



Town of Clayton
Board of Adjustment Agenda
Wednesday, November 20, 2024 @ 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

THE BOARD OF ADJUSTMENT MEETING WILL BE HELD IN PERSON.

ANY MEMBER OF THE PUBLIC IS INVITED TO THE ATTEND THE MEETING.

THE PUBLIC MAY VIEW THE LIVE MEETING ON THE TOWN'S YOU TUBE CHANNEL:

<https://www.youtube.com/TownofClaytonNC>

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

3. APPROVAL OF MINUTES

- a. April 17, 2024 Board of Adjustment Meeting Minutes.
Presenter: Conrad Olmedo, Planning Director
[April 17, 2024 Minutes](#)

4. EVIDENTIARY HEARINGS

5. OLD BUSINESS

6. NEW BUSINESS

- a. 2025 Board of Adjustment Meeting Schedule
Presenter: Conrad Olmedo, Planning Director
[2025 - Board of Adjustment Meeting Schedule - Draft](#)

7. ADJOURNMENT

Duly adopted this the _____ day of _____ 2024.

Marty Bizzell
Board Chair

ATTEST:

Sam Johnson-Phillips
Deputy Town Clerk



Town of Clayton
Board of Adjustment Minutes
Wednesday, April 17, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Board Members Present:

Richie Wiggins
Joseph Warta
Thomas Antoine
Rebecca Berry
Jim Perricone
Marty Bizzell, Chair

Staff Present:

Ruth Anderson, Council Member Liaison
Sam Johnson-Phillips, Deputy Town Clerk
Conrad Olmedo, Planning Director

Board Members Absent:

None

1 CALL TO ORDER

- a) Roll Call for Attendance
Presenter: Conrad Olmedo, Planning Director

Chair Bizzell called the meeting to order at 6:00 p.m. Mr. Olmedo conducted role call.

2 ADJUSTMENT OF THE AGENDA

- a) *Presenter:* N/A

There were no adjustments of the agenda.

3 APPROVAL OF MINUTES

- a) March 20, 2024 Board of Adjustment Minutes

Motion to Adopt Minutes

RESULT:	CARRIED
MOVER:	Jim Perricone
SECONDER:	Joseph Warta
YES:	Richie Wiggins, Joseph Warta, Thomas Antoine, Rebecca Berry, Jim Perricone, and Marty Bizzell

NO: None

4 PUBLIC HEARINGS

5 OLD BUSINESS

- a) 2023-102-VAR Carport Variance: Review and Approval of the Findings of Fact
Presenter: Conrad Olmedo, Planning Director

Chair Bizzell stated they would review the Carport Variance case heard back in March. Chair Bizzell asked Mr. Olmedo if there was anything to present. Mr. Olmedo stated that the Findings of Fact are in the Board members packet and if the Findings of Fact are acceptable to the Board, the recommendation is to motion to adopt. It was reported to the Board that the Findings of Fact were printed for signature. Mr. Perricone stated there wasn't a unanimous vote and how does that play into voting on the Findings of Fact. Chair Bizzell replied the findings are representative of what occurred at the meeting. We would be approving those and not if someone was in favor. Mr. Olmedo responded in the affirmative and stated the Variance required a 4/5 vote which was acquired, so the Variance was approved. It was stated the decision of the Findings of Fact have been rendered. The applicant would be notified there is a 30-day window if they wish to appeal to the Superior Court.

It was communicated to the Board there isn't an Evidentiary Hearing tonight, just a review of the Findings of Fact. Mr. Perricone asked if there was a vote against it at the last meeting, a vote tonight to accept the Findings of Fact would be permissible, which recognizes there was a negative vote as part of last month's meeting. Mr. Olmedo responded with the affirmative.

Chair Bizzell asked if there were any other questions. With no further questions, Chair Bizzell entertained a motion to accept the Findings of Facts.

RESULT:	CARRIED
MOVER:	Joseph Warta
SECONDER:	Richie Wiggins
YES:	Richie Wiggins, Joseph Warta, Thomas Antoine, Rebecca Berry, Jim Perricone, and Marty Bizzell
NO:	None

6 NEW BUSINESS

7 ADJOURNMENT

- a) With nothing further, the meeting was adjourned at 6:08 p.m.

RESULT: CARRIED

MOVER:	Thomas Antoine
SECONDER:	Jim Perricone
YES:	Richie Wiggins, Joseph Warta, Thomas Antoine, Rebecca Berry, Jim Perricone, and Marty Bizzell
NO:	None

Duly adopted the 20th day of November, 2024.

Marty Bizzell, Chair

ATTEST:

Sam Johnson-Phillips, Clerk to the
Board and Deputy Town Clerk

April 17, 2024
Minutes

TOWN OF CLAYTON

BOARD OF ADJUSTMENT

2025 MEETINGS



Meeting Date	Application Submittal Deadline
January 15, 2025	December 18, 2024
February 19, 2025	January 15, 2025
March 19, 2025	February 19, 2025
April 16, 2025	March 19, 2025
May 21, 2025	April 16, 2025
June 18, 2025	May 21, 2025
July 16, 2025	June 18, 2025
August 20, 2025	July 16, 2025
September 17, 2025	August 20, 2025
October 15, 2025	September 17, 2025
November 19, 2025	October 15, 2025
December 17, 2025	November 19, 2025

- Meetings are held on the THIRD Wednesday of the month at 6:00 p.m. in the Council Chambers in Town Hall located at 111 East Second Street.
- Application Submittal Deadlines are the previous Board's meeting date.
- Applications received after the deadline may be processed for the following Board's meeting date.
- In accordance with NCGS § 143-318.10, this is an official meeting of the Board and is open to the public.

ADOPTED BY THE TOWN OF CLAYTON BOARD OF ADJUSTMENT: TBD
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