The Town Of Clayton
Town of Clayton Planning Board Agenda
Monday, November 28, 2016 @ 6:00 PM
Town Council Chambers

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1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

3. APPROVAL OF MINUTES

a. October 24, 2016 Planning Board Minutes.
Clayton Planning Board Minutes - October 24, 2016

4. REPORTS AND COMMENTS

5. OLD BUSINESS

a. 2016-102-OA - Sign Code
Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to signs, sign permits, and associated definitions and regulations.
Staff Report - 2016-102-OA
Application 2016-102-OA
Memorandum 2016-102-OA
Article 7 - 2016-102-OA
Article 8 - 2016-102-OA
Article 403 - 2016-102-OA

6. NEW BUSINESS

a. 2016-163-SD Warrick Tract - Major Subdivision
The applicant is requesting to develop a conventional R-E single-family residential subdivision on 25.33 acres of land. There are 26 proposed lots, which are proposed to be a minimum of 25,000 square feet. This is less than what is typically permitted in the R-E zoning district for lots on public water and septic. However, the applicant obtained a Variance (2016-210-VAR) from the minimum lot size on November 16, 2016 to permit the properties to have a minimum lot size of 25,000 square feet.
Staff Report- 2016-163-SD
Staff Report Map - 2016-163-SD
Application - 2016-163-SD
Neighborhood Minutes - 2016-163-SD

Neighborhood Minutes Revised for Variance 2016-163-SD
Site Plan - 2016-163-SD
BOA Signed Written Decision - Variance Rquest 2016-210-VAR

b. 2017 Planning Board Calendar
2017 Planning Board Calendar - Pending Adoption

7. INFORMAL DISCUSSION AND PUBLIC COMMENT

8. ADJOURN

The Town Of Clayton
Clayton Planning Board Minutes
Monday, October 24, 2016 @ 6:00 PM
Town Council Chambers

BOARD MEMBERS PRESENT:
Frank Price [Chair] (ETJ), Bob Ahlert [Vice Chair] (TL), George "Bucky" Coats (TL), James Lipscomb (ETJ), Marty Bizzell (ETJ), Sarah Brooks (TL), Stephen Powers (TL), Bob Satterfield (Councilman) and Michael Grannis (Mayor Pro-Tem)

STAFF PRESENT:
David DeYoung, Planning Director; Jay McLeod, Town Planner; John McCullen, Town Engineer; and Laura Gray, Clerk to Board.

MEMBERS ABSENT:
Jim Lee (ETJ) and Ronald Johnson (TL)

1 Roll Call

a) Frank Price called the meeting to order.

b) David DeYoung, Planning Director, called roll.

2 ADJUSTMENT OF THE AGENDA

a) Johnston County Charter Academy special use permit moved to Item A and the major site plan request moved to Item B.

3 APPROVAL OF MINUTES

a) September 26th Planning Board Minutes

ACTION: Motion to approve September minutes.

Motion: George "Bucky" Coats
Second: Sarah Brooks
Vote: Unanimous

4 REPORTS AND COMMENTS

a) Item D, 2016-102-OA, will be voted on at the November 28th meeting.

5 OLD BUSINESS

a) None.

6 NEW BUSINESS

a) 2016-188-SUP Johnston County Charter Academy

NC Pin: 164900-95-2419
Tag #: 05G02001A
The applicant is requesting a special use permit to allow the use of a charter school (Kindergarten - 8th grade) on a portion of the subject property, which is zoned Residential-10.

Jay McLeod, Town Planner, presented Johnston County Charter Academy to the Planning Board. The special use permit request and major site plan request were presented together.

The applicant is requesting a special use permit to operate a charter school on a property that is zoned Residential-10 (R-10). Any school wishing to locate within the R-10 zoning district requires a special use permit in order to be permitted.

The subject property is currently vacant, and is located east of the Town Centre shopping plaza and south of US 70 Bus. Hwy. off of Financial Drive. The charter school is proposing to locate on ±8 acres of the subject parcel's total 67.56 acres.

An application for this charter school was approved by the State of North Carolina for an anticipated opening in August of 2017. The 48,000 square foot school is proposed to be tuition free and will teach grades K-8, serving approximately 772 students, although initially only grades K-6 will be filled.

Mr. McLeod state the applicant proposes to extend Financial Drive, which will ultimately lead to the driveway of the school's facility, while also maintaining the appropriate inter-connectivity with adjacent parcels for future development. The entrance to the facility will be two-way, and traffic entering into the site for drop-off/pick-up will turn right to enter the queuing lanes. All queuing for pick-up/drop-off will occur on site.

The site plan also accommodates two access points for Fire/Police/EMS. A secondary fire access is proposed via an existing 30' access and utility easement located in the rear of the facility.

The proposed use of the property is consistent with the Comprehensive Plan 2040 Future Land Use Map, which designates the subject property as "Community Mixed-Use".

The proposed use of the property is consistent with the Unified Development Code.

The proposed development meets all landscaping requirements within the Unified Development Code. The applicant is proposing a Class "C" landscape buffer along the western and southern portions of the development. Class C buffers are required wherever vehicular use areas are adjacent to residentially-zoned properties. The applicant is also providing landscaping within the site in order to meet the 20% interior landscape requirement. All

mechanical equipment shall be screened completely from view.

Mr. McLeod sated the proposed development will be required to extend Financial Drive from Town Centre Blvd to the proposed school driveway. In order to mitigate traffic impacts caused by the school traffic, a northbound left-turn lane along the new road extension of Financial Drive will be required. The development will also need to extend the westbound left-turn lane along US 70 at Financial Drive to be 500 feet in length. Additionally, the restriping of Financial Drive southbound to Town Centre Blvd will be required to include a through lane and a right turn lane. A stop sign must also be installed on the eastbound Town Centre Blvd approach to Financial Drive.

Financial Drive is in-process to be accepted for ownership and maintenance by the Town of Clayton, and US Hwy 70 Business is owned and operated by NCDOT. At the time of the meeting recommendations regarding the TIA had not been received back from NCDOT Division 4 or NCDOT Congestion Management. These will be required prior to this application proceeding to Town Council.

Mr. McLeod stated staff recommends approval of the major site plan and special use permit. The major site plan will be subject to the conditions of approval of the special use permit.

Frank Price asked if the property should be rezoned to O-I.

Mr. McLeod stated a special use permit is required for a charter school in all zoning districts.

Stephen Powers expressed concern with the amount of cars in and out of the school.

Mr. McLeod stated the applicant has done their due diligence. The improvements were based on peak traffic hours.

Mr. Ahlert expressed concern about the sharp turns for emergency vehicles.

Mr. McLeod stated the fire marshal has reviewed the site plan and did not mentioned concern.

Bob Satterfield asked staff to comment on the architectural features being on just the front of the building and not all four sides of the building.

Mr. McLeod stated that could be an additional condition added to the special use permit (condition #11 added).

No further questions for staff.

Frank Price called on the applicant.

Bob Dunston, National Heritage Academies, came forth and gave a brief presentation and answered any additional questions.

Mr. Dunston stated the project is planning to begin construction February 2017 and the Charter Academy is projected to open August 2017.

Aimee Giacherio, Senior Traffic Engineer with Wade Trim, Inc., was also present to answer any additional questions.

Sarah Brooks asked if the dismissal times would be staggered by grade.

Ms. Giacherio stated all grades will be dismissed at the same time.

No further questions for Ms. Giacherio.

George "Bucky" Coats asked Mr. Dunston if the charter school will eventually grow to high school level.

Mr. Dunston stated there will never be a highscool at this location, they will only have a maximum of 772 students.

Mr. Lipscomb expressed concern about the landscape on the right of way.

David DeYoung, Planning Director, stated Financial Town Road will be taken over by the Town as public right of way.

No further questions and no comments from the public.

Conditions of approval:
1. The development of the site is limited to the site design approved by the Planning Board and use ("School, Elementary or Secondary") approved by Town Council via this Special Use Permit. Modifications to the approved site plan shall require review and approval in accordance with Section 155.707 of the Unified Development Code.

2. The use ("School, Elementary or Secondary") is restricted to just the portion of property (±8 acres) addressed in the Site Plan (2016-189-SP) submitted in conjunction with this Special Use Permit.

3. Following Board approvals, three copies of the Final Site Plan, Landscape Plan, and Architectural Elevations meeting the requirements of the Unified Development Code, Conditions of Approval, and displaying the Conditions of Approval shall be submitted to the Planning Department for final approval and stamping. Any changes to these approved plans must follow the appropriate process for revisions.

4. All mechanical equipment shall be completely screened from view.

5. All applicable development fees shall be paid to the Town prior to issuance of building permits.

6. A final landscape/site inspection shall be performed by the Planning Department prior to the issuance of the Certificate of Occupancy.

7. All Class "C" landscape buffers (in particular, required where a parking area abuts residentially zoned property) shall include a wall, opaque fence, evergreen hedge, berm, or combination thereof with

8. All off-site roadway improvements recommended by the Traffic Impact Analysis, and agreed upon by NCDOT Congestion Management, NCDOT Division 4, and the Town shall be installed prior to the issuance of the Certificate of Occupancy for the development.

9. Sidewalks shall be provided along both sides of all proposed public roads.

10. Bike racks shall be provided for the development at the rate of one bike rack per 40 people, where "people" is defined as the summation of all employees and students above 2nd grade.

11. Elevations and architectural features will be reviewed by staff and represented to Town Council with the special use permit request.

ACTION: Motion to recommend approval of 2016-188-SUP to Town Council with conditions.

Motion: Bob Ahlert
Second: James Lipscomb
Vote: Unanimous

b) 2016-189-SP Johnston County Charter Academy
NC Pin: 164900-95-2419
Tag #: 05G02001A
The applicant is requesting major site plan approval for a two-story 47,676 square foot charter school (Kindergarten- 8th grade).

The major site plan was presented with the special use permit request.

ACTION: Motion to approve 2016-189-SP with conditions, pending Town Council approval of 2016-188-SUP.

Motion: Sarah Brooks
Second: Stephen Powers
Vote: Unanimous

c) 2016-181-SP Grifols - D230 NFB Building
NC Pin: 167800-32-6472

Tag #: 05I05001F

Jay McLeod, Town Planner, presented Grifols to the Planning Board.

The applicant is requesting major site plan approval to expand the existing Grifols facility by developing an 82,551 square foot D230 Fractionation Facility, as well as a 5,186 square foot Chiller Building.

This request is running concurrently with a Special Use request (2016-180-SUP) to allow the maximum building height of the Fractionation Facility to be a total of 71 1/2 feet in height, which exceeds the maximum height permitted in the subject zoning district (I-1).

Mr. McLeod stated the applicant is proposing to develop the facility just north of the existing NFF Building D310, and is proposing to remove the gravel parking lot that currently exists. This existing parking is proposed to be relocated to the west of the facility. This proposal was submitted as a minor site plan application (2016-161-SPM) and has been approved by Planning Staff for a total of 136 parking spaces.

A future Phase 2 parking lot is proposed to be developed to the north of the recently approved Phase 1 parking lot. However, the Phase 2 parking is not planned to be constructed until a later date once both the existing and proposed facilities are closer to operating at 100% occupancy.

The site is proposed to be accessed off of US 70 HWY BUS W, via Whisper Wind Road which will connect to the site across the railroad tracks. This is also how the existing facility is accessed. US Hwy 70 Business is owned and operated by NCDOT.

Mr. McLeod state it was determined by NCDOT that a Traffic Impact Analysis was not needed for this project. NCDOT determined that any increase in traffic as a result of this development should be mitigated by the improvements that are to be made as a part of the new expansion of Novo Nordisk.

The 2040 Comprehensive Plan Future Land Use Map designates this site as "Employment Center". The proposed use is compatible with this designation. The expansion of biopharmaceutical manufacturing facilities and jobs is also consistent with the following goals:
ED1: Increase opportunities for companies which provide well-compensated, highly skilled positions.

Landscaping is provided around the proposed facility and is consistent with the Unified Development Code. There are no buffer requirements for this proposed expansion. All mechanical equipment will be housed by the chiller building, so no screening is needed for mechanical equipment associated with this expansion.

Mr. McLeod stated staff recommends approval with conditions.

No questions for staff.

David Criser, Criser Troutman Tanner Consulting Engineers, came forth to answer any questions.

No questions for the applicant and no questions from the public.

Conditions of approval:
1. The maximum building height of 71 ½ feet is for the D230 Fractionation Facility only, and is subject to Special Use Approval of 2016-180-SUP.

2. Following board approval, three copies of the plans, meeting the Conditions of Approval, shall be submitted to the Planning Department for final approval.

3. All Conditions of Approval related to this plan shall be recorded on the cover sheet of the revised plans prior to their submission to the Planning Department.

4. The development of the site is limited to the site design and uses approved by the Planning Board. Modifications to the approved site plan shall require review and approval in accordance with the UDC.

5. A Zoning Compliance Permit shall be required prior to issuance of any building permits.

6. Utility construction plans shall be approved by the Public Works Department prior to issuance of building permits.

7. All signage shall require a sign permit from the Planning Department, and shall meet standards of the UDC.

8. A site/landscape inspection by the Planning Department shall be required prior to issuance of a Certificate of Occupancy. All site improvements shall be installed prior to the site inspection.

ACTION: Motion to approve 2016-181-SP with conditions, contingent on 2016-180-SUP.

Motion: James Lipscomb
Second: Bob Ahlert
Vote: Unanimous

d) 2016-102-OA Sign Code Revision
Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to signs, sign permits, and associated definitions and regulations.

Jay McLeod, Town Planner, gave a brief presentation on the Sign Code

Amendment to the Planning Board.

ACTION: Motion to continue 2016-102-OA until the November 28th Planning Board meeting.

Motion: Bob Ahlert
Second: Sarah Brooks
Vote: Unanimous

e) 2016-217-OA Article 700 Administration Process Code Revision
Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to administrative processes having to do with the Technical Review Committee, Planning Board, and Board of Adjustment.

David DeYoung, Planning Director, presented 2016-217-OA to the Planning Board.

Some portions of the Unified Development Code are proposed for update regarding the operation of boards related to development review, including Planning Board, Board of Adjustment, and Technical Review Committee. This involves clarification of operations, membership (in accordance with state statute), and relocation of text to (or from) more appropriate chapters in the Town Code of Ordinances.

The following sections of Title XV, Chapter 155 are proposed for amendment:
700 - Review Bodies
701 - Summary of Review Authority
702 - Common Review Procedures

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

The request largely represents relocation, clarification, or refinement of existing Code language.

The request is consistent with all known state, federal, and case laws and some changes (regarding board composition) bring the Code more into compliance with state requirements.

Mr. DeYoung stated staff recommends approval.

No questions for staff and no comments from the public.

ACTION: Motion to recommend approval of 2016-217-OA to Town Council.

Motion: Marty Bizzell
Second: Bob Ahlert
Vote: Unanimous

7 INFORMAL DISCUSSION AND PUBLIC COMMENT

a) James Lipscomb expressed concern about the regulations in the subdivision code.

Mr. DeYoung stated the Planning Department has meet with a consultant and the subdivision code is in the process of being revised.

8 ADJOURN

a) Motion to adjourn.

Motion: Sarah Brooks
Second: Frank Price
Vote: Unanimous

_____
Chair

ATTEST:

_____
Clerk to the Board

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
October 24, 2016

STAFF REPORT

Application Number: 2016-102-OA
Project Name: Sign Code Amendment 2016 (Ordinance Amendment)

Applicant: Town

Public Noticing:
- Newspaper ad posted prior to November 23, 2016

REQUEST: Request to make amendments to the text of the Unified Development Code, Title XV, §155, relating to signs, sign permits, and associated definitions and regulations.

SECTIONS PROPOSED FOR AMENDMENT:

The following sections of Title XV, Chapter 155 are proposed for amendment:
- Major revisions:
  - 403 – Signs
- Minor revisions (for consistency with the above revisions):
  - 700 – Review Bodies
  - 701 – Summary of Review Authority
  - 702 – Common Review Procedures
  - 713 – Sign Permits
  - 802 – Defined Terms

STAFF ANALYSIS AND COMMENTARY:

Overview
Recent operational experiences with sign regulation and permitting have revealed some issues or complications that can be addressed through revisions to the Sign Code (§155.403). The proposed Sign Code revisions attempt to solve negative experiences with sign permitting that have trended toward the following: complicated customer experience, long permit review and turnaround, unsatisfactory signage outcomes, frustrated businesses unable to erect signage in a reasonable timeframe, lack of coordination between business owners

and property owners. The solution to these issues is general updating of the sign code and removal of the Master Sign Plan process.

The Sign Code is proposed for general revision, including updating the prohibited and exempted signage. Note: “Exempt” signage is only exempt from a obtaining a permit, not from meeting sign dimensional criteria. Prohibited signs are expanded, in particular to include “rope” or string lighting. The proposed updates also include adding regulation of two new sign types: Tenant Identification Sign and Flags/Flagpoles. Criteria for all sign types have been revised for added clarity.

The Master Sign Process regulates all buildings with multiple uses or tenants, planned developments, and other such sites. This includes all multi-tenant buildings, with strip malls being a good example. The Master Sign Plan was originally created to “provide a unified record of signs and promote coordinated signage”. The concept was simple: businesses that are connected should look like they belong together. In practice, however, it has proved unworkable and/or legally suspect (depending on the particulars of the site), has required a professional planner or Code-writer to create each one, and has consumed many hours of staff review time for little gain. The proposed Sign Code revisions address this by removing the Master Sign Plan, but also refining other specific sign criteria (such as wall signs) to incorporate changes that reduce signage clutter. The Alternative Sign Plan process remains as a signage pressure relief valve (of sorts) for sites that are unique or exceptional.

These proposed amendments will help refine the regulation of signage and signs in Clayton to allow a more cooperative, more easily understandable, and streamlined process for business owners, property owners, Town staff, and sign companies. The resulting process will create a more efficient and business-friendly sign permitting process while also retaining the criteria for signage excellence to which the Town aspires.

The proposed changes are summarized in the table below:

Sign Code Ordinance Amendment Summary	
Major Issues	**Proposed Solution**
Some signage criteria are tied to criteria that not all sites can meet or measure.	Realign signage criteria to tenant-specific criteria.
Master Sign Plan process is problematic, and can cause excessive delay and/or possible legal inconsistencies. It is also burdensome for customers, business owners, property owners, Town staff, and sign companies.	Remove the Master Sign Plan and streamline signage requirements, and allow landlord/tenants to better manage signage as the market dictates. Alternative Sign Plan process remains as an option for creative signage.
Minor Issues	**Proposed Solution**
Emergence of undesirable sign types.	Define and prohibit "rope" lighting, backlit awnings, substandard signage in secondary (non-storefront) windows, etc.
Emergence of desirable, but currently unregulated signage.	Establish new criteria for Flags & Flagpoles and Tenant Identification Signs.

Needed definitions for enhanced clarity and identification of sign types and other regulating criteria.	Added definitions.

Approval Criteria:

- **Consistency with remainder of the Chapter**
  The request is consistent with the remainder of Chapter 155.

- **Novelty of the request**
  The request does not introduce overly novel changes to the Code, with the exception of the regulation of the proposed new sign types. Some novelty also exists in the expansion of exempted and prohibited signs.

- **Correction of existing errors**
  The request incorporates correction, clarification, or refinement of existing Code language.

- **Compliance with state or federal statutes or case law**
  The request is consistent with all known state, federal, and case laws.

CONSIDERATIONS

- The Planning Board shall make a recommendation to Town Council. The Town Council shall make a final decision regarding revisions to the Town Code.

STAFF RECOMMENDATION:

Staff is recommending approval.

CONDITIONS:

Staff has no recommendation of Conditions.

ATTACHMENTS:

1) Application
2) Draft Ordinance Amendment, in strikethrough/underline.

Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

ORDINANCE AMENDMENT APPLICATION

Pursuant to Article 7, Section 155.703 of the Unified Development Code, the Town Council, Board of Adjustment, Planning Board, Planning Director, or the general public may petition the Town Council to amend the Code of Ordinances.

Application Fee: TBD
Advertisement Fee: $100.00
All fees are due when the application is submitted.

AMENDMENT INFORMATION

Project Name: SIGN CODE REVISION

Existing title of Code Section(s): Signs

Code Section Number(s): 155.403

APPLICANT/CONTACT INFORMATION

Applicant: Planning Dept.

Mailing Address: 111 E. 2nd St

Phone Number: (919) 553-5002 **Fax:**

Contact Person: JAY McLEOD

Email Address: jwmcleod@townofclaytonnc.org

DESCRIPTION OF REQUESTED CHANGES

Please provide a general justification of the requested ordinance amendment. Attach additional sheets if necessary.

Small revisions to the sign code section are requested to streamline review & permitting.

FOR OFFICE USE ONLY

Date Received: RECEIVED MAY 10 2016 TOWN OF CLAYTON PLANNING DEPARTMENT

Amount Paid: $0 - Town-initiated

File Number: 2016-102-OA

REQUIRED INFORMATION (*to be submitted with the application*)

The following items must accompany this application for it to be deemed complete.

To be completed by the applicant:			For staff use only:		
Submit 9 copies of all materials unless otherwise noted or directed by staff	Yes	N/A	Yes	No	N/A
1. A pre-application conference was held with Town of Clayton staff. Date: _____	☑				
2. Review Fee and Advertisement Fee	☐	✓ Town-initiated			
3. Completed application	☑				
4. A bound strikethrough/underline copy of the Code section(s) proposed for revision	☑				
5. A bound "clean" copy of the Code section(s) proposed for revision	☑				

APPROVAL CRITERIA

All applications for Ordinance Amendment must address the following criteria:

1. The extent to which the proposed text amendment is consistent with the remainder of the chapter, including specifically, any purpose and intent statements.

   Revisions are consistent & are minor in scope.

2. The extent to which the proposed text amendment represents a new idea not considered in the existing chapter, or represents a revision necessitated by changing circumstances over time.

   Revisions are minor & reflect a simplification to better serve sign permittees & the Town.

3. Whether or not the proposed text amendment corrects an error in the chapter.

   Revisions refine the chapter.

4. Whether or not the proposed text amendment revises the chapter to comply with state or federal statutes or case law.

   Revisions ~~[illegible]~~ are consistent with statutes & case law.

APPLICANT AFFIDAVIT

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

JAY McLEOD (on behalf of Planning Dept.) — *Print Name*

Signature of Applicant

05/10/2016 — *Date*

Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

MEMORANDUM

Date: November 18, 2016

To: Planning Board

From: Planning Staff

Subject: Notice of amendment to Ordinance Amendment 2016-102-OA

Since the October 24, 2016 meeting of the Planning Board, some minor changes were added to the proposed Sign Code (§155.403) revision, including the following more notable changes:

- Added definitions for Feather Sign, Flag, Flag Pole, and Gas Balloon – Section (C).
- Added prohibition for commercial signs stenciled or projected on the ground – Section (E).
- Added objective criteria for ranking of sign quality and materials – Section (F)(5).

These changes are included in the agenda packet materials to be discussed at the November 21, 2016 Planning Board meeting.

ARTICLE 7: ADMINISTRATION

§ 155.700 REVIEW BODIES

(A) **TOWN COUNCIL**

(1) **Establishment and Composition**

The Town Council is established and composed pursuant to the Town Charter and Chapter 30 of the Town's Code of Ordinances.

(2) **Powers and Duties**

In execution of the provisions of this Chapter, the Town Council shall be responsible for final action regarding the following:

(a) Text Amendments (§ 155.703);

(b) Rezonings (§ 155.704);

(c) Planned Development Review (§ 155.705);

(d) Preliminary Plat Review (§ 155.706);

(e) Special Use Review (§ 155.711); ~~and~~

(f) Zoning Vested Rights (§ 155.718); and

~~(f)~~(g) Alternative Sign Plans (§155.703).

(B) **PLANNING BOARD**

(1) **Establishment and Composition**

The Planning Board is established and composed pursuant to Chapter 32 of the Town's Code of Ordinances.

(2) **Powers and Duties**

In execution of the provisions of this Chapter, the Planning Board shall have the following power and duties.

(a) ***General Authority***

1. The Planning Board may exercise additional powers as may be described elsewhere in this chapter and as permitted by North Carolina General Statutes.

2. The Planning Board shall perform related duties as directed by the Town Council.

(b) ***Review Authority***

The Planning Board shall make recommendations regarding the following:

1. Text Amendments (§ 155.703);
2. Rezonings (§ 155.704);
3. Planned Development Review (§ 155.705);
4. Preliminary Plat Review (§ 155.706); and
5. Special Use Review (§ 155.711).

(c) ***Final Authority***

The Planning Board shall be responsible for final action regarding the following:

1. Major Site Plan Review (§ 155.707); and
2. Alternative means of compliance in the Thoroughfare Overlay District.

(C) **BOARD OF ADJUSTMENT**

(1) **Establishment**

The Board of Adjustment is established pursuant to G.S. § 160A-388 and Chapter 32 of the Town's Code of Ordinances.

(2) **Composition**

(a) ***Number and Term***

1. The Board of Adjustment shall consist of seven members with four members residing in the corporate limits and three members residing within the Town's Extraterritorial Jurisdiction (ETJ); and each member is to be appointed for three years.
2. In appointing the original members or in the filling of vacancies caused by the expiration of the terms of existing members, the Town Council may appoint certain members for less than three years to the end that thereafter the terms of all members shall not expire at the same time.

(b) ***Membership***

1. Membership on the Board of Adjustment shall include representatives from the ETJ.

2. Any member of the Board of Adjustment representing the ETJ shall be appointed by the Town Council, subject to approval by the Johnston County Board of County Commissioners.

(c) ***Alternate Members***

1. The Town Council may, in its discretion, appoint and provide compensation for two alternate members to serve on the Board of Adjustment in the absence of any regular member. One alternate member shall be from the Town and one alternate member shall be from the ETJ.

2. Alternate members shall be appointed for the same term, at the same time, and in the same manner as regular members.

3. Each alternate member, while attending any regular or special meeting and serving in the absence of any regular member, shall have and may exercise all the powers and duties of a regular member.

(d) ***Attendance***

All members are expected to attend scheduled meetings for the prompt and efficient transaction of business. The secretary to the Board shall maintain the attendance record, including attendance at regular meetings, work sessions and special called meetings. If at any time a member either fails to attend two-thirds of the scheduled meetings during a calendar year or misses three scheduled meetings in succession, the secretary to the Board shall notify the Chairman of the Board. The Chairman of the Board will send a letter of recommendation on this member's attendance to the Town Clerk. The Town Clerk shall include the letter as an item on the next available Town Council meeting agenda requesting Council as a whole make a decision on this member's continued service to the Board.

(3) **Proceedings**

(a) ***Meetings***

All meetings of the Board of Adjustment shall be held at a regular place and shall be open to the public.

(b) ***Minutes***

The Board of Adjustment shall keep minutes of proceedings in a book maintained for that purpose only, showing the vote of each member upon each question, or if absent or failing to vote, an indication of such fact; and final disposition of appeals shall be by

recorded resolution, indicating the reasons of the Board, all of which shall be a public record.

(c) ***Quorum***

A quorum shall consist of four members. If there are not seven regular members in attendance, one or both of the alternate members may hear and vote on any matter coming before the Board of Adjustment regardless of the geographical area in which the alternate member resides; however, the total voting membership shall not exceed seven members in any case.

(4) **Powers and Duties**

In execution of the provisions of this Chapter, the Board of Adjustment shall have the following powers and duties.

(a) ***General Authority***

The Board of Adjustment may exercise additional powers as may be described elsewhere in this Chapter and as permitted by North Carolina General Statutes.

(b) ***Final Authority***

The Board of Adjustment shall be responsible for final action regarding the following:

1. Conditional Use Review (§ 155.710);
2. Variances (§ 155.716); and
3. Administrative Appeals (§ 155.717).

(D) **PLANNING DIRECTOR**

(1) **Designation**

The Planning Director shall administer certain provisions of this Chapter as may be required below.

(2) **Delegation of Authority**

The Planning Director may designate any staff member to represent the Planning Director in any function assigned by this Chapter but shall remain responsible for any final action.

(3) **Powers and Duties**

In execution of the provisions of this Chapter, the Planning Director shall have the following powers and duties.

(a) ***General Authority***

1. The Planning Director may exercise additional powers as may be described elsewhere in this Chapter and as permitted by North Carolina General Statutes.

2. The Planning Director shall perform related duties as directed by the Town Council.

(b) ***Review Authority***

The Planning Director shall make recommendations regarding the following:

1. Text Amendments (§ 155.703);

2. Rezoning (§ 155.704);

3. Planned Development Review (§ 155.705);

4. Preliminary Plat Review (§ 155.706);

5. Major Site Plan Review (§ 155.707);

6. Conditional Use Review (§ 155.710);

7. Special Use Review (§ 155.711);

8. Alternative Sign Plans (§ 155.713);

9. Variances (§ 155.716); and

10. Zoning Vested Rights (§ 155.718).

(c) ***Final Authority***

The Planning Director shall be responsible for final action regarding the following:

1. Minor Plat Review (§ 155.706);

2. Final Plat Review (§ 155.706);

3. Administrative Amendment (§ 155.707);

4. Minor Site Plan Review (§ 155.707);

5. Traffic Impact Analyses (§ 155.708);

6. Zoning Permits (§ 155.709);

7. Temporary Use Permits (§ 155.712);

8. Sign Permits ~~for signs under eight feet in height~~ (§ 155.713);

~~9. Master Sign Plans (§ 155.713); and~~

~~10.~~9. Written Interpretations (§ 155.715).

(E) **TECHNICAL REVIEW COMMITTEE**

(1) **Establishment and Composition**

The Technical Review Committee is established and composed pursuant to Chapter 32 of the Town's Code of Ordinances.

(2) **Powers and Duties**

In execution of the provisions of the Chapter, the Technical Review Committee shall have the following powers and duties.

(a) ***Review Authority***

The Technical Review Committee shall review and provide comments regarding the following:

1. Planned Development Review (§ 155.705);

2. Minor Plat Review (§ 155.706);

3. Preliminary Plat Review (§ 155.706);

4. Final Plat Review (§ 155.706);

5. Minor Site Plan Review (§ 155.707); and

6. Major Site Plan Review (§ 155.707).

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2008-09-01, passed 9-2-08; Am. Ord. 2011-12-02, passed 12-5-11; Am. Ord. 2013-02-02, passed 2-4-13; Am. Ord. 2013-12-03, passed 12-2-13; Am. Ord. 2014-06-10, passed 6-16-14)

§ 155.701 SUMMARY OF REVIEW AUTHORITY

Table 7-1 below summarizes review and approval authority under this chapter.

Table 7-1 Review and Approval Authority

	Technical Review Committee TRC	Planning Director PD	Board of Adjustment BOA	Planning Board PB	Town Council TC	
Text Amendment		Review		Review	**<DECISION>**	§ 155.703
Rezoning		Review		Review	**<DECISION>**	§ 155.704
Planned Development	Review	Review		Review	**<DECISION>**	§ 155.705
Minor Subdivision Plat	Review	**DECISION**				§ 155.706
Preliminary Plat	Review	Review		Review	**<DECISION>**	§ 155.706
Final Plat	Review	**DECISION**				§ 155.706
Administrative Amendment		**DECISION**				§ 155.707
Minor Site Plan	Review	**DECISION**				§ 155.707
Major Site Plan	Review	Review		**DECISION**		§ 155.707
Traffic Impact Analysis						§ 155.708
Zoning Permit		**DECISION**				§ 155.709
Conditional Use		Review	**<DECISION>**			§ 155.710
Special Use		Review		Review	**<DECISION>**	§ 155.711
Temporary Use Permit		**DECISION**				§ 155.712
Sign Permit		**DECISION**				§ 155.713
~~**Master Sign Plan**~~		~~**DECISION**~~				~~§ 155.713~~
Alternative Sign Plan		Review			**<DECISION>**	§ 155.713
Written Interpretation		**DECISION**				§ 155.715
Variance		Review	**<DECISION>**			§ 155.716
Administrative Appeal			**<DECISION>**			§ 155.717
Zoning Vested Right		Review			**<DECISION>**	§ 155.718
<Public Hearing Required>						

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2013-02-02, passed 2-4-13; Am. Ord. 2013-12-03, passed 12-2-13)

§ 155.702 COMMON REVIEW PROCEDURES

(A) **PRE-APPLICATION CONFERENCE**

(1) Before submitting an application for development approval, each applicant shall schedule a pre-application conference with the Planning Department to discuss the procedures, standards and regulations required for development approval in accordance with this chapter.

(2) Unless waived by the Planning Director, ~~A~~ a pre-application conference with the Planning Department shall be required for all development approvals listed in Table 7-1, with the exception of Written Interpretations (§155.715).

(B) **NEIGHBORHOOD MEETING**

(1) After the pre-application conference and prior to the first public meeting, the applicant shall hold a mandatory neighborhood meeting for the following:

(a) Rezonings (§ 155.704);

(b) Planned development review (§ 155.705);

(c) Major subdivision / Preliminary Plat review, (§ 155.706);

(d) Major site plan review (§ 155.707);

(e) Special use review (§ 155.711); and

(f) Conditional use review (§ 155.710).

(2) Only the initial application for Planned Development review shall require a neighborhood meeting. Subsequent applications for Subdivision or Site plan review do not require further neighborhood meetings.

(3) The purpose of the neighborhood meeting shall be to inform the neighborhood of the nature of the proposed land use and development features, explain the site plan if any, and solicit comments.

(4) The applicant shall provide notification by mail to property owners as identified in (D)(2)(c) of this Section. The notice shall be mailed at least ten days but not more than 25 days prior to the date of the neighborhood meeting. Neighborhood meetings shall be held no earlier than 6:00 pm Monday through Friday to allow adequate time for attendees to get to the meeting.

(5) The applicant shall provide to the Planning Department a copy of all notice materials including the letter and addresses, and provide written certification of the mailing. Certification shall note the date of the mailing and be signed by the applicant.

(6) The applicant shall prepare and submit to the Planning Director a meeting summary that outlines attendance, major points discussed, and any agreements reached between the parties involved.

(7) The Planning Director may develop administrative rules pertaining to any additional requirements for the conduct of the meeting.

(C) **APPLICATION REQUIREMENTS**

(1) **Forms**

Applications required under this Chapter shall be submitted on forms and in such numbers as required by the Planning Director.

(2) **Fees**

(a) All applications and associated fees shall be filed with the Planning Department.

(b) Filing fees shall be established from time to time to defray the actual cost of processing the application, as listed in the Town's Comprehensive List of Fees and Charges.

(c) An applicant who has paid the appropriate fee pursuant to the submission of an application, but who chooses to withdraw such application prior to its distribution for review shall be entitled to a refund of the total amount paid, less 10% for administrative costs, upon written request to the appropriate department. Once review has begun, no refund shall be available, except that unused notice surcharges shall be refunded less 10% for administrative purposes.

(3) **Application Deadline**

Applications shall be submitted to the Planning Department in accordance with the published calendar schedule. Schedules indicating submittal dates shall be developed each year and made available to the public.

(4) **Applications Sufficient For Processing**

(a) All applications shall be sufficient for processing before the Planning Department is required to review the application.

(b) An application shall be sufficient for processing when it contains all of the information necessary to decide whether or not the development as proposed will comply with all of the requirements of this Chapter.

(c) The presumption shall be that all of the information required in the application materials is necessary to satisfy the requirements of this section. However, it is recognized that each application is unique, and therefore more or less information

may be required according to the needs of the particular case. The applicant may rely on the recommendations of the appropriate department as to whether more or less information should be submitted.

(d) Once the application has been determined sufficient for processing, copies of the application shall be referred by the Planning Department to the appropriate reviewing entities.

(5) **Final Determinations On Sufficient Applications**

(a) Following review by appropriate entities, Planning Department staff shall review any updated application materials and confer with the applicant to ensure an understanding of the applicable requirements of this Chapter; that the applicant has submitted all of the information they intend to submit; and that the application represents precisely and completely what the applicant proposes to do.

(b) Once the applicant indicates that the application is as complete as the applicant intends to make it, Planning Department staff will make a determination on the application, or as required by this Chapter, the application shall be placed on the agenda of the appropriate review board in accordance with standard procedures.

(6) **Concurrent Applications**

(a) If approved by the Planning Director, applications for development approvals may be filed and reviewed concurrently. Any application that also requires a variance shall not be eligible for final approval until the variance has been granted.

(b) Applications submitted concurrently are subject to approval of all other related applications; denial or disapproval of any concurrently submitted application shall stop consideration of any related applications until the denied or disapproved application is resolved.

(D) **NOTICE AND PUBLIC HEARINGS**

(1) **Summary Of Notice Required**

Notice shall be required for applications for approval as shown in Table 7-2 below.

Table 7-2 – Public Notice Requirements

	Published	Mailed	Posted	
Text Amendment	●			§ 155.703
Rezoning	●	●	●	§ 155.704
Planned Development	●	●	●	§ 155.705

Preliminary Plat Review	●	●	●	§ 155.706
Major Site Plan			●	§ 155.707
Conditional Use Review	●	●	●	§ 155.710
Special Use Review	●	●	●	§ 155.711
Variance	●	●	●	§ 155.716
Administrative Appeal		●	●	§ 155.717

(2) **Public Notice Requirements**

(a) ***Published Notice***

Where published notice is required, a distinctive advertisement shall be placed by the Town in a local newspaper of general circulation once a week for two successive calendar weeks, the first notice being published not less than ten days nor more than 25 days before the date fixed for the public hearing.

(b) ***Posted Notice (Sign)***

Where posted notice is required, a sign shall be posted not less than ten days prior to the public hearing at which the application shall be reviewed. The sign shall be posted on the property or at a point visible from the nearest public street. The sign shall indicate that a public hearing will be held and a phone number to contact the Town.

(c) ***Mailed Notice***

1. Where mailed notice is required, the applicant shall supply stamped addressed envelopes to the Planning Department. The notification shall be made by first-class mail by Planning Department Staff (at the last addresses listed for such owners in the county tax records) to all property owners within 100 feet and immediately abutting 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. The Planning Department shall certify to the Town Council that fact, and such certificate shall be deemed conclusive in the absence of fraud.

2. The notice shall be mailed at least ten but not more than 25 days prior to the date of the public hearing.

3. Mailed notice under this section shall not be required if a rezoning (including a planned development rezoning) directly affects more than 50 properties owned

by a total of at least 50 different property owners, and the Town elects to use the following expanded notice requirements:

A. Published notice of the hearing shall be provided as set forth in (D)(2)(a) of this section. The advertisement shall not be less than one-half of a newspaper page in size.

B. Mailed notice of the hearing shall be provided (as set forth in (D)(2)(c)1. and 2. of this section) to all property owners who reside outside of the newspaper's circulation area.

(d) ***Content of Notice***

A published or mailed notice shall provide at least the following:

1. Parcel identification number;
2. The address of the subject property (if available);
3. The general location of the land that is the subject of the application, which may include, a location map;
4. A description of the action requested;
5. Where a rezoning is proposed, the current and proposed districts;
6. The time, date and location of the public hearing;
7. A phone number to contact the Town; and
8. A statement that interested parties may appear at the public hearing.

(3) **Constructive Notice**

Minor defects in notice shall not impair the notice or invalidate proceedings pursuant to the notice if a bona fide attempt has been made to comply with applicable notice requirements.

(E) **REQUIRED HEARINGS**

A public hearing shall be required for development review as shown in Table 7-3 below.

Table 7-3 Required Hearings

	Board of Adjustment **BOA**	Town Council **TC**	

Text Amendment		●	§ 155.703
Rezoning		●	§ 155.704
Planned Development		●	§ 155.705
Preliminary Plat		●	§ 155.706
Conditional Use Review	●		§ 155.710
Special Use Review		●	§ 155.711
Alternative Sign Plan		●	§ 155.713
Variance	●		§ 155.716
Administrative Appeal	●		§ 155.717

(F) **DECISIONS**

Unless specifically provided elsewhere, all decisions on land use changes, including rezonings, shall require an affirmative vote. Tie votes shall be considered denials of any requested change.

(G) **NOTICE OF DECISION**

Within 14 days after a decision is made, a copy of the decision shall be delivered to the applicant by personal delivery, electronic mail or first-class mail. The decision shall also be filed with the Planning Department and available for public inspection during regular office hours.

(H) **WITHDRAWAL OF APPLICATION**

(1) An applicant may withdraw an application at any time, by filing a statement of withdrawal with the Planning Director.

(2) The statement of withdrawal shall be signed by all persons who signed the application, or in the event of death or incompetence, by the estate's lawful personal representative.

(3) If a valid zoning protest petition shall have been filed, the application may be withdrawn only if the statement of withdrawal is filed no later than five days prior to the date of the Town Council hearing date upon which the matter is to be returned for action by the Town Council. Thereafter, the application may be withdrawn only by leave of the Town Council, by majority vote.

(4) The Planning Director may withdraw applications due to failure of the applicant to submit required information within 90 days of the initial request.

(5) An applicant may postpone a scheduled public hearing once per application for up to 90 days after the date the first public hearing was scheduled to occur, after which the Planning Director may withdraw the application.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2007-04-05, passed 4-2-07; Am. Ord. 2011-05-01, passed 5-2-11; Am. Ord. 2013-02-02, passed 2-4-13; Am. Ord. 2013-12-03, passed 12-2-13)

§ 155.713 SIGN PERMIT

(A) **APPLICABILITY**

(1) Except as otherwise provided in § 155.403(D) Exemptions, no sign may be erected, located, or altered in any manner until a ~~s~~Sign ~~p~~Permit, and building permit if necessary, has been secured from the Planning Department. The change of copy on a legally constructed sign shall not require a ~~permit~~ Sign Permit~~unless it is included as part of an approved master sign plan or alternative sign plan (see § 155.403(J) and § 155.403(K))~~.

(2) ~~After January 19, 1999, all signs erected in conformance with these regulations shall display a sticker which is issued by the Planning Department. Any sign which does not display this sticker shall be considered a zoning violation or nonconforming sign, and subject to the relative provisions of this chapter.~~Any sign which does not comply with the appropriate regulations in §155.403 "Signs" and cannot produce a valid sign permit within one week of request shall be considered in violation and/or non-conforming, depending on the specifics of the sign.

(B) **APPLICATION REQUIREMENTS**

An application for ~~s~~Sign ~~p~~Permit shall be submitted in accordance with § 155.702(c).

(C) **ACTION BY PLANNING DIRECTOR**

Following completion of the technical review period, the ~~p~~Planning ~~d~~Director shall review and take final action on the ~~s~~Sign ~~p~~Permit application, ~~for any sign less than eight feet tall~~, ~~or the master sign plan,~~ provided that all requirements of this chapter, and all other applicable electrical and North Carolina Building Code requirements are met.

(D) **ACTION BY TOWN COUNCIL**

Following completion of the technical review period, the ~~t~~Town ~~c~~Council shall review and take final action on any ~~a~~Alternative ~~s~~Sign ~~p~~Plan~~s~~ application ~~and~~or billboard~~s~~ sign application provided that all requirements of this chapter, Chapter §155.403 "Signs", and all other applicable electrical and North Carolina Building Code requirements are met.

(E) **INSPECTION OF PERMANENT SIGNS**

(6) The applicant shall request an inspection by the appropriate inspector after installation of the signs.

(7) The ~~s~~Sign ~~p~~Permit shall be null and void if sign installation is not completed within six months or the signs are not in conformance with the approved application.

(8) Valid ~~s~~Sign ~~p~~Permits may be assigned to a successor as holder of a business license for the same premises.

(F) **TEMPORARY SIGN PERMIT**

A ~~t~~Temporary ~~s~~Sign ~~p~~Permit shall be issued in accordance with § 155.403 "Signs". An ~~master sign plan~~ Alternative Sign Plan shall not be required for applications for ~~t~~Temporary ~~s~~Sign ~~p~~Permits.

(G) **REVOCATION OF A SIGN PERMIT**

The ~~s~~Sign ~~p~~Permit shall be revoked if a sign is found to be in violation of the requirements of this chapter, or other applicable electrical and North Carolina State Building Code requirements.

(H) **APPEAL**

Final action on a ~~s~~Sign ~~p~~Permit may be appealed to the Board of Adjustment in accordance with § 155.717 "Administrative Appeals.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2013-09-06, passed 9-3-13; Am. Ord. 2014-06-10, passed 6-16-14)

ARTICLE 8: DEFINITIONS

§ 155.802 DEFINED TERMS

Abutting
A property that directly touches another piece of property.

Accessory Structure
A structure located on the same parcel of property as the principal structure and the use of which is incidental to the use of the principal structure. A subordinate dwelling unit, garage, carport or storage shed are all examples of accessory structures.

Acreage, Gross
Land area with streets, rights-of-way, driveways which serve as access to more than two units or uses, and major transmission lines not included in its measurement.

Acreage, Net
Land area excluding streets, rights-of-way, driveways which serve as access to more than two units or uses, and major transmission lines not included in its measurement.

Adjacent
Property abutting directly on the boundary of, touching, or sharing a common point.

Alley
A public vehicular way providing service access along rear or side property lines of lots which are also served by one of the other listed street types.

Alteration
Any change, addition, or modification in construction or occupancy of an existing structure.

Antenna
A system of electrical conductors that transmit or receive electromagnetic waves or radio frequency or other wireless signals. Such shall include, but not be limited to radio, television, cellular, internet, microwave telecommunications and services not licensed by the FCC, but not expressly exempt from the Town's siting, building and permitting authority.

Applicant
Any person, firm, or corporation requesting approval of any land-use, development, or improvement application, or similar entitlement regulated by the municipal code.

Approval Authority
The Town Council, Planning Board, Board of Adjustment or other board or official designated by ordinance or this chapter as being authorized to grant the specific zoning or land use permit or approval that constitutes a site specific development plan.

Best Management Practices (BMP)

A structural or nonstructural management-based practice used singularly or in combination to reduce non-point source inputs to receiving waters in order to achieve water quality protection goals.

Buffer
Open spaces, landscaped areas, fences, walls, berms, or any combination thereof used to physically and visually separate one use or property from another in order to mitigate the impacts of noise, light, or other nuisance.

Buffer, Stream
An area of natural or planted vegetation through which stormwater runoff flows in a diffuse manner so that the runoff does not form a channel and which provides for infiltration of the runoff and filtering of pollutants.

Building
Any structure having a roof supported by columns or by walls, and intended for shelter, housing, or enclosure of persons, animals, or property.

Building Coverage
The maximum area of the lot that is permitted to be covered by buildings, including both principal structures and accessory buildings. Building coverage does not include paved areas such as driveways, uncovered porches or patios, decks, swimming pools or pool cages, or roof overhangs of less than three feet.

Building Separation
The required separation between any two buildings.

Caliper
The diameter of plant material, measured at six inches above grade for calipers of up to four inches, and 12 inches above grade for larger calipers.

Clearance
The shortest distance between two objects that must be maintained clear and free from obstructions or another specific identified object(s).

Co-Location
The use of a wireless telecommunication support facilities by more than one wireless telecommunication provider for the provision of wireless services without increasing the height of the tower or structure.

Conditional Use
A use or occupancy of a structure, or a use of land, permitted only upon issuance of a conditional use permit and subject to the limitations and conditions specified therein.

Construction
On-site erection, fabrication, installation, alteration, demolition or removal of any structure, facility, or addition thereto, including all related activities, including, but not restricted to, clearing of land, earthmoving, blasting and landscaping.

Crosswalk
A public pedestrian right-of-way which cuts across a block to facilitate pedestrian access to adjacent streets and properties.

Cul-De-Sac (Commercial, Residential)
A short, street having one end open to traffic and the other permanently terminated by a vehicular turnaround.

Dedication
The transfer of ownership without payment or other interest in real property from a private entity to a public agency.

Density
The number of dwelling units permitted per acre of land.

Development
The construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure, mining excavation, landfill, land disturbance; and any use or extension of the use of land.

Driveway
A private roadway located on a parcel or lot used for vehicle access.

Dwelling Unit
One or more habitable rooms which are occupied, or which are intended or designed to be occupied as a residence by one family, with facilities for living, sleeping, cooking, and dining.

Easement
A grant of one or more of the property rights by the owner to, or for the use by, the public, a corporation, or another person or entity.

Extraterritorial Jurisdiction (ETJ)
An area outside the Town of Clayton's town limit delineated on the Official Zoning District Map. Pursuant to the North Carolina General Statues, the Town enforces the following regulations within the ETJ: zoning ordinance; subdivision regulations and the North Carolina State Building Code.

Fence
An enclosure or barrier, such as wooden posts, wire, iron, etc., used as a boundary, means of protection, privacy screening or confinement, but not including hedges, shrubs, trees, or other natural growth.

Floor Area, Gross
The sum of the gross horizontal area of the several floors of a building, measured from the exterior faces of the exterior walls or from the center of the common walls of attached buildings. Gross floor area includes basement floors, attic floor space, halls, closets, stairwells, space devoted to mechanical equipment, and enclosed porches. Gross Floor Area also includes all outside storage areas.

Flood Fringe Area

That area of the floodplain lying outside the floodway but still lying within the area of special flood hazard, that is, within the 100-year floodplain.

Floodplain
Any land area susceptible to being inundated by water from any source.

Floodway
The channel of a river or other watercourse and the adjacent land area that must be reserved in order to discharge the 100-year flood without a significant increase in the base flood elevation.

Frontage, Building
The straight-line length of any building or store which fronts upon a public street, a customer parking area, or pedestrian mall and which has one or more entrances to the main part of the building or store. If specified, this may also apply to the equivalent distance on another lot line, such as side.

Frontage, Lot
The distance for which the front boundary line of the lot and the street line are coincident. If specified, this may also apply to the equivalent distance on another lot line, such as side.

Frontage, Street
See "Lot Frontage". Not to be confused with Frontage Road, which is a type of physical street occurring near a thoroughfare.

Greenway
A linear, multi-use (pedestrian, bicycle) trail, generally with a finished surface of asphalt or concrete, providing passive and active recreational opportunities. Greenways are typically built to the Town's specification ("Typical Bikeway / Greenway Pavement Section", Detail # 401.03), with a minimum width of 10', with 2' of clear, graded natural surface on each side. Occasionally, greenways will be built to a lesser width and/or with alternative materials, such as gravel, stone dust, lime rock, packed clay, rubber, pervious pavement, or mulch.

Ground Cover
Any natural vegetative growth or other material which renders the soil surface stable against accelerated erosion.

Hazardous Material
Any substance that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the workplace or the environment.

Home Occupation
An occupation carried on in a dwelling unit by the resident thereof; provided that the use is limited in extent and incidental and secondary to the use of the dwelling unit for residential purposes and does not change the character thereof.

Household

A domestic establishment including a member or members of a family or others living under the same roof.

Impervious Surface
Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to building roofs, parking and driveway areas, graveled areas, sidewalks, and paved recreation areas.

Infrastructure
Streets, water lines, sewers lines and other public facilities necessary to the functioning of a community.

Junk
Any scrap, waste, worn out, discarded material or debris collected or stored for destruction, disposal or some other use.

Land Disturbing Activity
Any use of land in residential, industrial, educational, institutional or commercial development, highway and road construction and maintenance that results in a change in the natural cover or topography and that may cause or contribute to sedimentation. Sedimentation occurs whenever solid particulate matter, mineral or organic, is transported by water, air, gravity, or ice from the site of its origin, and is deposited elsewhere.

Landscape Plan
A plan associated with a subdivision, land development, or parking facility plan indicating the placement of landscape materials, including specifications, species, quantities, and method of installation.

Landscaping
The area within the boundaries of a given a lot that consists of planting materials, including but not limited to trees, shrubs, ground covers, grass, flowers, decorative rock, bark, mulch, and other similar materials.

Livestock
Grazing animals kept either in open fields or structures for training, boarding, home use, sales, or breeding and production, including but not limited to: cattle, riding and draft horses, hogs, sheep, goats, miniature horses, llamas, and alpacas.

Loading, Off-Street
An unobstructed area provided and maintained for the temporary parking of trucks and other motor vehicles for the purpose of loading and unloading goods, materials and merchandise.

Local Street Network
System of local streets that include commercial streets, collector streets, residential collectors, cul-de-sacs, and alleys.

Lot
A portion of a subdivision or other parcel of land, intended as a unit for transfer of ownership or for development or both.

Lot Area
The horizontal area within the exterior lines of the lot, exclusive of any area in a public or private way open to public uses.

Lot, Corner
A lot having at least two adjacent sides that abut for their full length upon streets. Both such lot lines shall be considered front lot lines.

Lot, Double Frontage
A continuous or through lot of the same depth as the width of a block, and which is accessible from both of the streets upon which it fronts.

Lot, Flag
A lot that has access to a public right-of-way by means of a narrow strip of land.

Lot of Record
A lot which is part of a subdivision recorded in the Office of the Register of Deeds of Johnston County or Wake County, as appropriate, or a lot described by metes and bounds, the description of which has been so recorded.

Lot Width
Parcel or lot width shall be measured by the distance between the side lot lines (generally running perpendicular to a street), measured at the rear edge of the street yard along a straight line parallel to the front of the property line or along the chord of the front property line.

Net Acreage, Net Gross
Land area with streets, rights-of-way, driveways which serve as access to more than two units or uses, and major transmission lines not included in its measurement.

Nonconformity
A condition that occurs when, on the effective date of adoption of this code or a previous ordinance or on the effective date of an ordinance text amendment or rezoning, an existing lot, structure, building, sign, development, or use of an existing lot or structure does not conform to one or more of the regulations currently applicable to the district.

Nonconforming Lot of Record
A recorded lot described by a plat or a deed that does not meet the minimum lot size or other development requirements.

Outdoor Storage The keeping of personal or business property or motor vehicles in a required open parking space or any other area outside of a building for a period of time exceeding 72 consecutive hours.

Outparcel

An area located within a non-residential development that may share common parking and circulation areas with other buildings or parcels, but is usually situated as its own parcel and is separated from anchor buildings by parking and circulation areas.

Owner
Any person having charge of any real property according to the records held by the Register of Deeds.

Parcel
A continuous plot of recorded land in the possession of or owned by any individual or group of individuals.

Parking Lot
An off-street area used for the storage of motor vehicles on a temporary, daily, or overnight basis.

Parking Space
An off-street area designed to accommodate the parking of one vehicle.

Pervious Surface Coverage
Ground treatments which will allow the infiltration of water, air and nutrients to root systems of adjacent plant material which lie directly under the ground treatment.

Planting Area
The area within the boundaries of a given a lot consists of planting materials, including but not limited to trees, shrubs, ground covers, grass, flowers, decorative rock, bark, mulch, and other similar materials.

Plat
A map or plan of a parcel of land which is to be or which has been subdivided.

Resource Conservation Area
An area set aside for the conservation of natural, archeological or historic resources.

Right-of-Way
An area or strip of land, either public or private, on which an irrevocable right-of- passage has been recorded for the use of vehicles or pedestrians or both.

Road
See "Street".

~~Frontage~~ Road, Frontage
A street, parallel and adjacent to a major or minor thoroughfare, which provides access to abutting properties, protection from through traffic, and control of access to the major or minor thoroughfare. Not to be confused with Street Frontage, which is a measurement of distance.

Screening
A method of visually shielding or obscuring one abutting or nearby structure or use from another by fencing, walls, berms, or densely planted vegetation.

Setback
A line delineating the minimum allowable distance between the property line or right-of-way line and a building on a lot, within which no building, significant development, or other structure shall be placed except as otherwise provided. Wherever property lines and right-of-way lines both occur, the most restrictive setback distance on the lot shall prevail.

Sewer System, Public
An off-site system for the treatment and disposal of sewage in which sewage is conveyed by interceptor to a publicly operated treatment plant

Sign
Exclusive of architectural features, any words, lettering, figures, numerals, emblems, devices, trademarks, , or trade names, or any combination thereof, by which anything is made known and which is designed to attract attention or to convey a message.

Site
A continuous plot of land to be developed as a single project. A site may contain multiple parcel or lots.

Site Area
Site area shall be the total land area of the proposed development. A site may include multiple parcels or lots.

Site Area, Net
Net site area shall mean the total gross area of the parcel, minus any resource conservation areas.

Site Plan
A plan, to scale, showing uses and structure proposed for a parcel of land as required by the regulations. Includes lot lines, streets, building sites, reserve open space, buildings, landscape features-both natural and manmade.

Special Use
A use that meets the intent and purpose of the zoning district but which requires the review and approval by Town Council to ensure that any adverse impacts on adjacent uses, structures, or public services and facilities that may be generated are mitigated.

Special Use Permit A permit issued for a special use following review and approval by Town Council after consideration and mitigation of potential impacts or incompatibility with adjacent uses.

State
The State of North Carolina.

Stream
A body of concentrated flowing water in a natural low area or natural channel on the land surface.

Stream Buffer

A natural or vegetated area adjacent to a stream through which stormwater runoff flows in a diffuse manner so that the runoff does not become channelized and which provides for the infiltration of runoff and filtering of pollutants.

Stream, Intermittent
A watercourse that collects surface runoff and is shown as a dashed blue line on the most recent United States Geologic Survey (USGS) 7½-minute quadrangle topographic maps, is shown as an intermittent stream on the most recent US Department of Agriculture (USDA) Soil Survey, or is shown as an intermittent stream on the Natural Resource Conservation Service (NRCS) maps.

Stream, Perennial
A watercourse that collects surface runoff and is shown as a solid blue line on the most recent USGS 7½-minute quadrangle topographic maps, is shown as a perennial stream on maps in the most recent US Department of Agriculture (USDA) Soil Survey, or is shown as a perennial stream on the Natural Resource Conservation Service (NRCS) maps.

Street, Collector
A street whose principal function is to carry traffic between residential collectors, residential streets, cul-de-sacs and major and minor thoroughfares, but that may also provide direct access to abutting properties. It is designed to carry more than 3,500 but less than 6,000 trips per day. Typically, a collector is able to serve, directly or indirectly, between 350 and 600 dwelling units.

Street, Commercial
A multi-lane, street connecting to major or minor thoroughfares designed to accommodate large volumes (in excess of 6,000 trips per day) of traffic at moderate speeds while also providing, as a major part of its function, direct access to nonresidential or mixed use high trip generating land uses.

Street, Private
Any road or street that is not publicly owned and maintained and used for access by the occupants of the development, their guests, and the general public.

Street, Public
A dedicated and accepted public right-of-way for vehicular traffic and access to abutting property.

Street, Residential
A street whose principal function is to provide access to adjacent properties.

Street, Residential Collector
A street which serves as a connector street between residential streets, cul-de-sacs and major and minor thoroughfares. Residential collector streets typically collect traffic from 100 to 400 dwelling units.

Thoroughfare, Major
Major streets, excluding freeways but not excluding limited access facilities that provide for the expeditious movement of large volumes of traffic within and through the urban area. A street serving the principal network for high volumes of traffic or high speed traffic as shown on the town's Transportation Plan. This street type consists of at least two travel lanes in each direction. A major thoroughfare shall be designated where the anticipated average daily volume exceeds 10,000 vehicles.

Thoroughfare, Minor
Streets that perform the function of collecting traffic from local access streets and carrying it to the major thoroughfare system. Such streets may be used to supplement the major thoroughfare system by facilitating minor through movements and may also serve abutting property. A street designed primarily to collect and distribute traffic between the local street network and major thoroughfares as shown on the town's Transportation Plan. This street type generally consists of more than one travel lane in each direction. A minor thoroughfare shall be designated where the anticipated average daily volume ranges exceeds 6,000 vehicles.

Town
The Town of Clayton, North Carolina.

Transportation Plan
A map approved by the Town Council that indicates the system of roads expected to serve major access and travel needs with regard to auto, truck and transit transportation.

Unified Development Code
Chapter 155 of the Town Code of Ordinances, as adopted by Town Council.

Variance
Permission which is granted by the Board of Adjustment to deviate from zoning requirements when strict enforcement of certain provisions of the Unified Development Code would cause undue hardship because of circumstances unique to the individual property for which the variance is granted. Only the Board of Adjustment can do this after specific findings of fact.

Waiver
Permission which is granted by Town Council or a part of a Planned Development Approval to deviate from specific provisions of the Unified Development Code if mitigating circumstances are justified.

Water Supply, Public
A publically owned system of pipes, structures and facilities through which a water supply is obtained, treated, sold and distributed for human consumption or household use.

Watershed
All of the land area draining to a particular point on a water course or to a water body.

Yard, Front~~.~~ (also known as Street Yard)
An open unoccupied space on the same lot with a main building, extending the full width of the lot and situated between the front line of the lot and the front line of the building projected to the side lines of the lot. The depth of the front yard shall be measured between the front line of the building and the front line of the lot. Covered porches, whether enclosed or unenclosed, shall be considered as part of the main building and shall not project into a required yard.

Yard, Rear
An open space on the same lot with a main building, unoccupied except as hereinafter permitted, extending the full width of lot and situated between the rear line of lot and the rear line of the building.

Yard, Side ~~(~~Street~~)~~ (also known as Street Side Yard)
The area extending between the front yard and the rear yard or rear street yard and situated between the side street lot line and the face of the principal building which is parallel to, or most nearly parallel to, the side lot line.

Yard, Side ~~(~~Interior~~)~~ (also known as Interior Yard)
A side yard located immediately adjacent to another zoning lot or to an alley separating such side yard from another zoning lot.

Zoning District
A part, zone, or geographic area within the Town or its Extraterritorial Jurisdiction (ETJ) where certain zoning and development regulations apply.

Zoning Vested Right
A right pursuant to G.S. § 160A-385.1 to undertake and complete the development and use of property under the terms and conditions of an approved site specific development plan.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2007-04-05, passed 4-2-07; Am. Ord. 2009-08-01, passed 8-3-09; Am. Ord. 2016-04-04, adopted 04-04-2016)

§ 155.403 SIGNS

(A) **PURPOSE AND INTENT**

Signs are herein regulated in the interest of promoting traffic safety, safeguarding the public health, facilitating police and fire protection, preventing adverse community appearance, over-crowding of the land, and protecting the character of the area in which they are located. This Section is intended to establish requirements for the concentration, placement, height, bulk, and area of signs, while preserving community scenic, economic, and aesthetic values.

(B) **PERMIT REQUIRED**

Except as exempted in this Section and in accordance with §155.713, no sign may be erected, located, or altered in any manner until a sign permit (if necessary), and building permit if necessary, has been secured from the Planning Department.

(C) **SIGN DEFINITIONS**

A sign is described as any visual device or representation designed or used for the purpose of communicating a message or identifying a product, service, person, organization, business, or event, with the use of words or characters, visible from outside the premises on which such device is located. "Sign" is further defined in section §155.802 Defined Terms. Specific sign types are described below in further detail.

(1) **Abandoned Sign**

A sign which has not identified or advertised a current business, service, owner, product, or activity for a period of at least 360 days.

~~(1)~~(2) **Awning/Marquee/Canopy Sign**

A sign which is attached flat to an awning, marquee, or canopy.

(3) **Backlit Sign, (as it applies to Awnings, Marquees, and Canopies)**

A awning, either fabric, plastic, or other material that is partially or wholly translucent, and allows lighting from behind to illuminate the part or whole of the awning, marquee, or canopy at night.

~~(2)~~(4) **Billboard**

A structure used for the permanent display of off-premises advertising.

~~(3)~~(5) **Cabinet Sign**

A sign in which a removable sign face (usually with translucent sign graphics which are illuminated from behind) is enclosed on all edges by a cabinet.

(6) **Clearance**

The distance above the walkway, or other surface if specified, to the bottom edge of a structure or sign. The term can also refer to a horizontal distance between two objects.

~~(4)~~(7) ~~**Electronic Sign:**~~ **Changeable Copy Sign – Electronic**

A sign or portion thereof that displays non-pictorial, text information in which alphanumeric characters or symbols are defined by a small number of matrix elements using different combinations of light emitting diodes (LED's), fiber optics, light bulbs or other illumination devices within the display area. Electronic changeable copy signs include computer programmable, microprocessor controlled electronic displays. Electronic changeable copy signs include projected images or messages with these characteristics onto buildings or other objects.

~~(5)~~(8) **Changeable Copy Sign – Manual**

A sign or portion thereof designed to accommodate frequent message changes composed of letters, characters, or illustrations and that can be changed or rearranged manually, without altering the face or surface of the sign.

(9) **Channel Letter Sign**

A sign consisting of fabricated or formed three-dimensional letters, individually applied to a wall or joined by a raceway. Channel letter signs are often internally illuminated. These signs may also include "bullets" or "taglines", which are smaller than and subordinate to the main sign letters, and function as small, irregularly shaped cabinets.

~~(6)~~(10) **Deteriorated Sign**

Any sign which, together with its supports, braces, anchors, and other structural elements, is not maintained in accordance with the provisions of the North Carolina State Building Code, or where elements of the display area or panel are visibly cracked, broken, or discolored, or where the support structures or frame members are visibly corroded, bent, broken, torn, or dented, or where the message can no longer be read under normal viewing conditions.

~~(7)~~(11) **Development Identification Sign – Non-residential**

A sign that identifies a non-residential development with multiple buildings. The sign may contain the name of the development, names of the tenants, or a combination of these components.

~~(8)~~(12) **Development Identification Sign - Residential**

A sign that identifies a residential development such as a single family residential subdivision, apartments, or multi-family development.

~~(9)~~(13) **Drive-thru Menu Board**

A sign displaying the bill of fare for a drive-thru restaurant.

~~(10)~~(14) **Easel / Sandwich Board / A-Frame Sign**

An upright "A"-frame or "H"-frame structure used for displaying promotional information to the public.

~~(11)~~(15) ~~**Electronic Sign: Changeable Copy Sign**~~

~~A sign or portion thereof that displays non-pictorial, text information in which alphanumeric characters or symbols are defined by a small number of matrix elements using different combinations of light emitting diodes (LED's), fiber optics, light bulbs or other illumination devices within the display area. Electronic changeable copy signs include computer programmable, microprocessor controlled electronic displays. Electronic changeable copy signs include projected images or messages with these characteristics onto buildings or other objects.~~

~~(12)~~(16) **Electronic Sign: Electronic Graphic or Video Display**

A sign or portion thereof that displays either static or moving pictorial images or graphics, ~~or~~ with or without text information, defined by a small number of matrix elements using different combinations of light emitting diodes (LEDs), fiber optics, light bulbs or other electronic illumination devices within the display area. Electronic graphic or video display signs include computer programmable, microprocessor controlled electronic or digital displays, not including electronic changeable copy signs. Electronic graphic or video display signs include projected images or messages with these characteristics onto buildings or other objects.

(17) **Façade**

Generally known as the face of a building, especially the principal face. More specifically, this is that portion of any exterior elevation on the building extending from grade to top of the parapet, wall, or eaves, and the entire width of the building elevation. The primary façade is the side that includes the storefront and main entrance, or main public facing portion of a building.

(18) **Feather Sign, or Feather Flag**

A piece of cloth or similar material, typically elongated, oblong, and/or with a curved top or bottom edge, which is attached by two edges or one long, curving edge to a pole, and resembles a feather in shape. Generally, the sign is self-supporting (not attached to a building) and/or stuck into the ground in a temporary fashion, the flag is attached by a sleeve (and not by grommets or rope), and the entire sign is temporary in nature.

(19) **Flag, or Flag Sign**

A piece of cloth or similar material, typically rectangular, square, or triangular, which is attached by one edge to a pole or pole-mounted rope. More often than not, a flag is attached at distinct points, and not sleeved over the pole.

(20) **Flag Pole**

A straight pole used for flying a flag. A flag pole is a long, rigid structure, permanently mounted either vertically, horizontally, or angled, where one end is anchored and the other end displays one or more flags.

(21) **Flashing Sign**

Any sign whose artificial illumination is not kept constant in intensity at all times when in use and which exhibits changes in light, color, direction, or animation. This definition does not include Changeable Copy Signs or Electronic Signs which meet the requirements set forth herein.

~~(13)~~(22) **Freestanding Sign**

A sign supported by a structure that is not itself part of a building.

(23) **Gas Balloon (or Balloon Sign)**

A lighter-than-air, gas-filled balloon, tethered in a fixed location, which may contain an advertisement message on its surface or attached to the balloon or its tether in any manner.

~~(14)~~(24) **Hanging Sign**

A sign that is hanging from an awning, marquee or canopy.

~~(15)~~(25) **Historic Sign**

A sign that is 50 years or older; particularly unique in character, design, or history; or part of the historic character of a business or building.

(26) **Illumination**

A source of artificial or reflected light, either directly illuminating a partially or wholly translucent material from a source of light incorporated inside a structure or sign, or indirectly from an artificial source outside of a structure or sign.

(27) **Illumination, Halo**

A sign using a 3-dimensional message, logo, etc., which is lit in such a way as to produce a halo effect. For the purposes of regulating total sign face area, the entirety of the area covered by the sign and the halo illumination shall be considered.

~~(16)~~(28) **Inflatable Sign**

Signs that are inflated using air pressure.

~~(17)~~(29) **Monument Sign**

A freestanding sign where the base of the sign is on the ground and is supported primarily by an internal structural framework or solid structural features other than support posts.

~~(18)~~(30) **Obsolete Sign**

A sign whose message describes the availability of goods or services at a location where such goods and services are no longer available and have ceased to be available for a period of at least 60 days or, in the alternative, any sign whose content pertains to a time, event or purpose which has elapsed or expired.

~~(19)~~(31) **Off-Premises Sign**

A sign which conveys information about a business, product, service, owner, or other activity not sold or offered on the premises on which the sign is located.

~~(20)~~(32) **On-Premises Sign**

A sign which conveys information about a business, product, service, or other activity offered or sold at the premises on which the sign is located.

(33) **Pan Sign**

A flat sign where vinyl or other adhesive graphics are applied to a metal sheet or some other type of flat backing plate. Often these signs are rectangular and used above storefronts, taking the place of areas that might otherwise be channel letter or cabinet signs. Pan signs are not made of translucent materials and are externally illuminated, if they have illumination at all.

(34) **Personal Expression Sign**

An on-premises sign that expresses an opinion, interest, position, or other non-commercial message.

~~(21)~~(35) **Pole Sign**

A sign mounted on a freestanding pole attached to the ground by a support structure having a ratio of greater than four to one sign width to narrowest width of support structure.

~~(22)~~(36) **Portable Sign**

A sign that is not directly attached to the ground and is designed to be easily transportable.

~~(23)~~(37) **Post Sign**

A freestanding sign permanently affixed to the ground by support posts and does not have a solid base.

~~(24)~~(38) **Post and Arm Sign**

A sign supported by ~~an~~ a single upright post, with a horizontal arm~~,~~ from which a sign is suspended.

(39) **Primary Building Identification Sign**

A sign communicating the generic or specific name of an entire building without communicating or advertising for a specific business, service, owner, or product housed therein. Typical examples include "Stephenson Building", "Harvard Medical Building 2", and "Clayton Professional Center".

(40) **Primary Side (of a Building)**

The face or façade of a building that generally occurs in association with the main storefront entrance.

(41) **Primary Sign**

Any sign generally occurring on the primary building façade or above or in association with the main storefront entrance.

~~(25)~~(42) **Projecting Sign**

A sign fastened directly to and extending out from a building face or wall, so that the sign face is perpendicular to or at an angle to the building face or wall.

~~(26)~~(43) **Roof Sign**

A sign that is mounted to a roof with an angle less than 75 degrees or a sign displayed above the highest point of the roofline on a pitched roof or the parapet wall on a flat roof.

(44) **Secondary Sign**

Any sign not occurring on the primary side of a building.

(45) **Snipe Sign**

A sign tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, stakes, fences, public benches, trash cans, streetlights, or other objects, or placed on any public property or in the public right of way or on any private property without the permission of the property owner. May also be known as a "bandit sign".

(46) **String or Rope Lighting**

Lights, either constant, flashing, or intermittent, arranged in a line, string, or rope, generally lining a window, door, or other architectural or façade feature.

(47) **Tenant Identification Sign**

A sign that identifies tenants of a single building, such as a multi-family residential building or a multi-tenant, non-residential commercial building, where access to each tenant is provided internally, via a shared external entrance. The sign may contain the name of the development, names of the tenants, suite number or address of each tenant, or a combination of these components. Tenant identification signs are designed to the pedestrian scale, located on or to the side of the shared external entrance, and are generally readable at a distance of less than 10-15 feet.

~~(27)~~(48) **Temporary Signs**

A sign that is not intended or designed for permanent display.

~~(28)~~(49) **Wall/Fascia Sign**

A sign adhered to, attached to or mounted away from but parallel to the building wall.

~~(29)~~(50) **Windblown Sign**

Any sign composed of a banner, flag, pennant, or other objects, mounted and fastened in such a manner as to move upon being subjected to pressure by air pressure, wind, or breeze.

~~(30)~~(51) **Window / Door Sign**

A sign attached to the inside or outside of a window or door, or displayed behind a window.

(D) **EXEMPTIONS**

The following signs (known as "Exempt Signs") shall not be subject to a Sign Permit application per §155.713 "Sign Permit" regulation hereunder. Exempt Signs shall not count toward the total allowed sign face area on a site, unless otherwise noted below. Exempt Signs shall still be governed by the General Sign Regulations and Specific Sign Regulations, including dimensional standards of each individual sign type, except as otherwise noted below:

(1) Signs erected by, on behalf of, or pursuant to the authorization of a governmental body.

(2) Personal expression signs of any sign type, including flags, provided that they do not exceed 4 square feet in area per side, are non-commercial in nature, and are non-illuminated. The maximum number of personal expression signs per lot is two.

(3) Flags, pennants, or insignia of any governmental or non-governmental organization, when not displayed in connection with a commercial promotion or as an advertising device provided that the following criteria are met:

(a) Flags and flagpoles are not located within any public right-of-way, and must meet the setback requirements of the zoning district, as well as the setbacks described in "Flags" (G)(15) of this Section;

(b) Flags and flagpoles do not extend more than 25' above the ground;

(c) No more than 2 flags per lot in residential districts, and no more than 3 flags per lot in all other districts;

(d) Maximum size per flag is 24 square feet in residential districts and 35 square feet in all other districts;

(e) No illumination is permitted.

(f) Only one exempt flag pole is permitted per lot; this is in aggregate with any other permitted flag poles.

~~(a)~~(g) If the above criteria are not met, or if the flag contains commercial messaging, then the flag shall require a sign permit and shall be regulated according to the General Sign Regulations and Specific Sign Regulations for that sign type.

~~(2)~~(4) Miscellaneous ~~information~~ informational signs. The following types of miscellaneous ~~information~~ informational signs shall be exempt from sign permit requirements:

(a) Informational signs appearing on gasoline pumps, such as the names of grades of fuel and prices and conditions relating to prices (i.e. full or self-service).

(b) Signs appearing on vending boxes, provided they do not project more than 12 inches above or past the sides of the vending box, and no more than a total of 80 square feet of signage exists on each vending box. Vending boxes that stand apart from the primary structure on a site shall be considered as accessory structures, and shall require sign permits as regulated by General and Specific Sign Regulations, of this Section.

(c) ~~S~~Directional signs appearing on or adjacent to entry doors such as PUSH, PULL, OPEN, and/or CLOSED, although these shall count toward the total allowed sign face area, as regulated by (G)(3) "Window / Door Signs".

(d) "Open" or "closed" signs that are turned on or displayed only during business hours, provided they are less than 4 square feet and only one may be displayed per storefront or façade. These signs count toward the total allowable signage for the appropriate Specific Sign Type.

~~(d)~~(e) Signs appearing on display windows or doors denoting hours of operation, credit cards accepted, and similar information, although these shall count toward the total allowed sign face area on a site, as regulated by (G)(3) "Window / Door Signs".

~~(e)~~(f) Information pertaining to the operating instructions of vending machines and automatic teller machines, including bank logos on the face of ATM machines, provided they do not project more than 12 inches above or to the sides of the vending box or machine housing.

(g) Signs providing directions or guiding traffic on private property that do not exceed four square feet in size or four feet in height each, ~~and~~ do not contain a business name, logo, or an advertising message, and are non-illuminated. If business names, logos or an advertising message is included, then the sign's ~~square footage will~~ sign face area shall be counted ~~against~~toward the total allowable ~~site signage~~sign face area and number of signs on the site, unless otherwise regulated as part of an Alternative Sign Plan, per (K) of this Section.

(h) Signs internal to a large campus or multi-building development that are not visible from the public right-of-way or public realm.

~~(3)~~(5) Signs painted on or otherwise permanently attached to currently licensed motor vehicles that are not primarily used for or strategically parked to be used as a sign.

~~(4)~~(6) Signs not exceeding four square feet in size that are customarily associated with residential use and that are not of a commercial nature, such as signs giving names of occupants, signs on mailboxes and paper tubes, and signs posted on private property relating to private parking or warning the public against trespassing or danger from animals.

~~(5)~~(7) "Yard sale" signs displayed at the location of the yard sale, not exceeding four square feet in area, and not used in connection with any continuous commercial activity. ~~Yard sale signs shall not be located in the public right-of-way.~~ Yard Sale Signs are further regulated in Section (16) "Temporary Signs".

~~(6)~~(8) Signs containing the message that the real estate on which the sign is located is for sale, lease, or rent, together with information identifying the owner or agent ~~are exempt but must~~ , provided that such signage meets the standards of ~~the t~~Table 4-8 "Real Estate Sign Standards" ~~below~~. Such signage may have a maximum of two sides, shall be non-illuminated, and shall be removed within 15 days after sale, lease, or rental. Only one sign on each street frontage may be erected, but on lots having a street frontage in excess of 400 feet, a second sign not exceeding nine square feet in size per side may be erected. Feather or windblown signs shall not be permitted as real estate signs, per Section (E) of this Article.

TABLE 4-8: REAL ESTATE SIGN STANDARDS

Nonresidential or Mixed Use Property		
Acreage	**Maximum sign face area**	**Maximum Height**
Less than two acres	16 square feet per side	Six feet
Greater than two acres	32 square feet per side	Six feet
Residential Property		

Acreage	Maximum sign face area	Maximum Height
Less than one acre	Six square feet per side	Six feet
One - Five acres	Nine square feet per side	Six feet
Five – 20 acres	16 square feet per side	Six feet
Greater than 20 acres	32 square feet per side	Six feet

~~(7)~~(9) Displays, including lighting and inflatables, erected in connection with the observance of holidays that do not bear an advertising message. Such displays shall be removed within ten days following the holiday.

~~(8)~~(10) Sign face plate changes, ~~unless the sign was approved as part of a common signage plan, master sign plan or alternative sign plan~~.Sign face plate changes, provided that it meets the applicable criteria of General and Specific Sign Regulations and other applicable portions of this Article.

(11) Window and door signs, provided that these signs conform to the Specific Sign Regulations (§155.403(G)(3)), and such signage shall count toward the total allowed sign face area and number of signs on a site.

(12) Easel / Sandwich Boards / A-Frames, provided that these signs conform to the Specific Sign Regulations (§155.403(G)(7)), and such signage shall count toward the total allowed sign face area and number of signs on a site.

(13) Menu Displays

Restaurants and other food- or beverage- selling businesses where consumption occurs on-site may display a menu or list of daily specials on the wall adjacent to their main and secondary entrances provided that it is not larger than the actual printed menu available inside the establishment and is housed in a decorative frame.

(14) Legal notices

(15) Historic signs, provided

(a) the ~~Technical Review Committee (TRC)~~Planning Director determines the sign meets the following criteria:

1. The sign is 50 years or older; or

2. The sign is particularly unique in character, design, or history; or

3. The sign is a part of the historic character of a building, business, or district; and~~.~~

4. The sign is kept in good, working order.

(b) Historic signs shall not count toward the total allowable sign face area for a site.

(16) Tenant identification signs, which shall count toward the total signage allowed on a site.

(E) **SIGNS PROHIBITED**

The following signs are expressly prohibited within all zoning districts:

(1) Abandoned signs or obsolete signs.

(2) Backlit Awnings, Marquees, or Canopies, unless part of an approved Alternative Sign Plan.

~~(1)~~(3) Portable signs, including any signs painted on or displayed on vehicles or trailers parked or located for the primary purpose of displaying that sign, except ~~e~~Easel / ~~s~~Sandwich ~~b~~Board / A-Frame ~~s~~Signs located on the ground as regulated herein~~in (G)(7) of this Section~~.

~~(2)~~(4) Roof signs.

~~(3)~~(5) ~~Squared or rectangular c~~Cabinet signs of any shape, attached to a building wall or roof, except that portion that is a federally or state registered trademark. State or federally registered trademarks used in this fashion require a sign permit (per §155.713 "Sign Permit") and are allowed one per tenant per façade, up to a maximum size of 12 square feet.

~~(4)~~(6) Inflatable signs, with the exception of those erected in connection with the observance of holidays and do not bear an advertising message as described in D(8) of this Section.

~~(5)~~(7) Any sign or device set into motion by mechanical, electrical, or other means, except barber poles and those regulated in (G)(~~10~~11) "Electronic Changeable Copy Sign / Electronic Sign" of this Section.

~~(6)~~(8) Flashing Signs, including but not limited to a~~A~~ny sign or device displaying flashing or intermittent lights, lights of changing degrees or intensity, or animation. This includes electronic video display signs. However, ~~e~~Electronic ~~c~~Changeable ~~c~~Copy ~~s~~Signs / Electronic Signs are permitted, as regulated in (G)(~~10~~11) of this Section. ~~are permitted.~~

(9) String or rope lighting, that is not explicitly associated with the traditional observance of a holiday and regulated by the conditions of (D)(9) under "Exemptions". All string or rope lighting shall be removed by the owner by January 1st, 2017.

~~(7)~~(10) Any sign which is a copy or imitation of an official sign, or which purports to have official status.

~~(8)~~(11) Off-premises signs, ~~except billboards~~ not specifically regulated herein.

(12) Snipe signs.

~~(9)~~(13) ~~Unless approved as part of a tTemporary sSign pPermit, t~~Temporary product/promotional advertisement signs that are hung on, attached to or placed over a

permanent fixture including but not limited to a light pole, tree, fence or bollard, whether on or off-premises, unless approved as part of a Temporary Sign Permit.

~~(10)~~(14) Pole signs.

(15) Signs mounted inside a window or on a wall directly behind a window, and/or otherwise visible from outside the building that are not accounted for or do not meet the criteria of (G)(3) "Window / Door Signs".

(16) Signs displayed in secondary windows not located on the first floor or in secondary windows not located in the primary building façade or a storefront entrance, unless as part of an Alternative Sign Plan.

(17) Signs or murals of a commercial nature painted directly onto a wall or other building surface or structure, unless as part of an Alternative Sign Plan.

(18) Windblown signs, except those exempted in Exemptions (found in (D)~~(2~~(2) and (3) of this Section), part of an approved Flag Sign ((G)(15) of this Section, ~~and~~ or those allowed as part of a ~~t~~Temporary ~~s~~Sign ~~p~~Permit in accordance with §155.713 (F).

~~(11)~~(19) Any sign advertising a commercial service, business, activity, or product that is stenciled, painted, projected, or otherwise displayed on the ground, sidewalk, or pavement, unless as part of an Alternative Sign Plan.

(F) **GENERAL SIGN REGULATIONS**

(1) **Signs Located in Overlay Districts**

Signs located within an Overlay District are subject to the provisions of this Section, except that regulations within § 155.204 ~~(~~"Overlay Districts"~~)~~ shall supersede and may be either more or less restrictive than the regulations for signs contained in this Section, unless permitted as an Alternative Sign Plan per (K) of this Section.

(2) **Signs Located as Part of a Home Occupation**

Signs erected in connection with a home occupation pursuant to § 155.308(C)(2) are subject to the provisions of this Section, except that regulations within § 155.308(C)(2) shall supersede and may be either more or less restrictive than the regulations for signs contained in this Section, unless permitted as an Alternative Sign Plan per (K) of this Section. Signs erected in connection with a home occupation shall not be illuminated.

(3) **Total Allowable Sign Face Area**

(a) The total square footage of allowable sign face area permitted on any site shall be calculated by multiplying the amount of linear lot frontage or building frontage (in feet) by 1.25. The total allowable sign face area for any site shall not exceed this calculation (as shown below).

Total allowable sign face area (in square feet) = Linear frontage (feet) x 1.25

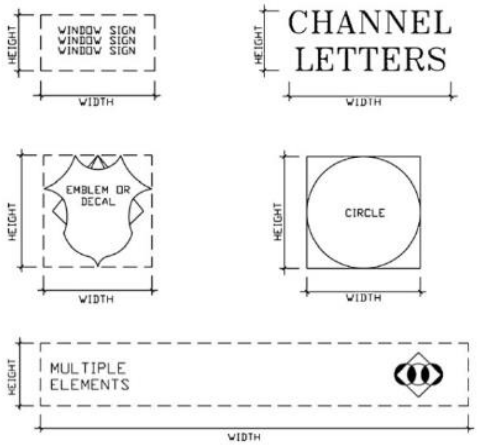
On lots with frontage on more than one street, the longest frontage may be used to calculate the total allowable sign face area.

(b) In addition, the total area and specific area of allowable sign face area permitted on a sign or site shall be governed by the sign type criteria for each specific sign type (as described below in Section (G) "Specific Sign Regulations").

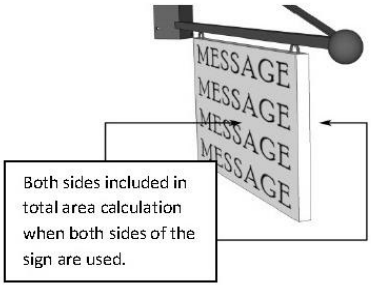
~~(3)~~(4) **Computation of Sign Measurements**

(a) ***Computation of Sign Face Area***

1. The area of a sign, otherwise known as sign face area, is measured by finding the area of the minimum imaginary rectangle or square, aligned parallel to the horizon which fully encloses all sign words, symbol, copy, or message, including any material or color forming the sign face or background used to differentiate the sign from the structure against which it is placed. Sign face area does not include any supporting framework or bracing, unless it is part of the message or sign face, or otherwise functions as an attention-attracting device.



2. Where a sign has two or more faces, the area of all faces shall be included in determining the area of the sign, unless otherwise specified.



3. The sign face area of free-form or sculptural (non-planar) signs is calculated as fifty percent of the sum of the area of the four vertical sides of the smallest cube that will encompass the sign.

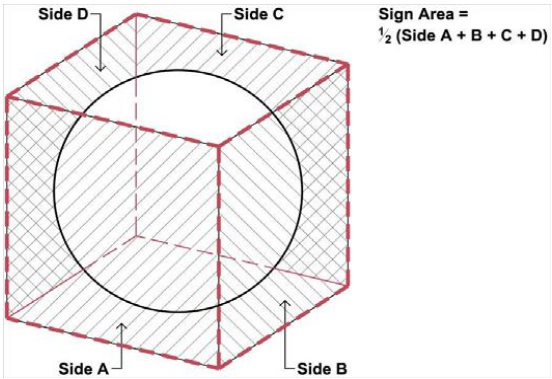


Illustration of sign area for sculptural non-planar signs.

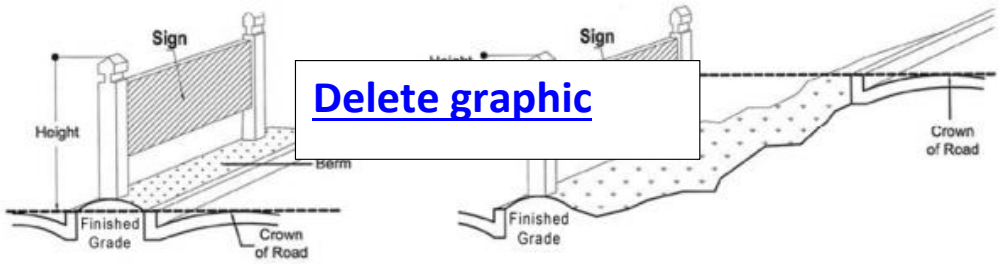
(b) ***Computation of Sign Height***

1. General

Sign height is measured as described below. The height of a sign shall include the highest point of the sign face area, ~~including~~ with the supporting structure and/or any decorative elements dedicated or attached exclusively to the sign limited to 125% of the allowed sign height, unless approved as part of an Alternative Sign Plan per (K) of this Section.

~~1.~~2. ~~Freestanding Signs~~ Height Measurement

The vertical distance from the average grade of the ground or walkway immediately surrounding the sign to the highest point of the sign face area, or from the level of the average crown of the nearest abutting public street, alley or highway (other than a structurally elevated roadway) to the highest point of the sign face area, whichever measurement permits the greater elevation. ~~of the sign~~.



Delete graphic

~~2. Signs Attached to Buildings~~

~~The vertical distance from the base of the building to which to the sign is attached, to the highest point of the sign.~~

~~(4)~~(5) **Construction Standards**

(a) All signs shall comply with the appropriate provisions of the North Carolina Building Code, the National Electric Code, and this Section.

(b) Signs shall be located in such a way that they maintain sufficient horizontal and vertical clearance of all overhead electrical conductors in accordance with National Electric Code specifications, provided that no sign, except governmental signs, shall be installed closer than ten feet horizontally or vertically from any conductor or public utility guy wire.

(c) In no way shall a sign hinder or obstruct the visibility of the right-of-way, as defined by § 155.400(K~~L~~) "Visibility at Intersections", either at intersections or points of ingress or egress from parking lots.

(d) Signs shall match or exceed in quality the materials of the primary structure on a site.

1. All signs shall be constructed of quality and permanent materials, where final interpretation is made by the Planning Director.

2. No permanent sign shall be allowed if the materials are of a nature that it is reasonable to expect that the sign will fall into disrepair within a period of 5 years or less through natural weathering.

3. Quality materials for permanent signs shall not include:

A. Unfinished wood

B. Wooden posts or supports, unless expressly exempted by the Planning Director

C. Coroplast or other similar rigid, pan, vinyl or plastic backing, for wall signs or tenant identification signs

D. Coroplast or other similar rigid, pan, vinyl or plastic backing for freestanding or monument signs

(e) All signs shall be of a sign type that demonstrates a high quality development, where final interpretation is made by the Planning Director.

1. Signs shall match or exceed in quality the highest quality sign type on a site.

A. For purposes of ranking quality relating to sign types, the following shall apply for wall signs, in order of highest quality to lowest quality: channel letter sign or similar individually mounted lettering, raceway-mounted lettering, decorative pan sign, cabinet sign, painted sign or vinyl or other lettering adhered directly to the wall.

B. For purposes of ranking quality relating to sign types, the following shall apply for freestanding and monument signs, in order of highest quality to lowest quality: monument sign, post sign, cabinet sign.

(f) Signs with a separate electric meter shall have the pedestal and meter completely screened from view, or be otherwise seamlessly hidden by or integrated into the design of the sign or structure. Approval of a sign plan or issuance of a sign permit for an illuminated sign does not necessarily constitute exemption from this criteria or screening requirements.

(g) The Planning Director may modify these requirement based on conditions specific to an applicant, business, or site. In no case shall financial cost of sign construction be acceptable justification for reduced quality of sign materials.

(6) **Illumination**

(a) At a minimum, illumination of signs shall be limited to business hours when the business is open to the public and/or clients, or as otherwise restricted in this Section. This does not apply to Billboards.

(b) Illuminated signs shall have no movement, including but not limited to flashing, blinking, or animation, except as allowed for Electronic Changeable Copy Signs in (11) of this Section, or as otherwise permitted as part of an Alternative Sign Plan in (K) of this Section.

(c) At a minimum, illumination of signs in or within 50' of residential zoning districts is prohibited from the hours of 9:00PM to 7:00AM, or as otherwise restricted in this Section.

(h) Internal illumination of signs is prohibited in mixed use zoning districts with conforming residential uses, and in and within 50' of residential zoning districts, unless approved as part of an Alternative Sign Plan (K).

(i) Signs associated with a home occupation shall not be illuminated.

(7) **Secondary Signs**

(a) Where signs are displayed on more than the primary side of a building, any secondary signs shall be no larger than the primary sign and shall be consistent with the primary sign in type, construction, illumination, and materials.

(b) A secondary sign shall only be allowed if a primary sign already exists.

(c) A secondary sign shall only be allowed if it is consistent with the content, user, tenant, business, or activity of the primary sign.

(8) **Windows and Translucent Doors**

(a) Primary windows and translucent doors located in first floor, non-residential storefronts shall not be obstructed, covered, or otherwise blocked so as to prohibit visibility from the outside for more than half of regular business hours.

(b) Permanent coverings, which include but are not limited to signage, window tinting, reflective window treatments, window wraps, or window treatments, shall cover no more than 25% of the above surfaces.

(G) **SPECIFIC SIGN REGULATIONS**

Requirements additional to Section (F) "General Sign Regulations", for sign area, dimensions, placement, illumination, and other standards as necessary are described below. All signs must be located on-premises unless otherwise explicitly indicated.

~~(1) **Total Allowable Sign Face Area**~~

~~The total square footage of allowable sign face area permitted on any site shall be calculated by multiplying the amount of linear street frontage (in feet) by 1.25. The total sign face area for any site shall not exceed this calculation.~~

~~Total allowable sign face area (in square feet) = Linear street frontage (feet) x 1.25~~

~~On lots with frontage on more than one street, the longest street frontage may be used to calculate the total allowable sign face area.~~

~~(2)~~(1) **Sign Color**

The Pantone Matching System (PMS) colors, vinyl manufacturer and numbers, or comparable industry standard of color identification shall be clearly indicated for each proposed sign when applying for a sign permit.

~~(3)~~(2) **Wall / Fascia Signs**

(a) ~~**Size**~~**Allowed Sign Face Area (max.)**

1. ~~25~~ Twenty-five percent of the surface area of each wall, façade, storefront, or fascia area (as applicable) exclusive of windows/doors.
2. Max. 75 square feet

(b) **Number (max.)**

1. ~~No limit.~~Each building face may have one ~~p~~Primary ~~b~~Building ~~i~~Identification Sign plus one sign per tenant, provided the cumulative area does not exceed the total allowable sign face area for that façade.
2. Only one sign per tenant per wall / façade is allowed.

(c) **Positioning**

1. No portion of a wall/fascia sign may extend above the roof line of a building without a parapet wall.
2. No portion of a wall/fascia sign may extend above parapet walls.
3. No portion of wall/fascia sign may extend above the lower eave line of a building with a pitched roof with a~~n~~ vertical angle less than 75 degrees.
4. Signs may be placed in gables, provided they meet the conditions above.

~~3.~~5. No sign shall be allowed on a dormer.

(d) **Projection (max.)**

~~12~~ Twelve inches from wall or surface to which the sign is attached. ~~(See Section (G)(6), Projecting Wall Signs)~~

(e) **Clearance (min.)**

If the sign projects more than six inches from the wall it is attached to, the sign shall maintain a clearance of 8 feet from the ground below.

(f) **Construction**

1. All wall signs shall be fastened directly to the supporting wall.
2. ~~Flush-mounted channel letters are encouraged over raceway-mounted~~

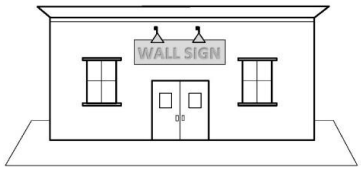
~~channel letters.~~All supporting brackets or raceways shall be painted to blend in with the building.

~~**Illumination**~~

~~1. May be illuminated internally or externally.~~

~~2. Illumination is prohibited 12am – 6am when sign is located within 50 feet of a residential district.~~

~~3.~~1. ~~Internally illuminated wall signs are prohibited in residential zoning districts.~~



(g) **Location**

1. Allowed in residential zoning districts as part of a permitted non-residential use.
2. Allowed in all non-residential and mixed use zoning districts.

(h) **Other Conditions**

1. In multi-tenant, non-residential or mixed use buildings,
   a. Each tenant shall be allowed one color per wall sign with black also allowable as trim, background, or accent.
   b. Pan or rectangular signs must incorporate decorative embellishments, borders, or features.
   c. Federally and state registered trademarks may occupy a maximum of 12 square feet of sign face area per tenant and shall be counted toward the allowable sign face area.
   d. Signs shall match or exceed the style of existing sign materials and style.

~~(4)~~(3) **Window/Door Signs**

(a) **Allowed Sign Face Area ~~Area~~ (max)**

~~25~~ Twenty-five percent of the area of the surface of each window/door area. The window/door area is counted as a continuous surface until divided by a solid architectural or structural element with a width greater than 12 inches. Stated alternatively, 75% transparency must be maintained for windows and transparent doors. Faux windows may be up to 100% opaque, but are restricted to the 25% sign face area maximum described above.

(b) **Positioning**

Attached to the inside or outside of a window or door, or displayed behind a window or transparent door.

(c) **Illumination**

1. ~~May be illuminated internally or externally.~~ Illumination is prohibited, except for "Open" signs as described in Exempt Signs.
2. Illuminated window signs are prohibited in residential zoning districts. This prohibition includes the "Open" Signs described above under Exempt Signs.

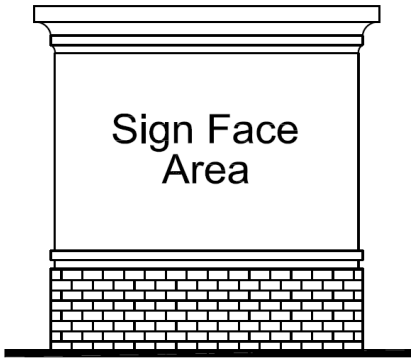
(d) **Location**

1. Allowed in residential zoning districts as part of a permitted non-residential use.
2. Allowed in all non-residential and mixed use zoning districts.

~~(5)~~(4) **Freestanding Signs (Monument Sign, Post Sign, Post and Arm Sign)**

(a) **Allowed Sign Face Area ~~Size~~ (max.) Per Sign Face**

1. Maximum size of 64 square feet, and further restricted by type:
   a. Monument Signs: A total of 0.25 square feet per linear foot of lot frontage or ~~street~~building frontage along the street on which the sign is oriented.
   b. Post Signs: A total of 0.20 square feet per linear foot of parcel street frontage or storefront street frontage along the street on which the sign is oriented.
   c. ~~Post and Arm~~Post-and-Arm Sign: Six square feet.



Monument Sign

(b) **Height (max.)**

Eight feet.

(c) **Minimum Frontage (either building frontage or lot frontage, both as measured parallel to the street on which the sign will be located or facing)**

1. Monument and Post Signs: 100 linear feet
2. ~~Post and Arms~~Post-and-Arm Signs: 50 linear feet.

Post Sign

(d) **Number (max.) Per Site**

1. 0 to 599 linear feet = 1 sign.
2. 600 to 1499 linear feet = 2 signs (min. 300 linear feet on two frontages = 2 signs).
3. 1500+ linear feet = 3 signs (min. 300 linear feet on three frontages = 3 signs).

(e) **Setback and Separation (min.)**

1. Five feet from the public right-of-way.
2. ~~15~~ Fifteen feet from any interior side lot line.
3. ~~50~~ Fifty feet between signs.

(f) ~~**Construction**~~

1. ~~Materials shall be consistent with the primary building construction.~~

(g) ~~**Illumination**~~

~~1. May be illuminated internally or externally, subject to Section (F) "General Sign Regulations".~~

~~2. Internal Illumination is prohibited in residential districts.~~

~~3.~~1. ~~Illumination is prohibited 12am – 6am when sign is located within 50 feet of a residential zoning district.~~

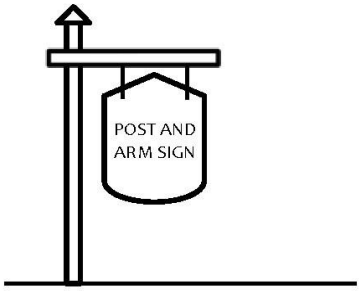
(h) **Location**

Allowed in all non-residential and mixed use zoning

districts.

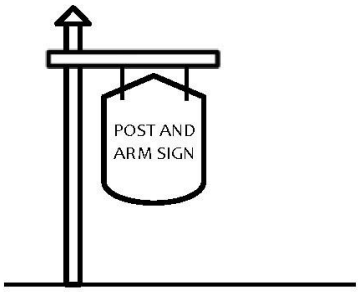
(i) **Landscaping**

A planting bed area equal to at least one-half of the sign face area (for two-sided signs, use only one sign face area for the calculation) shall be planted around the entire base of any freestanding sign, with decorative landscape features or materials~~using shrubs, flowers, or ground cover~~. The Planning Director may modify this requirement based on constraints specific to the site.



(j) **Other Conditions**

1. In multi-tenant, non-residential or mixed use buildings,
   a. Each tenant or sign shall be allowed two colors for face plate lettering with black always allowed as trim or accent, and white required as the background.



~~(6)~~(5) **Projecting Signs and Hanging Signs**

(a) **Allowed Sign Face Area ~~Size~~ (max.) Per Sign Face**

1. Projecting signs: 10 square feet.
2. Hanging signs: Six square feet.

(b) **Number (max.) Per Site**

~~One~~ One of each sign (hanging and projecting) per ground floor business ~~unit~~frontage. A corner business unit may have one per street frontage.

(c) **Positioning and Clearance**

1. Minimum eight feet ~~from~~ clearance from the ground level to the bottom of the sign.
2. Maximum 15' of clearance from ground level to the top of the sign.
3. Minimum three feet clearance from curb line.
4. May not extend above roof eaves or parapet walls.

~~4.~~5. A minimum of 10' clearance is required between hanging signs on the same business frontage.

(d) **Projection (max.)**

1. Projecting sign: Three feet from the building wall or one-half the width of the sidewalk.
2. Hanging Sign: ~~N/A~~No restriction provided the sign does not extend past the roof, marquee, or awning to which it is attached.

(e) **Construction**

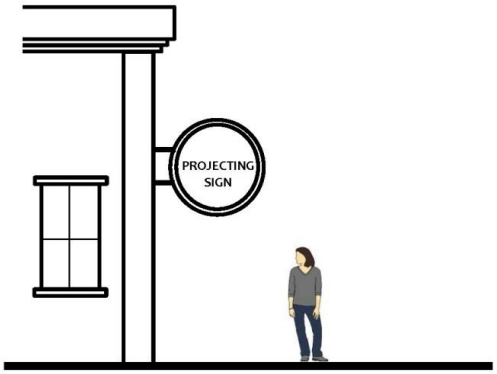
1. Projecting Signs: Signs shall be fastened directly to a building wall and shall intersect the building wall at right angles. When a building corner is at the intersection of two streets, one projecting sign at a 45 degree angle is allowed in lieu of one sign per street frontage.
2. Hanging Signs: Shall be fastened directly and securely to the awning, ~~/~~ marquee, or ~~/~~ canopy.

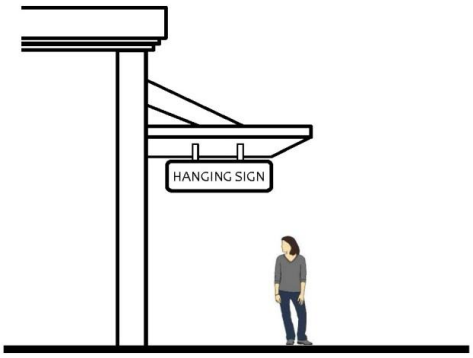
(f) **Illumination**

1. ~~May~~Projecting signs may be illuminated internally or externally.
~~1.~~2. Hanging signs may only be illuminated externally.
~~2. Internal Illumination is prohibited in residential districts.~~
3. ~~Illumination is prohibited 12am – 6am when sign is located within 50 feet of a residential district.~~

(g) **Location**

1. Allowed in residential zoning districts as part of a permitted non-residential use.
2. Allowed in all non-residential and mixed use zoning districts.





~~(7)~~(6) **Awning, Marquee, or Canopy Signs**

(a) **Allowed Sign Face Area ~~Size~~ (max.)**

75 percent of the surface area of the face of the awning, marquee, or canopy to which it is attached.

(b) **Number (max.) Per Site**

One permitted on each side or face of awning, marquee, or canopy.

(c) **Clearance**

Minimum eight feet from ~~the~~ ground level.

(d) **Positioning**

Lettering or graphics shall not project horizontally more than one inch from the surface to which it is attached.

~~(d)~~(e) **Construction**

Shall be fastened or adhered directly and securely to the awning/marquee/canopy face.

~~(e)~~(f) **Illumination**

~~1. May be illuminated internally or externally.~~

~~2. Illumination is prohibited 12am – 6am when sign is located within 50 feet of a residential zoning district.~~

~~3.~~1. ~~Illumination is prohibited in residential zoning districts.~~Backlit illumination is prohibited.

~~(f)~~(g) **Location**

1. Allowed in residential zoning districts as part of a permitted non-residential use.
2. Allowed in all non-residential and mixed use zoning districts.

~~(8)~~(7) **Easel/Sandwich Boards/A-frame**

(a) **Allowed Sign Face Area ~~Size~~ (max) Per Sign Face**

~~12~~ 8 square feet.

(b) **Number (max.) Per Site.**

One per business unit or tenant, with an overall maximum of 1 sign per 20 linear feet of store frontage.

(c) **Positioning**

1. Sign must be located within 20 feet of the business entrance.
2. No easel/sandwich board / A-frame sign shall be placed on ~~any public~~ the sidewalk so as to leave less than 4 feet of unobstructed clearance for pedestrians.
3. Prohibited within the public right-of-way.
4. No easel/sandwich board / A-frame sign shall remain on ~~any public~~ the sidewalk adjacent to any premises at any time when the premises are closed to the public.
5. No easel / sandwich board / A-frame sign shall be tied, locked, chained, or otherwise attached to any other feature.

~~4.~~6. No easel / sandwich board / or A-frame shall be displayed outside of business hours.

(d) **Height (max.)**

Four feet.

(e) **Width (max.)**

Three feet.

(f) **Construction**

1. All A-frame/sandwich board/easel signs shall be adequately weighted or anchored to prevent accidental movement of the sign, including by wind gusts. ~~and~~ Such weighting shall be integral to the design of the sign, and shall not consist of separate materials such as sandbags or concrete blocks.
2. No sign shall obstruct~~ion of~~ any public street.

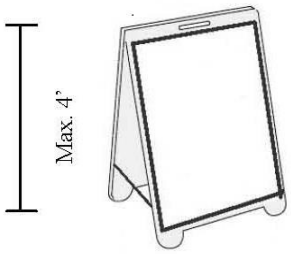
(g) **Illumination**

Illumination is prohibited.

(h) **Location**

1. Allowed in residential zoning districts as part of a permitted non-residential use.

2. Allowed in all non-residential and mixed use zoning districts.



(8) **Tenant Identification Signs**

(a) **Allowed Sign Face Area (max.)**
Six square feet.

(b) **Number (max.)**
One sign per external entrance.

(c) **Positioning**
1. Signs shall be located to the side of the external door which accesses the internal tenants described on the sign.

(d) **Projection (max.)**
Three inches from wall to which the sign is attached.

(e) **Construction**
1. All tenant identification signs shall be fastened directly to the supporting wall.

(f) **Illumination**
1. May be illuminated externally only. No backlighting.

(g) **Location**
1. Allowed in residential zoning districts as part of a permitted non-residential use.
2. Allowed in all non-residential and mixed use zoning districts.

(h) **Other Conditions**
1. Only tenant(s) accessed by the entrance adjacent to the sign may have their signage displayed.
2. Tenant and suite identification lettering shall not be taller than 1 inch, and main identification lettering shall not be taller than 4 inches.
3. Faceplates shall not be taller than 2 inches.
4. All faceplates shall utilize one color for lettering and one color for background. The colors shall be consistent among tenants on the sign.

White House Plaza	
1600 Pennsylvania Ave	
Smith's Savory Sweets	First Floor, Suite 1
Guns & Gorgonzola	First Floor, Suite 2
Ruffs and Rolls	First Floor, Suite 3
Designs by DD	Second Floor, Suite 1
Bunns and Breads	Second Floor, Suite 2
So Sew Me	Second Floor, Suite 3
Boss Hogg's BBQ	Third Floor, Suite 1

(9) **Drive-Thru Menu Boards**

(a) **Number (max.)**

1. Two per drive-thru lane.

(b) **Allowable Sign Face Area (max.)**

36 square feet allowed per drive-thru lane.

~~(b)~~(c) **Height (max.)**

Eight feet.

~~(c)~~(d) **Construction**

Sign materials shall be consistent with the primary building construction or other signs on the site.

(e) **Location**

Drive-Thru Menu Boards shall be located within the minimum vehicle queuing spaces plus one queuing space, of the ordering window or pick-up window, per the use, as identified in Table 4-4: Minimum Queuing Standards (§155.401(D)(1).

~~(d)~~(f) **Illumination**

May be illuminated internally or externally.

~~(e)~~(g) **Other**

Drive-Thru Menu Boards~~Menu boards~~ are only permitted as an accessory to a drive-thru business.

(10) **Changeable Copy Sign – Manual**

(a) **Location**

Manual ~~c~~Changeable ~~c~~Copy ~~s~~Signs may be used as a part of a permitted freestanding sign for public, institutional and not-for-profit uses only, unless expressly prohibited elsewhere in the Town's code.

(b) **Number (max) Per Site**

One per ~~business development~~ parcel or site, whichever is more restrictive.

(c) **Allowable Sign Face Area ~~Size~~ (max) Per Sign Face**

1. The changeable copy area shall be limited to 40 percent of the total ~~sign, including structure~~ sign face area.
~~1.~~2. Sign face area shall be otherwise regulated per Freestanding Signs, in (5) of this Section.

(d) **Construction**

1. Sign structure shall be constructed of high quality materials.
2. Materials shall be consistent with the primary building construction.

(e) **Illumination**

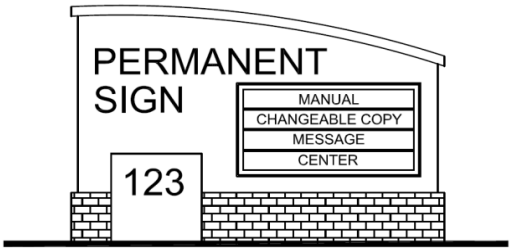
Internal Illumination is prohibited.

(f) **Landscaping**

A planting bed area equal to at least one-half of the sign face area (for two-sided signs, use only one sign face area for the calculation) shall be planted around the entire base of any freestanding sign, using shrubs, flowers, or ground cover. The Planning Director may modify this requirement based on constraints specific to the site.

(g) **Other Criteria**

Manual Changeable Copy Signs shall otherwise conform to the regulations of Freestanding Signs (per (4) of this Section).



(11) ~~Electronic~~ **Changeable Copy Sign – Electronic, and Electronic Sign**

(a) **Location**

Electronic changeable copy signs may be a part of any permitted freestanding sign.

(b) **Number (max) Per Site**

One per ~~business development~~ parcel or site, whichever is more restrictive.

(c) **Allowable Sign Face Area (max.)~~Size~~**

Sign face may be any part of the total allowable sign face area for a freestanding sign.

(d) **Illumination**

Electronic signs shall be equipped with dimming technology that automatically adjusts the display's brightness based on ambient light conditions at all times of day and night, and be set at a level no higher than .3 foot candles above ambient light conditions (measured from a distance as specified below) as to not cause glare, distraction, reduced visibility or safety concerns from adjacent roadways.

Sign Size	Measurement Distance
0-100 square feet	100 feet
101-350 square feet	150 feet
351-650 square feet	200 feet

(e) **Permitted Colors**

1. Signs associated with associated with uses other than gas station pricing: background must be black. Electronic display is limited to text/logo which may be one of the following: white or red.
2. Signs associated with gas station pricing: background must be black. Pricing may be white, red, and green.

(f) **Copy/Text**

Copy/text may consist of alphanumeric symbols only, except that pictorial imagery associated with the logo may be permitted.

(g) **Construction**

1. Sign structure shall be constructed of high quality materials.
2. Materials shall be consistent with the primary building construction.

(h) **Other**

1. Electronic changeable copy signs must be physically attached to the primary sign.
2. Sign display shall~~Must~~ be static. No portion of the sign may flash, scroll, twirl, change color, blink, or in any

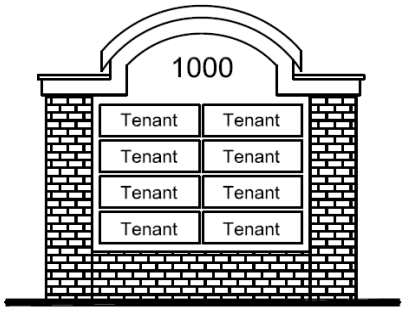
manner imitate movement.

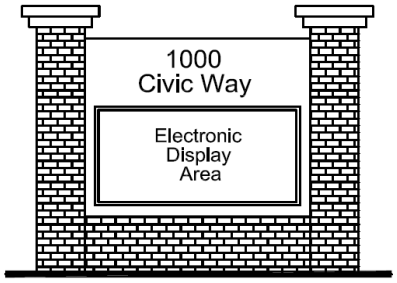
3. Copy may change once every 6 minutes.
4. A sign strictly displaying time and temperature may change on no less than a five second interval.

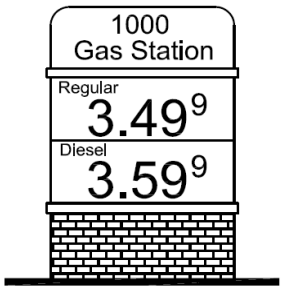
(i) **Landscaping**

A planting bed area equal to at least one-half of the sign face area (for two-sided signs, use only one sign face area for the calculation) shall be planted around the entire base of any freestanding sign, using shrubs, flowers, or ground cover. The Planning Director may modify this requirement based on constraints specific to the site.

Electronic Changeable Copy Sign Examples:







(12) **Billboards**

(a) **Allowable Sign Face Area ~~Size~~ (max) Per Sign Face**

1. 200 square feet per sign face.
2. Maximum sign face height of 15 feet.
3. Maximum sign face width of 20 feet.
4. Maximum one advertising face per side.

(b) **Spacing between billboards (min)**

2,000 feet.

(c) **Setback (min)**

50 feet from right-of-way.

(d) **Height (max) of structure**

25 feet.

(e) **Clearance (min)**

Eight feet above the ground at the base of the sign or highway grade level, whichever is higher.

(f) **Illumination**

1. May be externally illuminated only.
2. Internal illumination is prohibited.

(g) **Location**

1. Prohibited within Town limits.
2. Limited to locations on U.S. 70 Bus. HWY.
3. All billboards shall be primarily oriented toward the east-bound or west-bound lanes of U.S. 70 Business.
4. Billboards must be located off-premises.

(h) **Annexation**

Billboards located on property that is annexed into Town limits shall be removed within the timeframe established within a Developers Agreement or Annexation Agreement.

(13) **Development Identification Signs – Residential**

(a) Allowable Sign Face Area ~~Size~~ (max.) per sign face

24 square feet.

(a) **Number (max.) per site**

Two per each major project/development entrance, or one in the median of an entrance driveway.

(b) **Height (max.)**

1. ~~Six~~ Eight feet ~~for freestanding signs~~.
2. ~~If sign is attached to an entrance feature, sign face may not exceed the height of the structure to which it is attached. Entrance features shall comply with the provisions of this Chapter.~~ If attached to an approved entrance feature, the sign face may not exceed 8 feet in height. Entrance features shall comply with the provisions of this Chapter.

(c) **Setbacks (min.)**

Five feet from the public right-of-way or property line and may not encroach into safe sight triangles.

(d) **Construction**

1. Sign may take the form of a freestanding sign or wall style sign.
2. Freestanding signs shall be a monument style sign or ~~post and~~ post-and-arm style sign.
3. Sign may be attached to a decorative wall or fence, or to a building wall.

(e) **Illumination**

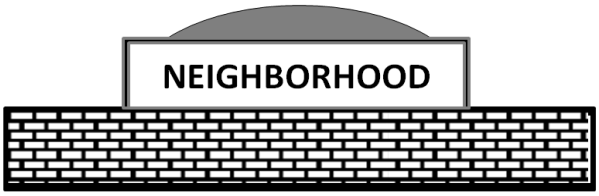
May be illuminated externally or backlit.

(f) **Location**

1. Shall be located on property contiguous to the development identified.
2. Shall be located on private property or within the median of the entrance driveway.
3. May be located on one or both sides of major entrances to the development, or one sign may be located in the median of the entrance driveway with a sign easement and permission from NCDOT or the Town as applicable.

(g) **Landscaping**

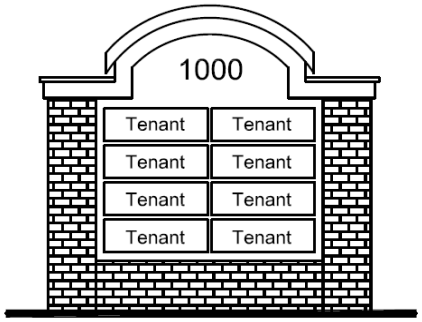
A planting bed area equal to at least one-half of the sign face area (for two-sided signs, use only one sign face area for the calculation) shall be planted



around the entire base of any freestanding sign, using shrubs, flowers, or ground cover. The Planning Director may modify this requirement based on constraints specific to the site.

(14) **Development Identification Signs – Non-residential (Sites with Multiple Buildings)**

A Non-residential Development Identification Sign may be used in association with a parcel with multiple buildings, or a grouping of parcels such as a medical park, business park, or a shopping center with outparcels where one or more tenants receive the benefit of common signage. A single building (either single or multi-story) with multiple tenants is not eligible for a Development Identification Sign.



Non-residential Development Identification Signs are approved via ~~a Master Sign Plan (or~~ Alternative Sign Plan~~)~~. Applications shall clearly identify what businesses, buildings, or parcels are included.

In addition to a Development Identification Sign, parcels within the development ~~and subject to the Master Sign Plan (or Alternative Sign Plan)~~ may have one monument style freestanding sign ~~with a maximum of 24 square feet of sign face (per side of a two-sided sign) and a maximum of six feet in height~~provided they meet the criteria for Freestanding Signs in (4) of this Section. ~~All other sign specifications shall be in accordance with Section 155.403(G)(5) above.~~

(a) **Allowable Sign Face Area ~~Size~~ (max.)**

A total of 0.25 square feet per linear foot of lot frontage or building frontage along the street on which the sign is oriented, or 64 square feet, whichever is less.

(a) **Number (max.) per roadway frontage**

One sign along roadway at main entrance to the development.

(b) **Height (max.)**

1. Eight feet.
2. If ~~sign is~~ attached to an approved entrance feature, the sign face may not exceed 8 feet in height. Entrance features shall comply with the provisions of this Chapter.

(c) **Setbacks (min.)**

Five feet from the public right-of-way or property line and may not encroach into safe sight triangles.

(d) **Construction**

1. Shall be a freestanding monument style sign, or attached to an entry feature.
2. Materials shall be consistent with or exceed the materials of the primary building ~~construction~~.

(e) **Illumination**

May be illuminated internally or externally.

(f) **Location**

1. Shall be located on property contiguous to the development identified.
2. Shall be located on private property or within the median of the entrance driveway.
3. May be located at the main entrance to the development, or within the median of the entrance driveway with a sign easement and permission from NCDOT or the Town as applicable.

(g) **Landscaping**

A planting bed area equal to at least one-half of the sign face area (for two-sided signs, use only one sign face area for the calculation) shall be planted around the entire base of any freestanding sign, using shrubs, flowers, or ground cover. The Planning Director may modify this requirement based on constraints specific to the site.

(h) **Other Conditions**

1. In multi-tenant, non-residential or mixed use buildings,
   a. Each tenant or sign shall be allowed two colors for face plate lettering with black always allowed as trim or accent, and white required as the background.

(15) **Flags**

(a) Allowable Sign Face Area (max.) per sign face

1. For vertically-projecting poles, 24 square feet per flag in residential zoning districts, and 35 square feet per flag in all other zoning districts.
2. Twelve square feet per flag on angled- or horizontally projecting poles.

(b) **Number (max.) per site**

1. A maximum of up to three vertically-projecting flag poles or two angled- or horizontally-projecting flag poles are allowed per frontage, subject to satisfaction of all other criteria herein.
2. Only one type of flag pole – vertically-projecting or horizontally-projecting – is allowed on a site.
3. For vertically-projecting flag poles, as measured by lot frontage:
   a. 0 to 199 linear feet = 1 flag pole
   b. 200 to 499 linear feet = 2 flag poles
   c. 500+ linear feet = 3 flag poles
4. Angled- or horizontally-projecting flag pole, as measured by lot frontage:
   a. 100-200 linear feet = 1 flag pole.
   b. 200+ linear feet = 2 flag poles.
5. One flag is allowed as advertising for an on-site operator, tenant, or use, and all other flags shall conform to the exemption listed in (D)(3) of this Section.
6. Vertically-projecting flag poles shall be allowed a maximum of three flags, with one flag allowed per every 5' above 15' of pole height.
7. Angled- or horizontally-projecting flag poles shall have a maximum of one flag per pole.
8. Residential zoning districts are allowed a maximum of one flag pole and two flags.

(c) **Height or length (max.)**

1. Vertically-projecting flag poles may not be taller than the primary structure on the site, or 35', whichever is less.
2. Angled- or horizontally-projecting flag poles may not have a pole length greater than 8'.

(d) **Minimum Required Frontage (either building frontage or lot frontage, as measured parallel to the street on which the flag pole(s) are located)**

1. Vertically-projecting flag pole: 175 linear feet.
2. Angled- or horizontally-projecting flag pole: 100 linear feet.

(e) **Clearance (min.)**

1. On vertically-projecting flagpoles, under normal operation but including times during which a flag is raised at half-mast, no portion of any flag shall extend below the mid-point of the flagpole, with an absolute minimum clearance of 8 feet required above the ground beneath the flag.
2. On angled- or horizontally-projecting flag poles, all flags and flagpoles shall maintain a minimum of 8 feet of vertical clearance above the ground beneath the flagpole.
3. All flags and flagpoles shall maintain minimum required safety clearances from electrical utilities at all times.

(f) **Setbacks (min.) required for all parts of, flagpole and other supporting or related structure**

1. For vertically-projecting flagpoles, must meet setback requirements of the zoning district, plus one foot setback for every one foot of height above 25 feet.

(g) **Construction**

1. Vertically-projecting flagpoles shall be anchored to a footing in the ground or attached to a wall or building and shall project vertically to the maximum allowed height.
2. Flagpoles may be attached to a structure or building wall, and may project vertically, horizontally, or at an angle to the wall.
3. Zoning Compliance Permits and building permits may be required.

(h) **Illumination**

May be illuminated externally only.

(i) **Landscaping**

1. On vertically-, or angled-projecting flagpoles anchored in the ground, a planting bed area equal to at least one-half of the sign face area (use only one side of the largest flag for the calculation) shall be planted around the entire base of any freestanding sign, using shrubs, flowers, or ground cover. The Planning Director may modify this requirement based on

constraints specific to the site.

2. On vertically-, angled-, or horizontally projecting flagpoles anchored directly to a building, no planting bed is required.

~~(15)~~(16) **Temporary Signs**

The signs described below may be erected on a temporary basis only after a permit has been issued by the Planning Director. No sign shall be placed in a public right-of-way, nor attached to a utility pole or other utility-related structure.

(a) ***On-Premises Construction Sign***

1. The regulation of on-premises construction signs shall be in accordance with North Carolina General Statutes §160A-381(j), or as otherwise regulated below.

~~1.~~2. Residential

One sign, not to exceed 20 square feet in size, may be erected in a residential zoning district.

~~2.~~3. Non-Residential

Up to two on-premises construction project signs may be erected in a business, industrial, or office and institutional zoning district, so long as the total sign face area does not exceed 32 square feet. If a sign is two-sided with faces positioned back to back, only one side of the sign face shall be included in this calculation.

~~3.~~4. Construction signs shall not be erected prior to site plan or plat approval or the issuance of a building permit, and shall be removed within 15 days after final inspection and approval of the project.

(b) ***Political Signs***

The ~~placement~~ regulation of political signs shall be in accordance with North Carolina General Statutes § 136-32, Regulation of Signs.

(c) ***Special Event Signs*** (fair, carnival, festival, grand opening, sale, or similar non-permanent activity)

1. Limited to two feather signs, not exceeding 16 square feet each (per face), or one banner style sign, not exceeding 32 square feet (per face).

2. Signs may be erected, placed, or located for maximum of 10 consecutive days.

3. Limited to four times per calendar year (40 days in total).

4. Such signs shall be removed by the applicant by the permit expiration date.

5. Prohibited within public rights-of-way and shall not obstruct the view of oncoming traffic.

~~5.~~6. The Planning Director shall have the authority to extend the timeframe up to a maximum of 60 days for new businesses or businesses undergoing exterior renovation.

(d) ***Yard Sale Signs***

1. Prohibited within public rights-of-way and shall not obstruct oncoming traffic.

2. Such signs may not exceed four square feet in size.

3. Signs shall not be erected more than seven days before the sale date and shall be removed within 48 hours of the sale date.

~~3.~~4. Signs shall not be affixed to any structure within public rights-of-way.

(e) ***Gas Balloons***

1. May be erected, placed, or located in connection with a special event, such as a fair, carnival, grand opening, sale, or similar non-permanent activity.

2. Balloons may be used for maximum of 10 consecutive days.

3. Limited to four times per calendar year (40 days in total).

4. Balloons shall be removed by the applicant within ~~seven days~~one day after the event has taken place.

(H) **REMOVAL OF ABANDONED, OBSOLETE, OR DETERIORATED SIGNS**

(1) **Abandoned Signs**

(a) ***Removal***

Obsolete signs shall be removed by the owner of the premises on which the sign is situated within 15 days of receipt of notification by the enforcement officer.

~~(1)~~(2) **Obsolete Signs**

(a) ***Removal***

Obsolete signs shall be removed by the owner of the premises on which the sign is situated within 15 days of receipt of notification by the enforcement officer.

~~(2)~~(3) **Deteriorated Signs**

(a) ***Removal/Compliance***

Deteriorated signs shall be removed or brought into compliance with all codes and ordinances within 15 days of notification by the enforcement officer.

(I) **MAINTENANCE**

(1) All signs shall be maintained in a state of good repair, and shall not be abandoned, made to be obsolete, or become deteriorated. The Planning Director or designee is authorized to inspect each sign periodically to determine that it meets the requirements set forth in this ~~subchapter~~Section. Whenever a sign has been built or is being maintained in violation of this ~~subchapter~~Section, such sign shall be made to conform to all regulations herein, or shall be removed at the expense of the owner within 15 days after written verification thereof by the Planning Director.

(2) To ensure that signs are erected and maintained in a safe and attractive manner, the following maintenance requirements shall apply to all signs visible from any ~~street~~ right-of-way or public area:

(a) A sign shall have no more than five percent of its surface area covered with peeling paint, chipped corners, rust, mud, broken parts and pieces, or other unsightly conditions for a period of more than 15 successive days.

(b) A sign shall not stand with bent or broken sign facing, broken supports, loose appendages or struts, or leaning more than 15 percent from vertical for a period greater than 15 successive days.

(c) A sign shall not have weeds, trees, vines, or other vegetation growing upon it, that obscures the view of the sign from the street or right-of-way from which it is to be viewed, for a period greater than ten successive days.

~~(K) **MASTER SIGN PLAN**~~

~~A Master Sign Plan (MSP) is required for development which includes multiple uses or tenants, planned developments, residential developments where more than one sign is proposed, and Non-residential Development Identification Signs. The purpose of the MSP is to provide a unified record of signs and promote coordinated signage. A MSP is required prior to the erection of any permanent signs and all signs within the development shall comply with the MSP. Applicants wishing to deviate from the requirements listed below may submit an Alternative Sign Plan pursuant to § 155.403(K).~~

~~(1) **Application**~~

~~The MSP shall be submitted to the Planning Department for review following the process requirements of § 155.713 with the decision made by the Planning Director. For new development, the MSP shall be submitted concurrently with the initial development site plan, master plan, or subdivision application.~~

~~(2) **MSP Elements**~~

~~The MSP shall include, at a minimum, criteria and specifications for the following:~~

~~(a) Location.~~

~~(b) Allocation of permitted sign area among tenants and any other proposed signs. Total allowable sign face area for the project is determined using the total sign face area allowance calculation defined in (G)(1) of this Section.~~

~~(c) Sketches of generic sign design and appearance for each sign type.~~

~~(d) Construction materials.~~

~~(e) Color palette, provided in Pantone Matching System (PMS) colors, vinyl manufacturer and numbers, or comparable industry standard of color identification. Permitted colors for each sign component shall be specified, including but not limited to sign face backgrounds, font, and sign structure.~~

~~(f) Illumination, including type, where illumination is permitted, and lighting fixture style.~~

~~(g) Map/site plan showing what buildings and parcels are included within the MSP.~~

~~(3) **Approval Criteria**~~

~~Prior to approval of a MSP, the following review criteria shall be satisfied:~~

~~(a) The proposed sign design, size, color, and placement are compatible in style and character with any building to which the sign is to be attached, any surrounding structures, and any adjoining signage on the site.~~

~~(b) Similar sign types are constructed of similar materials.~~

~~(c) The MSP provides for signs that meet size limitations, location requirements, material standards and other applicable requirements of this Section.~~

~~(d) One standard Pantone Matching System (PMS) color, vinyl manufacturer and number, or comparable industry standard of color identification shall be permitted for wall signs, with the exception of wall signs on outparcels. Black may be used as an accent to the permitted color. If the exterior of the sign includes trim, the material and color must be identified for consistency. Federal and state registered trademarks may be employed in addition to the specified color, but may not exceed 12 square feet in copy area.~~

~~(e) Future tenants will be provided adequate opportunities to construct, erect, or maintain a sign for identification.~~

~~(f) Directional signage and building addressing is adequate for pedestrian and vehicular circulation and emergency vehicle access.~~

~~(g) The MSP improves the safety and welfare of the general public by minimizing distractions, hazards, and obstructions from sign design or placement.~~

~~(h) Sign design, scale, and placement are oriented to pedestrian traffic.~~

~~(i) Components of the MSP are consistent with the Town of Clayton General Design Guidelines.~~

~~(4) **Conditions of Approval**~~

~~The Planning Director may impose Conditions of Approval to carry out the intent of the MSP while still permitting each sign user opportunities for effective identification and communication. These conditions may include, but are not limited to, reductions in the allowable number of signs, total sign face area, location of signs, and types of signs allowed.~~

~~(5) **Amendments**~~

~~A MSP may be amended by filing a new master plan and updated application with the Planning Director. The amended MSP shall include a schedule that requires bringing all signs not conforming to the proposed plan into conformance.~~

~~(L)~~(K) **ALTERNATIVE SIGN PLAN**

The purpose and intent of an Alternative Sign Plan ~~(ASP)~~ is to allow for creativity of sign design, providing an opportunity to demonstrate the intent of this Section can be exceeded, in whole or in part~~, through an ASP~~. Any sign application~~, including a Master Sign Plan,~~ may ~~submit~~ include an Alternative Sign Plan~~ASP~~ as an alternative. The Alternative Sign Plan~~ASP~~ need not comply with the requirements of this Section, however in no case shall an Alternative Sign Plan~~ASP~~ allow a prohibited sign. The Alternative Sign Plan~~ASP~~ shall be prepared in accordance with the design principles set forth below.

(1) **Application**

The Alternative Sign Plan ~~ASP~~ shall be submitted to the Planning Department for review following the process requirements of § 155.713 "Sign Permit", with the decision made by Town Council. ~~For new development, the ASP shall be submitted concurrently with the initial development site plan or subdivision.~~

(2) Alternative Sign Plan~~ASP~~ **Elements**

The Alternative Sign Plan ~~ASP~~ shall include, at a minimum, criteria and specifications for the following:

(a) Justification statement which details project information, modifications being requested, specific code references proposed for waiver, ~~and~~ proposed alternatives, and explanation of how the alternative exceeds the requirements of this Section.

~~(b) ASPs submitted in lieu of MSPs shall include all information required for an MSP.~~

(b) Alternative Sign Plans ~~ASPs~~ submitted for a permanent sign shall include all information required for a ~~permanent sign~~Permanent Sign Permit application (per §155.713), to be issued at a later date.

(c) Location of regulated properties.

(d) Allocation of permitted sign area among tenants and any other proposed signs. Total allowable sign face area for the project is determined using the total sign face area allowance calculation defined in (F)(3) of this Section.

(e) Sketches of generic sign design and appearance for each sign type provided in Pantone Matching System (PMS) colors, vinyl manufacturer and numbers, or comparable industry standard of color identification. Permitted colors for each sign component shall be specified, including but not limited to sign face backgrounds, lettering, and sign structure.

(f) Map, site plan, or other graphical depiction showing where each particular sign type is permitted.

~~(c)~~(g) Justification for the Alternative Sign Plan.

(3) **Approval Criteria**

To qualify for consideration, an Alternative Sign Plan ~~ASP~~ shall demonstrate compliance with the following review criteria:

(a) Components of the Alternative Sign Plan ~~ASP~~ shall be consistent with the Town of Clayton General Design Guidelines.

(b) The proposed sign design, size, color, illumination, and placement are compatible in style and character with any building to which the sign is to be attached, any surrounding structures, ~~and~~ any adjoining signage on the site, and/or the district character or architectural character of the area in which it is located.

(c) Innovative use of materials and design techniques in response to unique characteristics of the specific site, if applicable.

~~(d) Placement of sign incorporates or preserves existing native vegetation.~~

~~(e)~~(d) Sign design, scale, and placement ~~are oriented to pedestrian traffic~~.

~~(f)~~(e) Integrates architectural features in a manner compatible with the surroundings and district in which the development is located.

~~(g) Includes pedestrian facilities, including but not limited to sidewalks, walkways, street furniture, landscaping, and lighting.~~

~~(h)~~(f) Consistent with approved neighborhood plans, studies, or area plans.

~~(i) Future tenants will be provided adequate opportunities to construct, erect, or maintain a sign for identification.~~

~~(j) Directional signage and building addressing is adequate for pedestrian and vehicular circulation and emergency vehicle access.~~

~~(k)~~(g) The Alternative Sign Plan ~~ASP~~ improves the safety and welfare of the general public by minimizing distractions, hazards, and obstructions from sign design or placement.

(4) **Conditions of Approval**

The Town Council may impose Conditions of Approval to carry out the intent of the Alternative Sign Plan ~~ASP~~ while still permitting each sign user opportunities for effective identification and communication. These conditions may include, but are not limited to, specification of color(s), reductions in the allowable number of signs, total sign face area, location of signs, and types of signs allowed.

(5) **Amendment**

An Alternative Sign Plan ~~ASP~~ may be amended by filing ~~a new ASP and~~an updated application with the Planning Director. The amended Alternative Sign Plan ~~ASP~~ shall include a schedule that requires bringing all signs not conforming to the proposed plan into conformance.

(Ord. 2005-11-02, passed 11-21-05; Am. Ord. 2008-03-02, passed 3-3-08; Am. Ord. 2008-04-02, passed 4-7-08; Am. Ord. 2012-01-04, passed 1-3-12; Am. Ord. 2012-12-04, passed 12-3-12; Am. Ord. 2013-09-05, passed 9-3-13; Am. Ord. 2014-06-11, passed 6-16-14)

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
November 28, 2016

STAFF REPORT

Application Number: 2016-163-SD
Project Name: Warrick Tract Major Subdivision

NC PIN / Tag #:	175000-30-9566/05G01016H & 175000-30-6174/05G01020K
Town Limits/ETJ:	ETJ
Overlay:	None
Applicant:	Adams & Hodge Engineering, PC
Owner:	Linda Warrick/Woodley Warrick Heirs
Location:	North of Old US 70 HWY W and east of Fieldstone Drive

Public Noticing:

- Neighborhood meeting September 15, 2016
- Sign posted prior to September 16, 2016
- Letters mailed prior to December 21, 2016
- Newspaper ad posted prior to December 21, 2016

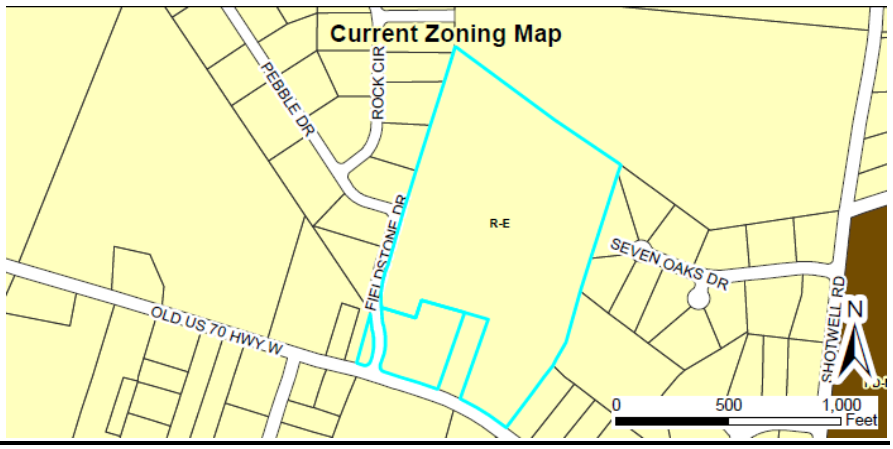
REQUEST: To develop 26 single-family residential lots on ±25 acres using public water and private septic.

SITE DATA:

Acreage: 25.33 acres
Existing Use: Vacant

ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-Estate (R-E)	Vacant
South	Residential-Estate (R-E)	Single-family residential
East	Residential-Estate (R-E)	Single-family residential
West	Residential-Estate (R-E)	Single-family residential



DEVELOPMENT DATA:

Proposed Uses: Single-Family Homes

Buildings: 26 dwelling units

Density/Intensity: 1.03 dwelling units per acre

Required Parking: 2 spaces per unit

Access/Streets: One access point off of Fieldstone Drive. Lots 22, 23, & 24 will be accessed via individual driveways off of Old US 70 HWY W. The lot on the corner of Old US 70 Hwy and Fieldstone Drive already has a home with a driveway on Old US 70.

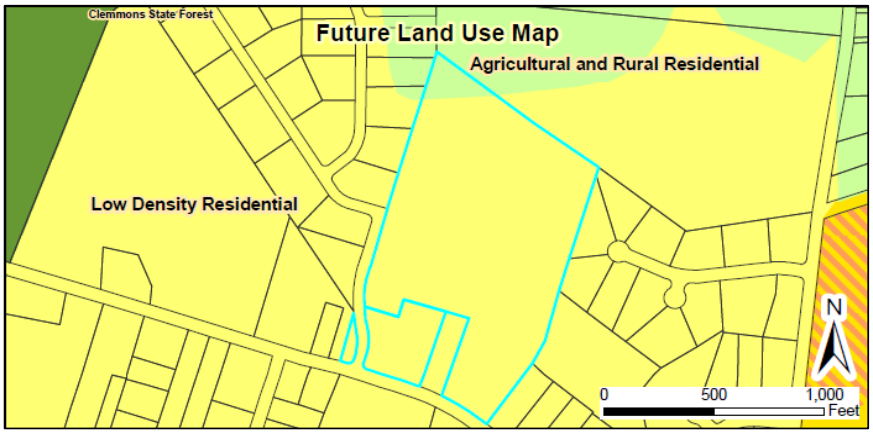
STAFF ANALYSIS:

Overview

The applicant is requesting to develop a conventional single-family residential subdivision on 25.33 acres of land zoned Residential-Estate (R-E). There are 26 proposed lots (one of which is already existing), which are proposed to be a minimum of 25,000 square feet, and served by public water and private septic systems. This is less than

what is typically permitted in the R-E zoning district for lots on public water and septic. However, the applicant obtained a Variance (2016-210-VAR) from the minimum lot size on November 16, 2016 to permit the properties to have a minimum lot size of 25,000 square feet.

Of the 26 total proposed lots, 23 will be accessed via an entrance off of Fieldstone Drive. The remaining three lots are considered to be a part of this subdivision, but will be located off of Old US HWY 70 W and access via individual driveways. The subject properties are currently vacant and are located within the Town's Extraterritorial Planning Jurisdiction (ETJ). The applicant is proposing to extend public water to the subdivision, as well as have the roads taken over by the Town. If the subdivision is approved, the applicant will be required to submit an annexation application.



Consistency with Adopted Plans

- **2040 Comprehensive Plan**
  The Future Land Use for this area is envisioned as Low Density Residential, which accommodates R-E zoned residential developments.

- **Unified Development Code**
  The proposed development is generally consistent with the requirements of the Unified Development Code (UDC), given the approval of the associated variance (2016-210-VAR). The subdivision is proposed without curb-and-gutter streets, sidewalks, or connectivity to surrounding parcels (particularly the parcel to the north).

Compatibility with Surrounding Land Uses
There are single-family residential subdivisions to the east and west of the subject properties. Both of these subdivisions are zoned R-E and have minimum lot sizes of 30,000 square feet, making the proposed development generally compatible with the existing, surrounding development.

Landscaping and Buffering
The applicant is proposing to provide one street tree per lot, as required by Town of Clayton's Unified Development Code. The applicant is also proposing a Class "A" landscaping buffer along two proposed lots (23 &

24) off of Old US HWY 70 W, which is consistent with the UDC. Additionally, the applicant is proposing landscaping around the location of the mail kiosk, which will be common area to the neighborhood.

Mail Kiosk
The applicant is proposing to add a mail kiosk at the end of the cul-de-sac of "Street A". The kiosk is proposed to have two designated parking spaces, as required by the post office and NC building code. One of these proposed parking spaces will be handicap accessible, as required by NC building code. The lots with access off of Old US Hwy 70 W will receive individual mailboxes.

Access/Streets
Access to the subdivision is proposed to be from the existing Fieldstone Drive. This will be the only entrance/exit into the subdivision for 23 of the 26 total lots. The proposed street section is 20' of asphalt with ditches, to match the neighboring Fieldstone subdivision. The applicant is proposing two streets within the subdivision, both of which are proposed to be cul-de-sacs.

Multi-Modal Access
The applicant is requesting to pay fee-in-lieu instead of providing sidewalks. However, the applicant has provided a 20' greenway easement along Old U.S HWY 70 W. This is in keeping with the Town goal of connecting the Sam's Branch Greenway to Clemmons State Educational Forest.

No sidewalks are proposed within the development. However, particularly due to the increased density resulting from the granting of the associated variance (2016-210-VAR), staff is recommending that the applicant provide sidewalk on one side of the streets throughout the development, including fully around any cul-de-sacs. Staff is also recommending that a sidewalk be provided along Fieldstone Drive in order to provide pedestrian connectivity to any future greenway that might be located along Old U.S HWY 70 W.

Waivers/Deviations/Variances from Code Requirements
The applicant is requesting a waiver from curb-and-gutter. Alternatively, the applicant is proposing ditch/swale road due to the rural characteristics of the development, and the fact that it will connect to Fieldstone Drive/Pebble Drive which lacks curb-and-gutter.

The applicant is also requesting a waiver from providing sidewalks throughout the development.

The applicant is not proposing a connection to the vacant property to the north of the development. The UDC allows cul-de-sacs only when the extension to adjacent property is inpracticable.

The applicant obtained a variance from the minimum lot size requirement within the Unified Development Code in order to develop lots with a minimum lot size of 25,000 square feet. This variance was granted by the Board of Adjustment on November 17, 2016.

CONSIDERATIONS:

- The applicant is requesting Preliminary Subdivision Plat approval for a 26 lot single-family residential subdivision.
- The applicant is requesting waivers from:
  - Providing curb-and-gutter streets - §155.601(B)(1)
  - Providing sidewalks - §155.602(H)(1)
  - Connectivity to adjacent parcels - §155.602(F)(2)

- This plan is subject to final approval by Town Council.

Staff recommendations on waivers:

1. Sidewalk shall be provided along one side of the streets within the development, including entirely around all cul-de-sacs.
2. Sidewalk shall be provided along Fieldstone Drive in order to connect with the future greenway and/or pedestrian facilities along Old US HWY 70 W.
3. A stub-out road connection shall be provided to the parcel to the north in a location acceptable to the Planning Department. No cul-de-sac shall occur on this road segment (currently identified as Street "B"), and a sign shall be posted at the property line stating that this road stub-out will connect to the neighboring property at such time as it develops (or some similar language).

FINDINGS:
The applicant has addressed the Major Subdivision Approval Criteria outlined in UDC Section 155.706.

CONDITIONS:

If approved, staff recommends the following conditions be applied to the approval of the preliminary subdivision plan for the Warrick Tract (2016-163-SD):

1. This project is subject to the Conditions of Approval placed on the associated, approved Variance application (2016-210-VAR), listed below for convenience:

    a. Any subdivision shall still adhere to the minimum separation requirements for well and septic fields, as determined and administered by the appropriate body; in this case, the Johnston County Environmental Health Department.

    b. Average lot size shall be at least 30,000 sq. ft. This calculation shall not include existing homes on land to be subdivided off of the rest of the tract.

    c. Minimum lot size shall be 25,000 sq. ft.

    d. The maximum number of lots for the land in question shall be 26.

2. Following Board approvals, three copies of the final Preliminary Subdivision Plan meeting the requirements of the Conditions of Approval shall be submitted to the Planning Department for final approval. The conditions of approval shall be recorded on the plans before final approval is granted.

3. All development fees shall be paid at building permit issuance, with the exception of recreation fees, which will be paid at plat.

4. Any fee-in-lieu shall be paid prior to plat. This includes the following fees-in-lieu, which are required for not installing the following improvements:

    a. Curb-and-gutter - §155.602(B)(2)(b)

b. Sidewalks - §155.602(H)(4)

5. The final plat and subsequent development of the site shall be consistent with the specifications of the approved Preliminary Subdivision Plan. Modifications shall require additional approvals pursuant to Section 155.706 of the Unified Development Code.

6. Prior to plat recordation, the subject properties shall be annexed into the Town of Clayton.

7. All signs shall require review/approval pursuant to UDC Section 155.713.

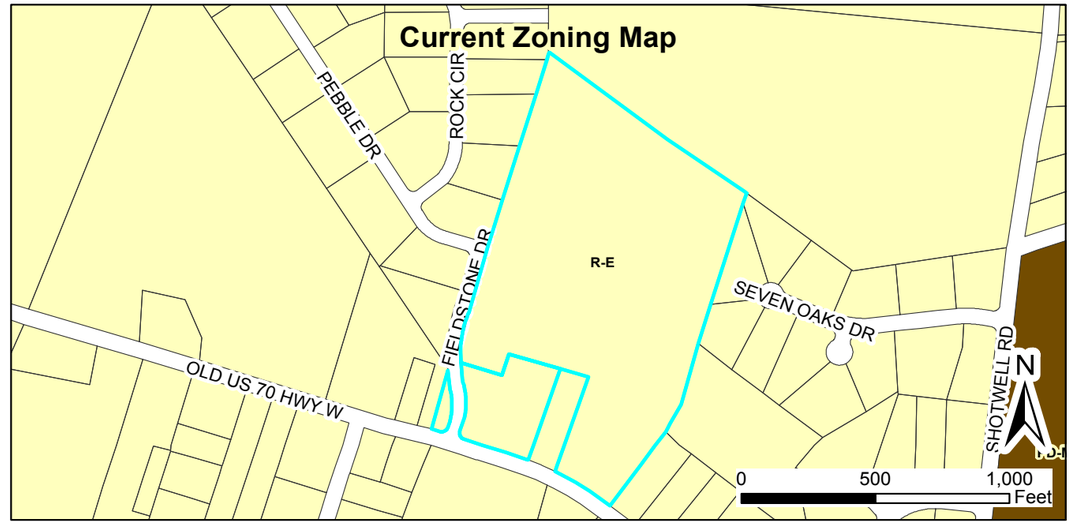
8. The landscaping buffer along Old US HWY 70 W shall be installed prior to the issuance of any Certificate of Occupancy.

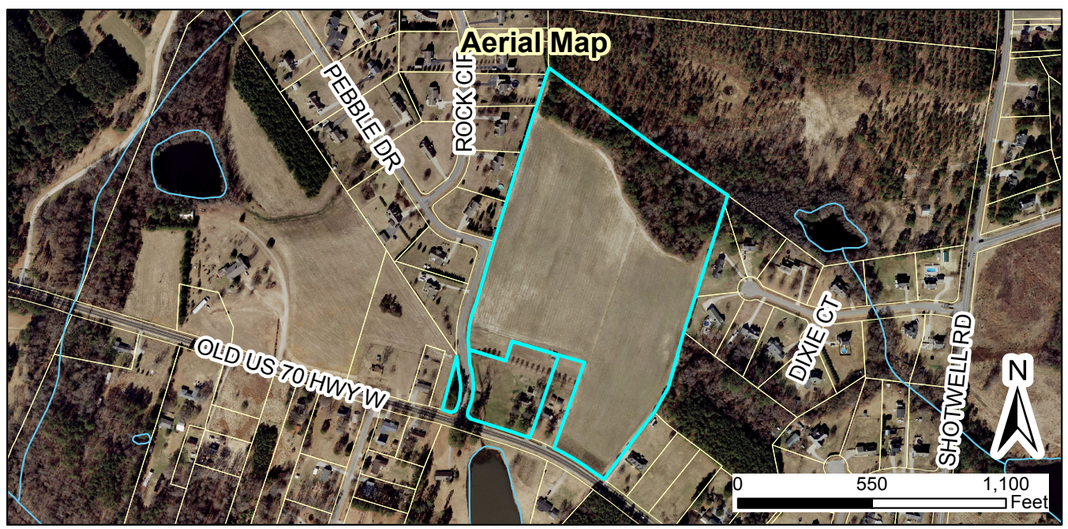
STAFF RECOMMENDATION:

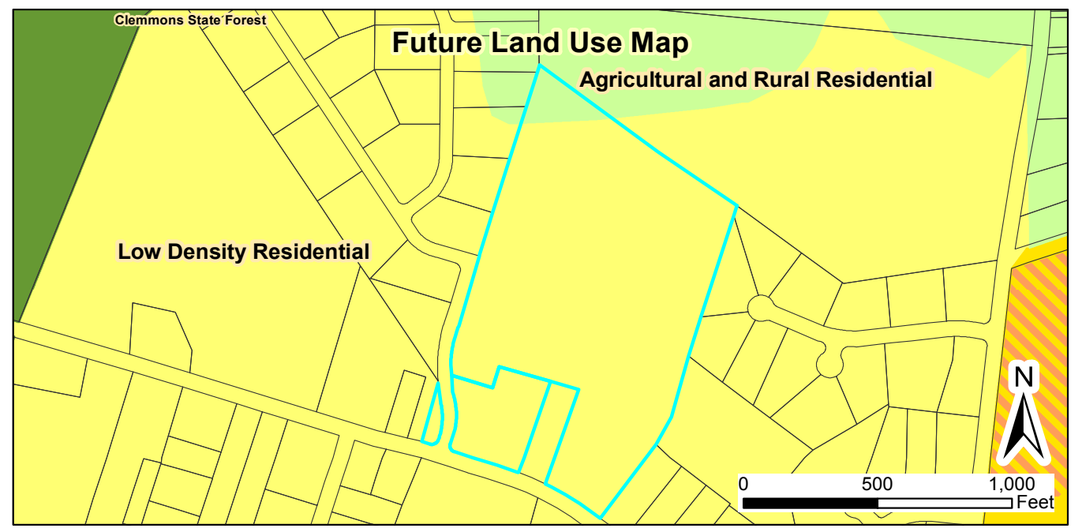
Staff is recommending approval with conditions of the proposed preliminary subdivision plat of the subject parcel.

ATTACHMENTS:

1.) Staff report
2.) Maps
3.) Application
4.) Neighborhood Meeting Materials
5.) Site Plan
6.) Copy of approved Variance (2016-210-VAR)

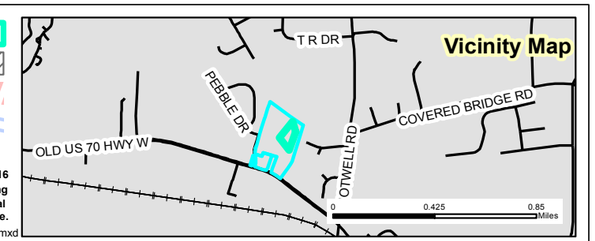






2016-163-SD Warrick Tract Major Subdivision
Request: To develop 24 single-family residential lots
Applicant: Adams & Hodge Engineering, PC
Property Owner: Linda Warrick/Woodley Warrick Heirs
Parcel ID Numbers: 175000-30-9566 & 175000-30-6174
TAG #s: 05G01016H & 05G01020K

Site
Special Use District
Thorough Fare Overlay
Scenic Highway Overlay



09/07/2016
Produced by: TOC Planning
Disclaimer: Town of Clayton assumes no legal responsibility for the information represented here.
Document Path: O:\PLANNING\SUBDIVISIONS\MAJOR SUBDIVISIONS\2016\2016-163-SD Warrick Tract\Maps\Staff Rpt Map - Warrick Tract 2016-163-SD.mxd

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

SUBDIVISION: MAJOR SUBDIVISION (Preliminary Subdivision Plat)

Pursuant to Article 7, §155.706 of the Unified Development Code (UDC), an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Town of Clayton to approve a subdivision of land. Please complete all fields in this application and submit to the Planning Department with all required materials.

Application Fees: **Major Preliminary Subdivision Plat Fee: $400.00 + $5.00 per lot**
Advertisement Fee: $100.00
Modifications to Approved Plans Fee:
Major Modification: $400.00 + $5.00 per lot modified
Minor Modification: $200.00 + $5.00 per lot modified

See §155.706(F) of the UDC for a definition of Major vs. Minor Subdivisions.
See §155.706(I) for Preliminary Plat approval (major subdivision) process/approval information.
See§155.203(F), (G), and (H) for information on Conventional vs. Open Space Subdivisions.
See §155.706(N) for information on minor and major modifications.
See UDC Article 6 for Subdivision Standards.

SITE INFORMATION

☑ New Major Subdivision
Conventional: x *Open Space:* _____
☐ New Subdivision Master Plan

☐ Modification to Approved Preliminary Plat
Major: _____ *Minor:* _____

Name of Project: Warrick Tract **Acreage of Property:** 25.33 AC
Tag #: 05G01016H, 05G01020K **NC PIN:** 175000-30-9566, 175000-30-6174
Location: 1804 Old US Hwy 70 W,West of Shotwell Road
Number of Lots (existing): 2 **(Proposed)** 24 **Min Lot Size:** 28,701 SQFT
Zoning District: R-E **Electric Provider:** Duke Energy Progress
Wastewater: ☑ Septic ☐ Sewer (check one) **Water:** ☐ Well ☑ Public/Private Water (check one)
Recreation/Open Space Requirement: ■ Fee in lieu ☐ Land Dedication – Acreage: _____

FOR OFFICE USE ONLY

Date Received: RECEIVED AUG 02 2016 TOWN OF CLAYTON PLANNING DEPARTMENT Amount Paid: $620.00 File Number: 2016-163-SD

PROPERTY OWNER INFORMATION

Name: Woodley C. Warrick Heirs/Linda Harris Warrick

Mailing Address: 1804 Old US Hwy 70 W, Clayton, NC 27520/1812 Old US Hwy 70 W, Clayton, NC 27520

Phone Number: 919-736-7278 **Fax:** N/A

Email Address: donnie@adamsandhodge.com

APPLICANT INFORMATION

Applicant: Adams & Hodge Engineering, PC

Mailing Address: 335 Athletic Club Boulevard, Clayton, NC 27527

Phone Number: 919-736-728 **Fax:** N/A

Contact Person: Donnie Adams/Mark Hall

Email Address: donnie@adamsandhodge.com/mark@adamsandhodge.com

REQUIRED INFORMATION (*to be submitted with the application*)

The following items must accompany the application:

To be completed by the applicant:			To be completed by staff:		
Submit 9 copies of all materials unless otherwise noted or directed by staff	Yes	N/A	Yes	No	N/A
1. A pre-application meeting was held with Town Staff. Date: July 6, 2016	☑		✓		
2. Completed Application	☑		✓		
3. Review Fee and Advertisement Fee	☑		✓		
4. Findings of Fact, signed *Not required for minor modifications. Form is included in this packet.*	☑	☐	✓		
5. Owner's Consent Form *Required if applicant is not the property owner. Included in this packet*	☑	☐	✓		
6. Preliminary Plat Subdivision Requirements Checklist form, completed and signed *Checklist is included in this packet*	☑		✓		
7. Plat sheet(s) meeting requirements of the Requirements Checklist	☑	☐	✓		
8. If subdivision waivers are requested, applicant must attach a separate typed document requesting the waivers. The document must specifically list the waivers requested, including Code references, and must address the 4 considerations outlined in §155.706(I)(7).	☐	☑			✓
9. Adjacent Property Owners List	☑	☐	✓		
10. Road Name Application *Included in this packet*	☑	☐	✓		
11. Wastewater allocation request OR verification of wastewater allocation *Letter format, to the attention of the Town Manager.*	☐	☑			?

12. A signed and sealed Traffic Impact Analysis *(required for projects which generate at least 100 vehicle trips at peak hour. See §155.708 of the UDC)*	☐	☑			✓
13. Neighborhood Meeting Notice Letter* (1 copy) *See sample letter and meeting requirement, included in this packet.* **Not required for minor modifications or subdivisions* **Not required for subdivisions that are part of an approved planned development*	☑	☐			
14. Neighborhood Meeting summary form* *Included in this packet – NOT submitted with application.* **Not required for minor modifications or subdivisions* **Not required for subdivisions that are part of an approved planned development*		☐	Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.		
15. Stamped, addressed, empty envelopes with no return address, using the adjacent property owner list. **Not required for minor modifications* *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.*	☑		✓		

EXPLANATION OF PROJECT

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

This is a proposed residential, single family subdivision. The lots will be served by public water and individual septic systems.

APPLICANT AFFIDAVIT

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

Donnie Adams, PE		08/01/2016
Print Name	***Signature of Applicant***	***Date***

FINDINGS OF FACT

Section 155.706(I)(10) of the Unified Development Code requires that certain findings must be made by the Town Council before a Major Subdivision may be approved. Outline below (you may attach additional sheets) how the application addresses each of the following findings:

(1) That the subdivision meets all required specifications of the town Subdivision Regulations and conforms to the town Unified Development Code.

This proposed subdivision has been designed to adhere to the regulations and guidelines of the Town of Clayton's Unified Development Code

(2) That the subdivision will not be detrimental to the use or orderly development of other properties in the surrounding area and will not violate the character of existing standards for development of properties in the surrounding area.

This proposed subdivision has been designed to match the flavor and character of adjacent developments as well as other developments in the near vicinity.

(3) That the subdivision design will provide for the distribution of traffic in a manner that will avoid or mitigate congestion within the immediate area, will provide for the unified and orderly use of or extension of public infrastructure, and will not materially endanger the environment, public health, safety, or the general welfare.

At only 24 lots this proposed subdivision does not pose a threat to the currently existing traffic patterns of this area. In addition it does not access directly onto Old US Hwy 70 but makes use of an existing entrance into an adjacent development. Utility services are a combination of public water and individual septic systems. We see nothing in the design or infrastructure of this development that would materiailly endanger the environment, public health safety or the general welfare of the public.

(4) That the subdivision will not adversely affect the general plans for the orderly growth and development of the town and is consistent with the planning policies adopted by the Town Council.

This proposed subdivision does not adversely affect the orderly growth and development of the Town and is indeed consistent with the planning policies adopted by the Town Council

Project Name: The Warrick Tract

Donnie Adams, PE		08/01/2016
Print Name	***Signature of Applicant***	***Date***

DocuSign Envelope ID: 414104BC-E237-4F64-87E6-4F14FD001CC4

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

OWNER'S CONSENT FORM

Consent is required from the property owner(s) if an agent will act on their behalf. A separate form is required from each owner. Consent is valid for one year from date of notary, unless otherwise specified. All fields must be completed.

Project Name: WARRICK PARK **Address or PIN #:** 175000-30-9566

AGENT/APPLICANT INFORMATION:

JAMES LIPSCOMB
(Name - type, print clearly)

328 EAST MAIN STREET
(Address)
CLAYTON NC 27520
(City, State, Zip)

I hereby give **CONSENT** to the above referenced agent/applicant to act on my behalf, to submit applications and all required materials and documents, and to attend and represent me at all meetings and public hearings pertaining to the following processes (*list applicable requests)*:

MAJOR SUBDIVISION APPROVAL
MINOR SUBDIVISION APPROVAL

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I further agree to all terms and conditions which may be imposed as part of the approval of this application.

OWNER AUTHORIZATION:

WOODLEY C. WARRICK HEIRS
(Name - type, print clearly)

1804 OLD US HWY 70 W.
(Address)
CLAYTON NC 27520
(City, State, Zip)

(Owner's Signature)

DocuSigned by: Charles Brian Warrick 178C0F98606F49D... 6/7/2016

STATE OF
COUNTY OF

DocuSigned by: Linda Warrick CAA49D6E4B9B493... 6/7/2016

Sworn and subscribed before me _____, a Notary Public for the above State and County, this the_____ day of _____, 20_____.

SEAL

DocuSigned by: Rebecca R Stoffers F3178B6B7334467... 6/7/2016

Notary Public

My Commission Expires: _____

DocuSigned by: Stephen Brian Warrick 2D08983F3B4641E... 6/8/2016

ADJACENT PROPERTY OWNERS LIST

Project Name: The Warrick Tract

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
175000-41-8275	Kathryn Ann & Donald J. Creasy	1577 Shotwell Rd, Clayton, NC 27520-7057
175000-40-6794	Phillip Jay & Kristi L. Stott	3404 Sparrowwood Dr, Wake Forest, NC 27587-4993
175000-40-4644	Eula Jean Thompson Hunter	25 Seven Oaks Dr, Clayton, NC 27520-8034
175000-40-4493	Patricia Moulthrop & Edward Poole	22 Seven Oaks Dr, Clayton, NC 27520-8033
175000-40-5111	Mary H. Rogel Heirs	113 Farida Dr, Asheville, NC 28804
165906-49-2805	H. I. Potts, Jr.	1722 Old US Hwy 70 W, Clayton, NC 27520
165906-49-1370	ASCO Builders, Inc.	319 Chapanoke Rd, Suite 201, Raleigh, NC 27603
165906-39-7457	Benny Wayne & Shelia Ann Powell	1805 Old US Hwy 70 W, Clayton, NC 27520-6568
165906-39-5615	Stephen L. & Barbara M. Poole	1821 Old US Hwy 70 W, Clayton, NC 27520
165906-39-2991	Hubert Donald Jones	1827 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3139	Kristopher Z. Hogg	1830 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3404	Rona Frost Privette & Mark D. Frost	1900 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3584	Richard L. & Annie Pearl Stevens	103 Fieldstone Dr, Clayton, NC 27520
175000-30-4710	Curtine & Bernice Powell	101 Pebble Dr, Clayton, NC 27520-8042
175000-30-5829	James O. & Myra S. Taylor	100 Pebble Dr, Clayton, NC 27520-8042
175000-31-5085	Gregory Bruce & Beth Rhodes Franson	304 Rock Circle, Clayton, NC 27520
175000-31-6233	Thomas R. & Wanda Sue Howard	308 Rock Circle, Clayton, NC 27520

ADJACENT PROPERTY OWNERS LIST

Project Name: The Warrick Tract

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
175000-31-6450	Jennifer H. Davison	312 Rock Circle, Clayton, NC 27520-8037
175000-31-6574	Lila M. Montgomery	316 Rock Circle, Clayton, NC 27520
175000-30-8054	Stephen Brian & Sheila H. Warrick	1804 Old US Hwy 70 W, Clayton, NC 27520

MAJOR SUBDIVISION – PRELIMINARY PLAT REQUIREMENTS CHECKLIST

The applicant is responsible for completing this checklist. Please sign and submit with the completed application.

To be completed by the applicant:			Staff:
	Yes	N/A	
GENERAL (ALL SHEETS):			
1. Plans are a maximum of 24" x 36", folded to an 8.5" x 11" format, with a scale no smaller than 1 inch = 100 feet (scale of 1" = 20' to 60' preferred).	☑	☐	
2. Separate **sheets for each**: Subdivision Plan, Preliminary Engineering Plan, Existing Conditions. Information in this checklist should be placed on the appropriate sheet. (Additional sheets may be required depending on scope of the project).	☑	☐	
3. Multiple sheets are consecutively numbered (e.g. Sheet 1 of 4).			
4. Engineer/Surveyor Logo Box (name, address, phone number, fax, and e-mail, if applicable)	☑	☐	
5. Name of subdivision (including phase numbers if applicable) and plan type (Subdivision, Final Plat, Exempt Plat, or Recombination).	☑	☐	
6. Revision Date	☐	☑	
PRELIMINARY PLAN SHEET:			
7. Name of township, county, and state in which the property is located.	☑	☐	
8. Vicinity sketch/map.	☑	☐	
9. Surveyor or professional engineer's name and seal.	☑	☐	
10. Date of survey and plat preparation.	☑	☐	
11. Provide the following project data in Tabular form:			
- Area of tract in square feet and acres	☑	☐	
- Parcel Identification # (and/or Tag #)	☑	☐	
- Owner's name and address	☑	☐	
- Within Town limits or ETJ	☑	☐	
- Zoning District	☑	☐	
- Overlay District (if applicable)	☑	☐	
- Indicate if the site is within a Watershed Protection Overlay	☑	☐	
- Total Number of Lots	☑	☐	
- Number of lots per acre (density)	☑	☐	
- Acreage in Resource Conservation Areas (UDC §155.500)	☑	☐	
- Annexation # (if applicable)	☑	☐	
- FEMA designated flood plain and floodway (include FIRM panel reference number and effective date) or certification that no flood plain exists within the subdivision.	☑	☐	
- Electric Provider - Water Provider (or indicate if well)	☑	☐	

To be completed by the applicant:			Staff:
	Yes	N/A	
- Sewer Provider (or indicate if septic) - Impervious (existing and proposed, square feet and %) – provide impervious for overall development and per lot - Maximum allowed impervious - Existing Use - Proposed Use	☑ ☑ ☑ ☑ ☑ ☑	☐ ☐ ☐ ☐ ☐ ☐	
12. An accurately positioned north arrow indicating true north, magnetic north, North Carolina grid ("NAD 83" or "NAD 27"), or is referenced to old deed or plat bearings. If the north index is magnetic or referenced to an old deed or plat bearings, the date and the source (if known) the index was originally determined is clearly indicated.	☑	☐	
13. The exact course and distance of every boundary line of the tract to be subdivided, fully dimensioned (metes and bounds) along with the location of intersecting boundary lines of adjoining lands in accordance with the North Carolina General Statutes § 47-30 – Plats and subdivisions; mapping requirements.	☑	☐	
14. Accurate location and description of all monuments, markers and control points.	☑	☐	
15. Show the 100 year flood plain, riparian buffer, wetlands, and any Resource Conservation Areas on all sheets.	☑	☐	
16. Blocks numbered consecutively throughout entire subdivision with lots numbered consecutively in each block. Lot numbers shall be placed in a circle or labeled "Lot __".	☑	☐	
17. Phase lines. Phases are clearly labeled.	☐	☑	
18. The name and location of all adjoining subdivisions and adjoining lot property lines drawn with dotted lines at the same scale. Include the names of adjacent landowners.	☑	☐	
19. Location and width of all existing and proposed rights-of-way, Resource Conservation Areas, easements and areas dedicated to public use with the purpose of each stated.	☑	☐	
20. Location of safe sight triangles at project ingress/egress points, or as required.	☑	☐	
21. Minimum building setbacks /envelope are noted.	☑	☐	
22. All dimensional standards are shown in table format. Dimensional standards shall include: min. lot size, min. lot width, max building coverage, max impervious surface (entire subdivision), max impervious surface (per lot, in %), density, max height, and min dwelling unit size.	☑	☐	
23. Location of all existing and proposed easements, labeled as "public" or "private" and labeled with easement type.	☑	☐	
24. Width and type of any buffers and easements.	☑	☐	
25. Indicate the boundaries of any utility or greenway easements dedicated to the Town of Clayton and label "To Be Dedicated to the Town of Clayton."	☑	☐	
26. Proposed streets are labeled, named and dimensioned. Correct street cross	☑	☐	

To be completed by the applicant:			Staff:
	Yes	N/A	
section detail provided. Label street type based on definitions in §155.602(D). If streets are private: - All private streets shall be maintained by a designated responsible party. The party shall be noted on the plat. - Streets are labeled "Private Streets – No Town Maintenance." Street names must be approved by Town of Clayton via a Road Name Application.	☑ ☑	☐ ☐	
27. Lengths of all cul-de-sacs.	☐	☑	
28. Identify proposed traffic control signs and striping.	☐	☑	
29. Location, purpose and dimensions of non-residential areas (such as parks, playgrounds, open space, churches, school sites, etc.) - All open space, parks, and similar common areas shall be maintained by a designated responsible party. The party shall be noted on the plat.	☐	☑	
30. Resource Conservation Areas must be shown and dimensioned on the plat. The following note must also be provided: "The Resource Conservation Area shown hereon is provided per the requirements of Article 5 of the Town of Clayton's Unified Development Code. This Resource Conservation Area must be preserved in perpetuity per the standards of the Unified Development Code"	☐	☑	
31. Proposed stormwater retention/detention features and dimensions. If fenced, include fence location.	☐	☑	
32. Existing and proposed sidewalk system, access ramps, and crosswalks.	☐	☑	
33. Identify alternative modes of transportation including school stops, pedestrian connections, bicycle paths and bicycle racks.	☐	☑	
34. Show how streets are connected to property lines ("stub-out" streets) to provide for cross-connectivity and development on adjacent parcels. Show cross-access easements.	☑	☐	
35. Location of clustered mailboxes.	☑	☐	
36. Location and orientation of freestanding signs (signage is permitted separately).	☑	☐	
LANDSCAPING PLAN SHEET (*See §155.402 for Landscaping Requirements)*			
37. Show location, width, and type of all landscape buffers.	☐	☑	
38. Provide a plant list summary table which includes: - A planting key identifying the various planting elements - The quantity of each type of plant material proposed - The size, height, caliper and spacing of plant material proposed - The Botanical and common names of plant material proposed	☐	☑	
39. If common landscaped areas are provided, provide an irrigation note to read as follows: "All landscaped areas shall be provided with an automatically operated irrigation system that will adequately cover all living plant material, such system shall include a rain sensor." (If irrigation will not be utilized, drought-tolerant	☐	☑	

To be completed by the applicant:			Staff:
	Yes	N/A	
species must be used).			
40. Location, species, and caliper of any existing trees that will remain on site. If used to meet planting requirements, make note of what requirements are fulfilled by the preserved trees.	☐	☑	
EXISTING CONDITIONS SHEET:			
41. On the existing conditions sheet, provide topography with two-foot contour intervals, showing the location of any natural features such as water courses, wooded areas, steep slopes (above 25%), or other geological features.	☑	☐	
42. Location of all existing buildings and structures, water/sewer/gas infrastructure, underground structures, easements, or other existing features.	☑	☐	
43. Existing structures, existing streets and roadway improvements, and existing utilities within 100 feet of the site.	☑	☐	
44. Label adjacent property acreage, owners, and zoning districts.	☑	☐	
45. Label subject parcel property owner, acreage, and zoning.	☑	☐	
PRELIMINARY ENGINEERING PLAN SHEET:			
46. Show subdivision layout, streets, and all pertinent information from subdivision plat sheet.	☑	☐	
47. Identify curb radii for all internal and external vehicular use areas.	☑	☐	
48. Location of all existing and proposed utilities (water, sewer, electric, natural gas, etc.).	☑	☐	
49. Location of all existing and proposed drainage structures.	☐	☑	
50. Location of all existing and proposed fire hydrants.	☑	☐	
51. Location of all existing and proposed easements, labeled as "public" or "private."	☑	☐	
52. Show street cross-sections.	☑	☐	
53. Indicate method of slope stabilization measures for all slopes steeper than 2.5:1.	☑	☐	
54. Identify the proposed storm water management system with location of inlets, piping and positive outfall along with typical section and top surface area of storm water retention/detention pond, including soil types, slope, bottom and top elevations, and finish floor elevations.	☑	☐	
OTHER			
55. If subdivision includes townhomes, include architectural elevations sheet, noting construction materials, finishes and colors, height, and number of stories.	☑	☐	
56. Any other information considered by either the applicant or the Town to be pertinent to the review.	☑	☐	

Signed by Applicant: _____ Date: 08/01/2016

TOWN OF CLAYTON
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-5002
Fax: 919-553-1720

ROAD NAME APPROVAL APPLICATION

Road name applications are for public street signs (blades) that are located within the Town limits. Once the public street names have been approved, the applicant must submit a written request to the Town of Clayton Public Works Department identifying the approved blades and their installation location(s). The Public Works Department will order and install the blades along with any required regulatory signage. The applicant will be invoiced for the total cost of the blades, one–half the cost of sign posts and one man hour of labor per sign post.

SITE INFORMATION

Name of Project: The Warrick Tract **Acreage of Property:** 25.33 AC

Tax ID #: 4368815, 4383726 **NC PIN:** 175000-30-9566, 175000-30-6174

Deed Book: N/A **Deed Page(s):** N/A

Location:
1804 Old US Hwy 70 W, Clayton, NC 27520

Nearest Intersecting Roads: Shotwell Road & Old US Hwy 70 W

Township: Clayton

PROPERTY OWNER INFORMATION

Name: Linda Harris Warrick

Mailing Address: 1812 Old US Hwy 70 W, Clayton, NC 27520

Phone Number: N/A **Fax:** N/A

Email Address: N/A

APPLICANT INFORMATION

Applicant: Adams & Hodge Engineering, PC

Mailing Address: 335 Athletic Club Boulevard, Clayton, NC 27527

Phone Number: 919-763-7278 **Fax:** N/A

Contact Person: Donnie Adams/Mark Hall, donnie@adamsandhodge.com/mark@adamsandhodge.com

Email Address:

FOR OFFICE USE ONLY

Date Received: _____ Amount Paid: _____ File Number: _____

ROAD NAME GUIDELINES SUPPLEMENTAL INFORMATION

The following guidelines must be followed. Please note that the Town of Clayton reserves the right to not approve any street name that is deemed inappropriate or fails to meet the guidelines.

- ☐ No street names duplicate or sound similar to existing road names.
- ☐ None of the streets are names after individuals.
- ☐ Street names have been limited to 14 characters or less.
- ☐ No compass directions are included in the street names (north, south, east, west).
- ☐ Punctuation marks are not used in the street names (e.g. periods, hyphens, apostrophes, etc.).
- ☐ Double suffixes have been avoided (e.g. Deer Path Lane).
- ☐ All names have acceptable suffixes (e.g. Street, Drive, Court, Lane, etc.). ***Please see the Town of Clayton's approved list of suffixes (attached).***
- ☐ Names that are difficult to pronounce have been avoided.

REQUIRED PLANS AND SUPPLEMENTAL INFORMATION

Please submit twice as many road names as needed with highest priority names listed first, written exactly as they should appear on the sign. The Town of Clayton Planning Department will coordinate with the Johnston County Planning Department for joint approval of street names. The Town of Clayton Planning Department will provide the applicant the final approval of street names. Approved street names are reserved for one year.

Road Name	Suffix
Ex.: Willow	*Lane*
1. WOODLEY	WAY
2. MALLORY	PLACE
3. ALYSSE	LANE
4. MARIANNE	PLACE
5.	
6.	
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10.	

Road Name	Suffix
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21.	

APPLICANT AFFIDAVIT

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

Donnie Adams, PE		08/01/2016
Print Name	*Signature of Applicant*	*Date*

DocuSign Envelope ID: 414104BC-E237-4F64-87E6-4F14FD001CC4

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

OWNER'S CONSENT FORM

Consent is required from the property owner(s) if an agent will act on their behalf. A separate form is required from each owner. Consent is valid for one year from date of notary, unless otherwise specified. All fields must be completed.

Project Name: WARRICK PARK **Address or PIN #:** 175000-30-9566

AGENT/APPLICANT INFORMATION:

JAMES LIPSCOMB
(Name - type, print clearly)

328 EAST MAIN STREET
(Address)
CLAYTON NC 27520
(City, State, Zip)

I hereby give **CONSENT** to the above referenced agent/applicant to act on my behalf, to submit applications and all required materials and documents, and to attend and represent me at all meetings and public hearings pertaining to the following processes (*list applicable requests)*:

MAJOR SUBDIVISION APPROVAL
MINOR SUBDIVISION APPROVAL

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I further agree to all terms and conditions which may be imposed as part of the approval of this application.

OWNER AUTHORIZATION:

WOODLEY C. WARRICK HEIRS
(Name - type, print clearly)

1804 OLD US HWY 70 W.
(Address)
CLAYTON NC 27520
(City, State, Zip)

(Owner's Signature)

DocuSigned by: Charles Brian Warrick 178C0F96606F49D... 6/7/2016

DocuSigned by: Linda Warrick CAA49D0E4B3B493... 6/7/2016

STATE OF _____

COUNTY OF _____

Sworn and subscribed before me _____, a Notary Public for the above State and County, this the_____ day of _____, 20_____.

SEAL

DocuSigned by: Rebecca R Hoffman F3178B6B7334467... 6/7/2016

Notary Public

My Commission Expires: _____

DocuSigned by: Stephen Brian Warrick 2D08983F3B4641E... 6/8/2016

ADAMS & HODGE ENGINEERING, PC

August 29, 2016

Dear Clayton Area Property Owner:

The purpose of this letter is to notify you of an application filed with the Town of Clayton for a land use change or development proposal involving property adjacent to, or in close proximity to, property shown in your ownership by Johnston County tax records. Per Town of Clayton regulations, a Neighborhood Meeting will be held to provide information to area residents about the nature of the proposal. A representative of the applicant will be present to explain their application, answer questions, and solicit comments.

Meeting Date: **Thursday, September 15, 2016**

Meeting Time: **7:00 p.m.**

Meeting Location: **HomeTowne Realty**
328 E. Main Street
Clayton, NC 27520

Type of Application: **Major Subdivision Plan**

Project/proposal property address: **1804 Old US Hwy 70 W, Clayton, NC 27520, Just west of Shotwell Road**

Description of project/proposal: **The proposed project is a 24 lot single family residential subdivision which will be serviced by public water and individual septic systems.**

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, drawing, or other depiction of the proposed land use change or development proposal.
3. A map at a scale that is appropriate to the project and shows neighboring properties and roads.

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)763-7278***.

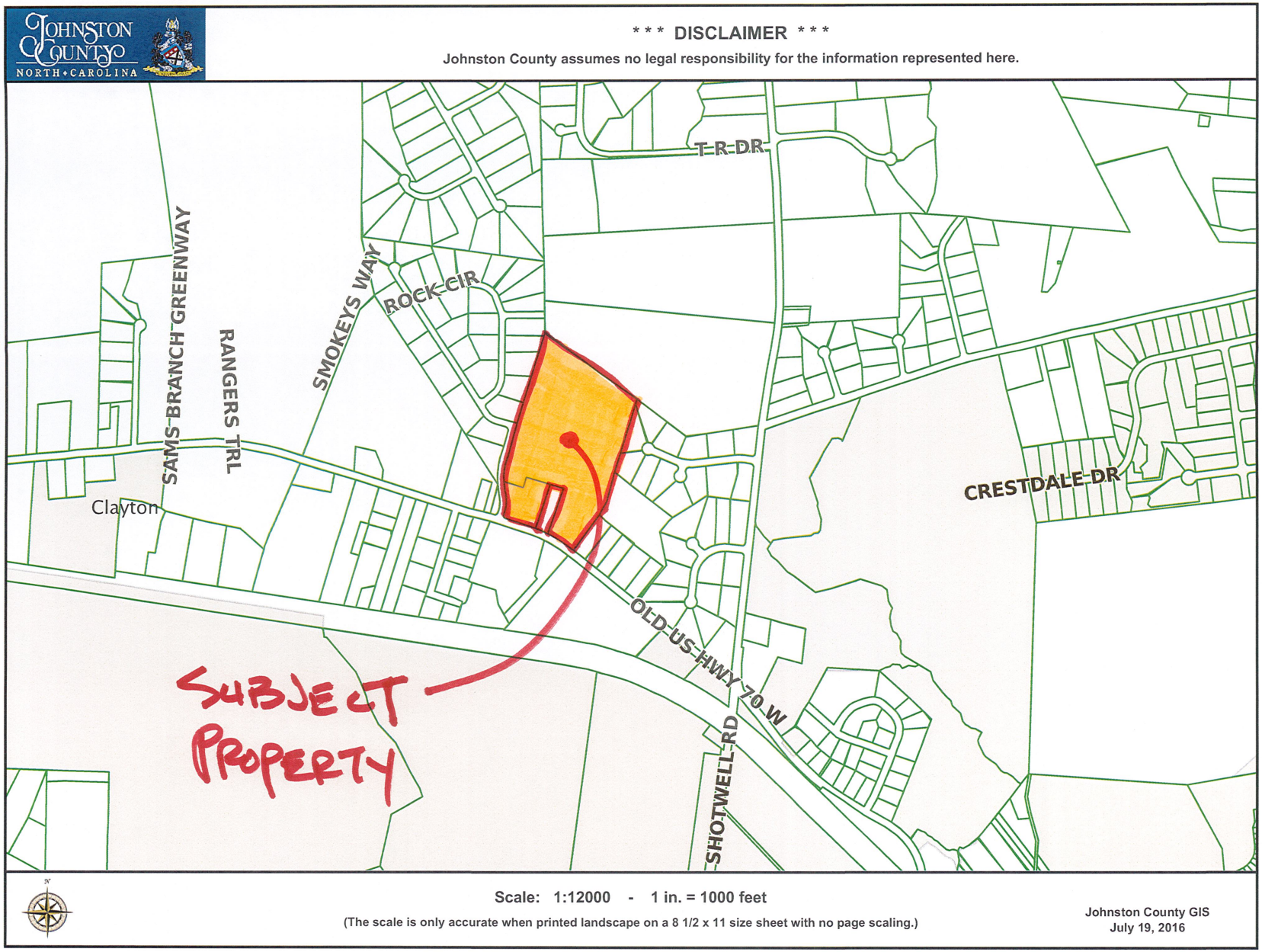
You may also contact the Planning Department at 919-553-5002.

Sincerely,

Donald C. Adams, Jr., PE

NORTH CAROLINA PROFESSIONAL SEAL 25469 ENGINEER DONALD C. ADAMS, JR.

Cc: Town of Clayton Planning Dept.


JOHNSTON COUNTY
NORTH CAROLINA
*** DISCLAIMER ***
Johnston County assumes no legal responsibility for the information represented here.
T R DR
SAMS BRANCH GREENWAY
RANGERS TRL
SMOKEYS WAY
ROCK CIR
Clayton
CRESTDALE DR
OLD US HWY 70 W
SHOTWELL RD
SUBJECT PROPERTY
Scale: 1:12000 - 1 in. = 1000 feet
(The scale is only accurate when printed landscape on a 8 1/2 x 11 size sheet with no page scaling.)
Johnston County GIS
July 19, 2016

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Date of Mailing: August 29, 2016

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached):

Printed Name: Talmage "Mark" Hall, ASLA Signature: Talmage Mark Hall, ASLA

Date of Meeting: September 15, 2016 Time of Meeting: 7:00 pm

Location of Meeting: HTR Realty Offices, 328 E. Main St, Clayton, NC 27520

Meeting Summary/Minutes: *provide a summary of the discussion held at the meeting, including issues raised and any changes made by the applicant as a result of the meeting.*

Meeting facilitated by:

Donnie Adams, Mark Hall - Adams & Hodge Engineering, PC

James Lipscomb - HTR Realty

(7) Adjacent property owners were in attendance (see attached sign-in sheet)

Meeting started at approximately 7:05 p.m. with greetings and an introduction by Donnie Adams and

An overall description of the project by James Lipscomb

Items Discussed: (see attached outline of meeting notes)

Please write clearly (or submit a typed summary), and use additional sheets if necessary.

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Applicant: Adams & Hodge Engineering, PC (The Warrick Tract)

Location/Date: 09/15/2016 @ HTR REALTY, 328 E. MAINE ST, CLAYTON, NC 27520

	NAME	ADDRESS
1	TRAVIS Russell	121 Pebble Dr, Clayton NC 27520
2	DONNIE ADAMS	335 ATHLETIC CLUB BLVD
3	TALMAGE "MARK" HALL, ASLA	ADAMS & HODGE ENGINEERING, PC
4	REAGAN REGISTER	117 PEBBLE DR, CLAYTON, NC
5	TONYA REGISTER	117 PEBBLE DR, CLAYTON, NC
6	Helen Parrish	401 Rock Circle Clayton NC.
7	MARTIN PELLICER	600 PEBBLE DR CLAYTON, NC
8	Beth Franson	304 Rock Cir Clayton
9	GREG FRANSON	304 ROCK CIRCLE
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ADAMS & HODGE ENGINEERING, PC

Neighborhood Meeting for the Warrick Tract, Clayton, NC

Location: HTR Realty Offices, 328 E. Main St, Clayton, NC 27520

Time: 7:00 pm

In Attendance: Donnie Adams – Adams & Hodge Engineering, PC
Mark Hall – Adams & Hodge Engineering, PC
James Lipscomb – HTR Realty
(7) Adjacent Property Owners (see attached sign-in sheet for names)

The meeting started at approximately 7:05 pm with greetings and introductions by Donnie Adams & James Lipscomb.

James Lipscomb then gave a brief, overall description of the project.

Items discussed:

1. A brief explanation was given of how who needed to be notified of the meeting was determined
2. James gave a quick overview of developing the project under the Residential Estate zoning classification
3. The development will have individual septic systems with water supplied by The Town of Clayton
    a. Adjacent property owner's wells will be taken into consideration when locating the septic systems
4. 2 of the proposed lots will front Old Hwy 70 and be accesses for Old Hwy 70
    a. Remaining lots will be accessed from the intersection of Fieldstone Drive and Pebble Drive
5. Ms. Warrick will stay on her existing lot which is known as lot 22
6. The homes on the Old Hwy 70 lots (23 & 24) will be set further back from the road for continuity with existing homes
7. Homes prices will range from $260,000 to $320,000
8. Size of homes will be approximately 2300 to 2400 square feet
9. Home type will be 2 story and 1-1/2 story
10. Homes will have vinyl siding and dimensional shingles
11. Front yards will has sod grass installed
12. The developers will enter an annexation agreement with The Town of Clayton
    a. The Town will accept is it is feasible to do so
13. The builder will be One27 Homes
14. The development will have a Home Owner's Association (HOA)
    a. This will not affect Fieldstone
15. There will be no modifications to the existing entrance landscape for Fieldstone
16. Mr. Pellicer asked if screen fencing would be installed between the proposed lots and the Fieldstone lots that abut the development.
    a. No fencing or additional screening/buffering is required
    b. Mr. Pellicer expressed concern
17. It was noted that this is not a high-density development
18. There is concern over the care/maintenance/upkeep of the lights at the Fieldstone entrance
    a. The Fieldstone residents want the Warrick Tract residents to share in this
    b. James noted that the development will help
19. Connell Property Management in Clayton will probably manage the HOA for the Warrick Tract

20. Will Fieldstone Drive be paved when the Warrick Tract is developed
    a. James will talk with NCDOT and coordinate paving of Fieldstone Drive to occur at the same time as paving for the Warrick Tract
21. When will ground breaking take place
    a. Approximately mid 2017
22. How will Town water access the Warrick Tract
    a. Probably along Fieldstone Drive
23. Will Fieldstone residents be able to tie onto Town water
    a. The proposed water line will only run to the intersection of Pebble & Fieldstone then turn into the Warrick Tract
    b. The individual homeowners will need to speak with the Town about this
24. The water main along Old Hwy 70 belongs to the Town
25. Will Fieldstone be forced to annex to the Town
    a. No, the Town does not do forced annexation
26. When do lot sales/construction take place
    a. Approximately mid 2017
27. How will run-off be dealt with
    a. Stormwater runoff will be handled internally and kept on site
28. Will the adjacent property to the north of the Warrick Tract be developed
    a. The developers of the Warrick Tract have no plans for that
29. Have tax rates/values been calculated
    a. No
30. The development will have approximately 3-4 fire hydrants
    a. Approximate spacing is 500’
31. General comments among the attendees on tax rates
32. General comments on how Fieldstone is well maintained for having no HOA

The meeting ended at approximately 7:40 pm

ADJACENT PROPERTY OWNERS LIST

Project Name: The Warrick Tract

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
175000-41-8275	Kathryn Ann & Donald J. Creasy	1577 Shotwell Rd, Clayton, NC 27520-7057
175000-40-6794	Phillip Jay & Kristi L. Stott	3404 Sparrowwood Dr, Wake Forest, NC 27587-4993
175000-40-4644	Eula Jean Thompson Hunter	25 Seven Oaks Dr, Clayton, NC 27520-8034
175000-40-4493	Patricia Moulthrop & Edward Poole	22 Seven Oaks Dr, Clayton, NC 27520-8033
175000-40-5111	Mary H. Rogel Heirs	113 Farida Dr, Asheville, NC 28804
165906-49-2805	H. I. Potts, Jr.	1722 Old US Hwy 70 W, Clayton, NC 27520
165906-49-1370	ASCO Builders, Inc.	319 Chapanoke Rd, Suite 201, Raleigh, NC 27603
165906-39-7457	Benny Wayne & Shelia Ann Powell	1805 Old US Hwy 70 W, Clayton, NC 27520-6568
165906-39-5615	Stephen L. & Barbara M. Poole	1821 Old US Hwy 70 W, Clayton, NC 27520
165906-39-2991	Hubert Donald Jones	1827 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3139	Kristopher Z. Hogg	1830 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3404	Rona Frost Privette & Mark D. Frost	1900 Old US Hwy 70 W, Clayton, NC 27520
175000-30-3584	Richard L. & Annie Pearl Stevens	103 Fieldstone Dr, Clayton, NC 27520
175000-30-4710	Curtine & Bernice Powell	101 Pebble Dr, Clayton, NC 27520-8042
175000-30-5829	James O. & Myra S. Taylor	100 Pebble Dr, Clayton, NC 27520-8042
175000-31-5085	Gregory Bruce & Beth Rhodes Franson	304 Rock Circle, Clayton, NC 27520
175000-31-6233	Thomas R. & Wanda Sue Howard	308 Rock Circle, Clayton, NC 27520

ADJACENT PROPERTY OWNERS LIST

Project Name: The Warrick Tract

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
175000-31-6450	Jennifer H. Davison	312 Rock Circle, Clayton, NC 27520-8037
175000-31-6574	Lila M. Montgomery	316 Rock Circle, Clayton, NC 27520
175000-30-8054	Stephen Brian & Sheila H. Warrick	1804 Old US Hwy 70 W, Clayton, NC 27520

Jennifer H. Davison
312 Rock Circle
Clayton, NC 27520-8037

Lila M. Montgomery
316 Rock Circle
Clayton, NC 27520

Stephen Brian & Sheila H. Warrick
1804 Old US Hwy 70 W.
Clayton, NC 27520

Thomas R. & Wanda Sue Howard
308 Rock Circle
Clayton, NC 27520

Gregory Bruce & Beth Rhodes Franson
304 Rock Circle
Clayton, NC 27520

James O. & Myra S. Taylor
100 Pebble Drive
Clayton, NC 27520-8042

Curtine & Bernice Powell
101 Pebble Drive
Clayton, NC 27520-8042

Richard L. & Annie Pearl Stevens
103 Fieldstone Drive
Clayton, NC 27520

Rona Frost Privette & Mark D. Frost
1900 Old US Hwy 70 W.
Clayton, NC 27520

Kristopher Z. Hogg
1830 Old US Hwy 70 W.
Clayton, NC 27520

Hubert Donald Jones
1827 Old US Hwy 70 W.
Clayton, NC 27520

Stephen L. & Barbara M. Poole
1821 Old US Hwy 70 W.
Clayton, NC 27520

Benny Wayne & Sheila Ann Powell
1805 Old US Hwy 70 W.
Clayton, NC 27520-6568

ASCO Builders, Inc.
319 Chapanoke Road, Suite 201
Raleigh, NC 27603

H. I. Potts, Jr.
1722 Old US Hwy 70 W.
Clayton, NC 27520

Mary H. Rogel Heirs
113 Farida Drive
Asheville, NC 28804

Patricia Moulthrop & Edward Poole
22 Seven Oaks Drive
Clayton, NC 27520-8033

Eula Jean Thompson Hunter
25 Seven Oaks Drive
Clayton, NC 27520-8034

Phillip Jay & Kristi L. Stott
3404 Sparrowwood Drive
Wake Forest, NC 27587-4993

Kathryn Ann & Donald J. Creasy
1577 Shotwell Rd
Clayton, NC 27520-7057

James Lipscomb
HomeTowne Realty
328 E. Main St.
Clayton, NC 27520

Jay McLeod, Planner
Town of Clayton
P.O. Box 879
Clayton, NC 27528

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Date of Mailing: October 26, 2016

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached):

Printed Name: Talmage "Mark" Hall, ASLA Signature: Talmage "Mark" Hall, ASLA

Date of Meeting: November 10, 2016 Time of Meeting: 7:00 pm

Location of Meeting: HTR Realty Offices, 328 E. Main St, Clayton, NC 27520

Meeting Summary/Minutes: *provide a summary of the discussion held at the meeting, including issues raised and any changes made by the applicant as a result of the meeting.*

Meeting facilitated by:

Donnie Adams, Mark Hall - Adams & Hodge Engineering, PC

(1) Adjacent property owner was in attendance (see attached sign-in sheet)

Meeting started at approximately 7:08 p.m. with greetings, introductions and an overall description of the project by Donnie Adams

Items Discussed: (see attached outline of meeting notes)

Please write clearly (or submit a typed summary), and use additional sheets if necessary.

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Applicant: Adams & Hodge Engineering, PC (The Warrick Tract)

Location/Date: 11/10/2016 @ 7:00pm AT: HOME TOWN REALTY 328 E. MAIN STREET CLAYTON, NC 27520

	NAME	ADDRESS
1	Steve Poole	1821 old US 70 W Clayton NC 27520
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ADAMS & HODGE ENGINEERING, PC

Neighborhood Meeting for the Warrick Tract, Clayton, NC

Location: HTR Realty Offices, 328 E. Main St, Clayton, NC 27520

Date/Time: November 10, 2016/7:00 pm

In Attendance: Donnie Adams – Adams & Hodge Engineering, PC
Mark Hall – Adams & Hodge Engineering, PC
(1) Adjacent Property Owners (see attached sign-in sheet for name)

The meeting started at approximately 7:08 pm with greetings and introductions by Donnie Adams.

Donnie Adams then gave a brief, overall description of the project.

Items discussed:

1. A brief explanation was given of how why a neighborhood meeting was being held
2. Donnie noted that NCDOT requires a turn lane for this development
    a. Went into more detail about the actual lane widening
3. Donnie explained the developer's rational for adding (2) lots to bring the total number of lots from 24 to 26
    a. This requires a variance from the Town of Clayton (TOC)
        i. Due to the (2) lots being below the minimum allowed square footage the developer is asking the TOC relax their zoning requirements for this development
4. Will there be any blasting
    a. More than likely no
5. Can Neighbors hook onto TOC water
6. Donnie noted the development will go through voluntary annexation due to connecting to TOC water
7. Donnie briefly discussed the homebuilder for the development
8. How will stormwater run-off be handled
    a. Donnie explained how allowed impervious surfaces work
    b. Will try to manage run-off with best management practices
9. The adjacent property owner is concerned about run-off from the development affecting his pond and property and wants to see the run-off handled properly
10. Will Ms. Harris and Mr. Warrick retain their properties and continue to live there
11. A general discussion of the main road into the development and how it will affect run-off
12. How will the adjacent properties be protected during construction
    a. By way of erosion control measures
13. How will the development's Home Owner's Association (HOA) be held accountable to maintain good order and take care of any issues that may arise with adjacent property owners
14. General discussion by the adjacent property owner concerning drainage issues in regard to the property
15. General discussion on the Cluster Mailbox Unit and it's requirements
16. Will this development contain subsidized housing
17. Another discussion on the required turn lane and how it may affect the slopes in the area of the adjacent property owner's pond
18. Adjacent property owner desires to see "things done right" for the development of the property
19. General discussion of development in and around the Clayton area

The meeting ended at approximately 8:00 pm

Jennifer H. Davison
312 Rock Circle
Clayton, NC 27520-8037

Lila M. Montgomery
316 Rock Circle
Clayton, NC 27520

Stephen Brian & Sheila H. Warrick
1804 Old US Hwy 70 W.
Clayton, NC 27520

Thomas R. & Wanda Sue Howard
308 Rock Circle
Clayton, NC 27520

Gregory Bruce & Beth Rhodes Franson
304 Rock Circle
Clayton, NC 27520

Martin S. Pellicer
100 Pebble Drive
Clayton, NC 27520-8042

Curtine & Bernice Powell
101 Pebble Drive
Clayton, NC 27520-8042

Richard L. & Annie Pearl Stevens
103 Fieldstone Drive
Clayton, NC 27520

Rona Frost Privette & Mark D. Frost
1900 Old US Hwy 70 W.
Clayton, NC 27520

Kristopher Z. Hogg
1830 Old US Hwy 70 W.
Clayton, NC 27520

Hubert Donald Jones
1827 Old US Hwy 70 W.
Clayton, NC 27520

Stephen L. & Barbara M. Poole
1821 Old US Hwy 70 W.
Clayton, NC 27520

Benny Wayne & Sheila Ann Powell
1805 Old US Hwy 70 W.
Clayton, NC 27520-6568

ASCO Builders, Inc.
319 Chapanoke Road, Suite 201
Raleigh, NC 27603

H. I. Potts, Jr.
1722 Old US Hwy 70 W.
Clayton, NC 27520

Mary H. Rogel Heirs
113 Farida Drive
Asheville, NC 28804

Patricia Moulthrop & Edward Poole
22 Seven Oaks Drive
Clayton, NC 27520-8033

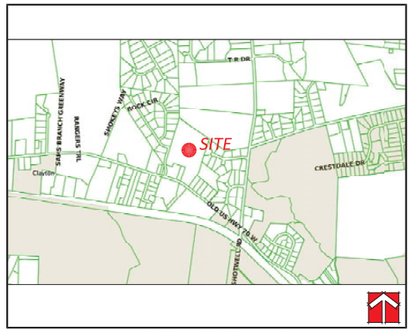
Eula Jean Thompson Hunter
25 Seven Oaks Drive
Clayton, NC 27520-8034

Phillip Jay & Kristi L. Stott
3404 Sparrowwood Drive
Wake Forest, NC 27587-4993

Kathryn Ann & Donald J. Creasy
1577 Shotwell Rd
Clayton, NC 27520-7057

James Lipscomb
HomeTowne Realty
328 E. Main St.
Clayton, NC 27520

Jay McLeod, Planner
Town of Clayton
P.O. Box 879
Clayton, NC 27528



SITE VICINITY MAP

NOT TO SCALE

PRELIMINARY SUBDIVISION PLAN

FOR

THE WARRICK TRACT

CLAYTON, NORTH CAROLINA

SHEET INDEX

SHEET TITLE	SHEET No.
EXISTING CONDITIONS	EC01
SUBDIVISION PLAN	SD01
CBU SITE PLAN & DETAILS	SD02
CLASS "A" BUFFER DIRECTIVES	SD03
UTILITY PLAN	UT01

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529

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

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

ADAMS & HODGE ENGINEERING, PC
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
919-243-1332 donnie@adamsandhodge.com
FIRM # C-4187

WARRICK TRACT PRELIMINARY SUBDIVISION

CLAYTON, NORTH CAROLINA

OCTOBER 3, 2016

NORTH CAROLINA PROFESSIONAL SEAL 15483 ENGINEER DONALD C. ADAMS, JR.

FOR REVIEW AND COMMENT ONLY

REVISED
5:30 pm, Sep 29, 2016

REFERENCE T.O.C. PROJECT: 2016-163-SDM

CALL 48 HOURS BEFORE YOU DIG

1-800-632-4949

NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC

216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529

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

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS/ LINDA HARRIS WARRICK
   1804 OLD US HWY 70 W
   CLAYTON, NC 27520

   LINDA HARRIS WARRICK
   1812 OLD US HWY 70 W
   CLAYTON, NC 27529
2. PARCEL #: 175000-30-9566, 175000-30-6174
3. TAG #: 05G01016H, 05G01020K
4. TAX #: 4368815, 4383726
5. TOTAL ACREAGE = 25.33 AC/ 1,103,375 SF
6. CURRENT ZONING: R-E
7. CURRENT USE: LARGER TRACT IS VACANT, SMALLER TRACT HAS A RESIDENCE LOCATED ON IT

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL 15805 ENGINEER DONALD C. ADAMS, JR.

REVISED
5:30 pm, Sep 29, 2016

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)
1 inch = 100 ft.

T.O.C. PROJECT: 2016-163-SDM

REVISIONS:
1.

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27520
919-243-1332
dominic@adamsandhodge.com
FIRM # C-4187

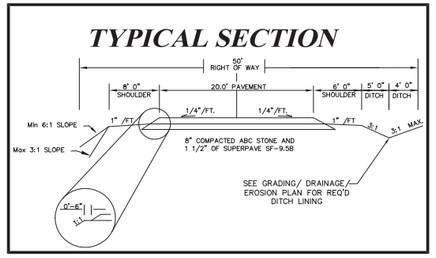
ADAMS & HODGE ENGINEERING, PC

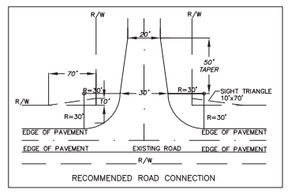
WARRICK TRACT
SAM'S BRANCH, LLC

EXISTING CONDITIONS

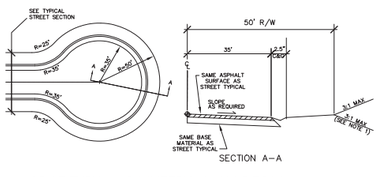
DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH--
SHEET	EC01

TYPICAL SECTION





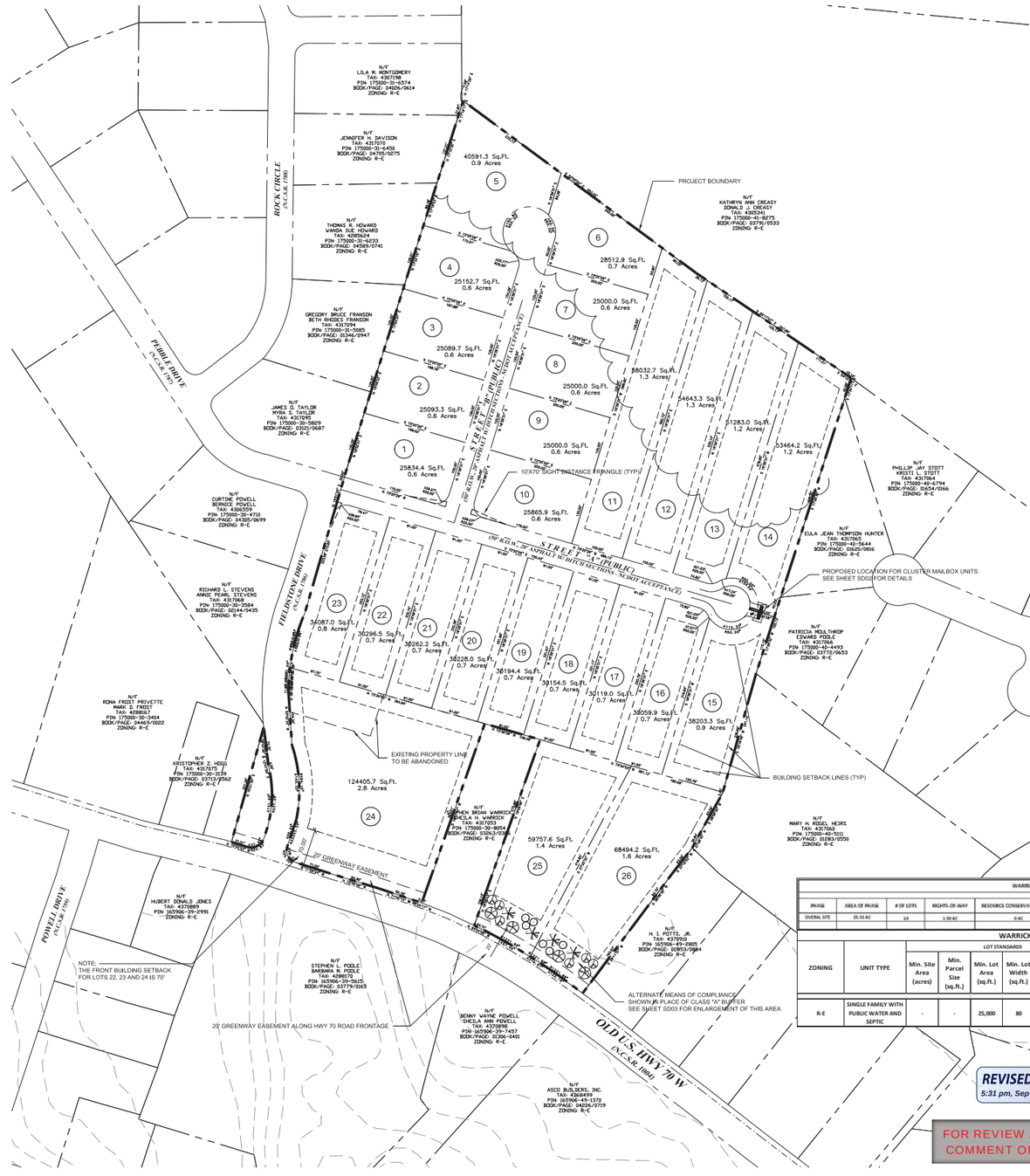
RECOMMENDED ROAD CONNECTION



NCDOT TYPICAL SYMMETRICAL CULDESAC

NO SCALE

NOTES: 1. Steeper sideslopes of 1.5:1 may be used in steep or hilly terrain.
2. Use roadside ditch (see separate detail) when necessary to continue drainage around cul-de-sac in cut sections.
3. CONTRACTOR shall provide subgrade, base, and pavement testing on all streets in accordance with NCDOT Standards.
4. This detail is intended to meet or exceed the typical NCDOT cul-de-sac criteria (ref. NCDOT Subdivision Roads Min. Construction Standards 2000 version).



WARRICK TRACT DEVELOPMENT CHART										
PHASE	AREA OF PHASE	# OF LOTS	RIGHTS-OF-WAY	RESOURCE CONSERVATION AREAS	OPEN SPACE	IMPERVIOUS AREA	PERVIOUS AREA	% OF OVERALL SITE	STATUS OF PHASE
OVERAL SITE	25.33 AC	24	1.58 AC	0 AC	0 AC	12.67 AC (50%)	12.66 AC (50%)	100.00%	SUBMITTED FOR APPROVAL

WARRICK SUBDIVISION STANDARDS														
ZONING	UNIT TYPE	LOT STANDARDS							MINIMUM SETBACKS (FT.)				BUILDING STANDARDS	
		Min. Site Area (acres)	Min. Parcel Size (sq.ft.)	Min. Lot Area (sq.ft.)	Min. Lot Width (sq.ft.)	Max. Lot Coverage (%)	Max. Impervious Surface (%)	Density (dwelling units/ acre)	Front	Side Interior	Side Street	Rear	Max. Height (ft.)	Min. Dwelling Unit Size (sq.ft.)
R-E	SINGLE FAMILY WITH PUBLIC WATER AND SEPTIC	-	-	25,000	80	35	50	1	35	15	25	30	35	1,400

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS
1804 OLD US HWY 70 W
CLAYTON, NC 27520

LINDA HARRIS WARRICK
1812 OLD US HWY 70 W
CLAYTON, NC 27520
2. DEVELOPER/APPLICANT: SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NC 27529
3. PARCEL #: 175000-30-9566, 175000-30-6174
4. TAG #: 05G01016H, 05G01020K
5. TAX #: 4368815, 4383726
6. TOTAL ACREAGE = 25.33 AC/ 1,103,375 SF
7. CURRENT ZONING: R-E
8. SITE IS LOCATED WITHIN THE TOWN OF CLAYTON E.T.J.
9. CURRENT USE: LARGER TRACT IS VACANT, SMALLER TRACT HAS HAS A RESIDENCE LOCATED ON IT.
10. PROPOSED USE: RESIDENTIAL SUBDIVISION
11. PROPOSED LOTS: 26, SINGLE FAMILY, DETACHED
12. DENSITY: 0.97 DUAC
13. ELECTRIC PROVIDER: DUKE ENERGY PROGRESS
14. WATER PROVIDER: TOWN OF CLAYTON
15. SEWER PROVIDER: INDIVIDUAL SEPTIC SYSTEMS
16. THE SUBJECT PROPERTY IS NOT LOCATED IN A FLOOD HAZARD AREA AS PER FEMA FLOOD MAP # 3720175000K DATED 05/02/2006
17. THE DEVELOPER WILL BE RESPONSIBLE FOR THE REPLACEMENT OF ANY DAMAGED TREES WITHIN ANY LAND USE BUFFER.
18. MAXIMUM IMPERVIOUS AREA PER LOT: 50% (INCLUDING STREETS)

STREET YARD TREES

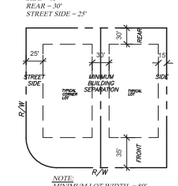
1. STREET YARD TREES SHALL BE REQUIRED ALONG ALL RIGHTS OF WAY AT THE RATE OF ONE CANOPY TREE PER LOT OR ONE CANOPY TREE FOR EVERY 40 LINEAR FT. (SPACE A MAXIMUM OF 50 FT. APART).

2. ALL STREET YARD TREES SHALL BE A MINIMUM OF TWO AND ONE-HALF CALIPER INCHES AT TIME OF PLANTING AND SHALL BE PLANTED IN THE TREE STRIP NO LESS THAN FIVE FT. OR MORE THAN 15 FT. FROM THE BACK OF THE SIDEWALK.

3. NUTTALL OAK, QUERCUS NUTTALII, IS THE DESIGNATED STREET TREE

1. SETBACKS AS SHOWN ARE TYPICAL
2. MAXIMUM BUILDING HEIGHT = 35'
3. MAXIMUM IMPERVIOUS COVERAGE PER LOT = 50%
4. MAXIMUM LOT COVERAGE = 35%
5. MINIMUM LOT SIZE = 25,000 SF
6. MINIMUM DWELLING UNIT SIZE = 1,400 SF

MINIMUM BUILDING SETBACKS
FRONT = 35'
SIDE = 15'
REAR = 30'
STREET SIDE = 25'



NOTE:
MINIMUM LOT WIDTH = 80'
MINIMUM LOT DEPTH = 150'

DIMENSIONAL INFORMATION FOR 1 LOTS

REVISED
5:31 pm, Sep 29, 2016

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL 21469 ENGINEER DONALD C. ADAMS, JR.

GRAPHIC SCALE
100 0 50 100 200 400
(IN FEET)
1 inch = 100 ft.

T.O.C. PROJECT: 2016-163-SDM

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27520
919-243-1332
dconnie@adamsandhodge.com
FIRM # C-4187

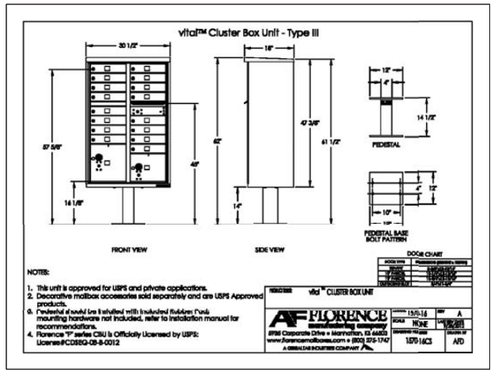
REVISIONS:

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

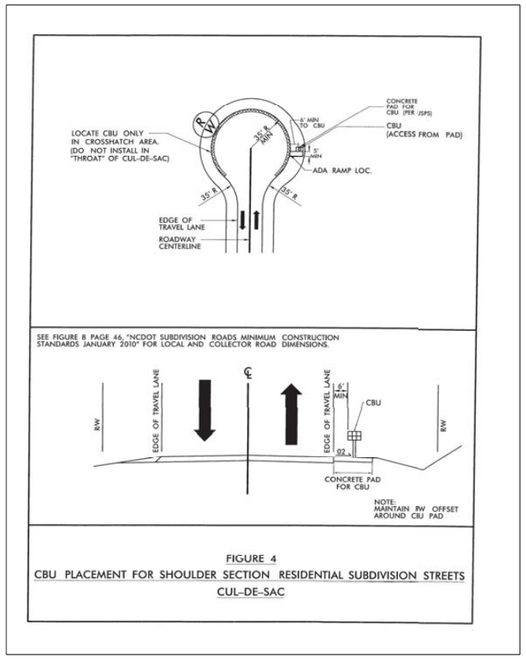
SUBDIVISION PLAN

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 10/03/2016
JOB NO.: AH-
SHEET: SD01



CLUSTER MAILBOX UNIT

NOT TO SCALE



NCDOT TYPICAL CBU PLACEMENT DETAIL

NOT TO SCALE

CBU - Plant List

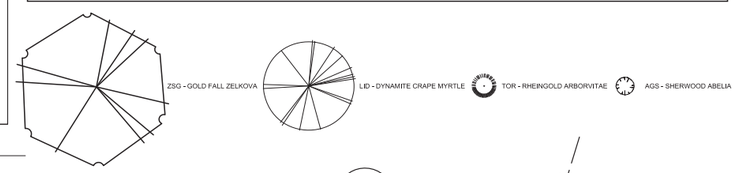
PLANT LIST - CBU SITE ONLY

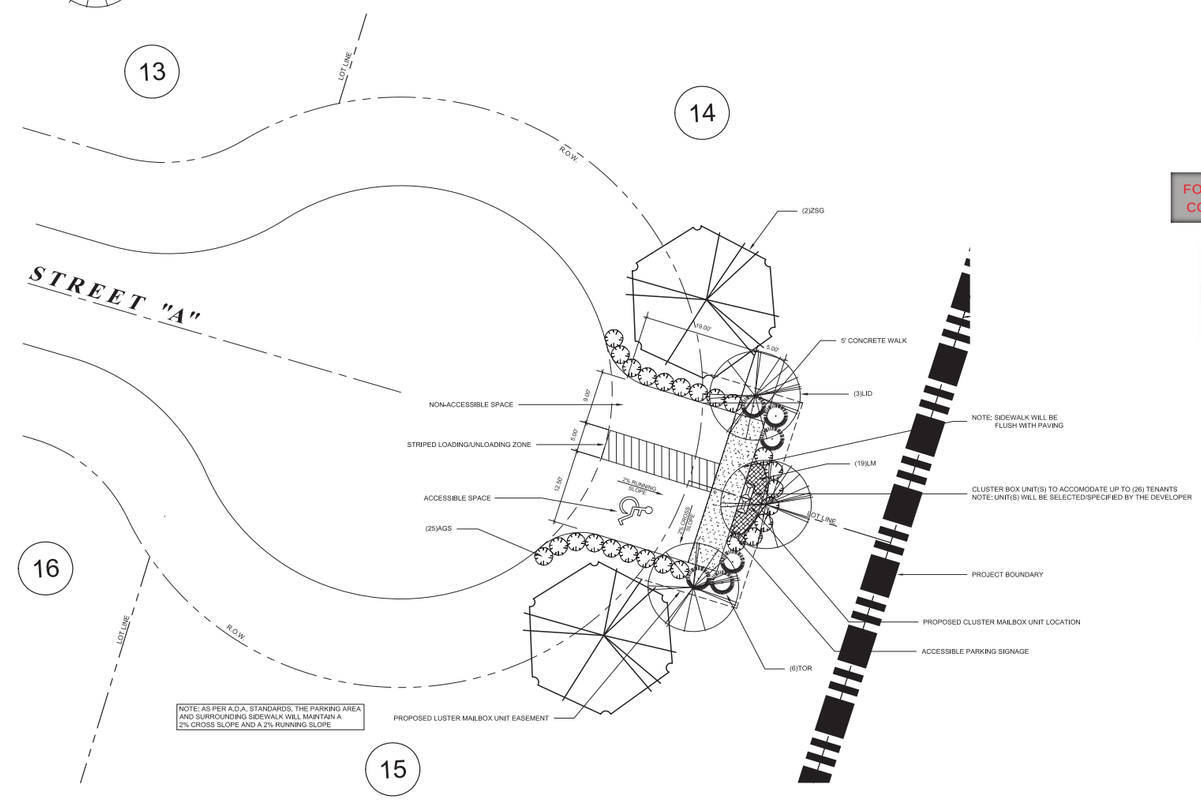
ALIAS	QTY.	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPREAD	ROOT	REMARKS
AGS	25	ABELIA GRANDIFLORA 'SHERWOODII'	SHERWOOD ABELIA	-	-	-	5 GAL.	CBU PLANTINGS
LID	3	LAGERSTROEMIA INDICA 'VHIT II'	DYNAMITE CRAPE MYRTLE (MULTI-STEM)	-	6' MIN.	-	B & B	CBU PLANTINGS
LM	19	LIRIOPE MUSCARI 'VAREGATA'	VAREGATE LIRIOPE	-	-	-	1 GAL.	CBU PLANTINGS
TOR	6	THUJA OCCIDENTALIS 'RHEINGOLD'	RHEINGOLD ARBORVITAE	-	-	-	7 GAL.	CBU PLANTINGS
ZSG	2	ZELKOVA SERRATA 'GOLD FALL'	GOLD FALL ZELKOVA	2.5"	8' MIN.	-	CONT/B&B	CBU PLANTINGS

1. ALL PLANTS AND INSTALLATION SHALL BE IN ACCORDANCE WITH TOWN OF CLAYTON RULES, REGULATIONS AND REQUIREMENTS AND, AT THE LEAST, MEET THE TOWN'S MINIMUM REQUIREMENTS FOR CODE COMPLIANCY

2. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN

3. THE LANDSCAPE CONTRACTOR SHALL ADJUST ANY SCREEN PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS AND OTHER UTILITIES THAT REQUIRE CLEARANCES FOR ACCESS





CLUSTER MAIL BOX UNT - ENLARGED SITE PLAN

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NORTH CAROLINA ONE-CALL CENTER

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL ENGINEER DONALD C. ADAMS, JR.

REVISED
5:32 pm, Sep 29, 2016

GRAPHIC SCALE
10 0 5 10 20 40
(IN FEET)
1 inch = 10 ft.

T.O.C. PROJECT: 2016-163-SDM

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27520
donnie@adamsandhodge.com
919-243-1332
FIRM # C-4187

REVISIONS:

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

CBU SITE PLAN & DETAILS

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH-
SHEET	SD02

NOTES

1. THE PLANTING PROCES IS SIMILAR FOR DECIDUOUS AND EVERGREEN TREES.

2. FOR SINGLE STEM TREES, DO NOT SUPPLY TREES WITH MULTIPLE LEADERS, ONLY PROVIDE TREES WITH A SINGLE LEADER. DO NOT PRUNE TREE AT PLANTING EXCEPT FOR SPECIFIC STRUCTURAL CORRECTIONS AND TO INSURE COMPLIANCE WITH SIGHT DISTANCE STANDARDS.

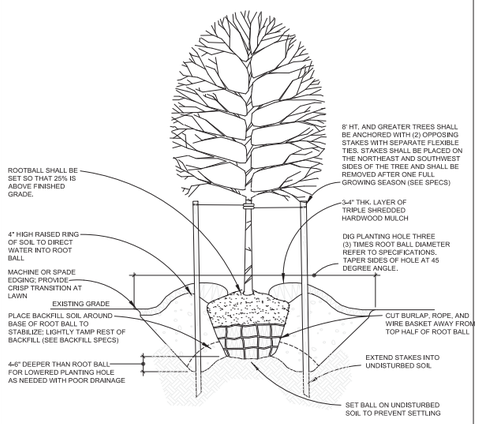
3. MARK THE NORTH SIDE OF THE TREE AT THE NURSERY AND LOCATE TO THE NORTH IN THE FIELD.

4. WHERE SEVERAL TREES WILL BE PLANTED CLOSE TOGETHER SUCH THAT THEY WILL LIKELY SHARE ROOT SPACE, TILL IN SOIL AMENDMENTS TO A DEPTH OF 4" TO 6" OVER THE ENTIRE BED AREA.

5. FOR CONTAINER-GROWN TREES, SET THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL, THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.

6. THOROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.

7. IF PLANTING HOLES ARE DUG WITH A LARGE AUGER, BREAKING DOWN THE SIDES WITH A SHOVEL TO ELIMINATE GLAZING AND CREATE THE SLOPING SIDE PROFILE SHOWN ON THE DETAIL.



*FOR BOTH CANOPY OR UNDERSTORY STREES

* TYPICAL TREE INSTALLATION
SCALE: NTS
1

Landscape Notes

GENERAL LANDSCAPE NOTES

1. ALL PLANT MATERIALS AND PLANTING BEDS SHALL BE LOCATED BY SCALED DIMENSIONS FROM BUILDINGS, CURBS, PAVEMENTS, ETC. LOCATION OF ALL PLANTS SHALL BE REVIEWED IN THE FIELD BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. THE CONTRACTOR SHALL PROVIDE 48 HOURS NOTICE FOR REVIEW.

2. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXACT LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION OF PLANTING AND SHALL BE RESPONSIBLE FOR THEIR REPAIR OR PAY FOR ALL DAMAGES MADE TO UNDERGROUND UTILITIES.

3. THE LANDSCAPE CONTRACTOR SHALL VERIFY ALL PLANT QUANTITIES.

4. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ANY PROPOSED PLANT SUBSTITUTIONS BY THE LANDSCAPE CONTRACTOR, NO SUBSTITUTIONS SHALL BE MADE UNDER ANY CIRCUMSTANCES WITHOUT PRIOR APPROVAL BY THE LANDSCAPE ARCHITECT.

5. ALL DISTURBED AREAS NOT IDENTIFIED TO EITHER BE SEEDED OR SODDED SHALL BE MULCHED IN ACCORDANCE WITH THE SPECIFICATIONS.

6. A PRE-EMERGENT HERBICIDE SHALL BE APPLIED TO ALL PLANTING BEDS IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.

7. ALL PLANTING BEDS, SAUCERS, AND AREAS DESIGNATED TO BE MULCHED SHALL BE MULCHED WITH A MINIMUM OF 3-4 INCHES OF TRIPLE SHREDDED HARDWOOD MULCH.

8. PLANTING BEDS AND SAUCERS SHALL BE EDGED TO PROVIDE A 2" TO 3" DEEP "V" CUT ALONG ITS BORDER WITH SODDED OR SEEDED AREAS.

9. ALL SAUCERS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.

10. GUYING SHALL BE REMOVED AFTER ONE FULL GROWING SEASON.

11. THE LANDSCAPE CONTRACTOR SHALL INSTALL ALL LANDSCAPING IN ACCORDANCE WITH THE DETAILS AND SPECIFICATIONS SHOWN AND ENUMERATED ON THIS SHEET UNLESS ALTERNATIVE METHODS OR PRACTICES ARE REVIEWED AND ACCEPTED BY THE LANDSCAPE ARCHITECT.

12. AT INSTALLATION AND CONTINUOUSLY DURING THE MAINTENANCE CONTRACT, ALL PROPOSED SHRUBS THAT ARE SQUARE IN SHAPE AND ARRANGED IN ROWS SHOULD BE PRUNED INTO BOXED AND CLIPPED HEDGEROWS.

13. ALL LANDSCAPED AREAS SHALL BE MAINTAINED IN AN ATTRACTIVE AND HEALTHY CONDITION. DEAD OR DISEASED PLANTINGS SHALL BE REMOVED AND REPLACED IN A TIMELY FASHION

14. ALL LANDSCAPED AREAS SHALL BE PROVIDED WITH AN AUTOMATICALLY OPERATED IRRIGATION SYSTEM THAT WILL ADEQUATELY COVER ALL LIVING PLANT MATERIAL, SUCH SYSTEM SHALL INCLUDE A RAIN SENSOR.

15. ALL HVAC AND MECHANICAL EQUIPMENT WILL BE SCREENED WITH LANDSCAPING OR DECORATIVE FENCING

CLASS "A" BUFFER - Plant List

PLANT LIST - CLASS "A" BUFFER ONLY

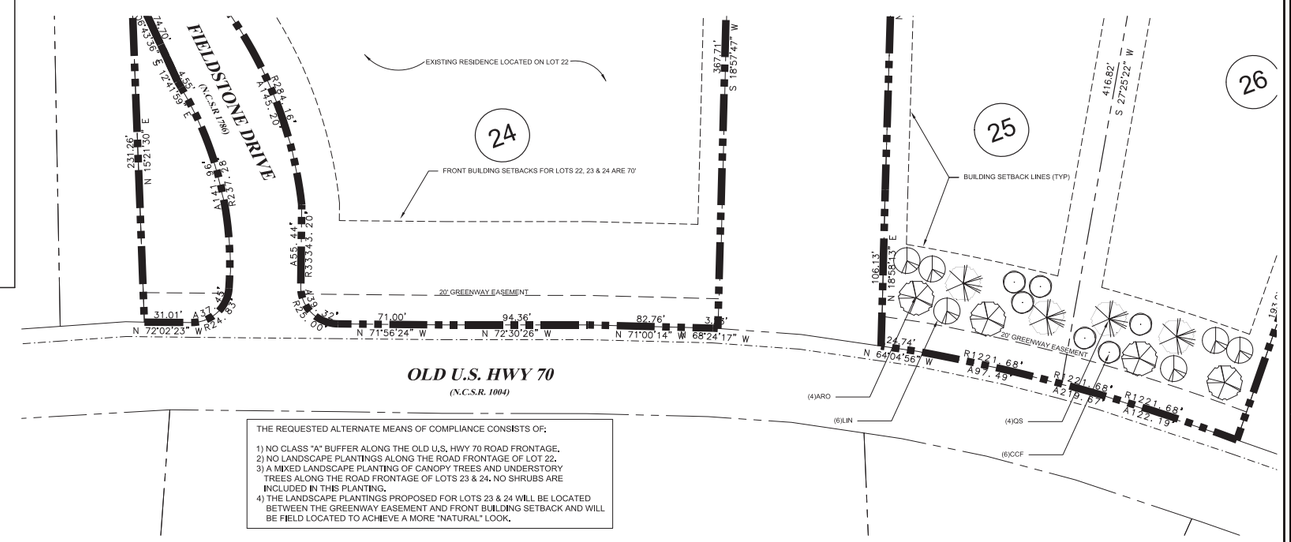
ALIAS	QTY.	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPREAD	ROOT	REMARKS
C A N O P Y T R E E S (CANOPY TREES = 93, INCLUDES TREES USED FOR SCREENING/BUFFERS)								
ARO	4	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY RED MAPLE	2.5"	8' MIN.	-	B & B	BUFFER PLANTINGS
QS	4	QUERCUS SHUMARDII	SHUMARD OAK	2.5"	8' MIN.	-	B & B	BUFFER PLANTINGS
U N D E R S T O R Y T R E E S (UNDERSTORY TREES = 77, INCLUDES TREES USED FOR SCREENING/BUFFERS)								
CCF	6	CERCIS CANADENSIS 'FOREST PANSY'	FOREST PANSY REDBUD	2"	6' MIN.	-	CONT/B&B	BUFFER PLANTINGS
LIN	6	LAGERSTROEMIA INDICA x FAURIEI 'NATCHEZ'	NATCHEZ CRAPE MYRTLE	2"	6' MIN.	-	CONT/B&B	BUFFER PLANTINGS

1. ALL PLANTS AND INSTALLATION SHALL BE IN ACCORDANCE WITH TOWN OF CLAYTON RULES, REGULATIONS AND REQUIREMENTS AND, AT THE LEAST, MEET THE TOWN'S MINIMUM REQUIREMENTS FOR CODE COMPLIANCY

2. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN

3. THE LANDSCAPE CONTRACTOR SHALL ADJUST ANY SCREEN PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS AND OTHER UTILITIES THAT REQUIRE CLEARANCES FOR ACCESS

QS-SHUMARD OAK | ARO-OCTOBER GLORY RED MAPLE | NATCHEZ CRAPE MYRTLE | FOREST PANSY REDBUD



THE REQUESTED ALTERNATE MEANS OF COMPLIANCE CONSISTS OF:

1) NO CLASS "A" BUFFER ALONG THE OLD U.S. HWY 70 ROAD FRONTAGE.
2) NO LANDSCAPE PLANTINGS ALONG THE ROAD FRONTAGE OF LOT 22.
3) A MIXED LANDSCAPE PLANTING OF CANOPY TREES AND UNDERSTORY TREES ALONG THE ROAD FRONTAGE OF LOTS 23 & 24. NO SHRUBS ARE INCLUDED IN THIS PLANTING.
4) THE LANDSCAPE PLANTINGS PROPOSED FOR LOTS 23 & 24 WILL BE LOCATED BETWEEN THE GREENWAY EASEMENT AND FRONT BUILDING SETBACK AND WILL BE FIELD LOCATED TO ACHIEVE A MORE "NATURAL" LOOK.

CLASS "A" BUFFER ALTERNATE MEANS OF COMPLIANCE

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:
SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

FOR REVIEW AND COMMENT ONLY

REVISED
5:32 pm, Sep 29, 2016

NORTH CAROLINA PROFESSIONAL SEAL 19865 ENGINEER DONALD C. ADAMS, JR.

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

T.O.C. PROJECT: 2016-163-SDM

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27520
donnie@adamsandhodge.com
919-243-1332
FIRM # C-4187

REVISIONS:
1
2

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

CLASS "A" BUFFER DIRECTIVES

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH–
SHEET	SD03

CALL 48 HOURS BEFORE YOU DIG

1-800-632-4949

NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC

216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529

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

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS
   1804 OLD US HWY 70 W
   CLAYTON, NC 27520

   LINDA HARRIS WARRICK
   1812 OLD US HWY 70 W
   CLAYTON, NC 27520
2. DEVELOPER/APPLICANT: SAM'S BRANCH, LLC
   216 U.S. HWY 70 WEST
   GARNER, NC 27529
3. PARCEL #: 175000-30-9566, 175000-30-6174
4. TAG #: 05G01016H, 05G01020K
5. TAX #: 4368815, 4383726
6. TOTAL ACREAGE = 25.33 AC/ 1,103,375 SF
7. CURRENT ZONING: R-E
8. SITE IS LOCATED WITHIN THE TOWN OF CLAYTON E.T.J.
9. CURRENT USE: LARGER TRACT IS VACANT, SMALLER TRACT HAS HAS A RESIDENCE LOCATED ON IT.
10. PROPOSED USE: RESIDENTIAL SUBDIVISION
11. PROPOSED LOTS: 26, SINGLE FAMILY, DETACHED
12. DENSITY: 0.97 DU/AC
13. ELECTRIC PROVIDER: DUKE ENERGY PROGRESS
14. WATER PROVIDER: TOWN OF CLAYTON
15. SEWER PROVIDER: INDIVIDUAL SEPTIC SYSTEMS
16. THE SUBJECT PROPERTY IS NOT LOCATED IN A FLOOD HAZARD AREA AS PER FEMA FLOOD MAP # 3720175000K DATED 05/02/2006
17. THE DEVELOPER WILL BE RESPONSIBLE FOR THE REPLACEMENT OF ANY DAMAGED TREES WITHIN ANY LAND USE BUFFER.
18. MAXIMUM IMPERVIOUS AREA PER LOT: 50%

THE TOWN OF CLAYTON AND/OR JOHNSTON COUNTY RESERVE THE RIGHT TO MODIFY THE EROSION AND SEDIMENTATION CONTROL PLAN IF THE EXISTING PLAN OR ITS IMPLEMENTATION PROVE TO BE INADEQUATE.

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

LEGEND

EXISTING		PROPOSED
6"WL	WATERLINE	6"WL
	BLOWOFF	
	HYDRANT	
	VALVE	
	REDUCER	
	METER	
	SEWERLINE	
	MANHOLE	
	CLEANOUT	
	STORM DRAINAGE	
	CATCH BASIN	
	DROP INLET/YARD INLET	
	PROPOSED DITCH FLOW	

REVISED
5:33 pm, Sep 29, 2016

NORTH CAROLINA PROFESSIONAL SEAL 019495 ENGINEER DONALD C. ADAMS, JR.

FOR REVIEW AND COMMENT ONLY

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)
1 inch = 100 ft.

T.O.C. PROJECT: 2016-163-SDM

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27520
919-243-1332
FIRM # C-418?
donnie@adamsandhodge.com

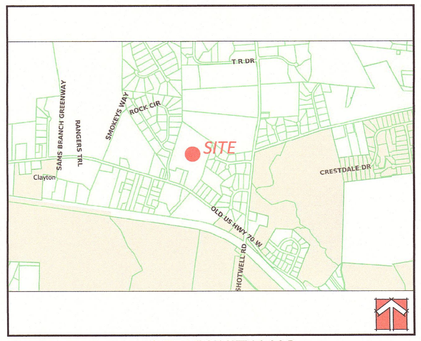
REVISIONS:
1.
2.

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

UTILITY PLAN

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH-
SHEET	UT01



SITE VICINITY MAP
NOT TO SCALE

PRELIMINARY SUBDIVISION PLAN

FOR

THE WARRICK TRACT

CLAYTON, NORTH CAROLINA

SHEET INDEX

SHEET TITLE	SHEET No.
EXISTING CONDITIONS	EC01
SUBDIVISION PLAN	SD01
CBU SITE PLAN & DETAILS	SD02
CLASS "A" BUFFER DIRECTIVES	SD03
UTILITY PLAN	UT01

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529

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

ADAMS & HODGE
ENGINEERING, PC
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
919-243-1332 donnie@adamsandhodge.com
FIRM # C-4187

WARRICK TRACT PRELIMINARY SUBDIVISION

CLAYTON, NORTH CAROLINA

OCTOBER 3, 2016

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

NORTH CAROLINA PROFESSIONAL SEAL 15469 ENGINEER DONALD C. ADAMS, JR.

FOR REVIEW AND COMMENT ONLY

REVISED
5:30 pm, Sep 29, 2016

RECEIVED OCT 03 2016 LANDSCAPE ARCHITECTURE

REFERENCE T.O.C. PROJECT: 2016-163-SDM

GRAPHIC SCALE

100 0 50 100 200 400

(IN FEET)
1 inch = 100 ft.

CALL 48 HOURS BEFORE YOU DIG

1-800-632-4949

NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529

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

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS/ LINDA HARRIS WARRICK
   1804 OLD US HWY 70 W
   CLAYTON, NC 27520

   LINDA HARRIS WARRICK
   1812 OLD US HWY 70 W
   CLAYTON, NC 27520
2. PARCEL #: 175000-30-9566, 175000-30-6174
3. TAG #: 05G01016H, 05G01020K
4. TAX #: 4368815, 4383726
5. TOTAL ACREAGE = 25.33 AC/ 1,103,375 SF
6. CURRENT ZONING: R-E
7. CURRENT USE: LARGER TRACT IS VACANT, SMALLER TRACT HAS A RESIDENCE LOCATED ON IT

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL 19465 ENGINEER DONALD C. ADAMS, JR.

REVISED
5:30 pm, Sep 29, 2016

T.O.C. PROJECT: 2016-163-SDM

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie@adamsandhodge.com
919-241-1321
FIRM # C-0487

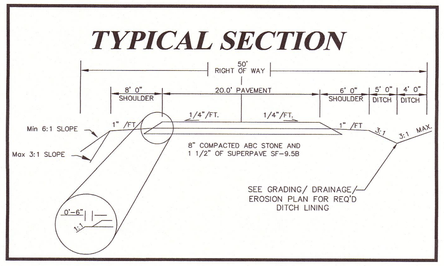
ADAMS & HODGE ENGINEERING, PC

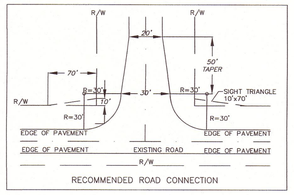
WARRICK TRACT
SAM'S BRANCH, LLC

EXISTING CONDITIONS

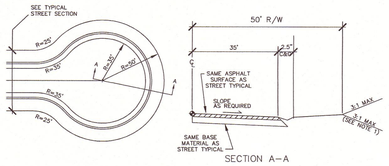
DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH-
SHEET	EC01

TYPICAL SECTION





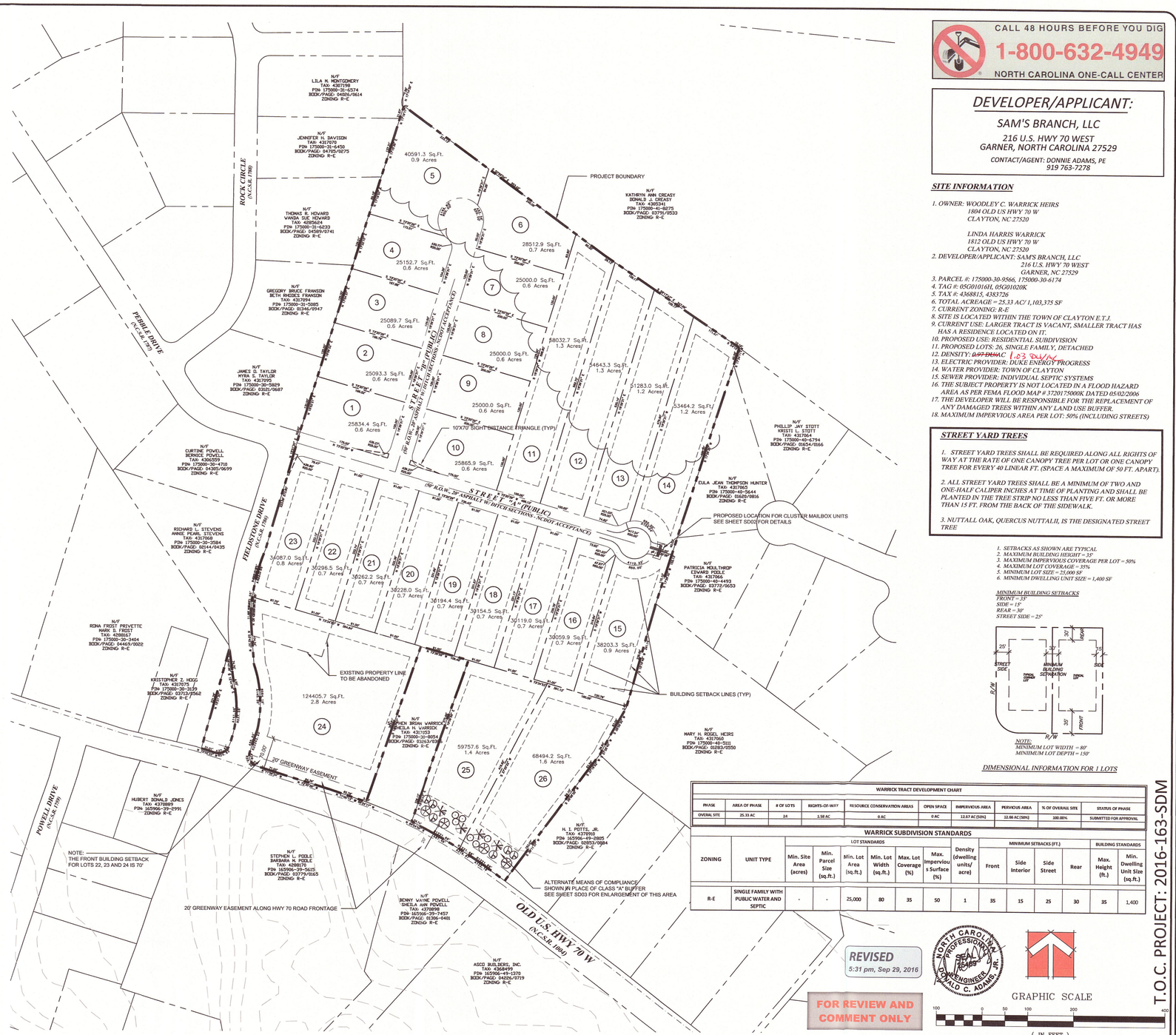
RECOMMENDED ROAD CONNECTION



NCDOT TYPICAL SYMMETRICAL CULDESAC

NO SCALE

NOTES:
1. Steeper sideslopes of 1.5:1 may be used in steep or hilly terrain.
2. Use roadside fill ditch (see separate detail) when necessary to continue drainage around cul-de-sac in fill sections.
3. CONTRACTOR shall provide subgrade, base, and pavement testing on all streets in accordance with NCDOT Standards.
4. This detail is intended to meet or exceed the typical NCDOT cul-de-sac criteria (ref: NCDOT Subdivision Roads Min. Construction Standards 2000 version).



CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS
   1804 OLD US HWY 70 W
   CLAYTON, NC 27520

   LINDA HARRIS WARRICK
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   CLAYTON, NC 27520
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   216 U.S. HWY 70 WEST
   GARNER, NC 27529
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11. PROPOSED LOTS: 26, SINGLE FAMILY, DETACHED
12. DENSITY: ~~0.97 DU/AC~~ 1.03 DU/AC
13. ELECTRIC PROVIDER: DUKE ENERGY PROGRESS
14. WATER PROVIDER: TOWN OF CLAYTON
15. SEWER PROVIDER: INDIVIDUAL SEPTIC SYSTEMS
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18. MAXIMUM IMPERVIOUS AREA PER LOT: 50% (INCLUDING STREETS)

STREET YARD TREES

1. STREET YARD TREES SHALL BE REQUIRED ALONG ALL RIGHTS OF WAY AT THE RATE OF ONE CANOPY TREE PER LOT OR ONE CANOPY TREE FOR EVERY 40 LINEAR FT. (SPACE A MAXIMUM OF 50 FT. APART).

2. ALL STREET YARD TREES SHALL BE A MINIMUM OF TWO AND ONE-HALF CALIPER INCHES AT TIME OF PLANTING AND SHALL BE PLANTED IN THE TREE STRIP NO LESS THAN FIVE FT. OR MORE THAN 15 FT. FROM THE BACK OF THE SIDEWALK.

3. NUTTALL OAK, QUERCUS NUTTALII, IS THE DESIGNATED STREET TREE

1. SETBACKS AS SHOWN ARE TYPICAL
2. MAXIMUM BUILDING HEIGHT = 35'
3. MAXIMUM IMPERVIOUS COVERAGE PER LOT = 50%
4. MAXIMUM LOT COVERAGE = 35%
5. MINIMUM LOT SIZE = 25,000 SF
6. MINIMUM DWELLING UNIT SIZE = 1,400 SF

MINIMUM BUILDING SETBACKS
FRONT = 35'
SIDE = 15'
REAR = 30'
STREET SIDE = 25'

NOTE:
MINIMUM LOT WIDTH = 80'
MINIMUM LOT DEPTH = 150'

DIMENSIONAL INFORMATION FOR 1 LOTS

WARRICK TRACT DEVELOPMENT CHART

PHASE	AREA OF PHASE	# OF LOTS	RIGHTS-OF-WAY	RESOURCE CONSERVATION AREAS	OPEN SPACE	IMPERVIOUS AREA	PERVIOUS AREA	% OF OVERALL SITE	STATUS OF PHASE
OVERAL SITE	25.33 AC	24	3.58 AC	0 AC	0 AC	12.67 AC (50%)	12.66 AC (50%)	100.00%	SUBMITTED FOR APPROVAL

WARRICK SUBDIVISION STANDARDS

ZONING	UNIT TYPE	LOT STANDARDS						Density (dwelling units/ acre)	MINIMUM SETBACKS (FT.)				BUILDING STANDARDS	
		Min. Site Area (acres)	Min. Parcel Size (sq.ft.)	Min. Lot Area (sq.ft.)	Min. Lot Width (sq.ft.)	Max. Lot Coverage (%)	Max. Impervious Surface (%)		Front	Side Interior	Side Street	Rear	Max. Height (ft.)	Min. Dwelling Unit Size (sq.ft.)
R-E	SINGLE FAMILY WITH PUBLIC WATER AND SEPTIC	-	-	25,000	80	35	50	1	35	15	25	30	35	1,400

REVISED
5:31 pm, Sep 29, 2016

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL 019489 ENGINEER DONALD C. ADAMS, JR.

GRAPHIC SCALE
100 0 50 100 200 400
(IN FEET)
1 inch = 100 ft.

T.O.C. PROJECT: 2016-163-SDM

REVISIONS:
1.

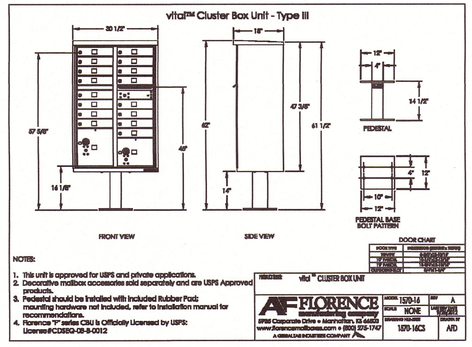
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
dammadams@mindspring.com
919-243-1332
FIRM # C-4187

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

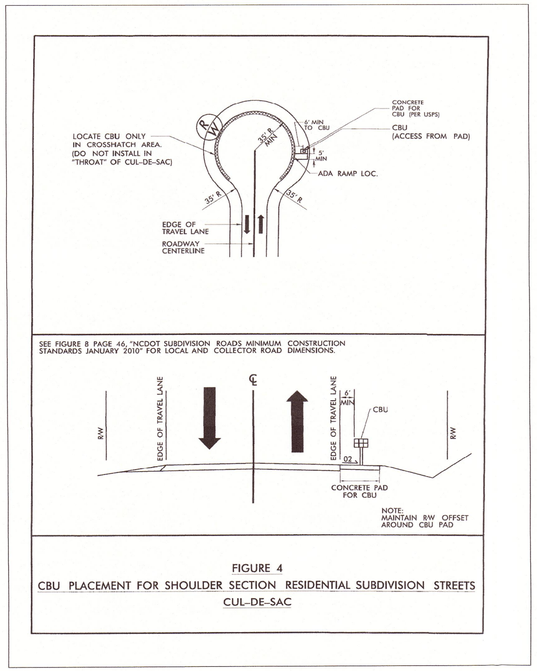
SUBDIVISION PLAN

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH--
SHEET	SD01



CLUSTER MAILBOX UNIT

NOT TO SCALE



NCDOT TYPICAL CBU PLACEMENT DETAIL

NOT TO SCALE

CBU - Plant List

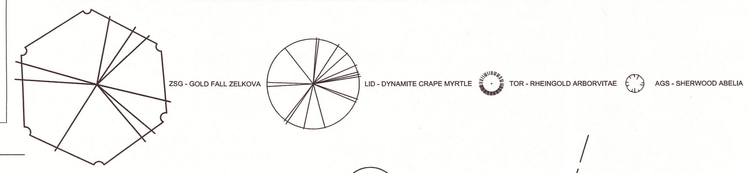
PLANT LIST - CBU SITE ONLY

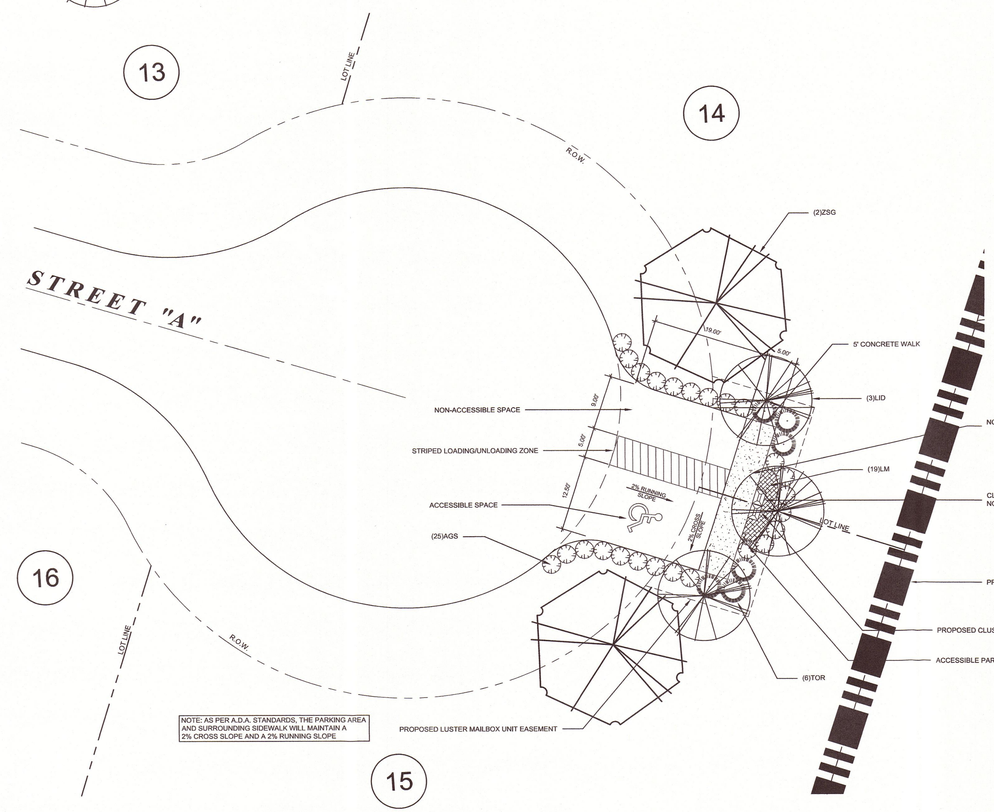
ALIAS	QTY.	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPREAD	ROOT	REMARKS
AGS	25	ABELIA GRANDIFLORA 'SHERWOODII'	SHERWOOD ABELIA	-	-	-	5 GAL.	CBU PLANTINGS
LID	3	LAGERSTROEMIA INDICA 'WHIT II'	DYNAMITE CRAPE MYRTLE (MULTI-STEM)	-	6' MIN.	-	B & B	CBU PLANTINGS
LM	19	LIRIOPE MUSCARII 'VARIEGATA'	VARIEGATE LIRIOPE	-	-	-	1 GAL.	CBU PLANTINGS
TOR	6	THUJA OCCIDENTALIS 'RHEINGOLD'	RHEINGOLD ARBORVITAE	-	-	-	7 GAL.	CBU PLANTINGS
ZSG	2	ZELKOVA SERRATA 'GOLD FALL'	GOLD FALL ZELKOVA	2.5"	8' MIN.	-	CONT./B&B	CBU PLANTINGS

1. ALL PLANTS AND INSTALLATION SHALL BE IN ACCORDANCE WITH TOWN OF CLAYTON RULES, REGULATIONS AND REQUIREMENTS AND, AT THE LEAST, MEET THE TOWN'S MINIMUM REQUIREMENTS FOR CODE COMPLIANCY

2. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN

3. THE LANDSCAPE CONTRACTOR SHALL ADJUST ANY SCREEN PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS AND OTHER UTILITIES THAT REQUIRE CLEARANCES FOR ACCESS





CLUSTER MAIL BOX UNIT - ENLARGED SITE PLAN

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL SEAL 15469 ENGINEER DONALD C. ADAMS, JR.

REVISED
5:32 pm, Sep 29, 2016

GRAPHIC SCALE
10 0 5 10 20 40
(IN FEET)
1 inch = 10 ft.

T.O.C. PROJECT: 2016-163-SDM

DEVELOPER/APPLICANT:
SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie@adamsandhodge.com
919-243-1332
FIRM # C-187

revisions:

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

CBU SITE PLAN & DETAILS

DESIGN	DCA/TMH
DRAWN	TMH
CHECKED	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE	10/03/2016
JOB NO.	AH--
SHEET	SD02

NOTES

1. THE PLANTING PROCES IS SIMILAR FOR DECIDUOUS AND EVERGREEN TREES.

2. FOR SINGLE STEM TREES, DO NOT SUPPLY TREES WITH MULTIPLE LEADERS, ONLY PROVIDE TREES WITH A SINGLE LEADER. DO NOT PRUNE TREE AT PLANTING EXCEPT FOR SPECIFIC STRUCTURAL CORRECTIONS AND TO INSURE COMPLIANCE WITH SIGHT DISTANCE STANDARDS.

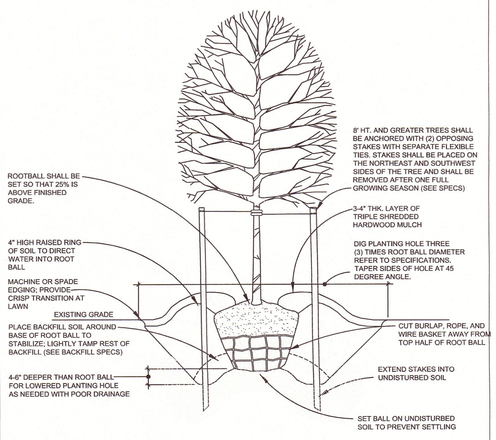
3. MARK THE NORTH SIDE OF THE TREE AT THE NURSERY AND LOCATE TO THE NORTH IN THE FIELD.

4. WHERE SEVERAL TREES WILL BE PLANTED CLOSE TOGETHER SUCH THAT THEY WILL LIKELY SHARE ROOT SPACE, TILL IN SOIL AMENDMENTS TO A DEPTH OF 4" TO 6" OVER THE ENTIRE BED AREA.

5. FOR CONTAINER-GROWN TREES, SET THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL, THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.

6. THOROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.

7. IF PLANTING HOLES ARE DUG WITH A LARGE AUGER, BREAKING DOWN THE SIDES WITH A SHOVEL TO ELIMINATE GLAZING AND CREATE THE SLOPING SIDE PROFILE SHOWN ON THE DETAIL.



*FOR BOTH CANOPY OR UNDERSTORY STREES

* TYPICAL TREE INSTALLATION

SCALE: NTS

1

Landscape Notes

GENERAL LANDSCAPE NOTES

1. ALL PLANT MATERIALS AND PLANTING BEDS SHALL BE LOCATED BY SCALED DIMENSIONS FROM BUILDINGS, CURBS, PAVEMENTS, ETC. LOCATION OF ALL PLANTS SHALL BE REVIEWED IN THE FIELD BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. THE CONTRACTOR SHALL PROVIDE 48 HOURS NOTICE FOR REVIEW.

2. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXACT LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION OR PLANTING AND SHALL BE RESPONSIBLE FOR THEIR REPAIR OR PAY FOR ALL DAMAGES MADE TO UNDERGROUND UTILITIES.

3. THE LANDSCAPE CONTRACTOR SHALL VERIFY ALL PLANT QUANTITIES.

4. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED IN WRITING (OF ANY PROPOSED PLANT SUBSTITUTIONS BY THE LANDSCAPE CONTRACTOR. NO SUBSTITUTIONS SHALL BE MADE UNDER ANY CIRCUMSTANCES WITHOUT PRIOR APPROVAL BY THE LANDSCAPE ARCHITECT.

5. ALL DISTURBED AREAS NOT IDENTIFIED TO EITHER BE SEEDED OR SODDED SHALL BE MULCHED IN ACCORDANCE WITH THE SPECIFICATIONS.

6. A PRE-EMERGENT HERBICIDE SHALL BE APPLIED TO ALL PLANTING BEDS IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.

7. ALL PLANTING BEDS, SAUCERS, AND AREAS DESIGNATED TO BE MULCHED SHALL BE MULCHED WITH A MINIMUM OF 3-4 INCHES OF TRIPLE SHREDDED HARDWOOD MULCH.

8. PLANTING BEDS AND SAUCERS SHALL BE EDGED TO PROVIDE A 2" TO 3" DEEP "V" CUT ALONG ITS BORDER WITH SODDED OR SEEDED AREAS.

9. ALL SAUCERS SHALL BE SOAKED WITH WATER AND MULCHED IMMEDIATELY FOLLOWING PLANTING.

10. GUYING SHALL BE REMOVED AFTER ONE FULL GROWING SEASON.

11. THE LANDSCAPE CONTRACTOR SHALL INSTALL ALL LANDSCAPING IN ACCORDANCE WITH THE DETAILS AND SPECIFICATIONS SHOWN AND ENUMERATED ON THIS SHEET UNLESS ALTERNATIVE METHODS OR PRACTICES ARE REVIEWED AND ACCEPTED BY THE LANDSCAPE ARCHITECT.

12. AT INSTALLATION AND CONTINUOUSLY DURING THE MAINTENANCE CONTRACT, ALL PROPOSED SHRUBS THAT ARE SQUARE IN SHAPE AND ARRANGED IN ROWS SHOULD BE PRUNED INTO BOXED AND CLIPPED HEDGEROWS.

13. ALL LANDSCAPED AREAS SHALL BE MAINTAINED IN AN ATTRACTIVE AND HEALTHY CONDITION. DEAD OR DISEASED PLANTINGS SHALL BE REMOVED AND REPLACED IN A TIMELT FASHION

14. ALL LANDSCAPED AREAS SHALL BE PROVIDED WITH AN AUTOMATICALLY OPERATED IRRIGATION SYSTEM THAT WILL ADEQUATELY COVER ALL LIVING PLANT MATERIAL. SUCH SYSTEM SHALL INCLUDE A RAIN SENSOR.

15. ALL HVAC AND MECHANICAL EQUIPMENT WILL BE SCREENED WITH LANDSCAPING OR DECORATIVE FENCING

CLASS "A" BUFFER - Plant List

PLANT LIST - CLASS "A" BUFFER ONLY

ALIAS	QTY.	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPREAD	ROOT	REMARKS
C A N O P Y T R E E S (CANOPY TREES = 93, INCLUDES TREES USED FOR SCREENING/BUFFERS)								
ARO	4	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY RED MAPLE	2.5"	8' MIN.	-	B & B	BUFFER PLANTINGS
QS	4	QUERCUS SHUMARDII	SHUMARD OAK	2.5"	8' MIN.	-	B & B	BUFFER PLANTINGS
U N D E R S T O R Y T R E E S (UNDERSTORY TREES = 77, INCLUDES TREES USED FOR SCREENING/BUFFERS)								
CCF	6	CERCIS CANADENSIS 'FOREST PANSY'	FOREST PANSY REDBUD	2"	6' MIN.	-	CONT/B&B	BUFFER PLANTINGS
LIN	6	LAGERSTROEMIA INDICA x FAURIEI 'NATCHEZ'	NATCHEZ CRAPE MYRTLE	2"	6' MIN.	-	CONT/B&B	BUFFER PLANTINGS

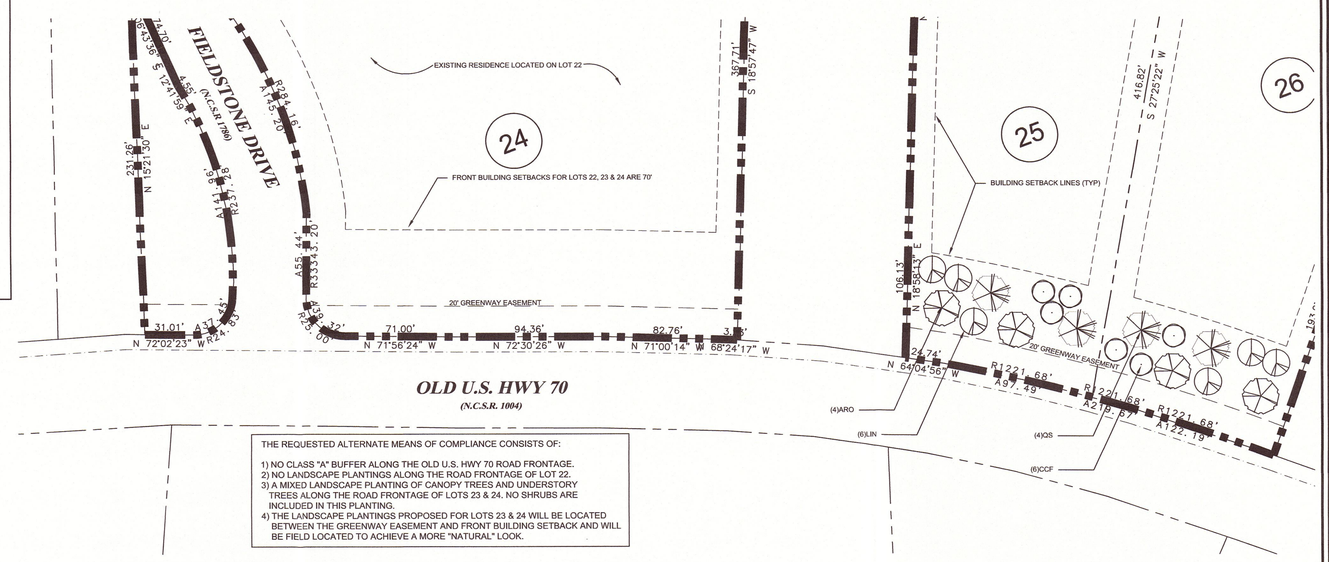
1. ALL PLANTS AND INSTALLATION SHALL BE IN ACCORDANCE WITH TOWN OF CLAYTON RULES, REGULATIONS AND REQUIREMENTS AND, AT THE LEAST, MEET THE TOWN'S MINIMUM REQUIREMENTS FOR CODE COMPLIANCY

2. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN

3. THE LANDSCAPE CONTRACTOR SHALL ADJUST ANY SCREEN PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS AND OTHER UTILITIES THAT REQUIRE CLEARANCES FOR ACCESS

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

QS-SHUMARD OAK ARO-OCTOBER GLORY RED MAPLE NATCHEZ CRAPE MYRTLE FOREST PANSY REDBUD



THE REQUESTED ALTERNATE MEANS OF COMPLIANCE CONSISTS OF:

1) NO CLASS "A" BUFFER ALONG THE OLD U.S. HWY 70 ROAD FRONTAGE.
2) NO LANDSCAPE PLANTINGS ALONG THE ROAD FRONTAGE OF LOT 22.
3) A MIXED LANDSCAPE PLANTING OF CANOPY TREES AND UNDERSTORY TREES ALONG THE ROAD FRONTAGE OF LOTS 23 & 24. NO SHRUBS ARE INCLUDED IN THIS PLANTING.
4) THE LANDSCAPE PLANTINGS PROPOSED FOR LOTS 23 & 24 WILL BE LOCATED BETWEEN THE GREENWAY EASEMENT AND FRONT BUILDING SETBACK AND WILL BE FIELD LOCATED TO ACHIEVE A MORE "NATURAL" LOOK.

CLASS "A" BUFFER ALTERNATE MEANS OF COMPLIANCE

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

FOR REVIEW AND COMMENT ONLY

REVISED
5:32 pm, Sep 29, 2016

NORTH CAROLINA PROFESSIONAL SEAL 19405 ENGINEER DONALD C. ADAMS, JR.

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

T.O.C. PROJECT: 2016-163-SDM

ADAMS & HODGE ENGINEERING, PC
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie@adamsandhodge.com
919-243-1332
FIRM # C-4187

REVISIONS:
1.

WARRICK TRACT
SAM'S BRANCH, LLC

CLASS "A" BUFFER DIRECTIVES

DESIGN: DCA/TMH
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 10/03/2016
JOB NO.: AH--
SHEET: SD03

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949
NORTH CAROLINA ONE-CALL CENTER

DEVELOPER/APPLICANT:

SAM'S BRANCH, LLC
216 U.S. HWY 70 WEST
GARNER, NORTH CAROLINA 27529
CONTACT/AGENT: DONNIE ADAMS, PE
919 763-7278

SITE INFORMATION

1. OWNER: WOODLEY C. WARRICK HEIRS
   1804 OLD US HWY 70 W
   CLAYTON, NC 27520

   LINDA HARRIS WARRICK
   1812 OLD US HWY 70 W
   CLAYTON, NC 27520
2. DEVELOPER/APPLICANT: SAM'S BRANCH, LLC
   216 U.S. HWY 70 WEST
   GARNER, NC 27529
3. PARCEL #: 175000-30-9566, 175000-30-6174
4. TAG #: 05G01016H, 05G01020K
5. TAX #: 4368815, 4383726
6. TOTAL ACREAGE = 25.33 AC/ 1,103,375 SF
7. CURRENT ZONING: R-E
8. SITE IS LOCATED WITHIN THE TOWN OF CLAYTON E.T.J.
9. CURRENT USE: LARGER TRACT IS VACANT, SMALLER TRACT HAS HAS A RESIDENCE LOCATED ON IT.
10. PROPOSED USE: RESIDENTIAL SUBDIVISION
11. PROPOSED LOTS: 26, SINGLE FAMILY, DETACHED
12. DENSITY: 0.97 DU/AC 1.03 DU/AC
13. ELECTRIC PROVIDER: DUKE ENERGY PROGRESS
14. WATER PROVIDER: TOWN OF CLAYTON
15. SEWER PROVIDER: INDIVIDUAL SEPTIC SYSTEMS
16. THE SUBJECT PROPERTY IS NOT LOCATED IN A FLOOD HAZARD AREA AS PER FEMA FLOOD MAP # 3720175000K DATED 05/02/2006
17. THE DEVELOPER WILL BE RESPONSIBLE FOR THE REPLACEMENT OF ANY DAMAGED TREES WITHIN ANY LAND USE BUFFER.
18. MAXIMUM IMPERVIOUS AREA PER LOT: 50%

THE TOWN OF CLAYTON AND/OR JOHSTON COUNTY RESERVE THE RIGHT TO MODIFY THE EROSION AND SEDIMENTATION CONTROL PLAN IF THE EXISTING PLAN OR ITS IMPLEMENTATION PROVE TO BE INADEQUATE.

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

LEGEND

EXISTING		PROPOSED
6"WL	WATERLINE	6"WL
	BLOWOFF	
	HYDRANT	
	VALVE	
	REDUCER	
	METER	
	SEWERLINE	
	MANHOLE	
	CLEANOUT	
	STORM DRAINAGE	
	CATCH BASIN	
	DROP INLET/YARD INLET	
	PROPOSED DITCH FLOW	

REVISED
5:33 pm, Sep 29, 2016

FOR REVIEW AND COMMENT ONLY

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 16409 DONALD C. ADAMS, JR.

GRAPHIC SCALE
100 0 50 100 200 400
(IN FEET)
1 inch = 100 ft.

T.O.C. PROJECT: 2016-163-SDM

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

Revisions:

ADAMS & HODGE ENGINEERING, PC

WARRICK TRACT
SAM'S BRANCH, LLC

UTILITY PLAN

DESIGN:	DCA/TMH
DRAWN:	TMH
CHECKED:	DCA
HORIZONTAL SCALE	SEE GRAPHIC SCALE
VERTICAL SCALE	N/A
DATE:	10/03/2016
JOB NO.:	AH-
SHEET	UT01

Town of Clayton
Notice of Decision
Variance Application 2016-210-VAR

Donnie Adams/Mark Hall
Adams & Hodge Engineering, PC
335 Athletic Club Blvd.
Clayton, NC 27527

Re: Notice of Decision on Application Number: 2016-210-VAR

On November 16, 2016, the Clayton Board of Adjustment conducted a quasi-judicial proceeding and decided the matter of the Variance Application referenced above by motion and vote on each of the required findings of fact. The application has been:

- ☐ Approved
- ☐ Denied
- ☑ Approved with Conditions

This decision is supported by the Board's conclusions on the following findings:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property:

- ☑ Applicant meets the finding;
- ☐ Applicant meets the finding subject to the conditions listed at the end of this notice;
- ☐ Applicant does not meet the finding because:

_____
_____
_____

2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.

- [x] Applicant meets the finding;
- [ ] Applicant meets the finding subject to the conditions listed at the end of this notice;
- [ ] Applicant does not meet the finding because:

_____

_____

_____

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

- [x] Applicant meets the finding;
- [ ] Applicant meets the finding subject to the conditions listed at the end of this notice;
- [ ] Applicant does not meet the finding because:

_____

_____

_____

4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

☐ Applicant meets the finding;

☑ Applicant meets the finding subject to the conditions listed at the end of this notice;

☐ Applicant does not meet the finding because:

_____

_____

_____

Record of Decision:

Based on a motion and vote of the Clayton Board of Adjustment Variance Application Number 2016-210-VAR is hereby:

_____ approved;

_____ denied for the noted reasons; or

___✓___ approved upon acceptance and conformity with all stated conditions:

1. Any subdivision shall still adhere to the minimum separation requirements for well and septic fields, as determined and administered by the appropriate body; in this case, the Johnston County Environmental Health Department.
2. Average lot size shall be at least 30,000 sq. ft. This calculation shall not include existing homes on land to be subdivided off of the rest of the tract.
3. Minimum lot size shall be 25,000 sq. ft.
4. The maximum number of lots for the land in question shall be 26.

Decision made this 16th day of November, 2016 while in regular session.

Dan M White

Board of Adjustment, Chairman

ATTEST:

Clerk to the Board of Adjustment

Town of Clayton
Planning Board
2017 Meetings

(Adopted _____)

January 23, 2017

February 27, 2017

March 27, 2017

April 24, 2017

May 22, 2017

June 26, 2017

July 24, 2017

August 28, 2017

September 25, 2017

October 23, 2017

November 27, 2017

December 19, 2017 (Tuesday)

Meetings are held the fourth Monday of the month at 6 PM in the Council Chambers located at 111 East Second Street, unless otherwise noted.*

In accordance with NC GS 143-318.10, this is an official meeting of the board and it is open to the public.

Clayton - Premier Community for Active Families
www.townofclaytonnc.org