

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday, October 26, 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 October 26, 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, Planning Manager
Cheryl Caines, Planner II
Bronwyn Bishop, Planner I
Rachel Jones, Development Review Engineer
Steidrick Baker, Development Reviewer
Adam Huffman, Assistant Director-Parks and Rec
Brett Gosney, Planning Board Clerk
Connie Zurek, Development Technician

The Board completed roll call.

Members Present: Dana Rybak, Chair
Chris Deshazor, Vice-Chair
Ernie Carpico
Van Crandall
Joanna Holder
Rick Madoni
Courtney Patterson
Thomas Urquhart

Members Absent: Mark Stuckey

The Board recited the pledge of Allegiance.

Agenda Item #4: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #5: Minutes

a. September 28, 2021 Minutes

Motion:
Motion to approve the September 28, 2021 Minutes.

Motion by: Mr. Urquhart
Second by: Mr. Deshazor
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
 - November 2nd – Chris Deshazor
 - November 16th – Rick Madoni

Agenda Item #7: Public Comment Period

No speakers signed up to approach the Board.

Agenda Item #8: Development Plans

a. *Amgen Project Flex Batch (21-DP-08)*

Ms. Caines reviewed the staff report with the Board.

The Town has received a request to development of a manufacturing, warehouse, and manufacturing support space and waiver from and an alternate compliance request from architectural and site design requirements. The three proposed buildings (total 227,839 square feet) will be located on a portion of the property located at 4130 Friendship Rd, which is Pod D in the Friendship Development Master Plan. A second phase is anticipated in the future but the Development Plan is only for Phase 1.

Ms. Jones provided the Board with a transportation update for the project.

Mr. Urquhart asked about the project being exempt from tree preservation.

Ms. Caines stated that industrial does not have a minimum tree preservation requirement.

Mr. Madoni had a question about greenway connections on the property.

Mr. Huffman stated that he will be able to look into that and report back.

Mrs. Jones stated that she can help with the question. She stated that with the friendship master plan there will a jurisdictional connection for a greenway.

Chair Rybak invited the applicant to speak.

Jordan Brewer
Kimley-Horn and Associates
300 S Main St, Holly Springs Ste 212

Matt Gross
Kimley-Horn and Associates
421 Fayetteville St, Raleigh Ste 600

Dan Trevino
Kimley-Horn and Associates
2860 Michelle Dr, Ste 200, Irvine California

Ron Moss
Amgen
1 Amgen Center Dr, Thousand Oaks, California

Jeff Ranney
Amgen
1 Amgen Center Dr, Thousand Oaks, California

Mr. Brewer stated that this will be the first project in the Friendship master plan. For connectivity there is a stream that is running down the middle of the property and there will be a gate around the property for security reasons. The project will be exceeding the minimum parking space requirements without going over the maximum.

Mr. Gross stated that the limits of disturbance do not reach all the way to the property lines and will be leaving any of the existing vegetation on the perimeter of the disturbance area. They will be utilizing a low maintenance vegetation that is local or easily adaptable to the area.

Mr. Trevino stated that the exterior elevations are made to comply with the Towns UDO requirements. Mr. Trevino described the use of the buildings as well as the how the elevations will look. The elevations will utilize stone and other finishes to comply with the UDO.

Mrs. Rybak opened it up for questions from the Board.

Mr. Madoni asked about the natural screening around the property and if it would still be efficient once the other properties are developed.

Mr. Gross stated that they walked the entire property boundary and looked at the perimeter buffers to ensure they would be efficient even if another project abuts the property.

Mr. Crandall asked about any plans for EV charging in the parking lot.

Mr. Brewer stated there would be 63 EV charging stations. Amgen requires a large amount of EV charging parking spots.

Mr. Moss stated they are still evaluating if they would be installing the EV parking stations but it would be looked into.

Mr. Crandall asked about if they would be preparing for this infrastructure.

Mr. Moss stated that this was the plan.

Mr. Crandall asked about the fiber structure.

Mr. Moss stated they are looking at Ting and AT&T for the fiber optics.

Mr. Crandall asked if they had any plans to install solar on the roof top initially or if the roof structure could support solar in the future.

Mr. Moss stated that the roof top would support the solar installation.

Mr. Brewer stated that it is still being looked at if it would be installed.

Mr. Ranney stated the site is being evaluated for the ability to have solar but it is not apart of the design at this point.

Mr. Deshazor asked about EV charging stations being under consideration with a look into the timeframe of when they would be installed.

Mr. Ranney stated that EV charging stations would be put in with the first phase but may not be the full amount that is being planned for currently.

Motion:

ACTION #1: WAIVER OF REGULATIONS OF UDO

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

1. Motion that the Planning Board recommend the Town Council approve a waiver of Off-Street Loading Regulations of UDO Section 7.05 C.3 Location and Screening of Off-Street Loading Spaces in association with Development Plan Petition #21-DP-08/PLDP202100058.
2. Motion that the Planning Board recommend the Town Council approve an Alternate Compliance of UDO Section 4.05 B.2 Gateway Corridor Architectural and Site Design Requirements in association with Development Plan Petition #21-DP-08/PLDP202100058.

Motion by: Mr. Deshazor

Second by: Mr. Urquhart

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

ACTION #2: DEVELOPMENT PLAN

Motion that the Planning Board recommend the Town Council approve Development Plan #21-DP-08/PLDP202100058 for Amgen as submitted by Kimley Horn, dated Revised 10/6/21 with the following conditions:

1. Prior to Town Council Meeting revise the Development Plan# "21-DP-08/PLDP202100058."
2. Prior to Town Council Meeting revise the decorative crosswalk detail to be legible.
3. All previous conditions of approval for 21-MAS-04 Friendship Innovation Park Master Plan apply to this Development Plan except for any condition that describes a fee or a fee-in-lieu to be paid shall now comply with the current amounts due pursuant to the Town's current annual budget or any unexpired development agreement
4. The following must be submitted with the first Construction Drawing submittal:
 - a. All items listed on the Stormwater Submittal Checklist, Form #16003.
5. Prior to Construction Drawing Approval, the following items must be addressed:
 - a. Payment of the Stormwater Fee-in-Lieu.
 - b. Approval of Stormwater Management Plan.
 - c. All environmental permits must be obtained for the entire project.
 - d. 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.
6. Prior to the submittal of any UDO Permit for Sign Installation for permanent signage, a Master Sign Plan must be submitted for review and approval. Prior to approval of Construction Drawings, the petitioner shall provide 100-foot landscape increment calculations showing how the PUV is satisfied and a plan showing where the sample surveys were taken.

7. Prior to the approval of Construction Drawings, the petitioner shall amend the Friendship Development Master Plan to include these alternative light fixtures or propose black, shoebox style lighting per the approved Master Plan detail.
8. This project is required to meet the Town of Holly Springs NPDES PH. 2 Post Construction Ordinance.
9. If build out exceeds the anticipated time frame in the approved TIA, an update of the TIA will be required prior to or with the Development Plan for the associated phase. Recommended improvements will be required to be completed prior to plat approval of that phase.
10. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1st construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum.
11. This project is dependent of the Town's off-site utility extension project. Typically, water, sewer and reclaimed water facilities needed to serve this project must be completed prior to construction drawing approval unless otherwise approved by the Executive Director of Utilities & Infrastructure. Continue to coordinate with the Town in the schedule of both projects to ensure milestones can be met.

The Friendship Master Plan fire flow analysis report and hydraulic model associated with this development must be completed prior to the first Construction Drawing submittal, unless otherwise approved by Town management.

Motion by: Mr. Deshazor

Second by: Mr. Urquhart

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

b. 1317 N Main St (21-MAS-03)

Mr. Ryan and Ms. Caines reviewed the staff report with the Board.

The Town has received a request for a Detailed Master Plan for a mixed-use project located at 1317 N Main Street, north of Ting Park. This Detailed Master Plan is not requesting development using the Mixed-Use Option since the mix of uses is occurring on separate parcels. The western parcels nearest to NC 55 are proposed for commercial and office uses while the eastern most parcel adjacent to N Main Street is proposed for Multifamily Residential Uses. This Detailed Master Plan is the next step in the development process of the Wake County owned parcel that was subject to the previously approved Memorandum of Agreement (MOA) with Wake County.

Ms. Jones provided an update on the transportation impacts for the project.

Mr. Deshazor asked about the bus stop that is rough for the town and if the bus stop be fixed while the project is going on.

Ms. Jones stated that this something they are actively discussing with GoTriangle to find solutions to this problem. She will follow up with the board to provide more clarification at a later date.

Mr. Huffman provided an update on the greenways on the project for parks and rec.

Mr. Madoni asked about the greenways not occurring on the residential portion of this project.

Mr. Huffman stated that he was told the residential properties would be connected by a four-foot greenway that would expand into a ten-foot greenway.

Mr. Crandall asked about private drive B. The drive intersects with Trellis Point Drive.

Ms. Jones stated that it is across the way from the proposed site drive. This access would remain full movement to allow access for the neighborhood across the way.

Mr. Crandall asked if any intersection improvements would occur.

Ms. Jones stated that there would be added turn lanes with the road widening.

Chair Rybak invited the applicant to speak.

Laura Holloman
McAdams
1 Glenwood Ave, Ste 201, Raleigh

Kevin Hunt
LS3P
434 Fayetteville St, Ste 1700, Raleigh

Ashley Thayer
Cline Design
125 N Harrington St. Raleigh

Adam Pike
McAdams
1 Glenwood Ave, Ste 201, Raleigh

David Boyette
McAdams
1 Glenwood Ave, Ste 201, Raleigh

Frank Baird
Capital Associates
1501 Sunrise, Ste 100, Raleigh

Natalie Britt
DHIC

Ms. Holloman stated that there are three elements before the board tonight. The master plan sets up the rule book for which the development plans are submitted. The master plan consists of three commercial lots that are available for development on the western side that will eventually consist of My Computer Career, retail and the future arts center. The eastern side will have the multi-family development. There are tree conservation areas located throughout. It is an infill site that through the rezoning they took a lot of time with both planning board and town council to provide existing tree stands that have not been changed. The My Computer Career development plan has the goal of balancing the overall tax base.

Mr. Hunt stated this would be the corporate headquarters for My Computer Careers. The building will have a slight educational look but with a corporate technology feel. There is an emphasis on unique high-quality design.

Ms. Holloman discussed the multi-family developments. It will consist of 124 affordable multifamily units across six different buildings. The parking ratio is met but as a part of the request the 22 visitor spaces be met with the shared parking agreement. These spaces would be utilized on off hours and weekends as to not affect the businesses.

Ms. Thayer discussed the apartment buildings that would be apart of the development. The buildings have two distinct yet compatible designs so they are not jus the same buildings throughout.

Ms. Patterson asked about the apartment having patios or balconies.

Ms. Thayer stated that each unit would have balcony.

Mr. Madoni asked about the parking reduction and where the areas would be if more parking would be required in the future.

Mr. Boyette stated that they are asking for a shared parking agreement instead of a parking waiver.

Mr. Madoni asked about the plan for lot three.

Mr. Baird stated that the performance arts center would be apart of the project in lot three. The parking for the center would be a parking deck placed in the upper left-hand corner of the site. They are also inquiring about having parking area on the easement. This would not be handled until they are going to build the performing arts center.

Ms. Holder asked about the apartments and if they would have garages or cover parking.

Mr. Boyette stated there are no garages.

Mr. Crandall asked about the Ting Park parking lot being currently used as a bus stop.

Mr. Huffman stated that it is used as a bus stop.

Mr. Crandall asked if they would be able to see where that bus stop is in correlation to the proposed lots.

Mr. Pike stated that there would be a flashing light allowing for crossing of sportsmanship way.

Mr. Crandall asked if these plans have any way of improving this bus stop with it being low income residential.

Mr. Pike stated they have not looked into improving this because of the environmental constraints of the area but it can be explored with the developer.

Mr. Huffman stated that people from the development would be able to follow the sidewalk down to the bus stop but would have to cross the street.

Mr. Baird stated that there will be a sidewalk on the right-hand side of the street to walk to the bus stop.

Mr. Crandall asked about the TIA and if it had any affects on the bus stop.

Ms. Jones stated that it did not consider any future expansion of the bus stop.

Mr. Crandall asked if Wake County had any input into transit with the bus stop.

Mrs. Jones stated that the volumes and ridership that is there does not warrant an additional lane or pull off area but is something that is kept tabs on in case the ridership increases. This number can be harder to track because it is not as straight forward as other trackable measures.

Mr. Ryan stated that the staff met with GoTriangle early in the development and discussed improvements that could be made for the bus stop to be more easily accessed to residents.

Mr. Crandall asked about the underpass and if it would go into the south wake land fill property.

Mr. Huffman stated that it goes over to Duke energy property with the landfill being north of that.

Mr. Crandall believed the underpass was used for hauling fill from the ting park area before it was ting park to the land fill area. The other question Mr. Crandall had was about the parking and if there would be canopies or if there would be EV infrastructure.

Mrs. Britt stated that this has never been what they have done because they are providing low income housing.

Mr. Deshazor asked about the parking sharing with my computer career and if they would be hitting the threshold for parking with the apartment complex.

Mrs. Holloman stated that they will be hitting all of the unit required space and the shared parking would be for visitors.

Mr. Deshazor asked about the bus stop and cars having to go onto the other side of traffic to go around the bus. Are there plans to change the bus stop.

Ms. Jones stated that it is something that has continued to be discussed with GoTriangle. This will be something that is looked into.

Motion:

ACTION #1: WAIVER OF REGULATIONS OF UDO

Motion that the Planning Board recommend the Town Council approve the following waivers:

1. Waiver of Tree Preservation Area Regulations
2. Waiver of Sidewalk Regulations

Motion by: Mr. Deshazor

Second by: Ms. Patterson

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

ACTION #2: DETAILED MASTER PLAN

Motion that the Planning Board recommend the Town Council approve Detailed Master Plan 21-MAS-03 for 1317 N Main Street, as submitted by McAdams, dated revised 10/08/2021 with the following conditions:

1. Any condition that describes a fee or a fee-in-lieu to be paid shall now comply with the current amounts due pursuant to the Town's current annual budget or any unexpired development agreement.
2. All articles and parameters outlined in the approved development agreement apply to this plan.
3. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
4. Prior to or with the first Construction drawing Submittal, the following must be addressed:
 - a. ALL recommendations from the TIA, and as a result of Town and NCDOT review associated with this project, must be incorporated into the master plans and submitted with the first Construction Drawing Submittal.
 - b. Invoiced fees from Special Study third party review must be paid prior to first Construction Drawing Submittal, and no later than prior to Construction Drawing Approval
 - c. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1st construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum.

- d. If any off-site right-of-way dedication is needed with this project, it will be required in the form of a recorded plat prior to receiving construction drawing approval.
 - e. A Final Gravity Sewer Line Sizing Report will be required if any gravity sewer line sizes have changed or been impacted after Town Council approval.
 - f. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
5. Prior to Construction Drawing Approval, 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. Per the Developer Agreement, a fee-in-lieu of design and construction of northbound right turn lane on N. Main Street at Old Smithfield Road / Sunset Lake Road is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - c. Per the Developer Agreement, a fee-in-lieu of design and construction of future traffic signal on N. Main Street at Katha Drive / Arbor Creek Drive in the amount of \$12,995 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - d. Per the Developer Agreement, a fee-in-lieu of half a 20-foot median from the terminus of the existing median on N. Main Street [Trellis Pointe Drive] to the Northern property line of the property, in the amount of \$10,325 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - e. A fee-in-lieu of the relocation of existing overhead power lines underground along the project property frontage is required per UDO Section 7.08.
 - f. Prior to Construction Drawing Approval of any development plan related to the Master Plan, the Construction Drawings for the infrastructure needed to support the project as identified in the Master Plan must be approved.
 - g. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - h. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - i. 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 SCM is required at the end of the performance monitoring period for the project. (site)
 - j. 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 SCM prior to plat recordation and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the SCM is required at the end of the performance monitoring period for the project. (residential)
 - k. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project
6. Prior to the submittal of any UDO Permit for Sign Installation for permanent signage, a Master Sign Plan must be submitted for review and approval if desired.
7. For the R-MF-15 Tract: No more than 85% of building permits shall be issued prior to the completion of all developed recreational open space.
8. The Build-out analysis in the Traffic Impact Analysis (TIA) associated with this development, 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.
9. If build out exceeds the anticipated time frame in the approved TIA, an update of the TIA will be required prior to or with the Development Plan for the associated phase. Recommended improvements will be required to be completed prior to plat approval of that phase.

10. A Deed of Easement is required to be executed for public vehicular & public pedestrian access between the property owners at the time of plat.
11. This project discharges to the Twelve Oaks Pump Station. The Town is in the process of an upgrades and improvements project for the Twelve Oaks Pump Station to increase available capacity to serve this proposed development and others in the basin. If any off site sewer facilities that are needed to serve this project are not completed and accepted by the Town at the time of approval of this preliminary subdivision plan, then these facilities must be completed prior to construction drawing approval unless otherwise approved or stated in a Developer Agreement.
12. The Hydraulic Water Model and Fire Flow Analysis (FFA) Report must be finalized prior to this Master Plan or any associated Development Plan being scheduled for Town Council.
13. Minor clean up revisions to the plan sheets shall be finalized prior to Town Council.

Motion by: Mr. Deshazor

Second by: Ms. Patterson

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

Mr. Crandall stated that he thinks the plan needs additional attention to detail by staff and the town council in particular relation to the bus stop.

c. My Computer Career (21-DP-06)

Mr. Ryan and Ms. Caines reviewed the staff report with the Board.

The Town has received a request for a Development Plan for the commercial tract of the 1317 N Main Street Master Plan (21-MAS-03, pending Town Council approval) located east of NC 55 and north of Ting Park. In accordance with the Master Plan, this Development Plan is for an approximately 82,000 square foot office building with one classroom. An additional approximately 12,000 square foot commercial building is planned for an integrated center with retail, restaurant, or additional office uses.

Motion:

ACTION #1: WAIVER OF REGULATIONS OF UDO

Motion that the Planning Board recommend the Town Council approve the following Waivers:

1. Waiver of Regulations of Variation in Massing
2. Waiver of Regulations of Roof Treatment
3. Waiver of Regulations of Off-Street Loading Regulations

Motion by: Mr. Deshazor

Second by: Mr. Carpico

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

ACTION #2: DEVELOPMENT PLAN

Motion that the Planning Board recommend the Town Council approve Development Plan 21-DP-06 for 1317 N Main Street Commercial Tracts 1 and 2, as submitted by McAdams, dated revised 10/08/2021 with the following conditions:

1. All conditions of approval for 1317 N Main Street Master Plan shall apply to this Development Plan.

2. Any condition that describes a fee or a fee-in-lieu to be paid shall now comply with the current amounts due pursuant to the Town's current annual budget or any unexpired development agreement
3. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
4. The following must be submitted with the first Construction Drawing submittal:
 - l. 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 Development Services.
 - m. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1st construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum.
 - n. A Final Gravity Sewer Line Sizing Report will be required if any gravity sewer line sizes have changed or been impacted after Town Council approval.
 - o. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
5. Prior to Construction Drawing Approval, the following items must be addressed:
 - p. 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.
 - q. 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.
 - r. Per the Developer Agreement, a fee-in-lieu of design and construction of northbound right turn lane on N. Main Street at Old Smithfield Road / Sunset Lake Road is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - s. Per the Developer Agreement, a fee-in-lieu of design and construction of future traffic signal on N. Main Street at Katha Drive / Arbor Creek Drive in the amount of \$12,995 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - t. Per the Developer Agreement, a fee-in-lieu of half a 20-foot median from the terminus of the existing median on N. Main Street [Trellis Pointe Drive] to the Northern property line of the property, in the amount of \$10,325 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - u. Prior to Construction Drawing Approval of any development plan related to the Master Plan, the Construction Drawings for the infrastructure needed to support the project as identified in the Master Plan must be approved.
 - v. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - w. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - x. 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 SCM is required at the end of the performance monitoring period for the project.
 - y. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project
6. Elevations for Building B shall be submitted for review and approved by Town Council prior to a Building Permit.
7. A Deed of Easement is required to be executed for public vehicular & public pedestrian access between the property owners at the time of plat.
8. This project discharges to the Twelve Oaks Pump Station. The Town is in the process of an upgrades and improvements project for the Twelve Oaks Pump Station to increase available capacity to serve this proposed development and others in the basin. If any off site sewer facilities that are needed to serve this project are not completed and accepted by the Town at the time of approval of this preliminary subdivision plan, then these facilities must be completed prior to construction drawing approval unless otherwise

approved by the Executive Director of Utilities & Infrastructure, or stated in an approved Developer Agreement.

9. The Hydraulic Water Model and Fire Flow Analysis (FFA) Report must be finalized prior to this Master Plan or any associated Development Plan being scheduled for Town Council.
10. Minor clean up revisions to the plan sheets shall be finalized prior to Town Council.

Motion by: Mr. Deshazor

Second by: Mr. Urquhart

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

d. Sportsmanship Crossing (21-DP-07/21-WAV-10)

Mr. Ryan and Ms. Caines reviewed the staff report with the Board.

The Town has received a request for a Development Plan for Tract 2 of the 1317 N Main Master Plan (21-MAS-03, pending Town Council approval) located on 1317 N Main Street at the intersection with Sportsmanship Way. The request is to construct a 124-unit apartment building on Tract 2 of the Master Plan site. Six apartment buildings are proposed along with a clubhouse and outdoor recreation.

Motion:

ACTION #1: DEVELOPMENT PLAN

Motion that the Planning Board recommend approval of Development Plan #21-DP-07 for Sportsmanship Crossing as submitted by McAdams Company, dated Revised 10/08/21 with the following conditions:

2. All previous conditions of approval for 1317 N Main Master Plan shall apply to this plan except for any condition that describes a fee or a fee-in-lieu to be paid shall now comply with the current amounts due pursuant to the town's current fee annual budget or any unexpired development agreement.
3. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
4. Prior to Construction Drawing Approval, 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. Per the Developer Agreement, a fee-in-lieu of design and construction of northbound right turn lane on N. Main Street at Old Smithfield Road / Sunset Lake Road is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - c. Per the Developer Agreement, a fee-in-lieu of design and construction of future traffic signal on N. Main Street at Katha Drive / Arbor Creek Drive in the amount of \$12,995 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - d. Per the Developer Agreement, a fee-in-lieu of half a 20-foot median from the terminus of the existing median on N. Main Street [Trellis Pointe Drive] to the Northern property line of the property, in the amount of \$10,325 is required. This fee amount is due at the time of the first construction drawing approval associated with this Master Plan development or any associated Development Plan.
 - e. A fee-in-lieu of the relocation of existing overhead power lines underground along the project property frontage is required per UDO Section 7.08.
 - f. Prior to Construction Drawing Approval of any development plan related to the Master Plan, the Construction Drawings for the infrastructure needed to support the project as identified in the Master Plan must be approved.
 - g. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.

- h. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - i. 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 SCM is required at the end of the performance monitoring period for the project.
 - j. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.
5. 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 Development Services.
 - b. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1st construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum.
 - c. A Final Gravity Sewer Line Sizing Report will be required if any gravity sewer line sizes have changed or been impacted after Town Council approval.
 - d. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
 6. No more than 85% of certificates of occupancy shall be issued prior to the completion of all developed recreational open space.
 7. A Deed of Easement is required to be executed for public vehicular & public pedestrian access between the property owners at the time of plat.
 8. This project discharges to the Twelve Oaks Pump Station. The Town is in the process of an upgrades and improvements project for the Twelve Oaks Pump Station to increase available capacity to serve this proposed development and others in the basin. If any off site sewer facilities that are needed to serve this project are not completed and accepted by the Town at the time of approval of this preliminary subdivision plan, then these facilities must be completed prior to construction drawing approval unless otherwise approved by the Executive Director of Utilities & Infrastructure, or stated in an approved Developer Agreement.
 9. The Hydraulic Water Model and Fire Flow Analysis (FFA) Report must be finalized prior to this Master Plan or any associated Development Plan being scheduled for Town Council.
 10. Minor clean up revisions to the plan sheets shall be finalized prior to Town Council.

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

Motion #2:
 Mr. Deshazor would like to make a motion that the Town Council review the bus stop at Sportsmanship Way for safety as it pertains to the crosswalks, flashing lights, and new development.

Motion by: Mr. Deshazor
Second by: Ms. Rybak
Action: The planning board voted in favor of the motion. (8-0)

Agenda Item #9: Special Presentations

a. UDO Re-write project

Mr. Ryan and Ms. Perdu reviewed the staff report with the Board.

The Town of Holly Springs Development Services Department has been working on the preparation of a Unified Development Ordinance since spring 2020 with the Town's consultant Stantec, with Erin Perdu, Planning Group Leader, as the project manager.

The primary goal of the new UDO is to implement the character-based approach of development outlined in the Land Use & Character Plan adopted in 2019. Some key features of the Land Use & Character Plan include:

- Establishing Mixed-Use Activity Centers Throughout Holly Springs
- Allowing for Suburban Remix (Dense nodes)
- Allowing for Suburban Retrofit (Infill)
- Providing Context-Sensitive Infill Development Choices
- Providing Transitions (between areas)
- Increasing Home & Neighborhood Choices in Holly Springs
- Increasing Diversity & Affordability of Housing in Holly Springs
- Providing More Transportation-Land Use Coordination in the Community

Ms. Patterson asked about a comparison diagram from the new to old udo.

Ms. Perdu stated they do not have a red line document but have reviewed major changes at other meetings.

Ms. Patterson requested a summary document for the changes that are occurring between the old to new.

Mr. Ryan stated they will have public engagement opportunities once the UDO has been adopted and will be sending things out to affected property owners.

Ms. Patterson asked about the setback requirements for residential districts with changing of the setbacks to allow for accessory dwelling units.

Ms. Perdu stated it was not the intent to not allow for them but the setbacks for the rear in a residential would be 25' and possibly 6' for accessory structures.

Mr. Ryan stated the changes have not affected rear and side setback but they do change the front setback requirements.

Mr. Madoni asked about the changes with the planning board acting at the board of adjustments.

Mr. Ryan stated that they Board of Adjustment would combine with the planning board and the board would be larger than nine members until terms ran out and the number was reduced back to nine members. This is a process that has the support of the town council with training provided to the board.

Mr. Crandall asked about the future UDO amendments and if those will still come before the planning board.

Mr. Ryan stated there would be no change in this process and the amendments would still come before the planning board.

The Board stated their appreciation for all of the work that everyone has put into the new UDO.

Mr. Ryan shared the next steps for the new UDO.

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

PLAN CONSISTENCY STATEMENT:

The requested UDO Text Amendment is consistent with the Vision Holly Springs Comprehensive Plan:

The proposed Unified Development Ordinance (UDO) provides the Town of Holly Springs the necessary tools, policies, and development standards to implement Vision Holly Springs. Specifically, the proposed UDO implements the character-based land use approaches outlined in the Land Use & Character Plan Land Use (Chapter 1) adopted in 2019 and provides opportunities for more mixed-use activity centers thought Holly Springs, provides context sensitive infill opportunities, and provides increased opportunities to diversify home & neighborhood choices in the community. The proposed UDO also implements the goals and policies of Chapter 2: Comprehensive Transportation Plan, by providing the standards needed to implement the Town's transportation infrastructure needs and Chapter 3: Parks, Recreation and Greenways Master Plan by providing the standards to implements the Town's Parks and Recreation needs. Finally, the proposed UDO provides the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan.

Motion:

Motion to adopt Statement of Consistency as stated above.

Motion by: Mr. Urquhart

Second by: Mr. Crandall

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

Motion:

Motion to recommend the Town Council approve the Town of Holly Springs Unified Development Ordinance.

Motion by: Mr. Carpico

Second by: Ms. Holder

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

Agenda Item #10: Other Business

a. Town Council Official Action Overview

Ms. Goodson 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)

- October Meeting Cancelled
- November 2nd Meeting at 3:00 pm

c. Development Services Department Report

Ms. Goodson provided an overview of current activities in Development Services.

d. New Business

Board discussed asked about the update on Peterson station. Mr. Carpico stated that someone else may be stepping up on the project. Mr. Ryan stated that someone is going to take on this project but they are currently looking at if any changes need to be made to the plan.

Agenda Item #11: Adjournment

Motion:

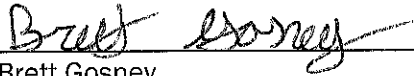
Motion to adjourn.

Motion by: Mr. Madoni

Second by: Mr. Deshazor

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

Time: 9:23p



Brett Gosney

Planning Board Clerk