

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday, August 23 2022 - 7:00 p.m.

Agenda Item #1, 2, 3:

The Planning Board of the Town of Holly Springs met in-person for their regularly scheduled meeting on August 23, 2022. At 7:00 after determining a quorum was present, Chair Deshazor called the meeting to order.

Staff Members Present: Chris Hills, Development Services Director
 Sean Ryan, Planning Manager
 Cheryl Caines, Senior Planner
 Caitlyn Newton, Board Clerk

The Board completed roll call.

Members Present: Chris Deshazor, Chair
 Rick Madoni, Vice-Chair
 Ernie Carpico
 Van Crandall
 Duane Hansen
 Courtney Patterson
 Josh Prizer
 Thomas Urquhart

Members Absent:

Joanna Holder

The Board recited the pledge of Allegiance and the meeting opened with an invocation by Ernie Carpico.

Agenda Item #4: Agenda Adjustment

The word “virtually” was replaced with “in person” at the top of the Planning Board Meeting Minutes for June 28, 2022.

Agenda Item #5: Minutes

a. June 28, 2022 Minutes

Motion:

Motion to approve the June 28, 2022 Minutes.

Motion by: Ernie Carpico

Second by: Courtney Patterson

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 - All members to attend
 - September 6th - Courtney Patterson
 - September 20th - Josh Prizer

Agenda Item #7: Public Comment Period

No speakers signed up to approach the Board.

Agenda Item #8: Development Plan

- a. Oakview Mixed Use (22-DP-03//22-SEU-01) (PLDP202200061/PLSEU202200069)

Ms. Caines reviewed the staff report with the Board.

The Town has received a request for a Development Plan for Pod A of the Oakview Innovation Master Plan (20-MAS-02-A01) located at the intersection of Holly Springs New Hill Road and Green Oaks Parkway. The proposal is to construct a four building, integrated center on the 12.37- acre site for retail, restaurants (food hall), and a 135-room hotel. The hotel design is not proposed at this time. Elevations and any amendments for the future hotel will be reviewed under a future application. A Special Exception Use is requested for the hotel use.

The site was rezoned to LB Local Business in 2020. In March 2022 a new Unified Development Ordinance (UDO) was adopted that changed the LB zoning district to NMX Neighborhood Mixed-Use. However, this project application was submitted before the new UDO became effective on March 1, 2022 and was reviewed for compliance against the UDO and LB standards in place at time of application.

Mr. Prizer noted that he lived in the neighborhood adjacent to the project.

Chair Deshazor asked for clarification regarding the scope of the Traffic Impact Analysis (TIA).

Ms. Caines stated that the TIA covered both the hotel and surrounding buildings.

Mr. Prizer asked about an analysis of hotel need in the area.

Mr. Hills stated that Economic Development has had conversations with hotels. It is a part of a market-based initiative and with the growth the town is seeing, the developers see the demand.

The Board asked for clarification on the impacts of the TIA and what other projects will be impacted including the nearby school. They also inquired about the impact on utilities and water/sewer and analyzation for the hotel.

Ms. Caines deferred answers to the applicant.

Chair Deshazor invited the applicant to speak.

Mr. Jonathan Keener - Representing Helix Ventures of the Trustwell Property Group
3717 National Dr, Suite 209, Raleigh, NC 27612

Mr. Keener began his presentation.

Mr. Keener spoke to the hotel being an economic development initiative.

Ms. Patterson asked how a group could service three buildings with one loading area.

Mr. Keener stated that you couldn't as the truck drivers would block front entrances and deliver to the front door. Strategically placing three loading areas would help avoid this.

Ms. Patterson asked about the food hall and surrounding businesses.

Mr. Keener stated that the food hall nomenclature applies to the entire area, however, one building is particularly food heavy. Retail spaces will be more locally based businesses.

Mr. Prizer asked about the elevations for the hotel.

Mr. Keener replied that there is a 21 ft elevation difference from the sidewalk along Green Oaks Parkway.

Mr. Madoni asked about the tree planting along the buffers and the buffer levels.

Mr. Keener stated that the buffers will facilitate the buffer requirements including opaque trees.

Mr. Madoni then asked about the tenants involved with the project.

Mr. Keener spoke to the outcomes of the TIA and how it reflects the available spaces including the hotel, restaurants, boutiques, retail, and fitness. The TIA accounted for present traffic including with school in session.

Chair Deshazor asked about the idea for the food hall.

Mr. Keener stated that individual restaurants were better fit to the space and that the nomenclature should have been updated in regard to the term "food hall".

Mr. Crandall asked about tenant signage for building's A and B facing the road near the buffer and visibility concerns with tree buffers.

Mr. Keener replied that with short-term plans, the visibility will be there. The master sign plan will include tenant signage on both sides of the buildings.

Chair Deshazor asked about the EV Charging stations and the type of chargers.

Mr. Keener stated that no plans are set yet, however, they are considering hyper chargers and are working with vendors to determine the best selection that works with the infrastructure.

Chair Deshazor asked about the TIA and if there was any thought about adding a parking garage.

Mr. Keener stated that a parking garage would not have been efficient with their current plans with surface parking. It would have taken away from green areas. For suburban areas, the surface parking is more desirable for the community.

Chair Deshazor asked about the type of hotel.

Mr. Keener stated an upper-scale limited-service hotel brand would be desired. No full restaurant or conference spaces would be offered.

Chair Deshazor followed-up asking about the room service capabilities within the hotel.

Mr. Keener stated that access to food would be limited, but options would be available from surrounding restaurants.

Mr. Crandall asked about details for the hotel's services.

Mr. Keener stated that the hotel would be approximately 5 floors and that signage would be included in the Master Sign Plan. Mr. Keener did not think it would be a typical extended stay-hotel and that it would likely offer services such as meeting rooms, limited event space, and a pool.

Chair Deshazor stated his hopes for an upscale hotel for business travelers and executives within this area.

Motion:

ACTION #1: WAIVER OF REGULATIONS OF UDO

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

- UDO Section 3.08 A.1.c.(2)(c)(ii).1 Animating Features for Oakview Mixed Use, to allow Alternate Compliance to reduce the 40% minimum windows and glass door requirement to 27% on Building C as submitted by Helix Ventures LLC, Project Number 48803, dated 6/17/22.
- UDO Section 7.01 J.5 Minimum Tree Preservation for Oakview Mixed Use, to allow reforestation in lieu of tree preservation (2% of the overall 10% requirement) as submitted by Helix Ventures LLC, Project Number 48803, dated 6/17/22.
- UDO Section 7.05 Off-Street Loading Regulations to increase the allowed number of "pull-off" loading spaces from one to three and reduce the space dimensions to 10' x 25' for one space.

Motion by: Mr. Madoni

Second by: Mr. Carpico

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

ACTION #2: SPECIAL EXCEPTION USE & DEVELOPMENT PLAN

Motion that the Planning Board recommend the Town Council approve / deny Special Exception Use #22-SEU-01 as specified in Unified Development Ordinance Section 3.02 LB Local Business District to allow for a hotel use in the LB: Local Business and Development Plan #22-DP-03 for Oakview Mixed Use for the property located at 11605 Holly Springs New Hill Rd., Wake County PIN 0639940209 as submitted by Helix Ventures 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 22-SEU-01.

Development Plan:

1. All previous conditions of approval for Oakview Innovation 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.
2. This Development Plan shall adhere to the parameters previously approved with the Oakview Innovation Master Plan Developer Agreement.

3. Continue to coordinate with the Town and NCDOT on improvements at the intersection of Green Oaks Parkway/New Hill Rd. and determine the magnitude of relocation of the existing signal pose and traffic signal timing modifications required.
4. Offsite Sewer Infrastructure Incomplete: If any off site sewer facilities are needed to serve this project and 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 Director of Engineering. The Town is not responsible for completion of off-site sewer facilities, and will not guarantee completion of such facilities by any other party.
5. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
6. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
7. 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. Submit a detailed reforestation plan showing at a minimum the general location, species, and size of each plant to be planted.
 - c. A detailed hydraulic report will be required for the reclaimed water main extension proposed. This report is required to be finalized prior to Construction drawing approval.
 - d. The future traffic signal at the intersection of Ancient Oaks Dr./Holly Springs New Hill Rd./Site Drive #1 is not yet warranted according to the Signal Warrant Analysis submitted and reviewed with this plan. This development is responsible for a proportionate fee-in-lieu of design and construction of the future traffic signal in the amount of \$20,700 at the time of Construction Drawing Approval.
 - e. Holly Springs New Hill Road/Old Holly Springs Apex Road: A fee-in-lieu proportionate to project impact in the amount of \$50,000 is required for improvements at this intersection and due at the time of Construction Drawing Approval.
 - f. NC 55 intersections: A proportionate fee-in-lieu in the amount of \$80,000 is required for construction of the future NC-55 improvements, and due at the time of Construction Drawing Approval.
 - g. Off-site right-of-way dedication will be required in the form of a recorded plat prior to receiving construction drawing approval.
 - h. 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.
 - i. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - j. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - k. 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.
 - l. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.
8. 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 requested.
9. Prior to Building Permit Submittal for Building D (hotel) the applicant shall submit and obtain approval for a Major Development Plan Amendment that includes elevations for Building D. **The architectural elevations shall have complimentary façade designs through the use of cohesive materials and architectural elements.**
10. Finalize the minor comments from TIA review for Planning Board.

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

Agenda Item #10: Other Business

- a. Committee Reports
 - Land Use Advisory Committee Meeting (E. Carpico/C. Deshazor)
 - Tree Advisory Committee (T. Urquhart/D. Hansen)
 - July 11 - Street Tree Program
 - September 12 - 6 pm
 - Housing Affordability Study Advisory Committee
 - Northeast Gateway Master Plan Advisory Committee
- b. Town Council Official Action Overview
 - a. July 19th - UDO Text Amendments
- c. Development Services Report
 - a. Agenda Packets in CivicClerk
- d. Other business

Agenda Item #11: Adjournment

Motion:
Motion to adjourn.

Motion by: Ms. Patterson
Second by: Mr. Carpico
Action: The Planning Board voted in favor of the Motion. (8-0)
Time: 8:04

Julie Nicewinter
Caitlyn Newton
Planning Board Clerk