



Town of Clayton
Town Council Work Session Agenda
Monday, August 7, 2023 @ 3:00 PM
Rotary Room, Town Hall
111 E. Second Street

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

- a. **POTENTIAL ACTION:** Approve or Adjust the Agenda

3. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Employee Recognition
- Matt Harvey (Received Collections 3 Certificate)
Promoted to Utility Maintenance Mechanic 3
Presenter: Travis Jessup, Utilities Operations Superintendent

4. ITEMS FOR DISCUSSION

- a. Codify Clayton Update - Review of Draft Unified Development Ordinance
Presenter: Ben Howell - Planning Director
Chad Meadows - Codewright Planners
[Codify Clayton Update - Review of Draft Unified Development Ordinance - Planning - Pdf](#)

5. ADJOURNMENT

Adjourn

- a. **POTENTIAL ACTION:** Motion to Adjourn



Town Council Work Session Agenda Cover Sheet

Meeting Date

August 7, 2023

Agenda Location

ITEMS FOR DISCUSSION

Item Title

Codify Clayton Update - Review of Draft Unified Development Ordinance

Presenter(s)

Ben Howell - Planning Director Chad Meadows - Codewright Planners

Suggested Action

Information Only

Strategic Priorities Alignment



☐
Think Clayton
(Administrative)



☐
Think Arts &
Culture



☒
Think
Downtown



☒
Think
Economic
Development



☒
Think Land
Use &
Housing



☒
Think
Mobility



☐
Think Parks,
Recreation
& Natural
Resources



☒
Think Public
Services &
Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing

- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☒ None Required

Summary

Staff and the consultant will present the draft Unified Development Ordinance that has been developed through the Codify Clayton project, and provide Council an opportunity to provide feedback before the August 17th Public Open Houses. The UDO is expected to be presented to the Planning Board for recommendation on September 25th, and presented to Town Council for a Public Hearing in October or November.

Funding Source

N/A

Meeting Timeline

August 7, 2023 - Town Council Work Session

August 17, 2023 - Public Open Houses

September 25, 2023 - Planning Board Public Comment Session

October/November 2023 - Town Council Public Hearing

Submitted By: Ben Howell, Planning

Reviewed By:

Ben Howell, Planning Director

Rich Cappola, Town Manager

Heidi Holland, Town Clerk

Approved - Jul 28 2023

Approved - Aug 02 2023

Approved - Aug 02 2023