

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday October 28, 2025 - 7:00 p.m.

Agenda Item #1, 2, 3 & 4:

The Planning Board of the Town of Holly Springs met for their regularly scheduled meeting on **October 28, 2025**. At 7:00 p.m. after determining a quorum was present, Chair Madoni called the meeting to order.

Staff Members Present: Elizabeth Goodson, Assistant Director
Cheryl Caines, Senior Planner
Sarah Lipkin Sularz, Senior Planner
Grayson Taylor, Planner III
Catherine Jacobs, Engineering Manager
Elliot Blonshine, Development Review Engineer
Jay Osborne, Assistant Town Attorney
Mackenzie Fretz, Board Clerk

The Board completed roll call.

Members Present: Rick Madoni, *Chair*
Thomas Urquhart, *Vice-Chair*
Roger Bess, *ETJ*
Joseph Cuccurullo
Joanna Holder
Sara Kempin
Craig Kessler

Members Absent: Josh Prizer
Van Crandall

The Board recited the Pledge of Allegiance, and the meeting opened with an invocation by Mr. Cuccurullo

Agenda Item #5: Agenda Adjustment

There were no agenda adjustments.

Agenda Item #6: Minutes

a. September 23, 2025 Minutes

Motion:

Motion to approve the September 23rd, 2025 Planning Board Minutes.

Motion by: Mr. Urquhart

Second by: Ms. Holder

Action: The Planning Board vote in favor of the motion (7-0)

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Agenda Item #7: Town Council Representative

a. Planning Board Representation for Town Council

- November 18th – Roger Bess
- December 2 – Joanna Holder
- December 16 – Rick Madoni

Agenda Item #8: Public Comment Period

Fran Hudson provided a document to the Planning Board which is scanned into the Town's server as FHudson_PB_10.27.25.

Agenda Item #9a: Comprehensive Plan Amendments

**Sections 4 Community Facilities, 5 Infrastructure & Utilities, and 6 Natural Resources
25-CPA-01**

Ms. Goodson & Ms. Sularz present the Staff report to the Board.

Mr. Cuccurullo asks staff if during the updates, did they notice any areas that are problematic. Staff did not recall any specifically but stated that a highlight was the modernization and growth needs. Mr. Cuccurullo then informs staff he is thankful for modernization moving forward.

Ms. Holder asks about the CCTV cameras being Town or public cameras as well. Ms. Goodson believes that it is highlighting the town ones but will check to be sure.

Ms. Holder than asks how many traffic signal light we have within the Town. Ms. Sularz states the one the Town maintains is at the intersection of Ballentine and Main but there are others listed that the Town does not maintain and will be clarified in the update.

Mr. Urquhart praises the staff for a great job and states that the objectives for the future open space conservation standards seem a little inconsistent. Ms. Goodson states staff will flag and be sure to clarify.

The Board moves to motion.

Motion:

Motion that the Planning Board recommend that the Town Council approve Comprehensive Plan Amendment Petition #25-CPA-01 to adopt the Comprehensive Plan Section 4 Community Facilities, Section 5 Infrastructure & Utilities, and Section 6 Natural resources, and to forward the Planning Board Action Report to the Town Council.

Motion by: Mr. Bess

Second by: Mr. Urquhart

Action: The Planning Board voted in favor of the motion (7-0).

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Agenda Item #9a: Zone Map Change Petition

Seasons at Wilbon (25-REZ-06)

Mr. Taylor & Mr. Blonshine present the staff report to the Board.

Applicant / Speaker:

Bob Zumwalt/Kevin Dean Kimley-Horn 1070 S Main St. Holly Springs, NC 27540	John B. Adcock, Esq. Adcock Law Firm, P.A. 202 E. Academy Street Fuquay-Varina, NC 27526	Anne Oakley D.R. HORTON 7208 Falls of Neuse Rd Suite 201 Raleigh, NC 27615
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Mr. Zumwalt presented the applicant's proposal and invited Mr. Dean, Mr. Adcock, and Ms. Oakley to review project improvements, land use, and home elevations.

Ms. Kempin inquired about front-loaded properties and driveway lengths. The applicant explained the design discourages alley parking and includes seventy guest spaces. She also asked about the traffic signal and road widening; Mr. Blonshine noted that a nearby development's study will trigger the signal installation and that traffic impacts from this project do not warrant an additional study.

Mr. Bess asked about existing and planned signals along Piney Grove Wilbon Road. Mr. Blonshine stated signals exist at Wilbon Road and will be added at Duncan Cook Road. He also asked about sewer options, which Mr. Blonshine said are determined during the major subdivision phase.

Mr. Urquhart asked about NCDOT plans to widen Piney Grove Wilbon Road. Mr. Blonshine was unaware of any current plans, noting the improvements are developer-led.

Mr. Cuccurullo asked about total units in Hazel Ridge and Elliott Farm and other approved projects. Staff reported 562 total units (including 150 in Fuquay-Varina's Coley Farm) and no additional approved developments. The applicant confirmed they do not yet own the property.

Mr. Kessler asked about HOA maintenance of wetlands. The applicant confirmed all non-resident-owned property will be HOA-maintained. He also asked about fees-in-lieu; staff explained they are based on construction estimates and trip impact, with related improvements expected within six months.

Mr. Madoni inquired about the Duncan Cook Road realignment. Staff stated the project spans Fuquay-Varina and Holly Springs jurisdictions and will trigger alignment upon development. The developer, also of Hazel Ridge, may advance the work.

Mr. Madoni and Mr. Cuccurullo expressed traffic concerns.

The Board moves to motion.

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Motion:

Staff Recommended Plan Consistency Statement

The requested Zoning Map Amendment from RR Rural Residential to NR-CD Neighborhood Residential Conditional Zoning District is consistent with the Vision Holly Springs Comprehensive Plan since the Future Land Use Plan Map indicates this property as Mixed Residential Neighborhood, and the application meets the characteristics of a Mixed Residential Neighborhood, including the provision of multiple housing types. The requested rezoning is reasonable and in the public interest because the proposed project includes a variety of housing types and sizes, preserves and integrates existing natural features, and provides a public greenway and adjacent road improvements.

Motion by: Mr. Bess

Second by: Mr. Urquhart

Action: The Planning Board voted in favor of the motion (5-2).

Motion:

Motion to recommend that the Town Council approve Zoning Map Amendment Petition 25-REZ-06 to change the zoning of 81 acres of Wake County PIN 0647701834 from RR: Rural Residential to NR-CD: Neighborhood Residential Conditional Zoning District, as submitted by Kimley-Horn, and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Motion by: Mr. Urquhart

Second by: Mr. Bess

Action: The Planning Board voted in favor of the motion (4-3).

Agenda Item #9b: Major Subdivision

Courtyards at Holly Grove (25-MAS-02)

Mr. Taylor & Ms. Jacobs present to the Planning Board

Applicant / Speaker:

Jason Barron
Morningstar Law Group
434 Fayetteville Street, Suite 2200
Raleigh, NC 27601

Laura Holloman
McAdams
621 Hillsborough Street, Suite 500
Raleigh, NC 27603

Mr. Barron presented the applicant's report to the Board and invited Ms. Holloman to provide an overview of the overall development plan.

Mr. Kessler inquired about pedestrian crossing safety and whether the project's age restriction was considered in the traffic study.

Mr. Barron stated that pedestrian safety remains a priority throughout the design process.

Ms. Jacobs added details regarding safety measures within the crosswalks and confirmed that the age restriction was considered when the traffic study was conducted.

Mr. Cuccurullo asked if any significant changes had been made to the project since rezoning that were not reflected in the presentation.

Staff confirmed that no changes have been made.

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Ms. Kempin requested clarification on the planned widening of Avent Ferry Road.

Ms. Jacobs explained that the Development Agreement will outline the widening details but noted that current timelines are not fully aligned with the fee-in-lieu schedule.

Ms. Kempin expressed concern about potential delays related to those improvements.

Mr. Madoni agreed with Ms. Kempin's concerns and also raised questions regarding the timing of crosswalk completion and sewer improvements.

Ms. Jacobs responded that sewer improvements will occur in phases.

Mr. Cuccurullo asked about the overall project timeline.

Mr. Barron stated that the project is anticipated to take approximately four years, with road improvements being front-loaded in the early phases.

Ms. Kempin inquired about the buildout timeline for the NCDOT project.

Staff indicated an expected two- to three-year gap between this development and the NCDOT project. The Board proceeded to a motion.

Motion:

Motion to recommend that the Town Council approve Major Subdivision Plan 25-MAS-03 for the Courtyards at Holly Grove as submitted by Kimley-Horn, dated Revised 10/10/2025 with staff recommended conditions, and to forward the Planning Board Action Report, to include the Recommendation, to the Town Council.

Motion by: Mr. Kessler

Second by: Ms. Holder

Action: The Planning Board voted in favor of the motion (7-0).

Amend Motion to state submitted by McAdams.

Motion:

Motion to amend motion to recommend that the Town Council approve Major Subdivision Plan 25-MAS-03 for the Courtyards at Holly Grove as submitted by McAdams, dated Revised 10/10/2025 with staff recommended conditions, and to forward the Planning Board Action Report, to include the Recommendation, to the Town Council.

Motion by: Mr. Kessler

Second by: Ms. Holder

Action: The Planning Board voted in favor of the motion (7-0).

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Semiannual UDO Text Amendments (25-UDO-02)

Ms. Caines presents to the Planning Board.

Mr. Bess asks about the size of the murals. Ms. Caines states they compared the sizes to surrounding areas.

The Board expresses appreciation to staff and of these changes to the UDO.

Motion:

Staff Recommended Plan Consistency Statement

The proposed UDO amendments are consistent with the Vision Holly Springs: Town of Holly Springs Comprehensive Plan as follows: The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement Vision Holly Springs. Specifically, the proposed UDO amendments implement the character-based land use approaches outlined in Section 1: Land Use & Character Plan and provides context sensitive infill opportunities, provides for the implementation of conservation neighborhoods, supports the development of small business and increases opportunities for home-based businesses, ensures adequate landscape screening and buffering between uses, provides opportunities for public art, and reinforces design and community character. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan and is reasonable and in the public interest.

Motion by: Mr. Urquhart

Second by: Ms. Holder

Action: The Planning Board voted in favor of the motion (7-0).

Motion:

Motion to recommend that the Town Council approve Unified Development Ordinance (UDO) Text Amendment 25-UDO-02 to modify the Unified Development Ordinance as submitted by the Town of Holly Springs, and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Motion by: Mr. Urquhart

Second by: Mr. Cuccurullo

Action: The Planning Board voted in favor of the motion (7-0).

Agenda Item #10a: Committee Reports

LUAC (Joseph Cuccurullo / Josh Prizer)

Last meeting: October 7 - Canceled

Next meeting: November 4 - Canceled

Tree Advisory Committee (Joanna Holder / Sara Kempin)

October 13th Meeting

Hollyfest Trees Given Away: 475

Red maple, Pawpaw, American holly, Honey locust

Street Replacement Grant Program: **\$45k**

Total: 93 applicants for 138 tree replacements.

Current: 61 applications approved, 81 trees to be replaced, average reimbursement \$560.

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Agenda Item #10b: Town Council Official Action Overview

Staff went over approvals from the last Town Council meeting.

Agenda Item #10c: Development Services

- a. Catherine Jacobs – Promotion within Development Services
- b. Long Range Planning Updates
 - Comprehensive Plan Amendment
- c. Transportation Updates: Microtransit
 - Chris Ritter-Garcia presents updates on Microtransit to the Board

Agenda Item #10d: Other Business

The next Planning Board meeting is scheduled for November 19, 2025, rescheduled due to the Thanksgiving holiday.

Election Day will be held on November 5, 2025.

Agenda Item #11: Adjournment

Motion:

Motion to adjourn.

Motion by: Mr. Urquhart

Second by: Ms. Holder

Action: The Planning Board voted in favor of the Motion (7-0)

Time: 9:06pm



Mackenzie Fretz
Planning Board Clerk

