

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday, February 23, 2021 - 7:00 p.m.

Agenda Item #1, 2 & 3:

The Planning Board of the Town of Holly Springs met virtually on February 23, 2021. At 7:00 after determining a quorum was present, Vice Chair Carpico called the meeting to order.

Staff Members Present: Scott Chase, Interim Development Services Director
 Elizabeth Goodson, Land Development Division Manager
 Melissa Sigmund, Current Planning Manager
 Sean Ryan, Senior Planner
 Cheryl Caines, Planner II
 Rachel Jones, Development Review Engineer
 Bronwyn Bishop, Development Plan Reviewer
 Kathy Carlisle, Planning Board Clerk
 Connie Zurek, Development Technician
 LeeAnn Plumer, Parks & Recreation Director
 Matt Beard, Park Planner

The Board completed roll call.

Members Present: Ernie Carpico, Vice Chair
 Mark Brady
 Van Crandall
 Chris Deshazor
 Rick Madoni
 Courtney Patterson
 Mark Stuckey
 Thomas Urquhart

Members Absent: Dana Rybak, Chair

The Board recited the pledge of Allegiance and the meeting opened with an invocation by Mr. Deshazor.

Agenda Item #4: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #5: Minutes

a. January 28, 2020 Minutes

Motion:

Motion to approve the January 28, 2020 Minutes.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

Agenda Item #6: Town Council Representative

- a. Planning Board Representation for Town Council
- Joint Public Hearing: None
 - March 2nd – Rick Madoni
 - March 16th – Dana Rybak

Agenda Item #7: Public Comment Period

No speakers signed up to approach the Board.

Agenda Item #8: Zone Map Change Petitions

a. *Sportsmanship Way (20-REZ-03)*

Mr. Ryan reviewed the staff report with the Board.

The Town has received a request to rezone the property in question from LB: Local Business Limited to CB CU: Community Business Conditional Use and R-MF-15 CU: High-Density Multifamily Residential Conditional Use.

This rezoning request involves two parcels totaling 20.01 acres. The project area is generally located north of Sportsmanship Way, between NC 55 and N. Main Street. Ting Park is located south of the project area. The applicant has submitted a conditional use rezoning, which allows the property owner to offer specific conditions relating to the future development of the parcel.

Ms. Jones provided the Board with updates on the transportation and utilities aspect of the project.

Vice Chair Carpico invited the applicant to speak.

Laura Holloman
McAdams & Co

Michael Lattner
Cline Design Associates

Tucker Shade
Savills

Frank Baird
Capital Associates

Natalie Britt
DHIC

Jay Clapp
Ramey Kemp Associates

Ms. Holloman provided the Board with an overview of the proposed rezoning. Mr. Lattner described the vision for the proposed project including apartment complex, future performing arts center and office or retail building. Ms. Holloman also reviewed uses in the proposed rezoning request and the desire to be a mixed-use development with open space as well as a walkable environment. Mr. Shade discussed My Computer Career and the possibility of their headquarters relocation to this area. Mr. Baird provided an overview of

Capital Associates and previous development they handled. Ms. Britt described the affordable rental housing that is proposed in the zoning conditions. Mr. Clapp presented the transportation impact analysis overview.

Mr. Deshazor asked if discussions of traffic flows should be discussed tonight. Mr. Lattner discussed proposed pedestrian crossing and Mr. Clapp provided the Board with more details.

Mr. Brady asked about the new bus stop on Sportsmanship Way and if a cut out and shelter would be possible. Ms. Jones stated coordination is currently being worked on within the update to the Comprehensive Transportation Plan.

Mr. Crandall asked for confirmation if My Computer Career has committed to move their offices to this location. It was stated it is their intent. He also asked for clarification if affordable housing will be a part of the rezoning. Mr. Ryan indicated it is proposed be income restricted. Ms. Britt provided details about the tax credit associated with this project.

Ms. Patterson asked for clarification on the apartment breakdown per unit (1-bed, 2-bed, 3-bed). She also asked if any of the units could be at a higher level than 60%. Ms. Britt stated there will be other lower income opportunities and she also provide a breakdown of the units.

Mr. Urquhart asked for classification on character feature aspects of the mixed-use components. Mr. Ryan provided explanation. The applicants provided a background on the financial restraints for mixed-use centers in relation to tax aspects on mixing commercial and affordable housing.

Discussions took place about the conceptual diagram presented by the applicant and how it illustrates a possible future development plan and proposed conditions associated with this location. Discussions also were held about renewable energy and recharging stations and if it will be included in this proposed project.

Mr. Carpico reviewed the proposed Planning Consistency Statement and the Planning Board agreed with the following as being true:

The requested zone map change from LB: Local Business Limited to CB CU: Community Business Conditional Use and R-MF-15 CU: High-Density Multifamily Residential Conditional Use is consistent with the Vision Holly Springs Comprehensive Plan since the Land Use & Character Plan Future Land Use Map designates this property as Mixed-Use Center and the CB CU: Community Business Conditional Use and R-MF-15 CU: High-Density Multifamily Residential Conditional Use districts, with the conditions offered by the applicant, will serve the broader economic, entertainment, and housing needs of the community and will provide for a compact, walkable environment and mix of residential and non-residential uses.

Motion:

Motion to adopt planning consistency statement.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (6-2)

Mr. Urquhart's denial is based on concerns for the residential component and its traffic impact.

Mr. Crandall's denial is based on too many open questions to make a good decision.

Motion:

Motion that the Planning Board recommend the Town Council approve Zone Map Change Petition #20-REZ-03 to change the zoning of 20.01 acres of Wake County PIN # 649894163 & 649991395 from LB: Local Business Limited to CB CU: Community Business Conditional Use and R-MF-15 CU: High-Density Multifamily

Residential Conditional Use (as further described below), with the following conditions as submitted by McAdams Company:

- 1) The following uses shall be prohibited uses within the CB zoning district: Automotive Sales & Service: Automobile Parts Sales (new); Quick Oil Change Facility; Car Wash (automatic or self); Gasoline Service Station without repair; Motor Cycle/Scooter Sales; Automotive Sales & Service: Automotive Repair – Minor; Gasoline Service Station with minor repair (not to exceed two (2) accessory indoor service bays); Kennels (with outdoor runs); Food Sales and Service: Restaurant
 - Drive Through, Stand Alone; Public Facilities: Neighborhood Recycling Collection Point; Communications/Utilities: Electricity Relay Station; Retail: Satellite Dish Sales and Service (outdoor display).
- 2) The CB zoning district shall contain a Class A commercial office building with a minimum square footage of 70,000 Square Feet with a minimum building height of 2 stories.
- 3) The following uses shall be permitted uses within the R-MF-15 zoning district: Residential: Multifamily dwellings. The allowed residential uses must meet the requirements of Section 42 of the Internal Revenue Code or a substantially equivalent form of affordable rental housing. 100% of the dwelling units developed on the property must meet this requirement. Accordingly, rents shall be set at a price that on average is affordable to a household with an annual income that is no greater than 60% of the Area Median Income for the respectively-sized household in the Raleigh, NC MSA, as determined by the United States Department of Housing and Urban Development.
- 4) The CB and R-MF-15 parcels will have both vehicular and pedestrian connectivity so that the two zoning parcels that make up this request will be interconnected and function as a horizontal mixed-use development. Each parcel shall record an easement in a form approvable by the Town allowing cross access.
- 5) The CB zoned parcel shall provide a primary entrance driveway/street from Sportsmanship Way. To create a walkable street scape along this primary driveway/street, a minimum and maximum building setback will be established by the project master plan. To establish the intent of commercial building placement, no more than one bay of off-street parking spaces shall be constructed between the building and primary driveway/street. This is more particularly illustrated below:



Note: The above illustration is conceptual in nature and meant to illustrate desired building placement only. Final design will be determined at the time of development plan(s) submittal(s).

- 6) Off-street parking within the CB zoning district shall utilize shared parking. This shared parking shall be memorialized within a shared parking agreement. The property owners involved in the joint use of off-street parking areas shall submit a legal agreement approved by the town attorney as to form and content guaranteeing that said required off-street parking shall be maintained so long as the use requiring off-street parking is in existence or unless the required off-street parking is provided elsewhere in accordance with the provisions of this Section. Such instrument, when approved as conforming to the provisions of this section, shall be recorded by the property owner with the Wake County Register of Deeds and a copy thereof filed with the Department of Development Services.
- 7) The development shall construct and install a pedestrian crosswalk featuring a rapid beacon signals across Sportsmanship Way, such location shall be determined at the time of master plan submittal.
- 8) Developed open space areas within the proposed developments shall feature at least one of the following: hardscape areas; outdoor seating areas; public art; playground and pergolas/gazebos.
- 9) A minimum of one of the following types of Green Stormwater Infrastructure shall be used in connection with any development on the subject property: permeable pavement parking spaces or pervious pavers in pedestrian areas; or rainwater harvesting (cisterns); or bio-swales. Reclaimed water for commercial irrigation purposes whenever feasible shall be utilized.
- 10) Emphasis shall be placed on placemaking within the development. To ensure this occurs, the following landscaping practices shall be utilized:
 - a. The use of vertical landscaping or public art shall be utilized adjacent to a minimum of two (2) commercial outdoor seating or gathering areas;
 - b. To the greatest extent possible, street trees shall be installed in accordance with the Town of Holly Springs UDO requirements along the primary entrance driveway/street from Sportsmanship Way.
 - c. Within the CB zoning district, the use of planters shall be positioned as to energize and identify pedestrian entrances, such entrances shall be flanked by at least one planter. Planters shall have a minimum height 24" and a minimum width of 18".
- 11) The Town requires certain fees to be paid upon development of land and for the granting of a building permit. Said fees are listed in the Town's annual budget, and with this rezoning the Developer agrees he/she (i) is familiar with these fees, (ii) does not dispute the reasonableness of these fees as set forth in the Town's annual budget; and (iii) notwithstanding any reimbursements discussed at this time through an Infrastructure Reimbursement Agreement, hereby agrees to timely pay all normal and customary fees applicable to Developer in connection with Non-Residential and Residential Projects. Such fees are listed in the current year annual budget of fees at the time the fee is due under the ordinary course of development. ***This condition shall apply to this zoning district unless otherwise modified by a Developer Agreement.***
- 12) The Town requires, pursuant to N.C.G.S. § 160A-372, the dedication and construction of streets and rights of way, as shown in the approved Comprehensive Transportation Plan and the approved Transportation Impact Analysis, to create conditions essential to public health, safety, and the general welfare. A rezoning may be delayed until such time as necessary transportation improvements (to include offsite improvements) may be made, unless the Town and the Developer can enter into agreements to accelerate the time for completion of these needed improvements. ***This condition shall apply to this zoning district unless otherwise modified by a Developer Agreement.***
- 13) The proposed development associated with this rezoning will be served by public sewer. The developer acknowledges that there are significant downstream gravity sewer and pump station improvements that are needed to accommodate the demand from this project. The developer has submitted a sewer and pump station evaluation report to meet the Town of Holly Springs standards. The developer is responsible

to continue coordination with the Town to determine the cost sharing partnership that will facilitate the necessary sewer infrastructure improvements proportionate to the project's impact. ***This condition shall apply to this zoning district unless otherwise modified by a Developer Agreement.***

- 14) TRANSPORTATION IMPROVEMENTS: The developer shall contribute, design, construct or permit the following Public Infrastructure relating to Transportation:
- a. Pay fee-in-lieu or construct northbound right turn lane at N. Main Street / Old Smithfield Road / Sunset Lake Road as required by the NCDOT.
 - b. Contribute a fee-in-lieu for design and construction of future traffic signalization at the intersection of N. Main Street / Katha Drive / Arbor Creek Drive proportionate to project impact. ***This condition shall apply to this zoning district unless otherwise modified by a Developer Agreement.***

Legal Description

TRACT A – LB: Local Business Limited to CB CU: Community Business Conditional Use

Beginning at an Existing Concrete Monument located at the Northwest Corner of "Tract 2" as shown in BM. 2013, PG.313 recorded among the Wake County Register of Deeds. Thence South 87° 44'35" East a distance of 659.37 feet to a point; thence South 02° 14'16" West a distance of 373.83 feet to a point; thence South 18° 31'33" East a distance of 331.56 feet to a point along the centerline of creek; thence South 50° 12'53" West a distance of 15.20 feet to a point; thence South 52° 44'34" West a distance of 41.72 feet to a point; thence South 24° 51'08" West a distance of 11.95 feet to a point; thence South 60° 23'33" West a distance of 24.69 feet to a point; thence North 40° 39'32" West a distance of 14.36 feet to a point; thence North 34° 58'59" East a distance of 13.67 feet to a point; thence North 83° 25'27" West a distance of 18.50 feet to a point; thence North 48° 24'32" West a distance of 58.84 feet to a point; thence North 71° 17'44" West a distance of 17.51 feet to a point; thence South 61° 27'00" West a distance of 23.23 feet to a point; thence South 40° 15'20" West a distance of 11.99 feet to a point; thence North 69° 22'16" West a distance of 14.53 feet to a point; thence South 50° 20'24" West a distance of 21.81 feet to a point; thence North 64° 29'08" West a distance of 10.07 feet to a point; thence North 31° 02'13" West a distance of 10.67 feet to a point; thence North 01° 55'12" East a distance of 14.92 feet to a point; thence North 82° 09'49" West a distance of 30.17 feet to a point; thence South 33° 31'57" West a distance of 21.05 feet to a point; thence South 41° 50'56" West a distance of 28.77 feet to a point; thence South 34° 33'30" West a distance of 17.50 feet to a point; thence North 85° 47'03" West a distance of 24.11 feet to a point; thence South 79° 49'18" West a distance of 25.38 feet to a point; thence South 44° 00'11" West a distance of 15.88 feet to a point; thence North 82° 28'05" West a distance of 21.38 feet to a point; thence North 54° 57'20" West a distance of 5.87 feet to a point; thence South 79° 59'16" West a distance of 11.39 feet to a point; thence South 78° 24'16" West a distance of 17.23 feet to a point; thence North 32° 17'36" West a distance of 15.67 feet to a point; thence North 00° 15'28" East a distance of 9.29 feet to a point; thence North 47° 50'03" West a distance of 5.59 feet to a point; thence South 31° 01'48" West a distance of 8.18 feet to a point; thence South 78° 10'20" West a distance of 36.29 feet to a point; thence North 75° 58'19" West a distance of 13.54 feet to a point; thence North 64° 05'13" West a distance of 23.59 feet to a point; thence South 57° 43'31" West a distance of 28.73 feet to a point; thence South 88° 43'13" West a distance of 28.05 feet to a point; thence North 61° 24'41" West a distance of 10.17 feet to a point; thence North 40° 15'09" West a distance of 14.21 feet to a point; thence North 22° 42'15" West a distance of 13.48 feet to a point; thence North 47° 42'21" West a distance of 23.45 feet to a point; thence North 67° 20'50" West a distance of 9.68 feet to a point; thence North 04° 07'23" West a distance of 12.04 feet to a point; thence North 79° 07'41" East a distance of 5.47 feet to a point; thence South 79° 41'11" East a distance of 10.74 feet to a point; thence South 50° 58'56" East a distance of 12.86 feet to a point; thence North 74° 11'31" East a distance of 18.18 feet to a point; thence North 11° 54'30" West a distance of 15.35 feet to a point; thence North 04° 08'11" West a distance of 7.06 feet to a point; thence North 25° 24'17" East a distance of 7.49 feet to a point; thence North 24° 56'46" West a distance of 4.81 feet to a point; thence North 65° 35'44" West a distance of 12.91 feet to a point; thence North 77° 16'57" West a distance of 9.93 feet to a point; thence North 76° 31'14" West a distance of 7.59 feet to a point; thence North 21° 31'59" West a distance of 13.85 feet to a point; thence North 64° 36'50" West a distance of 18.07 feet to a point; thence North 01° 19'28" East a distance of 15.24 feet to a point; thence North 25° 03'49" East a distance of 13.65 feet to a point; thence North 26° 10'46" West a distance of 5.04 feet to a point; thence North 44° 55'33" West a distance of 8.69 feet to a point; thence South 47° 46'02" West a distance of 9.13 feet to a point; thence South 80° 30'23" West a distance of 9.55 feet to a point; thence North 56° 19'14" West a distance of 20.11 feet to a point; thence North 59° 44'19" West a distance of 2.87 feet to a point; thence South 79° 00'05" West a distance of 6.72 feet to a point; thence South 17° 59'28" West a distance of 13.42 feet to a point; thence South 60° 34'39" West a distance of 8.87 feet to a point; thence North 89° 20'50" West a distance of 20.49 feet to a point; thence North 70° 01'15" West a distance of 5.27 feet to a point; thence South 62° 34'35" West a distance of 20.90 feet

to a point; thence North 89° 40'12" West a distance of 19.09 feet to a point; thence South 04° 03'27" East a distance of 22.91 feet to a point; thence South 49° 11'05" West a distance of 27.15 feet to a point; thence South 86° 35'42" West a distance of 14.39 feet to a point; thence North 74° 24'52" West a distance of 14.74 feet to a point; thence North 48° 11'01" West a distance of 21.73 feet to a point along NC Hwy 55 Bypass; thence North 03° 39'34" East a distance of 645.21 feet to the Point of Beginning. Having an area of 483,825 square feet, 11.11 acres

TRACT B - LB: Local Business Limited to R-MF-15 CU: High Density Multifamily Residential Conditional Use
Beginning at an Existing Concrete Monument located at the Northwest Corner of "Tract 2" as shown in BM. 2013, PG.313 recorded among the Wake County Register of Deeds. Thence South 11° 13'38" West a distance of 232.68 feet to a point; thence South 11° 16'12" West a distance of 88.65 feet to a point; thence South 11° 07'29" West a distance of 48.02 feet to a point; thence South 17° 58'03" West a distance of 176.23 feet to a point; thence South 11° 05'28" West a distance of 6.07 feet to a point; thence North 88° 36'57" West a distance of 189.00 feet to a point in the centerline of creek; thence South 71° 55'55" West a distance of 4.56 feet to a point; thence North 87° 14'27" West a distance of 24.92 feet to a point; thence South 68° 26'52" West a distance of 29.33 feet to a point; thence South 60° 40'32" West a distance of 32.78 feet to a point; thence South 46° 30'42" West a distance of 21.40 feet to a point; thence South 01° 51'53" West a distance of 23.35 feet to a point; thence South 65° 29'53" West a distance of 29.39 feet to a point; thence South 46° 11'58" West a distance of 13.45 feet to a point; thence South 20° 42'00" West a distance of 31.56 feet to a point; thence South 31° 24'27" West a distance of 16.96 feet to a point; thence South 41° 30'39" West a distance of 33.53 feet to a point; thence South 78° 26'14" West a distance of 17.44 feet to a point; thence North 63° 00'38" West a distance of 30.70 feet to a point; thence North 58° 26'59" West a distance of 18.73 feet to a point; thence North 80° 49'51" West a distance of 25.03 feet to a point; thence North 64° 44'49" West a distance of 22.24 feet to a point; thence South 71° 28'36" West a distance of 20.34 feet to a point; thence South 50° 12'53" West a distance of 0.17 feet to a point; thence North 18° 31'33" West a distance of 331.56 feet to a point; thence North 02° 14'16" East a distance of 373.83 feet to a point; thence South 87° 44'35" East a distance of 665.69 feet to an Iron Pipe; thence South 87° 44'35" East a distance of 46.66 feet to a the Point of Beginning. Having an area of 387,980 square feet, 8.91 acres

Motion by: Ms. Patterson

Second by: Mr. Stuckey

Action: The Planning Board voted in favor of the Motion. (6-2)

*Mr. Urquhart's denial is based on concerns about the residential aspect as it pertains to traffic impact.
Mr. Crandall's denial is based on not enough granularity to make a good zoning decision.*

Motion #2:

Motion to ask Town Council to look at the 2018 Resolution by the Wake County Board of Commissioners, "Resolution Endorsing The Goals of Achieving Clean Energy by 2050," as it pertains to this property and to include any conditions in the sale of the property to help achieve this goal.

Motion by: Mr. Crandall

Second by: Mr. Brady

Action: The Planning Board voted in favor of the Motion. (8-0)

b. Norris Crossing (20-REZ-04)

Ms. Sigmund reviewed the staff report with the Board.

The Town has received a request to rezone the property in question from R-30: Residential to R-8 CU: Residential Conditional Use

The project area consists of portions of six parcels totaling approximately 73.36 acres. The property is located south of Avent Ferry Road. It is generally between the Stonemont and Mills at Avent Ferry subdivisions to the east and west respectively.

Ms. Jones provided the Board with an overview of the engineering aspects of this project including transportation, fee-in-lieu for a traffic signal and utilities.

Vice Chair Carpico invited the applicant to speak.

Jeff Roach
Peak Engineering

Kurt Burger
Foxfield Land

Nate Bouquin
Ramey Kemp & Associates

Mr. Roach provided the Board with details of the proposed rezoning including connectivity to surrounding neighborhoods and proposed recreation sites in the future development plan.

Mr. Carpico asked for clarification on condition #9. Ms. Sigmund provided more details as to what an accessory structure such as other housing options that could be with this zoning condition.

Ms. Patterson asked about the timeline and how the different sites will be staggered for development in this area. Ms. Jones provided an explanation of how approved preliminary plans go onto construction drawing approval and the site inspector's coordination of traffic control prior to, during and after development. Mr. Roach stated the results from the neighborhood meeting and the positive feedback he received from residents.

Mr. Madoni expressed his concerns about road improvements and the impact of additional residential development. Mr. Roach described the portion of improvements that this project will be involved in to aid in the traffic impacts and road improvements.

Mr. Carpico reviewed the proposed Planning Consistency Statement and the Planning Board agreed with the following as being true:

The requested zone map change from R-30: Residential to R-8 CU: Residential Conditional Use is consistent with the Vision Holly Springs Comprehensive Plan and Future Land Use Map designation of Residential Neighborhood and will allow for the development of a single-family subdivisions with a variety of lot sizes.

Motion:

Motion to adopt planning consistency statement.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (6-2)

Mr. Crandall's denial is based on traffic concerns in that area.

Mr. Madoni's denial is based on traffic concerns and the timing to alleviate the impact.

Motion:

The Planning Board recommends approval of Zone Map Change Petition #20-REZ-04 to change the zoning of approximately 74.41 acres of Wake County PINs 0638-82-4248, 0638-81-0828, 638-71-6449, 0638-81-

4177, 0638-80-2381, 0638-70-7772, and 0639633688 from R-30: Residential to R-8 CU: Residential Conditional Use with conditions 1-9 as submitted.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (6-2)

Mr. Crandall's denial is based on traffic concerns in that area.

Mr. Madoni's denial is based on traffic concerns and the timing to alleviate the impact.

Agenda Item #9: Development Option Plan

a. Regency at Holly Springs (20-DO-01/20-WAV-15)

Ms. Caines reviewed the staff report with the Board.

The Town has received a request for a Development Options Subdivision located on approximately 119.50 acres of land along the south side of Holly Springs New Hill Road west of Cedar Wren Lane. A total of 230 single family dwelling units are proposed. The total proposed gross density is 1.96 units per acre and the net density, after removing the required open space as required with Development Options, is 2.33 units per acre.

Ms. Bishop provided the Board with an overview of engineering aspects of the proposed project including transportation, fee-in-lieu for future traffic signal as well as utilities.

Vice Chair Carpico invited the applicant to speak.

Tom Spaulding
Spaulding Group

Anne Oakley
Spaulding Group

Mr. Spaulding provided the Board with an overview of the proposed project including the age restricted (55+) aspect of it and specific conditions proposed with the project.

Mr. Madoni suggested pedestrian access (sidewalks) in the area of the proposed project.

Motion:

ACTION #1: DEVELOPMENT OPTIONS WAIVER REQUEST

Motion to recommend the Town Council approve a Waiver from the Unified Development Ordinance Section 2.04: R-10 Residential District to allow for the use of Development Options for properties located at 12125 Holly Springs New Hill Road; Wake County PIN 0639311837.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

ACTION #2: DEVELOPMENT OPTIONS PETITION REQUEST

Motion to recommend the Town Council approve Development Options Plan #20-DO-01 for Regency, as submitted by The Spaulding Group, project number 951-19, dated revised 11/16/2020, with the following conditions:

1. All previous approval conditions for *Regency Rezoning* will apply to this plan.
2. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
3. Prior to or with the 1st construction drawing submittal, the following items must be addressed:
 - a. The applicant shall provide revised plans illustrating that the proposed Willow Oaks along Holly Springs New Hill Road (C-225 buffer plantings) will be located within five (5) feet of the right-of-way line on the private property side in order to give the appearance of street trees.
 - b. Thoroughfares, collectors and boulevards will require a calculated pavement design and will require Town and NCDOT approval.
 - c. Provide the final detailed sanitary sewer profiles to the Town for review. Provide an updated Sewer & Pump Station Preliminary Engineering Report if final line sizes have changed.
 - d. The following note must be clearly reflected on the plats and construction drawings for the following lots: 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, and 70. "Pump station site owned by the Town of Holly Springs may be expanded in the future and there will be routine operation inspections and maintenance on the premises once the pump station is in operation."
 - e. If offsite sewer easements are required, provide documentation in the form of a recorded plat.
4. Prior to Construction Drawing Approval and/or issuance of land disturbance permit, the following items must be addressed:
 - a. Street Tree locations shall be shown with approved lighting fixture locations shall be positioned as to not interfere with any lighting fixtures or any site distance triangles.
 - b. A fee-in-lieu proportionate to the project impact for the realignment of Holly Springs New Hill Road/Old Holly Springs Apex Road intersection in the amount of \$157,500 is required.
 - c. A fee-in-lieu proportionate to the project impact for the new traffic signal at the Holly Springs New Hill Road/Green Oaks Parkway intersection in the amount of \$87,500 is required.
 - d. Off-site sewer facilities needed to serve this project must be completed by the developer and accepted by the Town. The Town is not responsible for completion of off-site sewer facilities, and will not guarantee completion of such facilities by any other party.
 - e. Off-site water facilities needed to serve this project must be completed by the developer and accepted by the Town. The Town is not responsible for completion of off-site water facilities, and will not guarantee completion of such facilities by any other party.
 - f. Off-site reclaimed water facilities needed to serve this project must be completed by the developer and accepted by the Town. The Town is not responsible for completion of off-site reclaimed water facilities, and will not guarantee completion of such facilities by any other party.
5. At time of petitioning for the first Final Plat for this subdivision:
 - a. Homeowner's Association covenants shall be submitted for review prior to recording. Covenants shall include information on maintenance of street trees and assurances that sufficient variation shall exist in the design and appearance of adjacent dwelling units (elevations and color palettes) necessary to avoid a monotonous building design and streetscape.
 - b. A note shall be included on the final plat regarding the variation in design and appearance of adjacent dwelling units (elevations and color palettes) necessary to avoid a monotonous building design and streetscape.
6. Prior to building permit submittal, the applicant shall submit master building plans for each home type to be constructed in the subdivision. These plans shall demonstrate how the zoning conditions, development options plan conditions, and development options requirements are satisfied.
7. No more than 85% of building permits shall be issued prior to the completion of all developed recreational open space.
8. No more than 85% of building permits shall be issued prior to the installation of all street trees not located along a residential lot.

9. The Preliminary Pump Station Site Plan is required to go to the same Town Council meeting as the Regency Subdivision Plan to be considered for approval.
10. Pump station site must be platted and conveyed by deed to the Town of Holly Springs before pump station final acceptance.

Motion by: Mr. Deshazor

Second by: Mr. Stuckey

Action: The Planning Board voted in favor of the Motion. (8-0)

Agenda Item #10: Special Exception Use

a. Holly Springs Business Park Tract 3 (20-SEU-05/20-DP-08/20-WAV-13/20-WAV-33/21-WAV-15/20-ALT-16)

Ms. Caines reviewed the staff report with the Board.

The Town received a request to allow for a Special Exception Use as specified in the Holly Springs Business Park PUD for Research and Development Laboratories within the PUD Light Industrial District at the property located at 420 Green Oaks Way, Wake County PIN 0649121571.

Ms. Bishop provided the Board with an overview of the proposed project including traffic assessment report, fire flow analysis and utilities.

Mr. Brady asked about the traffic flow and turn lanes access. Ms. Jones provided clarification on the access points for this proposed project.

Vice Chair Carpico invited the applicant to speak.

Josh Dunbar
EI Group

Mike Roselli
Underfoot Engineering

John McGahey
McGahey Design

Terry Boylan
Village Green Land Design

Jeff Hochandel
Timmons Group

Sean Mayefskie
Skie Properties

Mr. Dunbar provided the Board with an overview of the proposed project including specifics per building and committed tenants. Mr. Roselli described the environmental features and the utilization of creeks as well as meeting all engineering standards and UDO requirements as proposed. Mr. Hochandel described the traffic impact and assessment report associated with this project. Mr. McGahey provided the Board with details on the character of the Business Park and intent to compliment neighboring properties.

Mr. Deshazor expressed his appreciation for the business tenant commitment for this project.

Motion:

ACTION #1: SPECIAL EXCEPTION USE:

Motion that the Planning Board recommend the Town Council approve Special Exception Use #20-SEU-05 as specified in the Holly Springs Business Park PUD for Research and Development Laboratories within the PUD Light Industrial District at the property located at 420 Green Oaks Way, Wake County PIN 0649121571, 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 20-SEU-05.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

ACTION #2: WAIVER OF REGULATIONS OF UDO

Motion that the Planning Board recommend approval/denial of the following waivers:

1. Motion that the Planning Board recommend the Town Council approve Waiver 20-WAV-14, a Waiver of Regulations of UDO Section 7.05 B.1 Loading Space Dimensions in association with Development Plan Petition #20-DP-08.
2. Motion that the Planning Board recommend the Town Council approve Waiver 20-WAV-33, an Alternate Compliance of UDO Section 4.05 B.2 Gateway Corridor Architectural and Site Design Requirements in association with Development Plan Petition #20-DP-08.
3. Motion that the Planning Board recommend the Town Council approve Waiver 21-WAV-05, to waive the requirements of UDO Section 7.04 E.4 Maximum Number of Off-Street Parking Spaces in association with Development Plan Petition #20-DP-08.
- 4.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

ACTION #3: DEVELOPMENT PLAN

Motion that the Planning Board recommend the Town Council approve Development Plan #20-DP-08 for Holly Springs Business Park Tract E as submitted by Underfoot Engineering, dated Revised 2/10/21 with the following conditions:

1. In order to achieve the mixed-use nature of this project, the commercial building shall commence construction prior to any residential building permit being issued.
2. This project is required to meet the Town of Holly Springs NPDES PH. 2 Post Construction Ordinance.
3. The following must be submitted with the first Construction Drawing submittal:

- a. A point-by-point photometric plan for all site lighting (not including public right-of-way street and pedestrian lights) in conformance with lighting levels specified in UDO Section 7.02 shall be submitted to and approved by the Department of Planning & Zoning.
 - b. All items listed on the Stormwater Submittal Checklist, Form #16003.
 - c. Staff recommends that an alternative SCM be evaluated at the SCM#2 location.
 - d. All transportation improvements identified as required in the approved Traffic Assessment Report (TAR) shall be the responsibility of the developer to design and construct.
4. Prior to Construction Drawing Approval and/or issuance of a land disturbance permit, the following items must be addressed:
 - a. Street Tree locations shall be shown with approved lighting fixture locations shall be positioned as to not interfere with any lighting fixtures or any site distance triangles.
 - b. Payment of the Stormwater Fee-in-Lieu.
 - c. Approval of Stormwater Management Plan.
 - d. All environmental permits must be obtained for the entire project.
 - e. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 125% estimated construction cost of the stormwater BMP prior to the preconstruction meeting and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.
 5. Building elevations must be submitted as a major Development Plan Amendment and are subject to Town Council approval. In order to create a consistent and cohesive development, the residential and nonresidential building elevations shall use comparable and compatible building materials and colors.
 6. If build out of this development exceeds the anticipated time frame in the approved TAR, an update of the TAR is required prior to or with the Development Plan for the associated phase.
 7. Prior to Town Council, the following must be addressed:
 - a. The TAR review must be complete and finalized.

Motion by: Mr. Deshazor

Second by: Mr. Stuckey

Action: The Planning Board voted in favor of the Motion. (8-0)

Agenda Item #11: Unified Development Ordinance Amendment

a. *Section 3.03 Correction (21-UDO-01)*

Mr. Ryan reviewed the staff report with the Board.

The proposed amendments table below provides a summary of the proposed changes to the Town of Holly Springs Unified Development Ordinance (UDO) and an explanation of why the change is needed. Detailed language of the proposed amendment can be found in the attached draft ordinance.

In May of 2020, the Town Council adopted a series of UDO amendments related to the implementation of the Land Use & Character Plan. Staff has since identified a drafting error in the adopted ordinance that impacts permitted uses in the TV Town Village zoning district. This amendment, outlined below, will correct the error.

Mr. Carpico reviewed the proposed Planning Consistency Statement and the Planning Board agreed with the following as being true:

PLAN CONSISTENCY STATEMENT:

The requested UDO Text Amendments are consistent with the Vision Holly Springs: Town of Holly Springs Comprehensive Plan: Executive Summary in regards to “Using the Plan to Implement the Town’s Vision” and

“Adopting and Implementing the Plan”; Section 1: Land Use & Character; and Section 1: Land Use & Character Appendix A: Village District Area Plan. The proposed UDO Amendment implements the policy objectives identified in the Land Use & Character section of the Comprehensive Plan and provides the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan.

Motion:

Motion to adopt the Planning Consistency Statement.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

Motion:

Motion that the Planning Board recommend the Town Council approve UDO Text Amendment #21-UDO-01 to modify the text of UDO Section 3.03 TV Town Village District.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

Agenda Item #12: Special Presentation

a. Parks & Recreation Master Park Plan (21-CPA-01) (M. Beard)

Mr. Beard reviewed the staff report with the Board.

In February 2020 the town contracted with a consultant team led by McAdams to undertake the development of a new parks and recreation master plan including an update to the greenways network map. The process included a significant public engagement effort and realized a successful engagement level despite challenges of the COVID-19 pandemic.

Mr. Crandall expressed his appreciation and stated what a great job staff has done to accomplish this plan.

Motion:

Motion that the Planning Board recommend the Town Council approve Comprehensive Plan Amendment 21-CPA-01 to replace Section 3: Beyond the Green Plan with Section 3: Parks, Recreation and Greenway Master Plan, subject to final edits to layout and design of the document.

Motion by: Mr. Deshazor

Second by: Mr. Madoni

Action: The Planning Board voted in favor of the Motion. (8-0)

Agenda Item #12: Other Business

a. Town Council Official Action Overview

Ms. Sigmund provided an overview to the Planning Board regarding the Town Council's action on recent development petitions.

- b. Technical Review Committee Representative Report (*E. Carpico/C. Deshazor*)
 - February Meeting Cancelled
 - March Meeting – 3:00 pm (UDO Project Update)
- c. Development Services Report
 - Ms. Sigmund provided an overview of current activities in Development Services.
 - Special thanks to Mark Brady for his service, welcome to Joanna Holder as a new member, and Bronwyn Bishop's new position as Planner I.
- d. New Business
 - No other business was discussed.

Agenda Item #13: Adjournment

Motion:

Motion to adjourn.

Motion by: Mr. Deshazor

Second by: Mr. Carpico

Action: The Planning Board voted in favor of the Motion. (8-0)

Time: 9:55 pm

Kathy Carlisle

Kathy Carlisle

Planning Board Clerk