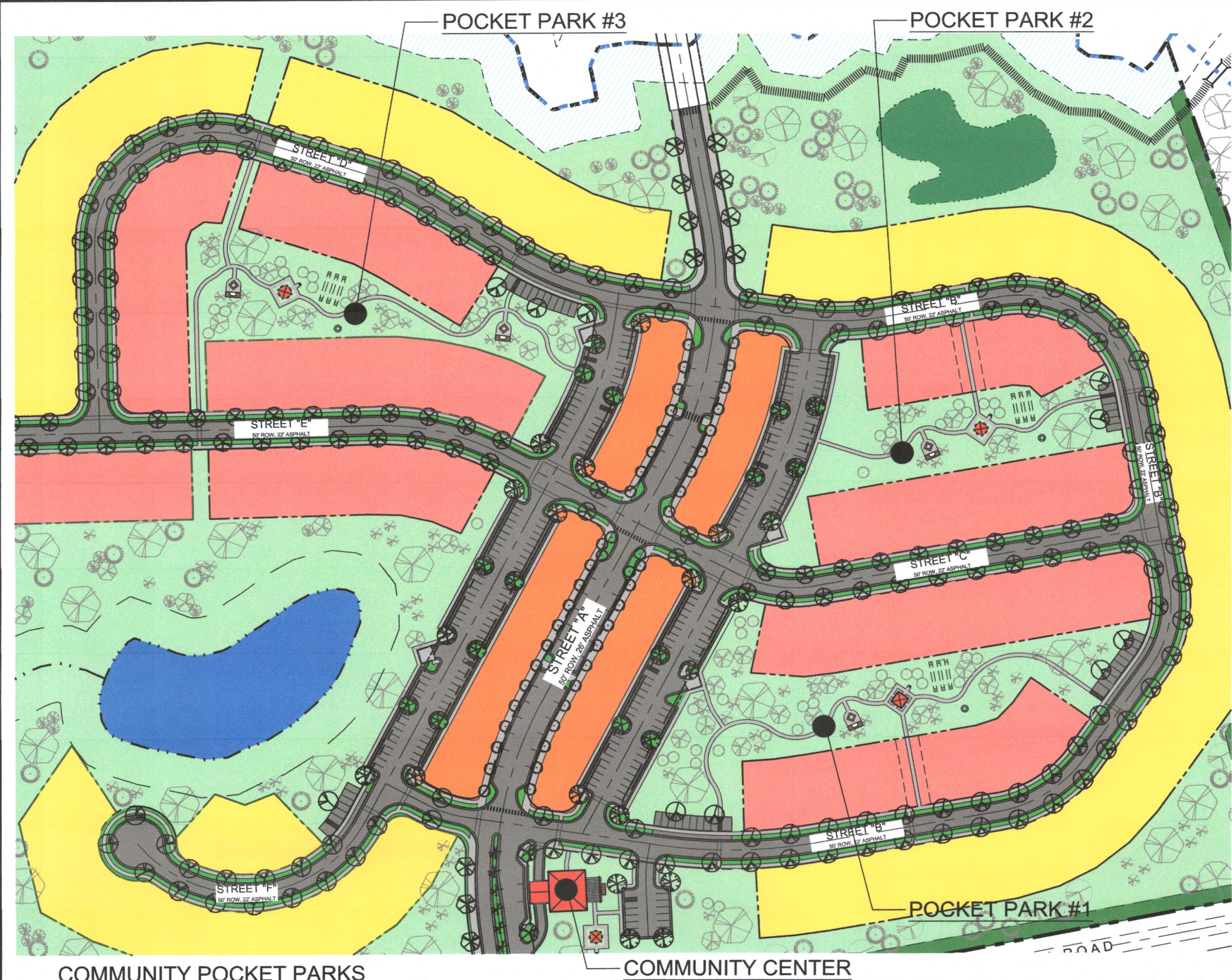
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
dadam@asmc.com
919.243.1332
FIRM # C-4187

ADAMS & HODGE
ENGINEERING, PC

A&H

WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE DRAWING SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: AH-
SHEET: PD03

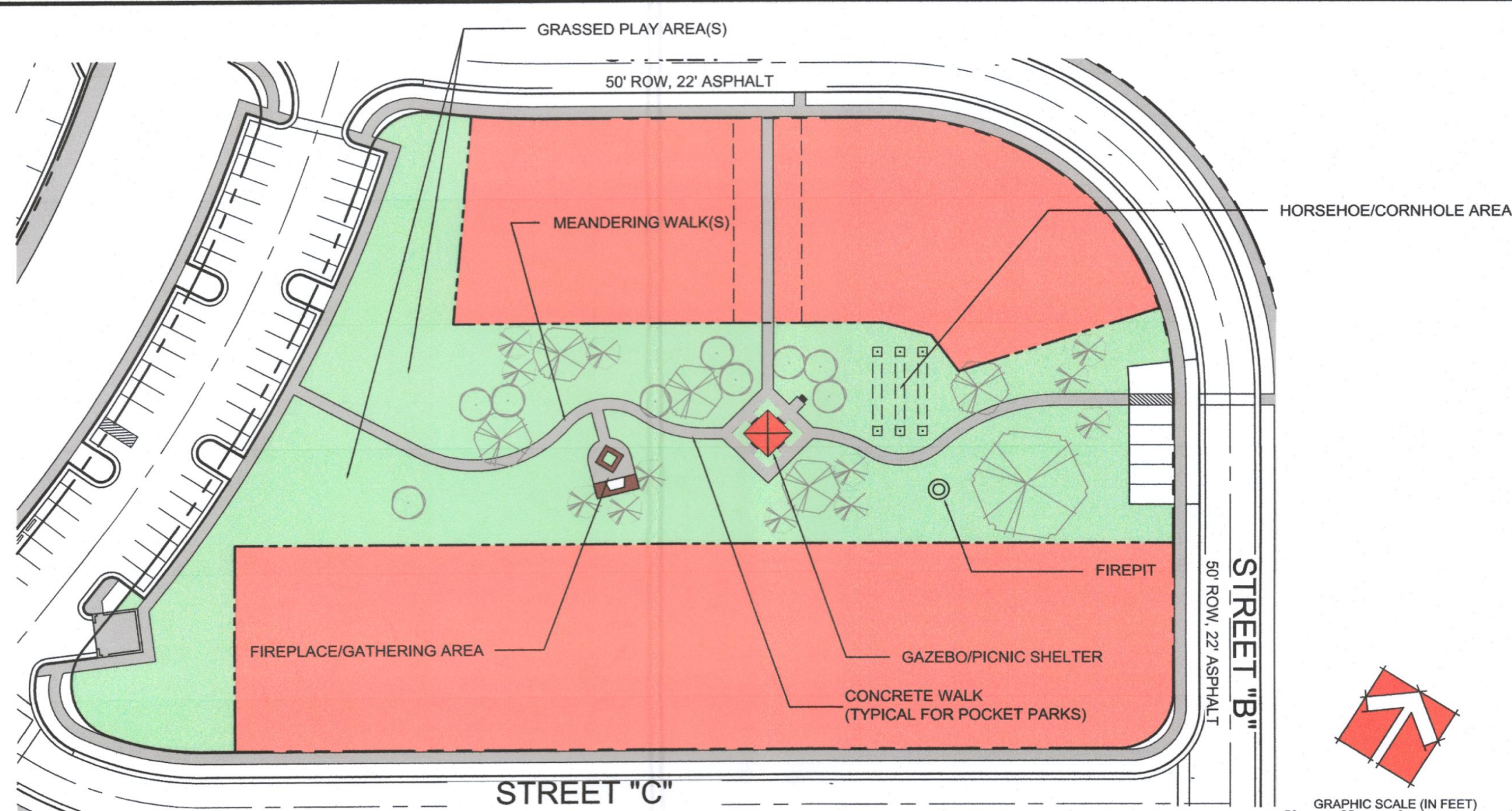
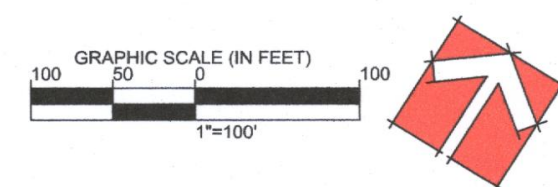


COMMUNITY POCKET PARKS

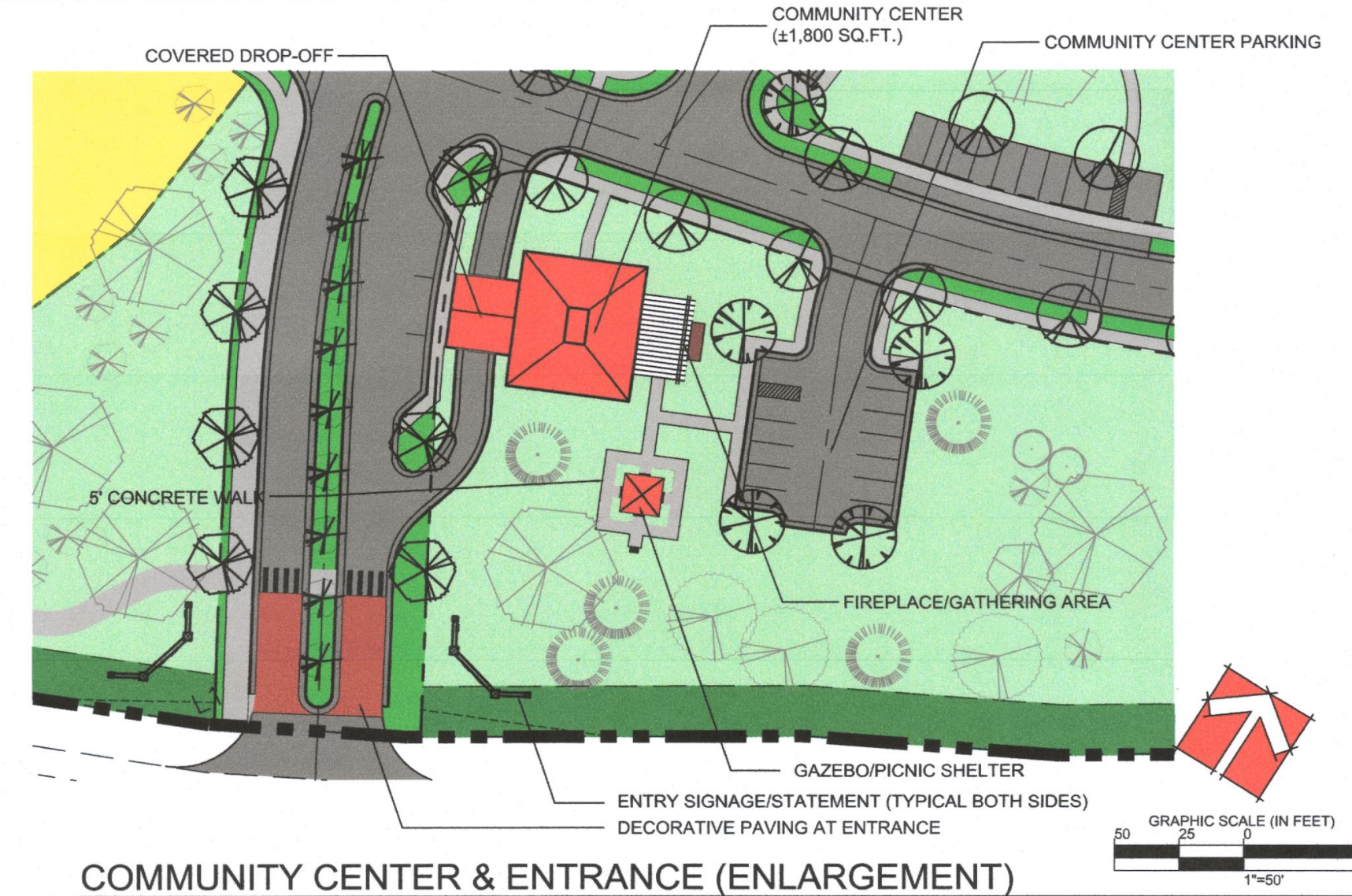
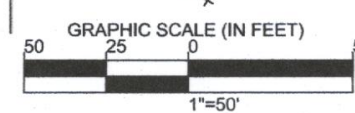
COMPONENTS OF THE POCKET PARKS MAY INCLUDE THE FOLLOWING:

- MEANDERING PRIVATE CONCRETE WALKS
- SUPPLEMENTAL LANDSCAPING
- GRILL AREA
- HORSESHOE/CORNHOLE AREA
- FIREPLACES/FIREPITS
- GAZEBOS/PICNIC AREAS
- PLAY LAWNS

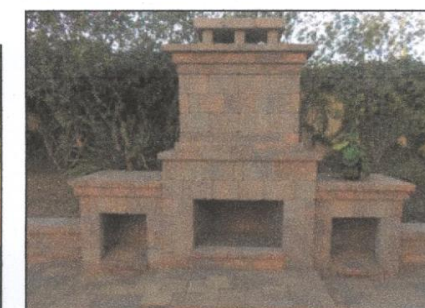
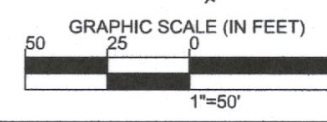
COMMUNITY CENTER



TYPICAL POCKET PARK (ENLARGEMENT)



COMMUNITY CENTER & ENTRANCE (ENLARGEMENT)



OUTDOOR FIREPLACE & FIREPIT

1. MAY BE MASONRY OR PRECAST.
2. FIELD LOCATED TO ACHIEVE MOST DESIRABLE IMPACT IN THE LANDSCAPE.
3. PERIMETER LANDSCAPE MAY BE ADDED AS NEEDED.

FIREPLACES AND FIREPITS SHOWN ARE FOR ILLUSTRATIVE PURPOSES ONLY. ACTUAL CONSTRUCTED FIREPLACES MAY VARY IN DESIGN AND MATERIALS.

NOTE NEIGHBORHOOD PARKS AND AMENITIES SHALL BE REVIEWED AS MINOR SITE PLANS.

ADDITIONAL AMENITIES

RIVERWOOD ATHLETIC CLUB

OUTDOOR POOLS
INDOOR POOL
WORKOUT FACILITY
WALKING TRAILS

LIONSGATE ATHLETIC CLUB

OUTDOOR POOL
WORKOUT FACILITY

TRALEE ATHLETIC CLUB

OUTDOOR POOL
WORKOUT FACILITY

RIVERWOOD GOLF CLUB

27 HOLE GOLF COURSE & DRIVING RANGE

EAGLE RIDGE GOLF CLUB

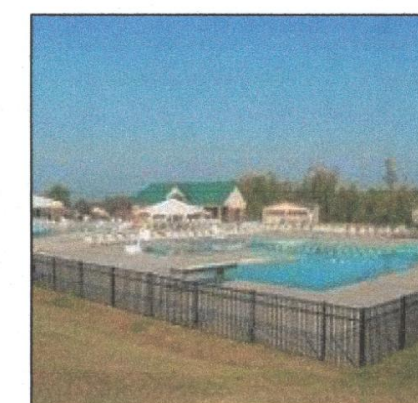
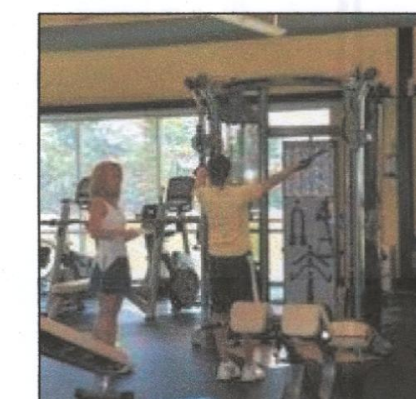
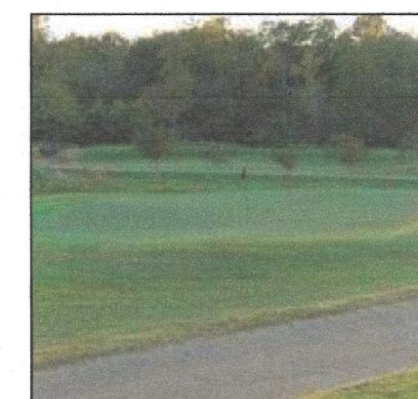
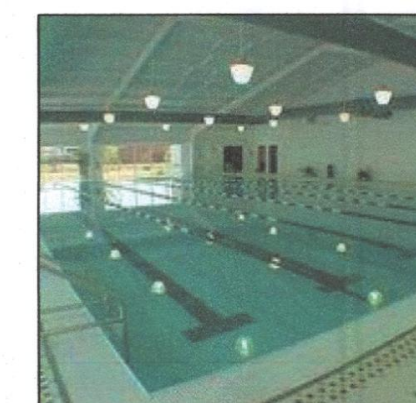
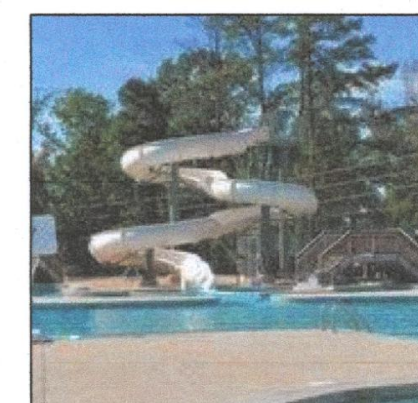
18 HOLE GOLF COURSE & DRIVING RANGE

OLD LIBERTY GOLF CLUB

18 HOLE GOLF COURSE & DRIVING RANGE

HEDDINGHAM GOLF CLUB

18 HOLE GOLF COURSE & DRIVING RANGE



DEVELOPER/APPLICANT:

FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278



GAZEBO

1. APPROXIMATELY 16'X16' PAINTED WOOD OR VINYL CONSTRUCTION.
2. CONCRETE FLOOR WITH WALKWAY.
3. PERIMETER LANDSCAPE MAY BE ADDED AS NEEDED.

NOTE POCKET PARKS AND AMENITIES SHALL BE REVIEWED AS MINOR SITE PLANS.

LEGEND:

- OPEN SPACE (ACTIVE/PASSIVE)
- CLASS "C" BUFFER (ALTERNATIVE 3)
- STORMWATER BMP
- RCA (RESOURCE CONSERVATION AREA)
- GREENWAY CONNECTOR
- BUFFERED STREAM

OPEN SPACE INFORMATION

OVERALL OPEN SPACE

REQUIRED = 12.5% OF TRACT (51.63 ACS) = 6.45 AC
PROVIDED = 14.69 AC (DOES NOT INCLUDE RCA/BUFFERS)

IMPROVED/ACTIVE OPEN SPACE

REQUIRED = 25% OF REQ'D OPEN SPACE = 1.61 AC
PROVIDED = 3.72 AC

ACTIVE OPEN SPACE COMPONENTS

COMPRISED OF COMMUNITY POCKET PARKS 1, 2 & 3
AND MAY INCLUDE THE FOLLOWING:

- GAZEBOS
- PICNIC AREAS
- OPEN PLAY SPACES
- FIRE PITS
- FIRE PLACES
- GREENWAY TRAILS

RESOURCE CONSERVATION AREA (RCA)

WALTON FARM RCA = 2.47 ACRES

RESOURCE CONSERVATION AREAS

1. RESOURCE CONSERVATION AREAS AS DEFINED BY SECTION 155.500 OF THE UNIFIED DEVELOPMENT ORDINANCE (UDO) SHALL BE IDENTIFIED ON PLATS AS BEING PERMANENTLY SET ASIDE. THESE AREAS SHALL INCLUDE JURISDICTIONAL WETLANDS, 100 YEAR FLOOD PLAINS AND STREAM BUFFERS (AS DEFINED IN SECTION 155.502(A)(1) OF THE UDO).
2. RESOURCE CONSERVATION AREAS SHALL BE PROTECTED IN PERPETUITY BY A BINDING LEGAL INSTRUMENT THAT IS RECORDED WITH THE DEED. THE INSTRUMENT FOR PERMANENT PROTECTION SHALL INCLUDE CLEAR RESTRICTIONS ON THE USE OF THE OF RESOURCE CONSERVATION AREA AS DESCRIBED IN SECTION 155.500(F) OF THE UDO.

FOR REVIEW AND
COMMENT ONLY



REVISED
10:46 am, May 08, 2017

T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie.adams@ash-engineering.com
919-243-1332
FIRM # C-4187

ADAMS & HODGE
ENGINEERING, PC



WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

AMENITIES

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: AH-
SHEET:

PD04

NOT TO SCALE

NOTE: THE MULTI-FAMILY APERTMENT BUILDINGS OF WALTON ACRES WILL BE SIMILAR TO THE DOWNTOWN AREA ALONG ATHLETIC CLUB BOULEVARD IN RIVERWOOD ATHLETIC CLUB



FRONT = 15

FRONT = 15'
SIDE = 0
REAR = 0
STREET SIDE = 10'
BUILDING SEPARATION = 10'
MAXIMUM BUILDING HEIGHT = 44.5'

NOTE:
MINIMUM
REQUIREMENTS

MINIMUM LOT WIDTH = 54'
MINIMUM LOT DEPTH = 63'

NOTE: PHOTOS SHOWN ARE FOR ILLUSTRATIVE PURPOSES ONLY

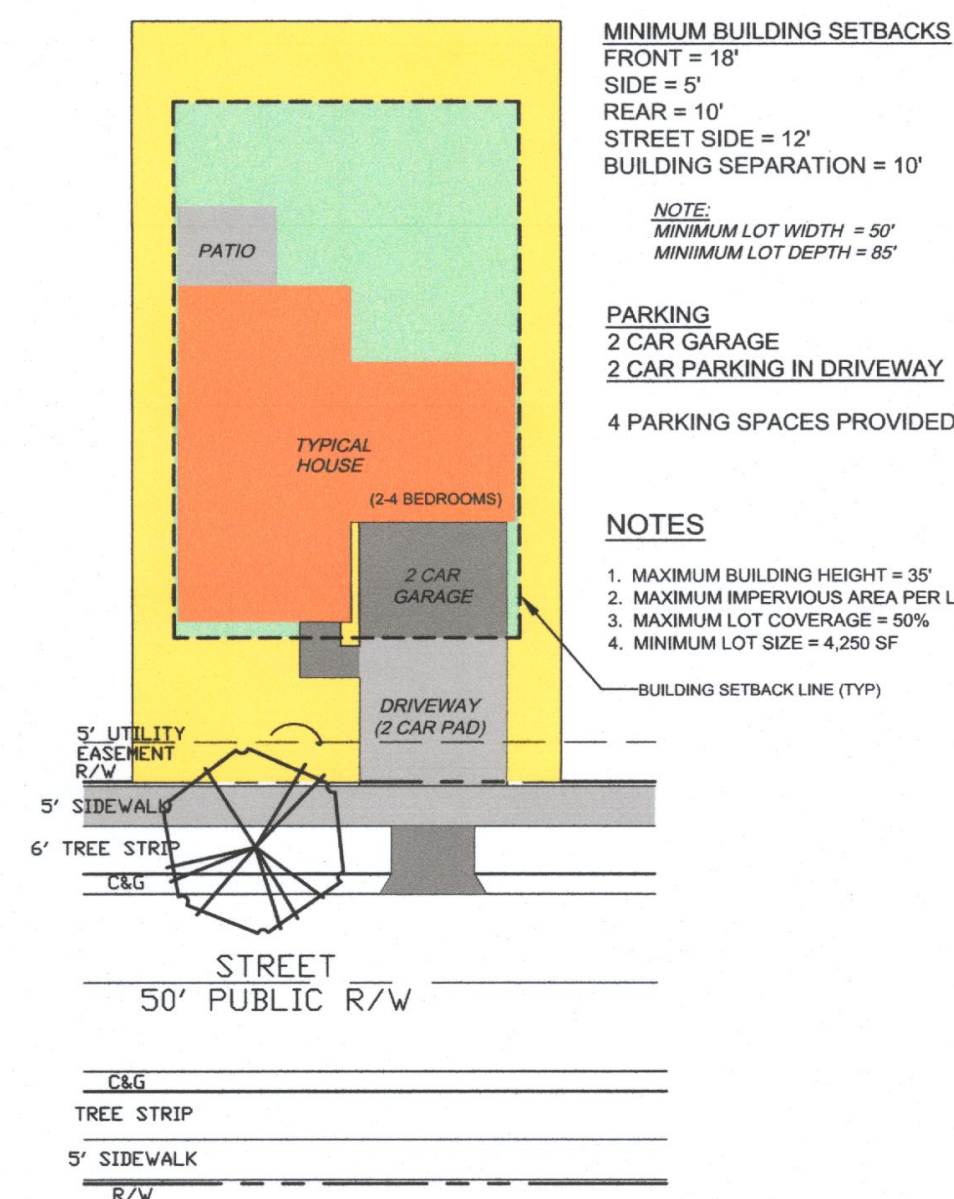
NOTE: THE MULTI-FAMILY PORTION OF THIS MASTER PLAN WILL REQUIRE A MINOR SITE PLAN APPLICATION TO BE REVIEWED AND APPROVED BY THE TOWN OF CLAYTON

SCALE: 1" = 20'-0"

NOTE PHASES TO BE SUBDIVIDED SHALL REQUIRE FINAL PLAT REVIEW AND APPROVAL BY THE TOWN OF CLAYTON.

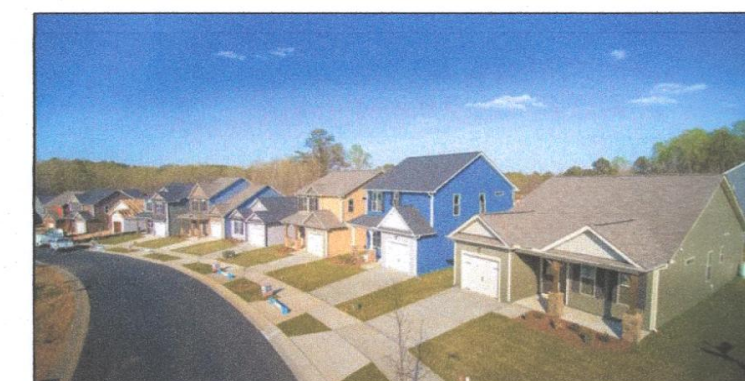


NOTE PHOTOGRAPH TO BE USED FOR ILLUSTRATIVE PURPOSES ONLY.

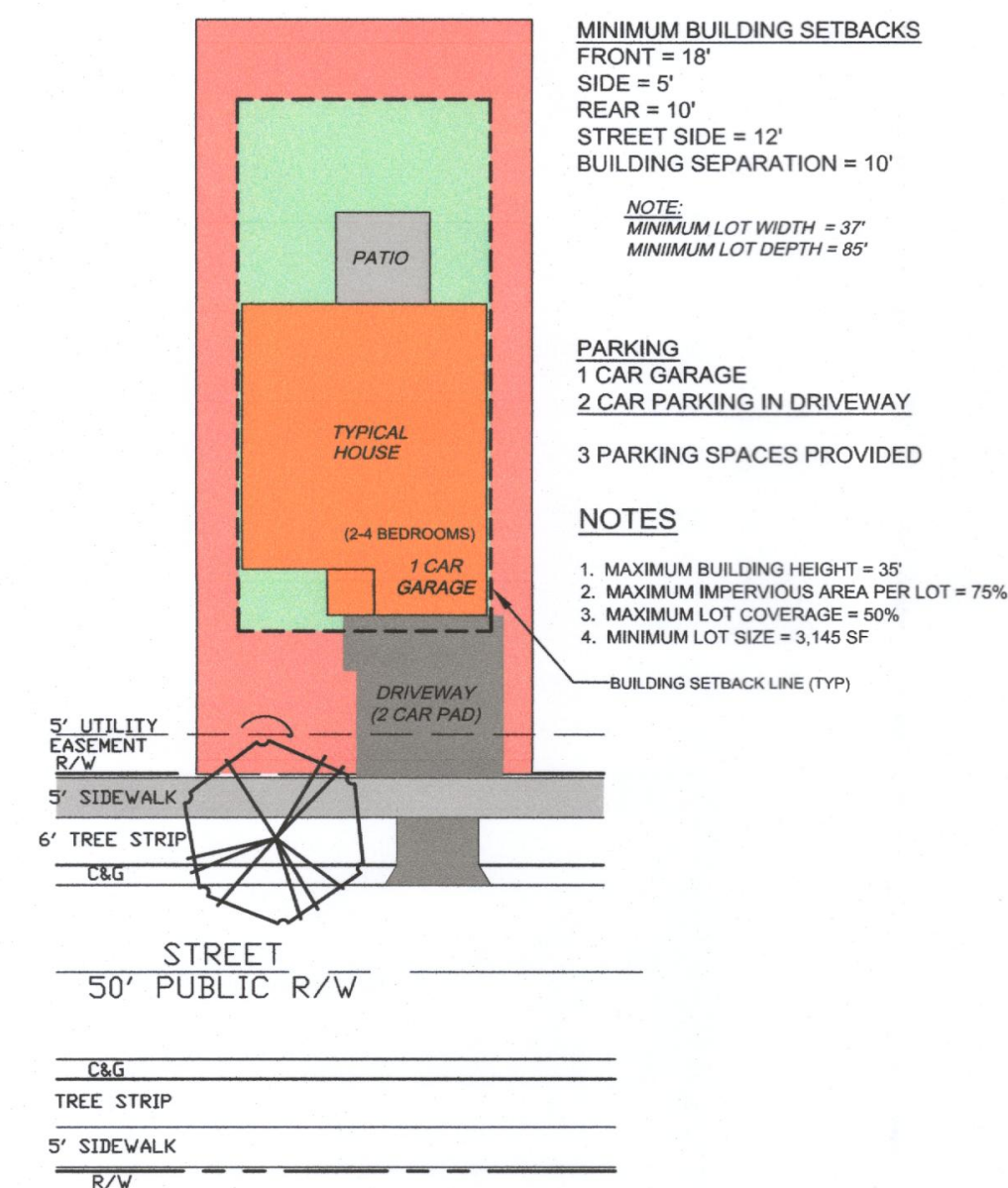


SCALE: 1" = 20'-0"

NOTE PHASES TO BE SUBDIVIDED SHALL REQUIRE FINAL PLAT REVIEW AND APPROVAL BY THE TOWN OF CLAYTON.



NOTE PHOTOGRAPH TO BE USED FOR ILLUSTRATIVE PURPOSES ONLY



FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527

CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

3335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie@adamssandhodge.com
919-243-1332
FIRM # C-4187

ADAMS & HODGE
— ENGINEERING, PC —

WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

HOUSING TYPES

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	03/01/2017
JOB NO.	AH-
SHEET	

[PD05]

T.O.C. PROJECT: 2017-38-SD/2017-37-PDD



DEVELOPER/APPLICANT:
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT AGENT: DONNIE ADAMS, PE
919.753.7278

NOTE

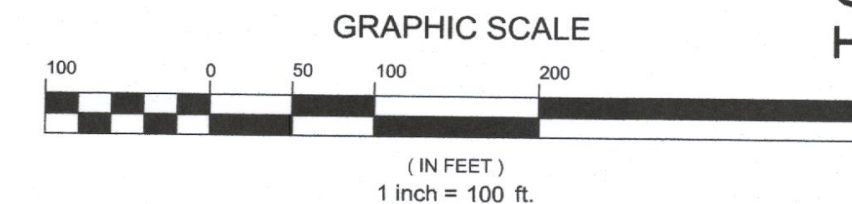
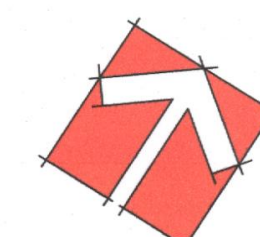
A MINOR SUBDIVISION APPLICATION WILL BE REQUIRED FOR EACH PHASE.

A MINOR SITE PLAN APPLICATION WILL BE REQUIRED FOR EACH DEVELOPED OPEN SPACE AREA AND THE COMMUNITY CENTER

FOR REVIEW AND
COMMENT ONLY



REVISED
10:47 am, May 08, 2017



T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

333 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
919.753.7278
donnie@adamsandhodge.com
FIRM # C-187

ADAMS & HODGE
ENGINEERING, PC



WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

PHASE MAP

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: 176000-91-6784
SHEET: 41

PD06

FOR REVIEW AND
COMMENT ONLY



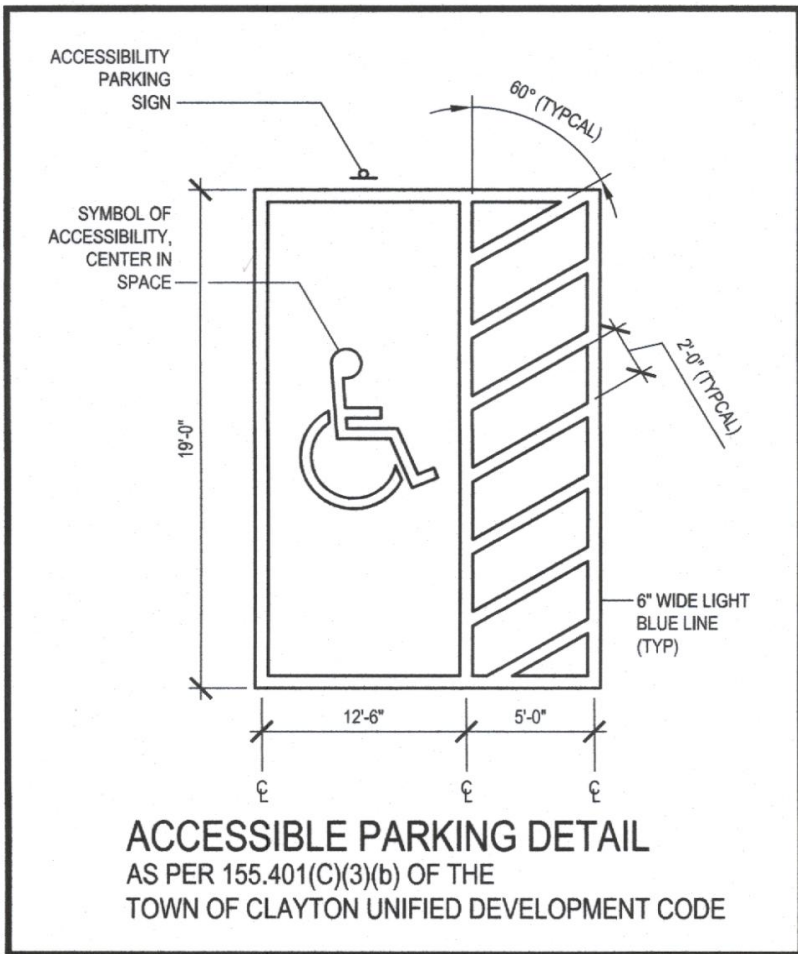
DEVELOPER/APPLICANT:

FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527

CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

REVISED

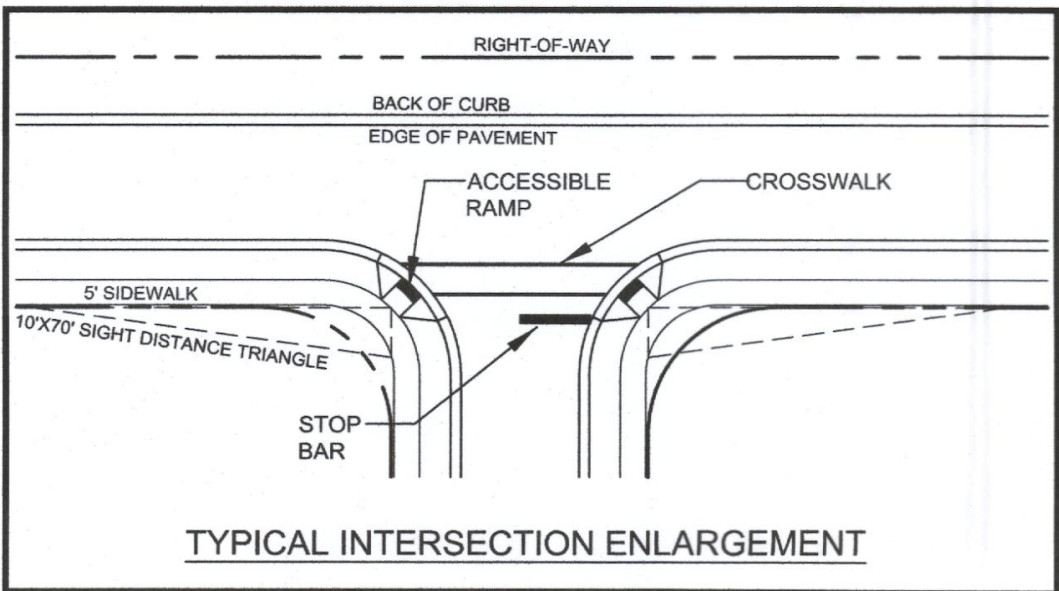
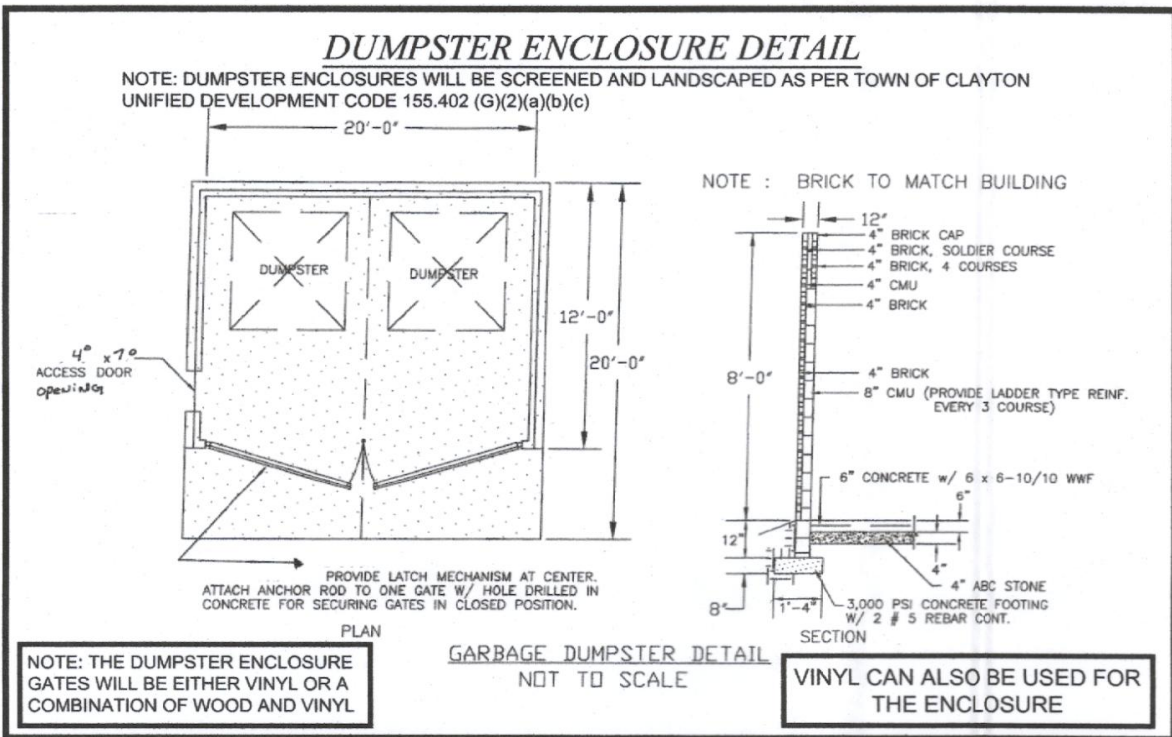
10:48 am, May 08, 2017



TYPICAL STREET LIGHT DETAIL



18' BLACK FIBERGLASS POLE WITH
ACORN STYLE LIGHT COVER



ENTRANCE SIGNS

NOT TO SCALE

TO BE LOCATED ON EACH SIDE OF MAIN ENTRANCE FROM
COVERED BRIDGE ROAD

NOTE: THE PROPOSED SIGN(S) WILL MATCH THE
RIVERWOOD ATHLETIC CLUB SIGN, SHOWN BELOW, IN
DESIGN, MATERIALS AND GRAPHICS



NOTE SEE MASTER PLAN FOR APPROXIMATE LOCATIONS

T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie.adams@fsc.com
919-243-1332
FIRM # C4187

ADAMS & HODGE
ENGINEERING, PC



WALTON FARM
AT
RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA

REGULATORY STANDARDS

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 03/01/2017
JOB NO.: AH-
SHEET:

PD07



DEVELOPER/APPLICANT:
FRED SMITH COMPANY
400 RIVERWOOD DRIVE
CLAYTON, NC 27527
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

LEGEND:
SS SANITARY SEWER
WL PUBLIC WATER

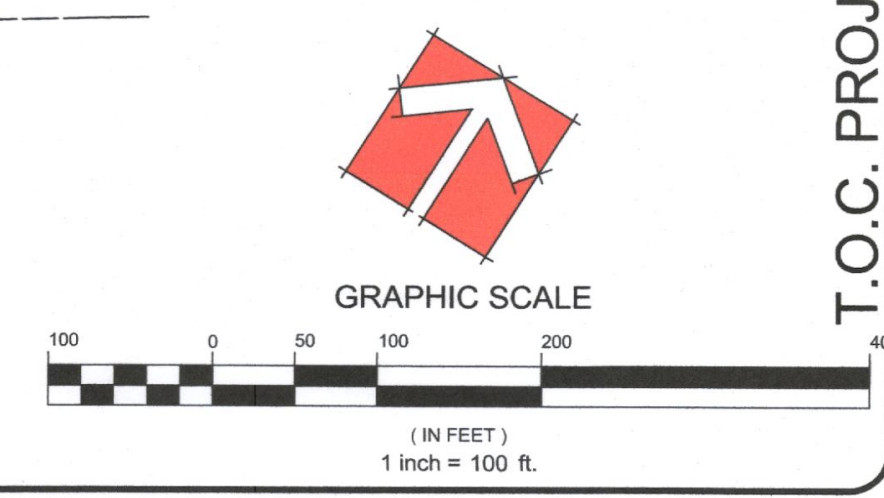
NOTE:
A COMPLETE SET OF CONSTRUCTION DRAWINGS FOR WATER, SEWER, EROSION CONTROL, GRADING AND STREET EXTENSION TO BE SUBMITTED TO AND APPROVED BY TOWN'S ENGINEERING DEPARTMENT PRIOR TO CONSTRUCTION.

NOTE:
ALL VEGETATION THAT IS TO REMAIN WILL BE DELINEATED AND PRIOR TO GRADING WILL BE SEPARATED FROM CONSTRUCTION AREAS WITH ORANGE FENCING AND WILL BE SIGNED AS "TREE PROTECTION AREA"

FOR REVIEW AND COMMENT ONLY



REVISED
10:49 am, May 08, 2017



T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

335 ATHLETIC CLUB BLVD CLAYTON, NC 27527 dominic@adams-hodge.com 919-243-1335 FIRM # C-4187	ADAMS & HODGE ENGINEERING, PC	A&H	WALTON FARM AT RIVERWOOD ATHLETIC CLUB CLAYTON, NORTH CAROLINA	DESIGN OCA/TMH
			PRELIMINARY ENGINEERING DESIGN	DRAWN TMH
				CHECKED SCA
				HORIZONTAL SCALE SEE GRAPHIC SCALE
				VERTICAL SCALE N/A
				DATE 03/01/2017
				208 NO. AH-
				SHEET PD08

- NEW WALTON ACRES PD-MU AREA
- REVISED PHASES
- CURRENTLY DEVELOPED PHASES
- CURRENTLY UNDEVELOPED PHASES
- OPEN SPACE
- LAKE, STREAMS AND RIVERS
- RESOURCE CONSERVATION AREAS
- ASPHALT WALKING TRAIL



PHASE 8C-2
****APPROVED UNDER CURRENT UDO****

SITE DATA:
OWNER: FSC IV, LLC
ACREAGE: Total Tract Area: 8.2 Acres
RCA within Proposed Development Area = 4.82 Acs
Additional OPEN SPACE to TOC = 2.51 Acs
MAXIMUM DENSITY ALLOWED: 6.3 UNITS/AC
PROPOSED DENSITY: 1.71 UNITS/AC
PROPOSED LOT TOTAL: 14 LOTS
PROPOSED AVERAGE LOT SIZE: 6,500 SF
PROPOSED MINIMUM LOT SIZE: 6,000 SF
PARCEL IDENTIFICATION NUMBER: 176000-73-7987

R-8 OPEN SPACE SUBDIVISION SETBACKS:
FRONT = 20'
SIDE INTERIOR = 6'
SIDE STREET = 10'
REAR = 15'

PHASE	ZONING	# OF LOTS
8C-2	R-8	14
SUB-TOTAL		14

GRAND TOTAL NUMBER OF LOTS AND UNITS IN RIVERWOOD ATHLETIC CLUB: 1,382

****NOTE: PROPOSED ZONING IS R-8 OPEN SPACE SUBDIVISION**

WALTON FARM

SITE DATA:
SITE ADDRESS: 3131 COVERED BRIDGE ROAD
CLAYTON, NC 27520
TOWN LIMIT OR E.T.I.: CLAYTON E.T.I. (AND WILL BE ANNEXED)
ACREAGE: 51.63 ACRES (±2,248,987 SF)
NO PIN NUMBER
OWNERS & ADDRESSES: FSC RANCH, LLC
400 RIVERWOOD DR
CLAYTON, NC 27527

CURRENT ZONING: PD-R
PROPOSED ZONING: VACANT
EXISTING USE: 310 UNITS/8.0 UNITS PER ACRE
PROPOSED DENSITY: THIS DENSITY IS BASED ON A MIX OF 120 APARTMENT UNITS AND 190 DETACHED SINGLE FAMILY LOTS.
1,236,848 SF/55%

MAXIMUM IMPERVIOUS AREA: SINGLE FAMILY DETACHED DWELLINGS AND MULTI-FAMILY APARTMENTS.

PROPOSED USE:

MINIMUM BUILDING SETBACKS
FRONT = 15'
SIDE = 5'
REAR = 10'
STREET SIDE = 12'
BUILDING SEPARATION = 10'

NOTE:
1. MAXIMUM BUILDING HEIGHT = 35'
2. MAXIMUM IMPERVIOUS AREA PER LOT = 75%
3. MAXIMUM LOT COVERAGE = 50%
4. MINIMUM LOT SIZE = 2,500 SF

OVERALL OPEN SPACE
REQUIRED = 12.5% OF TRACT (51.63 ACS) = 6.45 AC
PROVIDED = 14.89 AC (DOES NOT INCLUDE RCA/BUFFERS)

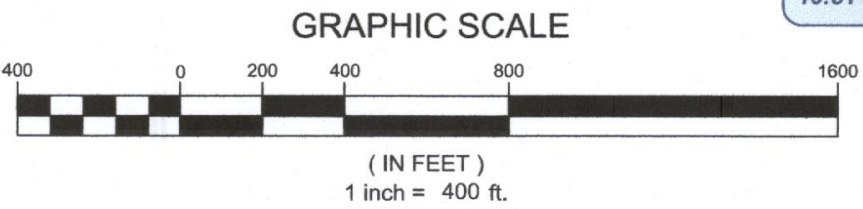
IMPROVED/ACTIVE OPEN SPACE
REQUIRED = 25% OF RECD OPEN SPACE = 1.61 AC
PROVIDED = 3.72 AC

RESOURCE CONSERVATION AREA (RCA)
WALTON FARM RCA = 2.41 ACRES

PROJECT	TOTAL AREA	OPEN SPACE REQUIRED	TOTAL OPEN SPACE PROVIDED
RIVERWOOD ATHLETIC CLUB (CURRENT)	595.92 ACS	74.50 ACS	128.18 ACS
RIVERWOOD RANCH	266.94 ACS	33.37 ACS	55.46 ACS
RIVERWOOD ATHLETIC CLUB (ADDITION)	51.63 ACS	6.45 ACS	14.69 ACS
SUMMARY	914.49 ACS	114.31 ACS	198.33 ACS

****NOTE**** THE 12.5% OPEN SPACE REQUIREMENT HAS BEEN COMPLETELY FULLFILLED UNDER CURRENT RIVERWOOD ON THE NEUSE MASTER PLAN APPROVAL. ALL OPEN SPACE SHOWN ON THIS PLAN IS IN EXCESS OF THE TOWN'S STANDARDS.

TREE PROTECTION AREA:
THE EXISTING TREES WITHIN 30' OF THE EXISTING WALKING TRAIL (ON THE PHASE 8B & 8E SIDE) FROM THE REAR OF LOT 2267 THROUGH LOT 2144 WILL BE PROTECTED DURING DEVELOPMENT AND HOME CONSTRUCTION. IN THE EVENT LAND DISTURBING ACTIVITY MUST TAKE PLACE IN THIS AREA, THE DEVELOPER AGREES TO REPLACE ANY TREE 4" IN DIAMETER OR GREATER. THE REPLACEMENT TREE WILL BE A MINIMUM 2.5" CALIPER MEASURED 12" ABOVE THE GROUND.



ORIGINAL RIVERWOOD ATHLETIC CLUB PROPERTY
**** APPROVED PRIOR TO UDO ****

SITE DATA:
OWNER: RIVERWOOD ON THE NEUSE, LLC.
ACREAGE: Total Tract Area: 537 Acres
Residential Area: 434 Acres
MAXIMUM DENSITY ALLOWED: 4.7 UNITS/AC
PROPOSED DENSITY: 2.8 UNITS/AC
PROPOSED AVERAGE LOT SIZE: 8,000 SF
PROPOSED MINIMUM LOT SIZE: 3,000 SF
PARCEL IDENTIFICATION NUMBERS: 1760-76-6790, 1760-98-1564, 1760-85-2108, 1770-15-1974, 1770-04-4978, 1770-52-3060, 1760-98-0859

MIN. BUILDING SETBACKS:
FRONT R-10 = 18', R-6 = 10'
SIDE R-10 = 6', R-6 = 4'
REAR R-10 = 15', R-6 = 12'
CORNER YARD R-10 = 12', R-6 = 10'

PHASE	ZONING	LOTS/UNITS
2B3	R-10	28
6A3	R-10	22
6A4	R-10	16
6D3	R-10	22
6D4	R-10	15
7A	R-8	38
7B	R-8	28
TRACT B2	B1	TBD (MF)
TRACT B3	B1	TBD (MF)
TRACT B5	B1	TBD (MF)
TRACT B7	B1	TBD (MF)
SUB-TOTAL		242

EXISTING RECORDED LOTS/UNITS		
1A-1D	R-5	165
2A	R-10	46
2B-2C	R-10	78
2D	R-10	16
2E	R-10	27
3F	R-10	22
2F2	R-10	11
2G	R-10	41
2H	R-10	21
2H2	R-10	2
3A3	R-10	6
3A	R-10	68
3B-E	R-10	131
3F-G	R-10	47
4A-F	R-10	113
4C	R-10	80
5A-5B	R-6	2
6A	R-10	4
6B	R-10	28
6D1	R-10	18
6D2	R-10	16
6E1	R-10	3
6E2	R-10	21
TRACT B1	B-1	25 (MF)
TRACT B7	B-1	21 (TH)
SUB-TOTAL		1032

GRAND TOTAL NUMBER OF LOTS AND UNITS IN RIVERWOOD ATHLETIC CLUB: 1,274

****NOTE: PROPOSED ZONING IS R-6, R-8 & R-10 CLUSTER/OPEN SPACE SUBDIVISION**

PHASES 8A, 8B, 8C-1, 8D, 8E & 9 ADDITION
****APPROVED UNDER CURRENT UDO****

SITE DATA:
OWNER: FSC IV, LLC
ACREAGE: Total Tract Area: 94.37 Acres (93.23 Acres Excluding R/W.
Currently Proposed Development Area = 46.19 Acres
RCA within Proposed Development Area = 6.24 Acres
Additional OPEN SPACES excluding RCA = 3.70 Acres
MAXIMUM DENSITY ALLOWED: 6.76 UNITS/AC
PROPOSED DENSITY: 3.42 UNITS/AC
PROPOSED LOT TOTAL: 158 LOTS
PROPOSED AVERAGE LOT SIZE: 6,500 SF
PROPOSED MINIMUM LOT SIZE: 6,000 SF
PARCEL IDENTIFICATION NUMBER: 176000-83-9975

R-8 OPEN SPACE SUBDIVISION SETBACKS:
FRONT = 20'
SIDE INTERIOR = 6'
SIDE STREET = 10'
REAR = 15'

PHASE	ZONING	# OF LOTS
8B	R-8	19
8C-1	R-8	13
8D	R-8	18
8E	R-8	44
SUB-TOTAL		94

EXISTING RECORDED LOTS/UNITS		
8A	R-8	30
SUB-TOTAL		30

GRAND TOTAL NUMBER OF LOTS AND UNITS IN RIVERWOOD ATHLETIC CLUB: 1,368

NET AFFECTS OF THIS REVISION IN THE CURRENT RIVERWOOD ATHLETIC CLUB BOUNDARY

1. TOTAL NUMBER OF LOTS HAS BEEN REDUCED BY 41 LOTS.

****NOTE: "RECREATION/OPEN SPACE FEES ARE NOT REQUIRED UNTIL 1085 DWELLING UNITS ARE RECORDED" PER TOWN COUNCIL APRIL 1998.**
****THE 50' RIPARIAN BUFFER AND ALL RESOURCE CONSERVATION AREA SHALL REMAIN UNDISTURBED IN ACCORDANCE WITH ARTICLE 5 OF THE UNIFIED DEVELOPMENT CODE.**
o ORANGE FENCING SHALL BE REQUIRED ALONG THE PERIMETER OF THE 50' RIPARIAN (AND ANY OTHER RESOURCE CONSERVATION AREAS) TO ENSURE IT IS NOT ENCRoACHED UPON DURING CONSTRUCTION.

FOR REVIEW AND COMMENT ONLY



REVISED
10:51 am, May 08, 2017

T.O.C. PROJECT: 2017-38-SD/2017-37-PDD

ADAMS & HODGE
ENGINEERING, PC

CLAYTON, NORTH CAROLINA

RIVERWOOD ATHLETIC CLUB
AMENDED
RIVERWOOD ATHLETIC CLUB
MASTER PLAN

PD09



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

DELIVERY VIA EMAIL

May 12, 2017

David L. DeYoung, AICP
Planning Director - Town of Clayton
PO Box 879
Clayton, NC 27528

COUNTY: Johnston

SUBJECT: **TIA Review of Proposed Walton Acres at Riverwood on SR 1700
Covered Bridge Road**

Dear Mr. DeYoung,

Highway Division Four (Division) has reviewed the Traffic Impact Analysis (TIA) for the subject development and offers the following comments. These comments are in addition to any requirements that are included in the attached Traffic Impact Analysis Review Report performed by the Congestion Management Section of the Transportation Mobility and Safety Division of NCDOT. All requirements or recommendations included herein are based off of current Department policies. This review should not be mistaken for approval of the driveway permit, design/construction plans, or final plat. A driveway permit must be obtained prior to construction. All design aspects of any submitted plans shall comply with current NCDOT Standard Specifications for Roads and Structures and Policy on Street and Driveway Access to North Carolina Highways.

GENERAL COMMENTS

- Lane Closures for required improvement construction will only be permitted under restricted hours due to heavy traffic volumes in the vicinity of the proposed development. These restrictions will be determined during the driveway permitting application and approval.

RIGHT-OF-WAY DEDICATION & RESERVATION

- A right-of-way dedication of 25' from the existing right-of-way and 25' right-of-way reservation beyond the dedication shall be a requirement of the driveway permit and recorded via plat for the proposed subdivision. This shall be required for the property frontage along SR 1700.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS | DIV. 4 DIST. 3
2671 US 70 WEST
GOLDSBORO, NC 27530

Telephone: (919) 739-5300
Fax: (919) 731-2017
Customer Service: 1-877-368-4968
Website: www.ncdot.gov

Location:
2671 US 70 WEST
GOLDSBORO, NC 26730

INTERSECTIONS / SITE ACCESSES AND ASSOCIATED IMPROVEMENTS

The following comments are in addition to individual intersection improvements recommended by the TIA and TIA Review Report and are considered necessary for consistency with local District and Division policy. If an intersection is not listed herein, then the Division concurs with the TIA Review Report recommendations.

SR 1700 Covered Bridge Road and Site Driveway

- The site plan as submitted depicts an approximately 600' offset for the proposed site driveway and SR 1706 Loop Road. The offset/separation of the two intersections shall be a minimum of 600'. A three lane section with a two-way left turn lane shall be required for the full extent of SR 1700 between the proposed site driveway and SR 1706 Loop Road including appropriate lane shifts and tapers
- A southbound right turn lane with a minimum 150' storage and appropriate tapers shall be required

SR 1700 Covered Bridge Road and SR 1706 Loop Road

- As noted above, a three lane section with two-way left turn lane shall be required between Loop Road and proposed Site Driveway

As previously stated, these conditions and recommendations are in addition to any requirements that have been provided by the Traffic Impact Analysis Review Report performed by the Congestion Management Unit. Any roadway improvements and right-of-way dedication necessary to accommodate the road construction shall be the responsibility of the owner/developers. These conditions are based on current traffic volumes and projected growth for the study area. Should the timelines presented for project build-out dates not be met and traffic conditions change due to growth in adjacent areas, these recommendations may not be applicable. Feel free to contact me if you have any additional questions or concerns.

Sincerely,

DocuSigned by:



6C10249A6B37469...

Jiles P. Harrell, PE
District Engineer

cc: Tim Little, PE - Division Engineer
Andy Brown, PE - Division Traffic Engineer
Joshua Reinke, PE – Ramey Kemp and Associates
Driveway Permit File



Wayne Batten Agronomic Services

9466 Applewhite Rd
Wendell, NC 27591
910-620-0582 cell
wayne_batten@ec.rr.com

May 15, 2017

Johnny House
919-805-0715

2975 Covered Bridge Rd, Clayton, NC 27527
neuseadventures@yahoo.com

Mr. House,

This letter is in reference to the proposed development adjacent to your property and subsequent impacts the development may cause on your pond.

The pond on your property is approximately 1.5 acres in size. The small pond upstream from your property on the proposed developed land is approximately 1.39 acres in size. I do not know how long the small pond has been on the property but it shows up on the oldest Google Earth Maps from 2/18/1983. I estimate the wetland area between the upper pond and your pond to be .56 acre in size.

The land between the small pond dam and your property is wetlands and I do not know how a developer can fill it in and not be in violation of the law. One of the definitions of wetlands is a propensity of Aquatic/Wetlands Plants. During the site visit to your farm on May 4, 2017 I observed numerous plants growing between the two ponds that fit the criteria for wetland plants.

I have identified some of the plants and have sent samples to NC State University for identification of others. So far we have identified the following wetland plants:

Microstegium vimineum, Japanese Stiltgrass
Smartweed species, cannot make positive id without flower bloom being present
Murdannia keisak, Asian Spiderwort or Asian Dayflower
Schoenoplectus tabernaemontani, Soft Stem Rush
Potamogeton pusillus L., Slender Pondweed

I will update you as soon as the other plants are identified. With the presence of these plants, the land should definitely be classified as wetlands.

I have submitted the water sample we collected to the NC Department of Agriculture testing lab to get a baseline water quality sample. I will notify you as soon as I receive the results back from this testing.

Please contact me if you have any questions about this report.

Sincerely,
Wayne Batten
Wayne Batten Agronomic Services



Traffic Impact Analysis Walton Acres at Riverwood Athletic Club Clayton, NC



TRAFFIC IMPACT ANALYSIS UPDATE

FOR

WALTON ACRES AT RIVERWOOD ATHLETIC CLUB

LOCATED

IN

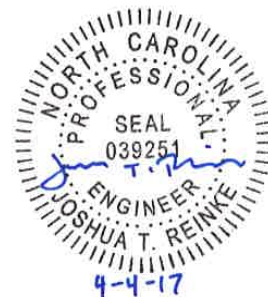
CLAYTON, NORTH CAROLINA

Prepared For:
Adams & Hodge Engineering, PC
335 Athletic Club Boulevard
Clayton, NC 27527

Prepared By:
Ramey Kemp & Associates, Inc.
5808 Faringdon Place, Suite 100
Raleigh, NC 27609
License #C-0910

April 2017

RKA Project No. 17031



Prepared By: NAB

Reviewed By: JTR

TABLE OF CONTENTS

1. INTRODUCTION	1
1.1. Site Location and Study Area.....	1
1.2. Proposed Land Use and Site Access	2
1.3. Adjacent Land Uses.....	2
1.4. Existing Roadways	2
2. EXISTING (2017) PEAK HOUR CONDITIONS	7
2.1. Existing (2017) Peak Hour Traffic	7
2.2. Analysis of Existing (2017) Peak Hour Traffic.....	7
3. BACKGROUND (2022 and 2024) PEAK HOUR CONDITIONS.....	9
3.1. Ambient Traffic Growth.....	9
3.2. Adjacent Development Traffic	9
3.3. Future Roadway Improvements.....	9
3.4. Background (2022 and 2024) Peak Hour Traffic Volumes.....	9
3.5. Analysis of Background (2022) Peak Hour Traffic Conditions	10
4. SITE TRIP GENERATION AND DISTRIBUTION	16
4.1. Trip Generation	16
4.2. Site Trip Distribution and Assignment.....	16
5. COMBINED (2022) AND FUTURE (2024) TRAFFIC CONDITIONS.....	19
5.1. Combined (2022) and Future (2024) Peak Hour Traffic Volumes	19
5.2. Analysis of Combined (2022) and Future (2024) Peak Hour Traffic	19
6. TRAFFIC ANALYSIS PROCEDURE	23
6.1. Adjustments to Analysis Guidelines	24
7. CAPACITY ANALYSIS.....	25
7.1. Covered Bridge Road and Pritchard Road	25
7.2. Covered Bridge Road and Loop Road.....	27
7.3. Covered Bridge Road / O'Neil Street and Old Covered Bridge Road	30
7.4. Covered Bridge Road and Site Driveway	32
8. CRASH DATA ANALYSIS.....	34
9. CONCLUSIONS.....	36
10. RECOMMENDATIONS	39

LIST OF FIGURES

Figure 1 – Site Location Map	4
Figure 2 – Preliminary Site Plan.....	5
Figure 3 – Existing Lane Configurations.....	6
Figure 4 – Existing (2017) Peak Hour Traffic	8
Figure 5A – Projected (2022) Peak Hour Traffic	11
Figure 5B – Projected (2024) Peak Hour Traffic	12
Figure 6 – Adjacent Development Trips.....	13
Figure 7A – Background (2022) Peak Hour Traffic.....	14
Figure 7B – Background (2024) Peak Hour Traffic	15
Figure 8 – Site Trip Distribution.....	17
Figure 9 – Site Trip Assignment.....	18
Figure 10 – Diverted Trips.....	20
Figure 11 – Combined (2022) Peak Hour Traffic.....	21
Figure 12 – Future (2024) Peak Hour Traffic	22
Figure 13 – Recommended Lane Configurations	40

LIST OF TABLES

Table 1: Trip Generation Summary	16
Table 2: Highway Capacity Manual – Levels-of-Service and Delay	23
Table 3: Analysis Summary of Covered Bridge Road and Pritchard Road.....	25
Table 4: Analysis Summary of Covered Bridge Road and Loop Road.....	27
Table 5: Analysis Summary of Covered Bridge Road / O’Neil Street and Old Covered Bridge Road	30
Table 6: Analysis Summary of Covered Bridge Road and Site Driveway	32
Table 7: Crash Analysis Summary for Intersections	34
Table 8: Crash Type Summary for Intersections	35

TECHNICAL APPENDIX

Appendix A:	Memorandum of Understanding
Appendix B:	Traffic Counts
Appendix C:	Signal Plans
Appendix D:	Adjacent Development Information
Appendix E:	Capacity Calculations – Covered Bridge Road and Pritchard Road
Appendix F:	Capacity Calculations – Covered Bridge Road and Loop Road
Appendix G:	Capacity Calculations – Covered Bridge Road / O’Neil Street and Old Covered Bridge Road
Appendix H:	Capacity Calculations – Covered Bridge Road and Site Driveway
Appendix I:	Accident Data

**TRAFFIC IMPACT ANALYSIS UPDATE
WALTON ACRES AT RIVERWOOD ATHLETIC CLUB
CLAYTON, NORTH CAROLINA**

1. INTRODUCTION

The contents of this report present the findings of the updated Traffic Impact Analysis (TIA) conducted for the proposed Walton Acres at Riverwood Athletic Club development to be located east of the Neuse River and North of Covered Bridge Road in Clayton, North Carolina. This update presents a revised development density for the subject development and supersedes the March 2017 TIA for the site. The purpose of this study is to determine the potential impacts to the surrounding transportation system created by traffic generated by the proposed development, as well as recommend improvements to mitigate the impacts.

The proposed development, anticipated to be completed in 2022 is assumed to consist of 190 single family homes and 120 apartment units. Per Johnston County (County) requirements, an analysis year 2 years after build-out was also considered (2024).

The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- Existing (2017) Traffic Conditions
- Background (2022) Traffic Conditions
- Combined (2022) Traffic Conditions
- Future (2024) Traffic Conditions – Per County Requirements

1.1. Site Location and Study Area

The development is proposed to be located east of the Neuse River and north of Covered Bridge Road in Clayton, North Carolina. Refer to Figure 1 for the site location map.

The study area for the TIA was determined through coordination with the North Carolina Department of Transportation (NCDOT) and the Town of Clayton (Town) and consists of the following existing intersections:



- Pritchard Road and Covered Bridge Road
- Loop Road and Covered Bridge Road
- Old Covered Bridge Road and Covered Bridge Road / O'Neil Street

Refer to Appendix A for the approved Memorandum of Understanding.

1.2. Proposed Land Use and Site Access

The proposed development, anticipated to be completed in 2022, is assumed to consist of 190 single family homes and 120 apartment units.

Refer to Figure 2 for a copy of the preliminary site plan.

1.3. Adjacent Land Uses

The proposed development is located in an area consisting primarily of undeveloped land and residential development. The site will be interconnected with the existing residential development to the north.

1.4. Existing Roadways

Covered Bridge Road / O'Neil Street is a two-lane roadway running in a north-south direction with a posted speed limit of 55 miles per hour (mph) within the southern portions of the study area and 45 mph at the Pritchard Road intersection. Based on the most recent data (2011) from the NCDOT, Covered Bridge Road had an average annual daily traffic (AADT) volume of approximately 8,800 vehicles per day (vpd) north of its intersection with Old Covered Bridge Road.

Pritchard Road is a two-lane roadway running in an east-west direction with a posted speed limit of 45 mph within the study area. Based on the traffic counts from 2017, and assuming that the PM peak hour volume is 10% of the average daily traffic, Pritchard Road has an ADT volume of approximately 13,000 vpd west of its intersection with Covered Bridge Road.

Loop Road is a two-lane roadway running in an east-west direction with a posted speed limit of 55 mph within the study area. Based on the traffic counts from 2017, and assuming that the

PM peak hour volume is 10% of the average daily traffic, Loop Road has an ADT volume of approximately 2,500 vpd east of its intersection with Covered Bridge Road.

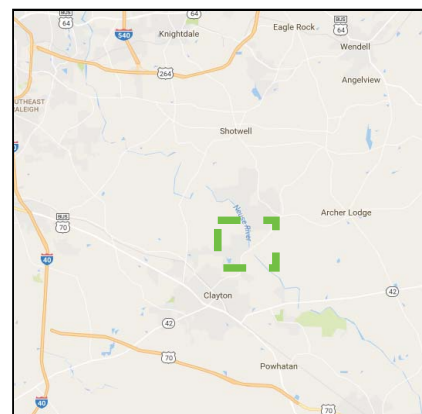
Old Covered Bridge Road is a two-lane roadway running in an east-west direction with no posted speed limit within the study area. For the purpose of this study, a speed limit of 35 mph was assumed. Based on the traffic counts from 2017, and assuming that the PM peak hour volume is 10% of the average daily traffic, Old Covered Bridge Road has an ADT volume of approximately 5,000 vpd west of its intersection with Covered Bridge Road / O'Neil Street.

Existing lane configurations (number of traffic lanes on each intersection approach), lane widths, storage capacities, and other intersection and roadway information was collected through field reconnaissance by Ramey Kemp & Associates, Inc. (RKA). Refer to Figure 3 for an illustration of the existing lane configurations within the study area.



LEGEND

- - - Proposed Site Location
- Study Intersection
- - - Study Area



Walton Acres at Riverwood
Athletic Club
Clayton, NC

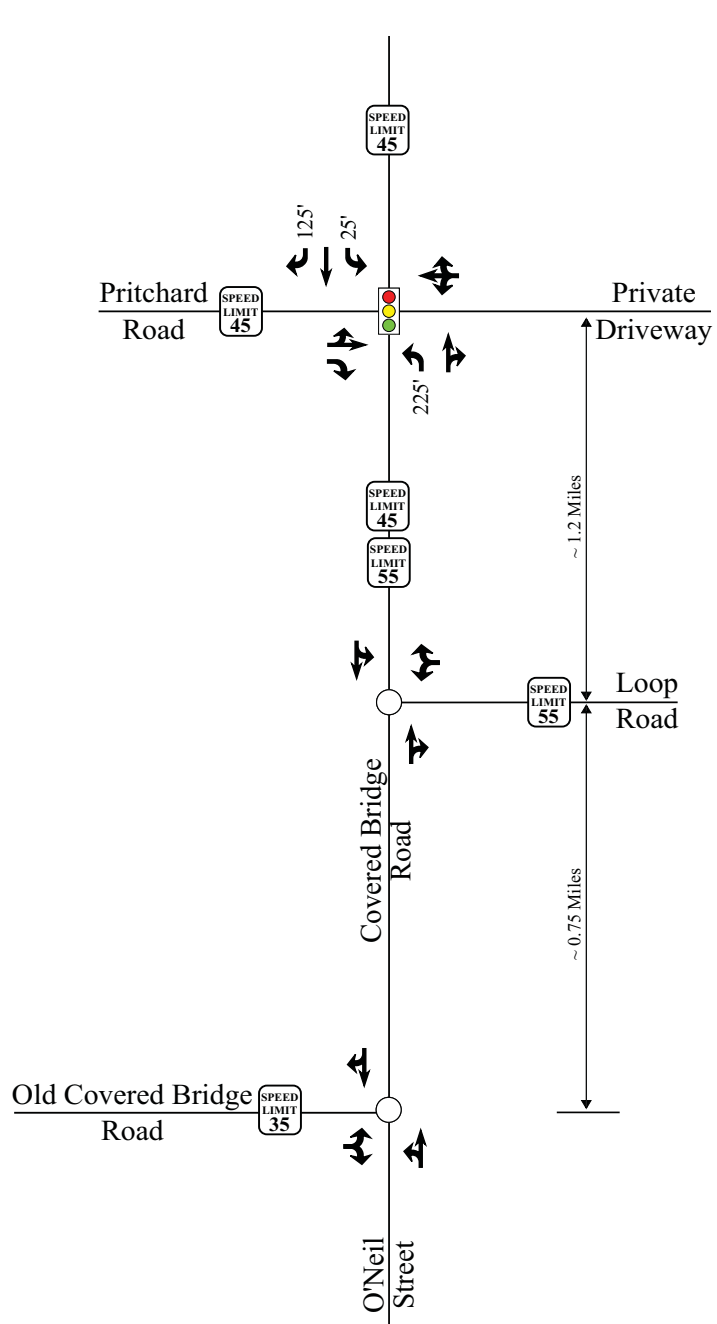
Site Location Map

Scale: Not to Scale

Figure 1

LEGEND

- Unsignalized Intersection
- ◫ Signalized Intersection
- ➔ Existing Lane
- X' Storage (In Feet)
-  Posted Speed Limit



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC		Existing Lane Configurations	
			Scale: Not to Scale	Figure 3

2. EXISTING (2017) PEAK HOUR CONDITIONS

2.1. Existing (2017) Peak Hour Traffic

Existing peak hour traffic volumes were determined based on traffic counts conducted at the study intersections listed below, in February of 2017 by RKA during a typical weekday AM (6:30 AM – 9:00 AM) and PM (4:00 PM – 7:00 PM) peak periods while schools were in session:

- Covered Bridge Road and Pritchard Road
- Covered Bridge Road and Loop Road
- Covered Bridge Road / O’Neil Street and Old Covered Bridge Road

Refer to Figure 4 for existing (2017) weekday AM and PM peak hour traffic volumes. A copy of the count data is located in Appendix B of this report.

2.2. Analysis of Existing (2017) Peak Hour Traffic

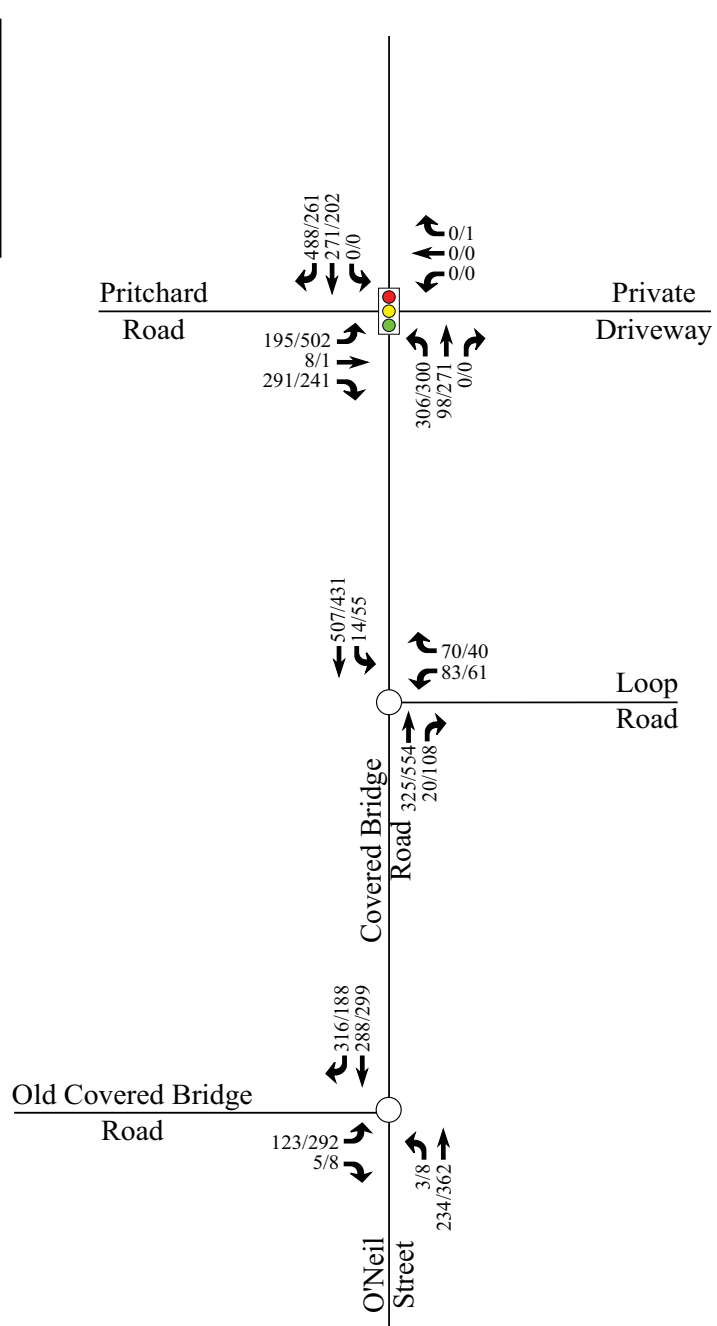
The existing (2017) weekday AM and PM peak hour traffic volumes were analyzed to determine the current levels of service at the study intersections under existing roadway conditions. Signal information was obtained from NCDOT and is included in Appendix C. The results of the analysis are presented in Section 7 of this report.

LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour Traffic



	Walton Acres at Riverwood Athletic Club Clayton, NC	Existing (2017) Peak Hour Traffic	
		Scale: Not to Scale	Figure 4

3. BACKGROUND (2022 and 2024) PEAK HOUR CONDITIONS

In order to account for growth of traffic and subsequent traffic conditions at a future year, background traffic projections are needed. Background traffic is the component of traffic due to the growth of the community and surrounding area that is anticipated to occur regardless of whether or not the proposed development is constructed. Background traffic is comprised of existing traffic growth within the study area and additional traffic created as a result of adjacent approved developments.

3.1. Ambient Traffic Growth

Through coordination with the Town and NCDOT, it was determined that an annual growth rate of 3% would be used to generate projected (2022 and 2024) weekday AM and PM peak hour traffic volumes. Refer to Figures 5A and 5B for projected (2022 and 2024) peak hour traffic.

3.2. Adjacent Development Traffic

Through coordination with the Town, Creech Subdivision was identified to be included as an adjacent development in this study. This development is located southeast of the intersection of Shotwell Road and Covered Bridge Road in Clayton, NC. A revised TIA was completed by Morton and Morton Design Services in July 2015. According to this TIA the Creech Subdivision will consist of 180 single-family homes with a buildout year of 2021. Site traffic from this development was distributed through the study area according to the approved trip generation and trip distribution from the Creech Subdivision TIA. Adjacent development trips are shown in Figure 6. Adjacent development information can be found in Appendix D.

3.3. Future Roadway Improvements

Based on coordination with the NCDOT and the Town, it was determined there were no future roadway improvements to consider with this study.

3.4. Background (2022 and 2024) Peak Hour Traffic Volumes

The background (2022 and 2024) traffic volumes were determined by projecting the existing (2017) peak hour traffic to the year 2022 and 2024, and adding the adjacent development trips.

Refer to Figure 7A and 7B for an illustration of the background (2022 and 2024) peak hour traffic volumes at the study intersections.

3.5. Analysis of Background (2022) Peak Hour Traffic Conditions

The background (2022) AM and PM peak hour traffic volumes at the study intersections were analyzed with future geometric roadway conditions and traffic control. The analysis results are presented in Section 7 of this report.

LEGEND

○

Unsignalized Intersection

Signalized Intersection

X / Y →

AM / PM Peak Hour Traffic

Map Details:

- North Arrow:** Points North.
- Intersections and Traffic Volumes (AM / PM):**
 - Pritchard Road / Private Driveway:** Signalized intersection. Volumes: 566/303 (left), 314/234 (through), 0/0 (right), 226/582 (left), 9/1 (through), 337/279 (right).
 - Private Driveway / Loop Road:** Signalized intersection. Volumes: 0/1 (left), 0/0 (through), 0/0 (right), 355/348 (left), 114/314 (through), 0/0 (right).
 - Loop Road / Covered Bridge Road:** Unsignalized intersection. Volumes: 81/46 (left), 96/71 (right), 377/642 (left), 23/125 (right).
 - Covered Bridge Road / Old Covered Bridge Road:** Unsignalized intersection. Volumes: 588/500 (left), 16/64 (right), 366/218 (left), 334/347 (right).
 - Old Covered Bridge Road / O'Neil Street:** Unsignalized intersection. Volumes: 143/339 (left), 6/9 (right), 3/9 (left), 271/420 (right).

RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Projected (2022) Peak Hour Traffic	
		Scale: Not to Scale	Figure 5A

11

Page 108 of 294

LEGEND

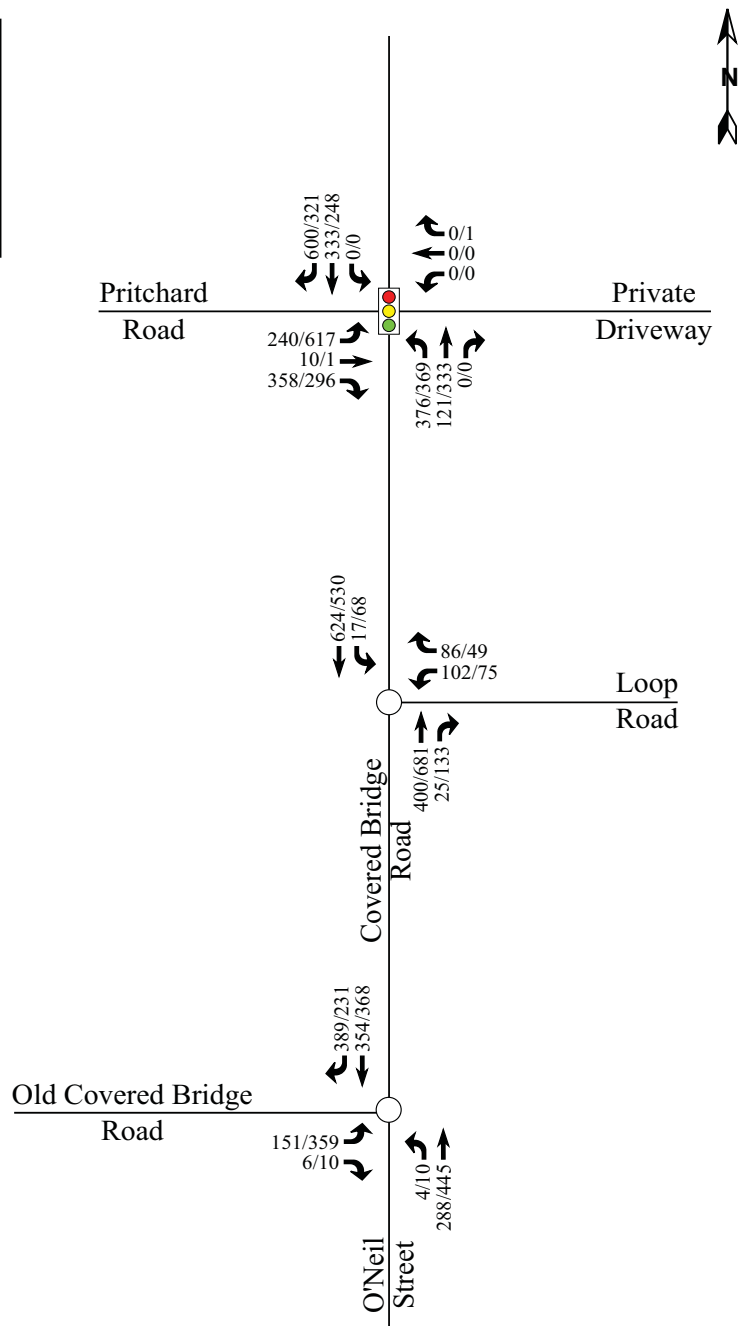
○

Unsignalized Intersection

Signalized Intersection

X / Y →

AM / PM Peak Hour Traffic



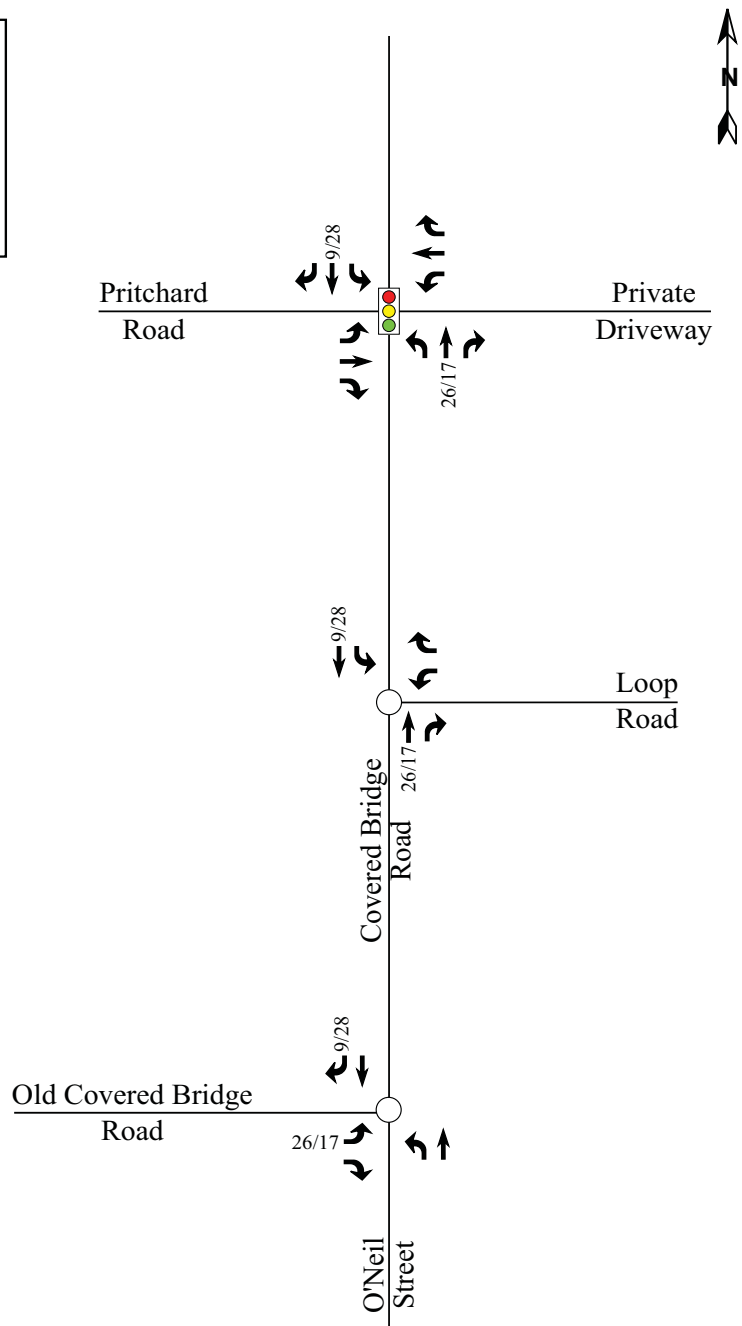
	Walton Acres at Riverwood Athletic Club Clayton, NC	Projected (2024) Peak Hour Traffic	
		Scale: Not to Scale	Figure 5B

LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour
Adjacent Development Trips



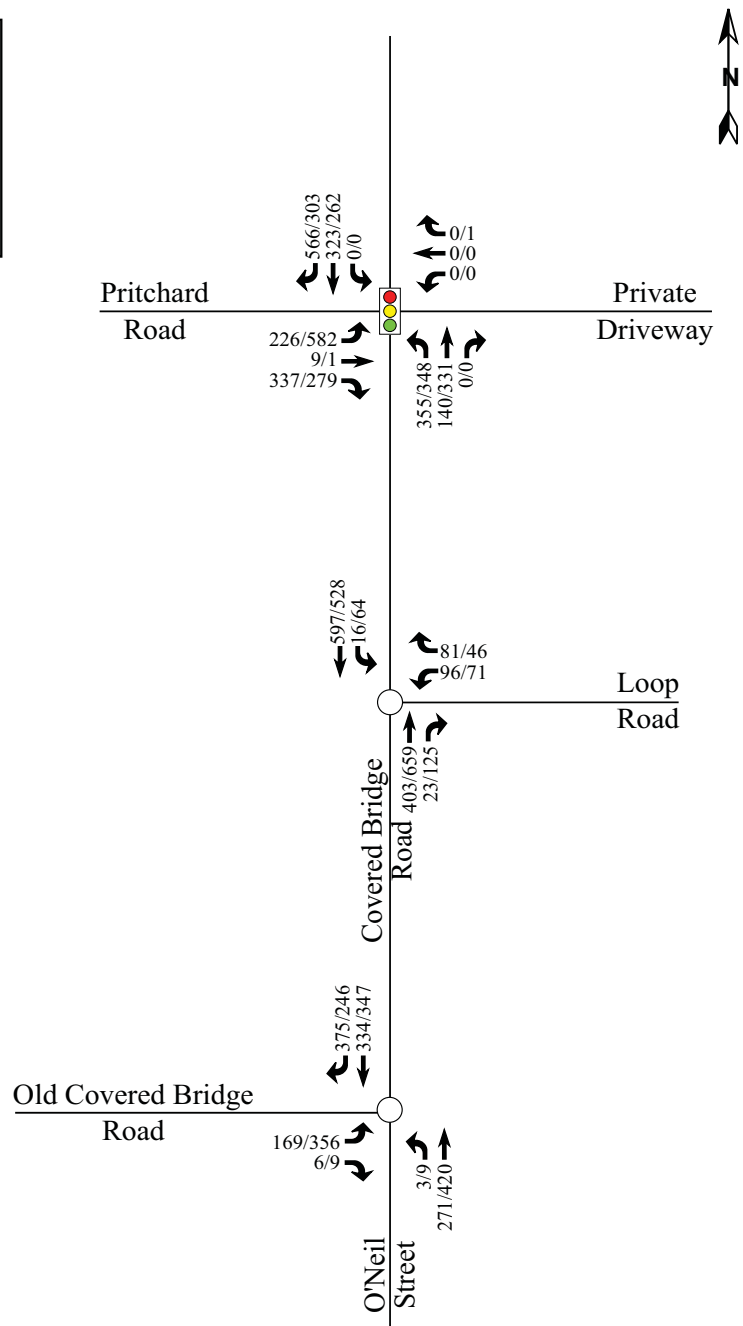
 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Peak Hour Adjacent Development Trips	
		Scale: Not to Scale	Figure 6

LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour Traffic



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Background (2022) Peak Hour Traffic	
		Scale: Not to Scale	Figure 7A

LEGEND

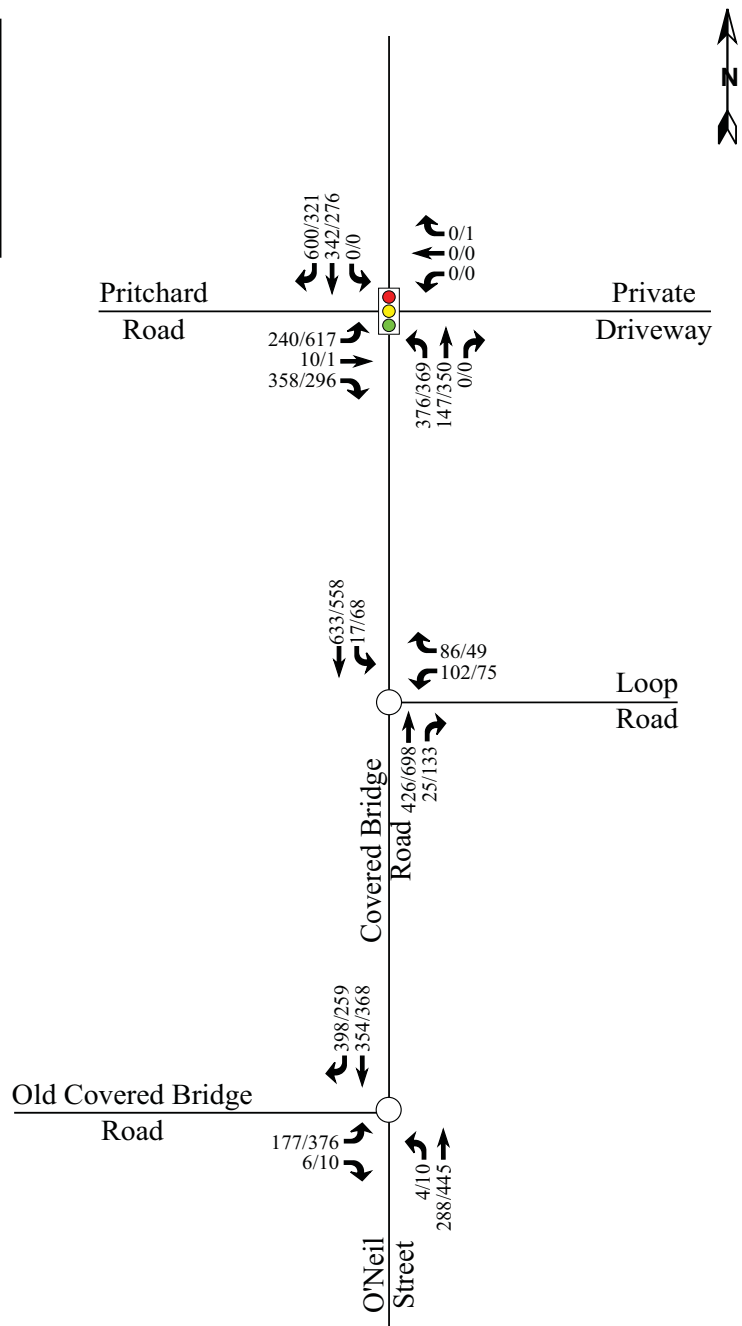
○

Unsignalized Intersection

Signalized Intersection

X / Y →

AM / PM Peak Hour Traffic



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Background (2024) Peak Hour Traffic	
		Scale: Not to Scale	Figure 7B

4. SITE TRIP GENERATION AND DISTRIBUTION

4.1. Trip Generation

The proposed development is assumed to consist of approximately 190 single-family homes and 120 apartment units. Average weekday daily, AM peak hour, and PM peak hour trips for the proposed development were estimated using methodology contained within the *ITE Trip Generation Manual*, 9th Edition. Table 1 provides a summary of the trip generation potential for the site.

Table 1: Trip Generation Summary

Land Use (ITE Code)	Intensity	Daily Traffic (vpd)	AM Peak Hour Trips (vph)		PM Peak Hour Trips (vph)	
			Enter	Exit	Enter	Exit
Single Family Detached Housing (210)	190 D.U.	1,810	36	107	120	70
Apartments (220)	120 D.U.	850	13	50	55	29
Total Trips		2,660	49	157	175	99

It is estimated that the proposed development will generate approximately 2,660 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, it is anticipated that 206 total trips (49 entering and 157 exiting) will occur during the AM peak hour and 274 (175 entering and 99 exiting) will occur during the PM peak hour.

4.2. Site Trip Distribution and Assignment

Trip distribution percentages used in assigning site traffic for this development were estimated based on a combination of existing traffic patterns, employment centers adjacent to the study area, and engineering judgment. Per coordination with the Town and NCDOT, it is estimated that trips will be distributed as follows:

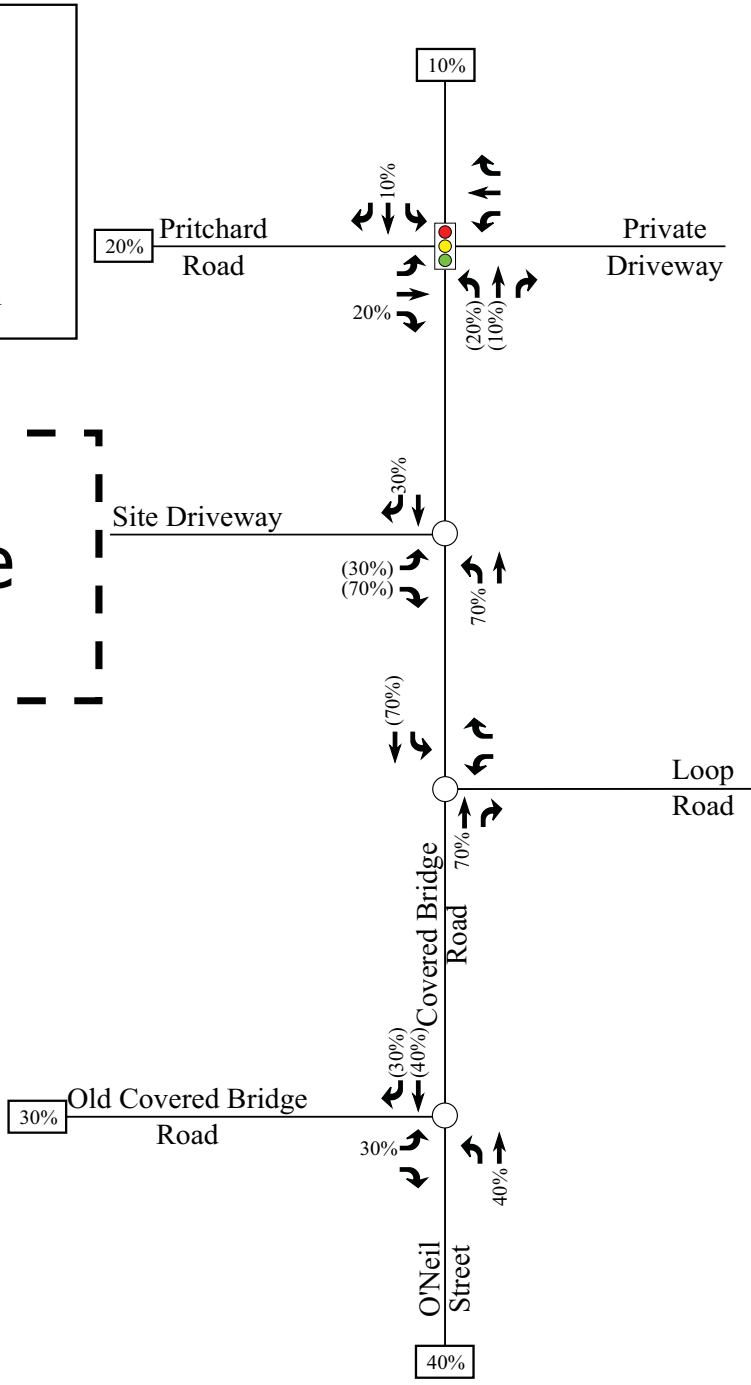
- 20% to/from the west via Pritchard Road
- 10% to/from the north via Covered Bridge Road
- 30% to/from the west via Old Covered Bridge Road
- 40% to/from the south via O'Neil Street

The site trip distributions are shown in Figure 8. Refer to Figure 9 for the site trip assignments.

LEGEND

- Unsignalized Intersection
- 🚦 Signalized Intersection
- X% ➡ Entering Trip Distribution
- (Y%) ➡ Exiting Trip Distribution
- XX% Regional Trip Distribution

Site



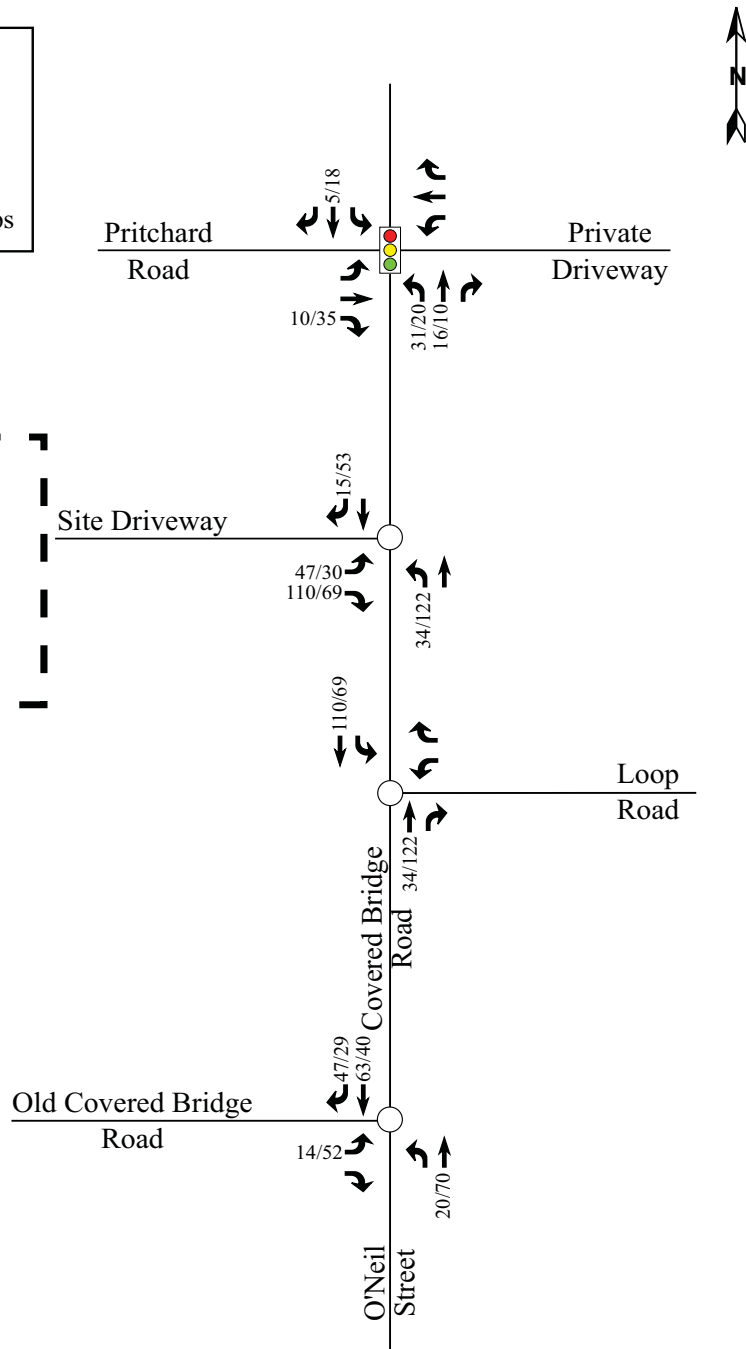
 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Site Trip Distribution	
		Scale: Not to Scale	Figure 8

LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour Site Trips



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC		Site Trip Assignment	
			Scale: Not to Scale	Figure 9

5. COMBINED (2022) AND FUTURE (2024) TRAFFIC CONDITIONS

5.1. Combined (2022) and Future (2024) Peak Hour Traffic Volumes

With the proposed development, an additional connection to the existing development north of the site will be provided. It was assumed that approximately 100 single family homes would be affected by this proposed roadway connection. To account for diverted traffic utilizing this connection to cut-through to the existing Riverwood development a trip generation was calculated for these homes and all of these trips were routed out to Covered Bridge Road. Additionally, these trips were taken away from the necessary movements at the Pritchard Road and Covered Bridge Road intersection. These diverted trips are illustrated in Figure 10.

To estimate traffic conditions with the site fully built-out, the total site trips were added to the background (2022 and 2024) traffic volumes and the diverted trip volumes to determine the combined (2022) and future (2024) traffic volumes. Refer to Figure 11 for an illustration of the combined (2022) peak hour traffic volumes with the proposed site fully developed and Figure 12 for the future (2024) peak hour traffic volumes.

5.2. Analysis of Combined (2022) and Future (2024) Peak Hour Traffic

Study intersections were analyzed with the combined (2022) and future (2024) traffic volumes using the same methodology previously discussed for existing and background traffic conditions. Intersections were analyzed with improvements necessary to accommodate combined traffic volumes. The results of the capacity analysis for each intersection are presented in Section 7 of this report.

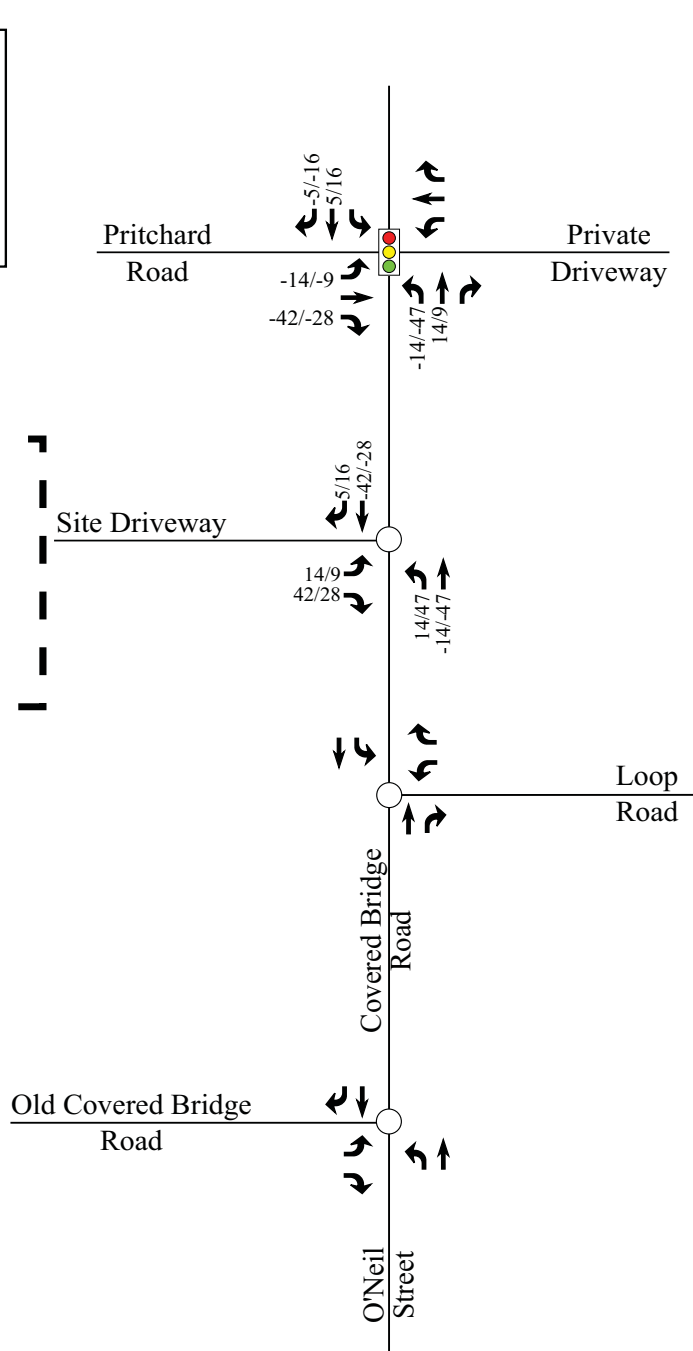
LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour Diverted Trips

Site



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Diverted Trips	
		Scale: Not to Scale	Figure 10

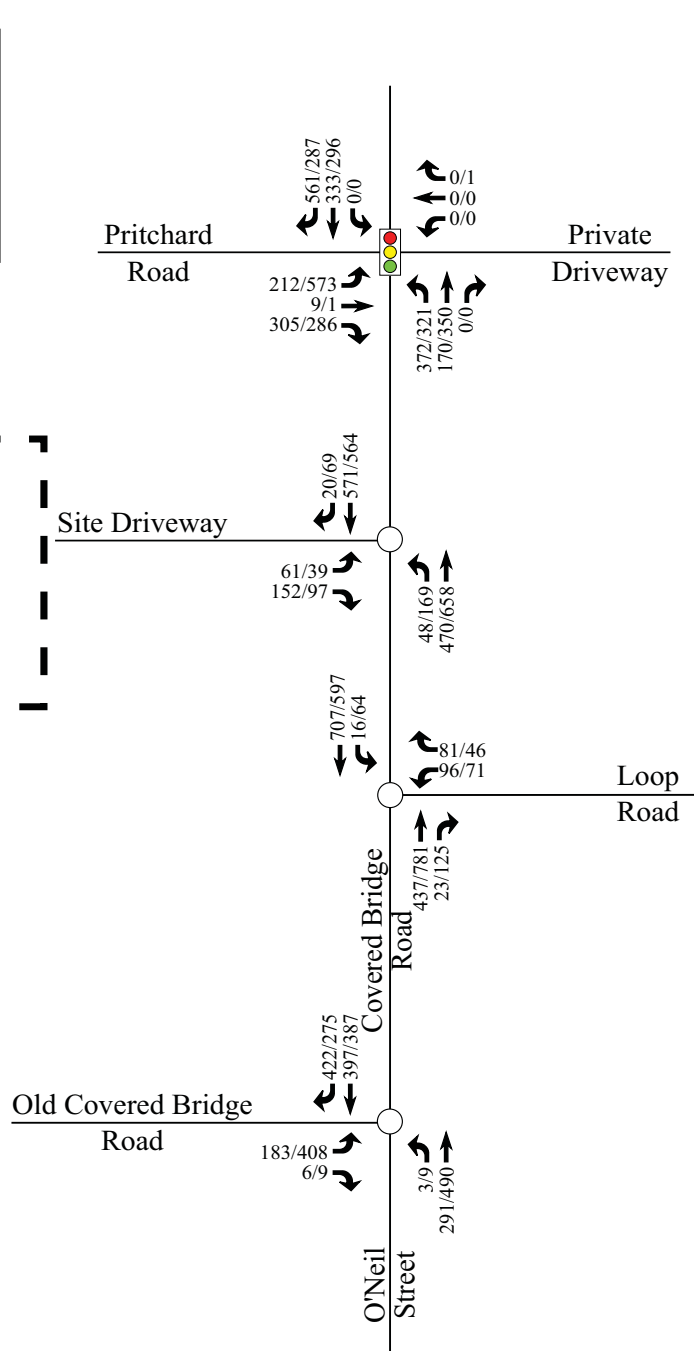
LEGEND

○ Unsignalized Intersection

◫ Signalized Intersection

X / Y → AM / PM Peak Hour Traffic

Site

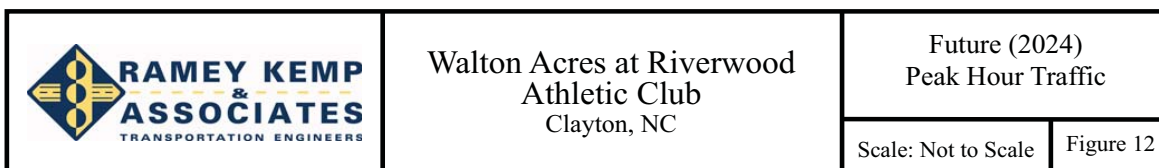


Walton Acres at Riverwood
Athletic Club
Clayton, NC

Combined (2022)
Peak Hour Traffic

Scale: Not to Scale

Figure 11



6. TRAFFIC ANALYSIS PROCEDURE

Study intersections were analyzed using the methodology outlined in the *2010 Highway Capacity Manual* (HCM) published by the Transportation Research Board. Capacity and level of service are the design criteria for this traffic study. A computer software package, Synchro (Version 9.1), was used to complete the analyses for most of the study area intersections. Please note that the unsignalized capacity analysis does not provide an overall level of service for an intersection; only delay for an approach with a conflicting movement.

The HCM defines capacity as “the maximum hourly rate at which persons or vehicles can reasonably be expected to traverse a point or uniform section of a lane or roadway during a given time period under prevailing roadway, traffic, and control conditions.” Level of service (LOS) is a term used to represent different driving conditions, and is defined as a “qualitative measure describing operational conditions within a traffic stream, and their perception by motorists and/or passengers.” Level of service varies from Level “A” representing free flow, to Level “F” where breakdown conditions are evident. Refer to Table 2 for HCM levels of service and related average control delay per vehicle for both signalized and unsignalized intersections. Control delay as defined by the HCM includes “initial deceleration delay, queue move-up time, stopped delay, and final acceleration delay”. An average control delay of 50 seconds at a signalized intersection results in LOS “D” operation at the intersection.

Table 2: Highway Capacity Manual – Levels-of-Service and Delay

UNSIGNALIZED INTERSECTION		SIGNALIZED INTERSECTION	
LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)	LEVEL OF SERVICE	AVERAGE CONTROL DELAY PER VEHICLE (SECONDS)
A	0-10	A	0-10
B	10-15	B	10-20
C	15-25	C	20-35
D	25-35	D	35-55
E	35-50	E	55-80
F	>50	F	>80

6.1. Adjustments to Analysis Guidelines

Capacity analysis at all study intersections was completed according to the NCDOT Congestions Management, County, and Town Guidelines, with the exception of the following items:

- The County TIA guidelines recommend the use of a 9% annual growth rate for the Town of Clayton. Per coordination with the Town and NCDOT, it was determined that a 3% growth rate would be used to more accurately reflect future background traffic growth. It is also worth noting that NCDOT congestion management typically recommends a growth rate of 3% or less.

7. CAPACITY ANALYSIS

7.1. Covered Bridge Road and Pritchard Road

The existing signalized intersection of Covered Bridge Road and Pritchard Road was analyzed under existing (2017), background (2022), combined (2022), and future (2024) traffic conditions with existing lane configurations and traffic control. Refer to Table 3 for a summary of the analysis results. Refer to Appendix E for the Synchro capacity analysis reports.

Table 3: Analysis Summary of Covered Bridge Road and Pritchard Road

ANALYSIS SCENARIO	APPROACH	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
Existing (2017) Conditions	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	E C A C	C (31)	F B A C	F (87)
Background (2022) Conditions	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	F C A C	D (47)	F B A C	F (125)
Combined (2022) Conditions	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	F C A C	D (37)	F B A C	F (117)
Combined (2022) Conditions – with Signal Timing Improvements	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	--	--	D B D D	D (47)
Future (2024) Conditions	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	F C B C	D (45)	F C B C	F (136)
Future (2024) Conditions – with Signal Timing Improvements	EB WB NB SB	1 LT, 1 TH-RT 1 LT-TH-RT 1 LT, 1 TH-RT 1 LT, 1 TH, 1 RT	--	--	D B D E	D (55)

Capacity analysis of existing (2017), background (2022), combined (2022), and future (2024) traffic conditions indicates the intersection of Covered Bridge Road and Pritchard Road is

expected to operate at an overall LOS D or better during the weekday AM peak hour. During the weekday PM peak hour, the intersection is expected to operate at an overall LOS F under all analysis scenarios. Signal timing modifications during the weekday PM peak hour would allow the intersection to operate at an overall LOS D in combined (2022) and future (2024) conditions. It is worth noting that construction of the proposed development is expected to improve delay at the intersection as the development will allow cut-through traffic to utilize the development, thus lowering traffic volumes at the intersection of Covered Bridge Road and Pritchard Road. This was accounted for in the diverted trips, shown on Figure 11 and only applied to the combined and future traffic conditions as the development would need to be constructed for this connection to be made.

7.2. Covered Bridge Road and Loop Road

The existing unsignalized intersection of Covered Bridge Road and Loop Road was analyzed under existing (2017), background (2022), combined (2022), and future (2024) traffic conditions with existing lane configurations and traffic control. Refer to Table 4 for a summary of the analysis results. Refer to Appendix F for the Synchro capacity analysis reports.

Table 4: Analysis Summary of Covered Bridge Road and Loop Road

ANALYSIS SCENARIO	A P P R O A C H	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
Existing (2017) Conditions	WB NB SB	1 LT-RT 1 TH-RT 1 LT-TH	C ² -- A ¹	N/A	E ² -- A ¹	N/A
Existing (2017) Conditions – With Turn-Lane	WB NB SB	1 LT, 1 RT 1 TH-RT 1 LT-TH	C ² -- A ¹	N/A	D ² -- A ¹	N/A
Background (2022) Conditions	WB NB SB	1 LT-RT 1 TH-RT 1 LT-TH	E ² -- A ¹	N/A	F ² -- B ¹	N/A
Background (2022) Conditions – With Turn-Lane	WB NB SB	1 LT, 1 RT 1 TH-RT 1 LT-TH	D ² -- A ¹	N/A	F ² -- B ¹	N/A
Combined (2022) Conditions	WB NB SB	1 LT-RT 1 TH-RT 1 LT-TH	F ² -- A ¹	N/A	F ² -- B ¹	N/A
Combined (2022) Conditions – With Turn-Lane	WB NB SB	1 LT, 1 RT 1 TH-RT 1 LT-TH	E ² -- A ¹	N/A	F ² -- B ¹	N/A
Combined (2022) Conditions – With Extended Turn-Lane	WB NB SB	1 LT, 1 RT 1 TH-RT 1 LT-TH	E ² -- A ¹	N/A	F ² -- B ¹	N/A
Future (2024) Conditions	WB NB SB	1 LT-RT 1 TH-RT 1 LT-TH	F ² -- A ¹	N/A	F ² -- B ¹	N/A
Future (2024) Conditions – With Turn-Lane	WB NB SB	1 LT, 1 RT 1 TH-RT 1 LT-TH	E ² -- A ¹	N/A	F ² -- B ¹	N/A

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of existing (2017), background (2022), combined (2022), and future (2024) traffic conditions indicates the major-street left-turn movement at Covered Bridge Road and Loop Road is expected to operate at LOS B or better during both weekday AM and PM peak hours. The minor-street approach currently operates at LOS C during the weekday AM peak hour and LOS E during the weekday PM peak hour. During background (2022) conditions the minor-street approach is expected to degrade to LOS E during the weekday AM peak hour and LOS F during the weekday PM peak hour. Under combined (2022) and future (2024) conditions the minor-street approach is expected to operate at LOS F during the weekday AM and PM peak hours. It is worth noting, due to the residential nature of Loop Road, the proposed development is not expected to send a large volume of traffic to the minor-street approach.

Due to the large radius of the westbound approach, current roadway conditions allow traffic to operate as if a 25 foot right-turn lane is present, although no turn-lane is striped. To account for these field conditions, an additional analysis scenario was included with a westbound right-turn lane with 25 feet of storage. It was noted that extending this turn-lane did not provide any queueing or delay improvements, therefore it was determined that no improvements would be necessary for this movement.

SimTraffic simulations were analyzed for the weekday PM peak hour to determine the expected impact to the queueing for the westbound approach. SimTraffic incorporates the adjacent intersections to calculate queue lengths to provide a more accurate representation of the gaps in traffic provided by the upstream intersections. SimTraffic indicates a westbound 95th percentile queue length of 75 feet (3 cars) during the background (2022) conditions and 94 feet (3 cars) during the combined (2022) conditions without a right-turn lane.

A traffic signal was also considered at this intersection under combined and future traffic conditions utilizing the criteria contained in the *Manual on Uniform Traffic Control Devices* (MUTCD). The intersection meets the peak hour signal warrants during both the weekday AM and weekday PM peak hour with the existing striped lane configuration. It should be noted that a traffic signal was not warranted during the weekday AM or PM peak hours when

analyzed with 2 lanes on the westbound approach, as the intersection currently operates under this condition. Additionally, due to the residential nature of the roadway, which typically generates trips during two peak hours each day, it is anticipated that the 4- or 8-hour signal warrants would also not be met.

7.3. Covered Bridge Road / O'Neil Street and Old Covered Bridge Road

The existing unsignalized intersection of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road was analyzed under existing (2017), background (2022), combined (2022), and future (2024) traffic conditions with existing lane configurations and traffic control. Refer to Table 5 for a summary of the analysis results. Refer to Appendix G for the Synchro capacity analysis reports.

Table 5: Analysis Summary of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road

ANALYSIS SCENARIO	APPROACH	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
Existing (2017) Conditions	EB NB SB	1 LT-RT 1 LT-TH 1 TH-RT	C ² A ¹ --	N/A	F ² A ¹ --	N/A
Background (2022) Conditions	EB NB SB	1 LT-RT 1 LT-TH 1 TH-RT	D ² A ¹ --	N/A	F ² A ¹ --	N/A
Combined (2022) Conditions	EB NB SB	1 LT-RT 1 LT-TH 1 TH-RT	F ² A ¹ --	N/A	F ² A ¹ --	N/A
Future (2024) Conditions	EB NB SB	1 LT-RT 1 LT-TH 1 TH-RT	F ² B ¹ --	N/A	F ² A ¹ --	N/A

1. Level of service for major-street left-turn movement.
2. Level of service for minor-street approach.

Capacity analysis of existing (2017), background (2022), combined (2022), and future (2024) traffic conditions indicates that the major-street left-turn movement at the intersection of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road is expected to operate at LOS B or better during both weekday AM and PM peak hours. During the existing (2017) conditions, the minor-street approach is expected to operate at LOS C during the weekday AM peak hour and LOS F during the weekday PM peak hour. During background (2022) conditions the approach is expected to degrade to LOS D in the weekday AM peak hour and continue operating at LOS F in the weekday PM peak hour. In combined (2022) and future (2024) conditions the intersection is expected to operate at LOS F in the weekday AM and PM

peak hours.

A traffic signal was considered at this intersection under background and combined traffic conditions utilizing the criteria contained in the *Manual on Uniform Traffic Control Devices* (MUTCD). It should be noted that a traffic signal was warranted during the weekday PM peak hour under background and combined traffic conditions, but due to the high volume of residential development, which typically generates trips during two peak hours each day, it is anticipated that the 4 or 8-hour signal warrants would not be met. Additionally, this intersection is expected to be realigned as part of the Clayton Northern Connector, recommended in the Johnston County Comprehensive Transportation Plan. This improvement is still in the planning stages with no funding or timeline for construction; therefore, it was not included in the analysis.

It is also worth noting that an eastbound right-turn lane was considered; however, due to the relatively low traffic volumes on this movement this turn-lane would provide a negligible impact to the operation of the intersection.

7.4. Covered Bridge Road and Site Driveway

The unsignalized intersection of Covered Bridge Road and Site Driveway was analyzed under combined (2022) and future (2024) traffic conditions with proposed lane configurations and traffic control. Refer to Table 6 for a summary of the analysis results. Refer to Appendix H for the Synchro capacity analysis reports.

Table 6: Analysis Summary of Covered Bridge Road and Site Driveway

ANALYSIS SCENARIO	APPROACH	LANE CONFIGURATIONS	WEEKDAY AM PEAK HOUR LEVEL OF SERVICE		WEEKDAY PM PEAK HOUR LEVEL OF SERVICE	
			Approach	Overall (seconds)	Approach	Overall (seconds)
Combined (2022) Conditions	EB NB SB	1 LT-RT 1 LT, 1 TH 1 TH-RT	E ² A ¹ --	N/A	F ² B ¹ --	N/A
Future (2024) Conditions	EB NB SB	1 LT-RT 1 LT, 1 TH 1 TH-RT	F ² A ¹ --	N/A	F ² B ¹ --	N/A

1. Level of service for major-street left-turn movement.

2. Level of service for minor-street approach.

Improvements to lane configurations by Developer are shown in bold.

Capacity analysis of combined (2022) and future (2024) traffic conditions indicates the major-street left-turn movement at the intersection of Covered Bridge Road and Site Driveway is expected to operate at LOS B or better during the weekday AM and PM peak hours. Under combined (2022) conditions the minor-street approach is expected to operate at LOS E during the weekday AM peak hour and LOS F during the weekday PM peak hour. During the weekday AM and PM peak hours the minor-street approach is expected to operate at LOS F under future (2024) conditions.

A traffic signal was considered at this intersection under combined and future traffic conditions utilizing the criteria contained in the *Manual on Uniform Traffic Control Devices* (MUTCD). A traffic signal was not warranted during the weekday AM or PM peak hours. Due to the residential nature of the area, which typically generates trips during two peak hours each day, it is anticipated that the 4- or 8-hour signal warrants would also not be met.

The recommended northbound left-turn lane was included according to the NCDOT “Warrant for Left and Right-Turn Lanes” chart contained in the *Policy on Street and Driveway Access to North Carolina Highways* manual. This chart considers the left and right-turn volumes compared to the volume of opposing traffic to determine the storage length for the respective movement. This storage length is typically a conservative estimate of the possible queues for this approach. The northbound left-turn lane was found to require 150 feet of storage according to this chart. It should be noted that SimTraffic indicates that the 95th percentile queue lengths for the northbound left-turn movement would be approximately 33 feet (1 car) during the weekday AM peak hour and 71 feet (3 cars) during the weekday PM peak hour.

8. CRASH DATA ANALYSIS

Crash data was requested from the NCDOT for the most recent five-year period, (January 1, 2012 through December 31, 2016), at the study intersections to determine the impact that the proposed improvements would have on the safety of the roadway. A summary of crash results is provided for the intersections in Tables 7 and 8. Refer to Appendix I for the crash analysis reports.

Table 7: Crash Analysis Summary for Intersections

Intersection	Number of Crashes					Total Crashes
	2012	2013	2014	2015	2016	
Covered Bridge Road and Pritchard Road	1	1	6	5	1	14
Covered Bridge Road and Loop Road	1	1	1	1	1	5
Covered Bridge Road / O'Neil Street and Old Covered Bridge Road	5	7	7	5	2	26
Total	7	9	14	11	4	45

Of the 45 crashes reported at the study intersections for the 5 years analyzed, none were fatal. The unsignalized intersection of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road experiences a much larger quantity of crashes than the other intersections. Heavy traffic on both roadways combined with poor sight distances are the primary reason for the higher crash rates. The addition of the proposed development is not expected to have a significant impact on crash types or frequency within the study area. The intersection of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road is expected to be realigned as part of the Clayton Northern Connector, recommended in the Johnston County Comprehensive Transportation Plan. This improvement is still in the planning stages with no funding or timeline for construction; therefore, it was not included in the analysis. This improvement is, however, expected to improve sight-distance at the intersection.

Table 8: Crash Type Summary for Intersections

Intersection	Type of Crash					Total Crashes
	Angle	Left-turn	Rear End	Ran off Road	Other	
Covered Bridge Road and Pritchard Road	2	5	3	1	3	14
Covered Bridge Road and Loop Road	0	1	3	0	1	5
Covered Bridge Road / O'Neil Street and Old Covered Bridge Road	3	4	5	9	5	26
Total	5	10	11	10	9	45
Percent of Total Crashes	11%	22%	24%	22%	20%	--

Table 8, above, outlines the type of crashes experienced at the study intersections. It was noted that roughly 24% of the crashes at the study intersections are the result of a rear-end collision. This is typical for a roadway with heavy volumes. It was also noted that the unsignalized intersection of Covered Bridge Road / O'Neil Street and Old Covered Bridge Road experiences a high volume of "ran off the road" collisions. This is due in part to the high speed limit and poor sight distance of the northbound approach. It is worth noting that the Clayton Northern Connector recommended in the Johnston County Comprehensive Transportation Plan would realign the Covered Bridge intersection south of its current location. This improvement was not included in the analysis because it is currently unfunded and does not have a timeline of construction. This improvement is expected to improve sight distance at the intersection, however, as the roadway is built-out lowering the speed limit should be considered for the corridor.

9. CONCLUSIONS

This Traffic Impact Analysis Update was conducted to determine the potential traffic impacts of the proposed Walton Acres at Riverwood Athletic Club residential development, located east of the Neuse River and North of Covered Bridge Road in Clayton, North Carolina. This TIA update accounts for the revised land uses and supersedes the TIA that was previously submitted in March 2017. The proposed residential development is expected to be built out in 2022. Per County guidelines, two years after site buildout was also analyzed. Site access is proposed via one full movement intersection on Covered Bridge Road. Site access will also be provided through a roadway connection to the development to the north of the site, Ravens Ridge at Riverwood Athletic Club.

The study analyzes traffic conditions during the weekday AM and PM peak hours for the following scenarios:

- Existing (2017) Traffic Conditions
- Background (2022) Traffic Conditions
- Combined (2022) Traffic Conditions
- Future (2024) Traffic Conditions

Trip Generation

It is estimated that the proposed development will generate approximately 2,660 total site trips on the roadway network during a typical 24-hour weekday period. Of the daily traffic volume, it is anticipated that 206 trips (49 entering and 157 exiting) will occur during the AM peak hour and 274 (175 entering and 99 exiting) trips will occur during the PM peak hour.

Adjustments to Analysis Guidelines

Capacity analysis at all study intersections was completed according to Town, County, and NCDOT Congestion Management Guidelines. Refer to section 6.1 of this report for a detailed description of any adjustments to these guidelines made throughout the analysis.

Intersection Capacity Analysis Summary

All the study area intersections (including the proposed site driveway) are expected to operate at acceptable levels-of-service under existing and future year conditions with the exception of the intersections listed below. A summary of these intersections are as follows:

Covered Bridge Road and Pritchard Road

The poor level-of-service observed at the signalized intersection is due to poor signal timing during the weekday PM peak hour. With signal timing modifications, this intersection is expected to operate at an overall LOS D or better in the combined (2022) analysis scenario.

Covered Bridge Road and Loop Road

The poor level-of-service for the minor-street approach is due to heavy through volumes along Covered Bridge Road. The proposed development is not expected to add a significant volume of traffic to the minor-street. It is worth noting that SimTraffic simulations, which analyze the intersection in context with adjacent intersections, depict a marginal increase in delay and queues during the weekday PM peak hour. Although no westbound right-turn lane is striped, the intersection operates as if a 25 foot turn-lane is present due to the available turn-radius. Extending and striping a turn-lane was considered but is expected to provide marginal benefits to the delay and queue lengths. A signal was considered at the intersection and is expected to meet the weekday AM and PM peak hour warrants for a signal in combined (2022) conditions with the existing striped lanes. The intersection is not expected to meet peak hour warrants in the combined (2022) conditions when analyzed with a turn-lane on the westbound approach, as the intersection currently operates. It should be noted that Loop Road is served by residential land uses and typically generates trips during two peak hours each day; therefore, the signal warrants are not anticipated to meet the 4 or 8-hour warrants which NCDOT typically requires for a signal.

Covered Bridge Road / O'Neil Street and Old Covered Bridge Road

The poor level-of service observed for the minor-street approach is due to heavy traffic volumes along Covered Bridge Road. It was also noted that a significant number of “ran off the road” crashes are experienced at the intersection. This is believed to be from poor sight

distances along the northbound approach. While the traffic at this intersection meets the peak hour warrant for the PM peak hour from the *Manual on Uniform Traffic Control Devices* (MUTCD) in background (2022) conditions, it is unlikely this intersection will satisfy the MUTCD 8-hour and 4-hour warrants, which NCDOT favors for the installation of a traffic signal. Additionally, this intersection is expected to be realigned as part of the Clayton Northern Connector, recommended in the Johnston County Comprehensive Transportation Plan. This improvement is still in the planning stages with no funding or timeline for construction; therefore, it was not included in the analysis.

Covered Bridge Road and Site Driveway

The poor level-of-service for the minor-street approach is due to heavy through volumes along Covered Bridge Road. It is worth noting that any queues expected for the minor-street approach would be internal to the development. This intersection is not expected to meet the weekday AM or PM peak hour warrants for a signal from the *Manual on Uniform Traffic Control Devices* (MUTCD) in combined (2022) conditions, it is also unlikely this intersection will satisfy the MUTCD 8-hour and 4-hour warrants, which NCDOT favors for the installation of a traffic signal. It should also be noted that the recommended northbound left-turn lane is not needed from a level-of-service standpoint, but was recommended per the NCDOT “Warrant for Left and Right-Turn Lanes” chart contained in the *Policy on Street and Driveway Access to North Carolina Highways*.

10. RECOMMENDATIONS

Based on the findings of this study, specific geometric improvements have been identified and are recommended to accommodate future traffic conditions. See a more detailed description of the recommended improvements below. Refer to Figure 13 for an illustration of the recommended lane configuration for the proposed development.

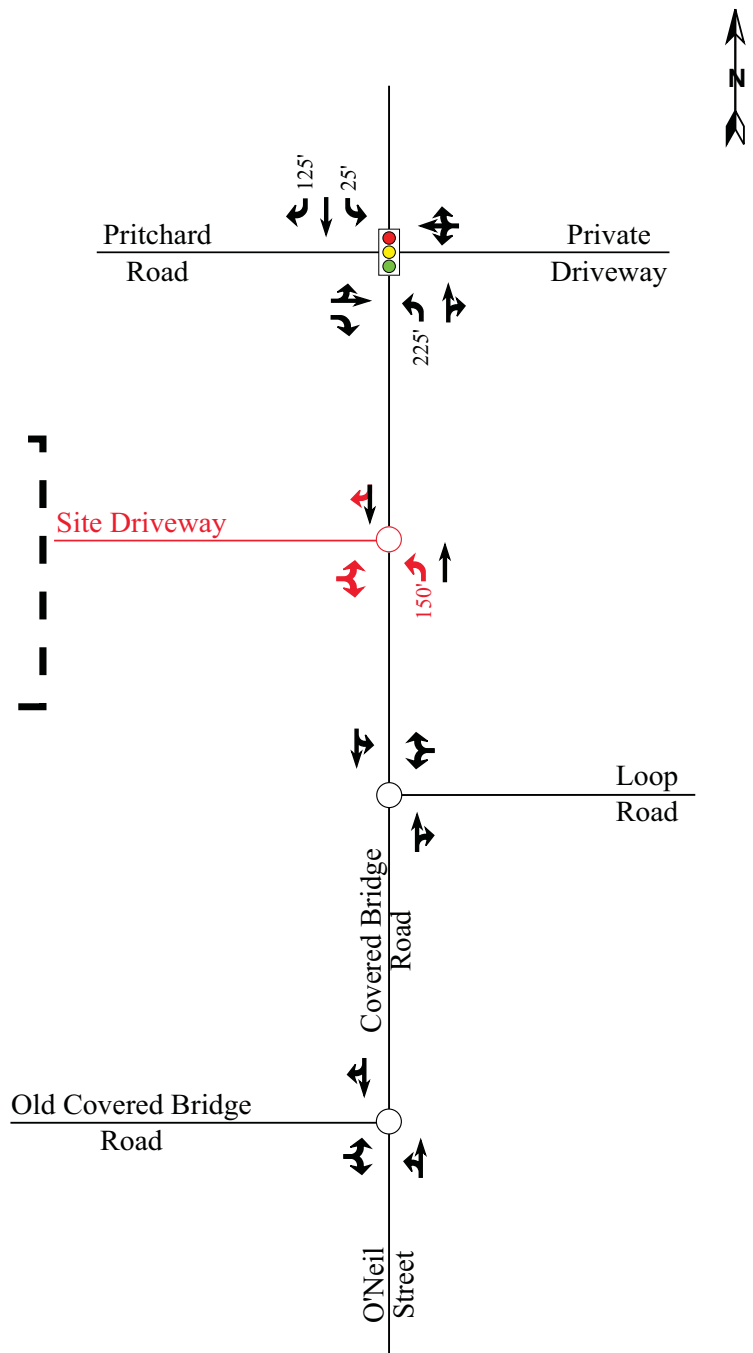
Recommended Improvements by Developer

Covered Bridge Road and Site Driveway

- Provide site access via a full movement intersection with one ingress lane and one egress lane.
- Provide stop control for Site Driveway.
- Provide an exclusive northbound left-turn lane on Covered Bridge Road with approximately 150 feet of storage and appropriate taper. Storage based on the NCDOT driveway manual and anticipated queue lengths.

LEGEND

- Unsignalized Intersection
- 🚦 Signalized Intersection
- ➡ Existing Lane
- ➡ Improvement by Developer
- X' Storage (In Feet)



 RAMEY KEMP & ASSOCIATES TRANSPORTATION ENGINEERS	Walton Acres at Riverwood Athletic Club Clayton, NC	Recommended Lane Configuration	
		Scale: Not to Scale	Figure 13



Charleston, SC - Charlotte, NC - Raleigh, NC - Richmond, VA - Winston-Salem, NC



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

DELIVERY VIA EMAIL

May 12, 2017

David L. DeYoung, AICP
Planning Director - Town of Clayton
PO Box 879
Clayton, NC 27528

COUNTY: Johnston

SUBJECT: **TIA Review of Proposed Walton Acres at Riverwood on SR 1700
Covered Bridge Road**

Dear Mr. DeYoung,

Highway Division Four (Division) has reviewed the Traffic Impact Analysis (TIA) for the subject development and offers the following comments. These comments are in addition to any requirements that are included in the attached Traffic Impact Analysis Review Report performed by the Congestion Management Section of the Transportation Mobility and Safety Division of NCDOT. All requirements or recommendations included herein are based off of current Department policies. This review should not be mistaken for approval of the driveway permit, design/construction plans, or final plat. A driveway permit must be obtained prior to construction. All design aspects of any submitted plans shall comply with current NCDOT Standard Specifications for Roads and Structures and Policy on Street and Driveway Access to North Carolina Highways.

GENERAL COMMENTS

- Lane Closures for required improvement construction will only be permitted under restricted hours due to heavy traffic volumes in the vicinity of the proposed development. These restrictions will be determined during the driveway permitting application and approval.

RIGHT-OF-WAY DEDICATION & RESERVATION

- A right-of-way dedication of 25' from the existing right-of-way and 25' right-of-way reservation beyond the dedication shall be a requirement of the driveway permit and recorded via plat for the proposed subdivision. This shall be required for the property frontage along SR 1700.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS | DIV. 4 DIST. 3
2671 US 70 WEST
GOLDSBORO, NC 27530

Telephone: (919) 739-5300
Fax: (919) 731-2017
Customer Service: 1-877-368-4968
Website: www.ncdot.gov

Location:
2671 US 70 WEST
GOLDSBORO, NC 26730

INTERSECTIONS / SITE ACCESSES AND ASSOCIATED IMPROVEMENTS

The following comments are in addition to individual intersection improvements recommended by the TIA and TIA Review Report and are considered necessary for consistency with local District and Division policy. If an intersection is not listed herein, then the Division concurs with the TIA Review Report recommendations.

SR 1700 Covered Bridge Road and Site Driveway

- The site plan as submitted depicts an approximately 600' offset for the proposed site driveway and SR 1706 Loop Road. The offset/separation of the two intersections shall be a minimum of 600'. A three lane section with a two-way left turn lane shall be required for the full extent of SR 1700 between the proposed site driveway and SR 1706 Loop Road including appropriate lane shifts and tapers
- A southbound right turn lane with a minimum 150' storage and appropriate tapers shall be required

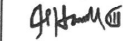
SR 1700 Covered Bridge Road and SR 1706 Loop Road

- As noted above, a three lane section with two-way left turn lane shall be required between Loop Road and proposed Site Driveway

As previously stated, these conditions and recommendations are in addition to any requirements that have been provided by the Traffic Impact Analysis Review Report performed by the Congestion Management Unit. Any roadway improvements and right-of-way dedication necessary to accommodate the road construction shall be the responsibility of the owner/developers. These conditions are based on current traffic volumes and projected growth for the study area. Should the timelines presented for project build-out dates not be met and traffic conditions change due to growth in adjacent areas, these recommendations may not be applicable. Feel free to contact me if you have any additional questions or concerns.

Sincerely,

DocuSigned by:



6C10249A6B37469...

Jiles P. Harrell, PE
District Engineer

cc: Tim Little, PE - Division Engineer
Andy Brown, PE - Division Traffic Engineer
Joshua Reinke, PE – Ramey Kemp and Associates
Driveway Permit File



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

April 26, 2017

**Walton Acres at Riverwood Athletic
Club**

**Traffic Impact Analysis (TIA) Review Report
Congestion Management Section**

TIA Project: SC-2017-047
Division: 4
County: Johnston
Description: Covered Bridge Road in Clayton



James H. Dunlop 26 April 2017

James H. Dunlop, P.E.
Congestion Management Engineer

Solomon Mengesha
Project Design Engineer

MAILING ADDRESS:
TRANSPORTATION MOBILITY AND SAFETY DIVISION
1561 MAIL SERVICE CENTER
RALEIGH NC 27699-1561

TELEPHONE: 919-814-5000
FAX: 919-771-2745

WEBSITE: WWW.NCDOT.ORG

LOCATION:
750 NORTH GREENFIELD PARKWAY
GARNER NC 27529



Walton Acres at Riverwood Athletic Club

SC-2017-047

Johnston County

Per your request, the Congestion Management Section (CMS) of the Transportation Mobility and Safety Division has completed a review of the subject site. The comments and recommendations contained in this review are based on data for background conditions presented in the sealed Traffic Impact Analysis (TIA) and are subject to the approval of the local District Engineer's Office and appropriate local authorities.

Key Dates	
Initially Received by CMS	4/4/2017*
Complete Information Received by CMS	4/24/2017*
Date of Preliminary Review Accepting TIA for Review	4/12/2017*
Sealed TIA Prepared by Ramey Kemp & Associates, Inc.	4/4/2017*
Site Plan Prepared by Adams & Hodge Engineering, P.C.	3/1/2017*

*The original TIA included commercial land use. The revised TIA revised the land use to residential. The preliminary review was completed for the original TIA. Note that the site plan in the original TIA is the same as the revised, and did not include the commercial land use.

Proposed Development

According to the TIA, the proposed Walton Acres development is to be located on Covered Bridge Road in Johnston County. The TIA states the development is to be constructed by 2022 and is to consist of the following:

Land Use	Land Use Code	Size
Single Family Detached Housing	210	190 D.U.
Apartments	220	120 D.U.

Trip Generation - Unadjusted Volumes During a Typical Weekday

Based on appropriate methodology outlined in the *ITE Trip Generation Manual, 9th Ed.*

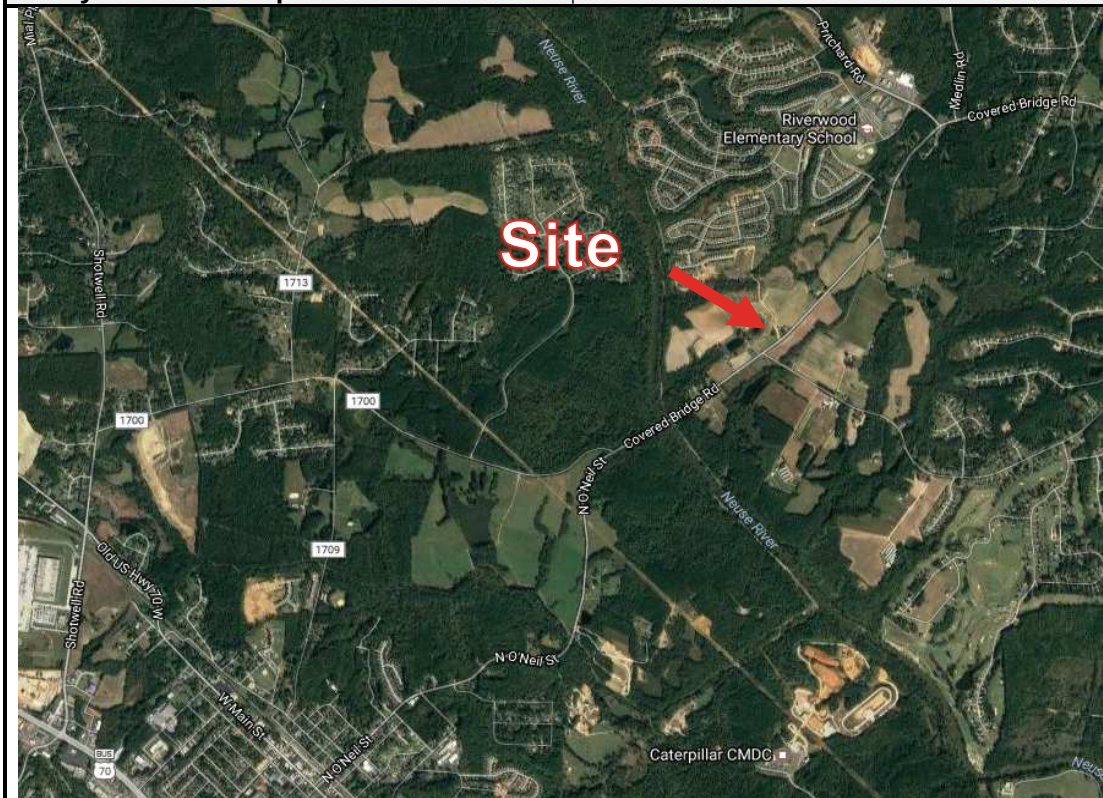
	IN	OUT	TOTAL
AM Peak Hour	49	157	206
PM Peak Hour	175	99	274
Daily Trips			2660

Requested Access Points

Driveway	Public Roadway	Access Type
1	Covered Bridge Road	All-Movement
2	Connection to Ravens Ridge (Future)	All-Movement

Study Area

Study Area and Proposed Site Location - ↑ N



TIP Projects in Study Area

Project	Description	Let Date	Completion
None in Area			

TIA Comments

The following items vary from our recommended practices:

None Noted



General Reference

For reference to various documents applicable to this review please reference the following links: <https://connect.ncdot.gov/resources/safety/Pages/Congestion-Management.aspx> and https://connect.ncdot.gov/resources/safety/Teppl/Pages/Teppl-Topic.aspx?Topic_List=C37.

Once the driveway permit has been approved and issued, a copy of the final driveway permit requirements should be forwarded to this office. If we can provide further assistance, please contact the Congestion Management Section at (919) 814-5000.

Recommendations

Legend

- | | |
|---|--|
| ❶ | Improvement by Developer. Congestion Management concurs with recommendation. |
| ❷ | Improvement by Developer. Additional or modified recommendation. |

Covered Bridge Road at Pritchard Road

Existing Signalized Intersection

- **EB Pritchard Road**
 - o Restripe approach with Left-Thru and Right-Turn-only Lanes and install right-turn overlap phase with modified signal head. ❷

Covered Bridge Road at Site Driveway

Proposed Stop-Controlled Intersection

- **NB Covered Bridge Road**
 - o The distance between the Loop Road and Site Driveway intersections may not allow for proper left-turn lanes and tapers (a NB 150' left turn lane to Site Driveway is a recommendation for this development, and a SB 100' left-turn lane to Loop Road is a general recommendation.) To allow for these turn lanes, the Site Driveway access may need to be relocated north of its proposed location. Alternatively, a three-lane section on Covered Bridge Road may be constructed between Loop Road and Site Driveway, with appropriate lane shifts on each approach. ❷
- **EB Site Driveway**
 - o Two-lane cross-section: one ingress, egress ❶



Covered Bridge Road at Loop Road

Existing Stop-Controlled Intersection

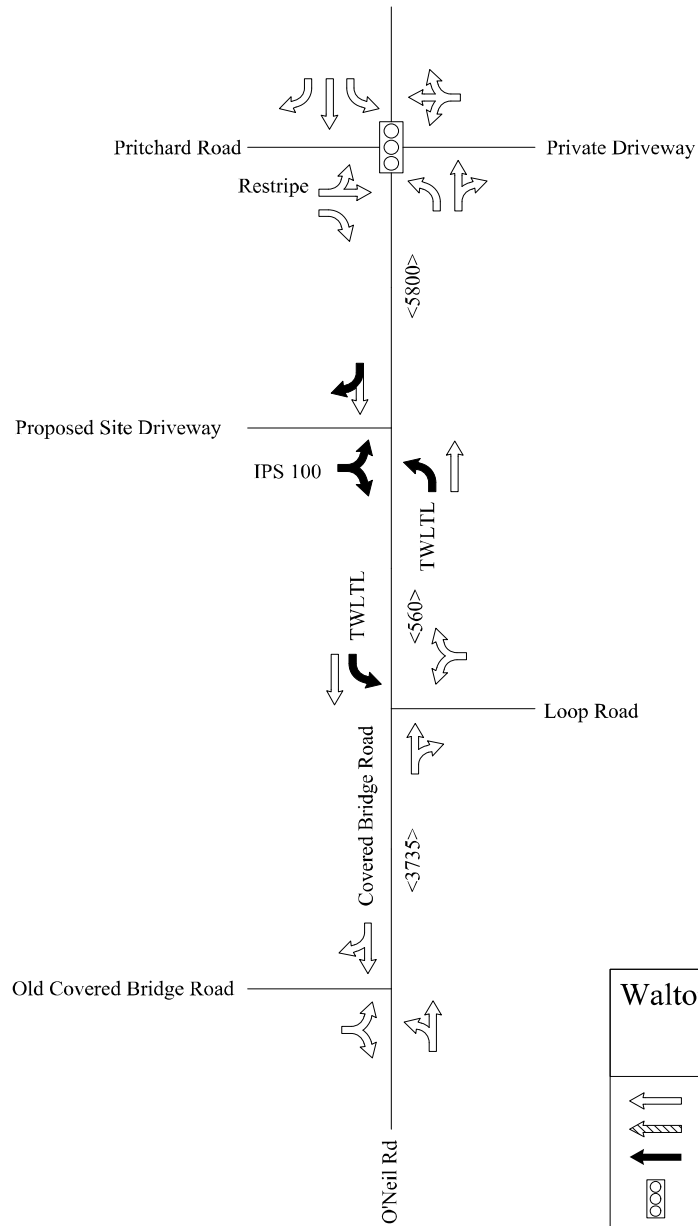
- **SB Covered Bridge Road**
 - o The distance between the Loop Road and Site Driveway intersections may not allow for proper left-turn lanes and tapers (a NB 150' left turn lane to Site Driveway is a recommendation for this development, and a SB 100' left-turn lane to Loop Road is a general recommendation.) To allow for these turn lanes, the Site Driveway access may need to be relocated north of its proposed location. Alternatively, a three-lane section on Covered Bridge Road may be constructed between Loop Road and Site Driveway, with appropriate lane shifts on each approach. ②

Covered Bridge Road/O'Neil Road at Old Covered Bridge Road

Existing Stop-Controlled Intersection

No additional improvements ①

Site



Walton Acres at Riverwood Athletic Club SC-2017-047

-  Existing Laneage
-  Laneage Built By Others
-  Recommended Laneage
-  Existing Signal
-  Signal Proposed By Others
-  Proposed Signal
- XXX Storage
- <XXX> Distance Between Intersections
- IPS Internal Protected Stem
- All Distances in Feet
- Drawing Not to Scale
- Not for Construction



MPR 4/26/2017

**TOWN OF CLAYTON
PLANNING BOARD WRITTEN RECOMMENDATION
PRELIMINARY SUBDIVISION PLAT:**

**Walton Farm – Major Subdivision
2017-38-SD**

On May 22, 2017, the Planning Board heard the above-referenced request and made the following vote:

Recommendation to the Town Council to

☐ approve the request;

☒ approve the request with the following modified or added conditions:

from staff report

☐ deny the request.

Recommendation(s) made this 22nd day of May 2017 while in regular session.

Signed:



Frank Price, Planning Board Chair



April 18, 2017

Mr. Adam Lindsay
Town Manager
Town of Clayton
PO Box 879
Clayton, NC 27520

Subject: Request for Sewer Allocation
Walton Farm at RWAC
Johnston County, NC

The proposed project, Walton Farm at RWAC, will consist of 190 single family residences and 120 apartments (40 - 2 bedrooms and 80 - 1 bedrooms). Based on the average daily wastewater flow of 250 GPD for a single family residence established for the Town of Clayton as well as flow requirements based on NCAC 2T rules I anticipate a wastewater flow as follows:

190 – single family residence	@ 250 GPD = 47,500 GPD
40 – 2 bedroom apartment units	@ 240 GPD = 9600 GPD
80 – 1 bedroom apartment units	@ 240 GPD = 19,200 GPD
1 – community center (+/-1800 sf)	@ 60 GPD/100sf = 1,080 GPD
TOTAL	77,380 GPD

The following is the developer's current best estimate on a development schedule:

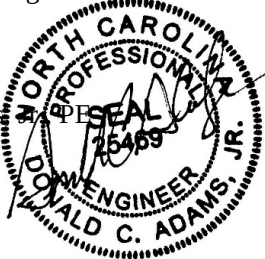
2017	+/-22,030 GPD
2018	+/-18450 GPD
2019	+/-18450 GPD
2020	+/-18450 GPD

In summary, this project will require 77,380 GPD of sewer allocation. Please accept this letter as a request (on behalf of Fred Smith Company) for the specific assignment of 77,380 GPD wastewater flow to Walton Farm at RWAC. Please note that this is a new allocation request and not part of previous allocations for RWAC.

Thank you for your consideration of this request. If you have any questions or need additional information, please give me a call at 919-763-7278.

Sincerely,

Donald C. Adams





**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

July 5, 2017

Councilman Grannis
Town of Clayton
111 East Second Street
Clayton, NC 27520

RE: QUESTIONS FOR THE APPLICANTS OF THE WALTON FARMS SUBDIVISION

Mr. Grannis,

In response to your questions submitted to me on June 19th, I offer the following response to each question in bold, below:

1. THE TRAFFIC IMPACT ANALYSIS WAS PREPARED BY RAMEY KEMP & ASSOCIATES BUT WE ONLY RECEIVED PAGES 36 THROUGH 40. I WOULD LIKE TO SEE THE FULL TIA THEY PREPARED.

The full TIA is attached to this response letter as requested.

2. IN THE RAMEY KEMP & ASSOCIATES TIA THERE WAS MENTION MADE OF SEGMENTS FROM THE NCDOT TIA, BUT THE NCDOT TIA WAS NOT IN MY AGENDA PACKET. I WOULD LIKE A COPY.

The NCDOT review is attached to this response letter as requested.

3. DID A MEMBER OF RAMEY KEMP & ASSOCIATES VISIT THE TRAFFIC SIGHTS MENTIONED IN THEIR TIA, AND IF SO FOR HOW LONG A PERIOD WAS THE INDIVIDUAL (S) ON SIGHT AT EACH LOCATION? IF NOT, HOW WERE THESE DETERMINATIONS ARRIVED AT?

The Traffic Engineer for the applicant will be prepared to answer these questions at the Public Hearing on July 17, 2017.

4. EVEN IF THESE SIGHTS WERE VISITED, WERE THESE DECISIONS MADE BY A HUMAN OR BY A COMPUTER PROGRAM WITH INFORMATION THAT WAS PROVIDED TO THE COMPUTER?

The Traffic Engineer for the applicant will be prepared to answer this question at the Public Hearing on July 17, 2017.

5. IF I UNDERSTAND THE RECOMMENDED "IMPROVEMENTS BY DEVELOPER" PARAGRAPH THE ONLY THING THE DEVELOPER WILL IMPROVE, ACCORDING TO THE DEVELOPER TIA, WILL BE AT COVERED BRIDGE ROAD AND THE SITE DRIVEWAY. THERE WILL BE NO IMPROVEMENTS AT LOOP ROAD AND COVERED BRIDGE ROAD, COVERED BRIDGE ROAD AND O'NEIL STREET AND COVERED BRIDGE ROAD AND PRITCHARD ROAD MADE BY EITHER THE DEVELOPER OR NCDOT. IS THIS CORRECT?

As stated in the NCDOT comments letter dated May 12, 2017, the developer will be responsible for the following:

- **A 25 foot right-of-way dedication from the existing right-of-way and a 25 foot right-of-way reservation beyond the 25 foot dedication.**
 - **A three lane section with a two-way turn lane from Loop Road to the project entrance including appropriate lane shifts and tapers.**
 - **A southbound right turn lane with a minimum 150 feet of storage and appropriate tapers into the project entrance.**
6. WHAT CONSIDERATION, IF ANY, HAS BEEN GIVEN TO THE PROPERTY OWNER IMMEDIATELY SOUTH OF THIS DEVELOPMENT ON THE WEST SIDE OF COVERED BRIDGE ROAD, AND VIRTUALLY DIRECTLY ACROSS FROM THE LOOP ROAD INTERSECTION, TO GET INTO AND OUT OF HIS/HER DRIVEWAY, ESPECIALLY DURING PEAK HOURS OF THE DAY? IF NONE WHY NOT?

No requirements were placed on the developer to review the driveway location to the south of this development. The main entrance to the Walton Farm Development is approximately 650 feet from the aforementioned driveway. In addition, it appears that the property owner to the southwest (stated as south above) has two options to access his property which include a driveway adjacent to the house and one centered on the overall farm property approximately 600 feet southwest of Loop Road.

7. PLEASE SHARE WHAT THE MODIFIED OR ADDED CONDITIONS ARE (NOTES FROM PAGE 102 OF THE AGENDA PACKET) WHICH IS THE "TOWN OF CLAYTON PLANNING BOARD WRITTEN RECOMMENDATION PRELIMINARY SUBDIVISION PLAT.

The Conditions of Approval presented to the Planning Board are the same as the Conditions of Approval in the Council's Agenda Packet.

8. UNDER CONDITIONS ITEM 5 SAYS "STREET A SHALL BE COMPLETED AS PART OF PHASE 1 AND PRIOR TO ISSUANCE OF THE FIRST PLAT". WHERE IN THE DEVELOPMENT PROCESS DOES THIS OCCUR?

The "Phase 1 and prior to the issuance of the first plat" will occur prior to the issuance of the first residential building permit for the development.

9. UNDER CONDITIONS ITEM 10 IT STATES "UP TO 300 FEET OF LANDSCAPE BUFFER SHALL BE RELOCATED TO ALLOW FOR ADEQUATE STORMWATER FLOW FROM THE SPRING FED LAKE TO THE ADJACENT PROPERTY TO THE WEST". I WANT A DETAILED EXPLANATION OF WHERE THE STORM WATER RETENTION POND WILL BE LOCATED. IT SOUNDS AS THOUGH IT WILL BE WHERE THE SPRING FED POND ORIGINATES ON THE PROPERTY, IS THIS CORRECT? IF SO HOW WILL IT BE POSSIBLE TO NOT POLLUTE THIS POND?

Condition 10 was added by staff to make sure that the spring fed pond on the development site would continue to feed the pond on the adjacent property. A buffer with a fence or berm may impede water flow. The applicant's development team will be prepared to answer questions regarding storm water retention at the public hearing on July 17, 2017.

10. IF THIS IS NOT THE CASE, EXACTLY WHERE WILL THE STORMWATER RETENTION POND (S) BE LOCATED?

The applicant's development team will be prepared to answer questions regarding storm water retention at the public hearing on July 17, 2017.

11. THERE IS A LETTER IN THE AGENDA PACKET (PAGE 94 OF 162) FROM WAYNE BATTEN OF WAYNE BATTEN AGRONOMIC SERVICES. IS THIS GENTLEMAN A PROFESSIONAL IN THE AGRONOMIC SERVICES FIELD?

All testifying professionals will be required to state their credentials at the public hearing on July 17, 2017.

12. HAS ANY MEMBER OF THE DEVELOPMENT TEAM REACHED OUT TO THE JOHNSTON COUNTY SCHOOL BOARD ADVISING THEM OF THIS DEVELOPMENT POSSIBLY BEING APPROVED? IF NOT WHY?

Johnston County School District is notified of all residential development proposals submitted to the Town. They are a member of our Technical Advisory Group (which comments on all development) and asked to attend our TRC meetings to provide comments on residential development. To date, the Town has not received any comments from Johnston County School District regarding the subject development. There is no requirement for applicants to reach out to the School District outside of our normal review process.

13. HAS ANY MEMBER OF THE DEVELOPMENT CONSIDERED THE IMPACT OF RIVERWOOD ELEMENTARY SCHOOL AND RIVERWOOD MIDDLE SCHOOL? IF NOT WHY?

Riverwood Athletic Club donated the land for the two schools mentioned above to Johnston County School District to support their development. Walton Farms is an extension to that development. Since children who live in other communities outside of the Town of Clayton attend the schools in Riverwood, it will be up to the School Board to adjust attendance

boundaries to address capacity concerns. As stated above, the Town has not received any comments from Johnston County School District regarding the subject development.

Should you have any questions regarding the above response or need additional information, please do not hesitate to contact me.

Sincerely,



David L. DeYoung, AICP
Planning and Development Director

cc: Kimberly Moffett, Town Clerk
Adam Lindsay, Town Manager
Town Council
Katherine Ross, Parker Poe
Reid Smith, 127 Homes

**TOWN OF CLAYTON
RESOLUTION GRANTING WASTEWATER TREATMENT CAPACITY
FOR WALTON FARM @ RWAC**

WHEREAS, the Town of Clayton operates a wastewater treatment plant known and permitted as the "Little Creek Water Reclamation Facility"; and,

WHEREAS, said facility is permitted to treat a maximum average of 2.5 million gallons daily; and,

WHEREAS, the Town of Clayton holds several interlocal agreements which secure additional wastewater treatment capacity from other available sources; and,

WHEREAS, the North Carolina Department of Environment and Natural Resources (NCDENR) regulates, reviews, and permits flow tributary to newly extended or installed wastewater treatment collection facilities tributary to the Town of Clayton system; and,

WHEREAS, flow from sanitary sewer customers tributary to existing lines owned and operated as part of the Town of Clayton is bound to abide by the permitted average daily flow at the Little Creek Water Reclamation Facility in conjunction with other available sources and consistent with interlocal agreements regarding wastewater treatment.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF CLAYTON that the following is found:

1. The Town of Clayton has, according to the most recent accounting, sufficient excess and unallocated treatment capacity to approve additional allocation.
2. Such available capacity may be made available to users in accordance with regulatory and legal parameters established to ensure satisfactory treatment plant operation.
3. An allocation for wastewater treatment capacity is granted in the amount of 77,380 GPD to Walton Farm @ RWAC as outlined in allocation request from Adams & Hodge Engineering, PC.; **herewith attached**.
4. Said allocation is approved subject to and conditioned upon review and approval of all required regulatory processes.
5. Said allocation is non transferable, non assignable, and made for the projects as described and for the noted location unless explicitly approved by the Town of Clayton.

6. Said allocation may be revoked or reclaimed in accordance with the policies of the Town of Clayton as adopted or amended now or in the future. No property right is conferred with the granting of an allocation except as otherwise explicitly allowed by policy, ordinance, or action of the Town of Clayton.
7. Said allocation is subject to payment of applicable fees in accordance with adopted ordinances, policies, and fee schedules of the Town of Clayton.

Duly resolved by the Clayton Town Council this 5th day of July, 2017 while in regular session.

Jody L. McLeod
Mayor

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

**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 **2017-38-SD – Walton Farm @
RWAC**

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 6b
2017-38-SD – Walton Farm @ RWAC**



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 6b
2017-38-SD – Walton Farm @ RWAC**

TOWN OF CLAYTON
SUBDIVISION APPROVAL 2017-38-SDD
WALTON FARM @ RWAC
GRANTED

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

Applicant:	Adams & Hodge Engineering
Property Location:	3131 Covered Bridge Road
Tax Parcel Number:	176000-93-5827 / 186I03027
Proposed Use of Property:	190 Single-Family Residential Lots & 120 Multi-Family Apartment Units
Meeting Date:	July 17, 2017

Having heard all the evidence and argument presented at the hearing, the Town Council finds that the application is complete, that the application complies with all of the applicable requirements of the Clayton Zoning Ordinance for the subdivision proposed, and that, therefore, the application to subdivide the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Zoning Ordinance and the following conditions:

(1) The applicant shall complete the subdivision strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the Planning Department office.

(2) If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval shall be void and of no effect.

The Town Council imposed the following **additional conditions** of the Subdivision Approval:

1. Following Board approvals, three copies of the final Preliminary Subdivision Plan meeting the requirements of the Conditions of Approval shall be submitted to the Planning Department for final approval. The conditions of approval shall be recorded on the plans before final approval is granted.
2. All off-site roadway improvements recommended by the Traffic Study, NCDOT Congestion Management, NCDOT Division 4, and the Town shall be installed prior to the issuance of the certificate of occupancy that creates the demand for the improvement.
3. Individual phases of the development, including the community center, neighborhood parks and amenities, shall be reviewed as minor subdivisions and/or minor site plans.
4. The community center's drop-off area and adjacent 3 parallel spaces are conceptual and shall be reconfigured to minimize traffic conflicts at the main entrance/first intersection as a part of the minor site plan for the community center.
5. The main residential collector street (Street "A") shall be completed as a part of phase 1 and prior to the issuance of the first plat.
6. The design of all street cross-sections are conceptual and shall be approved by the Engineering and Inspections Department prior to installation.
7. Each driveway shall include 2 car spaces and shall have a depth of 20 feet in length, measured from the front of each single-family residential unit and the back of sidewalk.
8. The Class "C" landscape buffer along the project frontage of Covered Bridge Road and the 10 foot greenway from the project entrance to the west property line shall be installed concurrent with the construction of Phase 1 of the development.

9. A ten foot wide greenway from the project entrance to the eastern property line along Covered Bridge Road shall be installed in conjunction with phase 4.
10. Up to 300 feet of landscape buffer shall be relocated to allow for adequate storm water flow from the spring fed lake to the adjacent property to the west.
11. 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.
12. Prior to plat recordation, the applicant shall submit an annexation petition for the development.
13. No more than 75 certificates of occupancy shall be issued within the subdivision until the required secondary access has been constructed or bonded for construction.
14. No more than 250 certificates of occupancy shall be issued within the subdivision until the required third access/stub-out has been constructed or bonded for construction.
15. Prior to grading and construction activities, tree protection fencing shall be installed around all resource conservation areas. Once the tree protection fence is installed, it must be inspected by the Planning Department before construction activities begin.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Town has caused this approval to be issued in its name.

TOWN OF CLAYTON

BY: _____
Jody L. McLeod
Mayor

ATTEST:

_____(SEAL)
Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for Regular Meeting

Item Title

2016-209-RZ, Zoning Overlay Map Update, Zoning Map Amendment

Presenter (Name & Title)

Planning Dept.

Summary/Description

Proposed update/modification to the existing zoning overlay map districts, including:

- Thoroughfare Overlay District
- Scenic Highway Overlay District
- Watershed Protection Overlay District
- Downtown Overlay District

Requested Action

Set Public Hearing for August 7, 2017.

This item was originally set for presentation at the June 19, 2017 meeting and was pulled from that agenda and re-set for presentation at the July 17, 2017 meeting.

Additional Documents To Be Included in Agenda Packet

Application
Staff Report Maps (Existing vs. Proposed)
Downtown Development Association Recommendation
Planning Board Recommendation



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

REZONING APPLICATION

Pursuant to Article 7, Section 155.704 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to amend the Official Zoning Map.

Application Fees: **Standard Rezoning Fee: \$500.00**
Rezoning to Planned Development District Fee: \$1,000.00 + \$5.00 acre
Advertisement Fee: \$100.00
All fees are due when the application is submitted.

Note on Planned Developments: Requests to rezone to a Planned Development District must be accompanied by a Master Plan submittal. Master Plans are approved as Preliminary Subdivision Plats – please submit a concurrent Preliminary Subdivision Plat application and Master Plan.

SITE INFORMATION

Name of Project: Zoning Overlay District Update 2016 Acreage of Property: n/a
County Tag Number: n/a NC PIN: n/a
Address/Location: Town Limits and ETJ
Existing Zoning District: n/a
Proposed Zoning District: n/a

APPLICANT INFORMATION

Applicant: Town of Clayton, Planning Dept.
Mailing Address: P.O. Box 879, Clayton, NC 27528
Phone Number: 919-553-5002 Fax: _____
Contact Person: Jay McLeod, Senior Planner
Email Address: jwmcLeod@townofclaytonnc.org

RECEIVED OCT 03 2016 TOWN OF CLAYTON PLANNING DEPARTMENT		FOR OFFICE USE ONLY	
Date Received:	Amount Paid: <u>n/a, Town-initiated</u>	File Number:	<u>2016-209-RZ</u>

PROPERTY OWNER INFORMATION

Name: n/a

Mailing Address: n/a

Phone Number: n/a Fax: n/a

Email Address: n/a

EXPLANATION OF PROJECT

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

Update to the Town's official zoning map to extend zoning overlay districts to newly annexed property or new property that has been incorporated into the Town's ETJ. Updated overlay districts include the Thoroughfare Overlay District, the Watershed Protection Overlay, the Scenic Highway Overlay, and the Downtown Overlay District. The Downtown Overlay District update is also being coordinated with an update to the code language regulating that district (application 2016-239-OA). All of these overlays are described further in §155.204 "Overlay District Standards", in the Unified Development Code.

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Rezoning application.

To be completed by the applicant:		
<i>Submit 9 copies of all materials unless otherwise noted or directed by staff</i>	Yes	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: _____	☐	☒
2. Review Fee (\$500 for standard rezoning <u>OR</u> \$1,000 + \$5.00/acre for Planned Developments) and Advertisement Fee (\$100)	☐	☒
3. Completed application	☒	
4. Owner's Consent Form <i>Required if applicant is not property owner.</i>	☐	☒
5. A signed and sealed boundary survey (not more than a year old unless otherwise approved by the Planning Department).	☐	☒
6. <i>If property to be rezoned is a portion of a parcel:</i>		
- Property legal description typed (10 pt. font or greater, and also submitted electronically in MS Word format.)	☐	☒
- Plat showing property to be rezoned, matching legal description.	☐	☒
7. Adjacent property owners list	☐	☒
8. Neighborhood meeting notice letter (1 copy) <i>See sample letter and meeting requirements included in this packet</i>	☐	☒
9. Neighborhood meeting summary form (1 copy) <i>Included in this packet</i>		
10. Stamped, addressed, empty envelopes with no return address, using the adjacent property owner list (1 set) <i>This for a public notice of the public hearing mailed by the Town – thus, neighbors will receive both a neighborhood meeting letter from the applicant, and a notice of the hearing from the Town.</i>	☐	☒

APPROVAL CRITERIA

All applications for a Rezoning must address the following findings:

1. Consistency with the adopted plans of the Town.
The updated modifies the official zoning map to be consistent with adopted code in the Unified Development Code (§155.204). The Downtown Overlay District update is also being coordinated with an update to the code language regulating that district (application 2016-239-OA).

2. Suitability of the subject property for uses permitted by the current vs. the proposed district.
Modifies boundaries to make consistent with adopted code.

3. Whether the proposed change tends to improve the balance of uses, or meets specific demand in the Town.
The purpose of regulation of overlay districts is outlined in §155.200 of the Unified Development Code.

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

5. It has been determined that the legal purposes for which zoning exists are not violated.
This is true. The regulation of zoning overlay districts is in accordance with the legal basis of zoning regulation.

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

7. It has been determined that no one property owner or small group of property owners will benefit materially from the change to the detriment of the general public.
This is true. This affects property based on criteria independent of ownership, and to the benefit of the entire town.

APPLICANT AFFIDAVIT

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

Jay McLeod, Senior Planner
Print Name


Signature of Applicant

10/03/2016
Date



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

*Planning Board
May 22, 2017*

STAFF REPORT

Application Number: 2016-209-RZ **Project Name: Zoning Overlay Map Update**

Overlay: Update existing overlay zoning maps
Applicant: Planning Dept. (Town)
Location: Town-wide

Public Noticing:

- Newspaper ad posted prior to July 5th, 2017

REQUEST: Update and adopt the existing overlay zoning districts. This includes the modification and/or re-adoption of the following overlay districts:

- Thoroughfare Overlay District
- Scenic Highway Overlay District
- Watershed Protection Overlay District
- Downtown Overlay District

More information about these overlay can be found in §155.204 "Overlay District Standards". The Downtown Overlay District is also concurrently proposed for update as application 2017-239-OA.

STAFF ANALYSIS AND COMMENTARY:

Overview

With recent annexations and changes in the Town's limits and ETJ boundaries, an update to the overlay districts is necessary to remain current. These overlay districts allow additional flexibility in certain areas by relaxing or strengthening requirements of the Unified Development Code.

The modification of the Downtown Overlay District represents a realignment of the border to better serve the proposed intent of the concurrent code amendment (application 2016-239-OA) for the Downtown Overlay District. An open house meeting was held on March 30, 2017 in Town Hall to gather additional input from the public and downtown business owners, and as a result one household asked to be removed from the draft district. Otherwise, the district boundary was well received.

The Downtown Overlay District boundary was also recommended to Town Council for approval by the Downtown Development Association at their April meeting. The modifications suggested by the DDA and potential ramifications will be discussed at the Planning Board presentation.

Consistency with adopted plans

The proposed overlay district boundary update is consistent with the Future Land Use map, Comprehensive Plan, existing purpose for zoning and existing zoning districts, and the Unified Development Code.

Approval Criteria:

- **Consistency with remainder of the Chapter**

The request is consistent with the remainder of Chapter 155 and the Town Code of Ordinances.

- **Novelty of the request**

The request does not introduce any novel changes to the Code. It is an extension of already existing zoning overlay boundaries, to remain consistent with current Code language.

The modification of the Downtown Overlay District represents a realignment of the border to better serve the proposed intent of the concurrent code amendment (application 2016-239-OA) for the Downtown Overlay District.

- **Correction of existing errors**

It is an extension of already existing zoning overlay boundaries to remain consistent with current Code language.

- **Compliance with state or federal statutes or case law**

The request is consistent with all known state, federal, and case laws, and some brings the zoning map more into compliance with the existing Town Code.

CONSIDERATIONS:

- Rezoning are decided by the Town Council. The Planning Board shall make a recommendation to the Town Council.
- When adopting or rejecting the amended boundaries for the zoning overlay districts, the Town Council shall approve a statement describing whether its action is consistent with adopted plans and/or policies of the Town and explaining why the Council considers the action taken to be reasonable and in the public interest.

STAFF RECOMMENDATION:

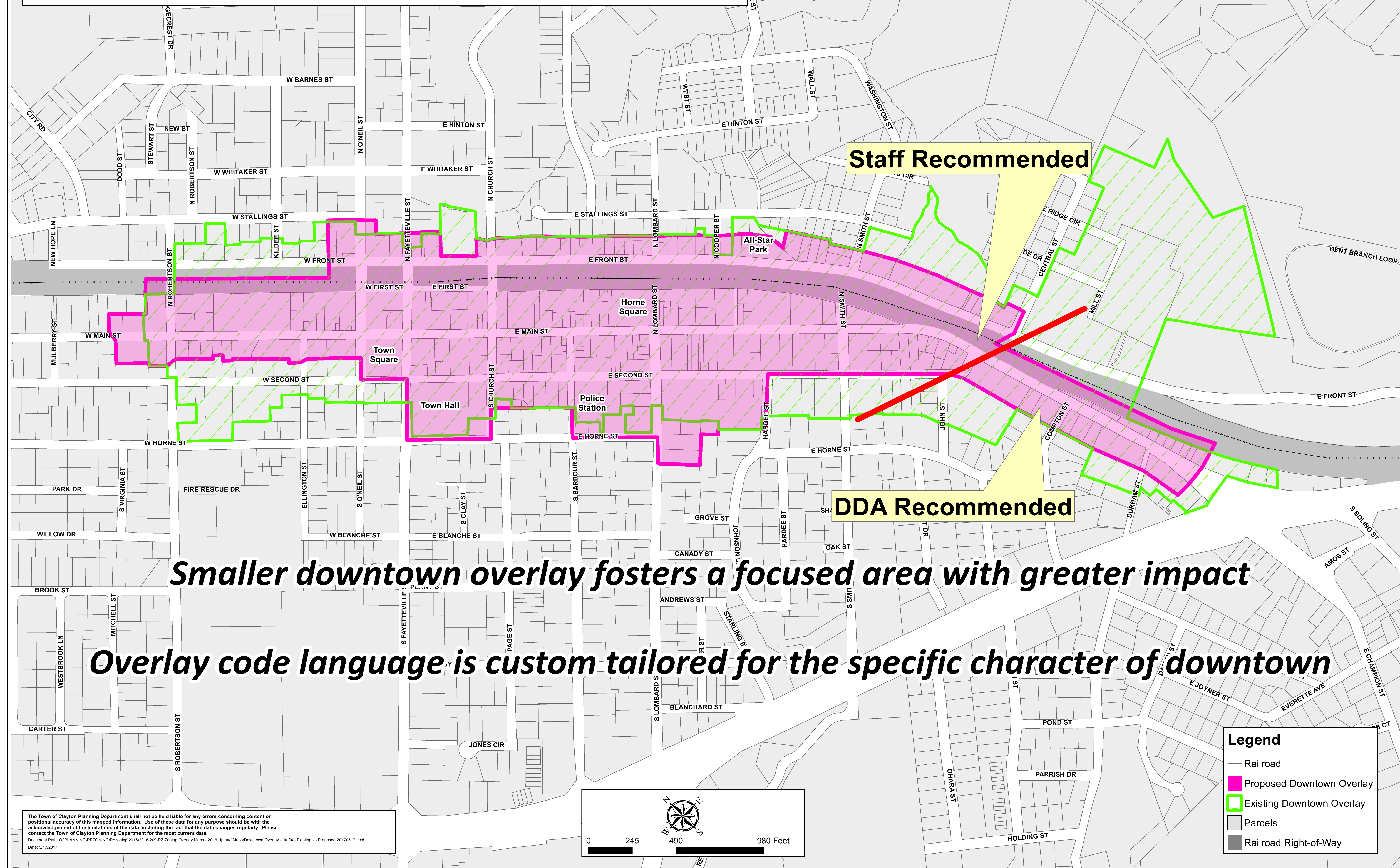
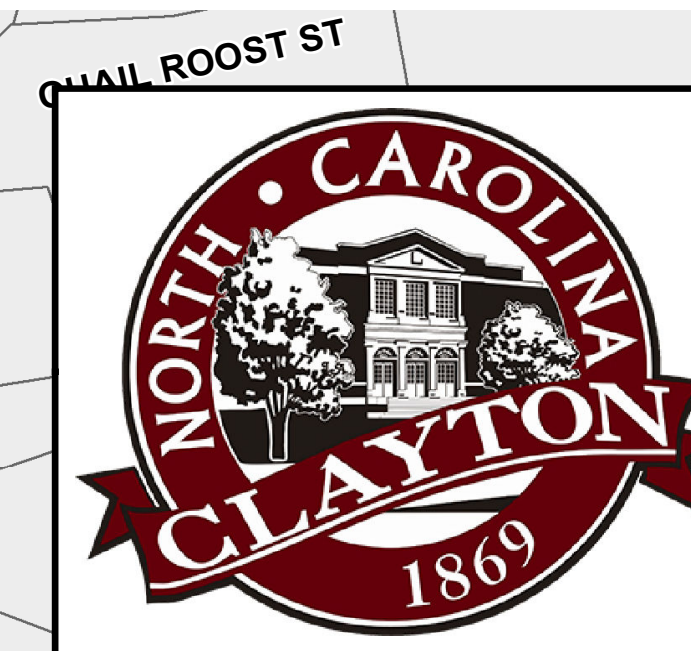
Staff is recommending approval of the amended zoning overlay district boundaries.

ATTACHMENTS:

- 1) Staff Report Maps
- 2) Application

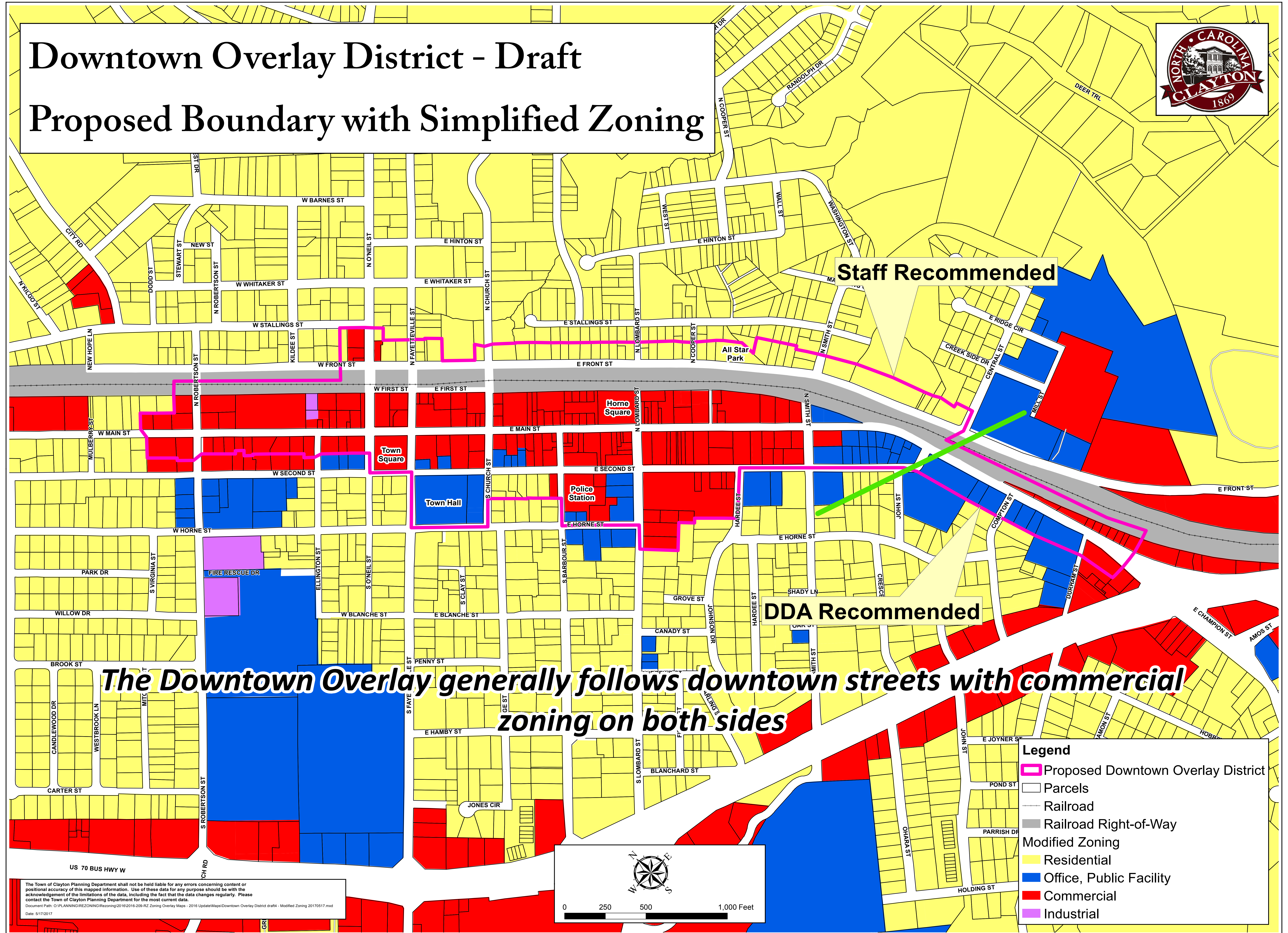
Downtown Overlay District - Draft

Existing vs. Proposed Boundary



Downtown Overlay District - Draft

Proposed Boundary with Simplified Zoning



Staff Recommended

DDA Recommended

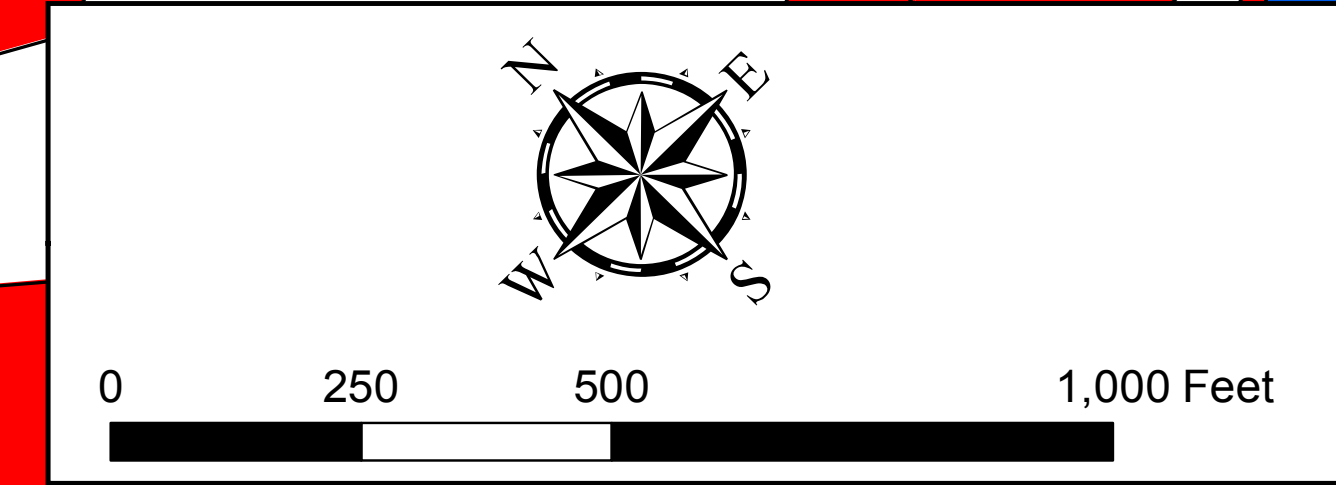
The Downtown Overlay generally follows downtown streets with commercial zoning on both sides

- Legend**
- Proposed Downtown Overlay District
 - Parcels
 - Railroad
 - Railroad Right-of-Way
 - Modified Zoning
 - Residential
 - Office, Public Facility
 - Commercial
 - Industrial

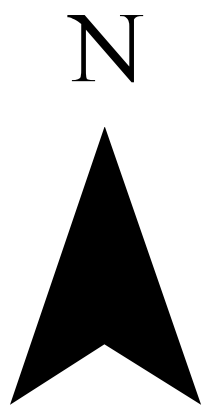
The Town of Clayton Planning Department shall not be held liable for any errors concerning content or positional accuracy of this mapped information. Use of these data for any purpose should be with the acknowledgment of the limitations of the data, including the fact that the data changes regularly. Please contact the Town of Clayton Planning Department for the most current data.

Document Path: C:\PLANNING\REZONING\Rezoning\2016-2019-RZ Zoning Overlay Maps - 2016 Update\Maps\Downtown Overlay District draft4 - Modified Zoning 20170517.mxd

Date: 5/17/2017



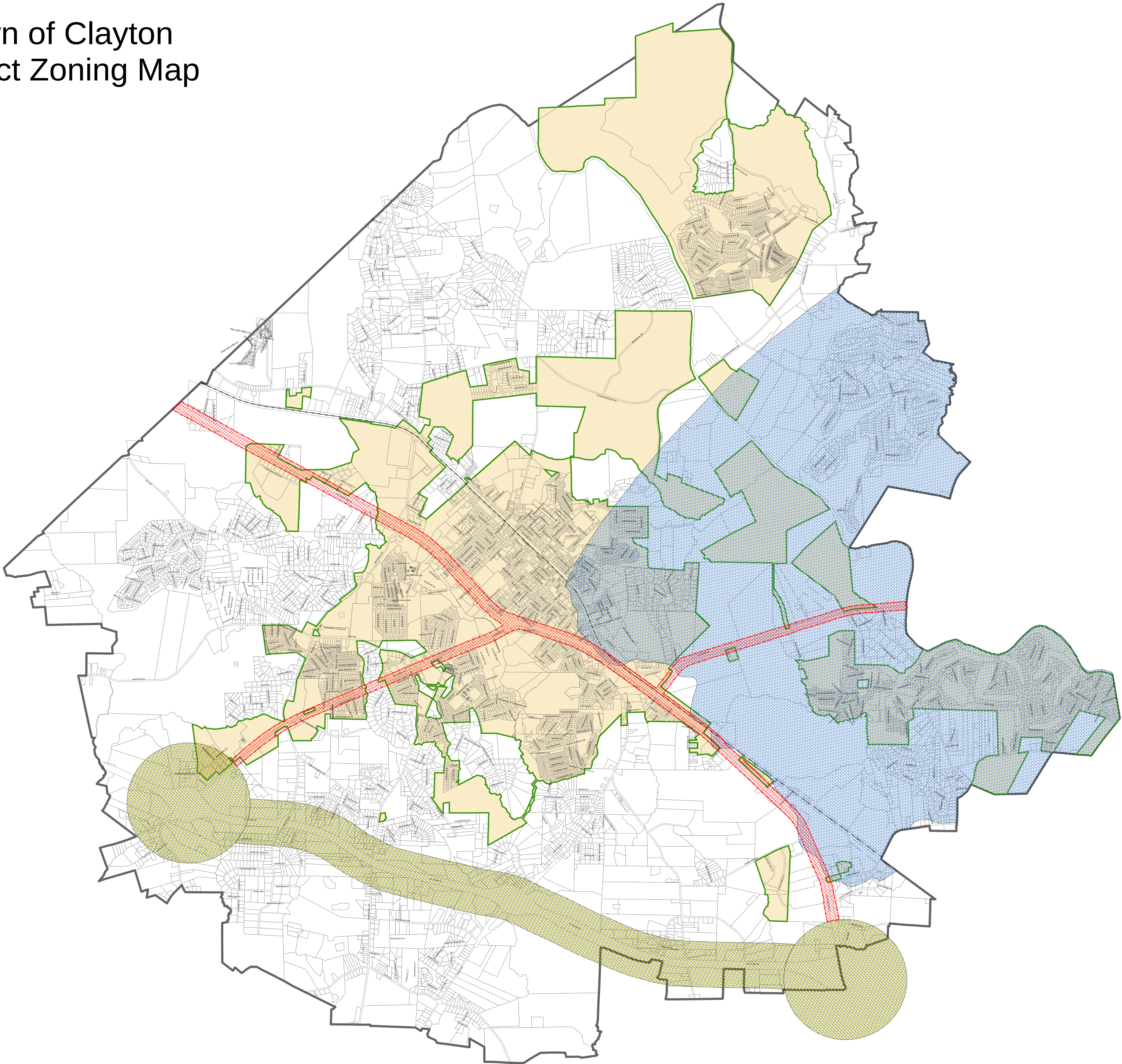
Official Town of Clayton Overlay District Zoning Map



Legend

- Parcels
- Railroad
- Thoroughfare Overlay District
- Scenic Highway Overlay
- Watershed Protection Overlay
- Clayton Town Limits
- Clayton ETJ

Note: Extended ETJ As Adopted By The Clayton Town Council On March 3, 2008





Map produced by TOC/Planning
Date: February 19, 2014
Disclaimer: Town of Clayton assumes no legal
responsibility for the information represented here.

Scale: 1 inch = 1,400 feet

PROPOSED



Garner Town Limit
and ETJ

Raleigh Town Limit

Wake County
Johnston County

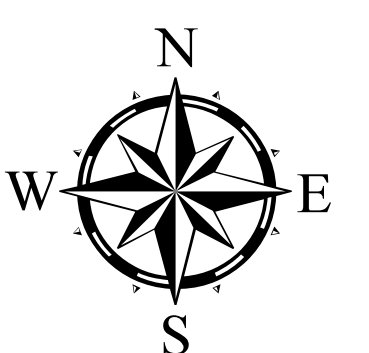
Archer Lodge
Town Limit and ETJ

**Town Limit and Extra Territorial
Jurisdiction Map, with
Overlay Districts**

updated: 05/12/2017

Legend

- Scenic Highway Overlay
- Thoroughfare Overlay District
- Watershed Protection Overlay
- Town Limits
- Clayton Extra Territorial Jurisdiction



Wilson's Mills
Town Limit and ETJ

The Town of Clayton Planning Department shall not be held liable for any errors concerning content or positional accuracy of this mapped information. Use of these data for any purpose should be with the acknowledgement of the limitations of the data, including the fact that the data changes regularly. Please contact the Town of Clayton Planning Department for the most current data.

Printed Date: 05/12/2017

Document Path: O:\PLANNING\REZONING\Rezoning\2016\2016-2019\Zoning Overlay Maps - 2016 Update\Maps\Overlay Districts - PROPOSED 20170517.mxd

TOWN OF CLAYTON
PLANNING BOARD WRITTEN RECOMMENDATION
ZONING AMENDMENT
(REZONING AMENDMENT)

Zoning Overlay Map Update
2016-209-RZ

On May 22, 2017, the Planning Board heard the above-referenced request and made the following vote:

Recommendation to the Town Council to

- ☒ approve the request; *w/ DDA recommendation for ~~beaches~~ downtown overlay district*
- ☐ deny the request.

Recommendation(s) made this 22 day of May 2017 while in regular session.

Signed:



Planning Board Chair

TOWN OF CLAYTON
DOWNTOWN DEVELOPMENT ASSOCIATION
WRITTEN RECOMMENDATION
ZONING ORDINANCE AMENDMENT
(Rezoning or Text Amendment)

2016-209-RZ, Downtown Overlay District Map Boundary, Zoning Map Amendment

On April 10, 2017 the Downtown Development Association heard the above-referenced request and made the following vote on the above-referenced case, with respect to the proposed boundary for the Downtown Overlay District:

Recommendation to Town Council to:

☒ approve

☐ deny

Recommendation(s) made this 10 day of April while in regular session.

Signed:


Downtown Development Association, Chair

PUBLIC NOTICE

In accordance with NC GS 160A-384, the Clayton Town Council will hold a public hearing on Monday, August 7, 2017, at 6:30 PM at Town Hall, 111 East Second Street, to consider rezoning request 2016-209-RZ Zoning Overlay Map Update; request to update and adopt the existing overlay zoning districts. This includes the modification and/or re-adoption of the following:

- Thoroughfare Overlay District
- Scenic Highway Overlay District
- Watershed Protection Overlay District
- Downtown Overlay District

The Clayton Town Council reserves the right to approve the request as presented or any portion of the request without necessity of withdrawal or modification of the application or additional public hearing on the matter. Likewise, the Town Council may designate approval to the district requested or another district or districts without modification of the request or additional public hearing.

This is an open meeting and the public is invited to attend.

Jay McLeod, Planner
919-553-5002

The Clayton News Star

Please advertise on the following dates:
July 26, 2017
August 2, 2017

Affidavit of publication required.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for Regular Meeting

Item Title

2016-239-OA, Downtown Overlay District, Ordinance Amendment

Presenter (Name & Title)

Planning Dept.

Summary/Description

Proposed amendments to the text of the Unified Development Code, Title XV, §155, relating to the regulation of uses and development standards in the Downtown Overlay District (§155.204(D)).

Requested Action

Set Public Hearing for August 7, 2017

This item was originally scheduled to be presented at the June 19, 2017 meeting but was pulled from agenda and will be presented at the July 17, 2017 meeting.

Additional Documents To Be Included in Agenda Packet

Application
Open House Meeting Materials and Minutes
Existing Code
Proposed Code (strikethrough/underline)
Downtown Development Association Recommendation
Planning Board Recommendation



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

ORDINANCE AMENDMENT APPLICATION

Pursuant to Article 7, Section 155.703 of the Unified Development Code, the Town Council, Board of Adjustment, Planning Board, Planning Director, or the general public may petition the Town Council to amend the Code of Ordinances.

Application Fee: TBD

Advertisement Fee: \$100.00

All fees are due when the application is submitted.

AMENDMENT INFORMATION

Project Name: Downtown Overlay District code revision

Existing title of Code Section(s): Downtown Overlay District

Code Section Number(s): Title XV, Article 155.204(D)

APPLICANT/CONTACT INFORMATION

Applicant: Planning Department, Town of Clayton

Mailing Address: PO Box 879, Clayton, NC 27528

Phone Number: 919-553-5002

Fax: _____

Contact Person: Jay McLeod

Email Address: jwmcLeod@townofclaytonnc.org

DESCRIPTION OF REQUESTED CHANGES

Please provide a general justification of the requested ordinance amendment. Attach additional sheets if necessary.

Revise and update the Downtown Overlay District regulations, in conjunction with a concurrent revision of district's geographic area as well.

FOR OFFICE USE ONLY

Date Received:

NOV 18 2016

Amount Paid: N/A, Town initiated.

File Number:

2016-239-0A

Version 05/10/2016

Page 1 of 2

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany this application for it to be deemed complete.

To be completed by the applicant:			For staff use only:		
Submit 9 copies of all materials unless otherwise noted or directed by staff	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: _____	☐	X			X
2. Review Fee and Advertisement Fee	☐	X			X
3. Completed application	☒		X		
4. A bound strikethrough/underline copy of the Code section(s) proposed for revision	☒		X		
5. A bound "clean" copy of the Code section(s) proposed for revision	☒		X		

APPROVAL CRITERIA

All applications for Ordinance Amendment must address the following criteria:

1. The extent to which the proposed text amendment is consistent with the remainder of the chapter, including specifically, any purpose and intent statements.
The revisions will further codify regulations and elaborate on the intent of the section, which protects the character of the downtown.

2. The extent to which the proposed text amendment represents a new idea not considered in the existing chapter, or represents a revision necessitated by changing circumstances over time.
The proposed changes add clarity and substance to the section, and represents an evolution of the district.

3. Whether or not the proposed text amendment corrects an error in the chapter.
N/A.

4. Whether or not the proposed text amendment revises the chapter to comply with state or federal statutes or case law.
Does not apply. The revisions do not violate any existing laws.

APPLICANT AFFIDAVIT

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

Jay McLeod, Senior Planner
Print Name


Signature of Applicant

11/17/2016
Date



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

*Planning Board
May 22, 2017*

STAFF REPORT

Application Number: 2016-239-OA

Project Name: Downtown Overlay District Update (Ord. Amendment)

Applicant: Town

Public Noticing:

- Newspaper ad posted prior to July 5, 2017

REQUEST: Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to the regulation of uses and development standards in the Downtown Overlay District (§155.204(D)).

SECTIONS PROPOSED FOR AMENDMENT:

The following section(s) of Title XV, Chapter 155 are proposed for amendment:

- 204(D) "Downtown Overlay District"

STAFF ANALYSIS AND COMMENTARY:

Overview

The stated purpose of the Downtown Overlay District is to:

- Promote economic vitality
- Foster an attractive and vibrant downtown
- Protect the unique character of downtown
- Support existing businesses
- Encourage new businesses

This amendment is an extensive and novel re-imagining of the Downtown Overlay District (DOD). The current DOD only provides restrictions on signage and promotional banners. This proposed update includes changes to designation and boundary, permitted uses, sign regulations (including some relaxations of signage requirements), dimensional regulations (setbacks, etc.), development standards (parking and landscaping requirements, on-street parking, building materials and design), district character and architecture, and development incentives and disincentives (outdoor dining, density, development fees, demolition waiting period).

Page 1 of 2

The existing Downtown Overlay District boundary is also proposed for modification and is being processed as part of a separate, concurrent application (2016-209-RZ) updating the zoning overlay districts. The proposed boundary changes have been designed to better reflect the properties that would benefit from additional or relaxed regulation (depending on the case) in relation to their downtown character and location.

Approval Criteria:

- **Consistency with remainder of the Chapter**
The request is consistent with the remainder of Chapter 155 and the Town Code of Ordinances.
 - **Novelty of the request**
The request does introduce novel changes to the Downtown Overlay District, but is part of a previously-envisioned code amendment that started when the DOD boundary was originally created.
 - **Correction of existing errors**
n/a.
 - **Compliance with state or federal statutes or case law**
The request is consistent with all known state, federal, and case laws.
-

CONSIDERATIONS

- The Planning Board shall make a recommendation to Town Council. The Town Council shall make a final decision regarding revisions to the Town Code.
-

STAFF RECOMMENDATION:

Staff recommends approval.

CONDITIONS:

No Conditions recommended.

ATTACHMENTS:

- 1) Application
- 2) Draft Ordinance Amendment, in strikethrough/underline.



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

MEMORANDUM

Date: July 11, 2017
To: Town Council
From: Planning Staff
Subject: **Notice of changes to proposed Downtown Overlay District, 2016-239-OA**

Since the June 19, 2017 Town Council work session meeting, some minor changes have occurred to the proposed modification to the Downtown Overlay District (§155.204(D)), including:

- Added clarification to the permitted uses, (2)(b)1.
- Clarification to when parking is required to be formalized, (5)(b)1.A.
- Clarification to when new sidewalk width is required, (6)(a)2.
- Clarification to restrictions on faux windows and security bars, (6)(a)10.D. and E.

These changes are included in the agenda packet materials to be presented at the July 17, 2017 Town Council work session meeting.

ARTICLE 2: ZONING DISTRICTS**§ 155.204 OVERLAY DISTRICT STANDARDS****(D) DOWNTOWN OVERLAY DISTRICT**

The Downtown Overlay District is established for the purpose of fostering the economic vitality of the area within the district's boundaries. It is recognized that a vibrant downtown promotes the economic development and stability of the entire community. The standards established herein shall be applied to all nonresidential properties which are located within the district's boundaries.

(1) Designation of Downtown Overlay District

This district shall be an overlay district and shall include all commercially zoned properties located within the Downtown Overlay District of the Town Zoning Map.

(2) Permitted Uses

All permitted, special and conditional uses of the underlying zoning district are allowed subject to the specific requirements and procedures for each classification.

(3) Dimensional Requirements

The dimensional requirements of this Overlay District shall be the same as the underlying zoning district.

(4) Sign Regulations**(a) Easels**

Easels shall be permitted within the Downtown Overlay District provided that there is a minimum of five feet of sidewalk clearance. Easels shall be uniform in size (maximum six square feet) and type as selected by the Town Downtown Development Association. Easels will only be allowed during business hours. Only one easel shall be allowed per business.

(b) Window Signs

One 11-inch by 17-inch window sign or two 8 1/2-inch by 11-inch window signs shall be permitted per business per street frontage. Changeable letter signs shall be prohibited in the Downtown Overlay District except for "historic signs."

(c) Promotional Banner

1. Promotional banners not exceeding 12 square feet shall be permitted in the Downtown Overlay District for periods of up to 14 days. Promotional banners shall be allowed a maximum of four times per year. All promotional banners must

be reviewed and approved by Planning Director and a permit must be issued. Promotional banners must be removed immediately following the 14-day period.

2. Religious, governmental, civic, and bona fide nonprofit organizations may display a single promotional banner within or over a public right-of-way for a period not to exceed 14 days, subject to the issuance of a permit by the Planning Department. Such banner shall be erected by the Town in a manner which does not endanger the public use of said right-of-way. No organization may erect a promotional banner under the terms of this section more than twice in a 12 month period

(d) ***Decorative Flags and Banners***

Decorative flags and banners shall be reviewed and approved by the Planning Director. Holiday decorations may be installed for a maximum period of seven weeks. Seasonal banners must correspond to the appropriate season.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2012-01-04, passed 1-3-12; Am. Ord. 2012-04-02, passed 4-2-12; Am. Ord. 2012-12-02, passed 12-3-12; Am. Ord. 2012-12-04, passed 12-3-12; Am. Ord. 2014-06-10, passed 6-16-14; Am. Ord. 2016-04-04, passed 04-04-2016)

ARTICLE 2: ZONING DISTRICTS

§ 155.204 OVERLAY DISTRICT STANDARDS

(D) DOWNTOWN OVERLAY DISTRICT

The Downtown Overlay District is established for the purpose of fostering the economic vitality of the area within the district's boundaries. It is recognized that an attractive and vibrant downtown promotes the economic development and stability of the entire community. The uses, character, and design of the public and private realm all contribute to the success of the downtown. The standards established herein shall be applied to all ~~nonresidential~~ properties which are located within the district's boundaries.

(1) **Designation of Downtown Overlay District**

This district shall be an overlay district and shall include all ~~commercially-zoned~~ properties located wholly or partially (20% or more) within the Downtown Overlay District of the Town Zoning Map.

(2) **Permitted Uses**

(a) All permitted, special, and conditional uses of the underlying zoning district are allowed subject to the specific requirements and procedures for each classification, subject to the following modifications.

(b) All nonresidential tenants, businesses, uses, and activities on the ground (first) floor of a building which front on Main Street shall be responsive to and provide services, goods, or otherwise engage in business with pedestrians and the general public. More specifically, the following use types are prohibited on the first floor (street level) of Main Street, with the Planning Director responsible for ultimate interpretation:

1. Businesses which exclusively engage in "by appointment only" clientele or do not have active reception areas which accept walk-in customers;
2. Residential uses. This does not include ancillary facilities, such as lobbies which serve upper story residential uses;
3. Drive-thru facilities;

(3) Sign Regulations

The following criteria modifies, but does not replace, the text of §155.403 "Signs", and may be either more or less restrictive.

(a) All signs allowed in the Downtown Overlay District, with the exception of Window / Door Signs, Awning / Marquee / Canopy Signs, and Flags, shall have at least one

distinguishing architectural or design feature, including but not limited to one of the following:

1. Exterior illumination with decorative lighting fixture;
2. Decorative or architectural mounting bracket;
3. Decorative border design that deviates from a standard rectangle;
4. Or some other design feature or embellishment that distinguishes the sign as high quality and enhancing of the downtown streetscape.

(b) Illumination

Illumination of sign shall not be restricted based on proximity to residential uses, but rather by the business hours of the use.

(c) Clearance

1. The minimum required clearance for any overhead sign, awning, or canopy is seven feet (7').
2. The minimum required horizontal clearance is 5', to allow for adequate pedestrian movement on the sidewalk.

(d) Prohibited Signs

Except for "Historic Signs", the following additional signs shall be prohibited in the Downtown Overlay District:

1. All signs designated in §155.403(E) "Signs Prohibited";
2. Electronic Changeable Copy Signs;
3. Freestanding Signs that cannot meet the setback criteria;
4. Billboards;
5. Manual Changeable Copy Signs, unless associated with a theater, assembly, or a church;
6. Drive-Thru Menu Boards;

~~(a)~~(e) Promotional Banners and Seasonal Displays

1. Small window posters advertising upcoming special events, sales events, or other such seasonal information are allowed on ground-floor storefront windows without requirement for a sign permit. A maximum of one 24"x36" poster, or two

18"x24" posters are allowed per storefront, and these posters must be relevant and current.

- ~~1. Promotional banners not exceeding 12 square feet shall be permitted in the Downtown Overlay District for periods of up to 14 days. Promotional banners shall be allowed a maximum of four times per year. All promotional banners must be reviewed and approved by Planning Director or their designee and a Temporary Sign Permit must be issued. Promotional banners must be removed immediately following the 14-day period.~~
- ~~2. Religious, governmental, civic, and bona fide nonprofit organizations may display a single promotional banner within or over a public right-of-way for a period not to exceed 14 days, subject to the issuance of a permit by the Planning Department. Such banner shall be erected by the Town in a manner which does not endanger the public use of said right of way. No organization may erect a promotional banner under the terms of this section more than twice in a 12 month period~~

~~(b) Decorative Flags and Banners~~

- ~~Decorative flags and banners shall be reviewed and approved by the Planning Director or their designee.~~
- ~~Holiday decorations may be installed for a maximum period of seven weeks per holiday, and shall be otherwise regulated by §155.403 "Signs".~~
- ~~Seasonal banners must correspond to the appropriate season.~~

~~(c)(f) Easels / Sandwich Boards / A-Frame Signs~~

- ~~1. Easels / Sandwich Boards / A-Frames Signs shall be permitted within the Downtown Overlay District provided that there is a minimum of five feet of sidewalk clearance.~~
- ~~2. Easels / Sandwich Boards / A-Frames Signs shall be a maximum of six square feet in area (per side) and type as determined by the Downtown Development Association.~~
- ~~3. Easels / Sandwich Boards / A-Frames Signs shall be a maximum of three feet in height.~~
- ~~3. Easels are only allowed Easels / Sandwich Boards / A-Frames Signs shall only be displayed during business hours, and may not be attached to anything else.~~
- ~~4. Easels / Sandwich Boards / A-Frames Signs shall be constructed of quality frame materials, such as decorative metal or wood; plastic shall not be allowed.~~

~~(d) Window / Door Signs~~

- ~~1. One 11-inch by 17-inch window sign or two 8 1/2-inch by 11-inch window signs shall be permitted per ground floor business per street frontage. These shall not be permitted for windows above the ground floor. These shall not count toward the total allowable sign face area for the site.~~

~~(e) **Changeable Copy Signs**~~

~~Changeable letter signs shall be prohibited in the Downtown Overlay District except for "historic signs."~~

~~(g) **Wall / Fascia Signs**~~

- ~~1. All tenants not on the ground floor and located within the same building with units accessed internally may only utilize a Tenant Identification Sign (§155.403(G)(9)).~~
- ~~2. A wall sign designed and functioning as a larger version of a tenant identification sign (advertising for some or all on-site tenants) may be permitted provided that it:
 - ~~A. Adheres to the dimensional requirements of a wall sign, and~~
 - ~~B. Each tenant may not be advertised more than once per façade, if they are included on the modified wall sign.~~~~

~~(h) **Flags**~~

- ~~1. Angled- or horizontally-projecting flagpoles may encroach into the right-of-way with an approved sign permit, although they must remain 3' from the back of curb. Permission from NCDOT may be required, depending on ownership of the right-of-way.~~
- ~~2. Only one flagpole per building or site is allowed, with a minimum required frontage as follows:
 - ~~A. One angled- or horizontally-projecting flagpole allowed for buildings with 25 feet of building frontage~~
 - ~~B. One vertically-projecting flagpole allowed for buildings with 150 feet of building frontage.~~~~
- ~~3. An exemption to the maximum number of flags and clearance requirements is that each ground floor entrance may have one small flag (2 sq. ft. per side) projecting from adjacent to the door.~~

~~(3)~~**(4) Dimensional Requirements**

- ~~(a) The purpose of modified setbacks on Main Street in the Downtown Overlay District is to provide adequate room for outdoor seating and dining, display of wares, an~~

enhanced pedestrian realm, and create space for an active street life, while also continuing a unified visual building frontage along the street. This is in addition to the standard purpose for enforcing setbacks in the Town.

(b) Setbacks and build-to lines for nonresidential and mixed use zoning districts:

1. The dimensional requirements of this Overlay District ~~shall be~~ are the same as the underlying zoning district, with the following modifications to setbacks and dimensional standards on that portion of Main Street that is within the Downtown Overlay District, and properties on side streets that are within 50' of Main Street.

A. Minimum and maximum setbacks are established on properties that front on roads, sidewalks, or public rights-of-way:

i. A minimum setback line is established at 12' from back of curb.

ii. A maximum setback line is established at 14' from back of curb.

iii. The Planning Director may allow an alternate building setback that pulls the building or a portion thereof closer to the street to provide consistency with adjacent properties and continue an established streetscape rhythm.

iv. The Planning Director may waive the maximum setback requirement in order to preserve the historic character or landmark status of an existing building, or to preserve the character of a park or public square.

v. Architectural, landscaping, or other site elements may still be required as part of the site plan to continue the appearance of a unified frontage with neighboring buildings.

B. 70% of the first and second floor street-facing façades or storefronts for all new, retrofit, and infill development shall be located within the minimum and maximum setback lines established above, with allowances provided for decorative, recessed or projected entries, balconies, or window treatments that are in accordance with other parts of this Section.

C. If a building is set back further than neighboring buildings, some design element should be incorporated in front of the first floor façade, such as knee wall, first floor roof projection designating outdoor seating area, or other architectural element or design feature that continues the streetscape rhythm of neighboring buildings.

(5) Development Standards

The following criteria modifies, but does not replace, the text of §155.400 “Access”, §155.401 “Off-Street Parking and Loading”, §155.402 “Landscaping, Screening, and Buffering”.

(a) Widths of access ways, as described in Table 4-1 “Dimensional Standards of Access Ways”, may be reduced to match the dimensions of existing streets in the Downtown Overlay District, with approval by the Planning Director, Engineering Director, and Fire Marshal as part of the standard review of individual development projects.

(b) Parking Requirements

1. General:

- A. Any new construction in the Downtown Overlay District with frontage on a public right-of-way shall be required to formalize on-street, parallel parking, along the frontage(s) of the property, including landscaped bump-outs at intersections. Adjacent on-street parking spaces may count toward meeting the parking requirement for a site.
- B. All parking spaces within the Downtown Overlay District shall be paved. Permeable paving may be allowed if approved by the Planning Director and Town Engineer. No grass, gravel, dirt, or other surfaces are allowed.

2. Residential off-street parking

- A. Residential off-street parking requirements may be met satisfied with off-site parking, subject to Planning Director approval, provided the following are met:
 - i. The off-site parking area is in proximity to the parcel on which the residential dwellings are located;
 - ii. The off-site parking spaces are designated as reserved for the residential units which they serve;
 - iii. Required handicap parking spaces are located as close as possible to the residential dwellings;
 - iv. All other relevant conditions of §155.401(C)(3)(c), “Off-site parking”, are met.

3. Nonresidential development and uses:

- A. The number of vehicular parking spaces may be reduced to 50% of that designated in Table 4-2 “Minimum Off-Street Parking Requirements”. Providing more parking spaces than 50% may be approved on a case-by-case basis by the Planning Director. In no case shall the requirements listed in Table 4-2 be exceeded. Standalone, multi-story parking decks or parking structures are exempt from this requirement.

- B. New construction shall have the opportunity to provide bicycle racks on site or pay fee-in-lieu. Minimum bicycle parking requirements for nonresidential uses may be paid as fee-in-lieu, as specified in the Comprehensive List of Fees and Charges. The fee-in-lieu will be used to provide appropriate bicycle infrastructure and parking facilities in the public right-of-way and on public property in downtown.

(c) Landscaping, Screening, and Buffering Requirements

1. In the district, the Planning Director may allow a new use to be established or an existing use to be expanded, even if all landscaping, screening, and buffering requirements cannot be met, provided that as much landscaping, screening, and buffering as can be reasonably provided is provided.
2. In the district, site interior landscaping (per §155.402(D)(1) "Interior Landscaping") may be reduced as follows.
 - A. Reduced by 75% in the B-1 zoning district.
3. All landscaping shall be designed to reduce unsafe areas of limited visibility.
4. Berms may not be used for required screening.
5. Landscape buffers or opaque visual screening, except that used for screening parking areas to a maximum height of 3', shall not be required along any public right-of-way.
6. Fences or walls not used for required screening or for providing security for a parking area shall be limited to 4' in height. This requirement does not apply to single family residential, duplexes, or townhomes. Chainlink fencing is prohibited.
7. Plastic, vinyl, and similar low quality materials are prohibited for planters and window boxes.
8. Street trees:
 - A. At the discretion of the Planning Director, street trees shall be required along all public rights-of-way at a rate of one per 40 linear feet or at an interval that mimics the existing tree placement in that area.
 - B. Street trees shall occur at appropriate, coordinated locations within public rights-of-way and may involve metal tree grates or other treatments to match the streetscape and design palette of downtown.
9. Subject to Planning Director approval, the following may be approved:
 - A. Modifications to the required amount of site interior landscaping materials, in zoning districts where the maximum allowed impervious area infringes on site area available for landscaping.

- B. Understory tree species may be substituted for up to half of the required canopy trees. This includes trees required as part of overlay districts, site interior landscaping requirements, parking lot landscaping, street trees, and incompatibility buffers.
- C. High-quality, raised landscaping planters may be substituted for required plantings, at a rate to be determined by the Planning Director based on area of planters provided. Planters must match the existing streetscape materials and design palette if adjacent to a public right-of-way, or that of the primary structure. Plastic, vinyl, and similar low quality materials are prohibited.

(6) Neighborhood Character, Appearance, and Architectural Design

(a) General requirements applicable to all properties:

- 1. Right-of-way shall be dedicated (if necessary) to allow for two-way traffic and on-street parking (both sides) along public streets.
- 2. In new construction, a minimum of 8' of mostly-unobstructed walking surface (from back of curb) shall be provided for pedestrian traffic on public rights-of-way on and within 50' of Main Street. Some of this area may be used for public display of wares or outdoor seating, pursuant to the relevant portions of this Chapter, so long as a minimum of 5' of fully unobstructed clearance remains for pedestrian traffic.
- 3. Structures shall be oriented so that their primary façade faces and is parallel with the principal street on which they are located.
- 4. Street-facing facades of second and third stories (except for single family residential) shall be constructed within the minimum and maximum setback lines established in the Downtown Overlay District (per (4)(b), "Setbacks"), as applicable depending on structure location.
- 5. Nonresidential and mixed use infill development shall occupy the full width of the lot width to create a continuous streetscape. Allowances may be made for required vehicular and pedestrian ingress/egress points.
- 6. The following shall apply to properties on and within 50' of Main Street that are in nonresidential or mixed use zoning districts:
 - A. New and infill development shall be a minimum of two stories, with the second story being at least 75% of the area of the first floor. If waiver from this requirement is approved by the Planning Board, then the building must still be engineered and constructed to support the addition of a second floor in the future.

- B. Buildings shall not have a single tenant space which exceeds 10,000 sq. ft. in area on the first floor, unless at least one external, storefront entrance is provided for every 6,000 square feet, and the internal space is designed to be able to be partitioned.

7. Corner Lots:

- A. Corner buildings shall match or exceed the height of adjacent buildings, with a minimum height of two stories. This requirement shall not apply to single family residential buildings, provided they fit into the architectural style of their neighborhood.
- B. On corner lots, both facades shall be oriented so that they face and are parallel with adjoining streets.
- C. Corner lots shall locate their vehicular access to the least traveled street, where practicable, and as far as possible from the intersection.

8. Materials:

- A. Exterior materials should match the palette of the historically contributing buildings in the district. Wood is only allowed as an external material on existing buildings or on single family residential, duplexes, or townhomes.
- B. The following materials are prohibited from being visible on the exterior facades of any new construction, replacement or renovations, or to cover an existing façade: metal panels, corrugated metal, fiberglass, metal screening, plastic, vinyl, aluminum siding, concrete block, concrete panels, or other materials not consistent with or representative of the historical architectural vernacular of the district.
- C. On and within 50' of Main Street, all facades facing public streets or rights-of-way shall be comprised of red brick, masonry, cast stone, or similar quality material common to the historically-representative buildings on Main Street. Projects with public or cultural significance may be designed to have a character that varies more from the standard development pattern, to distinguish them as a signature or landmark structure. The Planning Director may allow alternate materials on renovations or expansions of existing buildings if they keep in context with the existing materials and architecture.

9. Parking:

- A. Cross access shall be provided between adjacent parking lots to minimize the number of access points along streets. The Planning Director may waive this requirement if cross access is not feasible due to natural features or site layout restrictions. Cross access shall be accompanied by a cross access

easement or agreement, recorded with the Clerk of Court. Single family residential and duplexes are exempt from this requirement.

B. All nonresidential and mixed use developments shall utilize alley loaded and/or parking to the rear of a building.

C. Multi-story parking structures/decks:

i. If visible from the street, multi-story parking structures/decks shall place the shortest dimension along the street, if possible.

ii. On and within 50' of Main Street, multi-story parking structures/decks shall incorporate usable spaces for nonresidential uses (i.e. – storefronts and/or tenant spaces) along the entirety of first floor facades that front on public rights-of-way, excepting entrances and exits.

iii. Multi-story parking structures/decks shall be architecturally consistent with surrounding buildings and shall meet all other criteria of this section.

10. Windows:

A. Windows shall be vertically oriented, and at least as tall as they are wide.

B. Windows shall be no lower than two feet above finished grade, unless they can be opened to provide access to the outside, such as decorative glass garage doors, or French doors.

C. No opaque window glazing shall be permitted on the first three floors of a building. In this instance, "opaque" is defined as any glazing (frosted or smoked windows, wraps, etc.) that inhibits view from the outside to the inside of the building.

D. False windows or faux windows are not permitted on the first floor on any façade that is visible from a public right-of-way. The Board of Adjustment may grant a variance to this requirement under conditions and locations in which it will not be detrimental to the intent of the district.

E. Security bars or similar theft prevention devices of high visual impact shall not be allowed on any window that is visible to the public. Any security measures shall be of low visual impact or seamlessly integrated into the design of the window, building, or façade. The Planning Board may approve deviation from this requirement, so long as the intent is retained.

F. Nonresidential and mixed use zoning districts, and conforming nonresidential buildings in residential zoning districts:

- i. For any floor above the first (ground) floor, large expanses of vertical windows that give the overall appearance of unified (undivided) horizontal massing is prohibited.
- ii. At least 70% of the surface area of the first (ground) floor, public-facing façade of all buildings shall be storefront windows or other windows which create an enhanced sense of connection between the inside of buildings and the public realm. Corner buildings may reduce the window coverage to 35% on the façade facing the secondary street.
- iii. Upper floors shall provide a minimum of 35% window coverage of the façade, and simple patterns shall be used to subdivide the windows to add character to the buildings.
- iv. No building shall be altered as to reduce the amount or area of first (ground) floor storefront windows to less than the amount specified in this Section.
- v. No ground floor window or translucent door shall be covered or screened from within, so as to obstruct visibility over more than 25% of the surface area, for more than one half of business hours. Any coverings in violation of this shall be removed by August 1st, 2017, or immediately upon adoption of this ordinance.
- vi. First floor storefront windows shall incorporate at least one architectural design element common to or representative of the district, including but not limited to soldier courses, brick patterns, columns, knee walls, recessed entrances windows, peaked or arched windows, or decorative window frames. Large, opening windows that provide connection to the street, such as garage door-style retracting windows, are permitted so long as they blend into the character of the street and district.

11. Roofs:

- A. Parapet style roofs are required for all new development that is not single family residential or duplexes.
- B. Peaked roofs are prohibited on new or infill development on or within 50' of Main Street.
- C. Rooflines shall vary from building to building, and within buildings that are wider than 100'.

12. Utilities:

- A. All utilities shall be undergrounded. Where this is impractical, the utilities shall come from **or run along** the rear of the property or through a service alley.
- B. All utilities shall be locationally consolidated with existing utilities, to reduce the proliferation of overhead wires and cables.
- C. All mechanical equipment shall be located on the roof, where practicable, and completely screened from view regardless of location. **The Planning Director may allow the location of mechanical equipment other than as described above, so long as it is completely screened from view or otherwise hidden from view from the public realm.**

13. Entrances

The following shall apply to entrances in nonresidential and mixed use zoning districts, and in conforming nonresidential buildings in residential zoning districts.

- A. **Existing entrances with features** such as recessed or angled entries shall not be removed, except to restore the storefront to a more historically accurate design.
- B. Diagonal entrances at **corner buildings** are required,
- C. Entrance doors shall be a minimum of 50% transparent.
- D. Shingled or plastic awnings are prohibited.

(b) Conforming residential uses and residential zoning districts:

- 1. The following criteria shall be applicable to all new construction, exterior renovation or additions to the front façade, or to renovations of 50% or more of the entire façade:
 - A. Parking garages and vehicular use areas shall not occupy more than 25% of the front façade for any residential development **or dwelling unit.**
 - B. Parking areas for multi-family residential **and townhomes** shall **in the rear of the property and shall** be either side-loading or alley-loaded.
 - C. **Materials used for facades must be** consistent with or representative of the historical architectural vernacular of the district.

(7) Incentives and disincentives:

- (a) The Town encourages the use, re-use, renovation, and other creative endeavors that **preserve historic structures, create new structures, or otherwise enhance the private or public realm, and which add value and enhance or promote the character of**

downtown Clayton. To that purpose, the following incentives and disincentives are established in the Downtown Overlay District.

(b) Incentives:

1. Outdoor seating and dining areas and outdoor display areas, on private property and in public rights-of-way, shall be allowed with approval of a Zoning Compliance Permit and accompanying dimensioned site drawing complying with §155.311(B) "Outdoor Dining". In this instance and within this Overlay District, the Zoning Compliance Permit expressly replaces any other requirement for a Site Plan application, unless the Planning Director determines otherwise or elevates the decision to a higher level.
 - A. Outdoor seating and dining areas and site elements shall be constructed of high-quality materials. Plastic or unfinished wood are not allowed for tables, chairs, planters, window boxes, benches, or similar.
 - B. All outdoor seating and dining and site elements shall be kept in good working order and appearance and shall not fall into disrepair or they shall be removed immediately.
 - C. All accoutrements associated with outdoor seating and dining (tables, chairs, benches, planters, bollards, dividers, umbrellas, space heaters, lighting, entrance menus, etc.) shall be maintained to a high standard which demonstrates appreciation of the special character of the district.
2. Properties in the Downtown Overlay District may be developed at densities and intensities that are consistent with the Town's adopted Future Land Use Map, subject to the approval of a Special Use Permit.
3. Planned Developments in the Downtown Overlay District may be developed on a lot equal to 1/10th the minimum required lot size for a given type.
4. Waiver of impact fees
 - A. Water/wastewater acreage, capacity, and nutrient offset impact fees are waived for all properties in the district that do not increase their meter size as a part of redevelopment or upfit.
5. Downtown properties that meet other eligibility requirements may apply for:
 - A. The Façade and Site Element Improvement Grant;
 - B. The Clayton Downtown Redevelopment Incentive Grant (CDRIG).

(c) Disincentives:

1. Any demolition of a historically-contributing building or structure in the Downtown Overlay District shall result in a one year waiting period between

DRAFT 7:
07/11/2017

Article 1 / General Provisions
§155.204 Overlay District Standards

application for a demolition permit and the time that the demolition occurs, and a one year moratorium following demolition of development applications and buildings permits upon that lot. The Town Council can waive the waiting period and the moratorium by a super majority vote if the proposed new development is determined to be in the best interest of adjacent property owners and the Town.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2012-01-04, passed 1-3-12; Am. Ord. 2012-04-02, passed 4-2-12; Am. Ord. 2012-12-02, passed 12-3-12; Am. Ord. 2012-12-04, passed 12-3-12; Am. Ord. 2014-06-10, passed 6-16-14; Am. Ord. 2016-04-04, passed 04-04-2016)



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

March 13, 2017

Dear Clayton Downtown Property Owner:

The Town of Clayton is updating the zoning districts overlay map (including the boundaries of the Downtown Overlay District), as well as language in the Unified Development Code relating to the Downtown Overlay District. We welcome you to join us at an Open House to discuss the proposed changes. Staff from the Town's Planning Department will be present to explain the application, answer questions, and solicit comments and constructive criticism.

Meeting Date:	March 30th	Meeting Time:	6:00-7:00pm
Meeting Location:	Town Hall (111 E 2 nd St) in the Wooten Room		
Type of Application:	Map update (2016-209-RZ) and Ordinance Amendment (2016-239-OA)		
Project/proposal property address:	(See map on back).		
Description of applications:	Update the Downtown Overlay District map boundary, and update regulations for the Downtown Overlay District.		
Upcoming public meetings for these applications:	Planning Board – May 22 nd , Town Council workshop – June 19 th , and Town Council hearing – July 17 th .		

At a minimum, the following will be available for your inspection at the Open House:

1. A copy of the project applications.
2. A schedule of all upcoming public meetings for the application.
3. A map showing the proposed Downtown Overlay District and neighboring properties and roads.
4. The most current draft of the proposed Ordinance Amendment.

If you have any questions prior to or after this meeting, you may contact us at:

- Kaitlin Russo, Downtown Development Coordinator, 919-359-9349
- Jay McLeod, Senior Planner, 919-359-9335

Sincerely,

Town of Clayton Planning Department

Attached:

- Map of proposed boundary; and
- Summary of proposed ordinance amendment.

Summary of proposed Ordinance Amendment (2017-239-OA):

Within the boundaries of the Downtown Overlay District, the following are proposed:

1. Encourage pedestrian-oriented businesses on the ground floor.
2. Encourage high quality signs and signage.
3. Provide a streetscape that encourages pedestrians to enjoy and experience downtown Clayton, with outdoor seating and engaging storefronts.
4. Formalize on-street parking and create opportunities for the Town to provide additional parking downtown.
5. Create design and architectural standards to continue the unique character of downtown's buildings (i.e. - 2-story brick buildings pulled up to Main Street, and residential buildings that match existing housing stock).
6. Set up incentives to encourage more development downtown, while also discouraging the destruction of existing historic buildings.

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: Downtown Overlay District map boundary update (2016-209-RZ) and
Downtown Overlay District Ordinance Amendment (2016-239-OA)

Date of Mailing: March 13th, 2017

Date of Meeting: March 30, 2017 Time of Meeting: 6:00pm

Location of Meeting: The Clayton Center (Wooten Room), 111 E 2nd St, Clayton, NC

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

Printed Name: Laura Gray

Signature:



Meeting Summary/Minutes:

Discussion of proposed downtown overlay district boundary:

- Extend boundary to include adjacent B-1 and B-2 properties on Main Street (near Robertson St) and on Lombard Street (near Horne St). Modifications to the boundary will result.
- Discussion of what would be necessary for property owners to either include or exclude their properties in the future → explained that it would be a standard rezoning application, and subject to Council approval.

Explained to owners of existing residential properties how the district would affect them → very little effect, unless they decide to redevelop (in which case it would add value and versatility to the property).

Explained to owners how it would affect their existing nonresidential properties → incentives regarding expanding operations, funding available, architectural/design standards, relaxed parking and landscaping requirements, etc.

Discussed the proposed restriction on ground floor uses on Main Street – that they must be active, pedestrian-oriented, and accessible to the general public. Active uses compliment other ground floor uses and create a vibrant business district. Non-active uses are not excluded from the district, but are relegated to 2nd floor spaces or not on Main Street. This answer satisfied the inquirer.

Concern was expressed about if the Town would demolish non-conforming buildings → that will not happen. In fact, demolishing existing historic structures is discouraged in the overlay, where renovation and re-use are preferred.

Support was voiced for incentivizing redevelopment of vacant or underutilized properties.



Our Downtown is a Treasure

*Downtown is a place where people and businesses thrive.
It's the economic, social, and civic center of our community.
How can we foster a downtown environment that caters to people and businesses?*

Purpose:

- Foster a vibrant, attractive downtown
- Promote economic vitality
- Protect the unique character of downtown
- Support existing businesses
- Encourage new businesses and redevelopment

Cater to the Public:

- Encourage
 - Dense residential to support a vibrant commercial district
 - Pedestrian-oriented businesses on Main Street
 - Window shopping, restaurants, and retail on the ground floor
 - Offices, services, and residential on upper floors
 - Dining and socializing, especially outside dining
- Discourage (on Main Street)
 - Auto-oriented businesses, including drive-thru's
 - "By appointment only" businesses on the ground floor
 - Anything that does not represent downtown as high quality

Signs:

- Pedestrian-scale is emphasized
- Must be high quality
- Easier to have certain sign types – i.e. flags
- Inappropriate sign types restricted – i.e. drive-thru menu boards

Window shopping is good for all businesses



Ground floor businesses should engage the general public



High quality, festive signage brings streets alive





Why Do We Love Our Downtown?

The heart of Clayton is downtown - a place for people to socialize, play, shop, relax, and live. Relationships are built and families are raised by the sidewalks and shops of downtown.

Buildings create a visual corridor that encourages people to walk one more block "just to see..."



Research shows...

The top 3 things that encourage people to walk and window shop are:

1. Large, transparent storefront windows
2. Active uses on the first floor
3. Continuous building frontage on the street

Setbacks and Sidewalks:

- Allowing buildings to be placed closer together creates a walkable destination for shoppers, residents, and visitors
- Proper setbacks pull storefronts up to the street to maintain pedestrian interest and a unified visual corridor
- Wider sidewalks create a comfortable setting that allows outdoor dining and seating, socializing, and shopping

Downtown streets are made for people first, but still accommodate cars



Neighborhood Character:

- Two-story buildings frame an active street
- Storefront windows showcase wares
- Materials to match existing character
 - Brick, masonry, cast stone, or similar on Main Street
- Primary streets lined with formalized on-street parking
- Landscaping and parking requirements are relaxed to allow more dense development
- Parking lots in the rear

Brick storefronts and parapet roofs contribute to the small-town Main Street feel





What Does This Mean For Me?

The ideal downtown balances the needs, desires, and costs of creating a special place where everyone prospers more when we all work together.



Business Owners and Tenants:

- Waived water/wastewater fees maximizes opportunities for expansion
- Ground floor businesses on Main Street must engage shoppers and the public
- High quality, on-street dining is encouraged
- Signs must be high quality and scaled to pedestrians
- Increased residential densities allow more customers to be closer to the businesses they love



Property Owners:

- Increased densities and intensities will expand redevelopment opportunities
- Access to funding sources for building improvements
- Waived water/wastewater fees maximizes opportunities for expansion
- Activating ground floor spaces bolsters a vibrant downtown
- New development will compliment existing – secures your investment
- Demolition of historic structures is discouraged



New Buildings and New Development:

- Increased densities and intensities will expand redevelopment opportunities
- Design standards mimic existing character
- Setbacks emphasize the pedestrian environment
- On-site parking requirements are offset by on-street and public parking lots
- High quality materials and design are required
- Landscaping and parking requirements are relaxed to allow more dense development



Residents of Clayton:

- Bolsters a vibrant and active downtown
- More outdoor dining, activities, and street life
- Nurtures downtown's unique and historic character
- Encourages opportunities for new development and re-investment, including high density residential to support downtown businesses
- Fosters a pleasant downtown experience

DOWNTOWN OVERLAY DISTRICT OPEN HOUSE

Wooten Room - March 30, 2017 - 6:00 p.m.

	NAME	ADDRESS
1	Stacy Beard	Town of Clayton Public Information Officer
2	Judy Barker Edwards	116 East Front St, Clayton, MS
3	Sandy STEPHENSON	505 E. MAIN ST.
4	Rob Bal	327 E. Main St.
5	Pam Baumgartner	
6	Joyce Dippert	315 Cassette Dr. Clayton, MS
7		
8	Vicki Raul	210 East Front Street
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		

DOWNTOWN OVERLAY DISTRICT OPEN HOUSE

Wooten Room - March 30, 2017 – 6:00 p.m.

	NAME	ADDRESS
22	JAY McLEOD	TOC, Planning Dept. (staff)
23	DAVE DeYoung	TOC, Planning Dept. (staff)
24	Paul Gorman	468 E 2nd St.
25	Jersey Blackley	229 E Main St. Clayton
26	Ernest Blackley	229 E Main St. Clayton
27	Donovan Spence	331 Hereford Dr, Clayton
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		

DOWNTOWN OVERLAY DISTRICT OPEN HOUSE

Wooten Room - March 30, 2017 – 6:00 p.m.

	NAME	ADDRESS
42	Kaitlin Russo	TOC, Planning Dept. (staff)
43	Paralee Smith	TOC
44	Dan Wooten	Clayton Chamber
45	Stewart McLeod	PO Box 1313 27525
46	Butch Lawler	467 E 2nd St
47	Thilp Edwards	408 E. main Street
48		
49		
50		
51		
52		
53		
54		
55		
56		
57		
58		
59		
60		
61		
62		

TOWN OF CLAYTON
PLANNING BOARD WRITTEN RECOMMENDATION
ORDINANCE AMENDMENT
(ORDINANCE AMENDMENT)

Downtown Overlay District Update
2016-239-OA

On May 22, 2017, the Planning Board heard the above-referenced request and made the following vote:

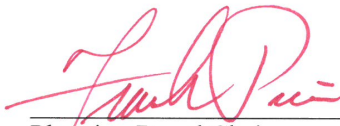
Recommendation to the Town Council to

☒ approve the request;

☐ deny the request.

Recommendation(s) made this 22 day of May 2017 while in regular session.

Signed:



Planning Board Chair

**TOWN OF CLAYTON
DOWNTOWN DEVELOPMENT ASSOCIATION
WRITTEN RECOMMENDATION
ZONING ORDINANCE AMENDMENT
(Rezoning or Text Amendment)**

2016-239-OA, Downtown Overlay District, Ordinance Amendment

On April 10, 2017 the Downtown Development Association heard the above-referenced request and made the following vote on the above-referenced case:

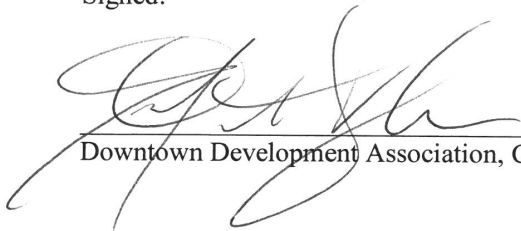
Recommendation to Town Council to:

☒ approve

☐ deny

Recommendation(s) made this 10 day of April while in regular session.

Signed:


Downtown Development Association, Chair

PUBLIC NOTICE

In accordance with NC GS 160A-364, the Clayton Town Council will hold a public hearing on Monday, August 7, 2017, at 6:30 PM in the Council Chambers at the Clayton Center, 111 E Second Street, to consider the following proposed amendment to the Unified Development Code. Copies of the proposed amendments are available in the Planning office and the Town Clerk's office for review by the public.

- 2017-239-OA Downtown Overlay District Ordinance Amendment; request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to the regulation of uses and development standards in the Downtown Overlay District. Specifically, section §155.204(D)) "Downtown Overlay District" is proposed for amendment.

The public is invited to attend.

Jay McLeod, Planner
919-553-5002

Clayton News Star

Please advertise on the following dates:

July 26, 2017
August 2, 2017

Affidavit of publication required.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for the Regular Meeting

Item Title

2017-78-SUP OTW Transport, Special use Permit

Presenter (Name & Title)

Planning Department

Summary/Description

Request to obtain a special use permit to allow the use of "towing service and storage" on the subject property, which is zoned Highway-Business (B-3).

Requested Action

Set Public Hearing

Additional Documents To Be Included in Agenda Packet

Application
Staff Report Map
Site Plan
Neighborhood Meeting Materials



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

SPECIAL USE APPLICATION

Pursuant to Article 7, Section 155.711 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to allow a Special Use. Special Uses are uses that may be appropriate in a particular district, but have the potential to create incompatibilities with adjacent uses.

Application Fee: \$400.00.

Advertisement Fee: \$100.00.

All fees are due when the application is submitted.

Please note that Section 155.702(B) of the Unified Development Code requires a Neighborhood Meeting for all Special Use Permit applications.

APPLICATION TYPE

☒ New Special Use Permit

☐ Major Modification to an approved SUP

Permit Modified: _____

SITE INFORMATION

Name of Project: OTW Transport Acreage of Property: _____

Parcel ID Number: _____ Tax ID: _____

Deed Book: _____ Deed Page(s): _____

Address/Location: 10278 US 70 Business Hwy W. Clayton, NC 27520

Existing Use: Pawn Shop Proposed Use: Pawn Shop + Tow Business

Is project within a Planned Development? ☐ No ☐ Yes

Planned Development District (if applicable): _____

Is project within an Overlay District? ☐ No ☐ Yes

Overlay District (if applicable): _____

OFFICE USE ONLY

Date Received: _____ Amount Paid: _____ Permit Number: _____

PROPERTY OWNER INFORMATION

Name: G & E Holdings, LLC

Mailing Address: 3101 Club Dr

Phone Number: 919 848-6684 Fax: _____

Email Address: _____

APPLICANT INFORMATION

Applicant: Charles E. Reed for OTW Transport, Inc

Mailing Address: 10278 US 70 Business W., Clayton, NC 27520

Phone Number: 919 975-7055 Fax: 919 930-8713

Contact Person: Charles E. Reed

Email Address: creed@otwtransport.com

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Conditional Use Permit (CUP) application.

To be completed by the applicant:			To be completed by staff:		
	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: 4/28/2017	☒	☐			
2. Review Fee (\$400) and Application Fee (\$100)	☒	☐			
3. Completed application (9 copies)	☒	☐			
4. Owner's Consent Form (9 copies)	☒	☐			
5. Adjacent property owners list (9 copies)	☒	☐			
6. Wastewater allocation request OR verification of wastewater allocation (9 copies)	☐	☒			
7. Signed and sealed traffic impact analysis (2 copies)	☐	☒			
8. If applicant is concurrently applying for site plan approval, a copy of the proposed site plan.	☒	☐			
9. Neighborhood meeting notice letter (9 copies) <i>See sample letter and meeting requirements included in this packet</i>	May be provided at time of submittal if meeting date is known – otherwise must be submitted by email or mail on date the letter is mailed out.				
10. Set of stamped, addressed envelopes using the adjacent property owners list	May be provided at time of submittal OR no later than 25 days prior to the Town Council meeting.				
11. Neighborhood meeting summary form (9 copies) <i>Form is included in this packet</i>	Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.				

Note: More information may be requested by the Planning Department depending on the project

REQUIRED FINDINGS OF FACT

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

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

OTW Transport has been operating out of this location since January 2016. Buck's Service Station abuts the subject address and they also tow and perform mechanical services on cars. Since OTW has operated out of this location for over a year and identical services are performed at the adjacent property there should not be any material endangerment to the public.

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.

OTW proposes to redesign the "Hwy 70 facing" fence and gate so that it will shield the passerbyers from viewing the trucks parked on the side and rear of the subject property. The redesign would be the moving of the forward facing fence and gate forward approximately 30 feet, using 6-8 foot vinyl privacy fencing.

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.

By replacing the current forward facing fence and gate, it will enhance the subject property as well as the surrounding properties due to it being a pleasing white vinyl privacy fence and shielding the equipment behind such.

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 project will not adversely affect the adopted plans and policies of the Town, or violate the character of existing standards for the development of the adjacent properties. Buck's service station and towing is adjacent to the subject property.

EXPLANATION OF PROJECT

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

This request concerns the parking of Service/Tow trucks in the rear and side of the concerned property, 10278 US 70 Bus. Hwy W.. OTW Transport is a small towing and roadside assistance company that services Car Clubs such as AAA, Roadside America, Agero and several others, in addition to servicing the USPS and Uhaul.

The request is solely to park the service vehicles, including the tow trucks behind the fence (and proposed fence). OTW will not use the subject property to store wrecked or impounded vehicles.

OTW uses this location due to its central location with respect to servicing the Clayton area. Due to this location we are able to service members of the community with quick response times, thus getting them back on the road or getting their vehicle out of the road in a timely fashion. This obviously improves traffic flow through all areas of Clayton.

OTW plans to be part of the "Police Rotation" for accidents but when this occurs OTW will use other facilities to accommodate the storage needs and will not use the subject property for this purpose.

OTW currently has 4 local employees and looks to hire an additional 2 to handle the current demand. We are a 24/7, 365 operation, however, the employees are rarely at the subject property duty to our work is servicing those out on the roads.

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.

Charles E. Reed

Print Name



Signature of Applicant

April 30, 2017

Date



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

June 26, 2017

STAFF REPORT

Application Number: 2017-78-SUP
Project Name: OTW Transport Special Use Permit

NC PIN / Tag #: 166806-38-2972 / 05008010
Overlay: Thorough Fare Overlay
Applicant: Charles Reed
Owner: G&E Holdings, LLC
Location: Off U.S HWY 70 BUS

Public Noticing:

- Neighborhood meeting on May 15, 2017
- Sign posted prior to June 16, 2017
- Adjacent property letters mailed prior to July 28, 2017
- Newspaper ad published July 26, 2017 and August 2, 2017

REQUEST: The applicant is requesting a special use permit to allow the use of "towing service and storage" on the subject property, which is zoned Highway-Business (B-3).

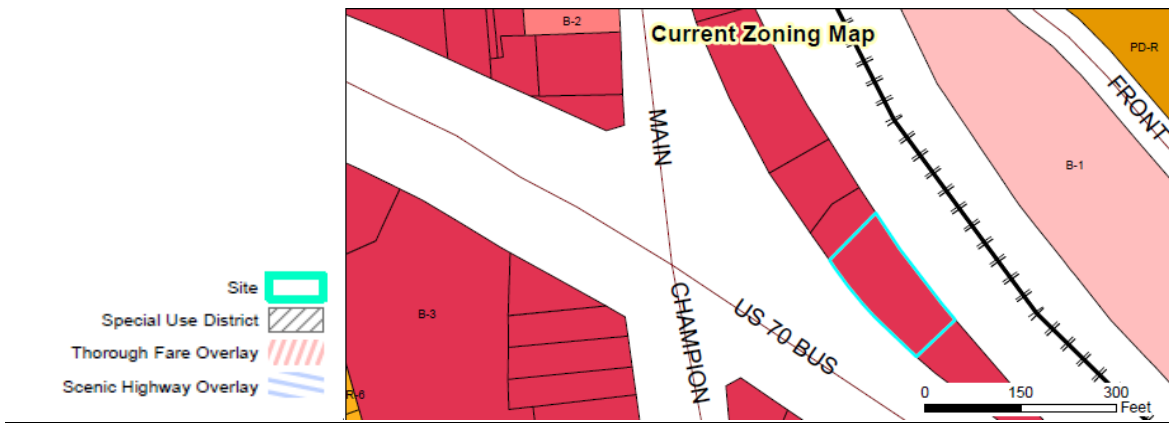
SITE DATA:

Acreage: .47 acres
Existing Use: Pawn Shop (Gold-N-Pawn)



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Central Business (B-1)	Vacant
South	Highway-Business (B-3)	Drive-Thru Restaurant (Burger King)
East	Highway-Business (B-3)	Vehicle Repair or Service (Buck's Auto Service)
West	Highway-Business (B-3)	Office (Clayton Insurance)

**DEVELOPMENT DATA:**

Existing Uses:	Pawn Shop
Proposed Use(s):	Towing Service and Storage & Pawn Shop
Buildings:	1 primary structure, three existing sheds
Parking provided:	28 customer spaces, 8 designated truck parking spaces (2 handicap)
Parking required:	Pawn Shop: 1 space per 200 square feet= 15 spaces Warehouse/Storage: 1 space per 1,000 square feet= 5 spaces Office (Towing business): 1 space per 200 square feet= 8
Access/Streets:	Access provided via driveway off US HWY 70 BUS W.

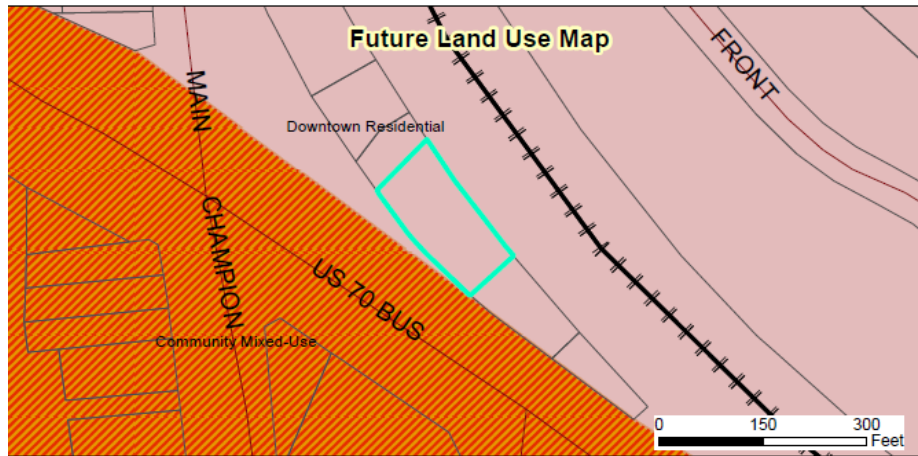
STAFF ANALYSIS:**Overview**

The applicant is requesting a special use permit to operate the use of "towing service and storage" on the subject property, which is zoned Highway-Business (B-3). This use is subject to special use permit approval, as required within the UDC. The property currently operates as a pawn shop (Gold-N-Pawn). If approved, the use of the property will continue to operate as a pawn shop, with the use of towing service and storage permitted as well.

The pawn shop will occupy 2,000 square feet of the existing building, while the towing service and storage will utilize 1,500 square feet of the building for office space.

Consistency with Adopted Plans:

- **Comprehensive Plan 2040**
The future land use map designates this property as “Downtown Residential”.
- **Unified Development Code**
The proposed use is generally consistent with the Unified Development Code.



Associated Site Plan

A designated parking area for towing trucks is proposed on the northwestern side of the building. This parking area will be fenced in using an existing 6' tall chain link fence located on the site. The truck parking will be screened from US HWY 70 by a 6' tall vinyl gate. Vinyl slats will be provided along the sides of the existing chain link fence, in order to ensure the truck parking is fully screened from view.

FINDINGS

When considering a Special Use Permit application, the Town Council shall consider specific Findings of Fact. A Special Use failing to meet any of the Findings shall be deemed adverse to the public interest and shall not be approved. The applicant has addressed the Findings of Fact expressly established by Chapter 155.711(I) of the UDC, and these Findings are accepted as part of the completed application.

CONSIDERATIONS:

- The Town Council approves Special Use Permits.
 - Planning Board shall make a recommendation to Town Council.
 - The site shall be governed by the associated Site Plan.
-

RECOMMENDATION:

Staff recommends approval with the following conditions of the above referenced special use permit:

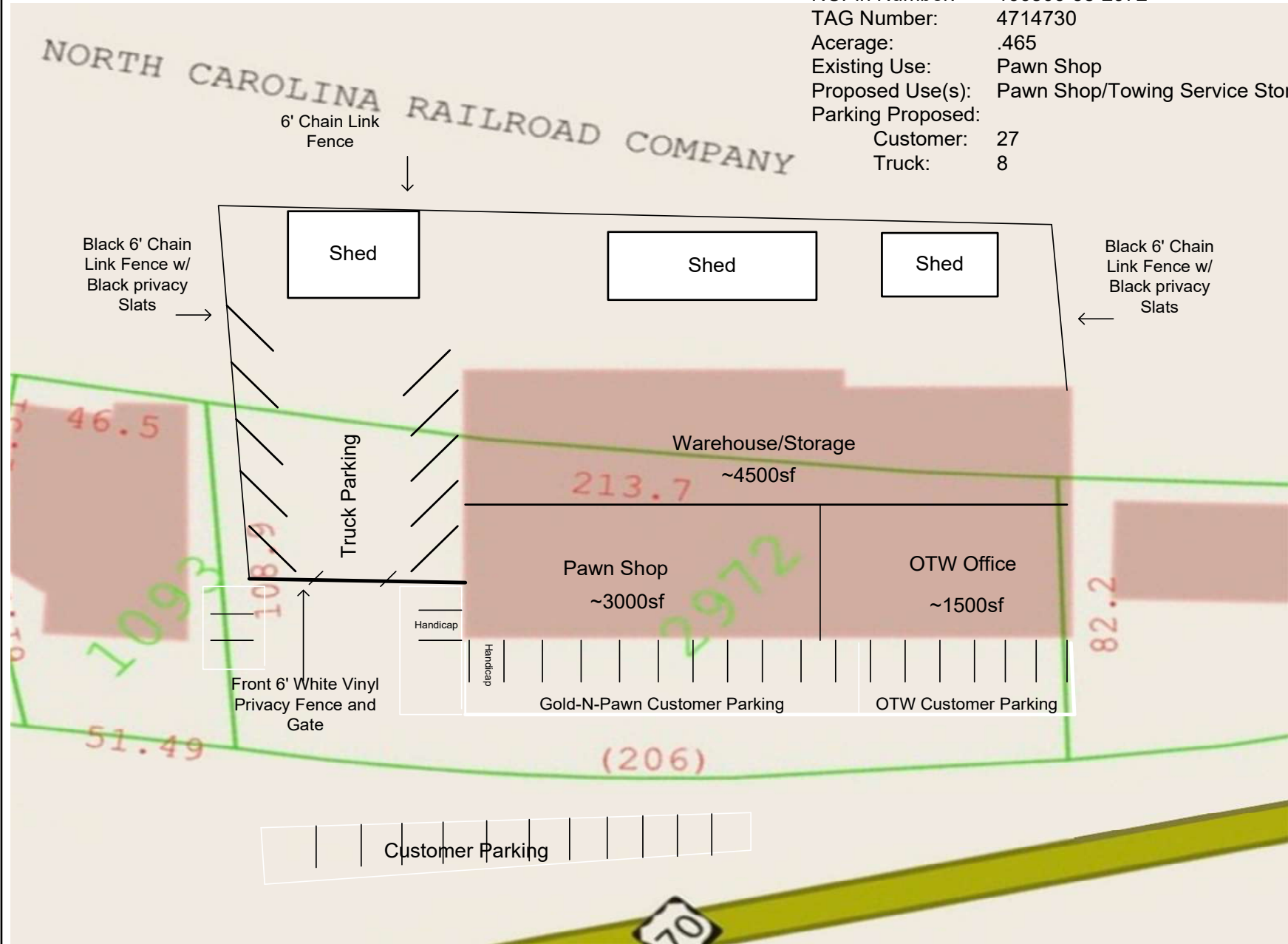
1. All existing chain link fencing on-site that is damaged shall be repaired or replaced.
 2. No sales, repair, or salvage activity of vehicles shall occur on the subject property.
 3. All fencing along the northwest, south, and southeast shall be 100% opaque in order to ensure that the truck parking is fully screened from view from the public right-of-way and public parking areas. Vinyl slats may be utilized to meet this requirement.
-

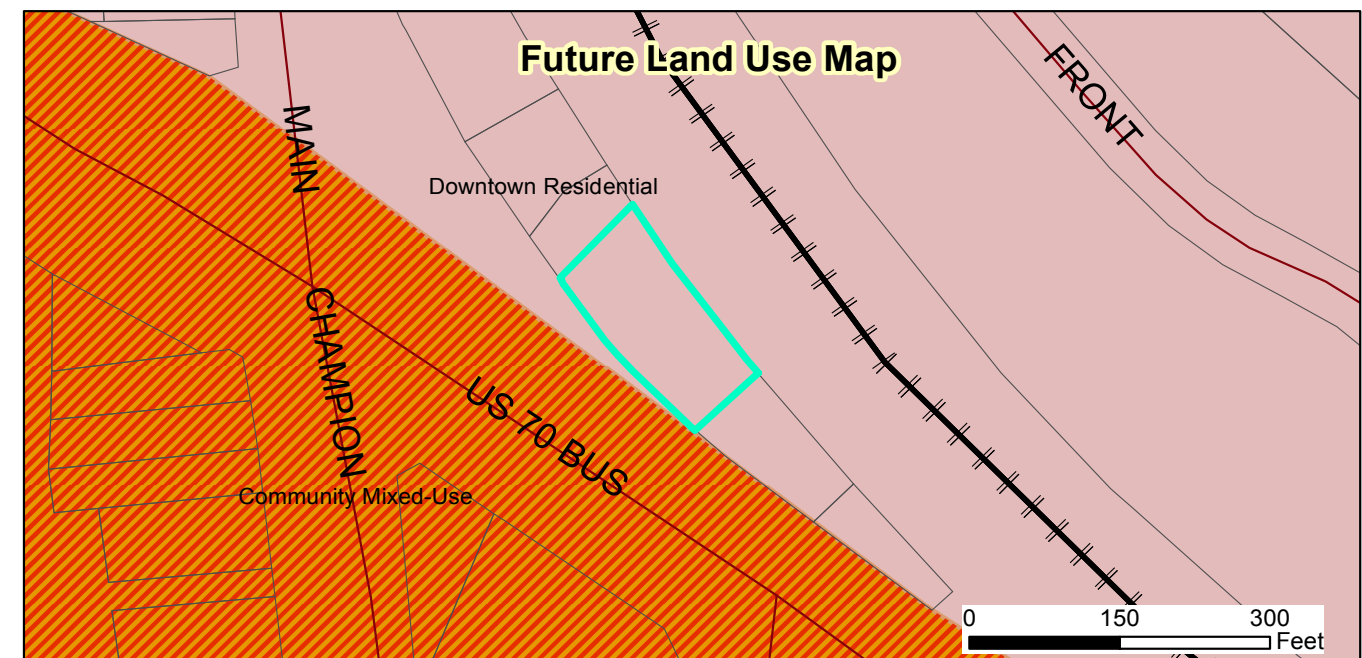
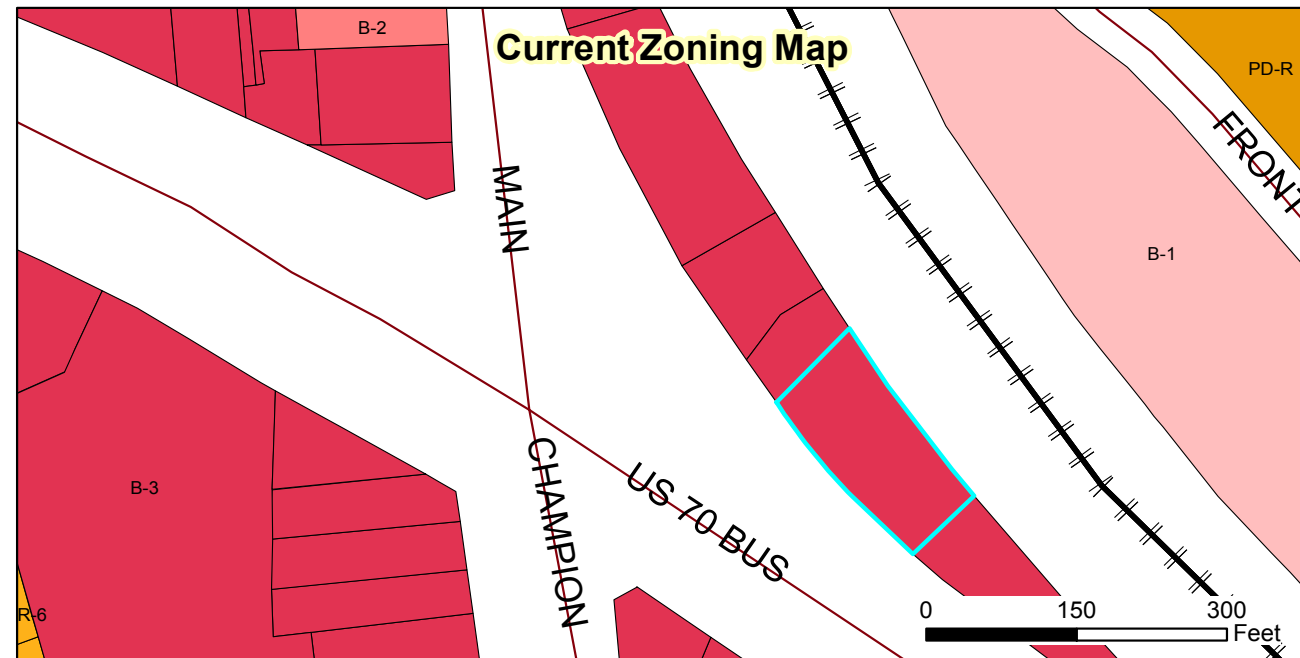
ATTACHMENTS:

- 1) Application
- 2) Staff Report Map
- 3) Site Plan
- 4) Neighborhood Meeting Materials

SITE DATA TABLE

NCPin Number:	166806-38-2972
TAG Number:	4714730
Acerage:	.465
Existing Use:	Pawn Shop
Proposed Use(s):	Pawn Shop/Towing Service Storage
Parking Proposed:	
Customer:	27
Truck:	8

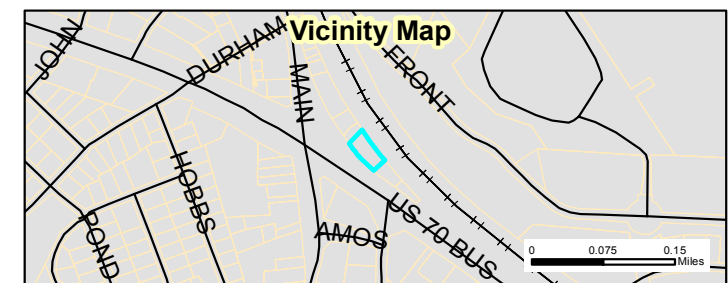




2017-78-SUP OTW Transport Special Use Permit
Request: To operate a towing company on the subject property
 Applicant: Charles Reed
 Property Owners: G&E Holdings, LLC
 Parcel ID: 166806-38-2972
 Tag #: 4714730



- Parcels
- All_Roads
- Special Use District
- Scenic Highway Overlay
- Roads
- Railroads



Document Path: O:\PLANNING\SPECIAL USE\2017\2017-78-SUP OTW Transport\Maps\Staff Report Map 2017-78-SUP OTW Transport.mxd



Towing - Hauling - Recovery - Roadside Assistance

NEIGHBORHOOD MEETING

AGENDA

May 15, 2017

- I. Greeting and Introductions
- II. Introduction to Process, Special Use Permit
- III. Review requested use and changes to property
- IV. Question and Answer
- V. Issues and Discussion (if any)
- VI. Closing comments

10278 US 70 Business Hwy West - Clayton, NC 27520 - (919) 975-7055
www.otwtransport.com

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Date of Mailing: May 2, 2017

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached):

Printed Name: Charles Reed Signature: [Signature]

Date of Meeting: May 15, 2017 Time of Meeting: 6 pm

Location of Meeting: 10278 US 70 Business Hwy W. Clayton, NC

Meeting Summary/Minutes: provide a summary of the discussion held at the meeting, including issues raised and any changes made by the applicant as a result of the meeting.

No Attendees.

Please write clearly (or submit a typed summary), and use additional sheets if necessary.



Towing - Hauling - Recovery - Roadside Assistance

RECEIPT OF DOCUMENTS

May 19, 2017

The following documents were delivered to the Planning and Zoning Office of Clayton on May 19, 2017.

Neighborhood Meeting Summary Form
Neighborhood Meeting Agenda
Neighborhood Meeting Attendance Roster
Neighborhood Meeting Minutes
3 copies of:

Response to Memorandum from Planning Staff, Haley Hogg dtd May 18, 2017

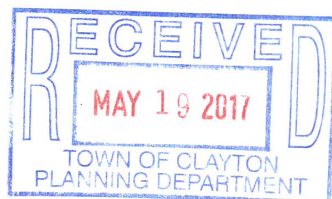
Revised copy of site plan

Received by: *Dede Bumgarner*

Print Name: *Dede Bumgarner*

Sign:

Date: *5/19/17*



10278 US 70 Business Hwy West - Clayton, NC 27520 - (919) 975-7055
www.otwtransport.com

PUBLIC NOTICE

In accordance with NC GS 160A-364, the Clayton Town Council will hold an evidentiary hearing on Monday, August 7, 2017, at 6:30 PM at Town Hall, 111 East Second Street, to consider the following special use applications:

- 2017-78-SUP OTW Transport Special Use Permit; request to obtain a special use permit to operate the use of "towing service and storage" on a property zoned Highway-Business (B-3). Parcel Number: 166806-38-2972. Per UDC requirements, the proposed use requires the issuance of a special use permit in order to be permitted on property within this zoning district.
- 2017-59-SUP 420 Andrews Street Duplex; request to obtain a special use permit to develop a duplex on a property zoned Residential-8 (R-8). Address: 420 Andrews Street; Parcel number: 166917-00-5981. Per UDC requirements, the proposed use requires the issuance of a special use permit in order to be permitted on property within this zoning district.

During an evidentiary hearing, 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
919-553-5002

The Clayton News Star

Please advertise on the following dates:
July 26, 2017
August 2, 2017

Affidavit of publication required.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for the Regular Meeting

Item Title

2017-59-SUP 420 Andrews Duplex, Special Use Permit

Presenter (Name & Title)

Planning Department

Summary/Description

Request to obtain a special use permit to develop a two-family duplex on the subject property, which is zoned Residential-8 (R-8).

Requested Action

Set Public Hearing

Additional Documents To Be Included in Agenda Packet

Application
Staff Report Map
Neighborhood Meeting Materials
Associated Site Plan (2017-58-SPM)



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

SPECIAL USE APPLICATION

Pursuant to Article 7, Section 155.711 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to allow a Special Use. Special Uses are uses that may be appropriate in a particular district, but have the potential to create incompatibilities with adjacent uses.

Application Fee: \$400.00.

Advertisement Fee: \$100.00.

All fees are due when the application is submitted.

Please note that Section 155.702(B) of the Unified Development Code requires a Neighborhood Meeting for all Special Use Permit applications.

APPLICATION TYPE

☒ New Special Use Permit

☐ Major Modification to an approved SUP

Permit Modified: _____

SITE INFORMATION

Name of Project: 420 Andrews Duplex Acreage of Property: .21 Acres

Parcel ID Number: 05013004 Tax ID: 4427031

Deed Book: 04705 Deed Page(s): 0782

Address/Location: 420 Andrews Street, Clayton, NC 27520

Existing Use: Single-Family Residential Proposed Use: Duplex

Is project within a Planned Development? ☒ No ☐ Yes

Planned Development District (if applicable): _____

Is project within an Overlay District: ☒ No ☐ Yes

Overlay District (if applicable): _____

OFFICE USE ONLY

Date Received: APR 04 2017 Amount Paid: \$500.00 Permit Number: 2017-59-Sup

version 01/06/2016

Page 1 of 9

PROPERTY OWNER INFORMATION

Name: Hi Tidlers, LLC

Mailing Address: 328 E. Main Street, Clayton, NC 27520

Phone Number: (919) 422-4704

Fax: _____

Email Address: james@myhtr.com

APPLICANT INFORMATION

Applicant: Hi Tidlers, LLC

Mailing Address: 328 E. Main Street, Clayton, NC 27520

Phone Number: (919) 422-4704

Fax: _____

Contact Person: James Lipscomb

Email Address: james@myhtr.com

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Conditional Use Permit (CUP) application.

To be completed by the applicant:			To be completed by staff:		
	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: <u>3-3-17</u>	☒	☐			
2. Review Fee (\$400) and Application Fee (\$100)	☒	☐			
3. Completed application (9 copies)	☒	☐			
4. Owner's Consent Form (9 copies)	☐	☒			
5. Adjacent property owners list (9 copies)	☒	☐			
6. Wastewater allocation request OR verification of wastewater allocation (9 copies)	☐	☒			
7. Signed and sealed traffic impact analysis (2 copies)	☐	☒			
8. If applicant is concurrently applying for site plan approval, a copy of the proposed site plan.	☐	☒			
9. Neighborhood meeting notice letter (9 copies) <i>See sample letter and meeting requirements included in this packet</i>	May be provided at time of submittal if meeting date is known – otherwise must be submitted by email or mail on date the letter is mailed out.				
10. Set of stamped, addressed envelopes using the adjacent property owners list	May be provided at time of submittal OR no later than 25 days prior to the Town Council meeting.				
11. Neighborhood meeting summary form (9 copies) <i>Form is included in this packet</i>	Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.				

Note: More information may be requested by the Planning Department depending on the project

REQUIRED FINDINGS OF FACT

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

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

The use of this property as a two family duplex home will not materially endanger the public health or safety of the surrounding neighborhood or the general public.

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.

This request for a duplex (two family home) is consistent with the existing development pattern of the neighborhood. There are currently two (2) duplex units directly to the left of the subject property and a total of four (4) duplex units within 100 feet of the subject property.

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 duplex as proposed will not injure values of surrounding properties. The duplex as proposed should improve values considering the condition of the structure currently on the site.

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

The application is staying within the adopted plans and policies of the Town and will not violate the character of the existing standards for development of the adjacent properties.

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

Applicant is requesting, upon approval, to tear down the existing structure and build a new two family duplex structure.

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.

Print Name

Signature of Applicant

Date _____



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

June 26, 2017

STAFF REPORT

Application Number: 2017-59-SUP
Project Name: 420 Andrews Duplex Special Use Permit

NC PIN / Tag #: 166917-00-5981 / 05013004
Town Limits/ETJ: Town Limits
Applicant: Hi Tiders, LLC
Owner: Hi Tiders, LLC
Location: 420 Andrews Street, at the intersection of Andrews Street and Fisher Street

Public Noticing:

- Neighborhood meeting June 6, 2017
- Sign posted May 10, 2017
- Letters sent prior to July 28, 2017
- Newspaper ad July 26, 2017 and August 2, 2017

REQUEST: The applicant is requesting a special use permit to develop a two-family duplex on a property zoned Residential-8 (R-8).

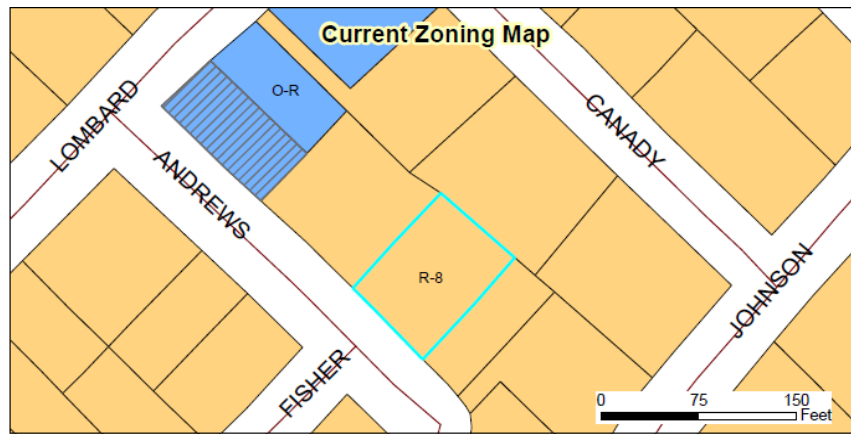
SITE DATA:

Acreage: 0.21 acres
Existing Use: Single-Family Dwelling



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-8 (R-8)	Single-Family Residential and Duplex
South	Residential-8 (R-8)	Single-Family Residential and Duplex
East	Residential-8 (R-8)	Single-Family Residential
West	Residential-8 (R-8)	Single-Family Residential



DEVELOPMENT DATA:

Proposed Uses:	Duplex
Buildings:	One building (1,498 SF)
Impervious Surface:	16.4%
Fire Protection:	Town of Clayton
Access/Streets:	Access will be provided via two driveways located off Andrews Street
Water/Sewer Provider:	Town of Clayton
Electric Provider:	Town of Clayton

STAFF ANALYSIS:**Overview**

The applicant is requesting a special use permit to develop a two-family duplex on the subject property, which is zoned Residential-8 (R-8). Per UDC requirements, the use of a duplex is subject to the issuance of a special use permit. There is currently an existing single-family home located on the site, but this will be demolished if the Special Use Permit is approved so that the duplex may be built. The property is located off Andrews Street, and is located in close proximity to existing duplexes in the area (northwest and south).

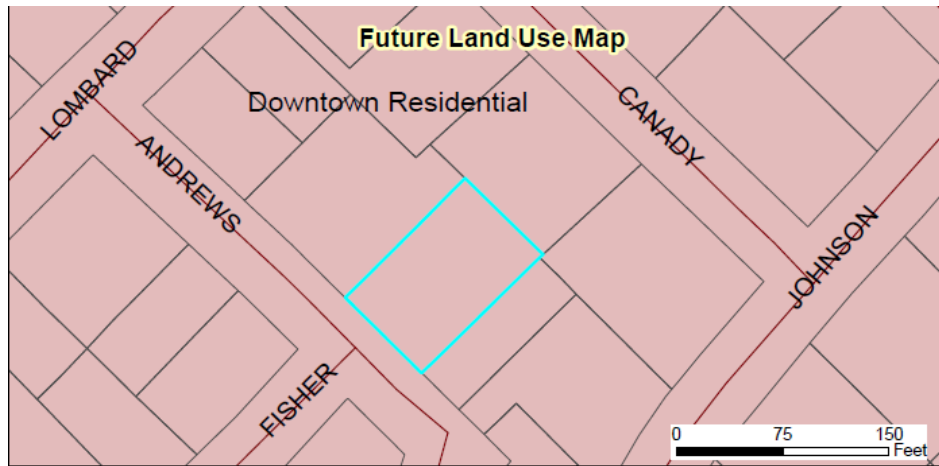
Consistency with Adopted Plans:

- **Comprehensive Plan 2040**

The 2040 Comprehensive Plan designates this property as “Downtown Residential”. The proposed use is consistent with this designation since “downtown residential” may include higher density residential uses.

- **Unified Development Code**

The proposed development is consistent and meets the applicable requirements of the Unified Development Code (UDC).



Associated Site Plan

The proposed duplex will be 1,498 square feet in size, and will consist of two residential units. Both units will have a driveway provided off Andrews Street. The rear of the duplex will include a patio for each unit, and will be enclosed through the use of a 6-foot tall privacy fence.

Landscaping and Buffering

Two street trees are proposed on the site, as required within the Unified Development Code.

Multi-Modal Access

There is an existing sidewalk located along Andrews Street. This sidewalk will remain.

FINDINGS

When considering a Special Use Permit application, the Town Council shall consider specific Findings of Fact. A Special Use which fails to meet any of these Findings shall be deemed adverse to the public interest and shall not be approved. The applicant has adequately addressed the Findings of Fact expressly established by Chapter 155.711(l) of the UDC, and these Findings are accepted as part of the completed application.

CONSIDERATIONS:

- The Town Council approves Special Use Permits. The Planning Board shall make a recommendation to the Town Council.

RECOMMENDATION:

Staff is recommending approval of the Special Use Permit 2017-59-SUP.

ATTACHMENTS:

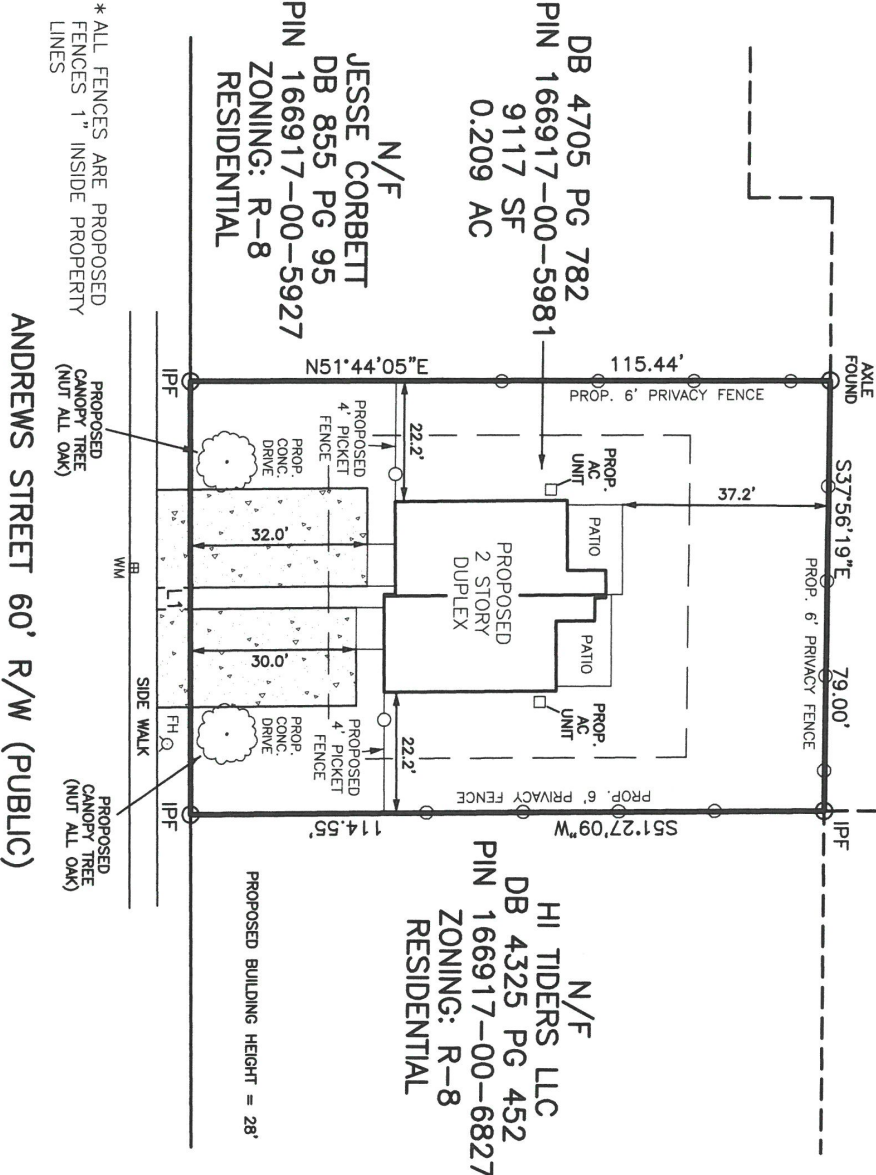
- 1) Staff Report Maps
- 2) Application
- 3) Neighborhood Meeting Materials
- 4) Associated Site Plan

MINIMUM BUILDING SETBACKS
ZONING: R-8

FRONT.....25'
SIDE.....10'
REAR.....25'

N/F
TILLEY PRESTON
DB 1511 PG 720
PIN 166917-01-6050
ZONING: R-8
RESIDENTIAL

RECEIVED
MAY 22 2017
TOWN OF CLAYTON
PLANNING DEPARTMENT
N/F
ROBIN PERREY
DB 2570 PG 192
PIN 166917-00-7931
ZONING: R-8
RESIDENTIAL



LOT COVERAGE TABLE

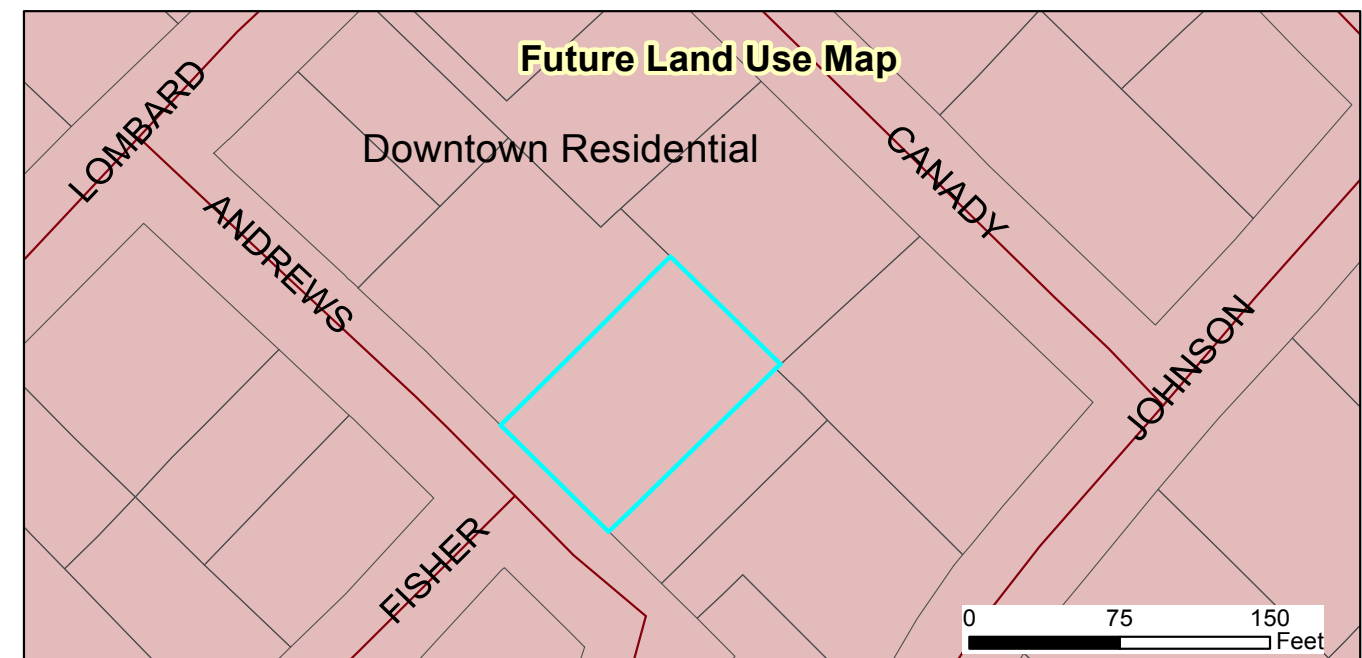
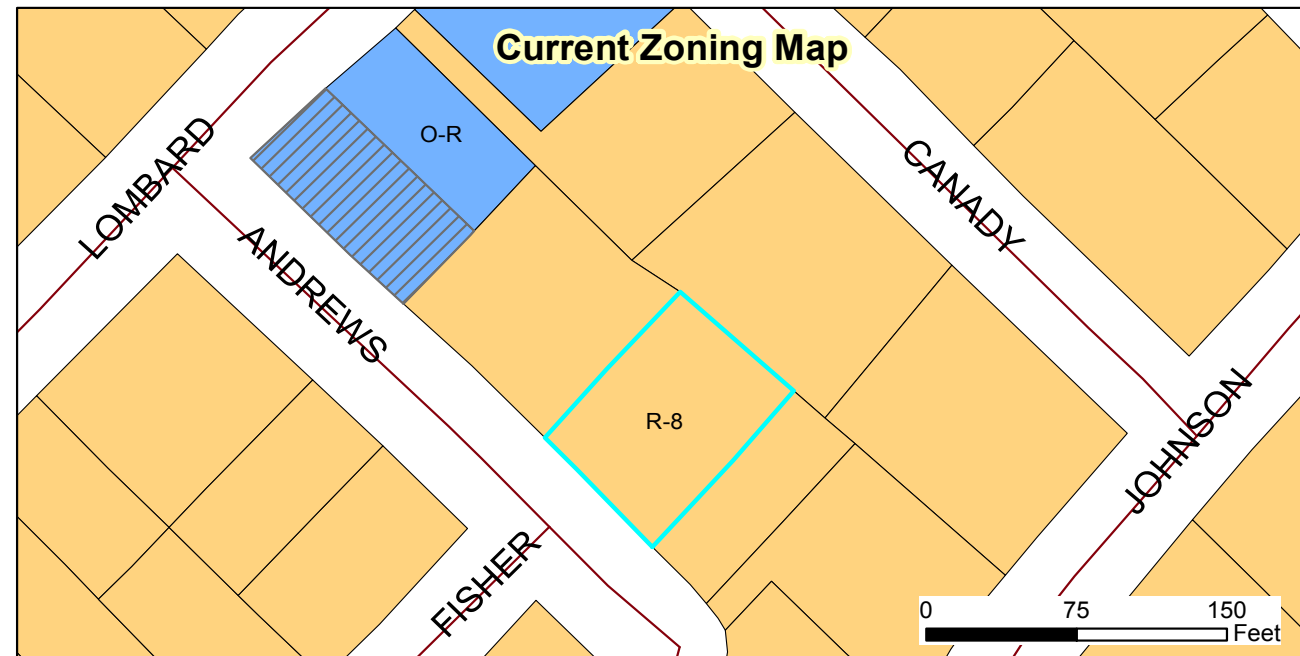
COVERAGE AREA.....1498 SF
LOT AREA.....09117 SF
PERCENTAGE OF IMPERVIOUS AREA.....16.4%
DOES LOT HAVE STATE ROAD FRONTAGE? ☐ YES ☐ NO
DOES LOT HAVE RECORDED EASEMENT? ☐ YES ☒ NO
DRAINWAY OR ACCESS DRIVE DRAINAGE CULVERT
TYPE AND SIZE _____
STORMWATER ADMINISTRATOR SIGNATURE _____

NUMBER	DIRECTION	DISTANCE
L1	N38°34'46"W	79.57'

NOTES:
PUBLIC WATER SYSTEM ☐ YES ☐ NO
WELL ☐ YES ☒ NO
PUBLIC SEWER SYSTEM ☒ YES ☐ NO
IMPERVIOUS SURFACE TABLE
DUPLEX.....1498 SF
CONCRETE DRIVEWAYS.....1116 SF
TOTAL.....2614 SF
LOT AREA.....09117 SF
PERCENTAGE OF IMPERVIOUS AREA.....28.7%

PLOT PLAN
OF
420
ANDREWS STREET
TOWN OF CLAYTON
FOR
JAMES LIPSCOMB

TRUE LINE SURVEYING, P.C.
205 W. MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com
C-1589
JOB NO: 522.021
DRAWN: DANNY
DATE: 4/28/17
CHECKED: CURK

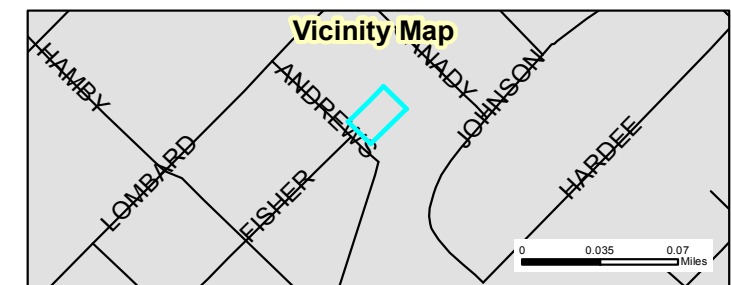


2017-59-SUP 420 Andrews Duplex Special Use Permit
Request: To develop a two-family duplex on the subject property
 Applicant: Hi Tidlers, LLC
 Property Owners: Hi Tidlers, LLC
 Parcel ID: 166917-00-5981
 Tag #: 05013004

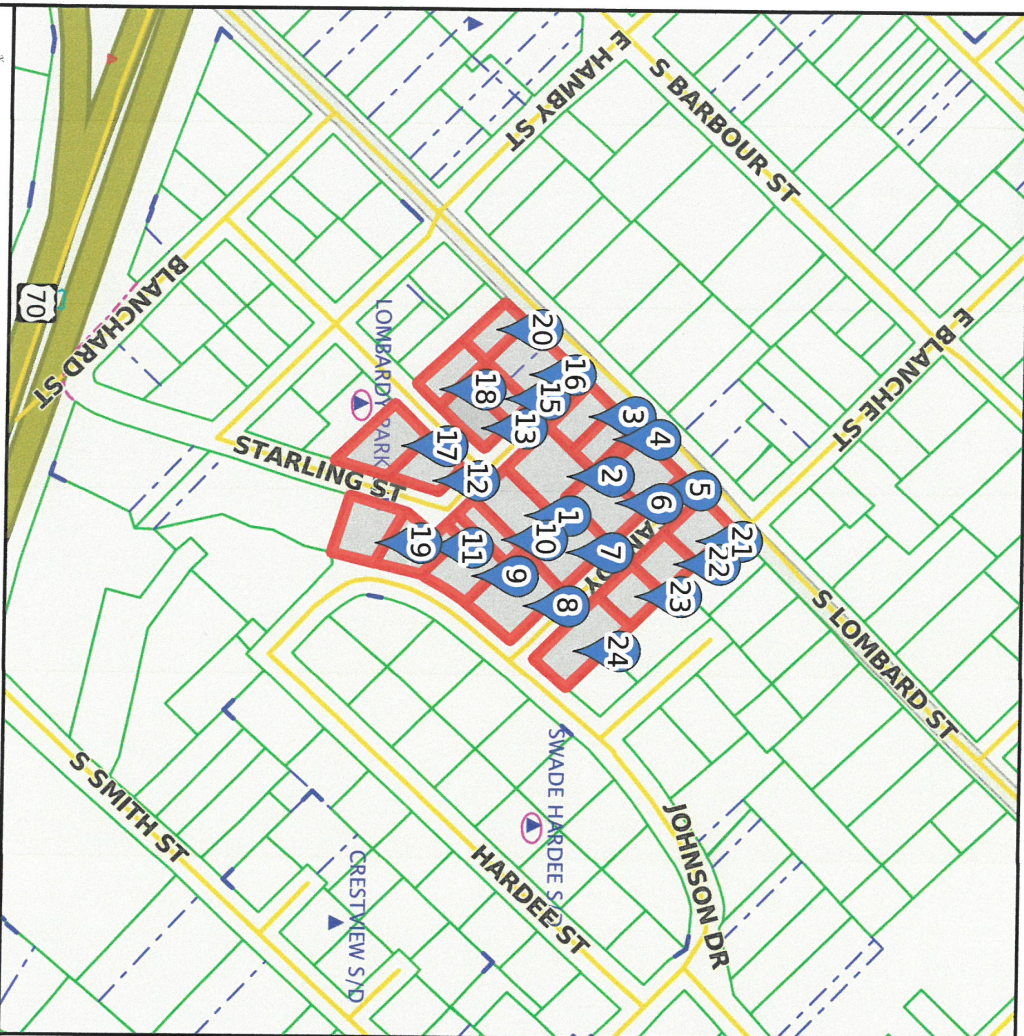
Document Path: O:\PLANNING\SPECIAL USE\2017\2017-59-SUP 420 Andrews Complex\Maps\Staff Report Map 2017-59-SUP Andrews Du



- Parcels
- All_Roads
- Special Use District
- Thorough Fare Overlay
- Scenic Highway Overlay
- Roads
- Railroads



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



Result 1

id: 05013004
Tag: 05013004
Tax Unique Id: 4427031
Owner Name 1: HI TIDERS, LLC
Owner Name 2:
Mail Address 1: 328 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2464
Book: 04705
Page: 0782

Result 2

id: 05013003
Tag: 05013003
Tax Unique Id: 4728818
Owner Name 1: CORBETT, JESSE V JR
Owner Name 2: CORBETT, JANICE
Mail Address 1: 1020 RIDGE DR
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 00855
Page: 0095

Scale: 1:3251 - 1 in. = 270.88 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: 05013002
Tag: 05013002
Tax Unique Id: 4746873
Owner Name 1: LIPSCOMB, JAMES H
Owner Name 2: LIPSCOMB, JOHN V
Mail Address 1: 107 STONE LANE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 02613
Page: 0072

Result 4

id: 05013001
Tag: 05013001
Tax Unique Id: 4711813
Owner Name 1: LIPSCOMB, JAMES H
Owner Name 2: LIPSCOMB, JOHN V
Mail Address 1: 107 STONE LANE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03799
Page: 0540

Result 5

id: 05012001
Tag: 05012001
Tax Unique Id: 4754977
Owner Name 1: BLINSON RE HOLDINGS LLC
Owner Name 2:
Mail Address 1: 415 S LOMBARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2557
Book: 04617
Page: 0818

Result 6

id: 05012001A
Tag: 05012001A
Tax Unique Id: 4645479
Owner Name 1: REGNER, STEVE L
Owner Name 2: REGNER, MELANIE R
Mail Address 1: 828 PARKRIDGE DRIVE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27527-0000
Book: 01901
Page: 0537

Result 7

id: 05012002
Tag: 05012002
Tax Unique Id: 4750699
Owner Name 1: PRESTON, TILLEY M
Owner Name 2:
Mail Address 1: 409 CANADY ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2504
Book: 01511
Page: 0720

Result 8

id: 05012003
Tag: 05012003
Tax Unique Id: 4688865
Owner Name 1: PERREY, ROBIN E
Owner Name 2:
Mail Address 1: 8173 WHITE OAK ROAD
Mail Address 2:
Mail Address 3: GARNER, NC 27529-0000
Book: 02570
Page: 0192



*** DISCLAIMER ***

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

Result 9

id: 05013006
Tag: 05013006
Tax Unique Id: 4637920
Owner Name 1: CARROLL, TONY RAY
Owner Name 2:
Mail Address 1: 2301 TWIN ACRES RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-9444
Book:
Page:

Result 10

id: 05013005
Tag: 05013005
Tax Unique Id: 4638466
Owner Name 1: HI TIDERS LLC
Owner Name 2:
Mail Address 1: 713 FERNWOOD DR
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2107
Book: 04325
Page: 0452

Result 11

id: 05013007A
Tag: 05013007A
Tax Unique Id: 4639754
Owner Name 1: GARDNER, MARGARET M
Owner Name 2: GARDNER, GEORGE WHELESS
Mail Address 1: 249 HARDEE ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03149
Page: 0963

Result 12

id: 05013028
Tag: 05013028
Tax Unique Id: 4626872
Owner Name 1: LIPSCOMB LLC
Owner Name 2:
Mail Address 1: 3407 BARBER MILL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8574
Book: 04650
Page: 0846

Result 13

id: 05013025A
Tag: 05013025A
Tax Unique Id: 4645504
Owner Name 1: JONES, JOHNNY BATTLE
Owner Name 2:
Mail Address 1: 413 BLANCHARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2701
Book: 03585
Page: 0774

Result 14

id: 05013025A
Tag: 05013025A
Tax Unique Id: 4645504
Owner Name 1: JONES, JOHNNY BATTLE
Owner Name 2:
Mail Address 1: 413 BLANCHARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2701
Book: 03585
Page: 0774



*** DISCLAIMER ***

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

Result 15

id: 05013025B
Tag: 05013025B
Tax Unique Id: 4645505
Owner Name 1: BROWN, DEBORAH JEAN
Owner Name 2:
Mail Address 1: 411 ANDREWS ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03672
Page: 0998

Result 16

id: 05013021
Tag: 05013021
Tax Unique Id: 4697202
Owner Name 1: FESTEJOS ENTERPRISES INC
Owner Name 2:
Mail Address 1: 905 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2629
Book: 04388
Page: 0902

Result 17

id: 05013056
Tag: 05013056
Tax Unique Id: 4645507
Owner Name 1: SOUTH FAYETTEVILLE
STREET LLC
Owner Name 2:
Mail Address 1: 603 SOUTH FAYETTEVILLE
STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03422
Page: 0887

Result 18

id: 05013025
Tag: 05013025
Tax Unique Id: 4645503
Owner Name 1: HOOKER, DEBORAH ANNE
Owner Name 2:
Mail Address 1: 510 FISHER STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03205
Page: 0904

Result 19

id: 05013007
Tag: 05013007
Tax Unique Id: 4645497
Owner Name 1: SMITH, DANIEL G
Owner Name 2:
Mail Address 1: 509 STARLING ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03149
Page: 0970

Result 20

id: 05013022
Tag: 05013022
Tax Unique Id: 4707180
Owner Name 1: WALTERS, LUTHER A
Owner Name 2: WALTERS, KATHERINE C
Mail Address 1: 5715 HIGHWAY 85 N
Mail Address 2:
Mail Address 3: CRESTVIEW, FL 32536-9003
Book: 04628
Page: 0707



*** DISCLAIMER ***

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

Result 21

id: 05012006
Tag: 05012006
Tax Unique Id: 4645463
Owner Name 1: SOUTH FAYETTEVILLE
STREET LLC
Owner Name 2:
Mail Address 1: 603 SOUTH FAYETTEVILLE
STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03422
Page: 0887

Result 23

id: 05012062A
Tag: 05012062A
Tax Unique Id: 4688879
Owner Name 1: LEE, CHARLES FRED
Owner Name 2: LEE, TEXIE C
Mail Address 1: 2130 SHOTWELL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8221
Book: 01220
Page: 0169

Result 22

id: 05012062
Tag: 05012062
Tax Unique Id: 4688859
Owner Name 1: CREECH, AMELIA SUE
Owner Name 2:
Mail Address 1: 10 CATES CT
Mail Address 2:
Mail Address 3: HILLSBOROUGH, NC
27278-0000
Book: 00922
Page: 0842

Result 24

id: 05012004
Tag: 05012004
Tax Unique Id: 4688866
Owner Name 1: CARTER, MARY B
Owner Name 2:
Mail Address 1: 424 CANADY ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 00579
Page: 0596

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application:

Special Use Application

Date of Mailing:

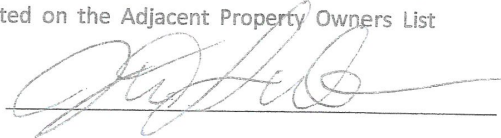
May 17, 2017

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting:

Printed Name:

James Lipscomb

Signature:



Date of Meeting:

June 6, 2017

Time of Meeting:

6:00 pm

Location of Meeting:

328 E. Main Street, Clayton, NC 27520

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

One neighborhood representative attended the meeting. Mr. Smith was very excited and ready to see improvements made to the property located at 420 Andrews Street. Concerns were expressed in regards to parking, however once he reviewed the site plan he agreed parking would not be an issue. No changes were made to the application as submitted, as a result of the meeting.

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

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

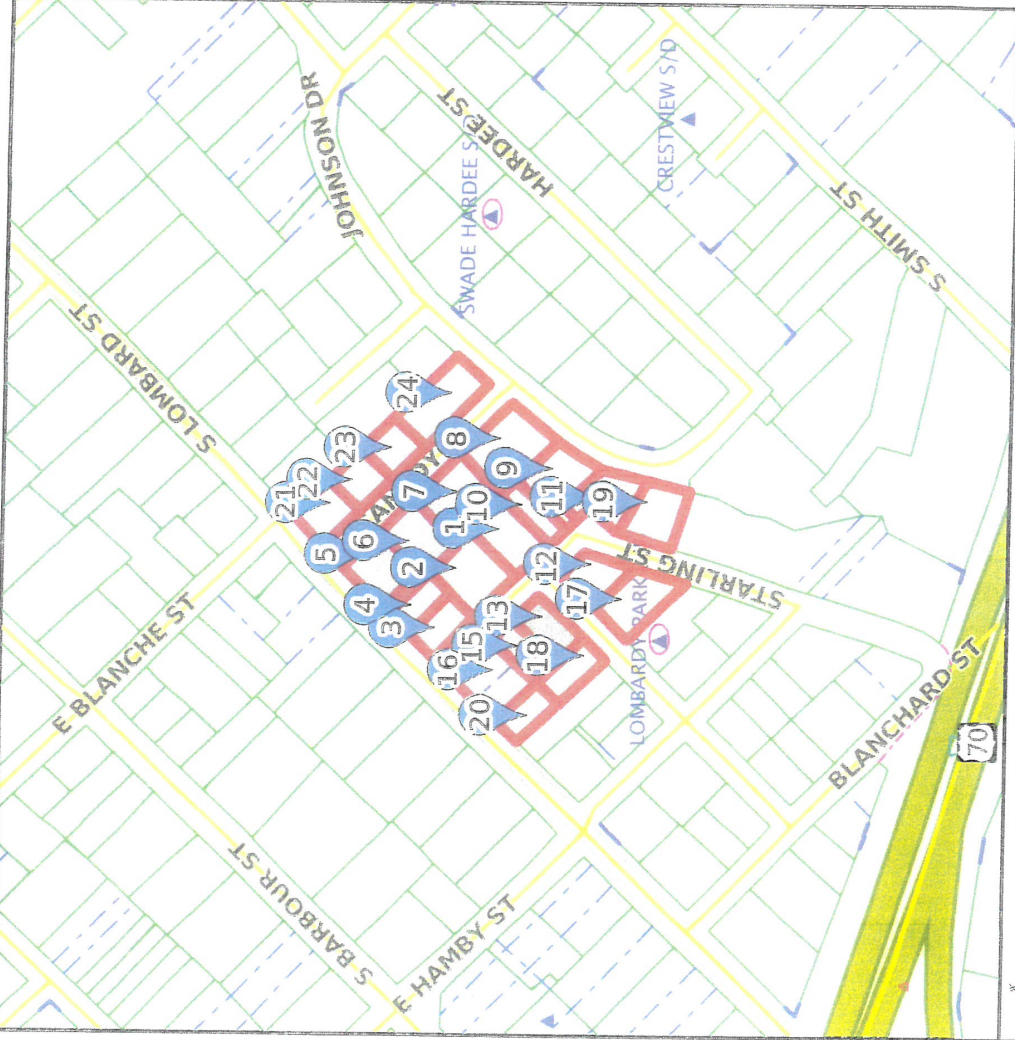
Project: 420 Andrews Duplex
Application: Special Use Application
Location/Date: 328 E. Main Street, June 6, 2017 @ 6 pm

	NAME	ADDRESS
1	Daniel Smith	309 Starling St, Clayton, NC 27520
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		



*** DISCLAIMER ***

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



Result 1

id: 05013004
Tag: 05013004
Tax Unique Id: 4427031
Owner Name 1: HI TIDERS, LLC
Owner Name 2:
Mail Address 1: 328 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2464
Book: 04705
Page: 0782

Result 2

id: 05013003
Tag: 05013003
Tax Unique Id: 4728818
Owner Name 1: CORBETT, JESSE V JR
Owner Name 2: CORBETT, JANICE
Mail Address 1: 1020 RIDGE DR
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 00855
Page: 0095

Scale: 1:3251 = 1 in. = 270.88 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
April 3, 2017



*** DISCLAIMER ***

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

Result 3

Id: 05013002
Tag: 05013002
Tax Unique Id: 4746873
Owner Name 1: LIPSCOMB, JAMES H
Owner Name 2: LIPSCOMB, JOHN V
Mail Address 1: 107 STONE LANE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 02613
Page: 0072

Result 4

Id: 05013001
Tag: 05013001
Tax Unique Id: 4711813
Owner Name 1: LIPSCOMB, JAMES H
Owner Name 2: LIPSCOMB, JOHN V
Mail Address 1: 107 STONE LANE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03799
Page: 0540

Result 5

Id: 05012001
Tag: 05012001
Tax Unique Id: 4754977
Owner Name 1: BLINSON RE HOLDINGS LLC
Owner Name 2:
Mail Address 1: 415 S LOMBARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2557
Book: 04617
Page: 0818

Result 6

Id: 05012001A
Tag: 05012001A
Tax Unique Id: 4645479
Owner Name 1: REGNER, STEVE L
Owner Name 2: REGNER, MELANIE R
Mail Address 1: 828 PARKRIDGE DRIVE
Mail Address 2:
Mail Address 3: CLAYTON, NC 27527-0000
Book: 01901
Page: 0537

Result 7

Id: 05012002
Tag: 05012002
Tax Unique Id: 4750699
Owner Name 1: PRESTON, TILLEY M
Owner Name 2:
Mail Address 1: 409 CANADY ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2504
Book: 01511
Page: 0720

Result 8

Id: 05012003
Tag: 05012003
Tax Unique Id: 4688865
Owner Name 1: PERREY, ROBIN E
Owner Name 2:
Mail Address 1: 8173 WHITE OAK ROAD
Mail Address 2:
Mail Address 3: GARNER, NC 27529-0000
Book: 02570
Page: 0192



*** DISCLAIMER ***

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

Result 9

Id: 05013006
Tag: 05013006
Tax Unique Id: 4637920
Owner Name 1: CARROLL, TONY RAY
Owner Name 2:
Mail Address 1: 2301 TWIN ACRES RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-9444
Book:
Page:

Result 10

Id: 05013005
Tag: 05013005
Tax Unique Id: 4638466
Owner Name 1: HI TIDERS LLC
Owner Name 2:
Mail Address 1: 713 FERNWOOD DR
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2107
Book: 04325
Page: 0452

Result 11

Id: 05013007A
Tag: 05013007A
Tax Unique Id: 4639754
Owner Name 1: GARDNER, MARGARET M
Owner Name 2: GARDNER, GEORGE WHELESS
Mail Address 1: 249 HARDEE ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03149
Page: 0963

Result 12

Id: 05013028
Tag: 05013028
Tax Unique Id: 4626872
Owner Name 1: LIPSCOMB LLC
Owner Name 2:
Mail Address 1: 3407 BARBER MILL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8574
Book: 04650
Page: 0846

Result 13

Id: 05013025A
Tag: 05013025A
Tax Unique Id: 4645504
Owner Name 1: JONES, JOHNNY BATTLE
Owner Name 2:
Mail Address 1: 413 BLANCHARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2701
Book: 03585
Page: 0774

Result 14

Id: 05013025A
Tag: 05013025A
Tax Unique Id: 4645504
Owner Name 1: JONES, JOHNNY BATTLE
Owner Name 2:
Mail Address 1: 413 BLANCHARD ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2701
Book: 03585
Page: 0774



*** DISCLAIMER ***

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

Result 15

Id: 05013025B
Tag: 05013025B
Tax Unique Id: 4645505
Owner Name 1: BROWN, DEBORAH JEAN
Owner Name 2:
Mail Address 1: 411 ANDREWS ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03672
Page: 0998

Result 16

Id: 05013021
Tag: 05013021
Tax Unique Id: 4697202
Owner Name 1: FESTEJOS ENTERPRISES INC
Owner Name 2:
Mail Address 1: 905 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2629
Book: 04388
Page: 0902

Result 17

Id: 05013056
Tag: 05013056
Tax Unique Id: 4645507
Owner Name 1: SOUTH FAYETTEVILLE
STREET LLC
Owner Name 2:
Mail Address 1: 603 SOUTH FAYETTEVILLE
STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03422
Page: 0887

Result 18

Id: 05013025
Tag: 05013025
Tax Unique Id: 4645503
Owner Name 1: HOOKER, DEBORAH ANNE
Owner Name 2:
Mail Address 1: 510 FISHER STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03205
Page: 0904

Result 19

Id: 05013007
Tag: 05013007
Tax Unique Id: 4645497
Owner Name 1: SMITH, DANIEL G
Owner Name 2:
Mail Address 1: 509 STARLING ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03149
Page: 0970

Result 20

Id: 05013022
Tag: 05013022
Tax Unique Id: 4707180
Owner Name 1: WALTERS, LUTHER A
Owner Name 2: WALTERS, KATHERINE C
Mail Address 1: 5715 HIGHWAY 85 N
Mail Address 2:
Mail Address 3: CRESTVIEW, FL 32536-9003
Book: 04628
Page: 0707



*** DISCLAIMER ***

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

Result 21

Id: 05012006
Tag: 05012006
Tax Unique Id: 4645463
Owner Name 1: SOUTH FAYETTEVILLE
STREET LLC
Owner Name 2:
Mail Address 1: 603 SOUTH FAYETTEVILLE
STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03422
Page: 0887

Result 23

Id: 05012062A
Tag: 05012062A
Tax Unique Id: 4688879
Owner Name 1: LEE, CHARLES FRED
Owner Name 2: LEE, TEXIE C
Mail Address 1: 2130 SHOTWELL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8221
Book: 01220
Page: 0169

Result 22

Id: 05012062
Tag: 05012062
Tax Unique Id: 4688859
Owner Name 1: CREECH, AMELIA SUE
Owner Name 2:
Mail Address 1: 10 CATES CT
Mail Address 2:
Mail Address 3: HILLSBOROUGH, NC
27278-0000
Book: 00922
Page: 0842

Result 24

Id: 05012004
Tag: 05012004
Tax Unique Id: 4688866
Owner Name 1: CARTER, MARY B
Owner Name 2:
Mail Address 1: 424 CANADY ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 00579
Page: 0596

May 17, 2017

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: June 6, 2017

Meeting Time: 6:00 pm

Meeting Location: 328 E. Main Street, 2nd floor conference room

Type of Application: Special Use Application

Project/proposal property address: 420 Andrews Street, Clayton

Description of project/proposal: Applicant is proposing to tear down the existing structure and build a new two-family duplex structure.

At a minimum, the following will be available for your inspection at the Neighborhood Meeting:

1. A copy of the project application. 2. A map at a scale that is appropriate to the project and shows neighboring properties and roads. 3. 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 919-422-4704. You may also contact the Planning Department at 919-553-5002.

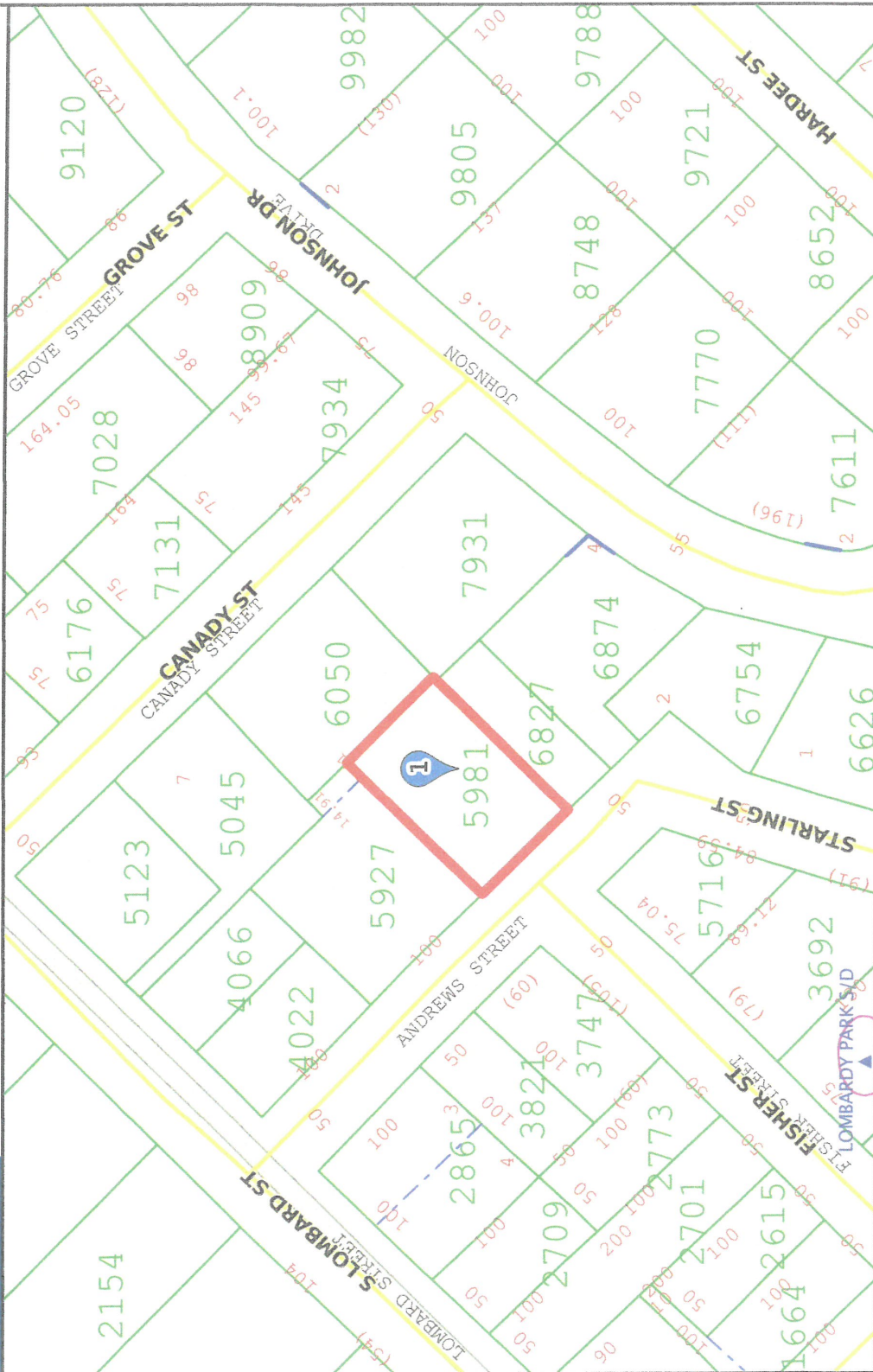
Sincerely,


Hi Tidlers, LLC

Cc: Town of Clayton Planning Dept.

DISCLAIMER

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



Scale: 1:1056 - 1 in. = 87.97 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 17, 2017

PUBLIC NOTICE

In accordance with NC GS 160A-364, the Clayton Town Council will hold an evidentiary hearing on Monday, August 7, 2017, at 6:30 PM at Town Hall, 111 East Second Street, to consider the following special use applications:

- 2017-78-SUP OTW Transport Special Use Permit; request to obtain a special use permit to operate the use of "towing service and storage" on a property zoned Highway-Business (B-3). Parcel Number: 166806-38-2972. Per UDC requirements, the proposed use requires the issuance of a special use permit in order to be permitted on property within this zoning district.
- 2017-59-SUP 420 Andrews Street Duplex; request to obtain a special use permit to operate a duplex on a property zoned Residential-8 (R-8). Address: 420 Andrews Street; Parcel number: 166917-00-5981. Per UDC requirements, the proposed use requires the issuance of a special use permit in order to be permitted on property within this zoning district.

During an evidentiary hearing, 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
919-553-5002

The Clayton News Star

Please advertise on the following dates:
July 26, 2017
August 2, 2017

Affidavit of publication required.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for Regular Meeting

Item Title

2017-81-RZ, 800 E Main St, Rezoning

Presenter (Name & Title)

Planning Dept.

Summary/Description

Proposed rezoning from B-3 (Highway Business) to B-1 (Central Business).

Requested Action

Set Public Hearing for August 7, 2017.

Additional Documents To Be Included in Agenda Packet

Application
Staff Report
Staff Report Maps
Planning Board Recommendation



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

REZONING APPLICATION

Pursuant to Article 7, Section 155.704 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town Council to amend the Official Zoning Map.

Application Fees: **Standard Rezoning Fee: \$500.00**
Rezoning to Planned Development District Fee: \$1,000.00 + \$5.00 acre
Advertisement Fee: \$100.00
All fees are due when the application is submitted.

Note on Planned Developments: Requests to rezone to a Planned Development District must be accompanied by a Master Plan submittal. Master Plans are approved as Preliminary Subdivision Plats – please submit a concurrent Preliminary Subdivision Plat application and Master Plan.

SITE INFORMATION

Name of Project: 800 E. Main Street Acreage of Property: .19
County Tag Number: 05008071 NC PIN: 166806-29-8767
Address/Location: 800 E. Main Street
Existing Zoning District: B-3
Proposed Zoning District: B-1

APPLICANT INFORMATION

Applicant: Lipscomb, LLC
Mailing Address: 3407 Barber Mill Road, Clayton, NC
Phone Number: (919) 422-4704 Fax: _____
Contact Person: James Lipscomb
Email Address: james@myhtr.com

FOR OFFICE USE ONLY

Date Received: _____ Amount Paid: _____ File Number: 2017-81-RZ

version 1/6/2016

Page 1 of 10

PROPERTY OWNER INFORMATION

Name: Lipscomb, LLC

Mailing Address: 3407 Barber Mill Road, Clayton, NC

Phone Number: (919) 422-4704

Fax: _____

Email Address: james@myhtr.com

EXPLANATION OF PROJECT

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

Applicant is requesting re-zoning of existing building at 800 E. Main from B-3 to B-1, Central Business District. Proposed use will change from an auto-parts/ storage building to a restaurant/ special event facility, site plan will be submitted at a later date.

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Rezoning application.

To be completed by the applicant:			For staff use only:		
Submit 9 copies of all materials unless otherwise noted or directed by staff	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: <u>4/27/17</u>	☒	☐			
2. Review Fee (\$500 for standard rezoning <u>OR</u> \$1,000 + \$5.00/acre for Planned Developments) and Advertisement Fee (\$100)	☒				
3. Completed application	☒				
4. Owner's Consent Form <i>Required if applicant is not property owner.</i>	☐	☒			
5. A signed and sealed boundary survey (not more than a year old unless otherwise approved by the Planning Department).	☒				
6. <i>If property to be rezoned is a portion of a parcel:</i>					
- Property legal description typed (10 pt. font or greater, and also submitted electronically in MS Word format.)	☐	☒			
- Plat showing property to be rezoned, matching legal description.	☐	☒			
7. Adjacent property owners list	☒	☐			
8. Neighborhood meeting notice letter (1 copy) <i>See sample letter and meeting requirements included in this packet</i>	☐				
9. Neighborhood meeting summary form (1 copy) <i>Included in this packet</i>			Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.		
10. Stamped, addressed, empty envelopes with no return address, using the adjacent property owner list (1 set) <i>This for a public notice of the public hearing mailed by the Town – thus, neighbors will receive both a neighborhood meeting letter from the applicant, and a notice of the hearing from the Town.</i>	☐				

APPROVAL CRITERIA

All applications for a Rezoning must address the following findings:

1. Consistency with the adopted plans of the Town.
The request is in keeping with Town of Clayton proposed Downtown Overlay District.
Staff has verbally supported the zoning change.

2. Suitability of the subject property for uses permitted by the current vs. the proposed district.
The proposed use is more suitable as zoned B-1, central business district,
due to its current location on Main Street and the close proximity to the Railroad
Right-of-Way.

3. Whether the proposed change tends to improve the balance of uses, or meets specific demand in the Town.
The proposed change will greatly improve the use and keeps with the proposed
Downtown Overlay District and the Town's Unified Development Code.

4. The capacity of adequate public facilities and services including schools, roads, recreation facilities, wastewater treatment, potable water supply and stormwater drainage facilities is available for the proposed use.
The proposed change will not impact any of the above listed public facilities and
services.

5. It has been determined that the legal purposes for which zoning exists are not violated.
There will not be any violations of zoning in regards to the legal purposes for
which zoning exists.

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

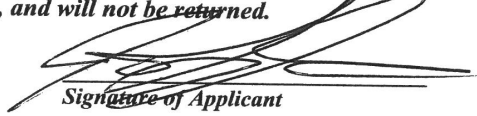
7. It has been determined that no one property owner or small group of property owners will benefit materially from the change to the detriment of the general public.
The Town can be assured that no one property owner or small group of owners
will materially benefit from the zoning change.

APPLICANT AFFIDAVIT

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

JAMES LIPSCOMB

Print Name



Signature of Applicant

5-1-16

Date

ADJACENT PROPERTY OWNERS LIST

Project Name: 800 E. Main Street

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

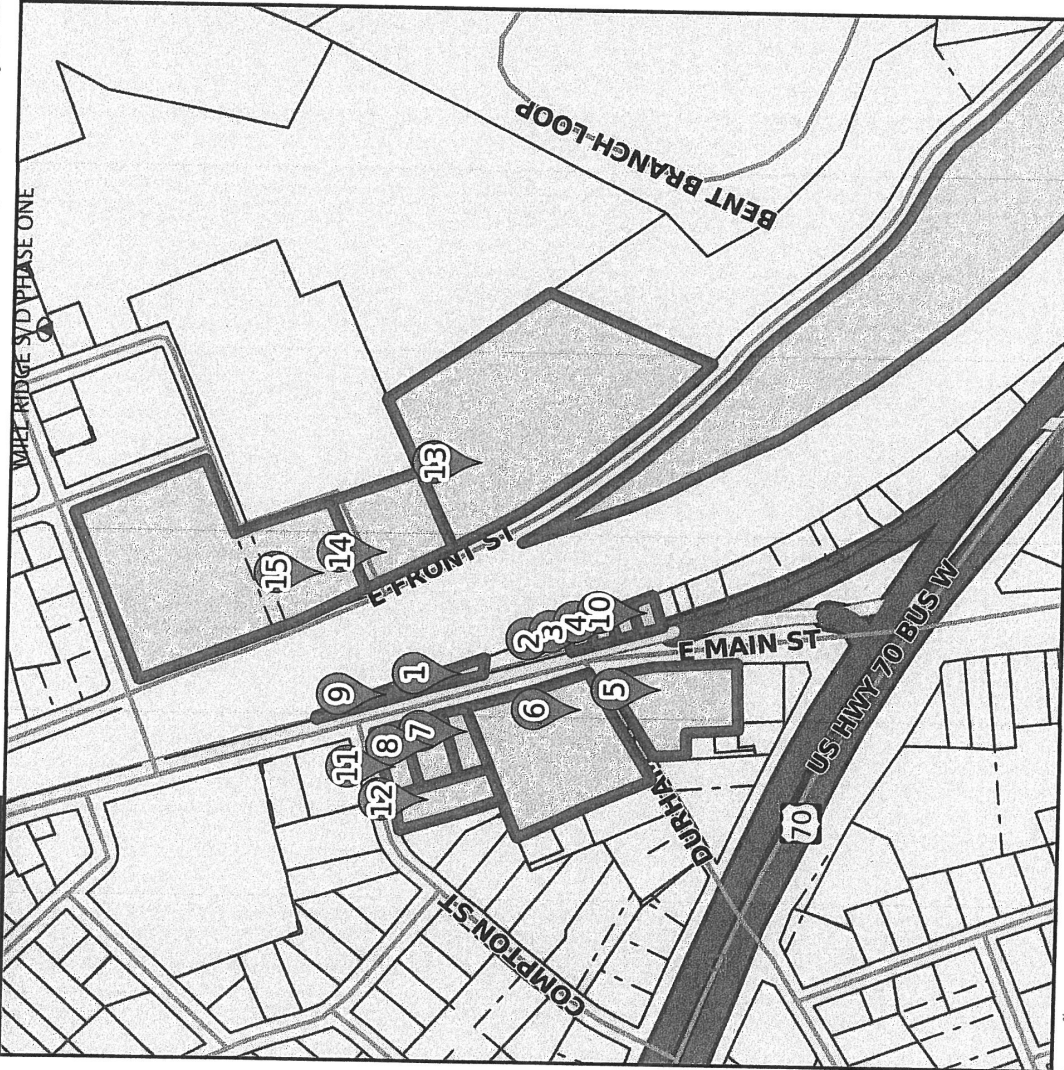
It is the responsibility of the applicant to correctly identify the current owner, based upon records in the Johnston County GIS Office, for all property owners of land within the required public notice radius.

PARCEL NUMBER	NAME	ADDRESS
		SEE ATTACHED
		LIST



*** DISCLAIMER ***

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



Result 1

id: 05008017A
Tag: 05008017A
Tax Unique Id: 4689127
Owner Name 1: BRANNON, RUBY P LIFE ESTATE
Owner Name 2: FOBES, ROBERT EUGENE JR REMAINDER
Mail Address 1: 623 E MAIN STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03267
Page: 0407

Result 2

id: 05008016
Tag: 05008016
Tax Unique Id: 4645440
Owner Name 1: TROIS LODGE PROPERTIES LLC
Owner Name 2:
Mail Address 1: 154 HARDY RD
Mail Address 2:
Mail Address 3: WENDELL, NC 27591-0000
Book: 03621
Page: 0333

Scale: 1:4300 - 1 in. = 358.3 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 1, 2017



*** DISCLAIMER ***

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

Result 3

id: 05008015
Tag: 05008015
Tax Unique Id: 4645439
Owner Name 1: MINTER, M L
Owner Name 2: MINTER, GERALDINE G
Mail Address 1: 579 RANCH RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-6465
Book: 01094
Page: 0396

Result 4

id: 05008014
Tag: 05008014
Tax Unique Id: 4645438
Owner Name 1: TROIS LODGE PROPERTIES
LLC
Owner Name 2:
Mail Address 1: 154 HARDY RD
Mail Address 2:
Mail Address 3: WENDELL, NC 27591-0000
Book: 03621
Page: 0333

Result 5

id: 05008008
Tag: 05008008
Tax Unique Id: 4714456
Owner Name 1: GORDON, CHARLES B
Owner Name 2: POWHATAN RD LIMITED
PARTNERSHIP
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0327
Book: 03544
Page: 0488

Result 6

id: 05008018
Tag: 05008018
Tax Unique Id: 4746856
Owner Name 1: HERITAGE COURT
APARTMENTS
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 450233
Mail Address 3: ATLANTA, GA 31145-0233
Book: 00915
Page: 0801

Result 7

id: 05008025
Tag: 05008025
Tax Unique Id: 4645443
Owner Name 1: POWHATAN ROAD LIMITED
PRTNRSH
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0000
Book: 02755
Page: 0360

Result 8

id: 05008025A
Tag: 05008025A
Tax Unique Id: 4645444
Owner Name 1: POWHATAN ROAD LIMITED
PRTNRSH
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0000
Book: 02755
Page: 0360



*** DISCLAIMER ***

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

Result 9

id: 05008017B
Tag: 05008017B
Tax Unique Id: 4682398
Owner Name 1: CLAYTON AREA MINISTRIES
INC
Owner Name 2:
Mail Address 1: 704 EAST MAIN STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03934
Page: 0743

Result 10

id: 05008013
Tag: 05008013
Tax Unique Id: 4645431
Owner Name 1: LEE, PERCY Y
Owner Name 2: LEE, JOYCE C
Mail Address 1: 2149 SHOTWELL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 02001
Page: 0623

Result 11

id: 05008026
Tag: 05008026
Tax Unique Id: 4699516
Owner Name 1: BRANNAN, ANN MARCELLE
Owner Name 2:
Mail Address 1: 703 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2625
Book:
Page:

Result 12

id: 05008024
Tag: 05008024
Tax Unique Id: 4679226
Owner Name 1: GRIGGS, CHARLEY C JR
Owner Name 2: GRIGGS, AMY W
Mail Address 1: 209 SHADY HOLLOW LN
Mail Address 2:
Mail Address 3: GARNER, NC 27529-5096
Book: 03733
Page: 0283

Result 13

id: 05037011
Tag: 05037011
Tax Unique Id: 4690958
Owner Name 1: EAST VILLAGE INVESTMENTS
LLC
Owner Name 2:
Mail Address 1: 227 E FRONT ST
Mail Address 2:
Mail Address 3: NEW BERN, NC 28560-2145
Book: 04099
Page: 0330

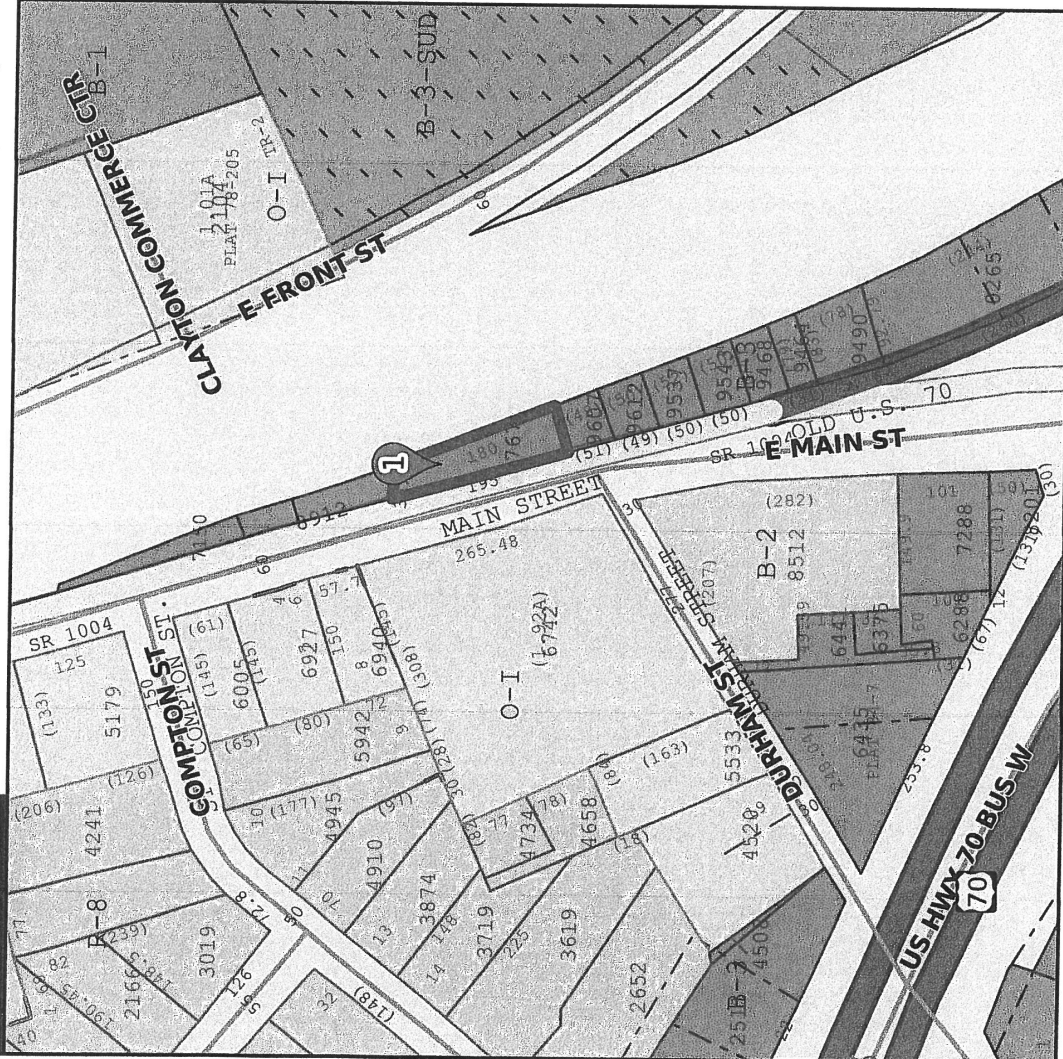
Result 14

id: 05037009T
Tag: 05037009T
Tax Unique Id: 4636658
Owner Name 1: WBB LLC
Owner Name 2:
Mail Address 1: 132 CITATION LANE
Mail Address 2:
Mail Address 3: SMITHFIELD, NC 27577-0000
Book: 03322
Page: 0198



*** DISCLAIMER ***

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



Result 1

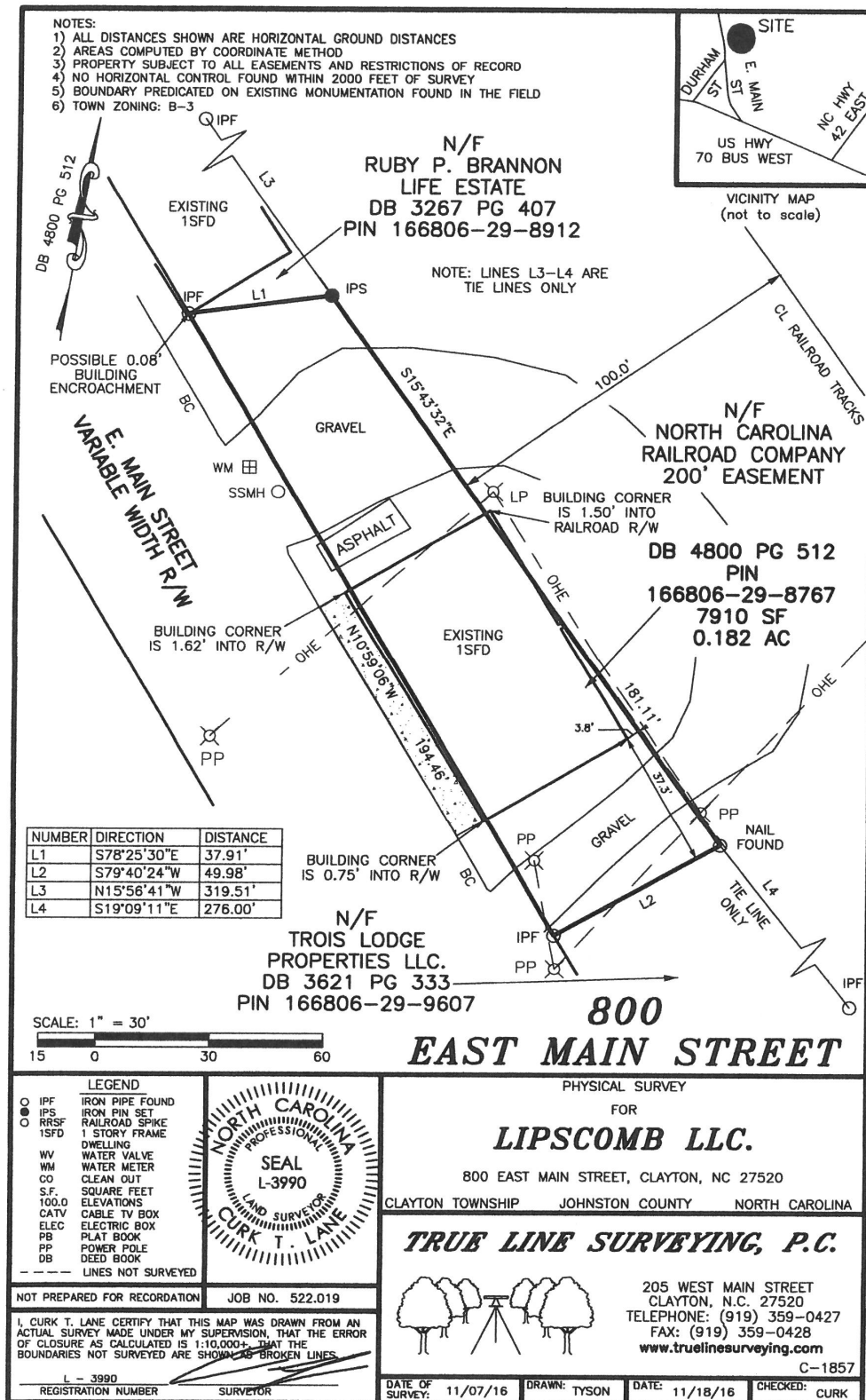
id: 05008071
Tag: 05008071
Tax Unique Id: 4628056
NCPin: 166806-29-8767
Mapsheet No: 166806
Owner Name 1: LIPSCOMB LLC
Owner Name 2:
Mail Address 1: 3407 BARBER MILL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8574
Site Address 1:
Site Address 2:
Book: 04800
Page: 0512
Market Value: 83570
Assessed Acreage: 1
Calc. Acreage: 0.19
Sales Price: 90000
Sale Date: 2016-07-21

Scale: 1:2150 - 1 in. = 179.15 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 1, 2017





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

*Planning Board
June 26, 2017*

STAFF REPORT

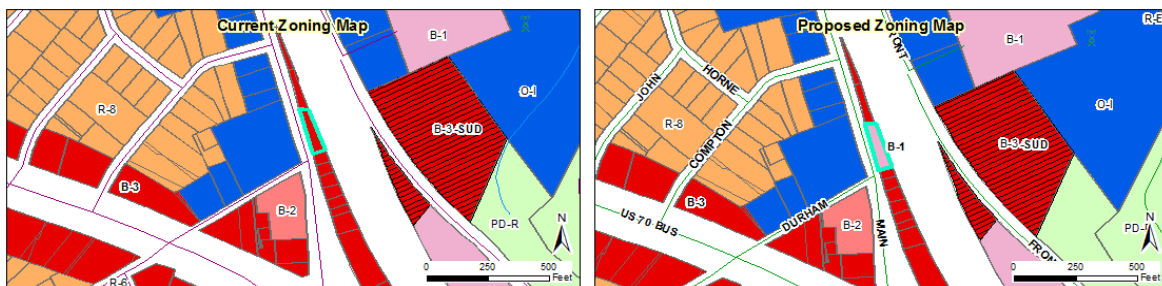
Application Number: 2017-81-RZ
Project Name: 800 E Main St, Rezoning

NC PIN / Tag #: 166806-29-8767 / 05008071
Town Limits/ETJ: Town Limits
Overlay: Downtown Overlay District, and Watershed Protection Overlay
Applicant: Lipscomb LLC
Owner: Lipscomb LLC
Location: 800 E Main St (the old auto parts store next to Pittman's Auto)

Public Noticing:

- Neighborhood meeting June 12, 2017
- Site posted June 12, 2017
- Letters mailed prior to July 26, 2017
- Newspaper ad posted prior to July 26, 2017

REQUEST: Rezoning from Highway Business (B-3) to Central Business (B-1)



SITE DATA:

Acreage: 0.19 acres
Existing Use: Retail / Vacant (being remodeled)

ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Highway Business (B-3)	Auto shop
South	Highway Business (B-3)	Residential or office
East	Highway Business – Special Use District (B-3-SUD)	Vacant
West	Office-Institutional	Apartments

STAFF ANALYSIS AND COMMENTARY:

Overview

The applicant is requesting to rezone 0.19 acres with an existing building to B-1 (Central Business). The existing site (including most of the area for parking) is partially within the railroad right-of-way. It is on Main Street, in the downtown area of Clayton. Many of the properties between Main Street and the railroad tracks on this side of downtown tend to struggle with being pinched between the two rights-of-way. A rezoning to B-1 would bring additional use restrictions (suitable for a non-residential, downtown property), but also come with the potential for relaxed parking requirement, reduced setbacks, and development standards (which are common to all B-1 properties downtown). The more intense B-1 zoning request is supported by the location: in downtown, on Main Street, adjacent to the Downtown Core Future Land Use designation.

Existing vs. Proposed Zoning

The following uses are typical (but not exhaustive) of the existing zoning district: B-3

- Nursing home
- Upper-story residence
- Daycare
- Hospital
- Trade or technical school
- Government service
- Fitness center
- Nursery
- Car-wash
- Convenience store
- Creative studio
- Bank
- Hotel
- Office
- Microbrewery
- Restaurant
- Retail
- Service

The following uses are typical (but not exhaustive) of the proposed zoning district: B-1

- Upper-story residence
- Government Service
- Creative studio
- Microbrewery
- Office
- Restaurant
- Retail
- Service

Consistency with the Comprehensive Plan 2040

The property is identified in the adopted Future Land Use Map as Downtown Residential, and it is on the border with the Downtown Core area. A B-1 zoning district is compatible with this Future Land Use designation.

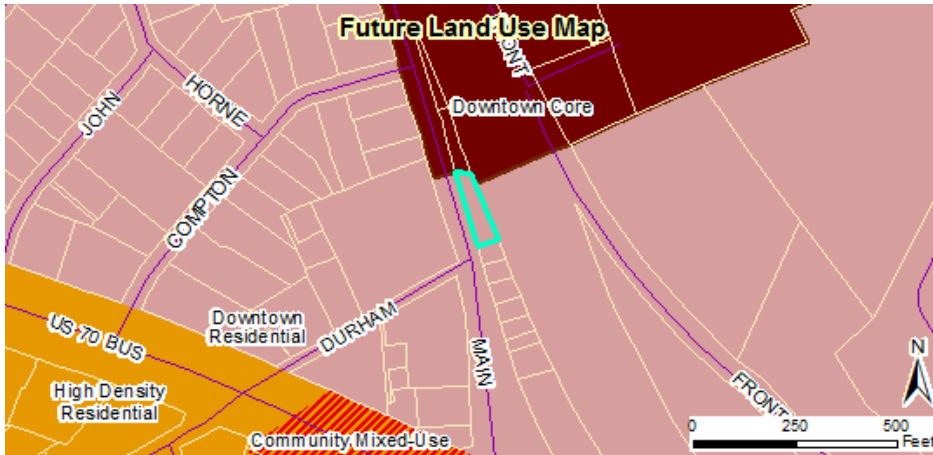
Comprehensive Plan Goals supporting the rezoning request include:

- LU1: Preserve Clayton's small-town character while allowing for growth and development in appropriate areas.

- LU2: Encourage quality development which maximizes existing infrastructure, promotes walking and biking, and enhances safety.
- D1: Promote quality new, adaptive re-use, and infill development projects downtown...

Comprehensive Plan Goals not supporting the rezoning request include:

- none



The following table identifies which zoning districts are consistent with the Future Land Use Map categories (designations).

Future Land Use Designation	COMPATIBLE ZONING DISTRICTS												
	R-E	R-10	R-8	R-6	O-R	O-I	B-1	B-2	B-3	I-1	I-2	PF	PDD
ARR	X											X	
LDR	X	X										X	
MDR		X	X	X								X	
HDR			X	X								X	
DR			X	X	X	X	X					X	X
NC						X	X	X				X	X
CC								X	X			X	X
DC							X					X	X
EC									X	X	X	X	X
ROS												X	

Consistency with Overlay Districts

The property is both within the existing Downtown Overlay District, which currently generally just provides some additional regulation of signage, and the Watershed Protection Overlay District, which provides protection of public water intakes. B-1 is a zoning district that is consistent with and almost exclusively occurs in the Downtown Overlay District. The Watershed Protection Overlay District regulates development standards like density and impervious surface coverage, which this site is likely exempt from since it is already developed. Regardless of a rezoning to B-1, all other regulations in overlays would still apply.



Compatibility with surrounding land uses and potential for adverse effects

Until its recent change of ownership, the site was an auto supply shop (retail). The proposed B-1 zoning district would provide for similar uses as the current B-3 district. B-1 properties are generally intended to be high intensity sites that serve as downtown business sites. The rezoning request is consistent with the existing building and surrounding uses.

Capacity/adequacy of public facilities and services

The capacity of public facilities and services, such as water supply, wastewater, stormwater, roads, recreation facilities, and schools will not be adversely affected if the property is rezoned from B-3 to B-1; the allowed uses are similar enough between the two districts. The site is currently served by existing infrastructure, and represents a maximization (not an overextension) of those resources.

CONSIDERATIONS:

- Rezoning is decided by the Town Council. The Planning Board shall make a recommendation to the Town Council.
- When adopting or rejecting the rezoning, the Town Council shall approve a statement describing whether its action is consistent with adopted plans and/or policies of the Town and explaining why the Council considers the action taken to be reasonable and in the public interest.

STAFF RECOMMENDATION:

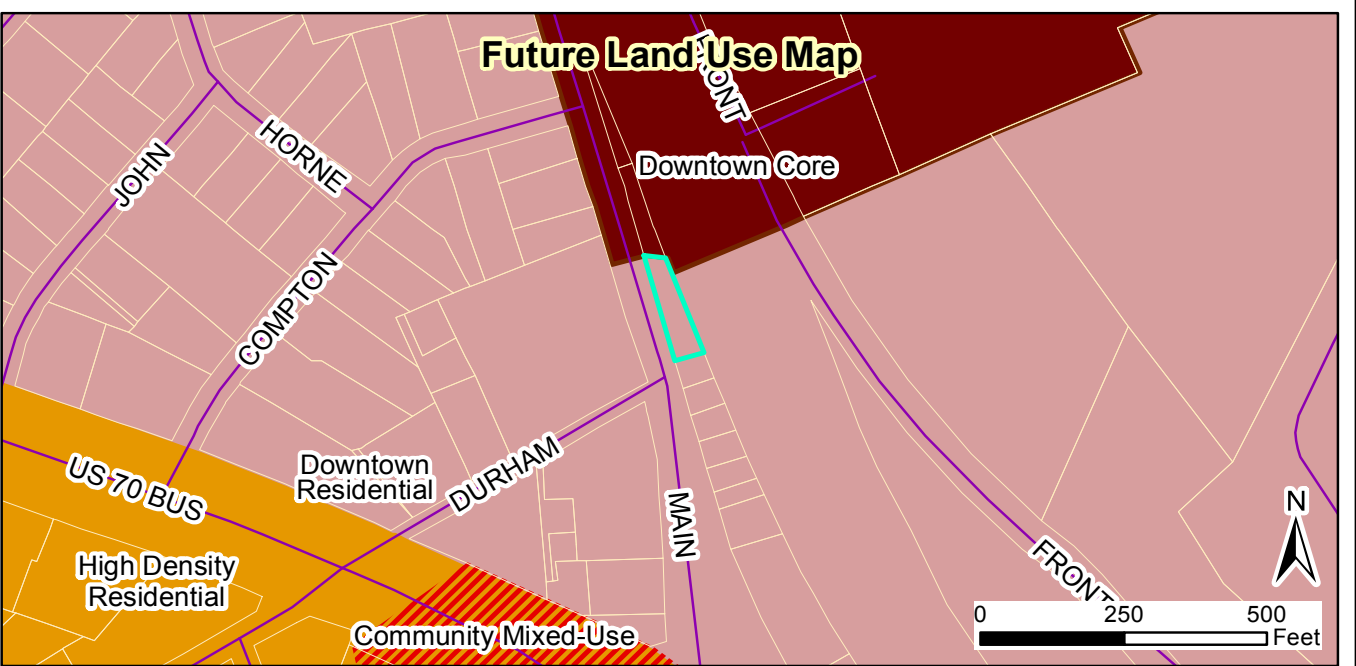
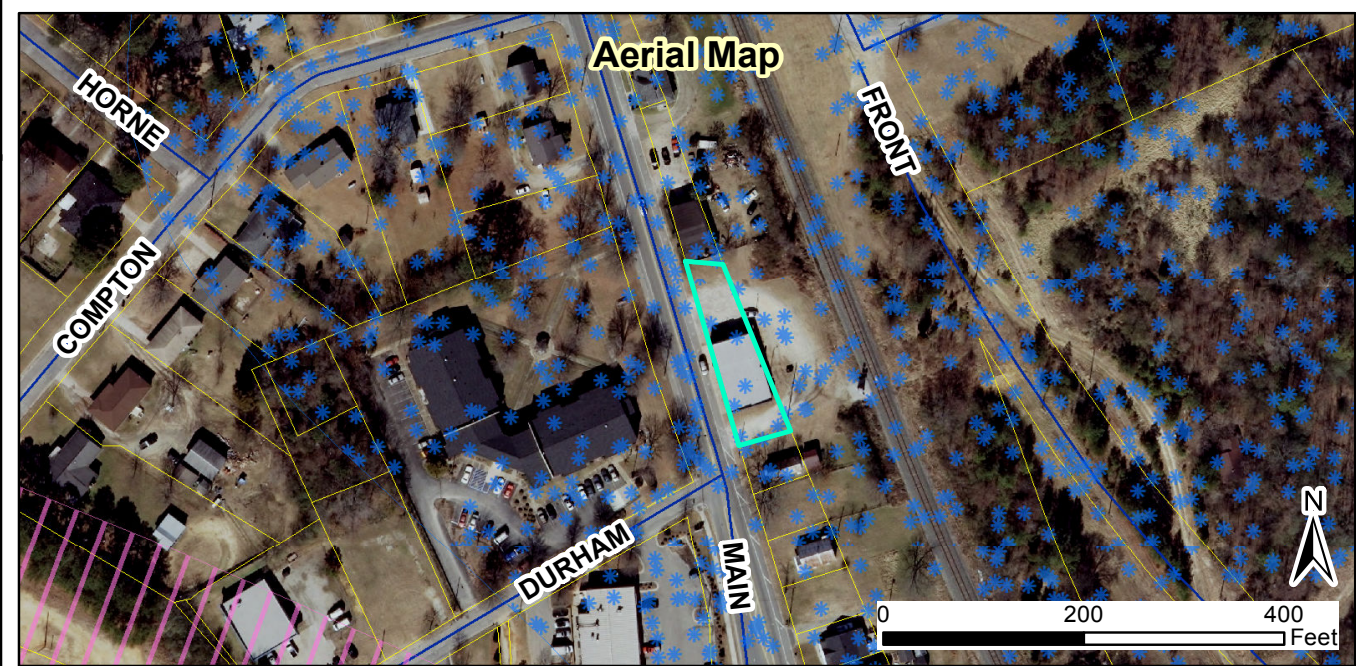
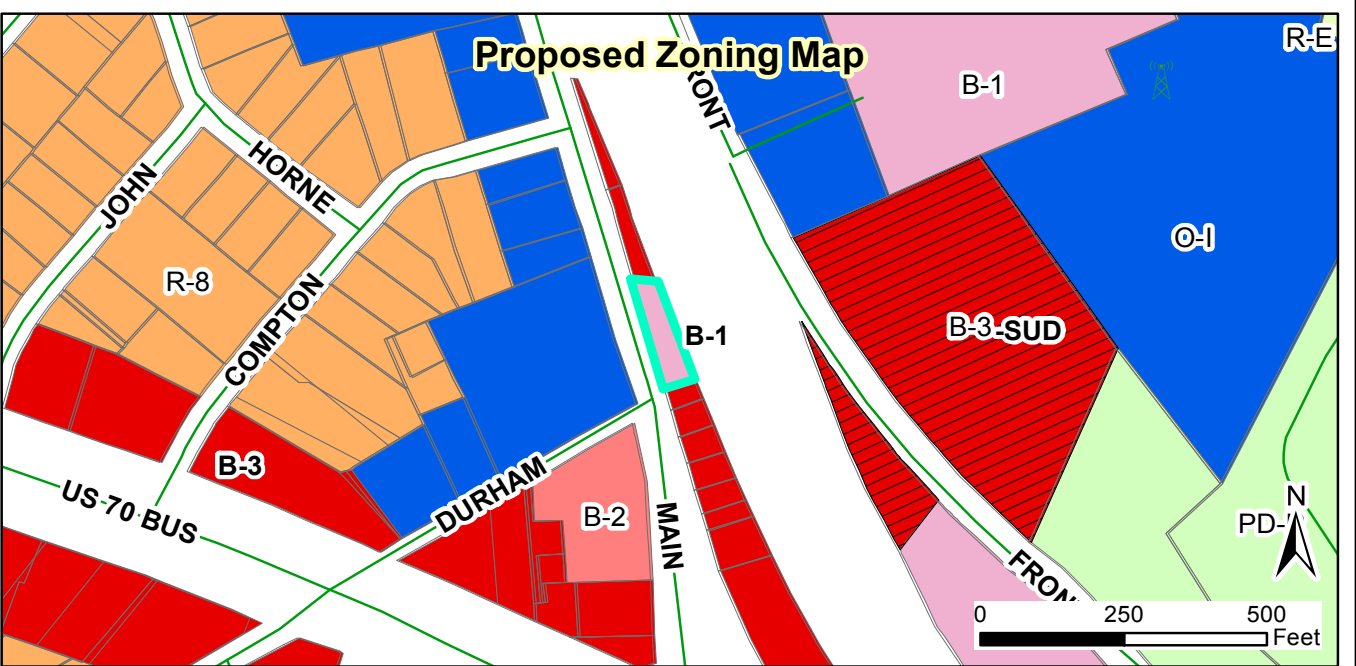
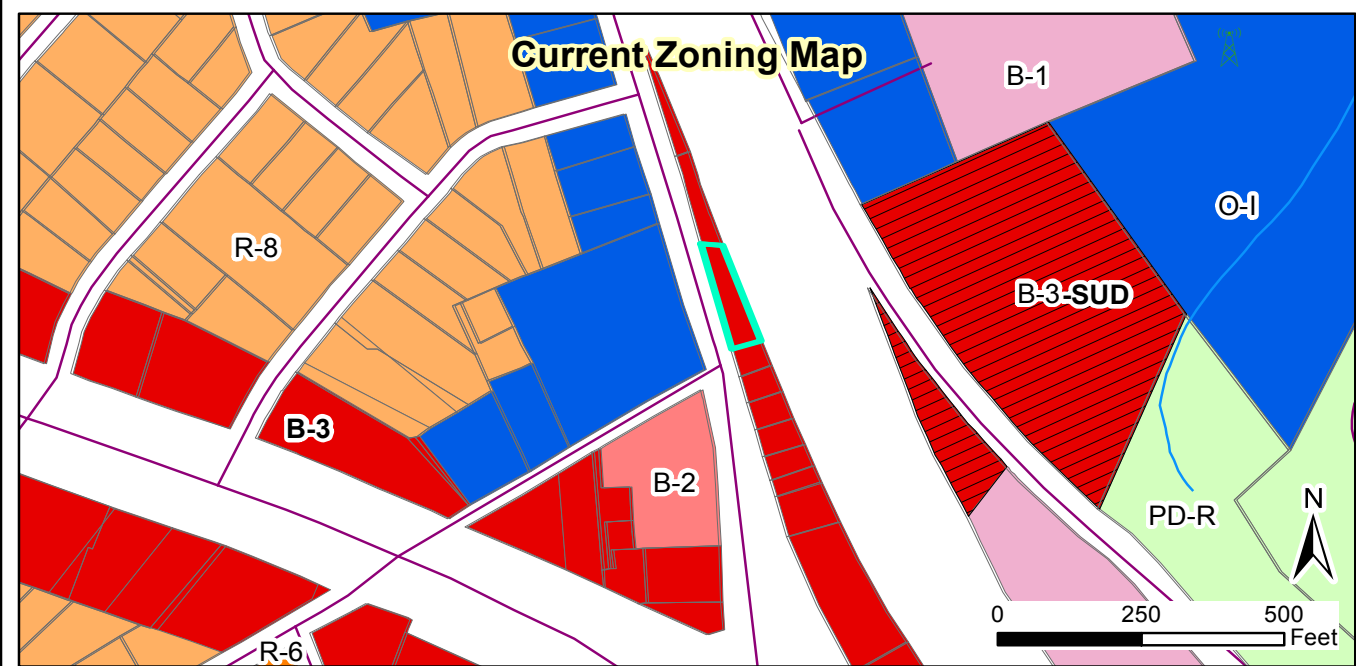
Approval of the rezoning.

ATTACHMENTS:

- 1) Application
- 2) Staff Report Maps

Staff Report
2017-81-RZ

3) Neighborhood Meeting Materials



Request:
2017-81-RZ, 800 E Main St, Rezoning from B-3 to B-1

Applicant: Lipscomb LLC
 Property Owners: Lipscomb LLC
 Parcel ID: 166806-29-8767
 Tag #: 05008071

Staff Report Map



Document Path: \\TOC-FILE-01\Shares\ComDev\Planning\PLANNING\REZONING\Rezoning\2017\2017-81-RZ 800 E Main Street\Maps\Map - 800 E Main St rezoning 2017-81-RZ.mxd

Legend

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

05/24/2017
 Produced by: TOC Planning
 Disclaimer: Town of Clayton assumes no legal responsibility for the quality of the data represented here.

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: 800 E. Main- Rezoning Application

Date of Mailing: May 28, 2017

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting:

Printed Name: James Lipscomb Signature: [Signature]

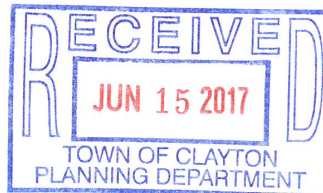
Date of Meeting: 6-12-17 Time of Meeting: 6:00 pm

Location of Meeting: 328 E. Main Street

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

meeting was adjourned around 6:30 pm due to no neighborhood representatives being present. All materials were readily available, however there was no one present to conduct a meeting.

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



NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: 800 E. Main Street

Application: Rezoning Application

Location/Date: 328 E. Main Street, 6/12 @ 6:00 pm

	NAME	ADDRESS
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

ADJACENT PROPERTY OWNERS LIST

Project Name: 800 E. Main Street

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

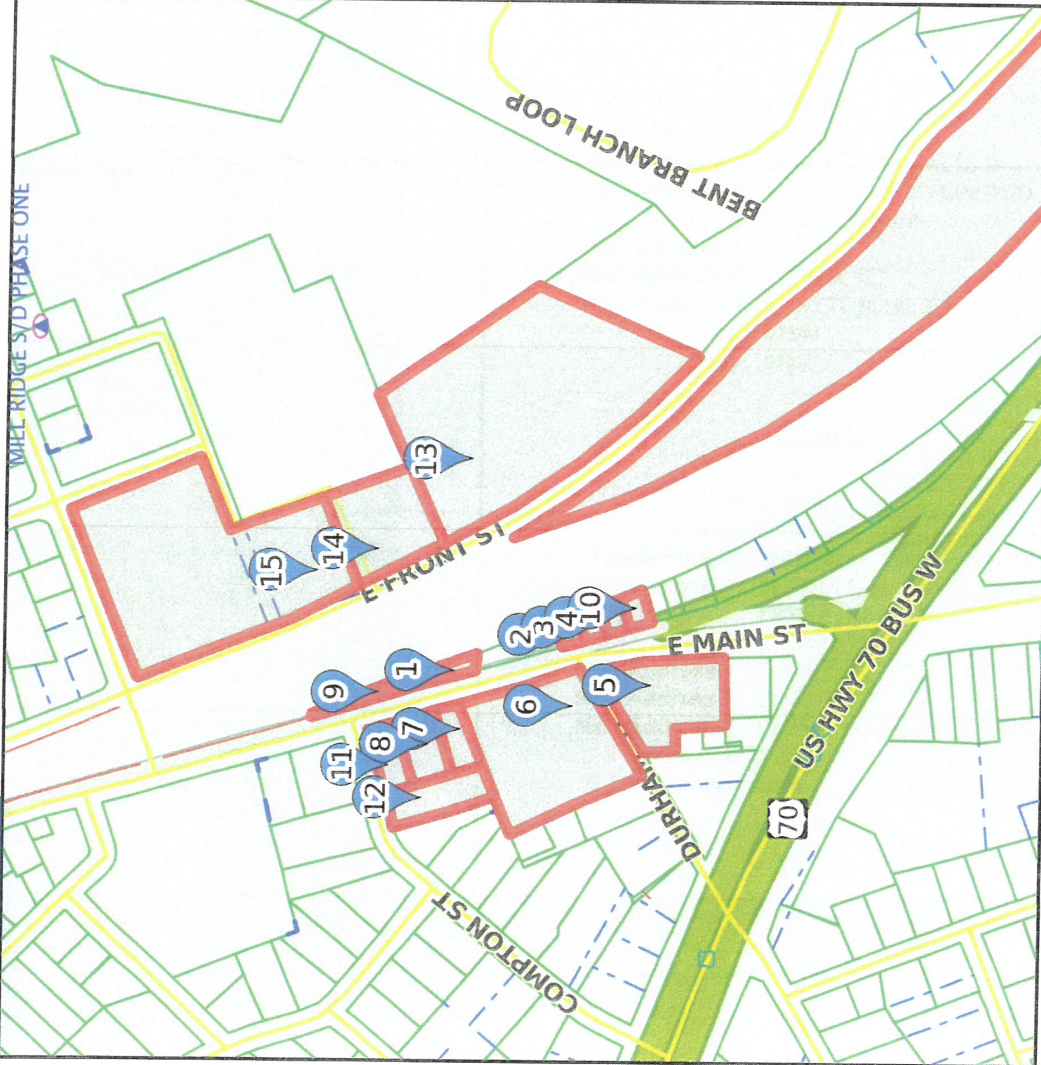
It is the responsibility of the applicant to correctly identify the current owner, based upon records in the Johnston County GIS Office, for all property owners of land within the required public notice radius.

[illegible]



*** DISCLAIMER ***

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



Result 1

id: 05008017A
Tag: 05008017A
Tax Unique Id: 4689127
Owner Name 1: BRANNON, RUBY P LIFE ESTATE
Owner Name 2: FOBES, ROBERT EUGENE JR REMAINDER
Mail Address 1: 623 E MAIN STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03267
Page: 0407

Result 2

id: 05008016
Tag: 05008016
Tax Unique Id: 4645440
Owner Name 1: TROIS LODGE PROPERTIES LLC
Owner Name 2:
Mail Address 1: 154 HARDY RD
Mail Address 2:
Mail Address 3: WENDELL, NC 27591-0000
Book: 03621
Page: 0333

Scale: 1:4300 - 1 in. = 358.3 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 1, 2017



*** DISCLAIMER ***

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

Result 3

id: 05008015
Tag: 05008015
Tax Unique Id: 4645439
Owner Name 1: MINTER, M L
Owner Name 2: MINTER, GERALDINE G
Mail Address 1: 579 RANCH RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-6465
Book: 01094
Page: 0396

Result 4

id: 05008014
Tag: 05008014
Tax Unique Id: 4645438
Owner Name 1: TROIS LODGE PROPERTIES
LLC
Owner Name 2:
Mail Address 1: 154 HARDY RD
Mail Address 2:
Mail Address 3: WENDELL, NC 27591-0000
Book: 03621
Page: 0333

Result 5

id: 05008008
Tag: 05008008
Tax Unique Id: 4714456
Owner Name 1: GORDON, CHARLES B
Owner Name 2: POWHATAN RD LIMITED
PARTNERSHIP
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0327
Book: 03544
Page: 0488

Result 6

id: 05008018
Tag: 05008018
Tax Unique Id: 4746856
Owner Name 1: HERITAGE COURT
APARTMENTS
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 450233
Mail Address 3: ATLANTA, GA 31145-0233
Book: 00915
Page: 0801

Result 7

id: 05008025
Tag: 05008025
Tax Unique Id: 4645443
Owner Name 1: POWHATAN ROAD LIMITED
PRTNRSHP
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0000
Book: 02755
Page: 0360

Result 8

id: 05008025A
Tag: 05008025A
Tax Unique Id: 4645444
Owner Name 1: POWHATAN ROAD LIMITED
PRTNRSHP
Owner Name 2:
Mail Address 1:
Mail Address 2: PO BOX 327
Mail Address 3: CLAYTON, NC 27528-0000
Book: 02755
Page: 0360



*** DISCLAIMER ***

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

Result 9

id: 05008017B
Tag: 05008017B
Tax Unique Id: 4682398
Owner Name 1: CLAYTON AREA MINISTRIES
INC
Owner Name 2:
Mail Address 1: 704 EAST MAIN STREET
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03934
Page: 0743

Result 10

id: 05008013
Tag: 05008013
Tax Unique Id: 4645431
Owner Name 1: LEE, PERCY Y
Owner Name 2: LEE, JOYCE C
Mail Address 1: 2149 SHOTWELL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 02001
Page: 0623

Result 11

id: 05008026
Tag: 05008026
Tax Unique Id: 4699516
Owner Name 1: BRANNAN, ANN MARCELLE
Owner Name 2:
Mail Address 1: 703 E MAIN ST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-2625
Book:
Page:

Result 12

id: 05008024
Tag: 05008024
Tax Unique Id: 4679226
Owner Name 1: GRIGGS, CHARLEY C JR
Owner Name 2: GRIGGS, AMY W
Mail Address 1: 209 SHADY HOLLOW LN
Mail Address 2:
Mail Address 3: GARNER, NC 27529-5096
Book: 03733
Page: 0283

Result 13

id: 05037011
Tag: 05037011
Tax Unique Id: 4690958
Owner Name 1: EAST VILLAGE INVESTMENTS
LLC
Owner Name 2:
Mail Address 1: 227 E FRONT ST
Mail Address 2:
Mail Address 3: NEW BERN, NC 28560-2145
Book: 04099
Page: 0330

Result 14

id: 05037009T
Tag: 05037009T
Tax Unique Id: 4636658
Owner Name 1: WBB LLC
Owner Name 2:
Mail Address 1: 132 CITATION LANE
Mail Address 2:
Mail Address 3: SMITHFIELD, NC 27577-0000
Book: 03322
Page: 0198



*** DISCLAIMER ***

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

Result 15

id: 05037009Q

Tag: 05037009Q

Tax Unique Id: 4690934

Owner Name 1: UNITED STATES POSTAL
SERVICE

Owner Name 2:

Mail Address 1: 3980 DEKALB TECH.
PARKWAY S240

Mail Address 2:

Mail Address 3: ATLANTA, GA 30340-2778

Book: 01632

Page: 0163

May 28, 2017

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: June 12, 2017

Meeting Time: 6:00 pm

Meeting Location: 328 E. Main Street, 2nd floor conference room

Type of Application: Rezoning Application

Project/proposal property address: 800 E. Main Street, Clayton

Description of project/proposal: Applicant is requesting re-zoning of existing building at 800 E. Main Street from B-3 to B-1, Central Business District. Proposed use will change from an auto-parts/storage building to a restaurant/special event facility.

At a minimum, the following will be available for your inspection at the Neighborhood Meeting:

1. A copy of the project application. 2. A map at a scale that is appropriate to the project and shows neighboring properties and roads. 3. 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 919-422-4704. You may also contact the Planning Department at 919-553-5002.

Sincerely,

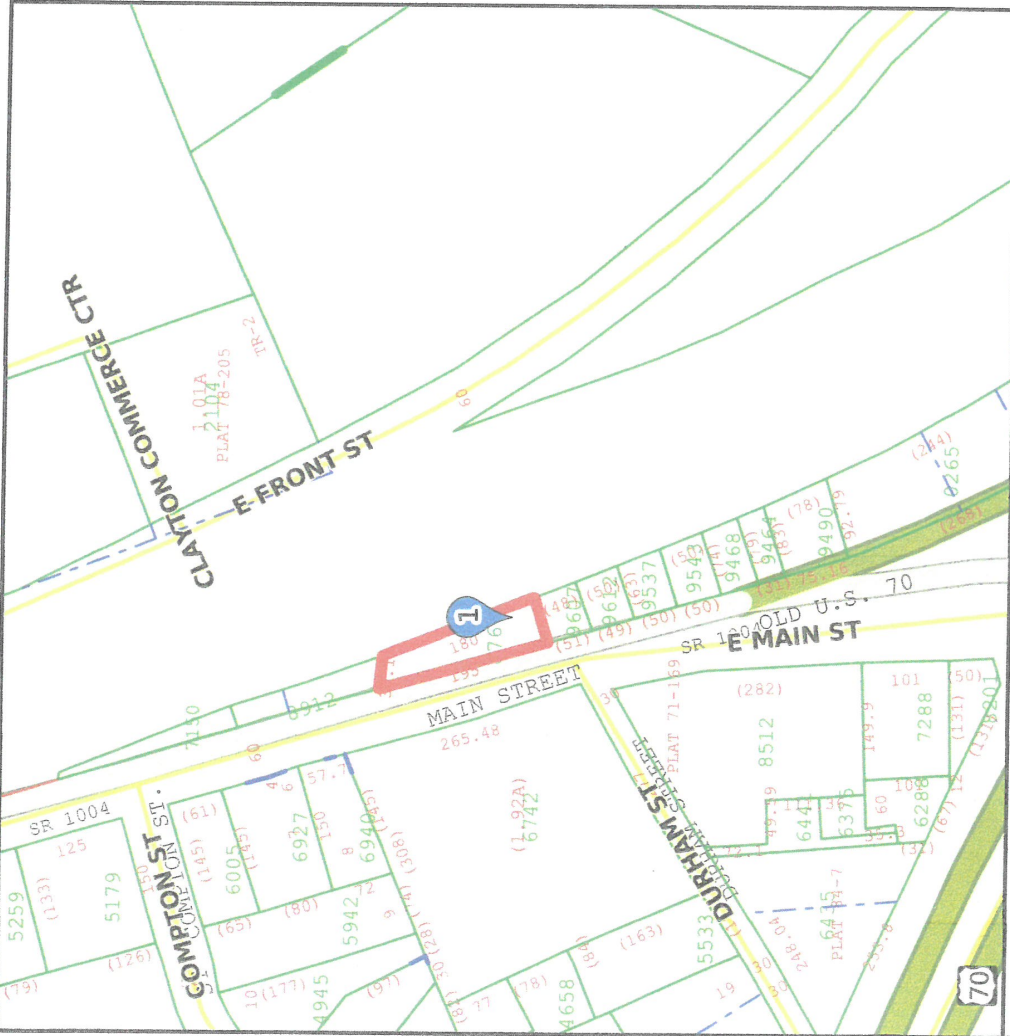
Lipscomb, LLC

Cc: Town of Clayton Planning Dept.



*** DISCLAIMER ***

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



Result 1

id: 05008071
Tag: 05008071
Tax Unique Id: 4628056
NCPin: 166806-29-8767
Mapsheet No: 166806
Owner Name 1: LIPSCOMB LLC
Owner Name 2:
Mail Address 1: 3407 BARBER MILL RD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8574
Site Address 1:
Site Address 2:
Book: 04800
Page: 0512
Market Value: 83570
Assessed Acreage: 1
Calc. Acreage: 0.19
Sales Price: 90000
Sale Date: 2016-07-21



Scale: 1:2150 - 1 in. = 179.15 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 26, 2017

TOWN OF CLAYTON
REZONING AMENDMENT
CONSISTENCY AND REASONABLENESS STATEMENT

2017-81-RZ
800 E Main St, rezoning

The Town Council of the Town of Clayton hereby states:

Section 1: The above referenced zoning amendment IS CONSISTENT with:

The Town of Clayton's Comprehensive Plan, specifically:

- LU1.1 – Encourage development that is consistent with the Future Land Use Map
- LU1.3 – Encourage nonresidential land uses to support Neighborhood and Community Centers.

Section 2: Based upon information presented at the public hearings and by the applicant, and based upon the recommendations and detailed information developed by staff and the Planning Board contained in the staff report, and considering the criteria applicable sections of the Unified Development Code of the Town of Clayton, specifically **(insert specifics to case)**

That the proposed rezoning will allow the orderly use of the property consistent with surrounding uses and the Future Land Use Map

the above referenced zoning amendment is reasonable and in the public interest.

PUBLIC NOTICE

In accordance with NC GS 160A-384, the Clayton Town Council will hold a public hearing on Monday, August 7, 2017, at 6:30 PM at Town Hall, 111 East Second Street, to consider rezoning request 2017-81-RZ for parcel number(s) 166806-29-8767; address is 800 E Main Street. The requested change is from Highway Business (B-3) to Central Business (B-1).

The Clayton Town Council reserves the right to approve the request as presented or any portion of the request without necessity of withdrawal or modification of the application or additional public hearing on the matter. Likewise, the Town Council may designate approval to the district requested or another district or districts without modification of the request or additional public hearing.

This is an open meeting and the public is invited to attend.

Jay McLeod, Planner
919-553-5002

The Clayton News Star

Please advertise on the following dates:

July 26, 2017

August 2, 2017

Affidavit of publication required.



Town Council Agenda Cover Sheet

Meeting Date

July 17, 2017

Agenda Location

Items Scheduled for Regular Meeting

Item Title

2017-102-OA, Lot Size Amendment (R-E, Residential-Estate), Ordinance Amendment

Presenter (Name & Title)

Planning Dept.

Summary/Description

Proposed modification to the minimum lot size and (associated maximum density) for public water & septic lots in the Residential-Estate zoning district.

Requested Action

Set Public Hearing for August 7, 2017.

Additional Documents To Be Included in Agenda Packet

Application
Staff Report
Lot Size Review
Proposed Code Revision (in strikethrough/underline format)
Planning Board Recommendation
Statement of Consistency



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

ORDINANCE AMENDMENT APPLICATION

Pursuant to Article 7, Section 155.703 of the Unified Development Code, the Town Council, Board of Adjustment, Planning Board, Planning Director, or the general public may petition the Town Council to amend the Code of Ordinances.

Application Fee: TBD

Advertisement Fee: \$100.00

All fees are due when the application is submitted.

AMENDMENT INFORMATION

Project Name: Avery Farm Lot size (R-E) Amendment
Existing title of Code Section(s): General Use Districts(Conventional Subdivision Standards)(Dimensional Standards)
Code Section Number(s): 155.203(G)(6)

APPLICANT/CONTACT INFORMATION

Applicant: Adams & Hodge Engineering, PC
Mailing Address: 335 Athletic Club Boulevard, Clayton, NC 27527
Phone Number: 919-736-7278 Fax: N/A
Contact Person: Donnie Adams
Email Address: donnie@adamsandhodge.com

DESCRIPTION OF REQUESTED CHANGES

Please provide a general justification of the requested ordinance amendment. Attach additional sheets if necessary.

This ordinance adjustment is an effort to bring the dimensional standards for the
R-E zoning more into alignment with local and county standards in regard to a minimum
lot size for a single family residential lot that is serviced by public water and individual
septic systems. Min. Lot size 25,000k for public water & septic lots

FOR OFFICE USE ONLY		
Date Received: <u>JUN 09 2017</u>	Amount Paid: <u>N/A</u>	File Number: <u>2017-102-0A</u>
Version 05/10/18 TOWN OF CLAYTON PLANNING DEPARTMENT		town initiated

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany this application for it to be deemed complete.

To be completed by the applicant:	Yes	N/A	For staff use only:		
Submit 9 copies of all materials unless otherwise noted or directed by staff			Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: _____	☐				
2. Review Fee and Advertisement Fee	☐				
3. Completed application	☐				
4. A bound strikethrough/underline copy of the Code section(s) proposed for revision	☐				
5. A bound "clean" copy of the Code section(s) proposed for revision	☐				

APPROVAL CRITERIA

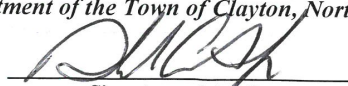
All applications for Ordinance Amendment must address the following criteria:

- The extent to which the proposed text amendment is consistent with the remainder of the chapter, including specifically, any purpose and intent statements.
The proposed amendment is consistent in that the only change is the
Minimum square footage for a lot serviced by public water & individual septic systems
- The extent to which the proposed text amendment represents a new idea not considered in the existing chapter, or represents a revision necessitated by changing circumstances over time.
The proposed text amendment does not represent a new idea, it simply reduces the
Minimum square footage requirement for a lot serviced by public water & individual
septic systems
- Whether or not the proposed text amendment corrects an error in the chapter.
This proposed text amendment does not correct an error in the chapter, it is a revision
To minimum square footage requirements
- Whether or not the proposed text amendment revises the chapter to comply with state or federal statutes or case law.
This proposed text amendment does not revise the chapter to comply with state or federal
Statutes or case law, it is a revision to minimum square footage requirements

APPLICANT AFFIDAVIT

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

Donnie Adams, PE
Print Name


Signature of Applicant

06/09/2017
Date

Table 2-2 Conventional Subdivision Regulations

Conventional Subdivision Standards															
Zoning District	Unit type	Lot Standards					Density (dwelling units/acre)	Minimum Setbacks (ft.)				Building Standards			
		Min. Site Area (acres)	Min. Parcel Size (sq. ft.)	Min. lot area (sq. ft.)	Min. lot width (ft.)	Max. lot coverage (%)		Max. impervious surface (%)	Front	Side Interior	Side Street	Rear	Max. height (ft.)	Min. dwelling unit Size (sq. ft)	Accessory structures
R-E	Single Family with water and sewer	-	-	20,000	80	35	2	50	35	15	25	30	35	1,400	See § 155.308
	Single Family with well and septic	-	-	40,000	100	35	1	50	35	15	25	30	35	1,400	
	Single Family with public water and septic			30,000	80	35	1	50	35	15	25	30	35	1,400	
R-10	Single Family	-	-	10,000	70	35	4	50	30	10	20	25	35	1,100	See § 155.308
	Zero Lot Line	-	-	10,000	70	35	4	50	30	0	20	25	35	1,100	
	Alley Loaded	-	-	10,000	70	35	4	50	30	10	10	25	35	1,100	
	Two Family	Set by Special Use Process	12,000	Set by Special Use Process											
		Townhouse (2 units)			12,000										
	Townhouse (3+units)			20,000											
	Apartments			20,000											
R-8	Single Family	-	-	8,000	60	35	5	55	25	10	15	25	35	1,100	See § 155.308
	Zero Lot Line	-	-	8,000	60	35	5	55	25	0	15	25	35	1,100	
	Alley Loaded	-	-	8,000	60	35	5	55	15	10	15	25	35	1,100	
	Two Family	Set by Special Use Process	10,000	Set by Special Use Process											
		Townhouse (2 units)			10,000										
	Townhouse (3+units)			20,000											

Table 2-2 Conventional Subdivision Regulations

Conventional Subdivision Standards															
Zoning District	Unit type	Lot Standards					Density (dwelling units/acre)	Minimum Setbacks (ft.)				Building Standards			
		Min. Site Area (acres)	Min. Parcel Size (sq. ft.)	Min. lot area (sq. ft.)	Min. lot width (ft.)	Max. lot coverage (%)		Max. impervious surface (%)	Front	Side Interior	Side Street	Rear	Max. height (ft.)	Min. dwelling unit Size (sq. ft)	Accessory structures
R-E	Single Family with water and sewer	-	-	20,000	80	35	50	2	35	15	25	30	35	1,400	See § 155.308
	Single Family with well and septic	-	-	40,000	100	35	50	1	35	15	25	30	35	1,400	
	Single Family with public water and septic			30,000 25,000	80	35	50	1	35	15	25	30	35	1,400	
R-10	Single Family	-	-	10,000	70	35	50	4	30	10	20	25	35	1,100	See § 155.308
	Zero Lot Line	-	-	10,000	70	35	50	4	30	0	20	25	35	1,100	
	Alley Loaded	-	-	10,000	70	35	50	4	30	10	10	25	35	1,100	
	Two Family	Set by Special Use Process	12,000	Set by Special Use Process											
	Townhouse (2 units)		12,000												
R-8	Townhouse (3+units)		20,000	Set by Special Use Process											
	Apartments	20,000													
	Single Family	-	-	8,000	60	35	55	5	25	10	15	25	35	1,100	See § 155.308
	Zero Lot Line	-	-	8,000	60	35	55	5	25	0	15	25	35	1,100	
	Alley Loaded	-	-	8,000	60	35	55	5	15	10	15	25	35	1,100	
	Two Family	Set by Special Use Process	10,000	Set by Special Use Process											
	Townhouse (2 units)		10,000												
Townhouse (3+units)		20,000													



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
June 26, 2017*

STAFF REPORT

Application Number: 2017-102-OA
Project Name: Lot Size Minimum (R-E) Amendment
(Ordinance Amendment)

Applicant: Town

Public Noticing:

- Newspaper ad to be published July 26 & August 2

REQUEST: Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to minimum lot size for public water and septic lots in the Residential-Estate (R-E) zoning district.

SECTIONS PROPOSED FOR AMENDMENT:

The following sections of Title XV, Chapter 155 are proposed for amendment:

- 203, Tables 2-2: Conventional Subdivision Regulations, and 2-3: Open Space Subdivision Regulations

STAFF ANALYSIS AND COMMENTARY:

Overview

The proposed amendment would adjust the minimum lot size requirement for public water and septic lots in the Residential-Estate (R-E) zoning district from 30,000sqft to 25,000sqft. This will not change the amount of land or physical soil characteristics necessary for installation of a septic system (which is regulated by the County Environmental Health Dept.), but will allow the size of a public water and septic lot to be more in tune with the potential physical restrictions of the site, instead of the more arbitrary 30,000sqft requirement. Reducing the minimum lot size for these lots would not entitle them to a 25,000sqft lot if the soils and physical conditions of the site required more land for purposes of proper septic system function.

Single Family Residential lot (R-E)	Minimum lot size (current), sqft	Minimum lot size (proposed), sqft
Public water and sanitary sewer	20,000	20,000
Public water and septic	30,000	25,000
Private well and septic	40,000	40,000

Page 1 of 3

Additional minor changes are also proposed to facilitate the correct mathematical treatment of density in the Residential-Estate zoning district. Maximum allowed density is carried to the tenths place (rounded down), which is more accurate for determining maximum number of dwelling units per acre.

An analysis of lot sizes for septic subdivisions is included as an attachment to this staff report. Some of these subdivisions were approved by the County, and subsequently annexed or brought into the Town's ETJ, while others were approved by the Town under the current regulations. The analysis shows that it is rare for subdivisions with well-drained soils to need 30,000 sq ft per lot other than for regulatory purposes. This suggests that a reduction to 25,000 sq.ft. minimum lot size for septic subdivisions would not compromise their performance, or the integrity of the zoning district. In fact a reduction below the artificial 30,000 sq.ft. floor might even make better use of other town resources (land, roads, water lines, etc.).

Approval Criteria:

- **Consistency with remainder of the Chapter**
The request is consistent with the remainder of Chapter 155.
- **Novelty of the request**
The request does not introduce overly novel changes to the Code.
- **Correction of existing errors**
n/a.
- **Compliance with state or federal statutes or case law**
The request is consistent with all known state, federal, and case laws.

CONSIDERATIONS

- The Planning Board shall make a recommendation to Town Council. The Town Council shall make a final decision regarding revisions to the Town Code.

STAFF RECOMMENDATION:

Staff is recommending approval.

CONDITIONS:

Staff has no recommendation of Conditions.

ATTACHMENTS:

- 1) Application

- 2) Draft Ordinance Amendment, in strikethrough/underline.
- 3) Lot size analysis

Column1	Column2	Column22	Column3	Column4	Column5	Column6	Column7	Column10
Research on proposed lot size amendment for R-E septic subdivisions								
Neighborhood	Town Limits or ETJ	Original approving body	Water source	Min. lot size	Avg. lot size	Original land cover type	Year of construction (general est.)	Notes
Warrick Park	Town Limits	Town	public	25,000	35,060	farmland	2017	Directly adjacent to Fieldstone
Avery Farm (proposed)	Town Limits	in-process (Town)	public	25,000	34,848	farmland	2018	
Hannah's Creek	ETJ	County / Town	public	21,370	33,430	farmland	2009	
Fieldstone	ETJ	County	private well	37,664	45,218	farmland	1993	Directly adjacent to Warrick Park
Lakewood Acres	ETJ	County	private well	17,947	25,120	unk.	1975	
Coxwoods	ETJ	County	public	38,811	45,590	woodlands	1989	Directly adjacent to Umstead
St. Johns Woods (Phase 1 & 2)	ETJ	County	public	25,200	44,479	unk.	2013	
St. Johns Woods (Phase 3)	ETJ	Town	public	25,002	29,063	woodlands	2017	
Rhodes (Farm) Estates	ETJ	Town	public	30,000	46,003	farmland	2017	
Old Fields	ETJ	Town	public	21,586	34,450	unk.	2015	
Walden Woods	Town Limits	Town	public	31,776	58,820	woodlands	1989	
Cassedale	Town Limits	Town	public	22,958	35,837	unk.	2007	Adjacent to Smithridge Estates
Smithridge Estates	ETJ	County	private well	35,207	63,855	unk.	1985	Adjacent to Cassedale

TOWN OF CLAYTON
ORDINANCE AMENDMENT
CONSISTENCY AND REASONABLENESS STATEMENT

Residential-Estate (R-E) Minimum Lot Size, Ordinance Amendment
(2017-102-OA)

The Town Council of the Town of Clayton hereby states:

Section 1: The above referenced ordinance amendment IS CONSISTENT with:

The Town of Clayton's Comprehensive Plan, specifically:

- LU1: Preserve Clayton's small town character while allowing for growth and development in appropriate areas
- H1: Encourage a range of housing types and lot sizes that meets the needs of various income levels, family sizes, and ages

The Town of Clayton's Unified Development Code, specifically:

- §155.102 "Purpose": Promotion of the health safety, morals, and general welfare, secure safety from panic, fire, and other dangers, provide adequate light and air, prevent overcrowding, avoid undue concentration of population, preserve the character of development, and facilitate adequate public infrastructure, including sewerage, water, parks, and other public facilities.

Section 2: Based upon information presented at the public hearings and by the applicant, and based upon the recommendations and detailed information developed by staff and the Planning Board contained in the staff report, and considering the criteria applicable sections of the Unified Development Code of the Town of Clayton, specifically **(insert specifics to case)**

that the proposed ordinance amendment will allow orderly and quality subdivision and development not inconsistent with the intent of the Residential-Estate zoning district, and is in accordance with the stated purpose for that regulation as outlined in the Unified Development Code, including the protection of the health, safety, and welfare of the people of the town,

the above referenced ordinance amendment is reasonable and in the public interest.

Table 2-2 Conventional Subdivision Regulations

Conventional Subdivision Standards																
Zoning District	Unit Type	Lot Standards							Density (dwelling units / acre)	Minimum Setbacks (ft.)				Building Standards		
		Min. Site Area (Acres)	Min. Parcel Size (sq. ft.)	Min. Lot Area (sq. ft.)	Min. Lot Width (ft.)	Max Lot Coverage (%)	Max Impervious Surface (%)	Front		Side Interior	Side Street	Rear	Max. Height (ft.)	Min. Dwelling Unit Size (sq. ft)	Accessory Structures	
R-E	Single Family with <u>public</u> water and sewer	--	--	20,000	80	35	50	<u>22.1</u>	35	15	25	30	35	1,400	See §155.308	
	Single Family with public water and septic	--	--	30,000 <u>25,000</u>	80	35	50	<u>11.7</u>	35	15	25	30	35	1,400		
	Single Family with well and septic	--	--	40,000	100	35	50	<u>11.0</u>	35	15	25	30	35	1,400		
R-10	Single Family	--	--	10,000	70	35	50	4	30	10	20	25	35	1,100	See §155.308	
	Zero Lot Line	--	--	10,000	70	35	50	4	30	0	20	25	35	1,100		
	Alley Loaded	--	--	10,000	70	35	50	4	30	10	10	25	35	1,100		
	Two Family		12,000	Set by Special Use Process												
	Townhouse (2 units)		12,000													
	Townhouse (3+ units)		20,000													

Article 2 / Zoning Districts
§155.203 General Use District Standards

	Apartments		20,000												
R-8	Single Family	--	--	8,000	60	35	55	5	25	10	15	25	35	1,100	See §155.308
	Zero Lot Line	--	--	8,000	60	35	55	5	25	0	15	25	35	1,100	
	Alley Loaded	--	--	8,000	60	35	55	5	15	10	15	25	35	1,100	
	Two Family		10,000	Set by Special Use Process											
	Townhouse (2 units)		10,000												
	Townhouse (3+ units)		20,000												
	Apartments		20,000												
R-6	Single Family	--	--	6,000	50	35	60	7	20	6	10	20	35	960	See §155.308
	Zero Lot Line	--	--	6,000	50	35	60	7	20	0	10	25	35	960	
	Alley Loaded	--	--	6,000	50	35	60	7	10	6	10	25	35	960	
	Two Family		8,000	Set by Special Use Process											
	Townhouse (2 units)		8,000												
	Townhouse (3+ units)		20,000												
	Apartments		20,000												

Notes	
1	Minimum dwelling unit size = total heated square footage
2	Manufactured homes and manufactured home parks shall meet the minimum requirements set forth in UDC §155.301 (F) and (G)
3	In no instance shall the area of a residential lot be less than the size determined to be adequate by the County Health Department after soil and ground water table investigations have been made.
4	A minimum of 1,245 square feet of Recreation and Open Space is required per unit for Single Family, Zero Lot Line and Alley Loaded units.
5	Public water and sewer is required in the R-10, R-8 and R-6 Zoning Districts. Within Town limits, connection to public water and sewer is also required for lots contiguous to existing service.
6	Lots using a zero side interior setback for one lot line are required to double the side interior setback requirement established for a single family unit for the opposite lot line.
7	In the R-10 and R-8 Zoning Districts, townhouse parcels, apartment parcels, and upper story residential shall not exceed a density of 10 dwelling units per acre.
8	In the R-6 Zoning District, townhouse parcels, apartment parcels, and upper story residential shall not exceed a density of 12 dwelling units per acre.

Table 2-3 Open Space Subdivision Regulations

Open Space Subdivision Standards															
Zonin g Distric t	Unit Type	Lot Standards						Density (dwellin g units / acre)	Minimum Setbacks (ft.)				Building Standards		
		Min. Site Area (Acres)	Min. Parcel Size (sq. ft.)	Min. Lot Area (sq. ft.)	Min. Lot Width (ft.)	Max Lot Coverag e (%)	Max Impervious Surface (%)		Front	Side Interior	Side Stree t	Rear	Max. Height (ft.)	Min. Dwelling Unit Size (sq. ft)	Accessor y Structur es
R-E	Single Family	10	--	12,000	48	35	50	<u>33.7</u>	21	9	15	18	35	1,400	See §155.308
R-10	Single Family	10	--	8,000	50	35	50	5	25	6	15	15	35	1,100	See §155.308
	Zero Lot Line	10	--	8,000	50	35	50	5	25	0	15	15	35	1,100	
	Alley Loaded	10	--	6,000	42	35	50	7	15	5	10	15	35	960	
	Two Family	10	12,000	12,000	75	35	50	3	25	6	15	15	35	960	See §155.308
	Townhouse (2 units)	10	12,000	6,000	42	35	50	3	25	6	15	15	35	960	
	Townhouse (3+ units)	10	20,000	4,000	25	35	50	10	25	15	15	15	35	700	
	Apartments	10	20,000	--	--	35	50	10	25	15	15	15	35		
R-8	Single Family	10	--	6,000	42	35	55	7	20	6	10	15	35	960	See §155.308
	Zero Lot Line	10	--	6,000	42	35	55	7	20	0	10	15	35	960	

Article 2 / Zoning Districts
§155.203 General Use District Standards

	Alley Loaded	10	--	4,800	40	40	55	9	10	5	10	15	35	960	
	Two Family	10	10,000	9,000	65	40	55	4	20	6	10	15	35	700	
	Townhouse (2 units)	10	10,000	4,800	40	40	55	9	20	6	10	15	35	700	
	Townhouse (3+ units)	10	20,000	3,000	21	40	55	10	20	--	10	15	35	700	
	Apartments	10	20,000	--	--	40	55	10	15	10	15	20	35		
Notes															
1	Minimum dwelling unit size = total heated square footage														
2	Minimum dwelling unit size for multi-family is a per unit minimum														
3	Manufactured homes and manufactured home parks shall meet the minimum requirements set forth in UDC §155.301 (F) and (G)														
4	In no instance shall the area of a residential lot be less than the size determined to be adequate by the County Health Department after soil and ground water table investigations have been made.														
5	A minimum of 1,245 square feet per unit of public Recreation and Open Space is required in the R-E Zoning District														
6	A minimum of 12.5% of the total site acreage is required to be Recreation and Open Space in all Open Space Subdivisions.														
7	Public water and sewer is required in all residential Zoning Districts.														
8	Lots using a zero side interior setback for one lot line are required to double the side interior setback requirement established for a single family unit for the opposite lot line.														
9	In the R-10 and R-8 Zoning Districts, townhouse parcels, apartment parcels, and upper story residential shall not exceed a density of 10 dwelling units per acre.														
10	The minimum building separation for townhouse parcels and apartment parcels is 20 feet.														

PUBLIC NOTICE

In accordance with NC GS 160A-364, the Clayton Town Council will hold a public hearing on Monday, August 7, 2017, at 6:30 PM in the Council Chambers at the Clayton Center, 111 E Second Street, to consider amendments to the Unified Development Code. Copies of the proposed amendments are available in the Planning office and the Town Clerk's office for review by the public. The following sections of Title XV, Chapter 155 are proposed for amendment:

- Section 203, Tables 2-2 and 2-3, relating to minimum lot size in the Residential-Estate (R-E) zoning district

The public is invited to attend.

Jay McLeod, Planning Dept.
919-553-5002

Clayton News Star

Please advertise on the following dates:

Wednesday, July 26, 2017
Wednesday, August 2, 2017

Affidavit of publication required.

An Ordinance To Allow the Sale of Alcoholic Beverages Before Noon on Sundays at Licensed Premises

WHEREAS, on June 29, 2017, the North Carolina General Assembly enacted Senate Bill 155, entitled "An Act to Make Various Changes to the Alcoholic Beverage Control Commission Laws"; and

WHEREAS, Section 4 of Ratified Senate Bill 155 authorizes city and county governments to adopt an ordinance to allow alcohol sales beginning at 10 am on Sundays; and

WHEREAS, Ratified Senate Bill 155 was signed into law by Governor Roy Cooper on the 30th day of June, 2017 and became effective on that date (Session Law 2017, Chapter 87); and

WHEREAS, by enacting Senate Bill 155, North Carolina joins 47 other States in allowing alcohol service before noon on Sunday; and

WHEREAS, Sunday morning alcohol service will allow the hospitality community and retail merchants in our community to meet the needs of their customers; and

WHEREAS, Sunday morning alcohol service will benefit our small business community, bring people into business districts earlier in the day, and generate increased tax revenues; and

WHEREAS, our community has a diverse and growing population with different religious beliefs, each of which has various times and multiple days for worship;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of Clayton, North Carolina that:

Section 1. Pursuant to the authority granted by S.L. 2017-87 any establishment located in the corporate limits of Clayton and holding an ABC permit issued pursuant to G.S. 18B - 1001 is permitted to sell beverages allowed by its permit beginning at 10 A.M. on Sundays.

Section 2. All laws and clauses of law in conflict herewith are repealed to the extent of any such conflict.

Section 3. This ordinance is effective on the date of adoption.

Duly adopted this 7th day of August, 2017 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk