



**The Town Of Clayton
Clayton Planning Board Minutes
Monday, April 25, 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), Ronald Johnson (TL), Jim Lee (ETJ), Michael Grannis (Councilman), Bob Satterfield (Councilman),

STAFF PRESENT:

Jay McLeod, Town Planner; Haley Hogg, Town Planner; Laura Gray, Clerk to Board; John McCullen, Town Engineer.

1 CALL TO ORDER

- a) Frank Price, Chair, called the meeting to order.
- b) Jay McLeod, Town Planner, took roll.

2 ADJUSTMENT OF THE AGENDA

- a) None.

3 APPROVAL OF MINUTES

- a) March 28, 2016 Planning Board Minutes

ACTION: Motion to Approve.

Motion: Sarah Brooks

Second: Bob Ahlert

Vote: Unanimous

4 REPORTS AND COMMENTS

- a) Frank Price announced David Teem (Vice Chair) has resigned from the Planning Board.

Mr. Price asked the board members to elect a new Vice Chair.

James Lipscomb nominated Bob Ahlert.

ACTION: Motion to Approve.

Motion: James Lipscomb

Second: George "Bucky" Coats

Vote: Unanimous

5 OLD BUSINESS

a)

None.

6 NEW BUSINESS

a) 2016-27-SP Stephenson Mixed Use Building - Major Site Plan

The site is located at the Western corner of Smith Street and East Main Street
NC PIN / TAG # : 166917-21-0379 / 05011043

Jay McLeod, Town Planner, presented Stephenson Mixed Use Building to the Planning Board. 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.

The applicant held the neighborhood meeting on April 14, 2016.

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

The site will have an internal parking lot with 12 parking spaces. Street parking will also be available, for a total of 18 spaces.

The building will be pulled forward to the front of the lot, but will also provide a significant sidewalk (12' wide) that could potentially accommodate on-street seating or event space. The site is pedestrian friendly and engages positively with the streetscape.

Mr. McLeod stated staff recommends approval.

No questions for staff.

Sandy Stephenson, applicant, of 1950 Sanders Road, Willow Springs came forth and gave a brief personal background and introduction to the project.

Donnie Adams, applicant engineer, of 335 Athletic Club Blvd. came forth to give an overview of the site plan.

Mr. Adams stated this was a 3-story mixed use building. The first floor would

be office spaces with 3 apartments above. The main entrance into the site will be on the first floor on the street side and entrance into the apartments will be on the second floor in the rear of the site.

Mr. Adams stated a bike rack will be provided and the site will be ADA (American's with Disabilities Act) compliant.

The applicant will provide trash collection with roll out containers and those will be screened with vinyl fencing.

Michael Grannis asked if there would be spaces reserved for recycling bins.

Mr. Adams responded it does not show in the current site plan but he will make sure it is corrected to show spaces for recycling bins.

Tony Johnson, architect, of 2008 Elizabeth Court gave a brief description of the architecture.

Bob Ahlert asked about the stairs in the back leading to the apartment units. Mr. Ahlert expressed concern with ice and other winter mixes accumulating on the stairs during winter months.

Mr. Johnson noted there will not be a cover over the stairs. The stairs would meet code and be slightly slanted to eliminate weather build up.

Sarah Brooks asked if the residents would have assigned parking.

Mr. McLeod said they could stripe off two parking spaces per apartment.

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

ACTION: Motion to Approve.

Motion: James Lipscomb
Second: Sarah Brooks
Vote: Unanimous

- b) 2016-52-SP New Hope Baptist Church - Major Site Plan
NC PIN / Tag #: 165916-94-2868 / 05030007

The site is located off of New Hope Lane, adjacent to Stallings Street and the railroad tracks.

Jay McLeod, Town Planner, presented New Hope Baptist Church to the Planning Board. The applicant is requesting major site plan approval to operate a daycare facility in an existing church.

Mr. McLeod stated the proposed daycare facility will serve approximately 35 children, but only 10 at a time in 4-hour blocks of time.

Mr. McLeod stated 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.

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.

Mr. McLeod stated staff recommends approval with conditions.

Marty Bizzell asked if there would be a circulation plan for drop off and pick up.

Mr. McLeod stated the code does require a designated drop off and pick up area.

James Lipscomb expressed concern with the set backs of the required fencing that will screen the daycare play area.

Mr. McLeod noted it will be added to the conditions.

No further questions for staff.

Curk Lane, surveyor, came forth to answer any questions.

No 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. 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 to install the fence.
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.

ACTION: Motion to Approve with Conditions.

Motion: Ronald Johnson
Second: George "Bucky" Coats
Vote: Unanimous

7 INFORMAL DISCUSSION AND PUBLIC COMMENT

a)
None.

8 ADJOURN

a)
Motion to Adjourn.

Motion: Sarah Brooks
Second: Frank Price
Vote: Unanimous

Frank Price
Chair

ATTEST:

Laura Gray
Chair to the Board