



Town of Clayton
Regular Town Council Meeting Minutes
Wednesday, July 14, 2021 @ 12:30 PM
BB&T Room

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Thompson
Council Member Holder
Council Member Grannis
Council Member Bunn
Council Member Everett

STAFF PRESENT:

Rich Cappola, Interim Town Manager
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Deputy Town Clerk
Robert McKie, Finance Director
Patrick Pierce, Economic Development Director
Nathanael Shelton, Communications Officer
Joshua Baird, Engineering Director
Dick Hails, Planning Consultant
Jeff Caines, Senior Planner
Blake Mills, Public Works Director

COUNCIL ABSENT:

1 CALL TO ORDER

- a) Mayor McLeod called the meeting to order at 12:44 p.m.

2 ITEMS FOR DISCUSSION

Downtown Parking Concerns

- a) Review of Parking Survey Results & Analysis

Patrick Pierce discussed the results of the Downtown Clayton Parking Survey. Slides were presented. He stated the last time a parking study was completed was in March 2007. The current data, which was collected on June 23, 2021 over the course of five time periods, included statistics such as Percent of Off-Street Parking Occupancy by Block between the hours of 7:00 AM until 6:00 PM, Percent of Off-Street Parking Occupancy by Block out of Total Available Off-Street Parking between the hours of 7:00 AM until 6:00 PM, and Public Off-Street Parking Occupancy by Block during the hours of 7:00 AM, 10:00 AM, 12:30 PM, 2:30 PM, and 6:00 PM.

Several new parking lots were identified during the course of this study, the analysis of parking was block by block. Block 1, 7 total spaces (1 ADA) between 2 lots; Block 2, 22 total spaces within 1 lot; Block 5, 15 total spaces within 1 lot; Block 7, 4 total spaces within 1 lot; Block 8, 26 total spaces (2 ADA) within 2 lots; Block 10, 11 total spaces within 1 lot; Block 18, 78 total spaces (5 AD) within 3 lots; Block 20, 38 total spaces (2 ADA) within 3 lots.

Surveyors noted in several lots, parking spaces were occupied by construction dumpsters, including one that was blocking an ADA parking spot. Maps of these results were included in the slides.

b) Review of Updated Parking Study Data

Patrick Pierce started discussion on the downtown parking survey results. Slides were presented. He stated 880 citizens responded to this survey of which 49 were Downtown Property Owners, 38 Downtown Business Owners, 66 Downtown Residents, 447 Residents within Town Limits, 204 Residents within the ETJ, and 76 Other. 56 responded overall parking was not an issue Downtown, 226 stated it is only an issue during major events, 373 stated it is only an issue on certain days or times and 225 stated it is a significant issue all or most of the time.

Mr. Pierce discussed the results of options that would enhance Downtown parking (citizens were asked to choose 2 options): 82 stated time-restricted parking spaces, 86 chose additional off-street private parking, 176 chose better wayfinding to existing parking, 177 chose additional on-street parking, 272 chose improved sidewalks and crosswalks, 290 chose downtown parking deck or garage and 677 chose additional off-street public parking.

Mr. Pierce shared results that asked citizens how far they would be willing to walk to their destination. The results were: 86 replied less than a block, 442 replied 1-2 blocks, 297 replied 3-4 blocks and 55 replied 5+ blocks. Results were also shared pertaining to the biggest challenges to creating additional parking in downtown and what citizens believe the current parking requirements in downtown are. Mr. Pierce also shared information on Peer Community studies for the Carrboro, Apex, Fuquay-Varina, Smithfield, Holly Springs and Cary.

A Clayton resident questioned the 160D and stated 90% of citizens do not realize the difference from before and after the 160D update. He stated the folks that responded to the survey needed to know the difference.

Mr. Cappola asked Council if they had any questions or comments.

Council Member Grannis asked, with respect to the ADA, if we were in compliance and if not how do we get there. Ms. Gill stated we are currently working with a group that is taking us through an ADA study and a transition plan. We are in the final stages of this. The study will show what recommendations to prioritize and the abilities to create solutions. Council Member Grannis asked if it were fair to say we currently do not have enough ADA and Ms. Gill stated she is unable to answer that question at this time but will have data on that soon. Mr. Cappola further spoke on this subject.

Mr. Cappola stated there was drone footage from the 4th of July event which captured the parking during this event. The feedback revealed most citizens were able to park during this event.

There was discussion among staff and citizens about a new restaurant, Crawford and Son, and parking concerns when it opens.

c) **Overview Of Current Planning Requirements**

- Residential & Non-Residential Parking Requirements
- Process Pre-160D vs. Post-160D Updates
- What Triggers Upgrading A Parking Lot (Paving, Etc.)
- How Some Comparable Towns Are Addressing Parking Needs In Their Downtown

Dick Hails, Planning Consultant, presented slides for these topics. Mr. Hails shared information on past downtown parking standards. He stated in the UDC, parking requirements for off-street parking are based on use types. Pre-160D standards, applications prior to February 21, 2021, in the Downtown Overlay, the Planning Director could approve a use providing less than required spaces, "provided that as much off-street parking and loading as can reasonably be provided is provided (non-residential development). Evidence of providing "as much as can reasonably be provided" may include; purchasing and/or improving nearby properties for parking, entering into lease agreements on existing nearby parking spaces, verify availability of on- or off-street nearby public spaces, etc.

Current Ordinance Parking Standards

- Post 160D UDC Standards: "Any reduction in parking provided for non-residential development requires a variance be granted from the Board of Adjustment for business or structure expansion"
- All weather surfaces and minimum dimensions required
- Off-site parking permitted nearby
- Shared parking agreement permitted if details provided on overlap of nearby uses for peak parking use, etc.
- ADA parking spaces required
- Bicycle parking often required

Developing New Downtown Parking Standards

Goals to Balance

- Provide & maintain adequate parking infrastructure for downtown users, to avoid a shortage that can discourage use & development.
- Provide flexibility in parking standards due to many downtown parking destinations and users and due to the availability of public parking in downtown, both on and off street.
- Private and public interests work together to both help meet parking needs as development occurs in downtown; supply and demand can change quickly with several new developments.

Possible New Downtown Parking Standards

- Require parking be provided for downtown non-residential development at 50% of the normal off-street requirement.
- Require parking be provided for downtown residential development at the rate of one space per unit (plus ADA and bike parking).

- Can further reduce the parking requirement up to 50% for non-residential if public spaces are shown to be available within 750 feet of the site.
- Can still utilize off-site, off-street spaces and shared parking plans to meet requirements. Shuttle to be provided if 750+ feet from site.
- Can also reduce spaces by using any Town programs provided for Payment In Lieu Of (PILO) spaces, to expand future downtown public parking.
- Can still seek a variance for parking reductions from the Board of Adjustment

Parking Variance at Board of Adjustment

- BOA heard first parking variance request on June 16
- Requested a reduction to 44 required spaces, existing bldg. & pkg lot
- Two speakers in support and one in opposition
- Board voted to approve the variance request
- Board will consider approval of Findings at July 21 meeting
- Agreement with Findings will start a 30 day period during which a court appeal may be filed
- If no appeal filed, decision will be final on August 20
- If appeal is filed, case will proceed to courts, with minutes of meeting

There were questions on what is required for parking downtown as far as resurfacing and if an existing building is grandfathered into the previous 160D standards. Mr. Hails stated if it is a new construction, then parking serving that would need to be repaved as well as the stormwater researched. Mr. Hails briefly discussed a task force committee that would be formed to help resolve DOWNTOWN parking issues.

A Clayton resident spoke about their property, which includes private parking. She stated she may begin to start charging folks to park there. She stated no one from the Town has reached out to work with her, she stated she has a lot of potential parking on her property. Mr. Cappola stated he appreciates the comments. He stated the reason of this meeting is to find potential options that are available with downtown property owners. He would like to talk to business owners to discuss what options they would be open to. The citizen stated she would like to be a part of the task force committee.

Mayor Pro Tem Thompson stated the reason of this meeting was to discuss options and receive public input. He stated there are a lot of business owners and parking lots with no agreements in place. This meeting was organized to put everyone together to find a path to move forward. He stated there would be no decisions made at this meeting, the purpose of this meeting is to start conversations.

Mr. Cappola asked if there were any further questions or comments.

- d) Overview of Engineering/Stormwater Requirements Applicable to Development within Downtown

Joshua Baird, Engineering Director, spoke about stormwater in downtown. Slides were presented. He discussed the infrastructure issues on Main Street, he stated there are a lot of enclosed pipes that range a long distance and would not be an easy fix. He discussed the town's aging infrastructure stating that some are potentially undersized. He stated he has an intern that is compiling problem areas in the town and there are biweekly meeting to discuss these issues. Mr. Baird went into detail on Treatment Options within highly dense areas which included Permeable Pavement, Silva Cell, Sand Filter, Storm Filter and Filterra Tree Box.

Discussed was a closer look at permeable pavement at Town Hall Parking Lot:

- Standard asphalt bid ~ \$3/sf
- Permeable pavement bid ~ \$8/sf
- Factors
- Available space
- Cost of land for other types of devices
- Underground vaults

He stated Regional Options could include: Public Private Partnerships, Town capital to incentivize development as well as other creative solutions. He discussed Common Plan of Development, which means a site where multiple separate and distinct development activities may be taking place at different times on different schedules but governed by a single development plan regardless of ownership of the parcels. Information that may be used to determine a "common plan of development" include plats, blueprints, marketing plans, contracts, building permits, public notices or hearings, zoning requests, and infrastructure development plans.

Mayor Pro Tem Thompson stated the town needs to be careful putting asphalt all over the town. He discussed the flooding situation that occurred at Blackley's, he stated we don't want this to happen again. Everything the town does has to be implemented for residents and businesses. He discussed the need of keeping the public informed.

Mr. Cappola asked if there were any questions or comments.

e) Reference Documents

Reference documents were shared. These slides provided information regarding streetscape plans, parking payment in lieu and a parking strategic plan compiled by Kimley-Horn. Slides were shared from a DFI analysis completed for the library last year.

Mayor McLeod shared that the meeting had been very informative for him and anyone that attended. He stated whatever is decided moving forward, the decision would have strong focus on property owners whether it pertains to stormwater or parking. He agreed with the concept of educating citizens. He discussed creating the task force committee and stated he would begin working on the formation. He liked the idea of wayfinding signs that would show where to park DOWNTOWN. He discussed the partnership with Clayton

High School and stated this would be great to have access to their facilities to help with parking for larger events.

Council Member Grannis stated he agreed with Mayor McLeod. He stated stakeholder participation, communication and the idea of a task force committee is very important. He discussed the idea of a parking deck and stated he would not discount that, he has been to cities similar in size with parking decks that you would not be aware was a parking deck. He stated one concern of his is possibly going over and above ordinance requirements. He stated he would like to know an answer to that. He thanked the citizens that attended the meeting and appreciated everyone's comments.

Mayor Pro Tem Thompson stated he had spoken with citizens one on one about the benefits of crosswalks and sidewalks which would create an easier way to get around town. He stated the presentations during this meeting had been very helpful. He also stated he did not think the cheapest way out would be the best way.

Council Member Holder discussed crosswalks and signage throughout DOWNTOWN. Council Member Bunn stated he had taken away a lot from this meeting. He stressed the need of taking care of current businesses and their infrastructure and stormwater needs. He also expressed the need to have more crossing lights on Main Street, he stated we only have one in this town. Council Member Everett stated he appreciated these meetings and this was a great opportunity for leaders and citizens to communicate on these issues. He stated coming together is a huge first step. He appreciated the public coming out and sharing their thoughts.

A Clayton resident discussed the possibility of asking NCDOT to turn Main Street over to the town. He stated a lot of work needed to be done to Main Street such as paving and infrastructure. Mayor McLeod stated the town has invested more money in street improvement in the last few years than they ever have. Mr. Casey stated the improvements have been very visible.

Mr. Cappola discussed creating another survey during peak hours. Mayor McLeod stated he is in favor of another study that would focus on different time zones on different days. He stated this is great information to discuss with the task force. Council Member Grannis stated he was in agreement with this, the sooner the better. Council Member Holder stated a survey of 30 days would be a more accurate study. Mayor Pro Tem Thompson stated the ordinance needed to be reviewed but would rather hear from the task force. Once a plan is put together, it will drive the direction we need to go.

Mayor McLeod stated he would be creating the task force and pulling stakeholders in. He stated if anyone was interested to let him know. Council Member Bunn asked if there were current projects that this ordinance could affect in the next six weeks. Mr. Hails stated there was currently one application that was submitted in January that currently did not meet the parking requirements. There was discussion on applying an interim on the ordinance that would change the parking restrictions. Council Member Holder

stated we need to be careful not to violate the 160D. He asked if the ordinance change could be updated within the next month. Mr. Cappola stated he would look at dates and get a realistic time frame. He stated he would also contact NCDOT to try to get a plan together regarding Main Street.

A Clayton resident asked about the time frame on creating the task force, Mayor McLeod stated hopefully in the next month. He thanked everyone for coming out and stated this meeting had been very beneficial.

3 ADJOURNMENT

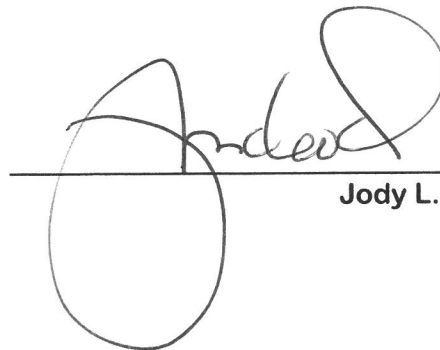
a) Adjourn the Meeting

With nothing further, the meeting was adjourned at 3:07 p.m.

ACTION: Motion to Adjourn

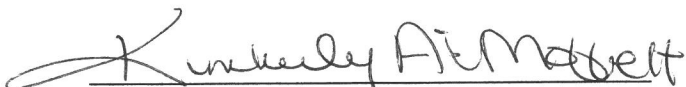
Motion: Mayor Pro Tem Thompson
Second: Council Member Holder
Vote: Unanimous

Duly adopted this the 2nd day of August, 2021.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk