

Jody L. McLeod
MAYOR

Bruce Thompson
TOWN ATTORNEY

Steve Biggs
TOWN MANAGER



Bob Satterfield
Michael Grannis
Alex Harding
R.S. "Butch" Lawter, Jr.
COUNCIL MEMBERS

Robert Ahlert
MAYOR PRO TEM

TOWN COUNCIL MEETING

NOVEMBER 16, 2009

AGENDA

MAYOR AND TOWN COUNCIL

MAYOR JODY L. MCLEOD
MAYOR PRO TEM ROBERT J. AHLERT
COUNCILMAN BOB SATTERFIELD

COUNCILMAN ALEX HARDING
COUNCILMAN MICHAEL GRANNIS
COUNCILMAN R.S. "BUTCH" LAWTER, JR.

TOWN STAFF

STEVE BIGGS, TOWN MANAGER
SHERRY L. SCOGGINS, TOWN CLERK
BRUCE THOMPSON II, TOWN ATTORNEY

AGENDA
THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL

MONDAY, NOVEMBER 16, 2009
7:30 PM

THE CLAYTON CENTER
COUNCIL CHAMBERS

1. CALL TO ORDER

Pledge of Allegiance
Invocation – Mayor Jody L. McLeod

2. ADJUSTMENT OF THE AGENDA

3. ACTION AGENDA

- a. Draft minutes from the November 2, 2009, regular meeting and the November 2, 2009, closed session meeting.

4. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Introduction of new Town of Clayton employee(s).
- b. Presentation of “Youth Art Month” request.

5. ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA

- a. Presentation of final acceptance for Shotwell Center Commercial Subdivision.
- b. Presentation of warranty acceptance for the following:
 - Riverwood Subdivision, Phases 3F & 3G
 - Summerlyn SD, Sugarfield Lane & Smoketree Court
 - Walnut Creek Subdivision, Phase III

6. ITEMS CONTINGENT FOR THE REGULAR MEETING

7. ITEMS FOR DISCUSSION

8. OLD BUSINESS

- a. Appointments to Town of Clayton Board of Adjustment (**Does not require Council action - slated for the December 7, 2009, meeting**).
- b. Evidentiary hearing for planned development district request PDD 09-05 for property located on North O’Neil Street between Sam’s Branch Creek and the Neuse River (**Does not require Council action - slated for the December 7, 2009, meeting**).

9. STAFF REPORTS

- a. Town Manager
- b. Town Attorney
- c. Town Clerk
 - Calendar of Events
- d. Other Staff

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment.
- b. Council Comments.
- c. Planning Board Highlights of the October 2009 meeting.

11. ADJOURNMENT

TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET

Agenda Item: 3a

Meeting Date: 11/16/09

TITLE: DRAFT MINUTES FROM THE NOVEMBER 2, 2009, REGULAR MEETING AND THE NOVEMBER 2, 2009, CLOSED SESSION MEETING.

DESCRIPTION: Minutes.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

11-16-09

Approval.

DRAFT minutes from
11/02/2009 regular meeting.

*****DRAFT of minutes from
11/02/2009 closed session
Will be hand-delivered.***

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 4a

Meeting Date: 11/16/09

TITLE: INTRODUCTION OF NEW TOWN OF CLAYTON EMPLOYEE (S).

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

11-16-09

Introduction(s).

N/A.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 4b

Meeting Date: 11/16/09

TITLE: PRESENTATION OF “YOUTH ART MONTH” REQUEST.

DESCRIPTION: The Clayton Women’s Club respectfully requests the month of January be proclaimed “Youth Art Month”.

A representative will provide an overview of the proposed activities for “Youth Art Month.”

RELATED GOAL: Expand Leisure Opportunities and the Arts Community

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
11-16-09	Presentation.	Proclamation.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 5a

Meeting Date: 11/16/09

**TITLE: PRESENTATION OF FINAL ACCEPTANCE FOR SHOTWELL
CENTER COMMERCIAL SUBDIVISION.**

DESCRIPTION: Attached.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

11-16-09

Presentation.

Memorandum.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 5b

Meeting Date: 11/16/09

TITLE: PRESENTATION OF WARRANTY ACCEPTANCE FOR THE FOLLOWING:

- ♦ RIVERWOOD SUBDIVISION, PHASES 3F & 3G
- ♦ SUMMERLYN SUBDIVISION, SUGARFIELD LANE & SMOKETREE COURT
- ♦ WALNUT CREEK SUBDIVISION, PHASE III

DESCRIPTION: Attached (3).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

11-16-09

Presentation.

Memorandums (3).

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 8a

Meeting Date: 11/02/09

**TITLE: APPOINTMENTS TO TOWN OF CLAYTON BOARD OF
ADJUSTMENT (DOES NOT REQUIRE COUNCIL ACTION – SLATED
FOR THE DECEMBER 7, 2009, MEETING.)**

DESCRIPTION: Included for tracking purposes only.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
10-19-09	Presentation.	Review Team Memorandum & Applications.
11-02-09	Approval.	Memorandum.
11-16-09	Tracking.	None.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 8b

Meeting Date: 10/19/09

TITLE: EVIDENTIARY HEARING FOR PLANNED DEVELOPMENT DISTRICT REQUEST PDD 09-05 FOR PROPERTY LOCATED ON NORTH O'NEIL STREET BETWEEN SAM'S BRANCH CREEK AND THE NEUSE RIVER (DOES NOT REQUIRE COUNCIL ACTION – SLATED FOR THE DECEMBER 7, 2009, MEETING.)

DESCRIPTION: Planned development district request PDD 09-05 was submitted by the Johnston Land Group, Ashcroft for master plan of a 75.60 acre tract for residential development comprised of 104 lots for single family residences and 46 townhomes. The site is located on the east side of North O'Neil Street adjacent to Sam's Branch within the Town limits. At its September 28, 2009, meeting, the Planning Board voted unanimously to recommend of PDD 09-05 to the Town Council. At the October 19, 2009, meeting, Council requested the minutes and site plan from SUB 06-12 and the ordinance requirements for cul-de-sacs.

At the November 2, 2009, Council meeting, the applicant requested this item be continued to the first meeting in December.

RELATED GOAL: Manage Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
10-19-09	Public Notice.	Application, Staff Report, Map, & Master plan. Summary comparison to be Provided at the work session.
11-02-09	Evidentiary Hearing.	Application, Staff Report, Map, Master Plan, TIA, Comparison Chart, Minutes from 3/19/2007 & 3/05/2007 for SUB 06-12, Preliminary Plat for SUB 06-12, Code of Ord Section 155.602, Response From Public Safety, PDD Procedures, & Motion Form.
11-16-09	Tracking.	None.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 9c

Meeting Date: 11/16/09

TITLE: TOWN CLERK

DESCRIPTION: Calendar of Events:

- Council Mtg – Monday, November 16, 2009 @ 7:30 PM
- Public Art Advisory Board Special Mtg to review RFQ submissions – Tuesday, November 17, 2009 @ 9 AM, Green Room
- Board of Adjustment Mtg – Wednesday, November 18, 2009 @ 6:00 PM
- Planning Board Mtg – Monday, November 23, 2009 @ 7:00 PM
- Public Art Advisory Board Mtg – Tuesday, November 24, 2009 @ 9:00 AM in the Green Room
- Thanksgiving Holiday – Thursday, November 26, 2009 & Friday, November 27, 2009
- Clayton Downtown Christmas Village & Tree Lighting Ceremony – Thursday, December 3, 2009
- Council Mtg – Monday, December 7, 2009, @ 7:30 PM [Organizational Meeting]
- Annual Clayton Christmas Parade – Saturday, December 12, 2009 @ 3 PM
- DDA Mtg – Monday, December 14, 2009, @ 7:30 PM, Room GS 223
- Board of Adjustment Mtg – Wednesday, December 16, 2009 @ 6:00 PM
- Council Mtg – Monday, December 21, 2009, @ 7:30 PM
- Christmas Holiday – Thursday, December 24, 2009 & Friday, December 25, 2009
- Planning Board Mtg – Monday, December 28, 2009 @ 7:00 PM
- New Year’s Day Holiday – Friday, January 1, 2010
- Council Mtg – Monday, January 4, 2010 @ 7:30 PM
- Martin Luther King Jr.’s Birthday Holiday – Monday, January 18, 2010
- Dr. Etta [Family Specialist] – Friday, January 22, 2010 @ 8 PM

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:
11-16-09

Action:
Information.

Info. Provided:
Calendar of Events.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 10c

Meeting Date: 11/16/09

TITLE: HIGHLIGHTS OF THE OCTOBER PLANNING BOARD MEETING.

**DESCRIPTION: As there was no October Planning Board Meeting, there are no Planning Board Highlights.
The next regular meeting is slated for Monday, November 23, 2009.**

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
11-16-09	None.	N/A.