



**The Town Of Clayton
Clayton Planning Board Agenda
Monday, April 25, 2016 @ 6:00 PM
Town Council Chambers**

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

3. APPROVAL OF MINUTES

- a. [March 28, 2016 Planning Board Minutes](#)

4. REPORTS AND COMMENTS

5. OLD BUSINESS

6. NEW BUSINESS

- a. 2016-27-SP Stephenson Mixed Use Building - Major Site Plan
The applicant is requesting permission to develop a 3-story mixed use building in downtown on Main Street, with offices on the first floor and three apartments on top. The property is in the downtown business district (B-1 zoning), and is currently vacant.
[Staff Report - 2016-27-SP - Stephenson Mixed Use Building](#)
[Staff Report Map - 2016-27-SP Stephenson Mixed Use Building](#)
[Application - 2016-27-SP Stepheson Mixed Use Building](#)
[Neighborhood Meeting - 2016-27-SP Stephenson Mixed Use Building](#)
[Site Plan - 2016-27-SP Stephenson Mixed Use Building](#)
- b. 2016-52-SP New Hope Baptist Church - Major Site Plan
The applicant is requesting major site plan approval to operate a daycare facility in an existing church.
[Staff Report - 2016-52-SP New Hope Baptist Church](#)
[Staff Report Map - 2016-52-SP New Hope Baptist Church](#)
[Application - 2016-52-SP New Hope Baptist Church](#)
[Neighborhood Meeting - 2016-52-SP New Hope Baptist Church](#)
[Site Plan - 2016-52-SP New Hope Baptist Church](#)

7. INFORMAL DISCUSSION AND PUBLIC COMMENT

8. ADJOURN



**The Town Of Clayton
Clayton Planning Board Minutes
Monday, March 28, 2016 @ 6:00 PM
Town Council Chambers**

BOARD MEMBERS PRESENT:

Frank Price, Chair (ETJ), Sarah Brooks (TL), Marty Bizzell (ETJ), James Lipscomb (ETJ), George "Bucky" Coats (TL), Bob Ahlert (TL), Michael Grannis (Councilman), Bob Satterfield (Councilman).

STAFF PRESENT:

David DeYoung, Planning Director; Jay McLeod, Town Planner; Haley Hogg, Town Planner; Laura Gray, Clerk to Board; Paralee Smith, Development Service Coordinator.

MEMBERS ABSENT:

David Teem, Vice Chair (TL), Nathan Evans (ETJ), Jim Lee (ETJ), Ronald Johnson (TL).

1 CALL TO ORDER

- a) Frank Price, Chair, called the meeting to order.

2 ADJUSTMENT OF THE AGENDA

- a) David DeYoung requested to move Health Park at 42 West, Phase 1 to the end of the agenda.

3 APPROVAL OF FEBRUARY 22, 2016 MINUTES

- a) Approval of Minutes

ACTION: Motion for Approval

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

4 REPORTS AND COMMENTS

- a) David DeYoung introduced Paralee Smith as the new Development Services Coordinator.

5 OLD BUSINESS

- a) None

6 NEW BUSINESS

a) **2016-31-SP Gatehouse Self-Storage Facility - Major Site Plan**

The site is located off of US 70 Business Highway West, to the West of Grand Plaza and directly adjacent to Waffle House.

NC PIN/ Tag # : 164900-88-7093 / 05G01199X

Jay McLeod, Town Planner, presented Gatehouse Self-Storage to the Planning Board.

The applicant is requesting Major Site Plan approval for a multi-story self storage facility. The development will be three stories tall with a total of 694 storage units.

Mr. McLeod noted the subject property is zoned B-3, and the use of self-storage facility requires a Condition Use Permit in B-3 zoning districts. The Conditional Use Permit for this project was heard and approved at the Board of Adjustment meeting on March 16th, 2016.

Mr. McLeod stated the development is consistent with the 2040 Comprehensive Plan and meets the requirements in the Unified Development Code (UDC).

The site is in the Thorough Fare Overlay district and will need additional landscaping along US 70 Business Highway West. The applicant will be providing landscaping throughout the site in order to meet the interior landscaping requirements listed in the UDC. The applicant will also be providing required street trees along US Highway 70 West and will use undisturbed woodland in order to fulfill some landscape requirements.

Mr. McLeod noted there would be no additional entry ways added. The site will be accessed through the Waffle House property. This is done through an existing cross access agreement with Grand Plaza.

The elevations of the building match on all four sides of the building, which is required by the UDC. As part of the Conditional Use Permit, the Board of Adjustment granted approval with the condition that off-site visibility of loading areas and/or storage bay doors shall be completely screened from public rights-of-way except for one column of windows on each side of one corner tower of the building. All other windows shall not allow visibility of interior bay doors and loading areas.

Mr. McLeod stated the applicant addressed the Major Site Plan Approval Criteria outlined in UDC Section 155.707 and staff recommends approval with conditions.

Marty Bizzell asked if a cross access agreement was in place with Grand Plaza.

Mr. McLeod replied yes.

No further questions for staff.

Robert Stephenson, 5540 Yates Mill Pond Rd, Raleigh NC 27606, came forth to answer any questions from the Planning Board.

Frank Price asked if the storage units would be climate controlled.

Mr. Stephenson replied all units will be climate controlled.

Michael Grannis asked if there would be outside storage.

Mr. Stephenson replied the facility will not offer outside storage.

Mr. Stephenson asked his engineer to come forth to answer any additional questions about the building.

Patrick Bowbeau, project engineer with Carolina Land Development Group, Inc., 1000 Nortonbridge Road, Raleigh NC 27603 came forth to answer any additional questions from the Planning Board.

Mr. Grannis asked if the back of property line to building would be asphalt and if there be enough room for large trucks to turn around.

Patrick replied the asphalt would be approximately sixty feet and a 35' truck would be the largest size that would be able to do a U-turn.

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

If approved, staff recommends the following conditions be applied to the approval of the Major Site Plan:

1. This development is also subject to the Conditions of Approval from the approved Conditional Use Permit (2016-32-CUP).
2. Following board approvals, three copies of the plans, meeting the Conditions of Approval, shall be submitted to the Planning Department for final approval. These plans must meet the Conditions of Approval approved as part of the associated conditional use permit (2016-32-CUP).
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. All roof mounted and ground mechanical equipment shall be completely screened from view.
6. A Zoning Compliance Permit shall be required prior to issuance of any building permits.
7. Utility construction plans shall be approved by the Public Works Department prior to issuance of building permits.
8. All signage shall require a sign permit from the Planning Department, and shall meet standards of the UDC.
9. 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.
10. A decorative fence shall be provided, in place of the proposed black vinyl coated chain link fence, along the eastern property line adjacent to the Waffle House and Grand Plaza shopping center.

ACTION: Motion for Approval with Conditions.

Motion: Bob Ahlert
Second: Sarah Brooks
Vote: Unanimous

b) 2016-38-SUP 222 E. Main Lounge - Special Use Permit

The project is located at 222 and 224 East Main Street.

NC PIN/Tag # : 166913-12-0660 / 05015075

James Lipscomb recused himself.

David DeYoung, Planning Director, presented 222 E. Main Lounge to the Planning Board. The applicant is requesting Special Use Permit approval for a 49 seat, 1,584 square foot upscale cocktail lounge. The project will be in the existing historic downtown building on Main Street in the heart of the central business district. Along with a full interior renovation, the applicant is planning on a façade upgrade and outdoor patio installed in the rear.

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

The site is zoned B-1, which allows 100% impervious surface. Landscape buffering is not needed based on surrounding zoning.

The neighborhood meeting was held March 10, 2016.

The main entrance to the building will be on Main Street. There is no parking lot or driveway associated with this project, common downtown parking areas will be utilized. The building will meet handicapped accessibility requirements and a bicycle rack is required for bicycle parking.

Mr. DeYoung stated there are no major exterior renovations proposed, except for the patio in the rear. The applicant is proposing to restore some of the historical architectural features and do a façade improvement. The proposed changes will be compatible with surrounding land uses.

Mr. DeYoung stated staff recommends approval with conditions.

No questions for staff.

Frank Price called on the applicant.

James Lipscomb, 328 E. Main Street, Clayton NC 27520, came forth and gave a brief history of the building and a brief future vision of the building.

No questions for the applicant.

Mike Stojic, 222 E. Main Street, Clayton NC 27520, is one of the investors of 222 E. Main Lounge. Mr. Stojic, and his business partner Maleah Christie, plan to position the establishment as a craft cocktail lounge. The investors are proposing a Victorian era atmosphere for the lounge.

Mr. Stojic stated the location will not serve food but will allow outside food and would like to work with food trucks. The investors will work with ABC to be classified as a Private Club and there will be no membership fee.

George Coats asked would the food trucks operate from the front or the back of the site.

Mr. Stojic said they are still developing the idea but the food trucks would probably be in the rear parking lot.

Mr. DeYoung clarified food trucks can not be with a certain linear distance of restaurants. Mr. DeYoung stated the Planning Department and applicant will work together to follow the Town Ordinance.

No further questions for Mr. Stojic.

Maleah Christie, 222 E. Main Street, Clayton NC 27520, came forth and expressed her excitement for bringing out the history of Clayton within the

lounge.

No questions for Ms. Christie.

Frank Price asked if anyone from the public would like to speak.

Jessey Corbitt, 1020 Ridge Drive, Clayton NC 27520, came forth and expressed concern about the proposed site. Mr. Corbit is concerned with the safety and cleanliness of the streets and alley ways.

Mr. Lipscomb reiterated the investors are taking pride in this site and plan to build a responsible and sophisticated atmosphere.

No further comments from the public.

Staff is recommending 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 mechanic equipment must be completely screened from view.
4. Utility fees shall be paid to the Town prior to issuance of any building permits.
5. A final landscape/site inspection shall be performed by the Planning Department prior to the issuance of a Certificate of Occupancy.

ACTION: Motion for Recommendation with Conditions.

Motion: Sarah Brooks

Second: Bob Ahlert

Vote: Unanimous

- c) 2016-36-SP Health Park at 42 West Phase I - Major Site Plan

The site is located off of NC 42 Highway West, across from Johnston Health.

NC PIN/ Tag # : 164800-84-3422 / 05G03004R

James Lipscomb returned.

David DeYoung, Planning Director, presented Health Park at 42 West Phase I to the Planning Board. The applicant is requesting Major Site Plan approval for five multi-tenant medical office buildings located off of NC 42 Highway West. The subject parcel is zoned PD-MU and is part of the Health Park at 42 West Planned Development. The site is currently farm land.

In 2007, the subject property was rezoned to PD-MU. Following that approval, a Master Plan for this development (PD-MU 2010-20A) was approved on October 3, 2011. In addition to this approval, an associated Major Site Plan was also submitted and was approved by Planning Board for Major Site Plan approval in 2011 (SP 2011-76).

In 2012, the applicant modified the original Master Plan in order to add an additional 10,000 square foot medical office building. This modification to the original Master Plan (PD-MU 2012-53) was approved by Town Council on August 6, 2012. In addition to this modification, the applicant also submitted for a new application for Major Site Plan approval of the development due to the addition of a new building. This application (SP 2012-52) was approved by Planning Board. These approvals superseded the previous Master Plan approval (PD-MU 2012-53) and Site Plan approval (SP 2011-76).

Although the applicant did receive site plan approval for this development in 2012, the approval has since expired because no building permits were pulled within two years from the original date of approval. Per UDC, this is a requirement in order for site plan approval to remain valid (155.707(G)). As a result, the applicant has re-submitted the subject application in order to obtain new site plan approval for the development.

Mr. DeYoung stated staff recommends approval with conditions.

Marty Bizzell asked if there were any changes to the site plan, elevations or waste water allocation.

Mr. DeYoung stated the applicant is using the same site plan and no changes have been made. The applicant did conduct an updated trip generation for the old Traffic Impact Analysis (TIA).

No further questions for staff.

Frank Price called on the applicant.

Jay Johnson, 1436 Ridge Road, Raleigh NC 27607, came forth to answer any questions from Planning Board.

Mr. Johnson noted they are in the processes of finalizing their first lease and hope to start construction within a few months.

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

ACTION: Motion for Approval with Conditions.

Motion: George "Bucky" Coats
Second: Marty Bizzell
Vote: Unanimous

7 INFORMAL DISCUSSION AND PUBLIC COMMENT

- a) Mr. DeYoung noted today was the ground breaking for Novo Nordisk (2015-82-SP).

8 ADJOURN

- a) Motion to Adjourn
- Motion: George "Bucky" Coats
Second: Marty Bizzell
Vote: Unanimous

9

Frank Price, Chair

ATTEST:

Laura Gray
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
April 25, 2016*

STAFF REPORT

Application Number: 2016-27-SP

Project Name: Stephenson Mixed Use Building, Major Site Plan

NC PIN / Tag #: 166917-21-0379 / 05011043
Location: Western corner of Smith Street and East Main Street
Town Limits/ETJ: Town Limits
Overlay: Downtown Overlay District
Applicant: Adams and Hodge Engineering
Owner: Gene Stephenson and Anna Stephenson
Developer:

Public Noticing:

- Neighborhood meeting April 14, 2016
- Sign posted March 18, 2016

REQUEST: The applicant is requesting permission to develop a 3-story mixed use building in downtown on Main Street, with office on the first floor and three apartments on top.



SITE DATA:

Acreage: 0.19 acres
Present Zoning: Central Business (B-1)
Proposed Zoning: same
Existing Use: Vacant

ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Central Business (B-1)	Office
South	Central Business (B-1)	Office
East	Central Business (B-1) and Office Residential (O-I)	Office, Residential
West	Central Business (B-1)	Commercial

DEVELOPMENT DATA:

Proposed Uses: 3-story mixed use building, with office on the first floor and three apartments above
Buildings: One building, ±7,700 SF of floor space on 2,535 SF footprint
Number of Stories: Three stories
Impervious Surface: 7,662 SF (±93%)
Required Parking: 15 spaces (2 spaces per apartment, and 1 space per 300 SF office) + one bicycle rack
Proposed Parking: 18 spaces (including adjacent on-street parking) + one bicycle rack.
Access/Streets: A driveway will be placed on Smith Street.
Water/Sewer Provider: Town of Clayton
Electric Provider: Town of Clayton
Fire Protection: Town of Clayton Fire Department

STAFF ANALYSIS AND COMMENTARY:**Overview**

The applicant is requesting permission to develop a 3-story mixed use building in downtown on Main Street, with office on the first floor and three apartments on top. The property is in the downtown business district (B-1 zoning), and is currently vacant.

Consistency with Adopted Plans:

- **Comprehensive Plan**

The request is consistent with the Comprehensive Plan.

- **Unified Development Code**

The proposed development is consistent with and meets the applicable requirements of the Unified Development Code (UDC). Individual lot development specifications including building placement, driveway placement, etc. will be required to meet all Town standards and be consistent with the provisions of the approved Master Plan.

Compatibility with Surrounding Land Uses

Surrounding properties are either zoned for business or office, and uses match the zoning, with the one exception of a residential property to the east, which is zoned Office-Institutional (O-I).

Landscaping and Buffering

Downtown properties zoned B-1 pose a challenge because they have no setbacks and can have 100% impervious surface post-development. However, the site does provide street tree opportunities as well as landscaping in the rear (surrounding the parking lot). The site meets or matches landscaping for similarly developed properties in the downtown business district. Per code 155.402(B)(5), in the downtown overlay district, a new use may be established even if all landscaping, screening, and buffering requirements cannot be met for the new use, provided that as much landscaping, screening, and buffering as can reasonably be provided is provided.

Access/Streets

A driveway is provided on Smith St to an internal parking lot that stubs to the property line. On-street parking and curb enhancements are also provided.

Site Design

The site maximizes use of the site, which is desirable in a downtown business district. The mixed use character is exactly what is envisioned by the Comprehensive Plan and Downtown Master Plan for both new development and redevelopment in downtown. In addition, the site makes design concessions to the upcoming Streetscape Main Street project that further the interests of both the Town and the property owner. The 12' wide sidewalks fit well with festive and inviting feel of Main Street as well as set a new standard for new Main Street development – 12'-15' wide sidewalks are being used in larger cities as a standard streetscape that allows for flexibility and street life in downtown settings.

Garbage / Recycling

Roll out containers will be utilized.

Architecture/Design

The applicant has made generous concessions in the architectural elevations of their project that will accent the existing and future downtown streetscape and architectural style. The drawings clearly depict an urban office/apartment mixed use building, which fits perfectly into what is the eastern boundary of the central business district of Main Street. It is pedestrian friendly and engages positively with the streetscape. The building is pulled forward to the front of the lot, but also provides a significant sidewalk (12' wide) that could potentially accommodate on-street seating or event space.

The main entrance into the first floor office is on the corner of the building, in a style that mimics the Pizazz building and the Purna East Yoga building – both on Church St. The brick façade also matches the rest of the primary business architecture on Main Street. The street-level windows mimic other historic downtown facades by providing knee walls and architectural interest with soldier course brick embellishments. This building pays homage to the historic architecture of downtown, while incorporating modern facilities and living spaces, as well as a vibrant street presence.

Balcony access from the residential units overlooks Main Street, and provides the “eyes-on-the-street” that contribute to safety and community feel. The rear of the residential units has a small porch area that creates outdoor living space at the top of the stairs for residents of the apartments. Staff sees this building and site as setting a high bar for new development and redevelopment along Main Street.

Waivers/Deviations/Variances from Code Requirements

None.

CONSIDERATIONS

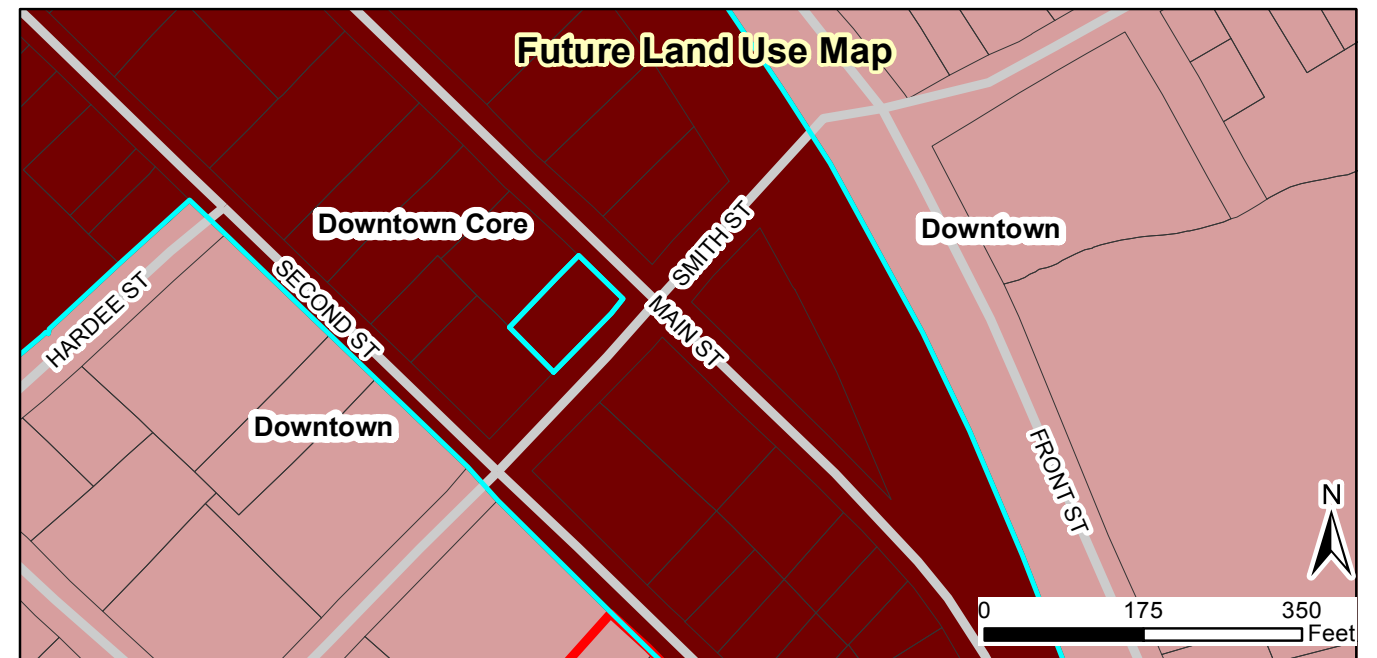
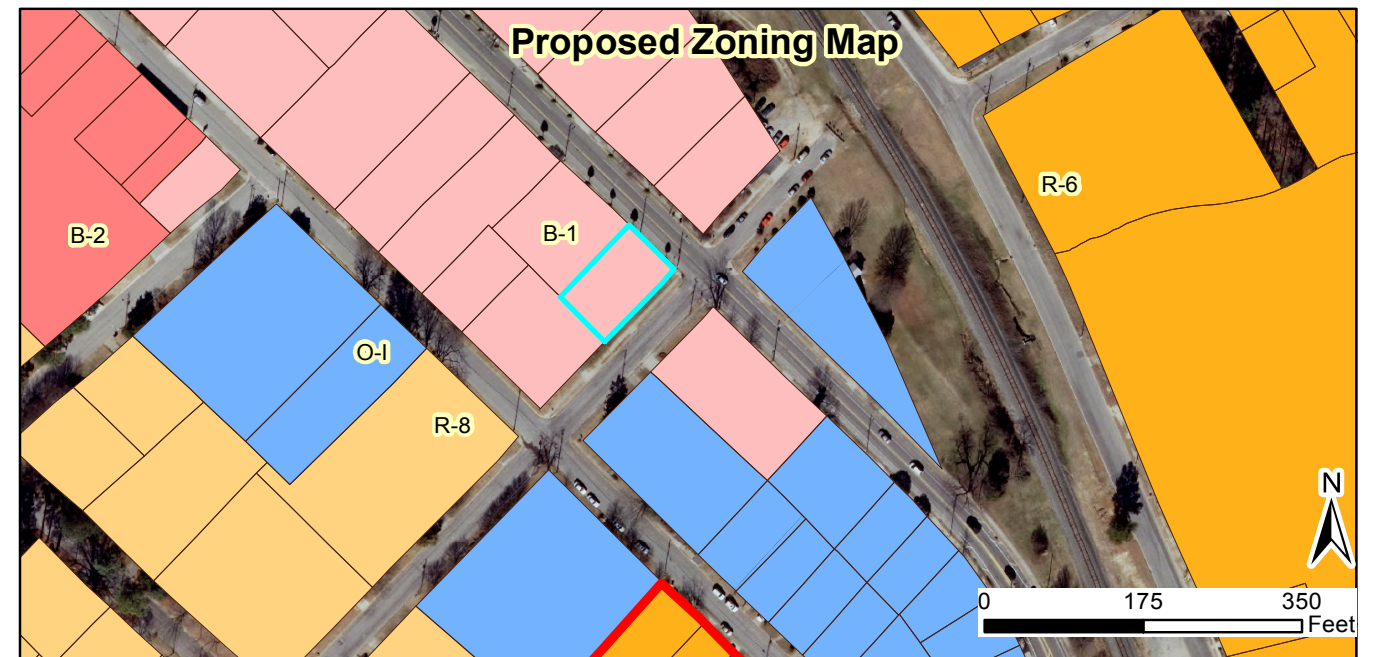
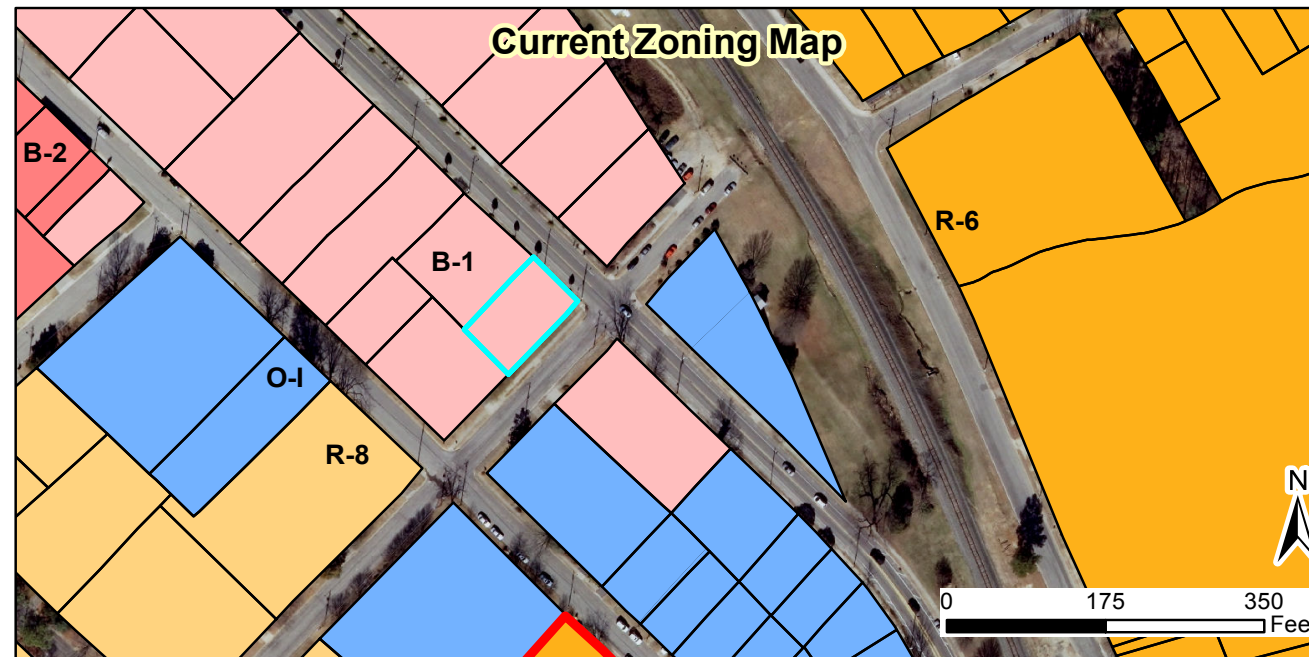
- A mixed use building with upper story residential is an approved use for this zoning district.
 - The Planning Board approves major site plans.
-

STAFF RECOMMENDATION:

Staff is recommending approval.

ATTACHMENTS:

- 1) Application
- 2) Staff report map
- 3) Neighborhood Meeting Materials
- 4) Site Plans



2016-27-SP: Stephenson Mixed Use Building, Major Site Plan

Applicant: Adams and Hodge Engineering
 Property Owners: Gene Stephenson and Anna Stephenson
 Parcel ID: 166917-21-0379
 Tag #: 05011043

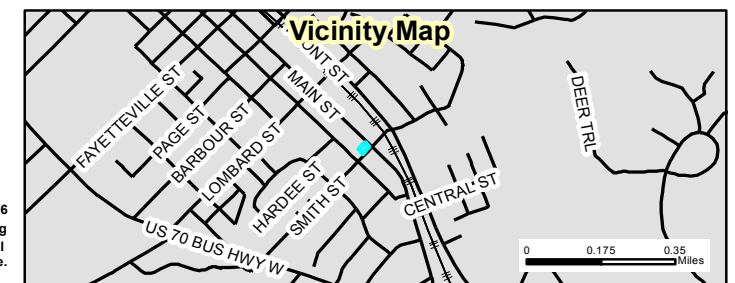


- Site
- Special Use District
- Thorough Fare Overlay
- Scenic Highway Overlay

03/22/2016

Produced by: TOC Planning
 Disclaimer: Town of Clayton assumes no legal responsibility for the information represented here.

Document Path: O:\PLANNING\SITE PLANS\Major Site Plans\2016\2016-27-SP Stephenson Mixed Use Building\Maps\StaffReportMap- Stephenson Mixed Use - Site Plan.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

MAJOR SITE PLAN APPLICATION

Pursuant to Article 7, Section 155.707 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Planning Board to approve a Major Site Plan application. Please complete all fields in this application and submit to the Planning Department with all required materials.

Application fee: \$500.00 + \$5.00 per acre. ^{0.19 AC / 1 AC} All fees are due when the application is submitted.

$500.00 + 5.00 = \$505.00$ — APPLICATION FEE

SITE INFORMATION

☒ New Major Site Plan

☐ Major Modification to an approved site plan
Project Modified: _____

Name of Project: STEPHENSON
MIXED-USE BUILDING Acreage of Property: 0.19 AC

County Tag #: 05011043 NC PIN: 166917-21-0311

Address/Location: WEST CORNER OF MAIN STREET
AND SMITH STREET

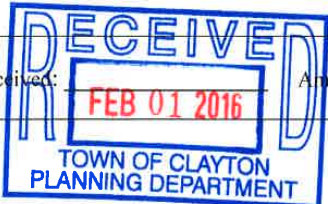
Existing Use: VACANT Proposed Use: MIXED USE BUILDING
GROUND FLOOR OFFICE / UPPER
FLOOR RESIDENTIAL

Zoning District: B-1

Is project within a Planned Development? ☒ No
☐ Yes (list): _____

Is project within an Overlay District? ☒ No
☐ Yes (list): _____

FOR OFFICE USE ONLY

Date Received:		Amount Paid: <u>\$505.00</u>	File Number: <u>2016-27-SP</u>
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PROPERTY OWNER INFORMATION

Name: GENE CARLTON STEPHENSON, JR & ANNA TOLER STEPHENSON
Mailing Address: 1950 SANDERS ROAD, WILLOW SPRINGS, NC 27592
Phone Number: 919-901-3632 Fax: _____
Email Address: sandyestephensoninsuranceagency.com

APPLICANT INFORMATION

Applicant: ADAMS & HODGE ENGINEERING, PC
Mailing Address: 335 ATHLETIC CLUB BLVD, CLAYTON, NC 27520
Phone Number: 919-763-7278 Fax: _____
Contact Person: DONNIE ADAMS / MARK WALL
Email Address: donnie@adamsandhodge.com / mark@adamsandhodge.com

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Major Site Plan 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 conference was held with Town of Clayton staff. Date: <u>← DONNIE</u>	☒	☐			
2. I have referenced the Plan Requirements Checklist and used this as a guide	☒				
3. Site Plan Review Fee (\$500 + \$5/acre)	☒				
4. Completed application	☒				
5. Owner's Consent Form	☒	☐			
6. Plan sets meeting the requirements listed in the Plan Requirements Checklist	☒	☐			
7. Adjacent property owners list	☒	☐			
8. Wastewater allocation request OR verification of wastewater allocation	☐	☒			
9. Signed and sealed traffic impact analysis (2 copies) (required for projects which generate at least 100 vehicle trips at peak hour. See §155.708 of the UDC)	☐	☒			
10. Neighborhood meeting notice letter (1 copy)* See sample letter and meeting requirements included in this packet *Not required for subdivisions that are part of an approved planned development	☒	☐			
11. Neighborhood meeting summary form (1 copy) * Included in this packet *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.				

EXPLANATION OF PROJECT

Please provide detailed information concerning all requests. Attach additional sheets if necessary.

The owner desires to construct a mixed use building consisting of ground floor office space with upper floors that would comprise (4) residential units. Both on-street and off-street parking for this site exceeds the required parking -

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 Major Site Plan. 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
Print Name

[Signature]
Signature of Applicant

02/01/2014
Date

ADJACENT PROPERTY OWNERS LIST

Project Name: STEPHENSON MIXED USE BUILDING

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
166917-21-0550	JERRY T. DALTON BETTY JO DALTON	400 LEE ROAD CLAYTON, NC 27520-0426
166917-11-9348	PHU NGUYEN DIEM TRINH NGUYEN	473 E. MAIN STREET CLAYTON, NC 27520
166917-11-8342	KEVIN S. OETLER JUDITH M. OETLER	244 DAFFODIL LANE CLAYTON, NC 27520
166917-11-9215	BOU WEEVIL, LLC	472 E. SECOND ST. CLAYTON, NC 27520
166917-21-0160	JAMES H. COBLE, SR DORIS A COBLE	502 E. SECOND ST CLAYTON, NC 27520
166917-21-1129	EMORY F. HOWARD JOSEPHINE G. HOWARD	205 HOLLY CIRCLE CLAYTON, NC 27520
166917-21-3308	RANDALL W. LITTMANN LINDA H. LITTMANN	407 STONE BROOK CLAYTON, NC 27520
166917-21-0492	PRICE KORNEGAT, LLC	400 E. MAIN ST CLAYTON, NC 27520-2529



**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: STEPHENSON MIXED-USE BUILDING Address or PIN #: 160917-21-0311

AGENT/APPLICANT INFORMATION:

DONNIE ADAMS
ADAMS & LODGE ENGINEERING, PC
(Name - type, print clearly)

335 ATHLETIC CLUB BLVD
(Address)
CLAYTON, NC 27527
(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 below):

MAJOR SITE PLAN SUBMITTAL SITE/UTILITY CONSTRUCTION DRAWINGS
SITE PLAN AMENDMENTS SEDIMENTATION & EROSION CONTROL PLAN

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:

GENE C. STEPHENSON JR 1950 SANDERS RD
(Name - type, print clearly) (Address)
Gene C. Stephenson WILLOW SPRING NC 27592
(Owner's Signature) (City, State, Zip)

STATE OF NC
COUNTY OF Johnston

Sworn and subscribed before me 29th Deborah L Wall, a Notary Public for the above State and County, this
the 29th day of Jan, 2016.

SEAL

Deborah L Wall
Notary Public
My Commission
Expires: 3-6-2020

August 26/15

Page 9 of 9



February 1, 2016

Jay McCleod
Planner
Town of Clayton
111 E. Second Street
Clayton, NC 27527

Subject: Stephenson Mixed-Use Building
 Major Site Plan Submittal

Dear Mr. McCleod,

Please find attached a Major Site Plan application package for the Stephenson Mixed-Use Building. This package contains an application fee of \$505.00 (\$500 + \$5 per acre) as well as a completed application, signed owner's consent form, list of adjacent property owners and (9) folded sets of plans..

Please feel free to give me a call with any questions that may arise – 919-763-7278.

Sincerely,

Donald C. Adams, Jr., PE





April 1, 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, April 14, 2016**

Meeting Time: **7:00 p.m.**

Meeting Location: **Stephenson Insurance Associates
505 E. Main Street
Clayton, NC 27520**

Type of Application: **Minor Site Plan**

Project/proposal property address: **Main Street, at the northwest of Smith Street and Main Street**

Description of project/proposal: **The proposed project is a 3 story, mixed-use building with on-site parking. The ground floor will be a commercial office space with (3) residential units comprising the 2nd and 3rd floors.**

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.

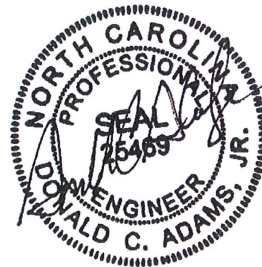
If you have any questions prior to or after this meeting, you may contact us at (919)763-7278.

You may also contact the Planning Department at 919-553-5002.

Sincerely,

Donald C. Adams, Jr., PE

Cc: Town of Clayton Planning Dept.





Adjacent Property Owners

166917-21-0550
Jerry T. Dalton
Betty Jo Dalton
400 Lee Road
Clayton, NC 27520

166917-11-9348
Phu Nguyen
Diem Trinh Nguyen
473 E. Main Street
Clayton, NC 27520

166917-11-8342
Kevin S. Oehler
Judith M. Oehler
244 Daffodil Lane
Clayton, NC 27520

166917-11-9215
Boll Weevil, LLC
472 E. Second Street
Clayton, NC 27520

166917-21-0160
James H. Coble, Sr
Doris A. Coble
502 E. Second Street
Clayton, NC 27520

166917-21-1129
Emory F. Howard
Josephine G. Howard
205 Holly Circle
Clayton, NC 27520

166917-21-3308
Randall W. Littmann
Linda H. Littmann
407 Stonebrook Drive
Clayton, NC 27520

166917-21-0492
Price Kornegay, LLC
480 E. Main Street
Clayton, NC 27520

ADJACENT PROPERTY OWNERS LIST

T.O.C. # 2016-27-SF
 Project Name: STEPHENSON MIXED USE BUILDING

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
166917-21-0550	JERRY T. DALTON BETTY JO DALTON	400 LEE ROAD CLAYTON, NC 27520-0426
166917-11-9348	PHU NGUYEN DIEM TRINH NGUYEN	473 E. MAIN STREET CLAYTON, NC 27520
166917-11-8342	KEVIN S. OENTLER JUDITH M. OENTLER	244 DAFODIL LANE CLAYTON, NC 27520
166917-11-9215	BON WEEKIL, LLC	472 E. SECOND ST. CLAYTON, NC 27520
166917-21-0160	JAMES H. COBLE, SR DORIS A COBLE	502 E. SECOND ST CLAYTON, NC 27520
166917-21-1129	EMORY F. HOWARD JOSEPHINE G. HOWARD	205 HOLLY CIRCLE CLAYTON, NC 27520
166917-21-3308	RANDALL W. LITTMANN LINDA H. LITTMANN	407 STONE BROOK CLAYTON, NC 27520
166917-21-0492	PRICE KORNEGAT, LLC	400 E. MAIN ST CLAYTON, NC 27520-2529

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: MAJOR SITE PLAN STEPHENSON MIXED-USE BLDG

Date of Mailing: APRIL 1ST 2016

T.O.C. # 2016-27-SP

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting:

Printed Name: DONNIE C. ADAMS

Signature: [Signature]

Date of Meeting: 14 APRIL 2016

Time of Meeting: 7:30 P.M.

Location of Meeting: STEPHENSON INSURANCE ASSOC. 505 E. MAIN ST.

CLAYTON, NC 27920

Meeting Summary/Minutes: provide a summary of the discussion held at the meeting, including issues raised and any resolution discussed, and any changes made to the application as a result of the meeting.

- MEETING STARTED SHORTLY AFTER 7:30 PM
- DONNIE ADAMS MADE INTRODUCTIONS
 - GAVE A BRIEF SUMMARY OF THE PROJECT AND SITE PLANNING PROCESS
 - EXPLAINED AND HIGHLIGHTED THE SITE PLAN PROCESS ITSELF
- A GENERAL DISCUSSION OF GAS LINE LOCATIONS AND OTHER UTILITIES
- MARK WALL ADDRESSED LANDSCAPING FOR THE SITE
- THE TRAFFIC "BUMP-OUTS" AT THE INTERSECTION OF SUTZ AND MAIN WERE DISCUSSED
- ~~THE~~ THE QUESTION OF BIKE LANES WAS BROUGHT UP
 - IT WAS NOTED THAT THE SITE WILL HAVE A BIKE RACK FOR THE RESIDENTS

Please write clearly (or submit a typed summary). Use additional sheets if necessary.

(CONT'D Pg #2)

NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application:

T.O.C. # 2016-27-SP
MAJOR SITE PLAN STEPHENSON MIXED-USE BLDG

Date of Mailing: _____

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting:

Printed Name: _____

Signature: _____

Date of Meeting: _____

Time of Meeting: _____

Location of Meeting: _____

Meeting Summary/Minutes: provide a summary of the discussion held at the meeting, including issues raised and any resolution discussed, and any changes made to the application as a result of the meeting.

(CONT'D FROM PG #1)

- IT WAS NOTED THAT THE NEXT STEP IN THIS PROCESS IS A PRESENTATION TO THE PLANNING BOARD
- MR LITTMAN, AN ADJACENT PROPERTY OWNER, EXPRESSED HIS INTEREST AND SUPPORT FOR THE PROJECT
- MEETING ENDED AT APPROXIMATELY 7:57 P.M.

NOTE: AN ATTENDANCE ROSTER IS ATTACHED.

Please write clearly (or submit a typed summary). Use additional sheets if necessary.

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

Project: TOC # 2016-27-SP STEPHENSON MIXED-USE BUILDING

Application: MAJOR SITE PLAN

Location/Date: STEPHENSON INSURANCE ASSOC. 04.14.2016 @ 7:30 PM
805 E. MAIN ST. CLAYTON, NC 27520

	NAME	ADDRESS
1	Victor A. Anderson	203 Stone Lane Clayton NC
2	Wayne L. Itmann	407 Stonebrook Dr, Clayton
3	Mark Hall	ADAMS AND HOGUE ENGINEERING, PC
4	DHCH	ADAMS & HOGUE ENGINEERING PC
5	Jay Johnson	2000 ELIZABETH CT CLAYTON
6	Sandy Stephens	1950 SANDERS RD WILLOW SPRING NC 27592
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

PLEASE SIGN IN!

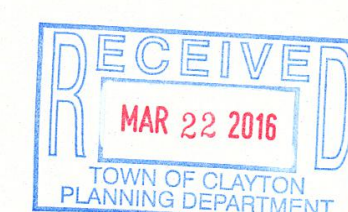
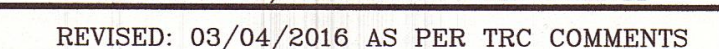
*STEPHENSON
MIXED USE BUILDING
OFFICE/RESIDENTIAL
IN
CLAYTON, NORTH CAROLINA*



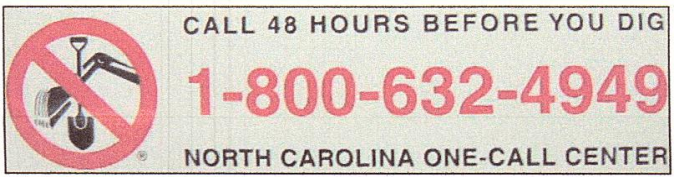
CONTACT/AGENT: DONNIE C. ADAMS
919 763-7278



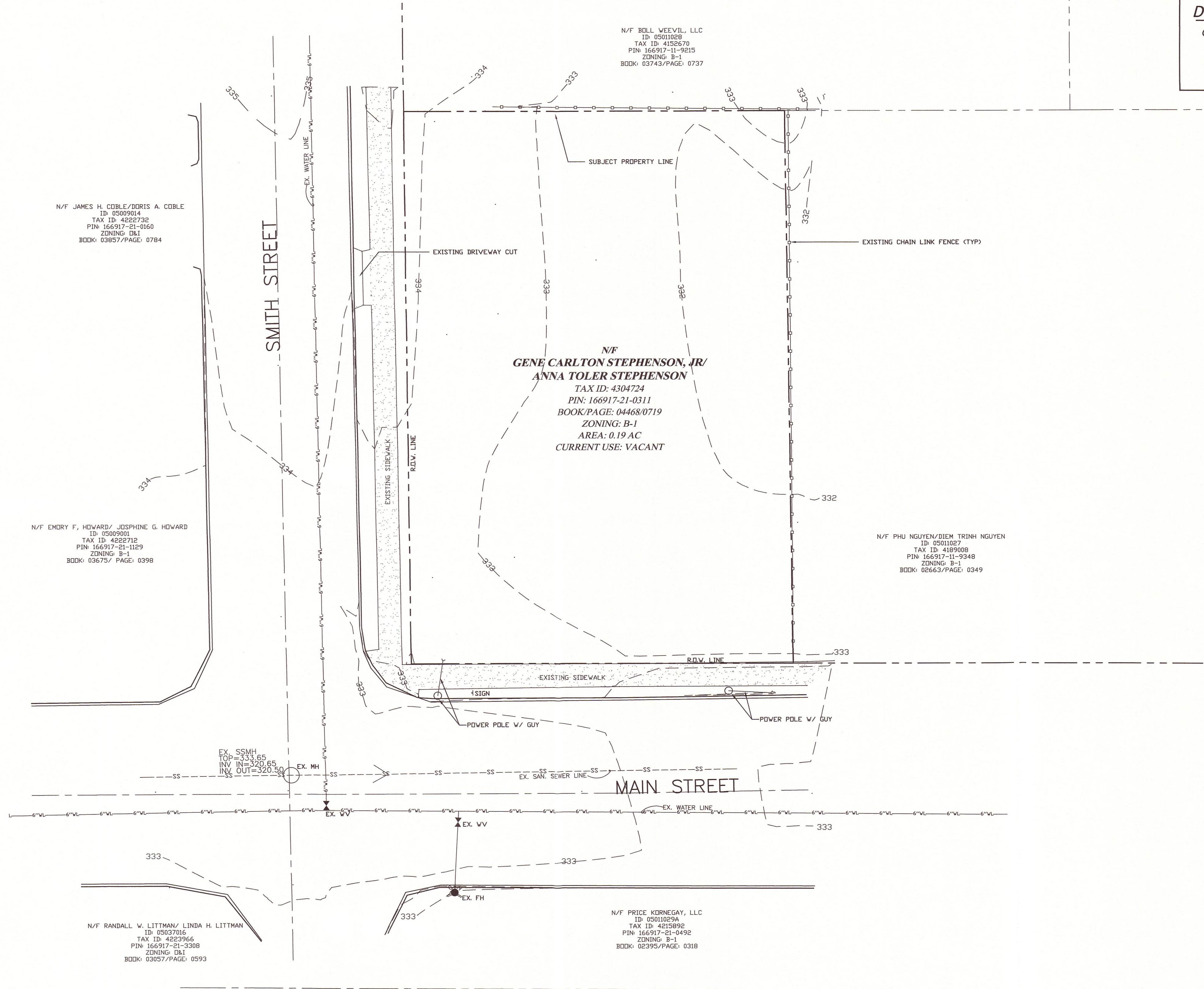
SHEET TITLE	SHEET No.
EXISTING CONDITIONS.....	EC1
SITE/UTILITY PLAN.....	SP1
LANDSCAPE PLAN.....	LS1
ARCHITECTURAL: ELEVATIONS.....	A-1
ARCHITECTURAL: GROUND FLOOR PLAN.....	A-2
ARCHITECTURAL: SECOND FLOOR PLAN.....	A-3
ARCHITECTURAL: THIRD FLOOR PLAN.....	A-4



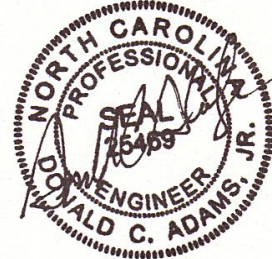
T.O.C. PROJECT: 2016-27-SP



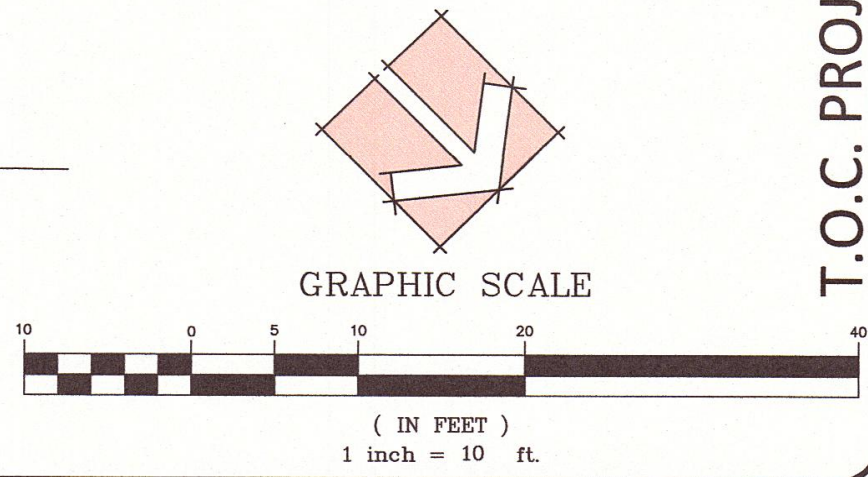
DEVELOPER/APPLICANT:
GENE CARLTON STEPHENSON, JR
1950 SANDERS ROAD
WILLOW SPRINGS, NC 27592
CONTACT/AGENT: DONNIE ADAMS
919 763-7278



NOT RELEASED FOR
CONSTRUCTION



REVISED
3:00 pm, Mar 21, 2016



T.O.C. PROJECT: 2016-27-SP

ADAMS & HODGE
ENGINEERING, PC



SANDY STEPHENSON
MIXED USE BUILDING
CLAYTON, NORTH CAROLINA

EXISTING CONDITIONS

DESIGN: DCA
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SEE GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 02/01/2016
JOB NO.: 2016-27-SP
SHEET: EC1

REVISIONS:
02/04/2016 INC COMMENTS
335 ATHLETIC CLUB BLVD
CLAYTON, NC 27527
donnie@adamsandhodge.com
919 763-7278
FIRM # C-4187

Plant List

TY.	BOTANICAL NAME	COMMON NAME	CALIPER	HEIGHT	SPREAD	ROOT	REMARKS
2	QUERCUS SHUMARDII	SHUMARD OAK	2.5"	8' MIN.	-	B & B	
1	CERCIS CANADENSIS 'FOREST PANSY'	FOREST PANSY REDBUD	2"	6'	-	B & B	
1	LOROPETALUM CHINENSE 'RUBY'	RUBY LOROPETALUM	-	30" MIN.	-	CONT	
3	ABELIA X GRANDIFLORA 'LITTLE RICHARD'	LITTLE RICHARD ABELIA	-	12' MIN.	-	CONT	
3	ILEX CRENATA 'SKY PENCIL'	SKY PENCIL HOLLY	-	4' MIN.	-	CONT	

S: SEEDED WITH TARTARUM II TALL FESCUE (NOTE: OWNER MAY SUBSTITUTE BERMUDA, CENTIPEDE OR ZOYSIA SOD AS DESIRED)

S 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 COMPLIANCE.

SCAPE CONTRACTOR IS RESPONSIBLE FOR VERIFYING PLANT QUANTITIES AND IS TO NOTIFY THE CONTRACTOR ASAP OF ANY DISCREPANCIES BETWEEN THE PLANT LIST AND THE PLAN.

SCAPE CONTRACTOR SHALL ADJUST ANY SCREEN PLANTING AS NEEDED TO MAINTAIN REQUIRED CLEARANCES AROUND TRANSFORMERS, GENERATORS AND OTHER UTILITIES RE: CLEARANCES FOR ACCESS.

SCAPE CONTRACTOR IS RESPONSIBLE FOR PROVIDING A DESIGN-BUILD IRRIGATION PLAN FOR THIS PROJECT TO THE OWNER FOR REVIEW AND ACCEPTANCE. REFER TO SHEET LS2.00 FOR DIRECTIVES.

PLANTING PROCES IS SIMILAR FOR DECIDUOUS AND EVERGREEN TREES.

IF STEM TREES, DO NOT SUPPLY TREES WITH MULTIPLE LEADERS. ONLY PROVIDE TREES WITH A SINGLE LEADER. TREES AT PLANTING EXCEPT FOR SPECIFIC STRUCTURAL CORRECTIONS AND TO PLANTING WITH BIGHT DISTANCE STANDARDS.

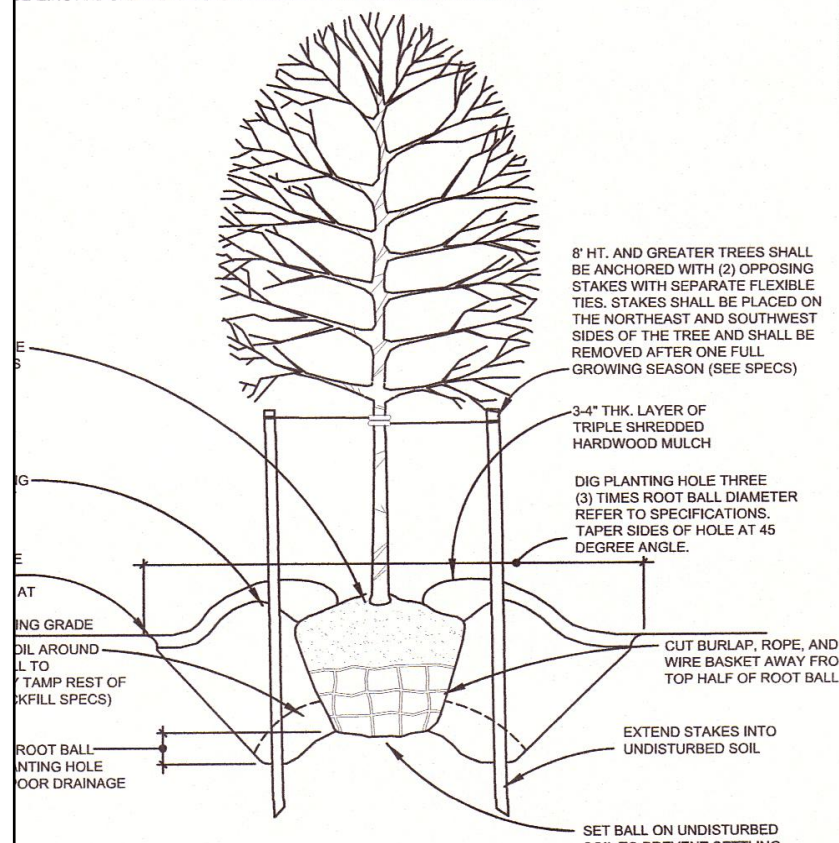
NORTH SIDE OF THE TREE AT THE NURSERY AND LOCATE TO THE NORTH IN THE FIELD.

SEVERAL TREES WILL BE PLANTED CLOSE TOGETHER SUCH THAT THEY WILL LIKELY SHARE ROOT IN SOIL. AMENDMENTS TO A DEPTH OF 4" TO 6" OVER THE ENTIRE BED AREA.

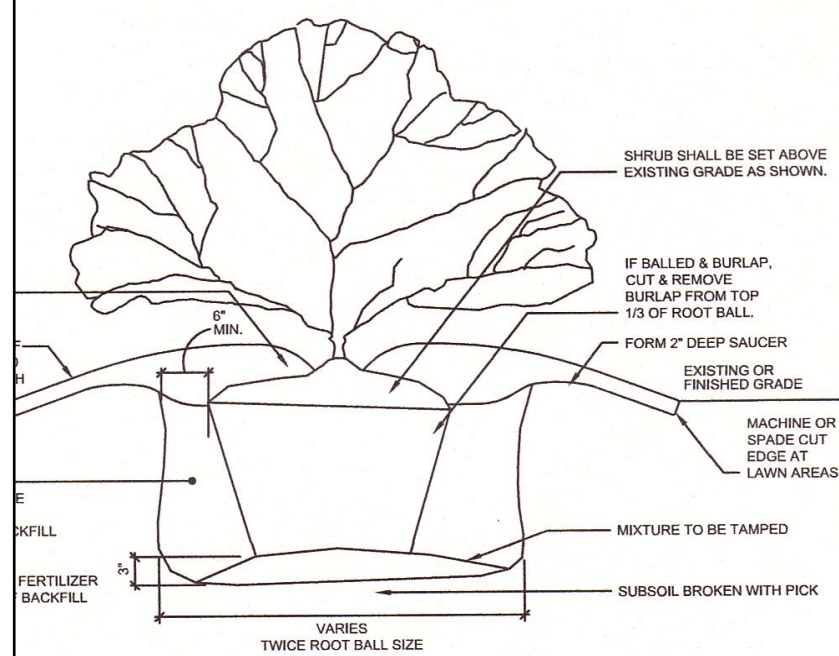
INNER-GROWN TREES, SET THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL. THEN CUT OR ANY ROOTS CIRCULATING THE PERIMETER OF THE CONTAINER.

ONLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST YEAR PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.

NO HOLES ARE DUG WITH A LARGE AUGER, BREAKING DOWN THE SIDES WITH A SHOVEL TO SLAND AND CREATE THE SLOPING SIDE PROFILE SHOWN ON THE DETAIL.

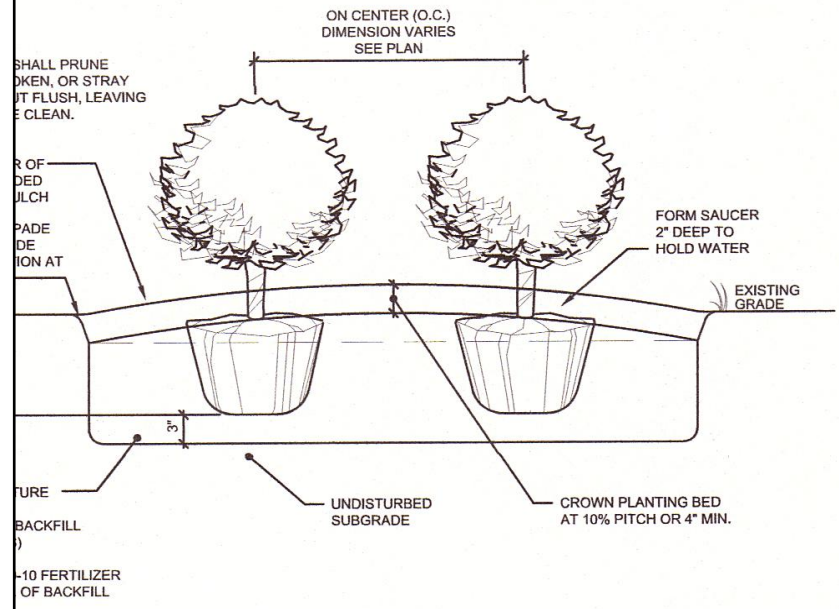


TYPICAL TREE INSTALLATION
SCALE: NTS



*FOR BOTH CONTAINER OR B&B SHRUBS

*TYPICAL SHRUB INSTALLATION
SCALE: NTS



MASSING PLANT INSTALLATION
SCALE: NTS

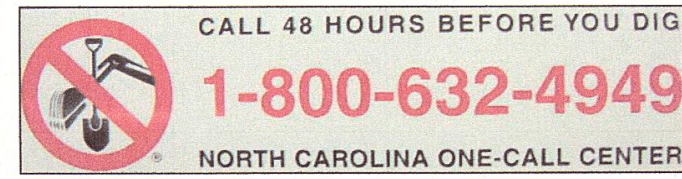
N/F JAMES H. COBLE/DORIS A. COBLE
ID: 05009014
TAX ID: 4222732
PIN: 166917-21-0160
ZONING: D-1
BOOK: 03857/PAGE: 0784

BED EDGING
SCALE: NTS

N/F EMERY F. HOWARD/ JOSPINE G. HOWARD
ID: 05009001
TAX ID: 4222712
PIN: 166917-21-1129
ZONING: B-1
BOOK: 03875/PAGE: 0398

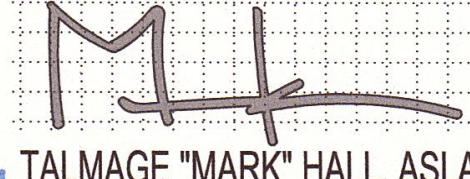
N/F RANDALL W. LITTMAN/ LINDA H. LITTMAN
ID: 05037016
TAX ID: 4223966
PIN: 166917-21-3308
ZONING: D-1
BOOK: 03057/PAGE: 0593

N/F BOLL WEEVIL, LLC
ID: 0501028
TAX ID: 4152670
PIN: 166917-11-9215
ZONING: B-1
BOOK: 03743/PAGE: 0737



DEVELOPER/APPLICANT:

GENE CARLTON STEPHENSON, JR
1950 SANDERS ROAD
WILLOW SPRINGS, NC 27592
CONTACT/AGENT: DONNIE ADAMS
919 763-7278



TALMAGE "MARK" HALL, ASLA
100 Dove Court
Clayton, NC 27520
tel 919.810.8408
email: talmagemark@gmail.com

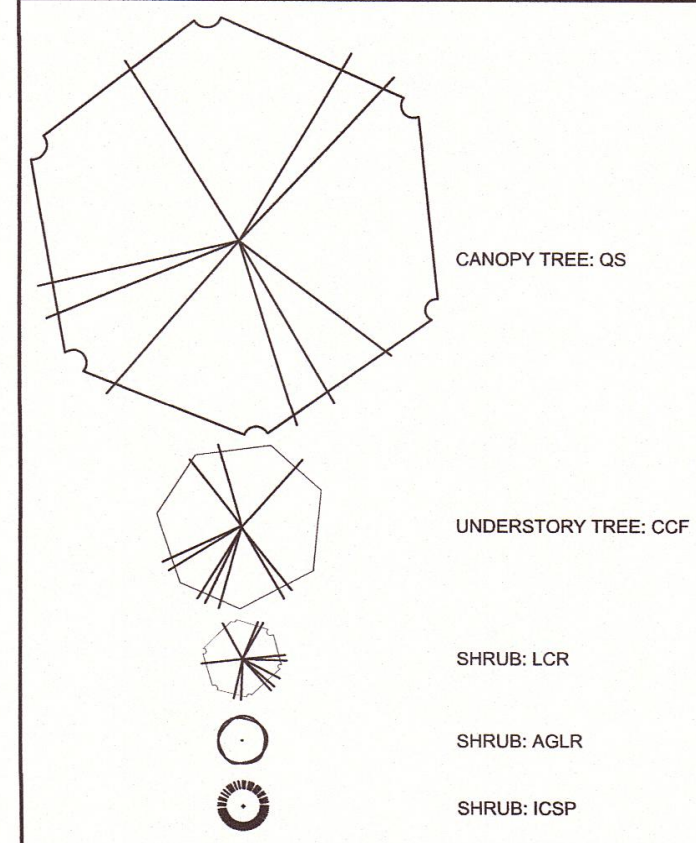
NOTE: THIS SEAL AND SIGNATURE APPLIES ONLY TO THE LANDSCAPE PLAN, LANDSCAPE DETAILS AND LANDSCAPE NOTES

Landscape Notes

GENERAL LANDSCAPE NOTES

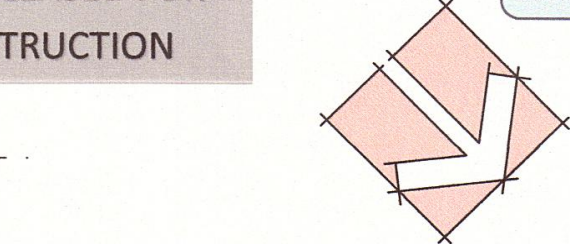
1. ALL PLANT MATERIALS AND PLANTING BEDS SHALL BE LOCATED BY SCALED DIMENSIONS FROM BUILDINGS, CURBS, PAVEMENTS, ETC. LOCATION OF ALL PLANTS SHALL BE REVIEWED IN THE FIELD BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. THE CONTRACTOR SHALL PROVIDE 48 HOURS NOTICE FOR REVIEW.
2. THE LANDSCAPE CONTRACTOR 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 SOODED 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 SHREDED HARDWOOD MULCH.
8. PLANTING BEDS AND SAUCERS SHALL BE EDGED TO PROVIDE A 2" TO 3" DEEP "Y" CUT ALONG ITS BORDER WITH SOODED OR SEEDS 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.

Plant Symbol Key



NOT RELEASED FOR
CONSTRUCTION

REVISED
3:01 pm, Mar 21, 2016



GRAPHIC SCALE

(IN FEET)

1 inch = 10 ft.

T.O.C. PROJECT: 2016-27-SP

SANDY STEPHENSON
MIXED USE BUILDING
CLAYTON, NORTH CAROLINA

LANDSCAPE PLAN

DESIGN: DCA
DRAWN: TMH
CHECKED: DCA
HORIZONTAL SCALE: SET GRAPHIC SCALE
VERTICAL SCALE: N/A
DATE: 02/01/2016
JOB NO.: AH--
SHEET: LS1

LS1



EAST ELEVATION 1/4"=1'-0"

CLEAR FINISH ALUMINUM/
GLASS STOREFRONT



NORTH ELEVATION 1/4"=1'-0"

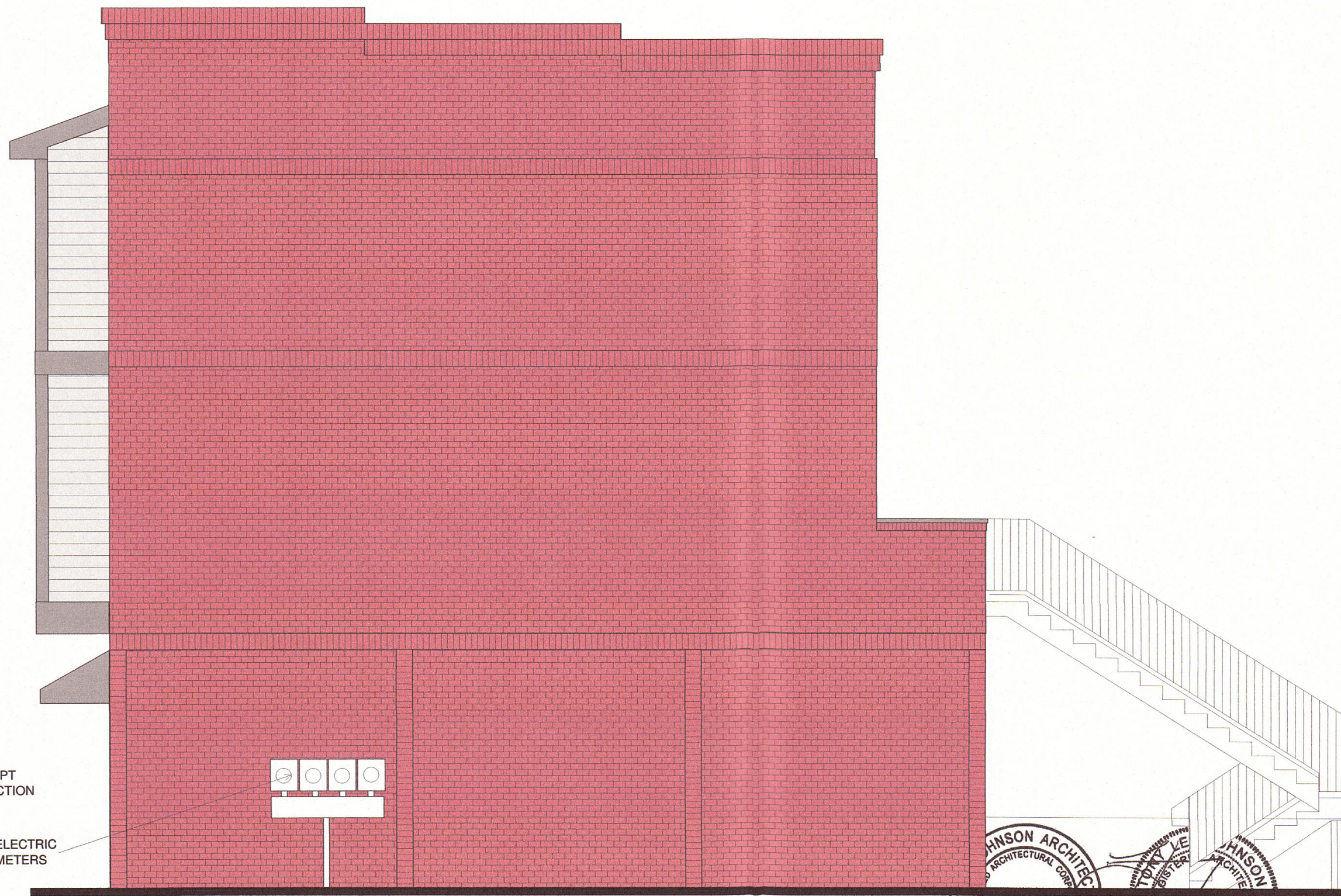
CLEAR FINISH ALUMINUM/
GLASS STOREFRONT

GREY FABRIC
CANOPY

RED BRICK



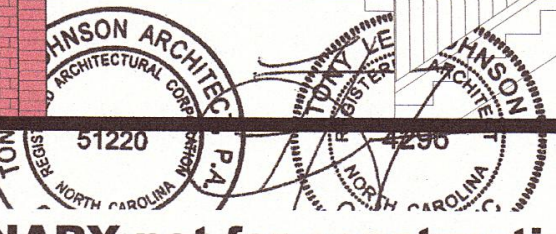
SOUTH ELEVATION 1/4"=1'-0"



WEST ELEVATION 1/4"=1'-0"

FIRE DEPT
CONNECTION

ELECTRIC
METERS



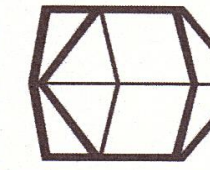
PRELIMINARY-not for construction

REVISIONS	

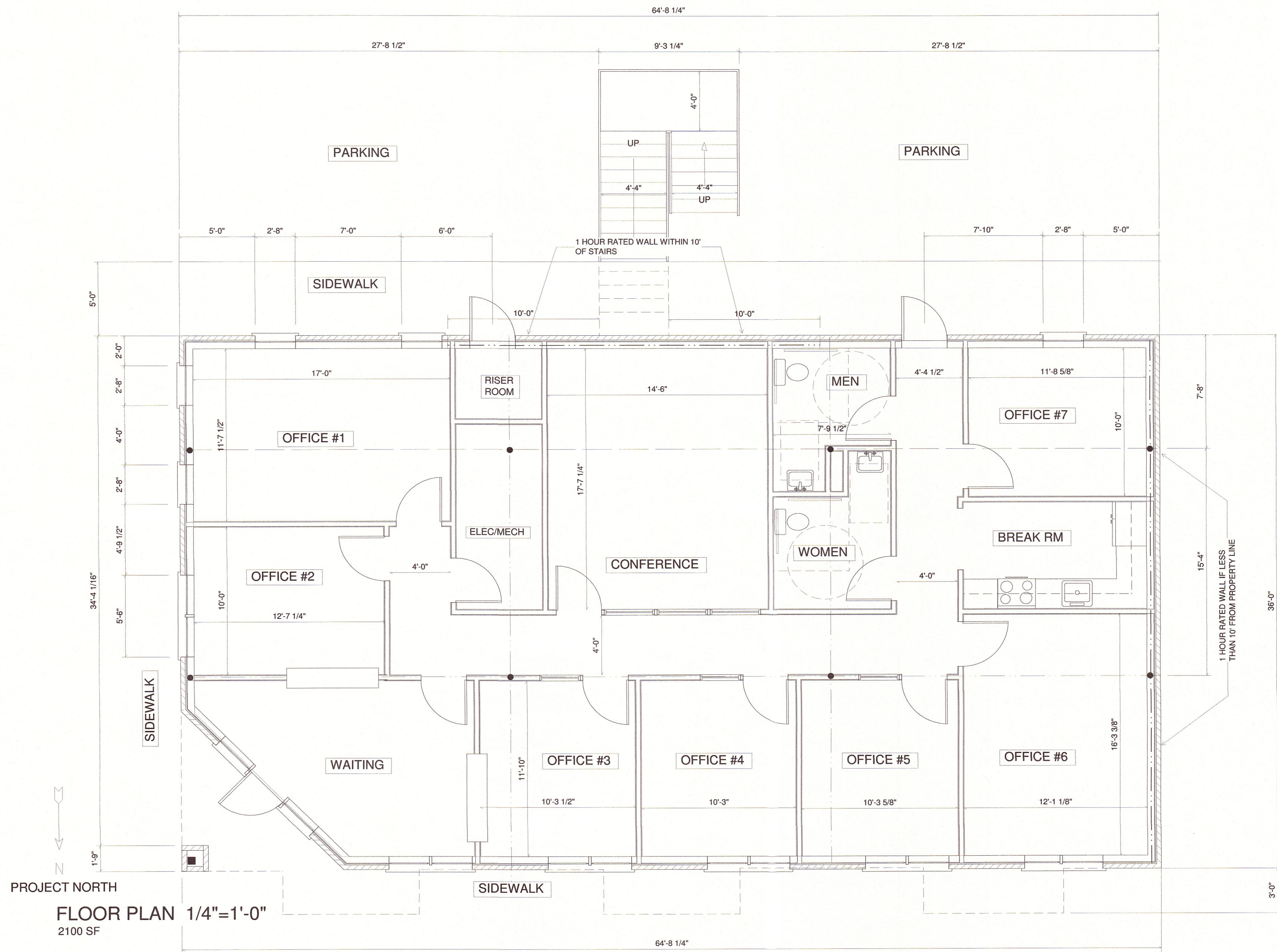
STEPHENSON BUILDING
EAST MAIN STREET
CLAYTON, NORTH CAROLINA

919-550-7717
TJARCH@AOL.COM
2008 ELIZABETH COURT
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

TONY JOHNSON
ARCHITECT



DATE	3-4-2016
SHEET	A-1



PROJECT NORTH
FLOOR PLAN 1/4"=1'-0"
2100 SF

**PRELIMINARY-not
for construction**

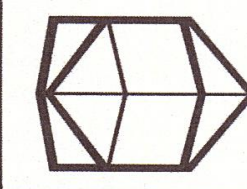
TONY L. JOHNSON ARCHITECT, P.A.
51220
CLAYTON, NC

TONY LEE JOHNSON
REGISTERED ARCHITECT
4296
CLAYTON, NC

REVISIONS	

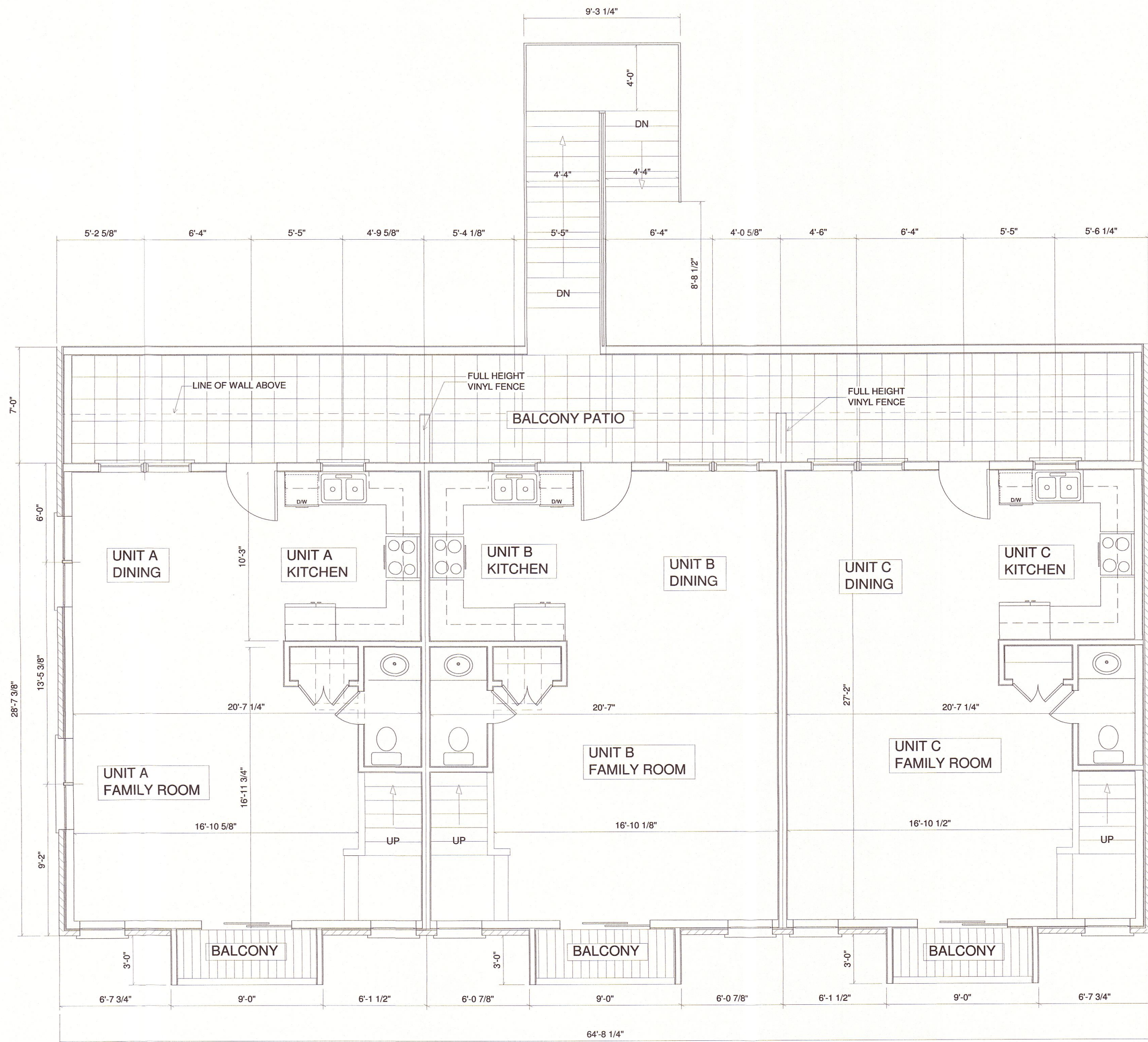
STEPHENSON BUILDING
EAST MAIN STREET
CLAYTON, NORTH CAROLINA

919-550-7717
TLJARCH@AOL.COM
2008 E. LIZBETH COURT
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

**TONY
JOHNSON**
ARCHITECT

DATE
3-4-2016

SHEET
A-2



SECOND FLOOR PLAN 1/4"=1'-0"
(RESIDENTIAL FLOOR AREA 606 SF/ UNIT)

**PRELIMINARY-not
for construction**

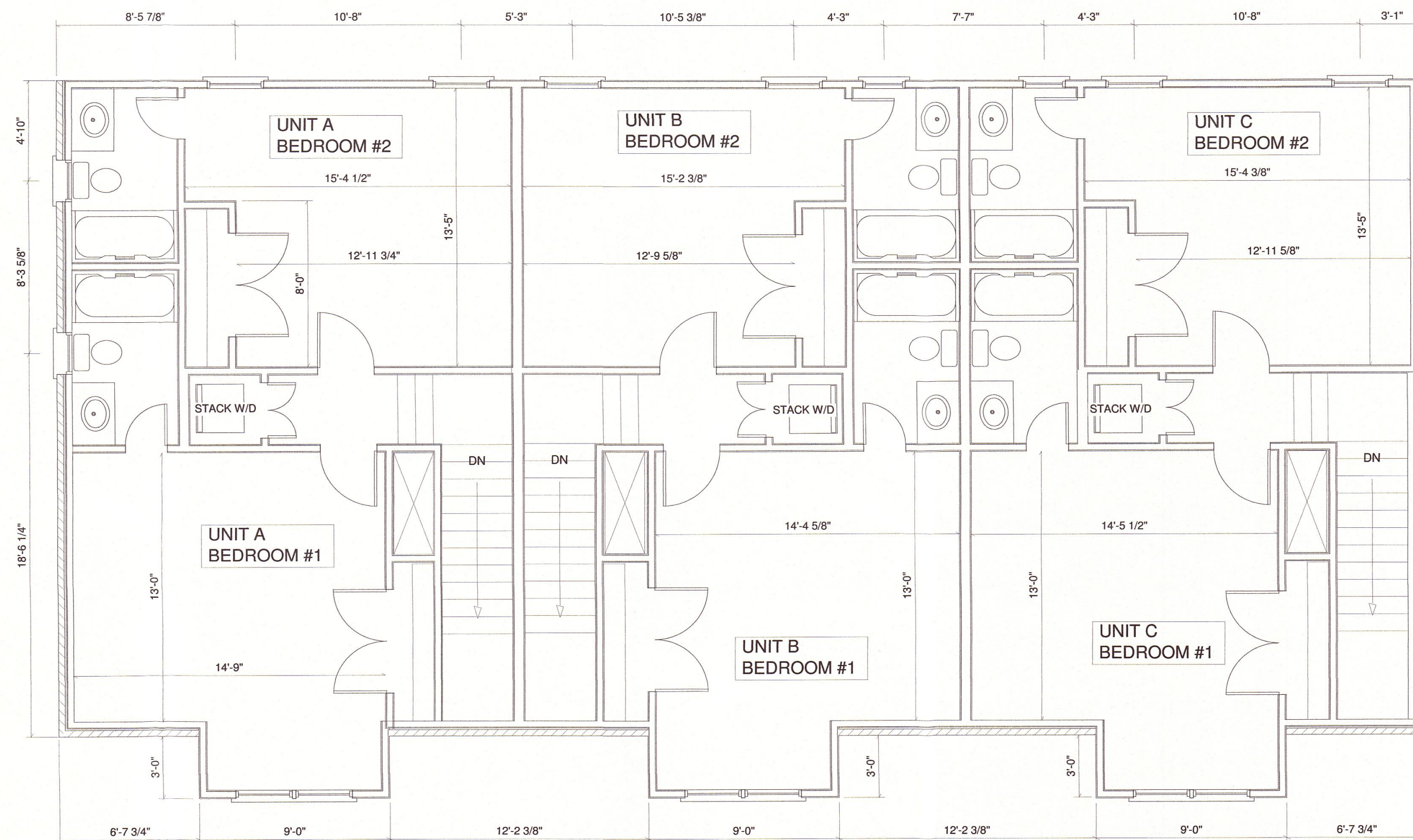
REVISIONS	

**TONY
JOHNSON**
ARCHITECT

919-550-7717
TJARCH@aol.com
2008 ELIZABETH COURT
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

STEPHENSON BUILDING
EAST MAIN STREET
CLAYTON, NORTH CAROLINA

DATE	3-4-2016
SHEET	A-3



THIRD FLOOR PLAN 1/4"=1'-0"
(RESIDENTIAL FLOOR AREA 660 SF/ UNIT)

**PRELIMINARY-not
for construction**

TONY L. JOHNSON ARCHITECT, P.A.
REGISTERED PROFESSIONAL ARCHITECT
51220
NORTH CAROLINA
CLAYTON, NC

TONY LEE JOHNSON
REGISTERED ARCHITECT
4296
NORTH CAROLINA
CLAYTON, NC

REVISIONS	

STEPHENSON BUILDING
EAST MAIN STREET
CLAYTON, NORTH CAROLINA

919-550-7717
TLJARCH@AOL.COM
2008 E. HANLEY COURT
CLAYTON, NC 27520
TONYJOHNSONARCHITECT.COM

TONY
JOHNSON
ARCHITECT

DATE
3-4-2016

SHEET
A-4



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
April 25, 2016

STAFF REPORT

Application Number: 2016-52-SP

Project Name: New Hope Baptist Church Daycare Major Site Plan

NC PIN / Tag #: 165916-94-2868 / 05030007
Town Limits/ETJ: Town Limits
Overlay: None
Applicant: True Line Surveying c/o Curk Lane
Owner: New Hope Baptist Church c/o Glenda Pearce
Location: Located off of New Hope Lane, adjacent to Stallings Street and the railroad tracks

Public Noticing:

- Neighborhood meeting April 7, 2016
- Sign posted prior to April 15, 2016

REQUEST: The applicant is requesting major site plan approval to operate a daycare as part of an existing church.

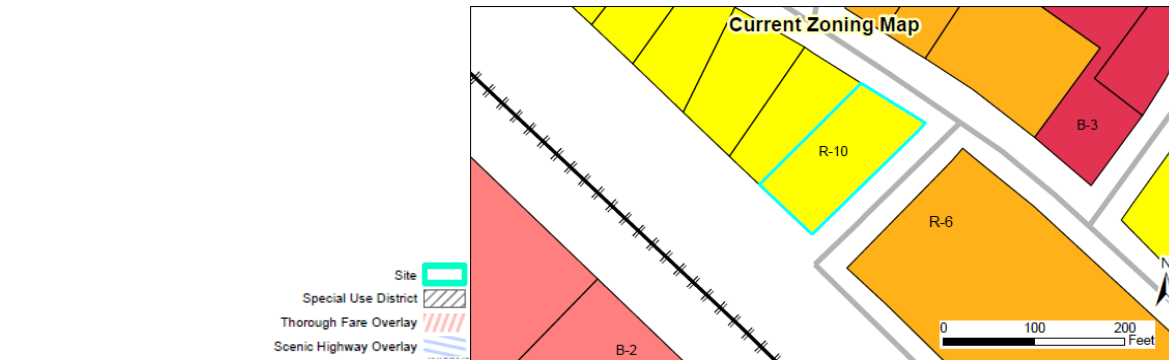
SITE DATA:

Acreage: .32 acres
Existing Use: New Hope Baptist Church



ADJACENT ZONING AND LAND USES:

Direction	Zoning	Existing Use
North	Residential-10 (R-10)	Single Family Residential
South	Residential-6 (R-6)	Cemetery
East	Residential-6 (R-6)	Single Family Residential & Vacant
West	Neighborhood Business (B-2)	Commercial, Vacant, Railroad



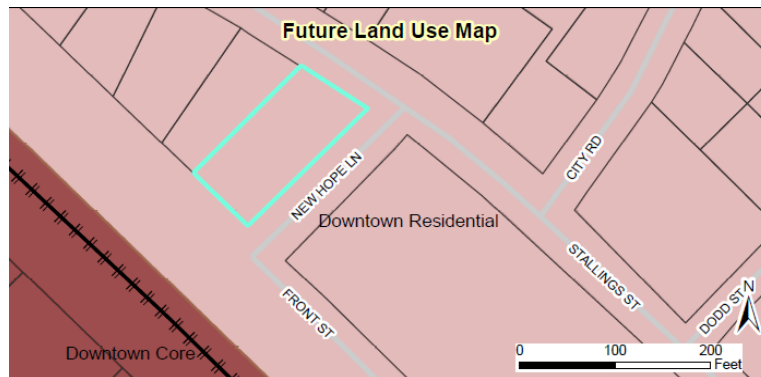
DEVELOPMENT DATA:

Proposed Uses:	Daycare facility in an existing church, serving approx. 35 children, but only 10 at a time in 4-hour blocks of time.
Buildings:	1 building (existing)
Number of Stories:	1 story
Required Parking:	For daycare: 4 spaces (1 space per 5 persons for daycare use)
Proposed Parking:	22 spaces (18 existing grass spaces and 4 existing paved spaces)
Fire Protection:	Town of Clayton
Access/Streets:	2 access points off of New Hope Lane
Water/Sewer Provider:	Town of Clayton
Electric Provider:	Town of Clayton

STAFF ANALYSIS:

Overview

The applicant is requesting major site plan approval to operate a daycare facility in an existing church. The daycare facility will run primarily during the week, and the church will operate primarily on Sundays. As required by the Unified Development Code, any church seeking an accessory use for a child care facility must go through major site plan approval.



Consistency with Adopted Plans:

- **2040 Comprehensive Plan**

The 2040 Comprehensive Plan designates this site as “Downtown Residential”. The proposed request is compatible with the Future Land Use Map. The daycare will be operating out of an existing church, and since no major site changes are proposed for the property, the effects on surrounding properties is minimal.

- **Unified Development Code**

Although the existing site is non-conforming, the proposed improvements do bring the property further into compliance as the intensity of uses on the site is expanded.

Landscaping and Buffering

A 6’ vinyl fence will be provided on the site in order to screen the daycare’s play area and outdoor activity from abutting residential uses, as required per the UDC. The applicant will also be providing shrubs in order to shield the grass parking area from New Hope Lane, as required by UDC, as well as meet the site interior landscaping requirements of the Code.

Parking

The proposed use meets parking requirements. The facility will utilize the four existing paved parking spaces for the daycare use. The site currently utilizes a grass parking area for church services, which is permitted by the UDC. The applicant will be converting the grass parking area into a more formalized grass parking lot by providing wheel stops in order to distinguish the parking spaces.

Access/Streets

The existing facility has two access points; one which leads into the formalized grass parking lot and the other which leads into the four paved parking spaces. Both of these are located off of New Hope Lane.

CONSIDERATIONS:

- Planning Board approves major site plans.
-

APPROVAL CRITERIA:

The applicant has addressed the Major Site Plan Approval Criteria outlined in UDC Section 155.707. These are incorporated into the record as an attachment to the Staff Report.

STAFF RECOMMENDATION:

Staff is recommending approval with conditions of the proposed Major Site Plan (2016-52-SP).

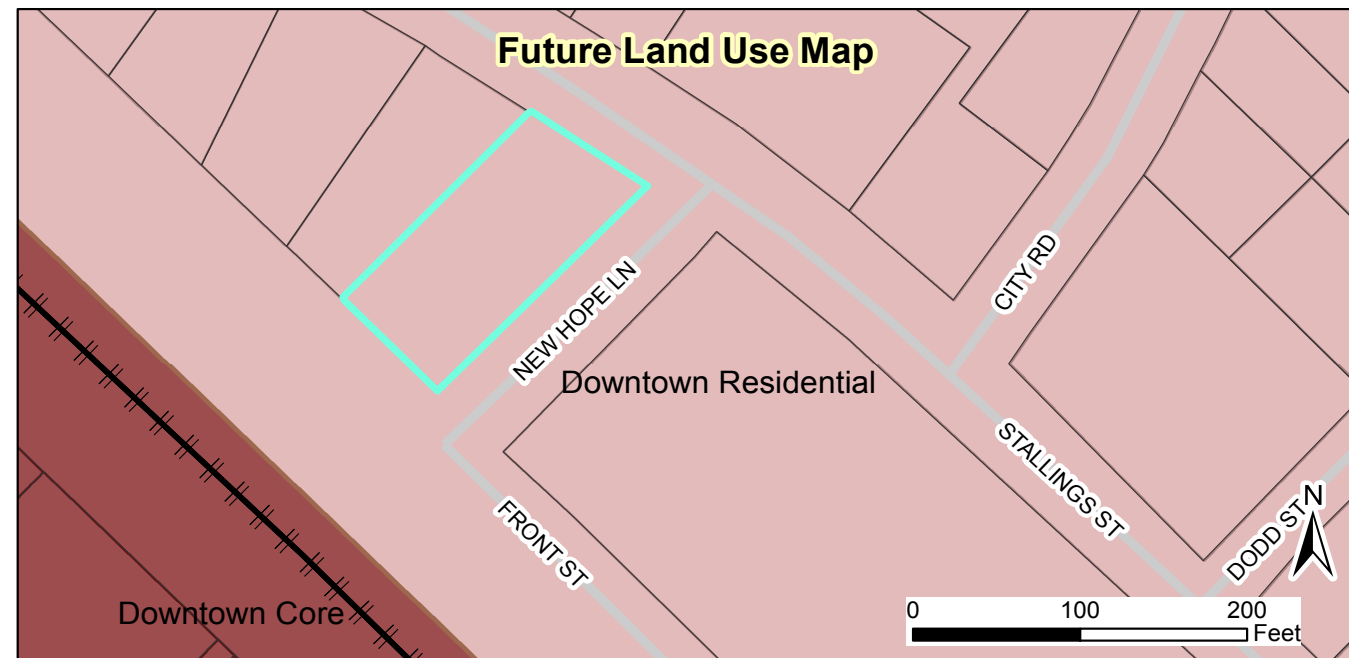
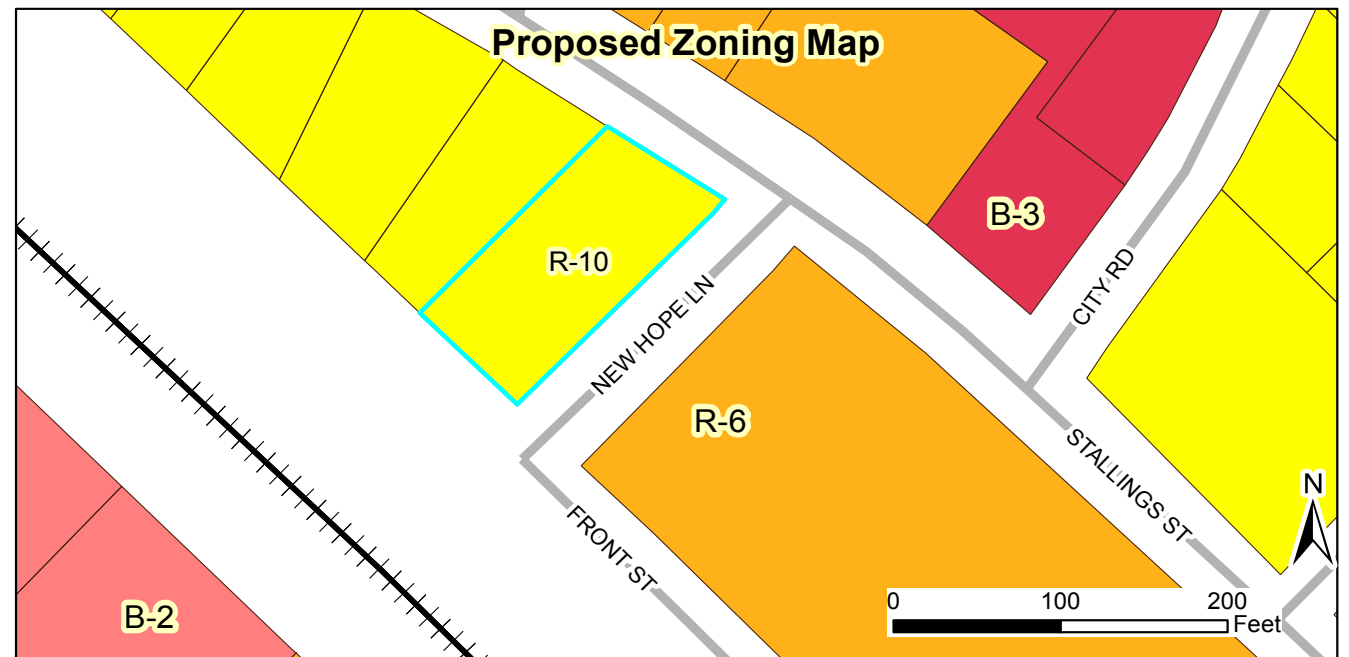
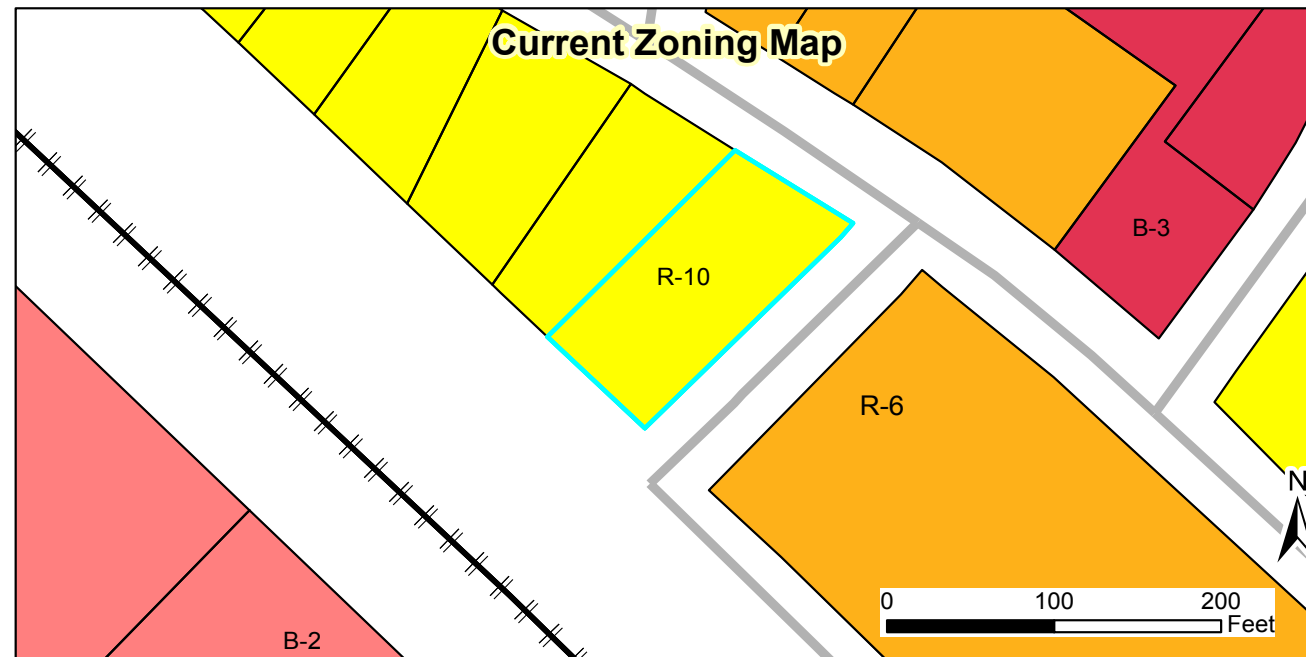
CONDITIONS OF APPROVAL:

If approved, staff recommends the following conditions be applied to the approval of the major site plan:

1. Following Board approvals, three copies of the plans, meeting the Conditions of Approval, shall be submitted to the Planning Department for final approval. All conditions of approval shall be printed on the cover sheet of the plan set.
 2. 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 Unified Development Code.
 3. A zoning compliance permit shall be required.
 4. A site/landscape inspection by the Planning Department shall be required prior to issuance of a certificate of occupancy, or other similar approval for full occupancy. All site improvements and landscaping shall be installed prior to the site inspection.
-

ATTACHMENTS:

- 1) Staff report maps
- 2) Application
- 3) Neighborhood Meeting Materials
- 4) Site Plan

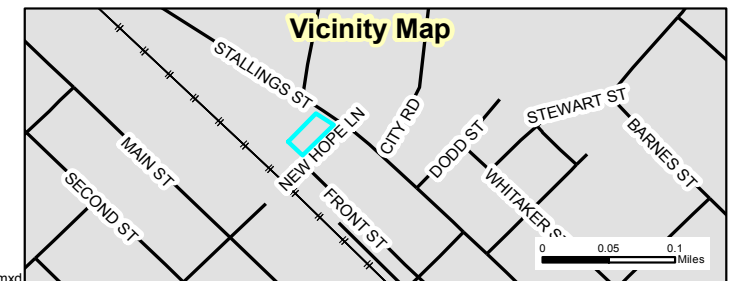


2016-52-SP New Hope Baptist Church Daycare
Request: To obtain major site plan approval to operate a daycare
as part of an existing church

Applicant: True Line Surveying
 Property Owners: New Hope Baptist Church
 Parcel ID: 165916-94-2868
 Tag #: 05030007



- sde.DBO.ETJ_Roads ———
- Site
- Special Use District
- Thorough Fare Overlay
- Scenic Highway Overlay
- Railroads —+—+—+—



Document Path: O:\PLANNING\SITE PLANS\Major Site Plans\2016\2016-52-SP New Hope Baptist Church daycare\Maps\StaffReportMap- New Hope Baptist Church Daycare.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

MAJOR SITE PLAN APPLICATION

Pursuant to Article 7, Section 155.707 of the Unified Development Code, an owner of land within the jurisdiction of the Town (or a duly authorized agent) may petition the Planning Board to approve a Major Site Plan application. Please complete all fields in this application and submit to the Planning Department with all required materials.

Application fee: \$500.00 + \$5.00 per acre. *All fees are due when the application is submitted.*

SITE INFORMATION

☒ New Major Site Plan

☐ Major Modification to an approved site plan
Project Modified: _____

Name of Project: New Hope Baptist Church Acreage of Property: 0.464

County Tag #: 165916-94-2862 NC PIN: 05030007

Address/Location: 700 W. Stallings St., Clayton

Existing Use: Church Proposed Use: Church daycare

Zoning District: R-10

Is project within a Planned Development? ☒ No
☐ Yes (list): _____

Is project within an Overlay District? ☒ No
☐ Yes (list): _____

FOR OFFICE USE ONLY

Date Received: <u>MAR 01 2016</u>	Amount Paid: <u>\$505.00</u>	File Number: <u>2016-52-SP</u>
-----------------------------------	------------------------------	--------------------------------

RECEIVED
TOWN OF CLAYTON
PLANNING DEPARTMENT

PROPERTY OWNER INFORMATION

Name: New Hope Baptist Church
Mailing Address: 700 W. Stallings St., Clayton, NC 27520
Phone Number: _____ Fax: _____
Email Address: _____

APPLICANT INFORMATION

Applicant: True Line Surveying
Mailing Address: 205 W. Main St., Clayton, NC 27520
Phone Number: 919-359-0427 Fax: 919-359-0428
Contact Person: Curk Lane
Email Address: curk@truelinesurveying.com

REQUIRED INFORMATION (to be submitted with the application)

The following items must accompany a Major Site Plan application.

To be completed by the applicant:			To be completed by staff:		
	Yes	N/A	Yes	No	N/A
<i>Submit 9 copies of all materials unless otherwise noted or directed by staff</i>					
1. A pre-application conference was held with Town of Clayton staff. Date: _____	☒	☐			
2. I have referenced the <i>Plan Requirements Checklist</i> and used this as a guide	☒				
3. Site Plan Review Fee (\$500 + \$5/acre)	☒				
4. Completed application	☒				
5. Owner's Consent Form	☒	☐			
6. Plan sets meeting the requirements listed in the <i>Plan Requirements Checklist</i>	☒	☐			
7. Adjacent property owners list	☒	☐			
8. Wastewater allocation request OR verification of wastewater allocation	☐	☒			
9. Signed and sealed traffic impact analysis (2 copies) (required for projects which generate at least 100 vehicle trips at peak hour. See §155.708 of the UDC)	☐	☒			
10. Neighborhood meeting notice letter (1 copy)* <i>See sample letter and meeting requirements included in this packet</i> <i>*Not required for subdivisions that are part of an approved planned development</i>	☒	☐			
11. Neighborhood meeting summary form (1 copy) * <i>Included in this packet</i> <i>*Not required for subdivisions that are part of an approved planned development</i>	Must be submitted after neighborhood meeting is held and at least 10 days prior to Planning Board meeting.				

EXPLANATION OF PROJECT

Please provide detailed information concerning all requests. Attach additional sheets if necessary.

Church wants to add a daycare.

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 Major Site Plan. 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.

Jane Lane
Print Name

[Signature]
Signature of Applicant

3/1/16
Date

ADJACENT PROPERTY OWNERS LIST

Project Name: _____

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.

[illegible]



**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: New Hope Baptist Church Address or PIN #: 165916-94-2862

AGENT/APPLICANT INFORMATION:

True Line Surveying
(Name - type, print clearly)

205 W. Main St.
(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):

Minor Site Plan

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:

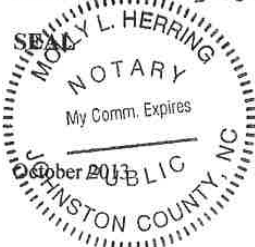
Glenda Perazce
(Name - type, print clearly)

Glenda Perazce
(Owner's Signature)

700 West Stallings St
(Address) Post Office Box 848
Clayton NC 27528
(City, State, Zip)

STATE OF North Carolina
COUNTY OF Johnston

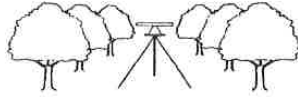
Sworn and subscribed before me Molly L. Herring, a Notary Public for the above State and County, this the 17 day of December, 2015.



Molly L. Herring
Notary Public

My Commission Expires: 11/5/19

TRUE LINE SURVEYING, P.C.



March 1, 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: April 7, 2016

Location: True Line Surveying, 205 W. Main Street, Clayton

Time: 6:00 pm

Type of Application: Major Site Plan

Project/proposal property address: 700 W. Stallings St., Clayton

General Description: Church is wanting to add a daycare

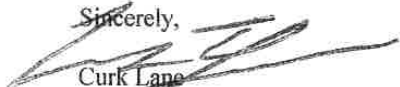
At a minimum, the following will be available for your inspection at the Neighborhood Meeting:

1. A copy of the project application.
2. A map at a scale that is appropriate to the project and shows neighboring properties and roads.
3. A map, drawing, or other depiction of the proposed land use change or development proposal.

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 919-359-0427. You may also contact the Planning Department at 919-553-5002.

Sincerely,



Curk Lane
True Line Surveying

Cc: Town of Clayton Planning Dept.

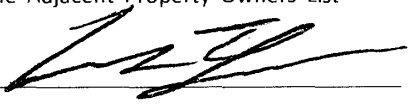
NEIGHBORHOOD MEETING SUMMARY FORM

FILL OUT THE FOLLOWING:

Application: Site Plan

Date of Mailing: 3/1/16

I hereby attest that letters were mailed to the addresses listed on the Adjacent Property Owners List (attached) ten days prior to the Neighborhood Meeting:

Printed Name: Cone Lane Signature: 

Date of Meeting: 4/7/16 Time of Meeting: 6:00pm

Location of Meeting: True Line Surveying, 205 W. Main St.

Meeting Summary/Minutes: *provide a summary of the discussion held at the meeting, including issues raised and any resolution discussed, and any changes made to the application as a result of the meeting.*

No one showed up for the meeting. The only phone call we recieved was from Steve White and he didn't reject.

Please write clearly (or submit a typed summary). Use additional sheets if necessary.

NEIGHBORHOOD MEETING ATTENDANCE ROSTER

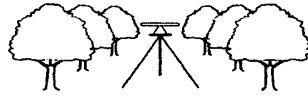
Project: New Hope Church

Application: Site Plan

Location/Date: 205 W. Main St. Clayton 4/7/16

	NAME	ADDRESS
1		
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TRUE LINE SURVEYING, P.C.



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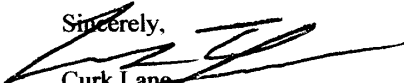
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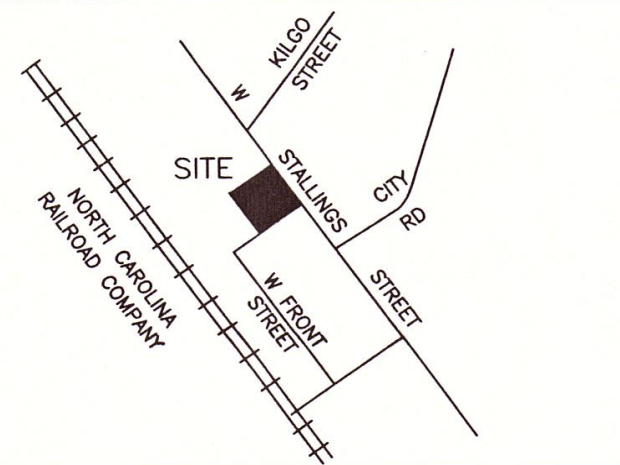
Sincerely,



Curk Lane
True Line Surveying

Cc: Town of Clayton Planning Dept.

205 W. Main Street, Clayton, NC 27520
(919) 359-0427 • Fax: (919) 359-0428



VICINITY MAP (NOT TO SCALE)

NOTES:

- 1) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES
- 2) AREAS COMPUTED BY COORDINATE METHOD.
- 3) PROPERTY SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- 4) NO. 5 REBAR IRON STAKES WITH CAPS SET AT ALL LOT CORNERS UNLESS OTHERWISE NOTED
- 5) ZONING: R-10
- 6) NC PIN NO. 165916-94-2862
- 7) POWER TO BE SUPPLIED BY TOWN OF CLAYTON
- 8) SITE IS LOCATED WITHIN PLANNING JURISDICTION OF THE TOWN OF CLAYTON
- 9) ENTIRE PARKING LOT SHALL BE PAVED AND STRIPED
- 10) CURRENT OWNER OF TRACT: NEW HOPE BAPTIST CHURCH

SITE DATA		
AREA IN SITE	20191 SF	0.464 AC
VEHICULAR USE AREA	1016 SF	5.03% OF SITE
LANDSCAPED AREA	1048 SF	5.19% OF SITE
LOT COVERAGE	5125 SF	25.4% OF SITE
IMPERVIOUS SURFACE AREA	5264 SF	26.1% OF SITE
PARKING SPACES REQUIRED	5	
EXISTING PARKING SPACES	0 REGULAR, 0 HANDICAP	
DAYCARE SPACES REQUIRED	1 SPACE PER 5 PERSONS	
CHURCH SPACES REQUIRED	1 SPACE PER 3 SEATS	
NUMBER OF SEATS IN CHURCH	125	
NUMBER OF PERSONS IN DAYCARE	10 CHILDREN AND 2 STAFF	
MAXIMUM REFUSE COLLECTION TYPE:	INDIVIDUAL	
DAYCARE OPERATES 4 HOURS WEEKDAYS		

CANOPY TREES REQUIRED	5
CANOPY TREES PROVIDED	3 AND 2 EXISTING FOR A TOTAL OF 5
UNDERSTORY TREES REQUIRED	5
UNDERSTORY TREES PROVIDED	5 FOR A TOTAL OF 5
SHRUBS REQUIRED	10
SHRUBS PROVIDED	5 AND 7 EXISTING FOR A TOTAL OF 12

PLANT LEGEND

- CANOPY TREE - RED MAPLES, RED OAK, GREEN ASH, OR NUTTALL OAK MINIMUM HEIGHT OF 8 FEET WITH 2.5 IN CALIPER
- UNDERSTORY TREE - DOGWOODS, YOSHINO CHERRY, YAUPOON WEEPING HOLLIES, AND MAGNOLIA WILL BE PLANTED 15' APART WITH A MINIMUM HEIGHT OF 6 FEET WITH 2.0 IN CALIPER
- SHRUB - HOLLY, BOXWOODS, SWEETSPICE & SPIREA; PLANTED ON 3' CENTER WITH A MINIMUM HEIGHT OF 12 INCHES
- EXISTING 24" OAK
- EXISTING DOGWOOD / CHERRY
- EXISTING SHRUB

MINIMUM BUILDING SETBACKS	
ZONING: R-10	
FRONT.....	30 FEET
SIDE.....	10 FEET
REAR.....	25 FEET
CORNER SIDE.....	20 FEET

PROJECT NUMBER:
2016-52-SP

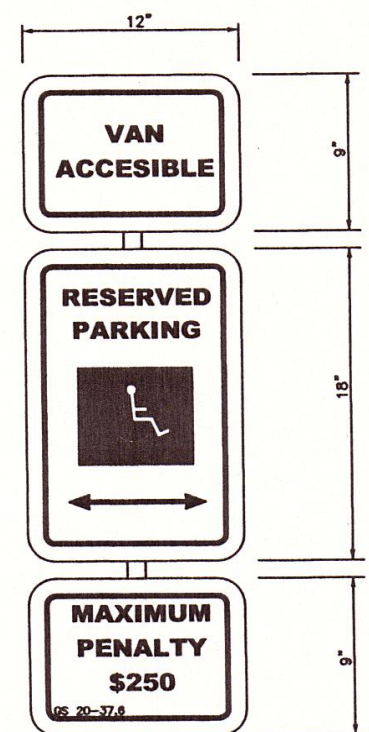
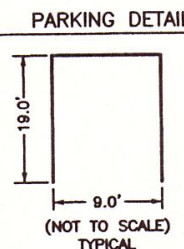
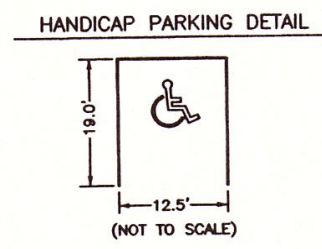
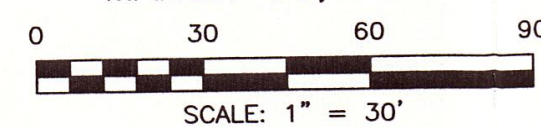
N/F
WHITNEY L. SCURATO
DB 3399 PG 151
PIN 165916-94-2827
ZONING: R-10
USE: RESIDENTIAL

N/F
NEW HOPE BAPTIST CHURCH
DB 699 PG 579
PIN 165916-94-2862
20191 SF
0.464 AC
ZONING: O-R
USE: OFFICE

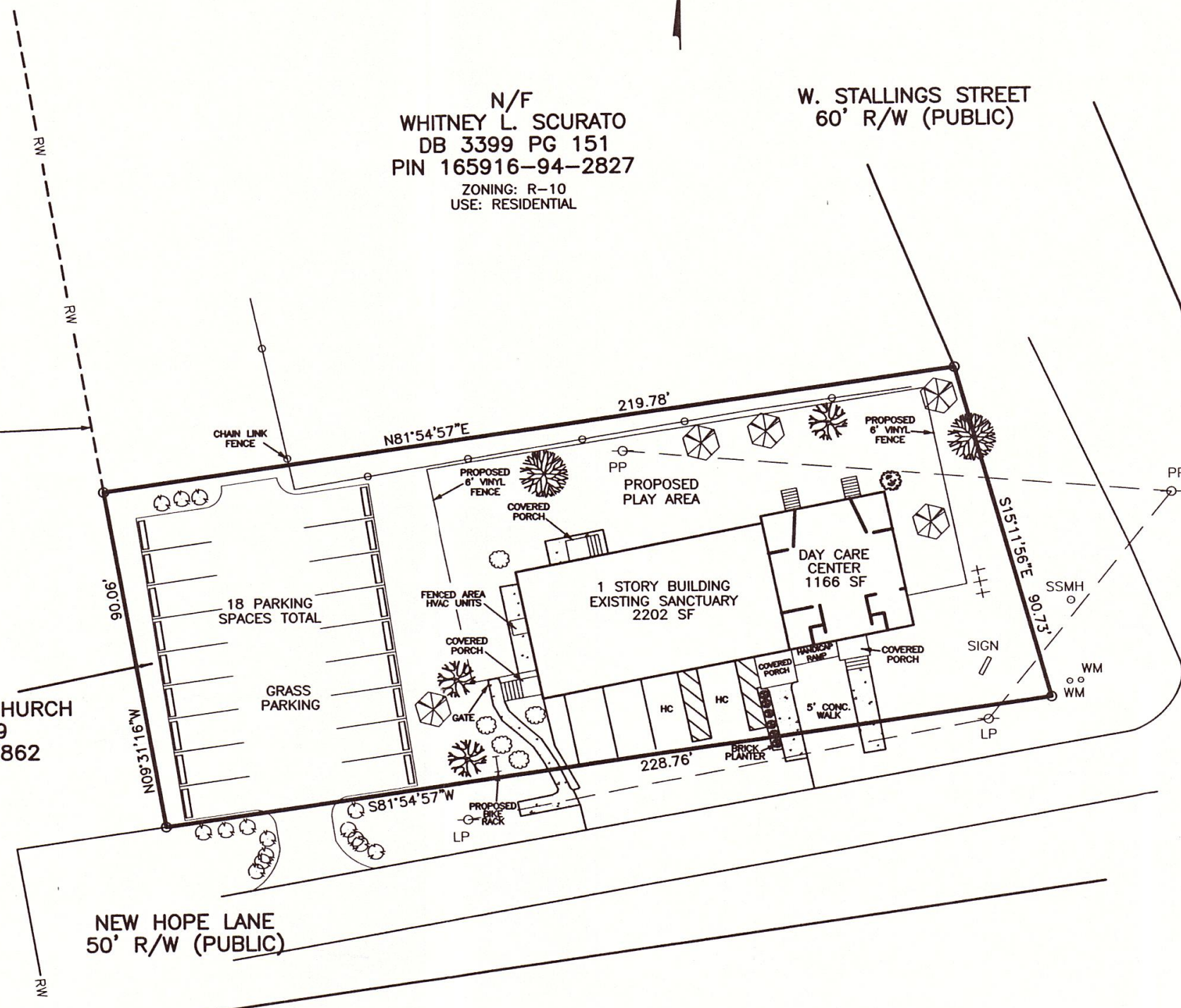
200' RIGHT-OF-WAY
N.C. RAILROAD

NEW HOPE LANE
50' R/W (PUBLIC)

SITE PLAN FOR **NEW HOPE BAPTIST CHURCH** CLAYTON TOWNSHIP, JOHNSTON COUNTY NORTH CAROLINA MARCH 30, 2016

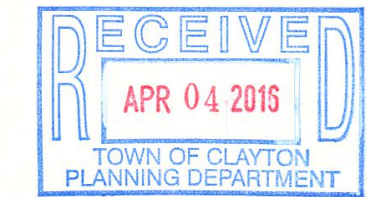


HANDICAP SIGN
NOT TO SCALE



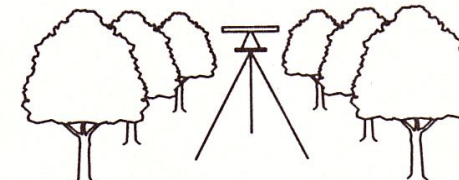
LEGEND

- IPF IRON PIPE FOUND
- IPS IRON PIPE SET
- CMF CONCRETE MONUMENT FOUND
- PHNF PARKER-KALON NAIL FOUND
- PNKS PARKER-KALON NAIL SET
- RHS RAILROAD SPIKE
- CSF COTTON SPIKE FOUND
- CSS COTTON SPIKE SET
- CC CONTROL CORNER
- CP COMPUTED POINT
- P/P POWER POLE
- OPW OVERHEAD POWER LINE
- R/W RIGHT OF WAY
- S.F. SQUARE FEET
- AC ACRE
- DB DEED BOOK
- PB PLAT BOOK
- BOM BOOK OF MAPS
- PG PAGE
- LF LINEAR FEET
- 15S LOT HAS OFFSITE SEWER
- 15SL OFFSITE SEWER LOT
- 15R RECOMBINATION LOT
- 100 STREET ADDRESS
- LINES NOT SURVEYED



SURVEYED BY:	TLS
DRAWN BY:	TYSON
CHECKED BY:	CURK
DRAWING NAME:	SITEPLAN.DWG
SURVEY DATE:	11-20-2015
JOB NO.	2613.001

TRUE LINE SURVEYING, P.C.



205 WEST MAIN STREET
CLAYTON, N.C. 27520
TELEPHONE: (919) 359-0427
FAX: (919) 359-0428
www.truelinesurveying.com

C-1859