



Jan. 2, 2018

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Jan. 2, 2018 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and all five council members were present as the meeting opened.

Council Members Present: Mayor Sears, Councilmen Tom O'Brien, Dan Berry and Peter Villadsen and Councilwomen Christine Kelly and Cheri Lee.

Council Members Absent: None.

Staff Members Present: Charles Simmons, town manager; Daniel Weeks, assistant town manager; John Schifano, town attorney; Linda Harper, deputy town clerk; Len Bradley, parks and recreation director; parks and recreation staff including Rob Adams, John Atkins, Shanna Blue, John Boesch, Jim Cannata, Chris Champion, Carolyn Couch, Kristen Denton, Warren Harris, Kathleen Hebert, Craig Lotito, Lauren Martin, Steve McElhaney, Lori Puzak, Laurie Schuster, Julie Tew, Dwight "Ike" Wise, and Ken Wheeler; Gina Clapp, director of planning and zoning; Melissa Sigmund, principal planner; Sean Ryan, planner; Matt Beard, planner; Kendra Parrish, director of engineering; Elizabeth Goodson, development review engineer; Rachel Jones, development plan reviewer; Irena Krstanovic, economic development director; Billy Whitehead, information technology technician; Mark Andrews, public information officer; and Tamara Ward, communications specialist (recording the minutes).

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Doug Parlin, pastor of South Wake Baptist Church.

4. Agenda Adjustment: The Jan. 2, 2018 meeting agenda was adopted with changes, if any, as listed: None.

Motion by: O'Brien

Second by: Kelly

Vote: Unanimous

5. Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following comments were recorded:

Van Crandall: 4813 Salem Ridge Road – Mr. Crandall cited a recent study about the N.C. 55 Bypass and expressed concerns about developments near the bypass affecting future widening. He also requested meeting minutes regarding the Duke Primary Care facility.

6a. 17-SEU-13 and 17-DP-15, Town Hall Commons and Malbec LLC - Mr. Ryan said in September 2017, the Town Council approved the Town Hall Commons master plan that established the framework for the development of parcels within the master plan boundaries. The first component of the master plan, approved in October 2017, was a development plan for the two-level parking garage, also known as a tabletop parking deck; surface parking lot on the west side of Avent Ferry Road; street improvements to Main Street, Avent Ferry Road, Rogers Street and Ballentine Street; construction of the new W. Rogers Street; on-street parking, sidewalk and streetscape enhancements; and common stormwater management. The second component of the

master plan, approved in November 2017, was a 46,000-square-foot mixed-use building located along S. Main Street between W. Ballentine Street and Rogers Street Extension.

He said this development plan continues the development of the Village District core area and is the third and final component of the master plan. The proposal is for a mixed-use integrated center containing approximately 52,530 square feet of floor area over three stories. Required parking for this project (107 spaces) will be provided from an off-street parking lot to the rear of the building (63 spaces), on-street parking along the project frontage (25 spaces) and the two-level parking garage located directly across Rogers Street to the north of the building (19 spaces).

Ms. Jones provided an overview of water and sewer service, traffic impact analysis, sidewalk, road widening and stormwater aspects of the project.

There was discussion among the Council about how the project would lease space, noise generated with the businesses and activities in the completed project, and road closures during construction.

Planning Board Member Chris Deshazor said the project met the town's guidelines and that, while the Planning Board had not discussed noise, it had discussed lighting.

Mr. Chris Harol of Malbec, LLC addressed the Council about the project. He discussed how ideas and plans for the project evolved and incorporated public input. He showed a video, displaying how the completed project would appear. He discussed the benefits of the project, including jobs located within the building, expansion of the Co-working Station clientele, business retention, the focus on local businesses, and revenue generation. Mr. Harol also answered Council questions about noise, the project timeframe and road closures during construction.

Ms. Goodson and Ms. Parrish also addressed road closures associated with the Town Hall Commons project.

Mayor Sears opened the public hearing. The following input was recorded: None.

There being no input, the public hearing was closed.

Action 1: The Council approved a motion to adopt Resolution #18-01, make and accept the findings of fact for Special Exception Use (17-SEU-13); Variance of Development Standards (17-VARTC-11); and Waiver for Architectural and Design Requirements (17-WAV-35 / 36), as specified in Exhibit A (with the following additional findings, if any).

Motion: Berry

Second by: O'Brien

Vote: Unanimous

A copy of Resolution 18-01 and Special Exception Use and Waivers are included in these minutes.

Action 2: Having made findings of fact that the project meets the requirements to be granted a Waiver of Regulations of UDO, motion to approve waivers of UDO Section 3.08 Architectural and Site Design Requirements (17-WAV-35 and 17-WAV-36) in association with development petition #17-DP-15 for Town Hall Commons / Malbec LLC (The Block).

Motion: Lee

Second by: Berry

Vote: Unanimous

Action 3: Having made findings of fact that the project meets the requirements to be granted a variance, motion to approve Variance Petition 17-VARTC-11: a variance from Unified Development Ordinance Section 3.03 B. 2. a. Front Yard and Building Setback, to allow for an increase in the maximum front yard along Oak Avenue from 15 feet to 210 feet. The property is located at 105 W. Ballentine Street and is further described with the following Wake County PIN: 0649911181.

Motion: Villadsen

Second by: Kelly

Vote: Unanimous

Action 4: Having made findings of fact that the project meets the requirements to be granted a Special Exception Use, motion to approve Special Exception Use 17-SEU-13 to allow for a Special Exception Use as specified in Unified Development Ordinance Section 3.03 A. 2. a. TV: Town Village to allow for a new project in the TV Town Village District and Development Plan 17-DP-15 for Town Hall Commons / Malbec (The Block), at the properties generally located along the west side S. Main Street, east of Avent Ferry Road and north of Oak Avenue, 300 S. Main Street; a portion of 105 W. Ballentine Street; and a portion of 300 Rogers Street Wake County PINs 0649902993; 649911181 (portion of), and 0649904993 (portion of), with the following conditions:

Special Exception Use

1. All operations must adhere to the evidence submitted by the applicant as stated in the findings of fact submitted and those findings of fact specified by the Town Council in conjunction with 17-SEU-13.

Development Plan

1. Prior to the submittal of any UDO Permit for Sign Installation for permanent signage, a Master Sign Plan must be submitted to the Department of Planning & Zoning for review and approved by the Town Council.
2. All previous approval conditions for Town Hall Commons Master Plan (17-MAS-05) apply to this plan as well.
3. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.

Motion: O'Brien

Second by: Berry

Vote: Unanimous

7. Consent Agenda: The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman O'Brien, a second by Councilman Villadsen and a unanimous vote. The following actions were affected:

7a. Minutes – The Council approved the minutes of the Council's regular meeting held Dec. 19, 2017.

7b. Resolution 18-02 – The Council Adopt Resolution 18-02 declaring certain vehicle surplus to the needs of the town. *A copy Resolution 18-02 is attached to these minutes.*

7c. Resolution 18-03 - The Council adopted Resolution 18-03 declaring certain public works equipment property surplus to the needs of the town. *A copy of Resolution 18-03 is attached to these minutes.*

8a. 04-DP-04-A02, 5432 Sunset Lake Road – Mr. Beard said the Town received a request for the proposed expansion of the Hemlock Bluffs Animal Hospital, located at 5432 Sunset Lake Road. The expansion would add 1,155 square feet to the current 4,200-square-foot building, a 27.5 percent increase in gross floor area. An additional six parking spaces have been provided north of the building to accommodate the additional building area. The building addition is designed to continue the same residential architectural style of the existing building. Ms. Jones addressed engineering aspects of the project.

Bob Snyder of Hemlock Bluffs Animal Hospital addressed the Council and said constructing an area to board animals was not part of the expansion project.

Action 1: The Council approved a motion to make and accept the findings of fact to be recorded in the minutes for a Waiver for Architectural and Site Design Requirements (17-WAV-29 / 17-WAV-30 / 17-WAV-31) for Development Plan Petition #04-DP-04-A02 for 5432 Sunset Lake Road as submitted by The Curry Engineering Group, PLLC, dated revised 11/29/2017.

Motion by: O'Brien

Second by: Lee

Vote: Unanimous

A copy of waivers findings of fact are included in these minutes.

Action 2: Having made findings of fact that the petition meets the requirements to be granted a waiver of regulations of UDO, motion to approve waivers of UDO Section 3.08 Architectural and Site Design Requirements (17-WAV-29 / 17-WAV-30 / 17-WAV-31) for Development Plan Petition #04-DP-04-A02 for 5432 Sunset Lake Road as submitted by The Curry Engineering Group, PLLC, dated revised 11/29/2017.

Motion by: Villadsen

Second by: Kelly

Vote: Unanimous

Action 3: The Council approved a motion to approve Development Plan #04-DP-04-A02 for 5432 Sunset Lake Road as submitted by The Curry Engineering Group, PLLC, dated revised 11/29/2017 with the following conditions:

1. All previous approval conditions for 5432 Sunset Lake Road Development Plan (04-DP-04-A01) apply to this amendment as well.
2. No increase in runoff from the site is allowed for 1 year, 2 year, 25 year, 50 year and 100 year rain events.

Motion by: Lee

Second by: Berry

Vote: Unanimous

8b. Sugg Farm Picnic Shelter - Mr. Bradley said staff is requesting an \$800,000 budget from Parks & Recreation reserve funds be used to construct a 200- to 250-person shelter at Sugg Farm. Amenities include a warming kitchen, fireplace, handicapped accessible restrooms and parking. He discussed challenges associated with the property: a conservation easement on the property and gaining approval for structures from Triangle Land Conservancy.

Ms. Parrish said engineering staff designed water and sewer to the area and public works staff is installing the lines.

Action: The Council approved a motion to establish an \$800,000.00 budget for the construction of a picnic shelter on the Sugg Farm property appropriated from Parks and Recreation Reserves.

Motion by: Villadsen

Second by: O'Brien

Vote: Unanimous

8c. Veterans Park Fishing Pier - Mr. Bradley said that staff is requesting approval for the installation of a fishing pier at Veterans Park by partnering with the N.C. Wildlife Resources Commission. The commission will install the pier at no charge to the Town. The Town would need to make the pier handicapped accessible, he said.

Action: The Council made a motion to instruct staff to move forward with developing an agreement with NCWRC for the fishing pier at Veterans Park.

Motion by: Berry

Second by: Lee

Vote: Unanimous

8d. 12 Oaks Greenway - Mr. Bradley provided a report highlighting the Town's anticipated acceptance of a 10,000-foot greenway in 12 Oaks subdivision Phase 2. The greenway was constructed by the subdivision developer. Mr. Bradley also talked about his upcoming retirement and recognized his staff.

Mayor Sears commended Mr. Bradley for his service and wished him many happy and hearty years during retirement.

8d. Meineke Infrastructure Reimbursement Agreement - Mrs. Parrish said Meineke is constructing additional full median beyond their road frontage along Main Street from Crossway Lane to Cayman Avenue. The cost for constructing this additional median is \$40,221.25.

Action: The Council approved a motion to approve reimbursing the developer \$40,221.25 for installing the additional full median proposed along Main Street between Crossway Lane and Cayman Avenue and budget amendment.

Motion by: Villadsen

Second by: O'Brien

Vote: Unanimous

9. Other Business: None that resulted in Council action.

10. Manager's Report: None that resulted in Council action.

11. Closed Session: none.

12. Adjournment: There being no further business for the evening, the Jan. 2, 2018 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Jan. 16, 2018.

Tamara Ward,
Communications Specialist

Addenda pages as referenced in these minutes follow and are a part of the official record.

