



**The Town Of Clayton
Planning Board Minutes
Monday, June 27, 2016 @ 6:00 PM
Town Council Chambers**

BOARD MEMBERS PRESENT:

Frank Price (ETJ) [Chairman], Bob Ahlert (TL) [Vice Chairman], George "Bucky" Coats (TL), James Lipscomb (ETJ), Jim Lee (ETJ), Marty Bizzell (ETJ), Ronald Johnson (TL), Sarah Brooks (TL), Michael Grannis (Mayor Pro-Tem), Bob Satterfield (Councilman).

STAFF PRESENT:

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

1 CALL TO ORDER

- a) Frank Price called the meeting to order.
- b) David DeYoung, Planning Director, called roll.

2 ADJUSTMENT OF THE AGENDA

- a) None.

3 APPROVAL OF MINUTES

- a) May 23rd, 2016 Planning Board Minutes.

Motion: Bob Ahlert
Second: Sarah Brooks
Vote: Unanimous

4 REPORTS AND COMMENTS

- a) None.

5 OLD BUSINESS

- a) None.

6 NEW BUSINESS

- a) Dairy Road Church 2016-96-SP - Major Site Plan
NC Pin: 165811-67-4218 / Tag ID: 05H03197G
The site is located at the southern corner of Barber Mill Road and Dairy Road.

The applicant is requesting Major Site Plan approval for a new church to be located on a vacant parcel of land.

The use of a church requires a Conditional Use Permit from the Board of Adjustment in order to be permitted in the subject property's zoning district (R-10). The Town's Board of Adjustment approved the applicant for a Conditional Use Permit (2016-95-CUP, approved with conditions) during their June 15, 2016 meeting.

Jay McLeod, Town Planner, presented Dairy Road Church to the Planning Board. Mr. McLeod stated the applicant is requesting Major Site Plan approval for a 7,500 square foot church, along with a potential playground, to be developed on 1.74 acres of vacant land. There will be six classrooms within the church, and the sanctuary will be 2,940 square feet in size.

Mr. McLeod stated the proposed use is consistent with the Future Land Use of the Comprehensive Plan 2040. Churches are a complimentary and supportive use to the residential in the area.

The proposed development meets the requirements in the Unified Development Code (UDC).

Mr. McLeod noted a Class C landscape buffer is required at the eastern and southern borders, along property lines abutting residential. A Class A landscape buffer is required along Barber Mill Road. Additionally, all parking areas are required to be screened with shrubs from the public rights-of-way.

As the site plan is currently drawn, there are some parking areas that encroach into the required landscape buffers. This is not permitted and, as part of the Conditions of Approval placed on the Conditional Use Permit for the site, shall be corrected prior to final approval.

The parking layout of the site consists of two hammerhead parking areas. Hammerhead parking is not preferred by staff due to concerns regarding traffic flow. As part of the approval of the Conditional Use Permit, the Board of Adjustment approved a Condition of Approval that a striped turn-around space shall be provided at the end of each hammerhead for safety purposes. This shall be corrected on the site plan prior to final approval.

Sidewalks will be provided along Barber Mill Road and Dairy Road. Access from these sidewalks will be provided via sidewalk connections inside of the site. As part of the Conditions of Approval placed upon the Conditional Use Permit by the Board of Adjustment, the applicant shall provide a sidewalk connection from Barber Mill Road to connect through the southern portion of the site to the sidewalk adjacent to the playground area.

Mr. McLeod stated the materials proposed for the structure by the applicant consist of brick siding. The neighboring property, a medical office located directly north, also consists of brick, and has a covered entrance feature. As

the church was originally submitted, the applicant was proposing metal siding to be used for the structure.

Mr. McLeod noted since this did not meet the architectural character of the neighboring properties, the Board of Adjustment placed a condition upon the Conditional Use Permit stating that metal siding shall not be used for the walls, and final elevations shall meet the approval of Planning Board for quality materials and architectural design.

Mr. McLeod stated that staff recommends additional architectural features are necessary to break up the monotony of the proposed elevations. Staff would like to see the proposed building architecturally compatible with surrounding offices and buildings.

Staff recommended approval with conditions of the proposed Major Site Plan.

David DeYoung, Planning Director, stated the Major Site Plan can be approved tonight and the architectural elevations can be tabled until they are adequate to receive Planning Board approval.

Frank Price called on the applicant.

Curk Lane, True Line Surveying, came forth to represent the applicant.

Mr. Lane stated the applicant is in a due diligence period of purchasing the property. The applicant is content with two separate approvals. One approval of Major Site Plan and future approval of the architectural elevations. The purchase of the proposed site is contingent on Major Site Plan approval.

Michael Grannis, Mayor Pro-Tem, asked for clarification on who would approve the architectural elevations.

Mr. McLeod stated the Planning Board will approve the architectural elevations.

Curk Lane clarified the applicant would like Major Site Plan approval tonight and come back in the future for architectural elevation approval.

Mr. Price stated the Planning Board will vote on the Major Site Plan and table the architectural elevation for future approval.

The following Conditions of Approval were placed on the associated Conditional Use Permit (2016-95-CUP) and shall be applied to this site plan:

1. If approved by the Planning Board, three copies of the final site plan meeting the Conditions of Approval shall be submitted to the Planning Department for final approval.
2. The conditions of approval for both the Conditional Use Permit and the Major Site Plan (if applicable) shall be recorded on the cover sheet of the final

site plan.

3. Development fees shall be paid prior to building permit issuance.
4. The site plan shall conform to the standards for non-residential development in a Residential-10 zoning district.
5. The elevations of the building shall be designed to meet or exceed the design standards of the surrounding buildings, including dormers to break up the roof line, architectural treatments along the façade, and upgraded materials
6. Metal siding shall not be used for the walls. Final elevations shall meet the approval of Planning Board for quality materials and architectural design.
7. Sidewalk(s) shall be provided along at least one side of the entrance drive, to provide direct access to the entrance to the building.
8. A sidewalk connection shall be made through the southern portion of the site, connecting the sidewalk along Barber Mill Road to the sidewalk along the western portion of the playground area.
9. The sidewalk connections from the exterior sidewalk along Barber Mill Road and Dairy Road shall connect to the site through a landscape island, rather than through a parking space.
10. All landscape islands shall meet the required minimum areas as specified in the UDC.
11. Any required stormwater management features shall be shown on the site and landscaping plans, and a detail drawing shall be provided on the plans.
12. Parking areas shall not encroach into the required landscape buffers.
13. Wheelstops shall be provided in appropriate locations, where parking areas abut 5' wide sidewalk.
14. Hammerhead turnouts in the parking area shall be widened to match the aisle width.
15. The end of each hammerhead area shall have a striped (no parking) turn-around space. The applicant shall explore the realignment of the parking lot along Barber Mill Road.
16. Parking spaces shall not be larger than 10' x 20' without approval of the Planning Department.
17. All signs shall require a separate sign permit to be approved by the Planning Department.

Conditions of Approval added by Planning Board:

18. The applicant shall explore the realignment of the parking lot along Barber Mill Road such that it runs parallel.
19. Site plan approval is contingent upon final Planning Board approval of architectural elevations, which is not part of the June 27th approval.

ACTION: Motion to approve Major Site Plan (2016-96-SP) with modified conditions. Subject to future approval of architectural elevations.

Motion: George "Bucky" Coats
Second: Bob Ahlert
Vote: Unanimous

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

NC PIN:166913-03-6023 / Tag ID: 05015016

The project site is located at 115 First Street, behind Four Oaks Bank and near the corner of First Street and Fayetteville Street.

The applicant is requesting a Special Use Permit to operate a tavern in an existing structure.

Jay McLeod, Town Planner, presented First Street Tavern to the Planning Board.

Mr. McLeod stated the applicant is requesting a Special Use Permit to operate a tavern in an existing building located within the B-1 zoning district. As it currently exists, the structure is utilized for office use and retail use. If approved, the office use will remain but will only operate in 617 square feet of the second story and the retail use will operate roughly 700 square feet of the structure. The tavern is proposed to be located on the first story, and will have approximately 32 seats.

Mr. McLeod stated the tavern will utilize 9 gravel parking spaces within the railroad right-of-way. General downtown parking shall also be utilized, and there is a parking agreement for the tavern to utilize the handicap parking space located at Four Oak Banks. The main entrance to the building will be on First Street. Handicap access will be in the back via an existing handicap ramp.

This existing historical structure is within the Downtown Overlay District, and is subject to somewhat relaxed parking requirements due to the existing development pattern and the pedestrian-oriented nature of the downtown.

Mr. McLeod noted buffering is not needed based on surrounding zoning. The applicant meets the 20% interior landscape requirements, and will not be making any changes to the site's landscaping.

The proposed development is consistent with the Comprehensive Plan Future Land Use Map and meets the requirements of the Unified Development Code (UDC).

Mr. McLeod stated the applicant has an associated Minor Site Plan (2016-87-SPM) running concurrent with the Special Use Permit request.

Staff recommended approval with conditions.

Frank Price asked if the building was up to current code.

Mr. McLeod stated the applicant has been working on the process.

Curk Lane with True Line Surveying, 205 W. Main Street, represented the applicant.

No questions for Mr. Lane.

David Schearer, the applicant, of 115 First Street came forth to answer any additional questions.

Michael Grannis asked if the Health Department would require the tavern to have more than one restroom.

Mr. Schearer stated the Health Department is only requiring one restroom.

No further questions for the applicant.

Staff recommend approval of the Special Use Permit with the following conditions:

1. 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 Section 155.707 of the Unified Development Code.
2. Following Board approvals, three copies of the Final Site Plan, Landscape Plan and Architectural Elevations meeting the requirements of the Conditions of Approval and displaying the Conditions of Approval shall be submitted to Planning Department for final approval.
3. All roof mounted and ground mechanical equipment must be completely screened from view, including but not limited to HVAC, electric, and grease traps.
4. Utility, development, and/or wastewater fees shall be paid to the Town prior to issuance of any Zoning Compliance Permit.
5. Any expansion of the cocktail lounge use beyond the approved 32 seats or expansion of outdoor seating areas shall require review as appropriate per §155.711(K) "Modifications to approved Special Use Permits" and/or §155.707 "Site Plan Review".
6. The monument sign on site shall be brought into compliance with the UDC by the installation of a landscaped bed around its base.
7. A final landscape/site inspection shall be performed by the Planning Department prior to the issuance of a Certificate of Occupancy.

Condition of approval added by Planning Board:

8. The applicant and site shall comply with the requirements of the Johnston County Health Department.

ACTION: Motion to recommend approval of the Special Use Permit (2016-88-SUP) with modified conditions to Council.

Motion: Sarah Brooks
Second: Ronald Johnson
Vote: Unanimous

7 INFORMAL DISCUSSION AND PUBLIC COMMENT

- a)
No public was present at this meeting.

8 ADJOURN

- a)
Motion to adjourn.

Motion: James Lipscomb
Second: Frank Price
Vote: Unanimous

Frank Price
Chair

ATTEST:

Laura Gray
Clerk to the Board