



**The Town Of Clayton
Regular Town Council Meeting Agenda
Tuesday, September 6, 2016 @ 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

- July 18, 2016 - Regular Session
- August 15, 2016 - Regular Session
- August 15, 2016 - Closed Session

[July 18 2016 DRAFT Minutes](#)

[August 15, 2016 DRAFT Minutes](#)

b. 2016 Constitution Week Proclamation Request

[Cover - Constitution Week Proclamation Request](#)

[Constitution Week Proclamation](#)

c. Warranty and Easement Acceptances:

Warranty Acceptance - Public Water

- Edward Jones Site & Glen Haven

Warranty Acceptance - Public Utilities

- Sheetz Highway 70 & Rose Street

Warranty Acceptance - Public Water, Sewer & Associated Storm Drainage
Utilities & All Pertinent Easements

- RWAC, Ravens Ridge 8C1 & 8C2

Warranty Acceptance - Asphalt

- RWAC, Ravens Ridge 8C1 & 8C2

[Warranty Acceptance - Edward Jones Site & Glen Haven](#)

[Warranty Acceptance - Sheetz Hwy 70 & Rose](#)

[Warranty Acceptance - RWAC Ravens Ridge 8C1 and 8C2](#)

[Warranty Acceptance Asphalt - RWAC Ravens Ridge 8C1 and 8C2](#)

- d. Recommendation for Appointment - Parks & Rec Advisory Board
[Cover - Recommendation for Appointment to Parks & Rec. Advisory Application - M. Kornegay](#)
- e. CDDA Christmas Village & Tree Lighting
[Cover - CDDA Christmas Village & Tree Lighting 2016-14 - Christmas Village and Tree Lighting - 12-1-2016 Resolution #2016-32 - Christmas Village Street Closures](#)
- f. Weatherization Loan Program
[Cover - Weatherization Loan Program Weatherization Loan Program](#)

POTENTIAL ACTION: Approval of Consent Agenda as Presented

4. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Recognition of Bob Ahlert, Recipient of NC Public Power LIFETIME Achievement Award
Presenter: Stacy Beard, Public Information Officer
- b. Charcot Marie Tooth Proclamation Request
Presenter: Margaret Lee
[Proclamation - Charcot Marie Tooth](#)

POTENTIAL ACTION: Place on September 19, 2016 Consent Agenda

5. PUBLIC HEARINGS

- a. Rezoning 2016-121-RZ - Performance Glass
Presenter: Jay McLeod, Senior Planner
[Cover - Rezoning 2016-121-RZ Performance Glass Application - Performance Glass - Rezoning 2016-121-RZ Staff Report - Performance Glass - Rezoning 2016-121-RZ Staff Map - Performance Glass - Rezoning 2016-121-RZ Neighborhood Meeting Materials - Performance Glass - Rezoning 2016-121-RZ Newspaper Ad - Performance Glass 2016-121-RZ Ordinance - Performance Glass Rezoning 2016-121-RZ Motion Form - Performance Glass - Rezoning 2016-121-RZ](#)

POTENTIAL ACTION: Adoption Ordinance #2016-09-01

6. OLD BUSINESS

7. NEW BUSINESS

- a. Sewer Easements Requests - NC 42 E Planned Development

Presenter: Planning Department
[Cover - Sewer Easement Request](#)
[Sewer Easement - NC 42 E PDD Plan](#)

POTENTIAL ACTION: Authority to Allow Easements

8. STAFF REPORTS

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

9. OTHER BUSINESS

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

10. ADJOURNMENT



**The Town Of Clayton
Town Council Work Session Meeting Minutes
Monday, July 18, 2016 @ 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:

Nancy Medlin, Interim Town Manager
Kimberly Moffett, Town Clerk
Katherine Ross, Town Attorney
David DeYoung, Planning Director
Tim Simpson, Public Works Director
Jay McLeod, Senior Planner
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer
Ann Game, Customer Service Director

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

a)

Mayor McLeod called the meeting to order at 6:34 p.m. and led everyone in the Pledge of Allegiance and also offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

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

ACTION: Motion to Suspend Rule

Motion: Council Member Holder

Second: Council Member Lawter

Vote: Unanimous

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 6, 2016 Regular Session
- June 20, 2016, June 28, 2016 & July 11, 2016 Closed Sessions
(Provided under separate cover)

b) Warranty & Pertinent Easement Acceptances:

- Bristol Subdivision - Phase 1
- East Village Office Building
- RWAC 6D-1 - Alpine Valley

- Glen Laurel East - Phase 3
 - Summerlyn - The Meadows Phases 6&7
- c) Warranty Acceptance - Final Asphalt Pavement:
- Cobblestone - Phase 11A
 - Cobblestone - Phase 11B
- d) 2nd Supplemental Agreement - Sam's Branch Greenway

ACTION: Approval of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

- a) Warranty & Pertinent Easement Acceptances:
- Changers Ridge, Phase 3
 - Elegant Events & Planning
 - Parkview Subdivision, Phase 1

ACTION: Placed on August 1, 2016 Consent Agenda

Motion: Council Member
 Second: Council Member
 Vote: Unanimous

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Introduction New Town Employees
Presenters: Nancy Medlin, Interim Town Manager & Scotty Henley, Clayton Center Director
- Michael Tutwiler, GIS Technician
 - Sean Koenig, Facility Technician

Ms. Medlin introduced Michael Tutwiler who is a GIS Technician. He has been with the town for approximately 2 weeks and we are excited to have him as part of the team. He comes to the Town with 10 plus years of GIS experience. Mr. Tutwiler thanked the council for the opportunity to be part of the town. Council welcomed him.

Mr. Henley introduced Sean Koenig as part of the Clayton Center tribe. He is a facility technician who has a great deal of experience. He has been with the town on a part time basis for a year and a half. He said he was very excited to be a full time member of the town. Council welcomed him.

- b) Citizen Appreciation - East Clayton Town Park Beautification - Hubert & Judith Schmidt
Presenter: Stacy Beard, Public Information Officer

Ms. Beard provided information about two volunteers in the town who donate their time and experience to help maintain the beauty of East Clayton Town

Park. Mr. & Mrs. Hubert and Judith Schmidt have been helping to maintain the beauty of this park for years and were presented with Certificates of Appreciation. Council offered their appreciation for their dedication to this project.

- c) Recognition of Advanced Firefighter Certification to Deputy Fire Chief Jason Dean

Presenter: Stacy Beard, Public Information Officer

Ms. Beard provided information regarding this award, which is the highest certificate presented to any North Carolina Firefighter. Ms. Beard provided detailed information regarding the amount of time and training necessary for this certification. Chief Dean has been with the Clayton Fire Department since 2007. Mayor McLeod presented a plaque to Chief Dean and on behalf of the council offered his sincere thanks and appreciation for the dedication and time devoted to receiving this honor.

6 PUBLIC HEARINGS

- a) Umstead Subdivision Rezoning 2016-55-RZ

Presenter: Jay McLeod, Senior Planner

Mr. McLeod presented information regarding request to rezone this property of approximately 19. vacant acres located at the end of Gregory Drive, off of Amelia Church Road, south of the Wynston Subdivision. Request is to rezone from Residential-estate (R-E) to Residential-10 (R-10).

This request is compatible with the surrounding land use, is consistent with the 2040 comprehensive plan and the applicant has addressed all approval criteria. Approval is recommend by the Planning Board as well as staff.

Mayor McLeod noted this as a Public Hearing and asked anyone wishing to offer testimony to step forward.

Mr. Barnes who is with Dalton Engineering Association was present and stated he was happy to answer any questions regarding this application.

With no one further coming forward, the Public Hearing was closed at 6:53 p.m. and turned over to Council for their consideration.

ACTION: Adoption of Ordinance #2016-07-01

Motion: Mayor Pro Tem Grannis
Second: Council Member Thompson
Vote: Unanimous

- b) Umstead Subdivision - Major Subdivision 2016-54-SD

Presenter: Jay McLeod, Senior Planner

Attorney Ross provided information regarding types of testimony and evidence that can be presented and considered in a quasi-judicial matter.

Those wishing to offer testimony were administered the oath via affirmation by the Town Clerk

Mr. McLeod presented information regarding this item. Applicant is requesting approval to develop a total of 19.82 acres located adjacent to Amelia Church Road. Request to subdivide property into 42 single family residential lots. This is an in-fill parcel. This is compatible with surrounding land uses, consistent 2040 comprehensive plan and applicant has addressed the Findings of Fact. Mr. McLeod provided a visual of proposed project. One condition for approval is that any development on lot 42 would be contingent upon developer receiving proper permissions to get access and back to lot 42. A waiver is required to allow a slightly longer cul de sac length. Also a waiver for street connectivity is required.

Planning Board & Staff recommend approval with conditions as stated in staff report as well as required annexation into town. Also required is a Wastewater Allocation of 10,250 GPD.

There was additional discussion regarding lot #42 and condition regarding legal access. Council Member Lawter had a question regarding lot #38. Mr. McLeod stated that a condition was included regarding access and easement regarding permanent storm water and maintenance.

Mr. Jonathan Barnes, applicant came forward 446 E. Main Street, Clayton, stated he was assisting Umstead Partners with this project and stated he was present to answer any questions.

Mayor Pro Tem Grannis has what the intentions regarding lot #38 were. Mr. Barnes stated would contain the storm water management on the south side. Also questioned was concern brought up at neighborhood meeting regarding drainage ditch between lots #23 & #24. Mr. Barnes stated he did not anticipate any issues as they were not planning any changes to the current drainage patterns. All plans will need to be reviewed and approved by the county prior to any construction taking place. Mayor Pro Tem Grannis wanted to confirm that the riparian buffer would not be disturbed. Mr. Barnes stated they were not planning to disturb a vast majority of the buffer. They are planning on making a 20' utility easement but nothing further.

Mr. Nathan Evans who is developer/owner and addressed condition regarding lot #42. He stated he had no intention of building on lot #42. He did request that there be an exception regarding the condition regarding lot #42 that should the Looney's purchase said lot no access will need to be gained. Mr. DeYoung stated following would be added to Condition #8 "Lot 42 shall not be allowed to be subdivided unless purchased by an adjacent property.

With no one further coming forward, item was turned over to council for their deliberation.

ACTION: Approval of Wastewater Allocation - Resolution #2016-29

Motion: Mayor Pro Tem Grannis

Second: Council Member Holder
Vote: Unanimous

ACTION: Approval Major Subdivision - 2016-54-SD with Modified Conditions

Motion: Mayor Pro Tem Grannis
Second: Council Member Holder
Vote: Unanimous

ACTION: Motion for Approval of Waivers

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

- c) Archer Lodge Verizon Tower Special Use Permit - 2016-75-SUP
Presenter: Jay McLeod, Senior Planner

Ms. Ross provided information regarding evidence and testimony that could be considered in a quasi-judicial matter. Those wishing to offer testimony were issued the oath via affirmation by the Town Clerk.

Mr. DeYoung provided information regarding this request for a Special Use Permit to install a new 155' monopole Verizon telecommunications tower on the site located at 3654 East Covered Bridge Road. A consultant was engaged and as part of the requirement for new telecommunications facilities, application was required to perform a balloon test. This test was held on March 24. This project is consistent with the 2040 comprehensive plan and consistent with UDC. The applicant has addressed the Findings of Fact as required.

Ms. Susan Ripple who is with CityScape Consultants provided an overview of the project and stated that all materials are in order and there is an indication that a new facility is needed to fill in for an existing coverage gap. The tower will accommodate a total of 6 tenants. The applicant has met all requirements from the engineering aspect. Recommended conditions are included within the staff report.

Mr. McLeod stated the fire department had suggested conditions which are also made part of staff report.

The applicant, Tony Stewart from Crown Castle was present and stated he was available to answer any questions. He stated it will provide a great need for the community. He further stated a certified appraiser was present to answer any questions regarding property values.

Council Member Thompson had a question regarding screening, lighting and projecting into neighboring property. Mr. Stewart stated there would be no lighting at all on this tower.

Mayor Pro Tem Grannis asked about issues regarding property values. Mr. Dave Smith stated he had completed a comparison of other local areas and this type of cell tower and there was no adverse effect on property values.

With there being nothing further, the item was turned over to council for their deliberation at 7:30 p.m.

ACTION: Approval Special Use Permit 2016-75-SUP with Inclusion of Conditions as Presented in Staff Report

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

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

a) Recommendations for Appointment - Town Advisory Boards

Presenter: David DeYoung, Planning Director

- Steven Powers - Planning Board
- Bobby Bunn - Board of Adjustment

Interviews were completed by Town Clerk, Council Member Satterfield, Council Member Lawter and the Planning Director for current vacancies on both the Planning Board and the Board of Adjustment. It is recommended that Powers be appointed to a current vacancy on the Planning Board with term expiration of December 31, 2017 and Mr. Bunn to fill a current vacancy on the Board of Adjustment with a term expiration of December 31, 2016.

ACTION: Placed on August 1, 2016 Consent Agenda

b) Code of Ordinance Amendment - Chapter 50 - Acreage and Capacity Fees

Presenter: Tim Simpson, Public Works Director

Mr. Simpson, stated there was request to look at this section of our code and possibly modify to accommodate the collection of fees. Suggested revision was extension of terms by six months and changing/lowering of down payment requirement from 25% to 20%.

ACTION: Placed on August 1, 2016 Consent Agenda

c) Customer Service Policy Amendment - Returned Check Policy

Presenter: Ann Game, Customer Service Director

Ms. Game provided information regarding three simple additions. The first would be to ensure that all customers receive a copy regarding returned checks, the second would be that upon the return of a customer draft/check they would be a cash only customer going forward and the third change would be in alignment with the NC Statue regarding returned check fee from \$20 to \$25.

ACTION: Placed on August 1, 2016 Consent Agenda

d) First Street Tavern - Special Use Permit - 2016-88-SUP

Presenter: Jay McLeod, Senior Planner

Mr. McLeod provided information regarding request for Special Use Permit to operate a tavern in an existing building located within the B-1 zoning district. The building is located at 115 First Street. Applicant is proposing 32 seats, 9 parking spaces within the railroad right of way per the right of way agreement with the Town. Additionally Four Oaks Bank has agreed to allow use of their handicap parking space. Main entrance will be on First street and handicap access will be located in the back via an existing handicap ramp. Limited menu would be offered and retail space on second floor. Proposed use is consistent with comprehensive plan, is compatible with surrounding land use and applicant addressed Findings of Fact which were made part of staff report.

Planning Board recommended approval with conditions. Staff also recommends approval with conditions as listed in staff report. Staff does recommend that condition #5 be amended to be slightly more inclusive.

Mayor McLeod had question regarding handicap parking space agreement with Four Oaks Bank and hours of operation. There was discussion regarding ADA requirements of 1 handicap space per 25 spaces. Mr. DeYoung stated that are many shared handicap spaces, as an example, Horne Square. Mayor McLeod stated he had some concerns as did Council Member Satterfield. Mr. DeYoung shared information regarding town policy of shared parking spaces. Additionally Mr. DeYoung did address an area in front of the location that could be turned into a handicap space. He further stated that the owner of the building had some concern regarding the cost involved. Council Member Lawter had some concern regarding location of handicap space in Four Oaks and how accessible it might be. Council Member Thompson questioned whether there was not room in the right of way. Mr. DeYoung stated there was, however, it is gravel and handicap spaces are normally paved and there is no curbside parking at this location. Mr. DeYoung stated he would look into curbside parking, however, he had some concerns regarding the width of the road.

Mayor Pro Tem Grannis voiced concerns regarding food preparation and storage. Specifically items on the menu that need to be serve cold and concern regarding cooling procedures in place and contradictions within paperwork.. He also had concerns regarding updated plans not having been seen. Feels the applicant will have any issues to be addressed. Mr. DeYoung stated Appendix "B" is normally expected post approval.

Mayor McLeod stated he would like to see a cost analysis regarding handicap space.

ACTION: Set Public Hearing for August 1, 2016

8 ITEMS CONTINGENT FOR THE REGULAR MEETING

9 ITEMS REQUIRING ACTION

- a) The 2016 Shindig - October 8, 2016 - Presentation & Street Closure Request
Presenter: Mike Stojic- Earthplow Productions & Clayton Mid-Day Rotary

Mr. Stojic provided information regarding Shindig. He stated this festival has grown over the last few years and is expecting that trend to continue. He provided a proposed layout and requested that a small portion of Main Street from O'Neil to Fayetteville Street be closed. He shared information regarding the decision to drop Clayton from title, it is now just known as Shindig. This was to attract more folks from outside the area.

There was brief discussion regarding stage location and acoustics. Mr. DeYoung provided information regarding security damage deposits and proposed collection of same. He stated there was some damage that took place at Mondo Roots.

ACTION: Approval of Resolution #2016-27

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

- b) 2016 Harvest Festival - September 14 - 18, 2016 - Presentation & Street Closure Request

Presenter: James Lipscomb -Clayton Chamber of Commerce

Mr. Lipscomb, who is the chair of the Harvest Festival. He shared some of the changes that were scheduled for this year to including moving of the Squealin' on the Square event, location change of hospitality tent, vendor locations, kids corner to be located closer to carnival area and a higher end arts area to be located by the Wagner House. Mr. Lipscomb also stated Southland Car Club would be running the Car Show this year. Ms. Lloyd who is serving as the interim director for the Chamber stated she was very excited about the festival and expecting a record breaking crowd. Street closures were requested to include Main Street and Lombard Street.

ACTION: Approval of Resolution #2016-28

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

10 ITEMS FOR DISCUSSION

11 OLD BUSINESS

12 STAFF REPORTS

- a) Town Manager

Ms. Medlin stated one proposal has been received regarding RFP for 231 East Second Street. This will be brought back to council at August meeting with report.

- b) Town Attorney

Attorney Ross requested Closed Session pursuant to NC GS 143.318.11(a)(3) regarding pending/ potential litigation (Mimms)

- c) Town Clerk
- d) Other Staff

13 OTHER BUSINESS

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

14 CLOSED SESSION

- a) Pursuant to NCGS 143.318.11(a)(3).

ACTION: Enter into Closed Session at 8:23 p.m.

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

15 ADJOURNMENT

- a) Council returned from Closed Session at 9:04 p.m. With there being nothing further, the meeting was adjourned at 9:05 p.m.

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

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

July 18, 2016
Minutes



**The Town Of Clayton
Town Council Work Session Meeting Minutes
Monday, August 15, 2016 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

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

STAFF PRESENT:

Nancy Medlin, Interim Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Ann Game, Customer Service Director
David DeYoung, Planning Director
Jay McLeod, Senior Planner
Kaitlyn Russo, Downtown Development Coordinator
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer
Robert McKie, Finance Director

COUNCIL ABSENT:

Council Member Holder

1 CALL TO ORDER

- a) Mayor McLeod called the meeting to order at 6:33 p.m. Boy Scout Troop #124 of Horne Memorial United Methodist Church was present and led everyone in the Pledge of Allegiance. Mayor McLeod offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

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

ACTION: Motion to Suspend Rule

Motion: Mayor Pro Tem Grannis
Second: Council Member Thompson
Vote: Unanimous

- b) Ms. Medlin requested that a Closed Session be added pursuant to NCGS 143-318.11.(a)(3) regarding Mims litigation be added to the agenda.

3 CONSENT AGENDA

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

- a) Draft Minutes:
August 1, 2016 - Regular Session
August 1, 4, 5, & 8, 2016 - Closed Sessions

ACTION: Approval of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

- a) Warranty & Acceptance Public Water Utility
- Edward Jones Site & Glen Haven
- Warranty Acceptance - Public Utilities
- Sheetz Highway 708 & Rose Street
- Warranty Acceptance - Public Water, Sewer, Associated Storm Drainage Utilities & All Pertinent Easement
- RWAC, Ravens Ridge 8C1 & 8C2
- Warranty Acceptance - Asphalt
- RWAC, Ravens Ridge 8C1 & 8C2

ACTION: Placed on September 6, 2016 Consent Agenda

Motion: Council Member
Second: Council Member
Vote: Unanimous

- b) 2016 Constitution Week Proclamation Request
Presenter: Kimberly Moffett, Town Clerk

This is an annual request which was received from Mary Aker, who serves as the chair of the Constitution Week committee of the Bryan-Smith Chapter of the National Society of the Daughters of the American Revolution. If approved this proclamation will recognize September 17 - 23, 2016 as Constitution Week.

ACTION: Placed on September 6, 2016 Consent Agenda

- c) Recommendation for Appointment - Parks & Rec Advisory Board

Mr. Marty Kornegay recently applied and was interviewed for a current vacancy on the Parks & Recreation Advisory Board. It is recommended by both Larry Bailey, Parks and Recreation Director and Council Member Lawter that Mr. Kornegay be appointed with a term expiration of December 31, 2018.

ACTION: Placed on September 6, 2016 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Recognition Town of Clayton Parks & Recreation Tennis Team
Presenter: Stacy Beard, Public Information Officer

Ms. Beard provided information regarding this team and tournament. Members as well as coaches were in attendance and were presented with a Certificate of Appreciation. The council offered their thanks and appreciation for the dedication of the team.

- b) Recognition of Advanced Firefighter Certification to:

- Firefighter Joshua Holloman
- Firefighter Matthew Sutphin

Presenter: Stacy Beard, Public Information Officer

Ms. Beard provided information regarding this award, which is the highest award presented to North Carolina Firefighters. This will make the fourth presentation of this highly prestigious award for the Clayton Fire Department. Ms. Beard provided detailed information regarding criteria to receive this award which include many service and training hours. Captain Matthew Sutphin and Engineer Josh Holloman both received this honor. Mayor McLeod presented award plaques to both Capt. Sutphin and Engineer Holloman. On behalf of the town council and citizens of Clayton, he offered his sincere appreciation to the dedication of these men and their willingness and efforts to receive this honor.

6 PUBLIC HEARINGS

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

a) Weatherization Loan Program Restructure

Presenter: Ann Game

Ms. Game shared information regarding proposed changes to this program. The first change requested would be to the name of the program, which is currently known as the Electric Conservation Program. Request to change program name to Interest Free Energy Efficiency Loan Program. This change would clarify to residents what the program is. This program was originally adopted by council in 2002 and is designed to support the efforts of our residential electric customers in reducing energy consumption through operating efficiency in their homes. This program would offer zero interest with a 36 month payback period. Currently there are 10 customers utilizing the program and all have replaced heat pumps. The proposed updates include increasing the maximum borrowed from \$3,500 to \$5,000 and would allow for more than one qualifying project to be completed. Qualifying projects include heat pump replacement; high efficiency air conditioning units, hot water heater replacement, insulation, installation of energy efficient doors/windows and duct work repair/replacement. Mayor Pro Tem Grannis asked about requirements for qualifications. Ms. Game stated customer account must be in good standing, two quotes for proposed work must be received, if electric work is involved the electric department does a home visit and once work is completed, check is issued to customer. Customer is required to execute a promissory note as well as a confession of judgement. A confession of judgement can be taken to small claims court should there be a default. It should be noted that to date no one has ever defaulted and in fact some have been paid off early. Ms. Medlin stated this is a very positive program for both the town and customers and further stated this program is only open to residential electric customers and is only for owner/occupied dwelling, it is not available for rental properties.

ACTION: Place on September 6, 2016 Consent Agenda

- b) Rezoning - 2016-121-RZ - Performance Glass - 2840 NC Hwy 42W
Presenter: Jay McLeod, Senior Planner

Mr. McLeod, stated applicant is requesting to rezone parcel, which is currently split-zoned from Residential Estate (R-E) and Highway Business (B-3) to Highway Business(B-3). After this property was brought into the ETJ the property owners swapped a western portion of the parcel for a portion of the land to the north. Due to this the parcel lines changed, but the zoning for these portions did not which caused the split zoning. Applicant is requested parcel be rezoned to Highway Business so same zoning exists on entire parcel.

Required neighborhood meeting was held on June 3, 2016 with no one in attendance. Request is compatible with the surrounding land use, is consistent with the 2040 comprehensive plan and applicant has addressed rezoning approval criteria.

Planning Board and staff recommend approval of rezoning request.

ACTION: Set Public Hearing for September 6, 2016

- c) Special Events Policy
Presenter: David DeYoung, Planning Director

Mr. DeYoung provided history regarding this item which was previously presented to council. The goals of this proposed policy is to bring consistency to special events approval process and support, gain a better understanding of the amount of town resources that are consumed in support of special events, make better use of town resources, provide more focus to special event programming, create a limited cost recovery mechanism for non-town sponsored events. Currently there is a refundable deposit of approximately \$250 for damage. Following are the suggested classifications of events:

- Class A- requires **80 or more** staff hours OR will have **over 5,000**in attendance
Up to 6 Class A events per year with no more than two within 60 days of each other.
- Class B- requires **24 to 80** staff hours OR will have **up to 5,000**in attendance
Up to 10 Class B events per year with no more than two within 30 days of each other.
- Class C- requires **24 or less** staff hours OR will have **less than 500**in attendance
No more than 25 Class C events per year.
- Class R- Road Races/Walks
No more than two Class R events per neighborhood, park or greenway and no more than one per 30 days.

A proposed fee schedule was presented. Council Member Lawter confirmed that an event like the Harvest Festival would pay a fee of \$500. Mr. DeYoung stated that was correct. If the town sponsored or co-sponsored an event there would be no fee. Mayor Pro Tem Grannis asked about the current monthly meetings that are held to approve special events and wondered if that allowed enough time for events to be considered. Mr. DeYoung stated that is normally enough time, however, there are times that event organizers are

providing last minute information. Mayor Pro Tem Grannis stated he would like to see applicants in attendance at these meetings. There was a question regarding a denial of an event. Mr. DeYoung stated that should an event be denied by the special event committee, that event could come before the town council. There was concern regarding refunding fees. Mr. DeYoung stated there are no fees that are charged in advance, deposits are collected at the time it is known that the application is moving forward. Mayor Pro Tem Grannis had a concern regarding the amount of difference in fees between resident and non- residents. He would like to see perhaps an increase of 65-70%

Council Member Lawter questioned the amount of funds that would be generated if the proposed fees were implement. Mr. DeYoung stated it was not a lot, however, he felt it was important that applicants have skin in the game and help to eliminate frivolous events. Council Member Lawter stated he was conflicted. He stated he likes the process but doesn't feel we will recoup a great deal of money and has concerns about charging folks like the Alzheimer Group and Cooper Elementary Rocket Race. Discussion continued and Mr. DeYoung stated there are times when someone might be paying good money to have their wedding at the same time a group is holding a free event at Town Square and using up the parking spaces. There was further discussion regarding road races and the same neighborhoods being blocked off back to back weekends. The Mayor agreed it is an inconvenience for those folks.

It was consensus that this item will be brought back to council at the September 19, 2016 work session with some revision.

ACTION: Place on September 19, 2016 Work Session

- d) CDDA Christmas Village & Tree Lighting - December 1, 2016
- Requesting Closure of Streets from 5-9 p.m. to include NCDOT Streets
- Presenter:* Kaitlin Russo, Downtown Development Coordinator

Ms. Russo provided information regarding this event. This is an annual request and the event will be held on Thursday, December 1, 2016. Road closures were requested.

ACTION: Place on September 6, 2016 Consent Agenda

8 ITEMS CONTINGENT FOR THE REGULAR MEETING

9 ITEMS REQUIRING ACTION

- a) CDDA Movie Nights - August 26, September 23, & October 28, 2016
- Requesting Closure of Town Square and Parking Lot from 6-10 p.m.
- Presenter:* Kaitlin Russo, Downtown Development Coordinator

Ms. Russo stated there will be three movie nights this year with three different sponsors to include Zaxby's, Clayton Animal Hospital and Clayton Steakhouse. Requested closure of Town Square and Parking lot from 6:00 - 10:00 p.m. on August 26, September 23 and October 28, 2016.

ACTION: Approval of Closure of Town Square & Parking Lot

Motion: Mayor Pro Tem Grannis
Second: Council Member Thompson
Vote: Unanimous

- b) Issuance of Electric System Revenue Bond - Northside Substation
Presenter: Robert McKie, Finance Director

Mr. McKie provided background regarding this item and RFP. Mr. McKie recommends proposal from BB&T with 15 year term at 2.09% Gross savings will be slightly over \$930,000.

ACTION: Approval of Resolution # 2016-31

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

10 ITEMS FOR DISCUSSION

11 OLD BUSINESS

12 STAFF REPORTS

- a) Town Manager

- Ms. Medlin provided an update regarding town manager search. Currently the background check in process which should be completed within a week.
- Ms. Medlin provided a monthly Revenue/Expenditure Report. Ms. Medlin stated there is nothing to be concerned about.

- b) Town Attorney

- c) Town Clerk

- d) Other Staff

13 OTHER BUSINESS

- a) Informal Discussion & Public Comment

- b) Council Comments

14 CLOSED SESSION

- a)

Closed Session pursuant to NCGS 143-318.11.(a)(3) at 7:34 p.m.

Motion: Mayor Pro Tem Grannis
Second: Council Member Satterfield
Vote: Unanimous

15 ADJOURNMENT

a)

Council returned from Closed Session at 8:10 p.m.

With there being nothing further, the meeting was adjourned at 8:11 p.m.

Motion: Mayor Pro Tem Grannis
Second: Council Member Thompson
Vote: Unanimous

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Consent

Meeting Date:

September 6, 2016

ITEM TITLE:

2016 Constitution Week Proclamation Request

DESCRIPTION:

A request has been received by Mary Aker who serves as the Regent and Constitution Week Chairperson for the Smith-Bryan Chapter of the National Society Daughters of the American Revolution. 2016 Constitution Week will take place September 17 - 23, 2016.

POTENTIAL ACTION:

DEPARTMENT:

Administration

PRESENTER:

Kimberly Moffett, Town Clerk

ITEM HISTORY:

Date:

August 15, 2016

Action Taken:

Placed on September 6, 2016 Consent Agenda

Information Provided:

Proclamation

Date:

Action Taken:

Information Provided:

ROCLAMATION

Constitution Week 2016

Whereas, September 17, 2016 marks the two hundred and twenty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

Whereas, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

Whereas, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week;

NOW, THEREFORE, I, Jody McLeod, Mayor of the Town of Clayton on behalf of the Clayton Town Council, do hereby proclaim September 17 – September 23, 2016 be recognized as **CONSTITUTION WEEK** in Clayton.

Duly adopted this 6th day of September, 2016 while in regular session.

Jody L. McLeod

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

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
David DeYoung, Planning Director

Date: July 18, 2016

Subject: Edward Jones Site @ Glen Haven

Please place a warranty acceptance request for the subject public water utility on the next available agenda. Record drawings have been reviewed and accepted. Following acceptance, the utility will be subject to a one-year warranty period. Following expiration of 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: Dave DeYoung, Planning Director
Dwight Vernelson, Rivers & Associates

Date: August 1, 2016

Subject: Sheetz Store #596 @ Hwy. 70 & Rose Street

Please place a warranty acceptance request for the subject public utilities on the next available agenda. All punch list items have been addressed and record drawings have been accepted. Following acceptance, the utilities will be subject to a one-year warranty period. Following expiration of the warranty, a final inspection will be done with all deficient items corrected by the developer's contractor 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: Donnie Adams, DC Adams Engineering
David DeYoung, Planning Director

Date: August 1, 2016

Subject: RWAC, Ravens Ridge 8C1 & 8C-2

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 utilities will be subject to a one-year warranty period. Following expiration of the warranty, a final inspection will be done with 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: Donnie Adams, DC Adams Engineering
David DeYoung, Planning Director

Date: August 1, 2016

Subject: RWAC, Ravens Ridge 8C1 & 8C-2

The asphalt pavement has been installed within the subject phase. 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 with any faults corrected by the developer prior to final acceptance.



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Consent

Meeting Date:

September 6, 2016

ITEM TITLE:

Recommendation for Appointment - Parks & Rec Advisory Board

DESCRIPTION:

Mr. Marty Kornegay has applied and been interviewed with regard to the Parks & Recreation Advisory board. Following interview, it is recommended that he be appointed to a current vacancy on the board with a term expiration of 12/31/18

POTENTIAL ACTION:

DEPARTMENT:

Parks + Recreation

PRESENTER:

Larry Bailey, Parks & Recreation Director

ITEM HISTORY:

Date:

August 15, 2016

Action Taken:

Placed on September 6, 2016 Consent Agenda

Information Provided:

Application

Date:

Action Taken:

Information Provided:



ADVISORY BOARD CANDIDATE APPLICATION

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

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

CHOOSE ONE:

- | | |
|---|--|
| ☐ Planning & Zoning Board | ☐ Board of Adjustment |
| ☐ Downtown Development Assoc. | ☐ Clayton Library Board |
| ☒ Recreation Advisory Committee | ☐ Fire Dept. Advisory Board |
| ☐ Public Arts Advisory Board | |

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

Please type or use dark ink.

Name: Marty Kornegay

Mailing Address: 101 Swann Trail, Clayton, NC 27527

Physical HOME Address: (see above)

Phone Number (HOME): 919-534-6777 (WORK) 336-529-4411

FAX Number: _____ Mobile Number: 919-534-6777

Email Address: kornegma@gmail.com

*Female ☐ *Male ☒

*Race African-American

Employer: M+W Americas, Inc.

Occupation: IT Systems Administrator/IT Asset Manager

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

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

Length of residence in Clayton: 5 years

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

How did you find out about this board or committee? Facebook ☐ Website ☒ TV ☐

Newspaper ☐ Email ☐ Twitter ☐ Mail ☐ Other _____

Outline your qualifications and why you wish to serve the board/committee you indicated.

I served on Non-Profit Board for 6 years

I love Clayton and how it has benefited my family and I want to be involved in the decisions that move our community forward.

I have seen the impact that the Clayton community has had on my children, and they are my legacy and I want to bring, ideas and thoughts to the decision making process, and to work with others that want the best for all of our citizens.

State why you would be an asset to this board or committee. _____

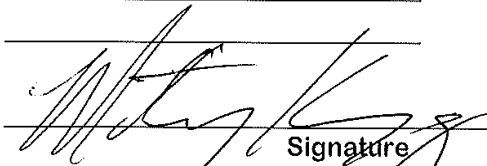
I have excellent leadership skills, I work best giving fair and goal forwarding input to team decisions.

My perspectives will help to drive towards the goals of all citizens in the area

Do you anticipate a conflict of interest if asked to serve as a member on the requested board or committee? No ☒ Yes ☐ If Yes, explain:

PLEASE LIST CURRENT AND PREVIOUS SERVICE TO THE COMMUNITY, CIVIC CLUBS, ETC., ACTIVITY AND ANY SPECIAL TALENTS.

Boards/Committees/Civic	From	To
Winston-Salem Urban League	5/2005	11/2011
_____	_____	_____
_____	_____	_____
_____	_____	_____


Signature

8/2/2016
Date

- Please do not submit resumes or attachments.
- This application is a **public record**.
- Information in the application will be considered in making appointments.
- Candidates may be interviewed prior to appointment.
- If not initially appointed to serve, this application will remain active until August 1 of the following year.

Applications are to be turned in to the Town Clerk in person (111 East Second Street), by mail (Town of Clayton, PO BOX 879, Clayton, NC 27528) or by email (kmoftett@townofclaytonnc.org)



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Consent

Meeting Date:

September 6, 2016

ITEM TITLE:

CDDA Christmas Village & Tree Lighting

DESCRIPTION:

Christmas Village and Tree Lighting will be held on Thursday, December 1, 2016 in Town Square. Requesting closure of streets, to include NCDOT streets.

POTENTIAL ACTION:

Place on Consent Agenda

DEPARTMENT:

Planning + Zoning

PRESENTER:

Kaitlin Russo, Downtown Development
Coordinator

ITEM HISTORY:

Date:

August 15, 2016

Action Taken:

Placed on September 6, 2016 Consent Agenda

Information Provided:

Power Point

Date:

Action Taken:

Information Provided:



**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: Christmas Village & Tree Lighting
Applicant Name and Title: Kaitlin Russo, Downtown Development Coordinator
Organization: Clayton Downtown Development Association, Inc.
Mailing (Billing) Address: PO Box 879
City: Clayton State: NC Zip Code: 27528
Daytime Phone: (919)359-9349 Cell: (919)452-3758 Email: krusso@townofclaytonnc.org

EVENT INFORMATION

Event Location: Main St. from Community Garden (439 E. Main) to Town Square
Event Address: Main St./Horne Square/Town Square Parcel ID : _____
Date(s) of Event: December 1, 2016
Event Start Time: 5:00 p.m. Event End Time: 8:30 p.m.
Will roads need to be closed: ☒ Yes ☐ No
Set Up Begins: Noon Clean Up Ends: 9:30 p.m.
Estimated Attendance: 5,000+
Description of Event: _____

TOWN OF CLAYTON STAFF USE ONLY

Date Received: 6/21/16 Amount Paid: NA Permit Number: 2016-14

April 2014

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?	☒	☐
2. Is the organization a 501(C)3	☒	☐

Briefly describe the purpose of the organization: _____

Name of Organization: Clayton Downtown Development Association

Organization Address: 111 E. Second Street, Clayton, NC 27528

Organization Contact Name: Kaitlin Russo Phone Number: (919)359-9349

Organization Email: krusso@townofclaytonnc.org

Federal Identification Number: _____

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?	2-3 Info Tents			
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			
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?				

POWER SOURCES

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:			
2. Will a temporary stage be utilized?	☒	☐	
If yes, please state the number of stages	2		
3. Will the event use amplified sound?	☒	☐	
If yes, please list start time and finish time.	Start Time 5:00 p.m.	Finish Time 8:30 p.m.	

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>			
5. List times that alcohol will be served	Start Time	Finish Time	
6. Copies of the ABC permit should be submitted upon receipt to the Planning Department.			

VENDORS

	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: Trackless train			
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				
	4				
4. How many recycle roll-out carts are needed?	4				
5. Delivery location?	2 @ Home Sq. & 2 @ Town Sq.				
6. Date rollout carts are to be delivered/picked up?	Delivered Picked-up				
	Delivered Picked-up				
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. What is the clean-up plan for the event?					
<i>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.</i>					

April 2014

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?				Clayton PD		
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:						
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.						

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

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		
						5000+		
4. How many floats will participate?						0		
5. How many vehicles will participate?						0		
						Yes	No	
6. Will animals participate in the event?						☒	☐	
7. If yes, please list the types of animals:								
Animals associated with the live nativity (donkeys, sheep, etc.)								
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 St. from O'Neil to Smith								

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	
Main St. from O'Neil St. to Smith St.	5:00 pm	9:00 pm	
Fayetteville from Main to Second	5:00 pm	9:00 pm	
Church St. from Main to Second	5:00 pm	9:00 pm	
Lombard St. from Main to Second	5:00 pm	9:00 pm	
2. How many participants are expected?		Number	
		5,000 +	
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).			
n/a			
Please note that <u>white temporary water-base paint</u> 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.
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.

April 2014

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.

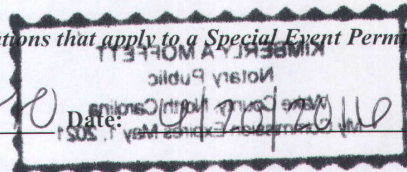
APPLICANT'S AFFIDAVIT

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.

Applicant's Signature: _____

[Handwritten Signature]



Date: _____

[Handwritten Date: 04/20/14]

April 2014

NORTH CAROLINA
JOHNSTON COUNTY



INDEMNIFICATION AGREEMENT

I, Kaitlin Russo have submitted an application for a Special Event Permit for Town Square and Horne Square 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.

A handwritten signature in cursive script, appearing to read "Kaitlin Russo", written over a horizontal line.

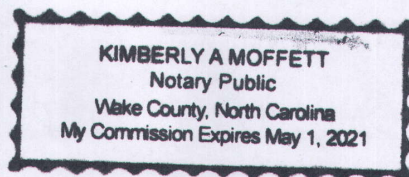
Signature of Applicant & Authorized Representative of Event

Sworn to (or affirmed) and subscribed before me this the 20th day of June, 2016.

(Official Seal)
Kimberly A. Moffett
Official Signature of Notary

Kimberly A. Moffett, Notary Public
Notary's printed or typed name

My commission expires: 5/1/2021





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:

Kaitlin Russo

Date:

10/20/14

Print Name:

Kaitlin Russo

**RESOLUTION REQUEST
STREET CLOSURE
2016 CHRISTMAS VILLAGE & TREE LIGHTING**

WHEREAS, the Clayton Town Council has received a request from Clayton Downtown Development Association to close Main Street from O'Neil to Smith Street AND Lombard Street from Main to Second Street during the 2016 Christmas Village & Tree Lighting; and

WHEREAS, the Clayton Town Council believes that it is in the best interest of the citizens of Clayton that they act favorably on said request an Main Street from O'Neil to Smith Street AND Lombard Street from Main to Second Street and formally notify the North Carolina Department of Transportation for the closings on the following date and times:

Thursday – December 1, 2016
5:00 p.m. – 9:00 p.m.

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

That the Clayton Town Council agrees to be the governmental entity making a request for the closing of said road at said times and for obtaining compliance with those requirements of the North Carolina Department of Transportation for conducting of said road closure.

Duly adopted this the 6th day of March, 2016.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Consent

Meeting Date:

September 6, 2016

ITEM TITLE:

Weatherization Loan Program

DESCRIPTION:

This is an interest free energy efficiency loan program. This program is designed for residential customers. This is a request to restructure this loan program.

POTENTIAL ACTION:

DEPARTMENT:

Customer Service Department

PRESENTER:

Ann Game, Customer Service Director

ITEM HISTORY:

Date:

August 15, 2016

Action Taken:

Placed on September 6, 2016 Consent Agenda

Information Provided:

Power Point/Brochure

Date:

Action Taken:

Information Provided:



Interest Free Energy Efficiency Loan Program

Proposal for Improvements
August 15, 2016

What is the program?

- Adopted by Council in August 2002
- Designed to support the efforts of residential electric customers to reduce energy consumption through the operating efficiencies in their homes
- Zero interest with a payback of up to 36 months
- Participating customers see the itemized charge on their monthly utility bill

Current Participation

- 10 customers utilizing program
- **All** replaced Heat Pumps
- Several inquiries regarding doing more than one project (replacing all windows with energy efficient windows)

Updated Program

Current Program: customer can borrow for 1 project

- Qualifying Projects
 - Heat Pump Replacement \$3500
 - Windows \$1000
 - Doors \$375
 - Weather Stripping \$50
 - Insulation
 - Floor \$300
 - Ceiling \$300
 - Walls \$300

Proposed: Min. \$500 loan with maximum borrowed of \$5000

- Qualifying Projects
 - Heat Pump Replacement
 - High Efficiency Air Conditioning Units
 - Hot Water Heater Replacement
 - Insulation
 - Installation of Energy Efficient Doors/Windows
 - Duct Work Repair/Replacement

How would this benefit customers?

- Customers could borrow up to \$5000 to complete multiple projects to improve energy efficiency.
 - Replace old heat pump and duct work
 - Replace windows & doors
 - Replace old hot water heater

Request

- *Update Weatherization Loan Program to allow customer's to borrow up to \$5000 to complete projects at their homes that would improve their energy efficiency.*

Questions?



*P*roclamation

WHEREAS, Charcot-Marie-Tooth disease (CMT) is one of the most common inherited neurological disorders, affecting approximately 1 in 2,500 people in the United States, including several Clayton residents; and

WHEREAS, this disorder, named after the three physicians who discovered it in 1886, Jean-Martin Charcot, Pierre Marie, and Howard Henry Tooth, is characterized by a slow and progressive degeneration of the muscles in the feet, lower legs, hands, and arms causing loss of normal function and/or sensation that can be severely disabling and may be accompanied by chronic pain and overwhelming fatigue; and

WHEREAS, patients with CMT must constantly advocate on their own behalf to doctors, medical professionals, and educators who are often unaware of, or insufficiently, educated about the disorder, its symptoms, and the obstacles faced by those affected by the disorder; and

WHEREAS, the mission of the Charcot-Marie-Tooth Association (CMTA) is to support the development of new drugs to treat CMT, to improve the quality of life for people with CMT, and ultimately to find a cure for CMT; and

WHEREAS, the CMTA's Strategy to Accelerate Research (STAR) Initiative is making great strides toward developing therapies for CMT through an innovative public/private partnership combining the National Institute of Health, and universities and laboratories around the world to improve the treatment of CMT.

NOW, THEREFORE, LET IT BE PROCLAIMED by the Honorable Mayor and Town Council of the Town of Clayton that September 2016, be recognized as:

Charcot-Marie-Tooth Awareness Month

Duly adopted this 19th day of September, 2016.

Jody L. McLeod
Mayor



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

Public Hearings

Meeting Date:

September 6, 2016

ITEM TITLE:

Rezoning 2016-121-RZ - Performance Glass

DESCRIPTION:

Rezoning request located at 2840 NC HWY 42 West. Existing zoning district is Residential Estate proposed zoning district is Highway Business.

POTENTIAL ACTION:

Approval/Disapproval

DEPARTMENT:

Planning + Zoning

PRESENTER:

Planning Department

ITEM HISTORY:

Date:

August 15, 2016

Action Taken:

Public Hearing set for September 6, 2016

Information Provided:

Application/Staff Report/Map/Neighborhood Materials/

Date:

Action Taken:

Information Provided:



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: Performance Glass Inc. Acreage of Property: 3.33
County Tag Number: 05F02018E NC PIN: _____
Address/Location: 2840 NC HWY 42 WEST CLAYTON NC 27520
Existing Zoning District: Residential Estate
Proposed Zoning District: Highway Business

APPLICANT INFORMATION

Applicant: J4 Holdings Group LLC.
Mailing Address: 303 Federal Rd. Benson NC. 27504
Phone Number: 919-625-1676 Fax: 919-783-8494
Contact Person: Lisa Johnson
Email Address: lisajohnson@performanceglassinc.com

FOR OFFICE USE ONLY

Date Received: JUN 08 2016 Amount Paid: \$600.00 File Number: 2016-121-122

version 1/6/2016

Page 1 of 1

PROPERTY OWNER INFORMATION

Name: J4 Holdings Group LLC.

Mailing Address: 303 Federal Rd. Benson NC. 27504

Phone Number: 919-625-1676

Fax: 919-783-8494

Email Address: lisajohnson@performanceglassinc.com

EXPLANATION OF PROJECT

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

The property line was redrawn so the plot #164800-32-0072, belonging to Johnny Smith wouldn't be come land lock. There is approximately 32' x 343' down the West side of the property that was add to Mr. Smiths property. At the same time there was approximately 32' x 361' across the North side of the property (that was Mr. Smiths') was added to plot #164800-41-0562, now belonging to J4 Holdings Group LLC. We are needing to have the small strip rezoned B-3.

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>5/9/16</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.

Yes

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

Yes

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

Yes

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.

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

Yes

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.

Yes

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.

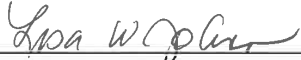
Yes

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.

Lisa W. Johnson

Print Name



Signature of Applicant

06/06/16

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
July 25, 2016*

STAFF REPORT

Application Number: 2016-121-RZ
Project Name: Performance Glass Rezoning

NC PIN / Tag #: 164800-41-0562 / 05F02018E
Town Limits/ETJ: ETJ
Overlay: Scenic Highway Overlay
Applicant: J4 Holdings Group LLC (c/o Lisa Johnson, Jamie Johnson, Russell Rawlins)
Owner: J4 Holdings Group LLC
Location: Off of NC 42 HWY W, west of the intersection of NC 42 and Government Road

Public Noticing:

- Neighborhood meeting: June 3, 2016
- Signs Posted prior to July 15, 2016
- Letters mailed to adjacent property owners prior to August 26, 2016
- Newspaper ad noticed August 24, 2016 and August 31, 2016

REQUEST: Request to rezone the split-zoned parcel from B-3 and R-E to B-3.

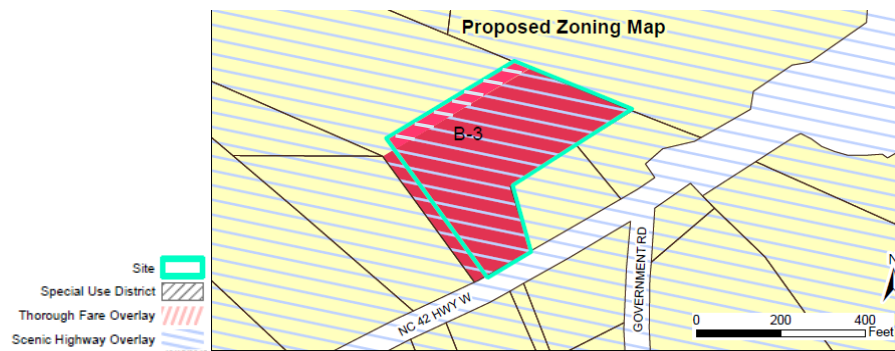
SITE DATA:

Acreage: ±0.51 acres of a 3.06 acre parcel
Existing Uses: Contractor's Office with outdoor storage as an accessory use



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-Estate	Vacant
South	Residential-Estate	Residential
East	Residential-Estate	Residential
West	Residential-Estate, Highway Business	Vacant

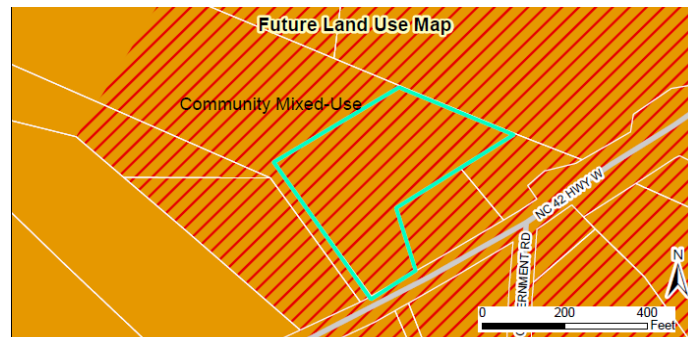


STAFF ANALYSIS AND COMMENTARY:

Overview

The applicant is requesting to rezone the subject parcel, which is currently split-zoned, from Residential-Estate (R-E) and Highway Business (B-3) to Highway-Business (B-3). After this property was brought into Clayton's ETJ, the property owners swapped a western portion of the parcel for a portion of land to the north. Because of this, the parcel lines changed but the zoning for these portions of land did not which caused the property to be split-zoned. The applicant is now requesting that the parcel be rezoned to Highway Business (B-3) so that the entire parcel of land has the same zoning.

The current use of the site is considered to be a contractor's office, with outdoor storage as an accessory use. The facility focuses on the fabrication of glass for buildings, offices, and homes. All operations take place indoors, with some outdoor storage of materials and fleet vehicles. This use is permitted in the Highway-Business (B-3) zoning district.



Compatibility with Surrounding Land Uses

The zoning of the property is currently Residential-Estate (R-E) and Highway-Business (B-3), but the site has been operating with a commercial use since before the property was brought into the Town's ETJ. The majority of the property is zoned Highway Business currently, and the existing use of the property will not be changing due to the rezoning. Therefore, rezoning the property so that it is entirely zoned Highway-Business would not change the compatibility the site has with surrounding land uses.

Consistency with the 2040 Comprehensive Plan

The proposed zoning change is consistent with Clayton's 2040 Comprehensive Plan.

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.
- If approved, this rezoning will result in a modification to amend the official zoning map for The Town of Clayton.

APPROVAL CRITERIA:

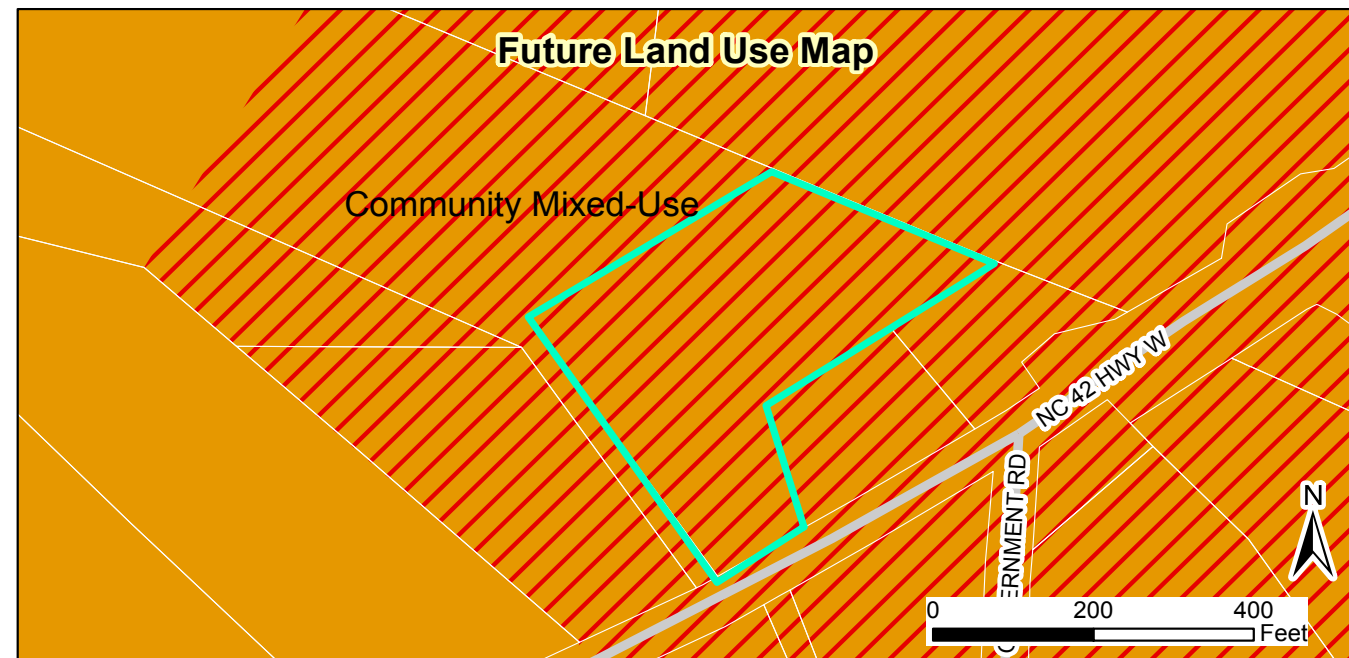
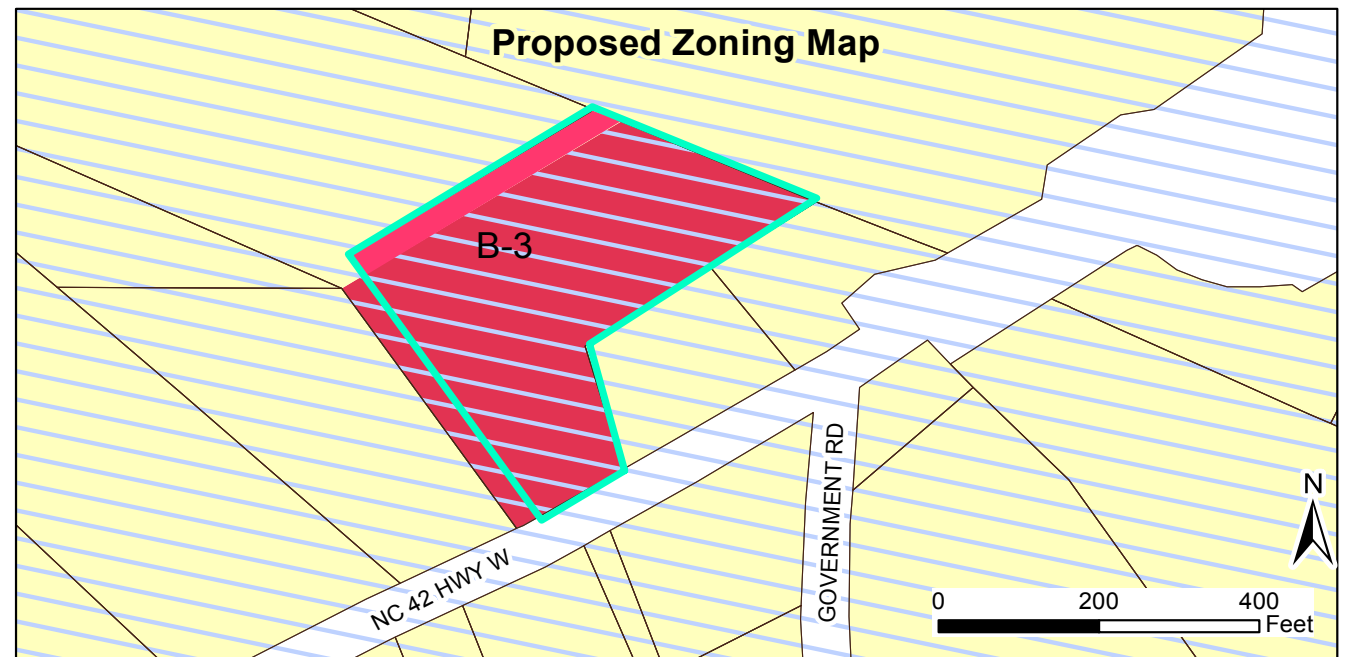
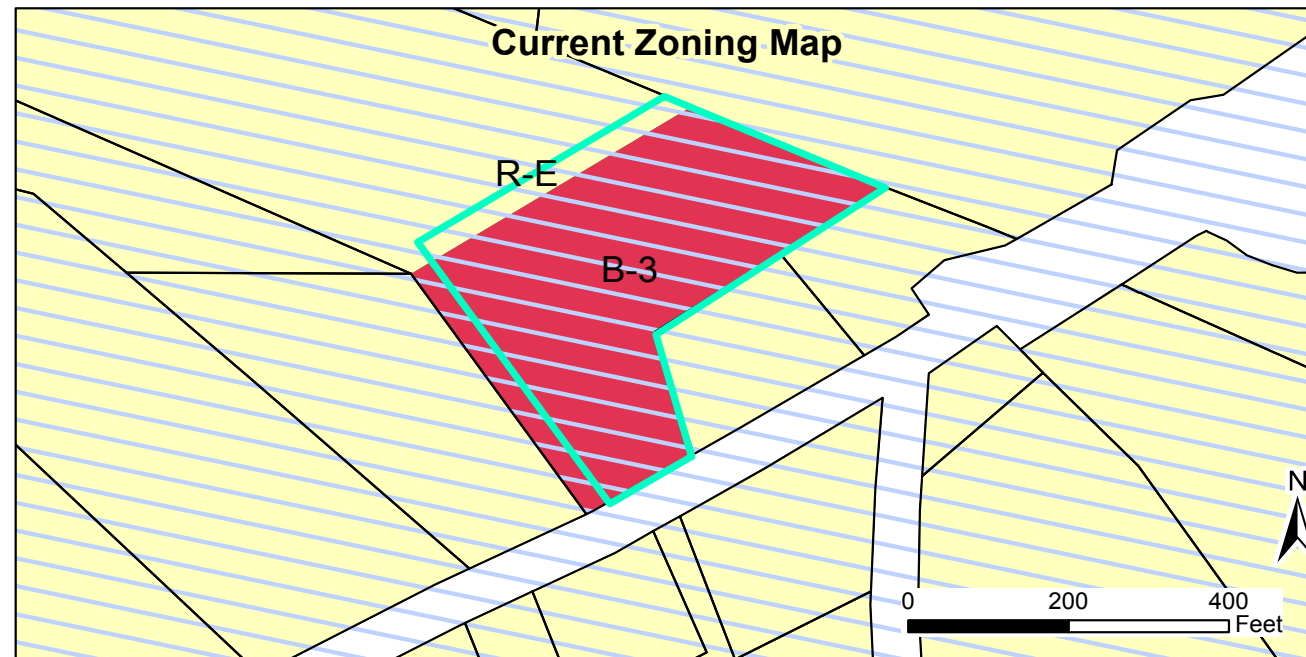
The applicant has addressed the Rezoning Approval Criteria outlined in §155.704. The applicant's responses are incorporated as an attachment to the Staff Report.

STAFF RECOMMENDATION:

Staff is recommending approval of the rezoning request.

ATTACHMENTS:

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

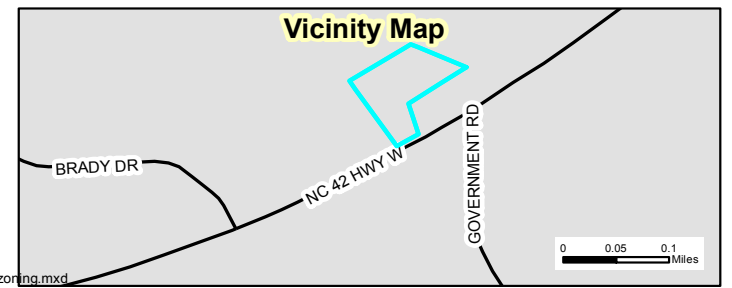


2016-121-RZ Performance Glass Rezoning
Request: To rezone a portion of the property from R-E to B-3
2016-120-SP Performance Glass Major Site Plan
Request: Major Site Plan for building expansion and outdoor storage expansion

Applicant: J4 Holdings Group LLC, Lisa Johnson
 Property Owners: J4 Holdings Group LLC
 Parcel ID: 164800-41-0562
 Tag #: 05F02018E



- Railroads —+—+
- Site
- Special Use District
- Thorough Fare Overlay
- Scenic Highway Overlay
- Parcels_03202015_All



Document Path: O:\PLANNING\REZONING\Rezoning\2016\2016-121-RZ Performance Glass\Maps\2016-121-RZ Performance Glass Rezoning.mxd

NEIGHBORHOOD MEETING INFORMATION

Purpose:

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

Meeting Date:

The meeting must be held at least ten (10) calendar days prior to the Planning Board meeting.

Meeting Time & Location:

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

Meeting Notice Mailing requirements:

1. The applicant must contact all adjacent property owners via first class mailing (see sample letter).
2. The mailing must include all the persons, firms, or corporations owning property within 100 feet and immediately adjacent to the subject property. Where the subject property immediately adjoins a public or private right-of-way, landscape or riparian buffer, commonly-owned private area, public property, or homeowners' association property, then letters of notification shall be sent to adjoining property owners as if they directly abut the subject property.
3. The notice must be mailed at least ten (10) calendar days but not more than twenty-five (25) days prior to the date of the Neighborhood Meeting.

Information provided at the Neighborhood Meeting:

At a minimum, the following materials must be present for inspection at a 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.

Information provided to Planning Department:

Alert the Planning Department once the date, location, and time of the Neighborhood Meeting are determined. Planning staff may attend the Neighborhood Meeting to answer process/code questions.

Deliver the following items to the Planning Department at least ten (10) calendar days prior to the Planning Board meeting in electronic or hard copy format:

- ☒ Adjacent Property Owner's List (aka "mailing list")
- ☒ Copy of the letter mailed
- ☒ Attendance Roster (aka "sign-in sheet")
- ☒ Neighborhood Meeting Summary Form with minutes (see below)

ADJACENT PROPERTY OWNERS LIST

Project Name: Rezoning/Fence Relocation & Potential Building Expansion

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
05F02018E	J4 HOLDINGS GROUP, LLC	2840 NC HWY 42 W, CLAYTON, NC 27520
05F02018C	JOHNNY BRIAN SMITH	2850 NC HWY 42 W, CLAYTON, NC 27520
05F02018B	DIANNE SMITH STARLING	2900 NC HWY 42 W, CLAYTON, NC 27520
05F02039A	CLEE B JOHNSON LIVING TRUST	2740 NC HWY 42 W, CLAYTON, NC 27520
05F02017	BROOKS DENMARK LLC	2104 BREEZE ROAD, RALEIGH, NC 27608-1436
05F02019C	PHILLIP AND DIANNE STARLING	2900 NC HWY 42 W, CLAYTON, NC 27520
05F02019B	JOHNNY SMITH & DIANNE STARLING	2900 NC HWY 42 W, CLAYTON, NC 27520
05G03021A	HAYWOOD AND PHYLLIS JOHNSON	257 JOHNSON ESTATE ROAD, CLAYTON, NC 27520
05F02018D	PHILLIP AND DIANNE STARLING	2900 NC HWY 42 W, CLAYTON, NC 27520
05F02019E	PHILLIP AND DIANNE STARLING	2900 NC HWY 42 2, CLAYTON, NC 27520

PERFORMANCE GLASS, INC.
2840 NC HWY 42 WEST | CLAYTON | NC | 27520
919.782.8001 Ext 1

May 24, 2016

Dear Adjacent 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: 6/3/16

Meeting Time: 7:30 PM

Meeting Location: 2840 NC Hwy 42 West. Clayton NC. 27520

Type of Application: Rezoning/Fence Relocation & Potential Building Expansion

Project/proposal property address: 2840 NC Hwy 42 West. Clayton NC. 27520

Description of project/proposal: Major Modification to an approved site plan

Relocation of fence & possible future building expansion

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 **919-782-8001 ext 1** and ask to speak with Lisa Johnson . You may also contact the Planning Department at 919-553-5002.

Sincerely,

Lisa W. Johnson
President/Owner

Cc: Town of Clayton Planning Dept.

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: Rezoning/Fence Relocation & Potential Building Expansion

Application: Major Site Plan

Location/Date: 2840 NC HWY 42 West. Clayton NC 27520 6/3/16

	NAME	ADDRESS
1	Benjamin B. Johnson	303 Federal Rd Benson, NC 27504
2		
3		
4		
5		
6		
7		
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10		
11		
12		
13		
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15		
16		
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18		
19		
20		

NEIGHBORHOOD MEETING SUMMARY FORM

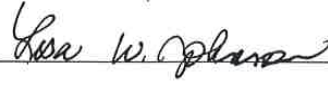
FILL OUT THE FOLLOWING:

Application: J4 Holdings Group LLC

Date of Mailing: 5/24/16

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: Lisa Johnson

Signature: 

Date of Meeting: 6/3/16

Time of Meeting: 7:30 PM

Location of Meeting: 2840 NC Hwy 42 West 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.*

No one showed up for meeting.

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

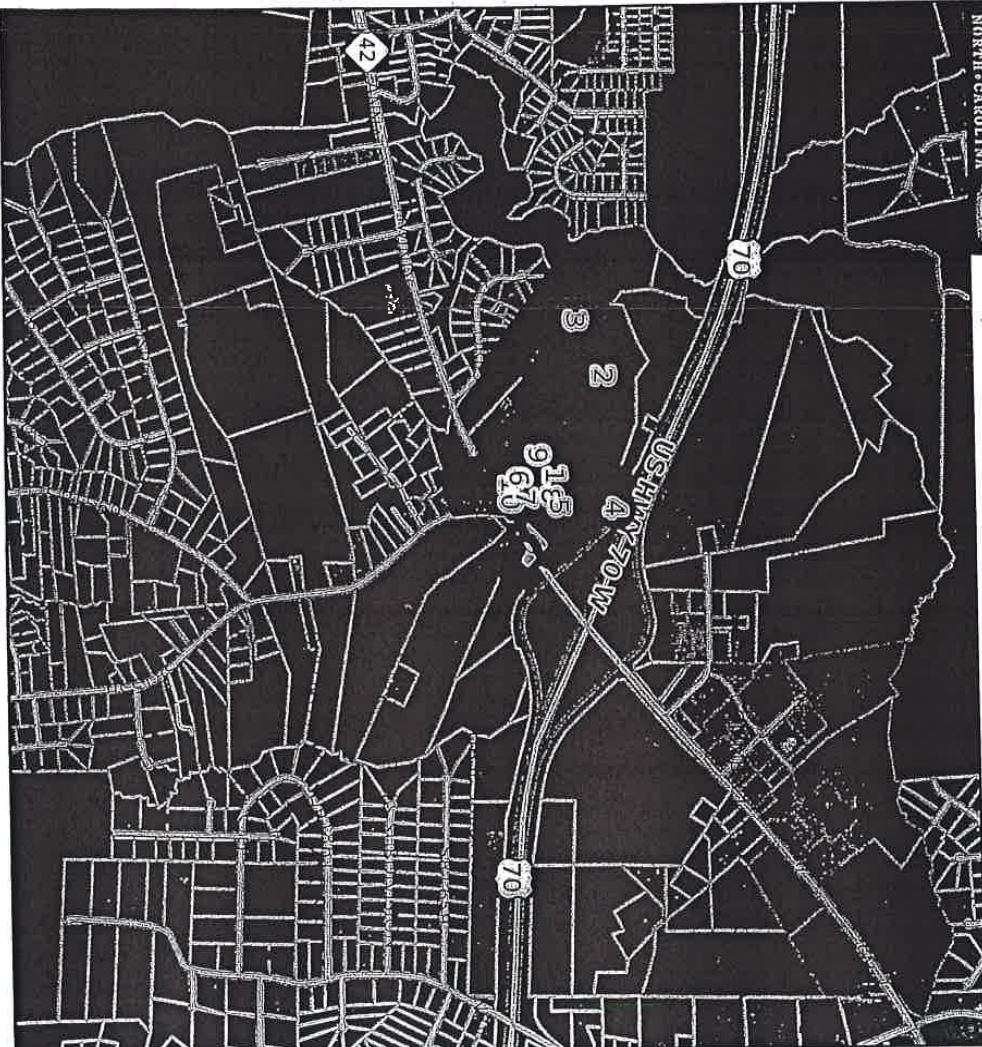
*** DISCLAIMER ***
Johnston County assumes no legal responsibility for the information represented here.

Result 1

id: 05F02018E
Tag: 05F02018E
Tax Unique Id: 4277805
Owner Name 1: J4 HOLDINGS GROUP LLC
Owner Name 2:
Mail Address 1: 303 FEDERAL RD
Mail Address 2:
Mail Address 3: BENSON, NC 27504-8341
Book: 04567
Page: 0129

Result 2

id: 05F02018C
Tag: 05F02018C
Tax Unique Id: 4425942
Owner Name 1: SMITH, JOHNNY BRIAN
Owner Name 2:
Mail Address 1: 2850 NC 42 WEST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520
Book: 03527
Page: 0874



Scale: 1:20120 - 1 in. = 1676.66 feet
(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)



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Result 3

id: 05F02018B
Tag: 05F02018B
Tax Unique Id: 4410649
Owner Name 1: STARLING, DIANNE SMITH
Owner Name 2: STARLING, PHILLIP D
Mail Address 1: 2900 NC HWY 42 W
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01484
Page: 0563

Result 4

id: 05F02039A
Tag: 05F02039A
Tax Unique Id: 4370870
Owner Name 1: CLEE B JOHNSON LIVING
TRUST
Owner Name 2: DENMARK, BROOKS
REMAINDER
Mail Address 1: 2740 NC HWY 42 WEST
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 03979
Page: 0089

Result 5

id: 05F02017
Tag: 05F02017
Tax Unique Id: 4316708
Owner Name 1: BROOKS DENMARK LLC
Owner Name 2:
Mail Address 1: 2104 BREEZE RD
Mail Address 2:
Mail Address 3: RALEIGH, NC 27608-1436
Book: 03339
Page: 0379

Result 6

id: 05F02019C
Tag: 05F02019C
Tax Unique Id: 4316713
Owner Name 1: STARLING, PHILLIP D
Owner Name 2: STARLING, DIANNE S
Mail Address 1: 2900 N C 42 W
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-8356
Book: 00833
Page: 0087

Result 7

id: 05F02019B
Tag: 05F02019B
Tax Unique Id: 4316712
Owner Name 1: SMITH, JOHNNY BRIAN
Owner Name 2: STARLING, DIANNE SMITH
Mail Address 1: 2900 NC HIGHWAY 42 W
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-9229
Book: 01441
Page: 0044

Result 8

id: 05G03021A
Tag: 05G03021A
Tax Unique Id: 4317951
Owner Name 1: JOHNSON, HAYWOOD
ARTHUR
Owner Name 2: JOHNSON, PHYLLIS PEARL
Mail Address 1: 257 JOHNSON ESTATE ROAD
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01374
Page: 0083



*** DISCLAIMER ***

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Result 9

id: 05F02018D
Tag: 05F02018D
Tax Unique Id: 4316702
Owner Name 1: STARLING, DIANNE SMITH
Owner Name 2: STARLING, PHILLIP D
Mail Address 1: 2900 NC HWY 42 W
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01441
Page: 0046

Result 10

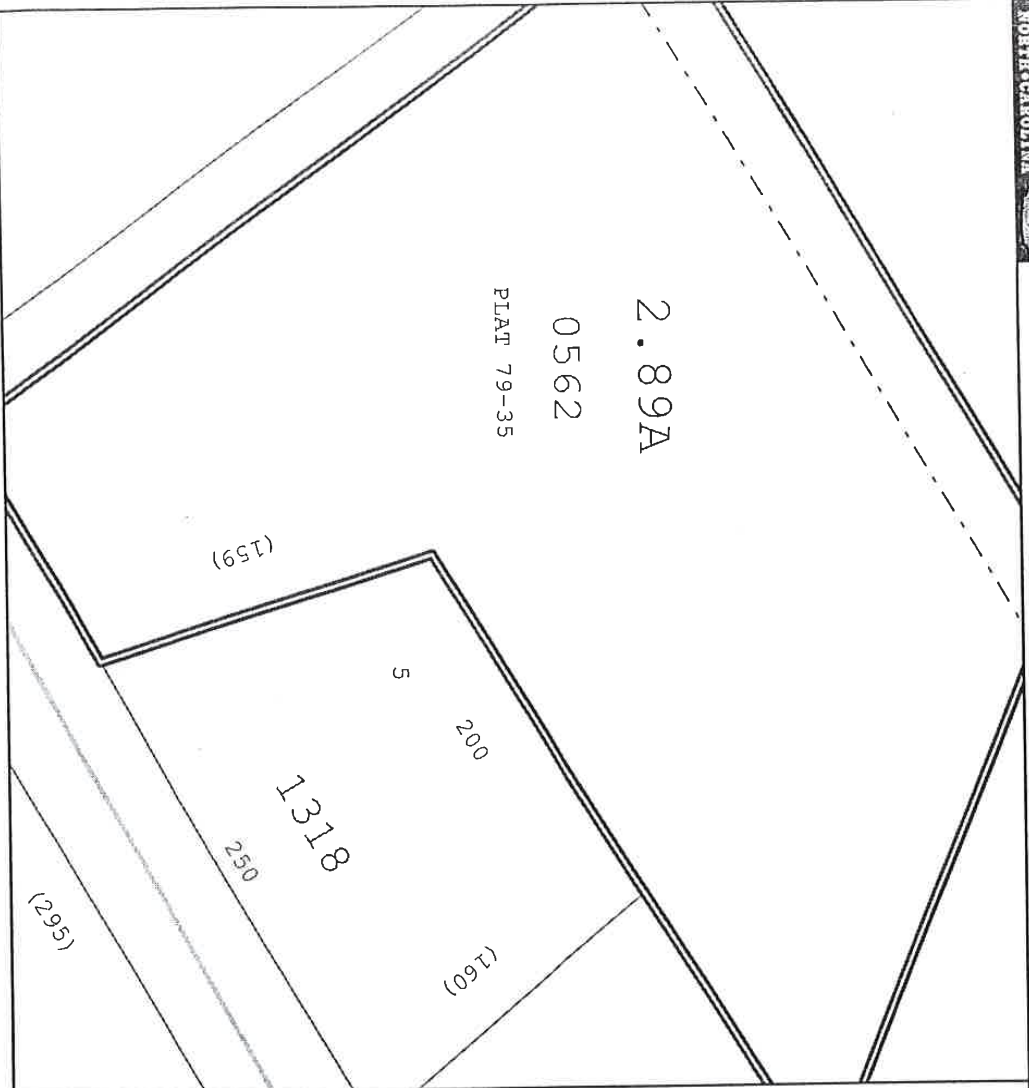
id: 05F02019E
Tag: 05F02019E
Tax Unique Id: 4360011
Owner Name 1: STARLING, DIANNE SMITH
Owner Name 2: STARLING, PHILLIP D
Mail Address 1: 2900 NC HWY 42 W
Mail Address 2:
Mail Address 3: CLAYTON, NC 27520-0000
Book: 01484
Page: 0563



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

Parcel Report

X Coordinate: 2144119.211427
Y Coordinate: 681683.01233762
id: 05F02018E
Tag: 05F02018E
Tax Unique Id: 4233993
NCPin: 164800-41-0562
Mapsheet No: 1648
Owner Name 1: GOOFOFF LLC
Owner Name 2:
Mail Address 1: 2800 ROWLAND RD
Mail Address 2:
Mail Address 3: RALEIGH, NC 27615-5633
Site Address 1: 2840 NC 42 HWY
Site Address 2: CLAYTON, NC 27520-
Book: 04363
Page: 0342
Market Value: 702950
Assessed Acreage: 2.89
Calc. Acreage: 3.06
Sales Price: 850000
Sale Date: 2013-10-02
Township: Clayton
Water District: Clayton Water District
ETJ: Clayton
City Limits: N/A
Town Zoning: B-3
County Zoning: N/A
Overlay Zoning: N/A



Scale: 1:918 - 1 in. = 76.46 feet
(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)



PUBLIC NOTICE

In accordance with NC GS 160A-384, the Clayton Town Council will hold a public hearing on Tuesday, September 6, 2016, at 6:30 PM at Town Hall, 111 East Second Street, to consider the following rezoning request:

- **2016-121-RZ Performance Glass Rezoning.** The requested change is to rezone the northern portion of the property from Residential-Estate (R-E) to Highway-Business (B-3). The property is located at 2840 NC HWY 42 W. Parcel ID: 164800-41-0562, TAG #: 05F02018E

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.

Haley Hogg, Planner
919-553-5002

The Clayton News Star

Please advertise on the following dates:
Sunday, August 28, 2016
Sunday, September 4, 2016

Affidavit of publication required.

**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 B-3 (Highway Business) zone the property described below, said property formerly being zoned R-E (Residential-Estate); and

WHEREAS said property is owned by the J4 Holdings Group 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 September 6, 2016, 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 Highway Business (B-3) zone the following described property:

General Description:
2840 HC Highway 42 West Clayton, NC

Specific Description:

NC Parcel Identification Numbers: 164800-41-0562

SECTION 2. That the official Town of Clayton Zoning Map is hereby amended to include in the Highway Business (B-3) 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 6th day of September, 2016, while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

COUNCIL MOTION SHEET
ZONING ORDINANCE AMENDMENT
(Rezoning or Text Amendment)

After considering the recommendations of the Planning Board and Planning Director, I move to **[approve OR deny]** **Case number #2016-121-RZ**

[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 5a
Rezoning #2016-121-RZ
Performance Glass



**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

AGENDA LOCATION:

New Business

Meeting Date:

September 6, 2016

ITEM TITLE:

Sewer Easements Requests - NC 42 E Planned Development

DESCRIPTION:

Authority to allow two easements which are needed by the NC 42 E Planned Development is requested. This easement will run along with northernmost portion of the East Clayton Community Park. These easements are necessary to serve the entire development which occur on the Hunt Property. Lines will be buried underground, with exception of any mandatory manholes.

POTENTIAL ACTION:

Approval/Disapproval

DEPARTMENT:

Planning + Zoning

PRESENTER:

Planning Department

ITEM HISTORY:

Date:

Action Taken:

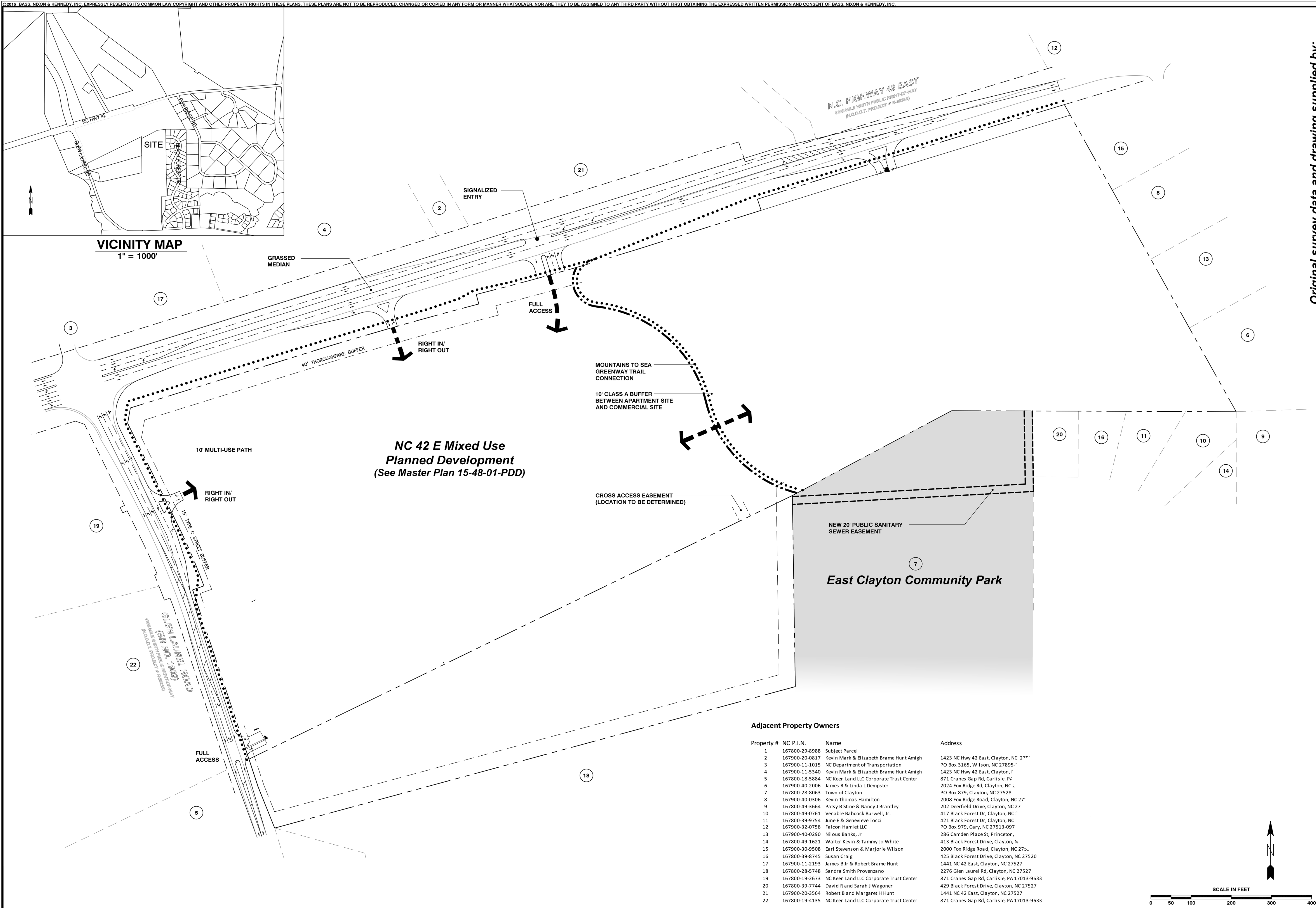
Information Provided:

Date:

Action Taken:

Information Provided:

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VICINITY MAP
1" = 1000'

**NC 42 E Mixed Use
Planned Development**
(See Master Plan 15-48-01-PDD)

Adjacent Property Owners

Property #	NC P.I.N.	Name	Address
1	167800-29-8988	Subject Parcel	1423 NC Hwy 42 East, Clayton, NC 277
2	167900-20-0817	Kevin Mark & Elizabeth Brame Hunt Amigh	PO Box 3165, Wilson, NC 27895
3	167900-11-1015	NC Department of Transportation	1423 NC Hwy 42 East, Clayton, I
4	167900-11-5340	Kevin Mark & Elizabeth Brame Hunt Amigh	871 Cranes Gap Rd, Carlisle, P
5	167800-18-5884	NC Keen Land LLC Corporate Trust Center	2024 Fox Ridge Rd, Clayton, NC
6	167900-40-2006	James R & Linda L Dempster	PO Box 879, Clayton, NC 27528
7	167800-28-8063	Town of Clayton	2008 Fox Ridge Road, Clayton, NC 27
8	167900-40-0306	Kevin Thomas Hamilton	202 Deerfield Drive, Clayton, NC 27
9	167800-49-3664	Patsy B Stine & Nancy J Brantley	417 Black Forest Dr, Clayton, NC
10	167800-49-0761	Venable Babcock Burwell, Jr.	421 Black Forest Dr, Clayton, NC
11	167800-39-9754	June E & Genevieve Tocci	PO Box 979, Cary, NC 27513-097
12	167900-32-0758	Falcon Hamlet LLC	286 Camden Place St, Princeton,
13	167900-40-0290	Nilous Banks, Jr.	413 Black Forest Drive, Clayton, N
14	167800-49-1621	Walter Kevin & Tammy Jo White	2000 Fox Ridge Road, Clayton, NC 27
15	167900-30-9508	Earl Stevenson & Marjorie Wilson	425 Black Forest Drive, Clayton, NC 27520
16	167800-39-8745	Susan Craig	1441 NC 42 East, Clayton, NC 27527
17	167900-11-2193	James B Jr & Robert Brame Hunt	2276 Glen Laurel Rd, Clayton, NC 27527
18	167800-28-5748	Sandra Smith Provenzano	871 Cranes Gap Rd, Carlisle, PA 17013-9633
19	167800-19-2673	NC Keen Land LLC Corporate Trust Center	429 Black Forest Drive, Clayton, NC 27527
20	167800-39-7744	David R and Sarah J Wagoner	1441 NC 42 East, Clayton, NC 27527
21	167900-20-3564	Robert B and Margaret H Hunt	871 Cranes Gap Rd, Carlisle, PA 17013-9633
22	167800-19-4135	NC Keen Land LLC Corporate Trust Center	



Original survey data and drawing supplied by:



BASS, NIXON & KENNEDY, INC.
CONSULTING ENGINEERS
6310 CHAPEL HILL ROAD, SUITE 250, RALEIGH, NC 27607
TELEPHONE: (919)851-4422 OR (800)354-1879 FAX: (919)851-8988
CERTIFICATION NUMBERS: NCBELS (C-0110); NCBOLA (C-0267)

Town of Clayton
Internal Design Services
Modified by JMM on 08/30/2016
Conceptual sewer easement location shown.
Final alignment to be provided by others.

**Conceptual Sewer
Easement Location**
SCALE: 1" = 100'

**East Clayton
Community Park**

TOWN OF CLAYTON, JOHNSTON COUNTY, NORTH CAROLINA

S1.0