

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday, September 28, 2021 - 7:00 p.m.

Agenda Item #1, 2 & 3:

The Planning Board of the Town of Holly Springs met virtually for their regularly scheduled meeting on September 28, 2021. At 7:00 after determining a quorum was present, Chair Rybak called the meeting to order.

Staff Members Present: Chris Hills, Development Services Director
 Elizabeth Goodson, Land Development Division Manager
 Sean Ryan, Senior Planner
 Cheryl Caines, Planner II
 Bronwyn Bishop, Planner I
 Rachel Jones, Development Review Engineer
 Steidrick Baker, Development Plan Reviewer
 Brett Gosney, Planning Board Clerk
 Connie Zurek, Development Technician

The Board completed roll call.

Members Present: Dana Rybak, Chair (left early: 8:47p)
 Chris Deshazor, Vice-Chair
 Ernie Carpico
 Van Crandall
 Joanna Holder
 Rick Madoni
 Courtney Patterson
 Thomas Urquhart

Members Absent: Mark Stucky

The Board recited the pledge of Allegiance and the meeting opened with an invocation by Joanna Holder.

Agenda Item #4: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #5: Minutes

a. *August 31, 2021 Minutes*

Motion:
Motion to approve the August 31, 2021 Minutes.

Motion by: Mr. Madoni

Second by: Ms. Rybak

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

b. *September 16, 2021 JPH Minutes*

Motion:

Motion to approve the September 16, 2021 JPH Minutes.

Motion by: Mr. Madoni

Second by: Ms. Rybak

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
- October 5th – Van Crandall
- October 19th – Chris Deshazor

Agenda Item #7: Public Comment Period

No speakers signed up to approach the Board.

Agenda Item #8: Zone Map Change Petitions

a. *8420 James Rest Home Rd*

Ms. Caines reviewed the staff report with the Board.

The Town has received a request to rezone the property in question from R-30: Residential to IT CU: Industry & Technology Conditional Use. The project consists of parcels totaling approximately 18.5 acres. The property is located South of Friendship Road and West of New Hill Holloman Road at the southern end of the dead-end James Rest Home Road. The area generally consists of rural residential properties situated on 3-4 acre parcels. The primary parcel of this request was a former retirement rest home. To the south and west of the site are Duke Energy-owned parcels that are undeveloped and largely located in the flood plain.

Mrs. Holder had a question about the storage yard and what could be stored there under that zoning.

Ms. Caines replied that the area will be used for a landscaping business so presumably landscaping equipment such as trucks, pipes, and possibly plantings.

Mr. Crandall asked about the applicant having committed to connecting to utilities when they are available and what this would look like in terms of availability.

Mrs. Jones stated that the closest utilities are still three miles away from the project and would have to be extended across the properties front in order to allow for connection.

Mr. Crandall asked if the utilities would be anticipated with the development on friendship rd. and with utilities coming down the road.

Mrs. Jones stated that with future development it would typically occur unless there is a capital improvement project that would incorporate that.

Mr. Crandall asked if the projects commitment to tap into town utilities would be in writing.

Mrs. Jones stated that this is a condition of the rezoning that the project is willing to offer and would be documented in the action notice.

Mr. Crandall is concerned about the property being located next to the lake and the type of use that may or may not be appropriate.

Mrs. Jones stated that the condition being offered was in a good faith attempt by the project to come as close as they can to the Towns Standards.

Mrs. Jones provided an update on the transportation and the traffic impact analysis. Roadway improvements would not be required at this time.

Mr. Beard provided an update on greenways for the area.

Vice-Chair Deshazor invited the applicant to speak.

Steven Kurtz
CS Tree Services
1612 Burgess Hill Ct.

Chris Baley
CS Tree Services
1612 Burgess hill Ct

Mr. Kurtz provided an update on why his company was looking to purchase the six parcels of land. The business is looking to move from Apex to the Holly Springs address. Bobbitt Design is helping with the site planning and Timmons Group is helping with the final site design. Company is looking to find an area they can grow into over the next several years.

Mr. Baley stated the three land locked parcels are mostly woods and they are intended to stay that way. Insight into the equipment that would be stored in the area was provided by Mr. Baley. The company also plans to build a 5000 square foot maintenance shop as well as renovate the home on the property into offices. The rest home on the property would be demolished and turned into parking area. They have had their neighborhood meeting and explained to the neighbors how the rezoning process works as well as how the business operations would affect them. The entire project would follow the standards in the UDO. Residents had no significant concerns but wanted to know how business operations would affect them. CS Tree agrees to meet the Holly Springs criteria for land use and character and will have a low impact on the area with only office and maintenance space. They are a local and family owned business.

Mr. Deshazor had a question about the cul-de-sac and wanted to know how that will affect the resident.

Mr. Baley stated that the cul-de-sac would not have an affect on the resident and the resident just wanted to be informed on the project as well as everyone be aware of property lines. The cul-de-sac would be so that emergency vehicles would be able to turn around

Mr. Deshazor 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 IT CU: Industry & Technology Conditional Use is consistent with the Vision Holly Springs Comprehensive Plan and Future Land Use Map designation of Business & Industrial and will allow for the development of limited industrial uses compatible with adjacent uses.

Motion by: Mr. Carpico
Second by: Ms. Rybak
Action: The Planning Board voted in favor of the Motion. (8-0)

Motion:

Staff recommends that the Planning Board recommend approval of Zone Map Change Petition #21-REZ-02 to change the zoning of approximately 18.5 acres of Wake County PINs 0619956580, 0619956311, 0619949910, 0629044961, 0629044470, 0629035857 from R-30: Residential to IT CU: Industry & Technology Conditional Use with conditions 1-11 as submitted or modified.

Motion by: Mr. Carpico
Second by: Mr. Urquhart
Action: The Planning Board voted in favor of the Motion. (8-0)

b. Friendship Development

Mr. Ryan reviewed the staff report with the Board.

The Town has received a request to rezone the properties in question from R-30: Residential to RT: Industry & Technology (211 acres) and CB: Community Business (14 acres). The project consists of parcels totaling approximately 225 acres and is part of the previously approved Friendship Innovation Park Master Plan. The properties are located along the west and east side of Friendship Road south of US 1. The area generally consists of rural properties with scattered residential dwellings. To the south and west of the site are Duke Energy-owned parcels that are undeveloped and largely located in the flood plain.

Mr. Madoni asked about the property in the middle and if that would be rezoned.

Mr. Ryan stated that that property would not be a part of this rezoning request. That property is already zoned Research and Technology and would not need to be rezoned because of this

Mrs. Jones provided an update on the utilities on the property. Mrs. Jones also provided an update on the traffic impact analysis. There is an anticipated build out year for all of the phases all the way to 2035.

Mr. Beard provided an update on the greenways plan. The project is in the middle of a major regional connection with Apex at the friendship crossing point across future US-1.

Mr. Deshazor had a question about fiber optic lines being run to the property.

Mrs. Jones deferred this question to the applicant but she believes that fiber optic will be brought to the area.

Vice-Chair Deshazor invited the applicant to speak.

Jon Keener
Trustwell Property Group
3717 National Drive, Ste 209

Mr. Keener first answered the question about fiber optics and stated that they will be brought into the area with Ting and AT&T proposing service to the area. Mr. Keener stated the project will be trying to fill the towns

vision for the area. The project wants to provide a business area to help provide job growth to the area. The project will help to make commercial areas in town and was already successful in bringing large scale employers to the area with Amgen. The annexation will allow for the extension of utilities to tie into Town's system and all acreage annexed by Holly Springs to help balance the tax base.

Mr. Crandall had a question about the fiber optics and if multiple providers are wanting to bring the fiber optics to the area.

Mr. Keener stated that there will be multiple providers for the fiber optics.

Mr. Crandall stated that a certain kind of conduit would allow for multiple providers. Mr. Crandall wanted to know about the discussing involving the type of conduit and if the providers would be using the same conduit.

Mr. Keener stated that generally providers like to use their own conduit and any shared use of conduit would need to be agreed upon by the providers.

Mr. Crandall wondered who would own the conduit if multiple providers were to use the same one.

Mr. Keener stated that typically providers will own the conduit until it is running into private property but it is something that is agreed upon between the provider and final end user in utility agreement.

Mr. Deshazor asked staff if these questions were for the map rezoning or if they would be better brought up when they get into the developer agreement.

Mr. Ryan stated it something that is typically considered at the time of the plans that would be before you for review rather than rezoning unless the planning board is seeking a condition to be offered by the applicant to be required.

Mrs. Goodson state that the town has certain utilities that are owned by the town but fiber optic is not one of those and would be beyond town utilities.

Mr. Crandall stated the state of North Carolina is encouraging this kind of agreement with multiple providers using the same conduit.

Mr. Keener stated that it is in the current planning process for the development plans that are going forward for Project Titan.

Mr. Crandall had another question about solar panels being shown on the roof and if these would considered for the project.

Mr. Keener stated that these images were provided by Project Titan and he is unable to speak for them but these are generally things that are looked at by them.

Mr. Deshazor stated to keep questions to the zone map changes.

Mr. Crandall stated his question came from the picture showing solar panels on the roof.

Mrs. Holder had a question about the timeframe for the retail in the project.

Mr. Keener stated that the project will follow a similar timeframe to Oakview and they do have projected timeframes for retail. In the next year or so they will have the detailed timeframe for retail.

Mr. Deshazor 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 RT: Research & Technology and CB Community Business is consistent with the Vision Holly Springs Comprehensive Plan and Future Land Use Map designation of Innovation Village and Business & Industrial and will allow for the development of employment centers and large-scale and small-scale industrial uses.

Motion by: Ms. Patterson

Second by: Mr. Carpico

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

Motion:

Motion that the Planning Board recommend approval of Zone Map Change Petition #21-REZ-03 to change the zoning of approximately 211 acres from R-30: Residential to RT: Research & Technology and 14 acres from R-30: Residential to CB: Community Business, as further described below, of Wake County PINs 0629617801, 0720518760, 0720731175.

From R:30 to CB - 14.340 ACRES

Beginning on a 1/2" Iron Bolt found in the western 60' private right-of-way line of Copperhead Road, having North Carolina State Plane Coordinates of N: 703,284.14', E: 2,030,701.55'; thence along and with the proposed rezoning line the following courses and distances: South 0°59'13" West, 496.39 feet to a point; South 85°37'46" West, 1,256.41 feet to a point; North 77°13'20" West, 45.66 feet to a point in the centerline of Friendship Road (NCSR 1149); thence along and with the centerline of Friendship Road (NCSR 1149) the following two courses and distances: along a curve to the right, having a radius of 2,582.00 feet, an arc length of 86.41 feet and a chord bearing and distance of North 12°47'44" East, 86.41 feet to a point; North 13°45'15" East, 170.31 feet to a point; thence leaving the centerline of Friendship Road (NCSR 1149) North 89°51'20" East, 123.85 feet to a Bent 2" Iron Pipe found; North 0°54'46" East, 195.48 feet to a point in the centerline of Woods Creek Road; thence along and with the centerline of Woods Creek Road the following two courses and distances: along a curve to the right, having a radius of 224.00 feet, an arc length of 23.31 feet and a chord bearing and distance of North 61°51'07" East, 23.30 feet to a point; North 58°52'14" East, 239.99 feet to a point; Thence leaving the centerline of Woods Creek Road North 89°54'28" East, 893.26 feet, passing through a 1/2" Iron Pipe found on line at 58.57 feet, to the Point Of Beginning, containing 624,637 square feet or 14.340 acres, more or less.

From R:30 to RT - 211.092 ACRES

Commencing on a 1/2" Iron Bolt found in the western 60' private right-of-way line of Copperhead Road, having North Carolina State Plane Coordinates of N: 703,284.14', E: 2,030,701.55'; thence South 0°59'13" West, 496.39 feet to a point, said point being the Point of Beginning; thence along and with the rezoning line the following courses and distances: South 0°59'13" West, 887.06 feet to a Concrete Monument found; South 1°06'13" West, 584.95 feet to a 5/8" Capped Rebar found, passing through a 1/2" Capped Pipe found on line at 149.98 feet; South 0°00'17" East, 730.96 feet to a Bent 2" Iron Pipe found; South 0°00'17" East, 1,445.12 feet to a Leaning Concrete Monument found, passing through a 3/4" Iron Pipe found on line at 676.16 feet; North 89°03'13" West, 758.14 feet to a Concrete Monument found, passing through a 3"x1/8" Iron Blade on line at 730.88 feet; North 86°27'43" West, 3,051.68 feet to a 1" Iron Pipe found, located South 42°21'49" West, 0.23 feet from a 1 1/2" Iron Pipe found; South 3°34'32" West, 441.37 feet to a 1 1/2" Iron Blade found, located South 8°56'38" West, 0.47 feet from a 1 1/2" iron pipe found, and South 4°38'11" West, 0.34 feet from a 1" iron pipe found; South 3°41'35" West, 121.77 feet to a point in the center of Friendship Road (NCSR 1149), passing through a 3/4" Iron Rebar found that is bent at 91.09 feet, and is 0.58 feet east of line, being on the northern right-of-way line of Friendship Road (NCSR 1149); thence continuing along and with the centerline of Friendship Road (NCSR 1149) the following two courses and distances: North 80°35'34" West, 211.34 feet to a point; Thence along and with a curve to the left, having a radius of 2,204.00 feet, an arc length of 266.06 feet and a chord bearing and distance of North 84°03'04" West, 265.90 feet to a point; Thence leaving the centerline of Friendship Road (NCSR 1149) North 0°08'31" East, 908.47 feet to a point; South 87°05'17" East, 3,606.71 feet to a 2"x1/8" Iron Blade found; North 3°15'36" East, 537.77 feet to a 1/2" Iron Rod found; North 87°00'26" West, 1,068.69 feet to a 1/2" Iron Rod found, passing through a 1/2" Iron Rod found on line at 723.95 feet; North 86°58'18" West, 386.20 feet to a 1 1/2" Iron Rod found; North 1°05'45" East, 1,353.07 feet to a 3/4" Iron Pipe found; South 89°37'38" West, 1,960.07 feet to a 1/2" Iron Pipe found in the eastern right-of-way line of U.S. Highway 1, thence along and with the eastern right-of-way line of U.S. Highway 1 the following five courses and distances: North 58°34'07" East, 1,139.16 feet to an Iron Rod found; North 58°36'46" East, 508.80

feet to a Concrete R/W Monument found; North 58°36'29" East, 674.08 feet to an Iron Rod found; North 58°04'08" East, 23.10 feet to a Concrete R/W Monument found; North 58°24'38" East, 398.81 feet to a 3/4" Iron Pipe found; thence leaving eastern right-of-way line of U.S. Highway 1 North 89°51'20" East, 512.03 feet to a point in the centerline of Friendship Road (NCSR 1149); thence along and with the centerline of Friendship Road (NCSR 1149) the following two courses and distances: South 13°45'15" West, 170.31 feet to a point; thence along a curve to the left, having a radius of 2,582.00 feet, an arc length of 86.41 feet and a chord bearing and distance of South 12°47'44" West, 86.41 feet to a point; thence leaving the centerline of Friendship Road (NCSR 1149) South 77°13'20" East, 45.66 feet to a point; North 85°37'46" East, 1,256.41 feet to the Point of Beginning, containing 9,195,164 square feet or 211.092 acres, more or less.

Motion by: Ms. Patterson

Second by: Mr. Urquhart

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

Agenda Item #9: Planned Unit Development

a. Green Oaks Tech Center

Mr. Ryan reviewed the staff report with the Board.

The Town has received a request for a Planned Unit Development (PUD) located on approximately 120 acres of land located east of Green Oaks Parkway and South of New Hill Holly Springs Road. A Planned Unit Development is a type of zoning used to encourage creativity and innovation in the design of developments, including the layout of land uses and open space that promote high standards in design and construction not normally allowed with the development standards contained within the Unified Development Ordinance (UDO).

A PUD establishes the permitted uses and development standards for the property and specific development, such as subdivision plans or development plans, is reviewed for compliance with these standards, rather than the UDO, when it is proposed.

Green Oaks Tech Center is a proposed mixed-use development consisting of light industrial/employment center uses as well the potential for commercial use along the Holly Springs New Hill Road frontage. An alternative approach allows the development to pivot to entirely Innovation District should a large life science user or similar facility choose to locate here. This supports economic development business attraction goals and reflects the changing market for business development in this area as FUJIFILM Diosynth Biotechnologies has located in Oakview Innovation Park absorbing the majority of land available for business park development in the center of town.

Mrs. Jones provided an update on the utilities and the transportation.

Mr. Beard provided an update on the greenways for the project.

Mr. Madoni had a concern about the traffic that would be leading to 55 and asked about the fee-in-lieu fee that had been collected by all these different projects for the expansion of 55.

Mrs. Jones stated that no fee-in-lieu have been collected for the expansion of 55 from developers. This would be the first development collected from.

Mr. Madoni asked if the storage facility had paid a fee-in-lieu for their realignment.

Mrs. Jones stated that the storage facility did not have a traffic impact analysis done but it did pay to expand the road widening across their frontage.

Mr. Madoni stated that his major concern for the project was the traffic impact that it would have on various roads around the area.

Vice-Chair Deshazor invited the applicant to speak.

Elizabeth McMillian
Crescent Communities
601 S Tryon

Lori Milam
Land Design
223 N Graham

Cliff Lawson
Timmons Group

Mrs. McMillian provided a commercial overview on the project and provided more on the benefits of having it zoned as a PUD. Green Oaks Tech Center follows the goals for the innovation village and focuses on bringing employment to the area. The PUD allows for public open space and is a chief goal of the project. The project is still working with NC DOT and the Town to finalize the traffic impact analysis.

Mrs. Milam provided an update on where retail would be located in the commercial district within the PUD. It would be mostly neighborhood type retail such as restaurants, child care, and farmers markets.

Mr. Crandall wanted to know about the two separate potential PUD options and the differences between how the two would be used.

Mrs. Milam stated that after potential clients looked at the property, the second PUD option came about and they felt with the site being, hopefully, a soon to be approved PUD it could be a priority or desirable site for single tenants. There are certain standards with each of the separate PUDs.

Mr. Crandall asked if the planning board would be approving both PUD options that would depend on the tenant.

Mrs. Milam stated that both options are included but further down the road land development options would be approved later based on what the design is at that point. It would need to be established at a later point.

Mr. Ryan added to the comments about the phasing stating that there is a statement in the PUD committing the applicant to deciding on one of the two PUD options at the development plan stage.

Mr. Crandall wanted to know more about the map that shows the three areas. Van is concerned about the congestion of the area and how it will only continue to get more congested. There are currently only two accesses to the district. Mr. Crandall asked if the access only have to be from Holly Springs New Hill Rd or can they come from off of Green Oaks Parkway.

Mrs. McMillan stated that this was worked through and the current proposal is the best for the development of the property.

Mr. Crandall wanted to know if there would be a left-hand turn lane into the property on Holly Springs New Hill Rd.

Mrs. Jones stated that there would be multiple access points for both turn lanes and that with every phase the traffic study is performed with adjustments being made as necessary.

Mr. Lawson provided an update further on the traffic impact analysis. The area has been suggested for turn lanes at each of the access points on Holly Springs New Hill Rd with a traffic signal suggested for the center access point.

Mr. Crandall stated that he appreciates that it was discussed with staff in detail. Mr. Crandall continued to express his concern about the amount of traffic in this area.

Mr. Lawson stated that he is not a fan of consolidating driveways particularly with this amount of traffic. Allowing multiple points of access allows for better traffic flow and operations. NC DOT has also provided improvement requirements and includes widening completing the section along Holly Springs New Hill rd.

Mr. Crandall wondered if there was an option they were overlooking here.

Mrs. Jones stated there is a typical median spacing requirement that is driving the location of these access points. The existing access points across the street are also helping to drive where these will be.

Mr. Crandall wondered if there was consideration of having access solely from Green Oaks Parkway.

Mrs. Jones stated not solely from Green Oaks Parkway because it would not be supported by NC DOT or the Town. The Fire Department will also require multiple points of access for emergency vehicles.

Mr. Crandall asked what the minimum distance between signals is.

Mrs. Jones stated the minimum distance is typically the same as median spacing of 1200 feet.

Mr. Crandall asked the spacing of these medians.

Mrs. Jones stated they are about 1000 to 1200 feet apart.

Mr. Lawson stated that signal spacing can be closer but what Mrs. Jones stated is the typical preference for NC DOT.

Mrs. McMillan added that with the commitment to the commercial district they will allow for walkable area where people will not be required to use their cars to help reduce daytime traffic.

Mr. Crandall continued to express his concern about how busy the road will be in another five years.

Mr. Madoni had a concern about the Traffic Impact analysis and the off-site improvements.

Mr. Lawson stated that he received the NC DOT comments but they had to resubmit to address the Towns comments. The traffic impact analysis is close to being finalized.

Mr. Madoni asked what off-site improvement would they require.

Mr. Lawson stated that NC DOT will be requiring the completing of the four-lane section from 55 to the property and dropping to a dual lane turns down towards 55. Mr. Lawson shared the TIA in review and explained the further requirements set by NC DOT.

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

The requested zone map change is consistent with the Vision Holly Springs Comprehensive Plan and Future Land Use Map designation of Innovation Village and will allow for the development of industrial and other employment uses along with supporting commercial uses in furtherance of the Town's economic development goals and policies.

Motion by: Mr. Urquhart

Second by: Ms. Holder

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

Motion:

Staff recommends that the Planning Board recommend approval of Planned Unit Development Master Plan and Zone Map Change Petition #21-PUD-01 to change the zoning of approximately 120.71 acres from R-30: Residential, R-10: Residential, BT-CU: Business & Technology Conditional Use, and RT: Research & Technology to PUD: Planned Unit Development. The property is identified by Wake County PINs 0639955037, 0639957154, 0639959107, 0649054147, 0649151168, 0649158281, 0649253306, 0649252098, 0649255277, 0649049486, 0649240007, 0649039606, 0639953025, 063994912 as submitted.

Note: *The following will be recommended conditions of approval should the PUD Master Plan be approved later in the review process.*

1. Total actual review costs for engineering special studies will be billed in accordance with the Town's fee schedule and all invoiced fees from third party review and should be paid prior to the next Development Petition submittal associated with this PUD and no later than prior to approval of that petition request.
2. A Deed of Easement is required to be executed for any vehicular & pedestrian access between the property owners at the time of plat. This will become a condition of approval of the Master Plan and Development Plans.
3. All new overhead power lines and services must be installed underground with this development. If the relocation of existing overhead power lines underground is deemed not feasible by the Town and/or the Utility company, a waiver of UDO Section 7 and fee-in-lieu will be required for this project. (ED&CS Section 2; UDO Section 7). This will become a condition of approval of the Master Plan.
4. If any changes have been made to gravity sewer lines serving upstream properties between Preliminary Approval and 1st Construction Drawing Submittal associated with this PUD, a Final Gravity Sewer Line Sizing Report will be required with first construction drawing submittal.
5. Provide documentation in the form of a recorded plat of any required offsite sewer easements prior to first construction drawing submittal associated with this PUD.
6. Offsite Sewer Infrastructure Incomplete: Off site sewer facilities are needed to serve this project and are planned to be constructed as part of the Oakview Innovation Master Plan project. This must be completed and accepted by the Town prior to the 1st construction drawing submittal associated with this PUD and no later than construction drawing approval unless otherwise approved by the Division Manager. The Town is not responsible for completion of off site sewer facilities, and will not guarantee completion of such facilities by any other party. No plats or building permits will be issued by the Town until all necessary on and off-site water infrastructure is completed.
7. With each subsequent Development Petition (i.e. Detailed Master Plan, Development Plan, Subdivision Plan), the following is required:
 - a. A TIA verification letter is required to be submitted to confirm the specific development is within the parameters of the TIA approved with this PUD. If the development exceeds what was previously approved, a TIA revision will be required. A TIA phasing plan is required at this stage.
 - b. A Downstream Sewer verification letter is required to be submitted to confirm the specific development is within the parameters of the study approved with this PUD. If the development exceeds what was previously approved, a Downstream sewer Evaluation revision will be required.
 - c. A Hydraulic Water Model and Fire Flow Analysis Report (FFA) is required with each development.
 - d. A Hydraulic Reclaimed Water Model Report is required for the reclaimed water main extensions and must be approved prior to Construction Drawing Submittal. .
 - e. Provide completed Industrial Waste survey short form. Note that information on this form may result in additional permitting or information being required.
 - f. Provide the Grease Trap Form as required for all businesses that will be handling fats, oils, or grease (i.e. restaurants).
 - g. For any street stub that will cross a stream also provide environmental impact information including preliminary vertical alignment for a distance of 100' beyond the property line to demonstrate constructability, will be required with the first Master Plan submittal.

8. The following item will become a condition of plan approval: Offsite right-of-way must be dedicated for this project. Right-of-way dedication will be required prior to construction drawing approval.
9. Please be aware that all review comments issued by the Town and the NCDOT related to the TIA associated with this project must be addressed. All recommended improvements as a result of Town and NCDOT review of the Traffic Impact Analysis (TIA) associated with this PUD are required to be incorporated into the detailed master plans.
10. Preliminary design for roadway improvements in accordance with Town standards for the full frontage of this property will be required at the time of the first Master Plan, unless otherwise outlined in a Developer Agreement between the Developer and the Town.
11. The Build-out analysis included a mix of background improvements and recommended development mitigations. If the assumed background projects do not occur, it should be the developer's sole responsibility to construct all of the background improvements included in the TIA unless additional analysis can be provided to demonstrate the background mitigations are not warranted by the subject development.
12. Developer is responsible to continue to monitor the following intersections for additional mitigation measures as each Development Petition is submitted and the PUD develops.
 - a. Driveway #1 on Holly Springs New Hill Rd, opposite Oakview Elementary School
 - b. Driveway #3 on Holly Springs New Hill Rd, opposite Thales Academy – if a future traffic signal is not feasible or warranted at this location, it should be restricted to right-in/right-out to minimize impacts during school peak hours with Phases 3 and 4 of this PUD.
 - c. Driveway #5 on Green Oaks Parkway, opposite Crescent Commons (Oakview Innovation) – additional improvements being added after final TIA review:
 - i. two (2) egress lanes are required at the site drive
 - ii. A northbound, 100-ft storage, right turn lane
 - d. Green Oaks Parkway / Seqirus Driveway / Thomas Mill Road
 - e. Green Oaks Parkway / Premier Drive
13. All major transportation and utility infrastructure (including water, sewer, reclaimed, and overhead power line relocation) improvements shall be completed with the first Master Plan Submittal. Subsequently, the 1st Construction Drawing associated with this project shall be responsible to complete this work. Should an alternate schedule be determined for these infrastructure improvements, it would be outlined in a Developer Agreement between the Developer and the Town and a phasing plan.
14. A TIA phasing plan for transportation improvements, agreed upon by the Town and the Developer, shall be submitted with the 1st Master Plan/Development Petition to memorialize any deviation from Town standard processes and procedures. The phasing plan must be finalized prior to the Master Plan/Development Petition being scheduled for Planning Board, Town Council or receiving administrative approval.
15. The following items are being discussed as part of the Developer Agreement that is in progress between the Developer and the Town. These are subject to change with the finalization of the agreement prior to Town Council.
 - a. A Fee-in-lieu proportionate to project impact for the design and construction of improvements on GB Alford/NC-55.
 - b. Design and construction of the intersection realignment and improvements at Old Holly Springs Apex Rd./Holly Springs New Hill Rd. with this project. The timing of the improvement and financial partnership are part of this discussion.
 - c. A Fee-in-lieu proportionate to project impact for the design and construction of intersection improvements at Old Holly Springs Apex Road / Bennet Knoll Parkway.
 - d. Timing and phasing of transportation improvements associated with the PUD.
16. The following items related to the proposed Planned Unit Development shall be addressed prior to Town Council:
 - a. Address minor final review comments related to the plan sheets within the PUD documents.
 - b. Finalize discussions on vehicular and pedestrian interconnectivity between PODs within the development and the Town's standard requirement to provide an access stub to adjacent properties.
 - c. Final review of the FFA Report. No additional comments expected.
 - d. Applicant to submit final TIA with 2nd Review Comment responses.
 - e. Finalize Developer Agreement discussions and present the agreement at the same Town Council meeting as the PUD.

Motion by: Ernie Carpico

Second by: Joanna Holder

Action: The Planning Board voted in favor of the Motion. (7-1)

Mr. Crandall stated that he does not approve the motion due to the related traffic concerns as discussed.

Agenda Item #10: Special Presentations

- *Comprehensive Transportation Planning*

Ms. Tiampati provided the Board with an update on the CTP update process; such as preliminary review findings and recommendations of various modes of transportation, project prioritization methodology, and next steps. No action is requested from the board at this time.

Mr. Deshazor had a question about the grand hill driveway with the right in, right out, and roundabout. He expressed concern about the accidents in the areas involving roundabouts.

Mrs. Goodson stated that this intersection is a point of concern. Being able to have free movements in and out of the intersections and limiting the movement will require an alternative area for these movements to be made.

Mr. Ryan stated that the consultant not only looked a Grand Hill place but expanded it to Old Holly Springs Apex Rd because those two intersections are going to have to work together.

Mrs. Patterson asked a question about the process of implementing these changes.

Ms. Tiampati stated that it would all go out for public presentation as well as presentation to Town Council. There will be additional public involvement required.

Mr. Ryan stated that once they have received the full CTP document adopted by the town council, decisions will have to be made about prioritizing projects.

Mrs. Holder had a question about Cass Holt Rd and Avent Ferry with regards to the realignment of this area.

Mrs. Tiampati stated that Capeside would be the road moving to allow for realignment with additional lineage added to Cass Holt Rd.

Mrs. Holder asked about the timeframe for these improvements.

Mrs. Tiampati stated that it is currently in analysis phase and the next step would involve prioritizing them. At this stage implementation does not have current timeframe.

Mrs. Goodson stated that development could drive the changes to particular areas.

Mrs. Tiampati provided the safety locations and areas where crashes have been more likely as well as the possibilities to relieve these areas. Mrs. Tiampati also provided an update on Walkshed analysis to provide for sidewalks within areas within walking distance on town hall. Cross sections review and modifications were also provided.

Mr. Crandall had a question about if there would be any plans to provide this information at Hollyfest.

Mrs. Tiampati stated that this information would be provided to the public at Hollyfest.

Mrs. Goodson stated that there have been several instances of informing the public on the transportation ideas.

- *Northeast Gateway Master Plan Representatives*

Mr. Ryan discussed the Northeast Gateway Master Plan and asked for 2 representatives from the Board to participate as a member of the Advisory Committee.

Ernie Carpico wanted to know how many members this board would be.

Mr. Ryan stated that the committee would be of 9 members with 2 from planning board, one from town council, and 6 town council appointed members.

The Board selected Ernie Carpico and Courtney Patterson as members of the Committee.

Agenda Item #11: Other Business

- Town Council Official Action Overview
 - Ms. Goodson provided an overview to the Planning Board regarding the Town Council's action on recent development petitions.
- Technical Review Committee Representative Report (*C. Deshazor*)
 - September Meeting Cancelled
 - October Meeting Cancelled
- Development Services Report
 - Mr. Hills provided an overview of current activities in the Department of Planning & Zoning.
- New Business
 - No additional business was discussed by the board.

Agenda Item #12: Adjournment

Motion:


Motion to adjourn.

Motion by: Mr. Carpico

Second by: Mr. Madoni

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

Time: 9:24pm



Brett Gosney
Planning Board Clerk