Holly Springs Town Council
7:00 PM **Tuesday, October 20, 2020**
Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of October 20, 2020 meeting agenda

PUBLIC COMMENT PERIOD

Due to the current restrictions on mass gatherings, public comment will be received in writings and delivered to Council Members prior to this meeting.

RECOGNITIONS

5. Oath of Office - Police Chief Paul Liquorie

REQUESTS AND COMMUNICATIONS

6. Update on Organization Realignment

PUBLIC HEARINGS

7. Closure of Portion of Ralph Stephens Road
8. Citizen-Initiated UDO Text Amendment for Fence Height in Residential Neighborhoods (20-UDO-02)

CONSENT AGENDA

9. Approve the minutes of the September 29, 2020 Workshop Meeting and the October 6, 2020 Business Meeting.
10. Monthly Budget Amendment Report
11. Woodfield Dead End Road Adoption
12. Resolution 20-31 - Town Official Designation for ABC Permit Applications
13. Voluntary Annexation A20-08, 5200 Catherine Place

NEW BUSINESS

OTHER BUSINESS

MANAGER'S REPORT

CLOSED SESSION -

ADJOURNMENT

In accordance with ADA regulations please contact the Town Clerk's office at least 48 hours before the meeting to request an auxiliary aid or service needed to participate in this meeting:
linda.mckinney@hollyspringsnc.us 919-557-3900

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 5.

Recognitions
Title: Oath of Office - Police Chief Paul Liquorie
Strategic Priority Area: Organizational Excellence
Safe & Friendly
Staff Resource:

Action(s):
The Clerk will administer the Oath of Office to Chief Liquorie.

Explanation:

- Following a nationwide search, Paul Liquorie was selected as Holly Springs new Police Chief.
- He was sworn in at a private ceremony on September 17, 2020.
- The public swearing in event was delayed so that Chief Liquorie's family could be present.
- At this time the Town will hold a ceremonial swearing in before Town Council and the public.

Background:

Funding Source(s):
N/A

Attachment(s):
1. Oath of Office police chief.pub

Oath of Office, Chief of Police

Town of Holly Springs, North Carolina

"I, Paul Liquorie, as Chief of Police for the Town of Holly Springs, North Carolina, do solemnly swear that I will be alert and vigilant to enforce the criminal laws of this State; that I will not be influenced in any matter on account of personal bias or prejudice; that I will support and maintain the Constitution and laws of the United States and the Constitution and the laws of North Carolina not inconsistent therewith; and that I will faithfully and impartially discharge and execute the duties of my office as Chief of Police according to the best of my skill, abilities, and judgment; so help me, God."

This, the 20th day of October, 2020.

_____
Paul Liquorie, Chief of Police
Town of Holly Springs, N.C.

_____
Dick Sears, Mayor
Town of Holly Springs, N.C.

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Requests & Communications
Title: Update on Organization Realignment
Strategic Priority Area: Organizational Excellence
Staff Resource: Scott Chase, Asst. Town Manager, Randy Harrington, Town Manager

Action(s):
Receive update on reorganization.

Explanation:

- As outlined in the Manager's FY 2020-21 budget message, every organization encounters evolutionary stages where previously successful organizational structures require optimization to meet current and future public service delivery needs.
- To achieve these public service delivery needs, a number of services and departments have been reimagined to achieve the following:
    - Simplify leadership and resource management
    - Enhance the Town's ability to plan, maintain, and manage utility and infrastructure assets
    - Simplify the customer experience
    - Group like-services together
- Effective October 1, 2020, the Town of Holly Springs took on a new shape with the creation of two new departments:
    - Planning & Zoning, Engineering and Codes Inspections teams merged into one, new Development Services Department
    - A new Utilities and Infrastructure Department which will manage water and sewer assets and other town infrastructure construction projects.
    - Additionally, facilities and maintenance of buildings moved from Parks and Recreation to Public Works.
- These changes will enhance the Town's capability to meet our community's service delivery needs today as well as into the future as our population continues to grow.
- The purpose of this agenda item is to share highlights of these organizational changes with the Mayor &Council and public.

Background:

- The realignment of the organization was recommended and outlined as part of the Manager's FY 2020-21 Budget Message.
- Components of the Realignment:
    - Creation of a Development Services Department - Combines current Planning, Engineering and Codes Inspections teams. Comprehensive services to include a focus on customer satisfaction, zoning administration, development review & construction, site compliance, permits, and building inspections.
    - Creation of a Utilities & Infrastructure Services Department - Combines current

water, wastewater, utility engineering, transportation and other engineering construction services from three different departments into one new department. This will result in streamlined leadership, resource allocation, and management of the Town's infrastructure assets.
    - Adjusting Public Works - Transfer of Facilities and Maintenance from Parks and Recreation aligning resources with the expanding town footprint of the co-working station, and future projects Fire Station #3 and Operations Campus. Other public work services include: Fleet Management, Solid Waste, Streets and Sidewalk Maintenance.
- Development Services, Interim Department Director Scott Chase. Department will now include the following divisions and leaders:
    - Customer Service & Compliance (Internal support for development services and the community: permit, compliance (zoning and nuisance), customer service, GIS, etc.) - Division Manager Beth Trautz;
    - Land Development (Preliminary and Construction Plan Review and Development Inspections) - Division Manager Elizabeth Goodson;
    - Long-Range Planning comprised of Senior Planner Sean Ryan and Transportation Planner;
    - Building and Safety Inspections (Building Inspections - Mechanical, Plumbing, Electrical and Building, coordination with Fire) - Division Manager Daniel Pope.
- Utilities and Infrastructure, Department Executive Director Kendra Parrish.
    - Department will include a new Water Resources team (Collections, Distribution, Pump Stations, Water Reclamation Facility) - Interim Water Resources Director Seann Byrd;
    - Infrastructure (Town funded facilities construction, site and infrastructure project management, including transportation, Environmental and Stormwater Management) - Principal Engineer Aaron Levitt;
    - Business Asset Management (Contracts, Citiworks, ADA, coordination, utility permitting, financials) - Sara Emig, Division Manager.
- Public Works, Director Luncie McNeil. Divisions and Leaders within Public Works:
    - Buildings and Facilities - Facility Maintenance Supervisor Shawn Malloy;
    - Streets - Supervisor Thomas Bradley;
    - Concrete - Supervisor Chad Zimmerman;
    - Solid Waste - Solid Waste Manager - Vacant;
    - Fleet Maintenance - Fleet Manager Colin Bennett.
- The organizational realignment was effective October 1. However, some additional transition actions will require some additional time for full conversion.
- A next step will include reclassification of some positions due to roles and responsibilities changing to meet the demands of the realignment. A request will be made at a future Town Council meeting in November.

Funding Source(s):
N/A

Attachment(s):
None

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Public Hearings
Title: Closure of Portion of Ralph Stephens Road
Strategic Priority Area: Responsible & Balanced Growth
Staff Resource: Rachel Jones, Development Services, Paul Allen, Asst. Town Attorney

Action(s):
Adopt Resolution 20-33 closing a portion of right of way between Ralph Stephens Road and S. Main Street.

Explanation:

- Town Council adopted resolution 20-27 at the September 15, 2020 Town Council meeting for the intent to abandon and close a portion of Ralph Stephens Road and is required to hold a public hearing on October 20, 2020.
- The town wishes to abandon this portion of Ralph Stephens Road between Ralph Stephens Road and S. Main Street as part of a joint Town and NCDOT project to re-align Main Street as it intersects with Ralph Stephens and Piney Grove.
- By operation of law, when this portion of road is abandoned, it will revert to the adjacent landowners.
- Notices have been posted and advertised as required by statute.

Background:

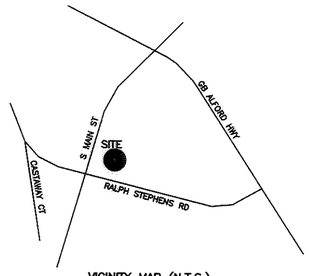
- Town Council adopted resolution 20-27 at the September 15, 2020 Town Council meeting for the intent to abandon and close a portion of Ralph Stephens Road and set public hearing to occur on the October 20 Town Council meeting.
- The Town is requesting this closure as part of a joint Town and NCDOT project to re-align Main Street as it intersects with Ralph Stephens and Piney Grove.
- The realignment has already taken place and the new connection has been installed between Ralph Stephens Road and S. Main Street.
- The proposed portion of road to be abandoned has already been removed as part of the Project and from the ground appears to be part of the landowners tract.
- Attached are maps that show the proposed road abandonment and the realigned connection between Ralph Stephens Road and S. Main Street.

Funding Source(s):
N/A

Attachment(s):
1. Exhibit 1 Main St Ext ROW Limits
2. Exhibit 2_Main St Ext ROW Abandonment_Powell
3. Exhibit 3_Main St Ext Powell Atkins Gould 08-03515-EP-07
4. 20-33 Resolution closing portion Ralph Stephens Road ROW

Ralph Stephens Road R/W Abandonment Exhibit

Main Street Extension ROW Abandonment
08-035



VICINITY MAP (N.T.S.)

I, James W. Mauldin, Professional Land Surveyor No. L-3247, Certify to one or more of the following as indicated thus ☒

a. That this plat is of a survey that creates a subdivision of land within the area of a county or municipality that has an ordinance that regulates parcels of land

b. That this plat is of a survey that is located in such portion of a county or municipality that is unregulated as to an ordinance that regulates parcels of land

c. That this plat is of a survey of an existing parcel or parcels of land

☒ d. That this plat is of a survey of another category, such as the recombination of existing parcels, a court-order survey or other exception to the definition of subdivision.

e. That the information available to this surveyor is such that I am unable to make a determination to the best of my professional ability as to provisions contained in (a) through (d) above.

James W. Mauldin, Professional Land Surveyor No. L-3247

N.C. GRID NORTH, NAD 83 (2011)
(REF: B.O.M.2018, PG.845)

STATE OF NORTH CAROLINA
COUNTY OF WAKE

I, Gina M. Clapp, REVIEW OFFICER OF WAKE COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

Gina M Clapp — REVIEW OFFICER — 7.15.2019 DATE

CERTIFICATE OF APPROVAL FOR RECORDING:

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE TOWN OF HOLLY SPRINGS, NORTH CAROLINA AND THAT THE FEE OF $ 0 HAS BEEN PAID, AND THAT THIS PLAT HAS BEEN APPROVED BY THE TOWN OF HOLLY SPRINGS FOR RECORDING IN THE REGISTER OF DEEDS OF WAKE COUNTY.

SUBDIVISION ADMINISTRATOR
TOWN OF HOLLY SPRINGS, NORTH CAROLINA — 7/12/19 DATE

CERTIFICATE OF APPROVAL OF THE DESIGN AND INSTALLATION OF STREETS, UTILITIES, AND OTHER REQUIRED IMPROVEMENTS:

I HEREBY CERTIFY THAT:

✓ ALL STREETS, UTILITIES, GREENWAYS AND OTHER REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO TOWN STANDARDS AND SPECIFICATIONS OR GUARANTEES OF THE INSTALLATION OF THE REQUIRED IMPROVEMENTS IN AN AMOUNT AND MANNER SATISFACTORY TO THE TOWN OF HOLLY SPRINGS HAS BEEN RECEIVED.

✓ THE TOWN OF HOLLY SPRINGS APPROVES OF THE EASEMENTS / RIGHT-OF-WAY DEDICATION AS SHOWN AND DELINEATED ON THIS PLAT.

✓ LOTS SHOWN ON THIS PLAT MAY NOT BE BUILDABLE. PUBLIC UTILITY SERVICES HAVE NOT BEEN VERIFIED FOR THE LOTS SHOWN ON THIS PLAT. NOTE AT THE TIME OF BUILDING PERMIT APPLICATION SUBMITTAL VERIFICATION MUST BE MADE THAT ALL LOTS MEET THE TOWN'S DEVELOPMENT REGULATIONS. IN ADDITION, RIGHT OF WAY DEDICATION AND THE ISSUANCE OF ENVIRONMENTAL DEVELOPMENT PERMIT WILL BE REQUIRED AT THE TIME OF THE APPLICATION FOR THE BUILDING PERMIT FOR EACH LOT.

TOWN ENGINEER
TOWN OF HOLLY SPRINGS, NORTH CAROLINA — 7/15/19 DATE

Note: the first statement pertaining to installation is valid

State of North Carolina, Wake County

I, James W. Mauldin, certify that this map was drawn under my supervision from an actual survey made under my supervision, that the ratio of precision as calculated by latitudes and departures is 1/10,000+, that the boundaries not surveyed are shown as broken lines plotted from information in book SEE, page REF, that this map was prepared in accordance with G.S. 47-30 as amended.

Witness my hand and seal this 12 day of July 2019.

SIGNATURE

Licensed Number L-3247

NORTH CAROLINA PROFESSIONAL SEAL L-3247 LAND SURVEYOR JAMES W. MAULDIN

S. MAIN STREET
(VARIABLE WIDTH PUBLIC R/W)

WALMART REAL ESTATE BUSINESS TRUST
D.B.12815, PG.318
B.O.M.2006, PG.1563
PIN# 0648962587
7016 GB ALFORD HIGHWAY

S 84°37'20"E 911.56'

ELIZABETH Y. BARNES & PATSY Y. EDWARDS
D.B.16147, PG.705
B.O.M.2006, PG.2590
PIN# 0648950812
1071 S. MAIN STREET

NEW PERMANENT PUBLIC UTILITY EASEMENT
AREA = 7,042 SQ.FT.

PERMANENT UTILITY EASEMENT
REF: B.O.M.2014, PG.1484

ELIZABETH Y. BARNES & PATSY Y. EDWARDS
D.B.12130, PG.2447
B.O.M.2009, PG.1062
PIN# 0648851962
1072 S. MAIN STREET

DUKE ENERGY PROGRESS EASEMENT
REF: B.O.M.2014, PG.1484

PERMANENT DRAINAGE EASEMENT
REF: B.O.M.2014, PG.1484

SOUTHERN CROSSROADS, INC
D.B.16615, PG.375
B.O.M.2018, PG.845
PIN# 0648953524
2051 RALPH STEPHENS ROAD

RALPH STEPHENS ROAD
(VARIABLE WIDTH PUBLIC R/W)

N 65°57'11"W 391.35'

S 65°57'11"E 509.94'

N 77°30'49"W 305.59'

NEW PERMANENT PUBLIC UTILITY EASEMENT
AREA = 8,773 SQ.FT.

S 84°32'33"E 1026.22'

S 49°09'15"E 505.60'

NC-HOLLY SHOPPES-MDP LLC
D.B.17323, PG.747
B.O.M.2006, PG.1563
PIN# 0648966048
7204 GB ALFORD HIGHWAY

N.C. GRID COORDINATES, NAD 83
N - 685,616.36
E - 2,049,724.50
(REF: B.O.M.2018, PG.845)

APPROXIMATE LOCATION DUKE ENERGY EASEMENT
SEE BM. 2018,PG.845
BM.2014, PG.1477-1493

SOUTHERN CROSSROADS, INC
D.B.16615, PG.375
B.O.M.2018, PG.845
PIN# 0648953524
2051 RALPH STEPHENS ROAD

S 02°18'02"E 338.05'

COLLINS PARK-HOLLY SPRINGS LLC
D.B.16060, PG.689
B.O.M.2015, PG.2090
PIN# 0658052674
2101 RALPH STEPHENS ROAD

APPROXIMATE LOCATION 50' DUKE ENERGY EASEMENT
SEE BM. 2018,PG.845

OWNER	PIN NUMBER	PERMANENT PUBLIC UTILITY EASEMENT
ELIZABETH Y. BARNES & PATSY Y. EDWARDS	0648950812	AREA = 7,042 SQ.FT.
SOUTHERN CROSSROADS, INC	0648953524	AREA = 8,773 SQ.FT.

Course	Bearing	Distance
L1	N 59°02'16" W	126.70'
L2	N 65°42'36" W	148.70'
L3	S 24°08'56" W	15.56'
L4	N 70°40'15" W	100.72'
L5	N 77°30'49" W	116.32'
L6	N 32°26'48" W	45.53'
L7	N 32°26'48" W	26.15'
L8	N 12°40'29" E	37.42'
L9	N 12°48'07" E	18.57'
L10	N 12°16'05" E	47.08'
L11	N 17°00'23" E	51.74'
L12	N 17°00'23" E	2.06'
L13	N 17°00'23" E	30.55'
L14	N 17°23'45" E	19.70'
L15	S 84°32'33" E	243.41'
L16	S 84°32'33" E	19.39'
L17	S 84°32'33" E	62.74'
L18	N 75°52'56" W	36.79'
L19	N 65°22'52" W	40.32'
L20	N 62°05'01" W	73.09'
L21	N 51°54'45" W	72.06'
L22	N 36°41'53" W	71.84'
L23	N 23°03'49" W	45.91'
L24	S 65°57'11" E	65.73'
L25	S 65°57'11" E	125.19'

Curve	Radius	Length	Chord	Chord Bear.
C1	929.87'	135.35'	135.23'	N 71°27'58" W
C2	5610.64'	83.69'	83.69'	N 66°52'05" W
C3	2000.00'	83.84'	83.83'	N 68°35'39" W
C4	2000.00'	179.23'	179.17'	N 72°21'44" W
C5	2000.00'	90.20'	90.19'	N 76°13'17" W
C6	3943.35'	67.51'	67.51'	N 14°21'58" E
C7	360.00'	252.59'	247.44'	N 45°51'09" W
C8	340.00'	261.01'	254.64'	N 43°57'40" W

REFERENCES:
D.B.16147, PG.705
B.O.M.2006, PG.2590
B.O.M.2018, PG.845
B.O.M.2018, PG.95
D.B.16615, PG.375
B.O.M.2014, PG.1477-1493
OTHER REFERENCES AS SHOWN

NOTES:
(A.) THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS OF RECORD AFFECTING SAME.
(B.) NO TITLE SEARCH HAS BEEN PERFORMED BY THIS FIRM DURING THE COURSE OF THIS SURVEY.
(C.) THIS SURVEYOR DOES NOT CERTIFY TO THE EXISTENCE OR NON-EXISTENCE OF ANY UNDER GROUND UTILITIES THAT MAY OR MAY NOT BE PRESENT ON THIS SITE.

THE SURVEYOR RELIED UPON THE CITY OR COUNTY FOR APPROVAL OF ALL APPLICABLE ORDINANCE AND HAS MADE NO INTERPRETATIONS OF THE ORDINANCES.

LEGEND
- ● Existing Iron Pipe (Control Point)
- ○ Iron Stake Set (unless otherwise noted)
- ■ Existing Concrete Monument(Control Point)
- □ Concrete Monument Set
- X Computed Point Only

All measurements shown are horizontal ground measurements unless otherwise noted.
Area computed by coordinates

Pin#: 0648950812, 0648953524

0000 - DENOTES STREET ADDRESS

RECORDED WAKE COUNTY BOOK 2019 PAGE 1231

100 0 100 200 300
GRAPHIC SCALE - FEET

OWNER:
ELIZABETH Y. BARNES
PATSY Y. EDWARDS
1024 S MAIN STREET
HOLLY SPRINGS, NC 27540

SOUTHERN CROSSROADS, INC
5210 DRIFTWOOD LANE
MOREHEAD CITY, NC 28557

WAKE COUNTY, NC 65
CHARLES P. GILLIAM
REGISTER OF DEEDS
PRESENTED & RECORDED ON
07/23/2019 13:03:53
BOOK:BM2019 PAGE:01231

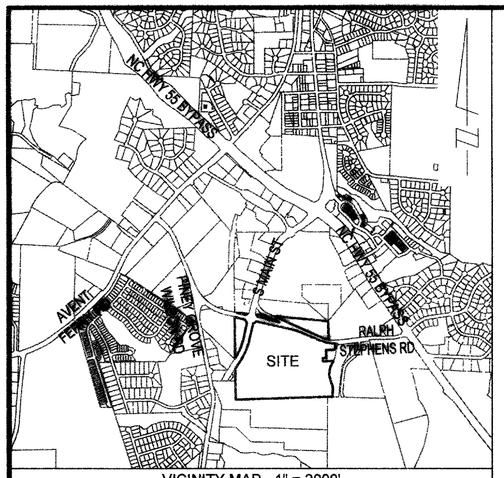
EASEMENT MAP FOR:
THE TOWN OF HOLLY SPRINGS

TOWN OF HOLLY SPRINGS PROJECT # 19-FP-12

HOLLY SPRINGS TOWNSHIP, WAKE COUNTY, NORTH CAROLINA
SCALE 1" = 100' MAY 22, 2019
REVISED: JULY 8, 2019 (TOWN COMMENTS)

MAULDIN - WATKINS SURVEYING, P.A.
P.O. BOX 444 / 1301 W. BROAD ST.
FUQUAY VARINA, NORTH CAROLINA 27526
(919) 552-9326 C-929

JOB# 4508



VICINITY MAP - 1" = 2000'

NOTE
1. AREAS BY COORDINATE GEOMETRY UNLESS SHOWN OTHERWISE
2. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES
3. ALL STREETS ARE PUBLIC RIGHTS-OF-WAY UNLESS SHOWN OTHERWISE
4. OTHER INSTRUMENTS OF RECORD MAY AFFECT THIS PROPERTY.
5. NO TITLE SEARCH PERFORMED FOR THIS SURVEY
6. NO NCGS MONUMENT WITHIN 2,000 FEET OF PROPERTY
7. NO FEMA FLOOD HAZARD AREAS PER FIRM NUMBER 3720064800J DATED MAY 2, 2006
8. PROPERTY IS ZONED R-20 & R-30 AS SHOWN
9. PROPERTY MAY BE SUBJECT TO NEUSE RIVER BUFFERS.
10. BUFFER DELINEATION TO BE DETERMINED BY DWR BEFORE FINAL APPROVAL
11. THE COORDINATES SHOWN ON THIS PLAT WERE DERIVED BY VRS (VIRTUAL REFERENCE STATION) OPS USING DUAL FREQUENCY RECEIVER THIS METHOD RESULTS IN (NAD 1983/2011) - (CORS 96) POSITIONS AND NAVD 88 (MSL) ELEVATIONS USING THE CONTINUOUSLY OPERATING STATIONS MAINTAINED BY NORTH CAROLINA GEODETIC SURVEY
12. THE RIGHT, PRIVILEGE TO TRIM AND KEEP CLEAR FROM THE EASEMENT AREA, NOW OR AT ANY TIME IN THE FUTURE, TREES, LIMBS, UNDERGROWTH, STRUCTURES OR OTHER OBSTRUCTIONS AND TO TRIM OR CLEAR DEAD, DISEASED, WEAK OR LEANING TREES OR LIMBS OUTSIDE OF THE EASEMENT AREA WHICH, MIGHT INTERFERE WITH OR FALL UPON THE FACILITIES
13. NO FIELD BOUNDARY PERFORMED AT TIME OF THIS SURVEY PROPERTY & RIGHT-OF-WAY LINES COMPILED FROM PARTIAL FIELD LOCATIONS ALONG WITH DEED & PLATS OF RECORD

SITE DATA TABLE

TOTAL SITE AREA: 2,533,244 SF OR 58.1553 ACRES (EXCLUDES EXISTING RALPH STEPHENS RD R/W)

TAKING AREAS

TOTAL R/W AREA: 197,095 SF OR 4.5247 ACRES

TOTAL PDE AREA: 9,748 SF OR 0.2238 ACRES

TOTAL PUE AREA: 4,353 SF OR 0.0999 ACRES

TOTAL TCE AREA: 69,563 SF OR 1.5969 ACRES

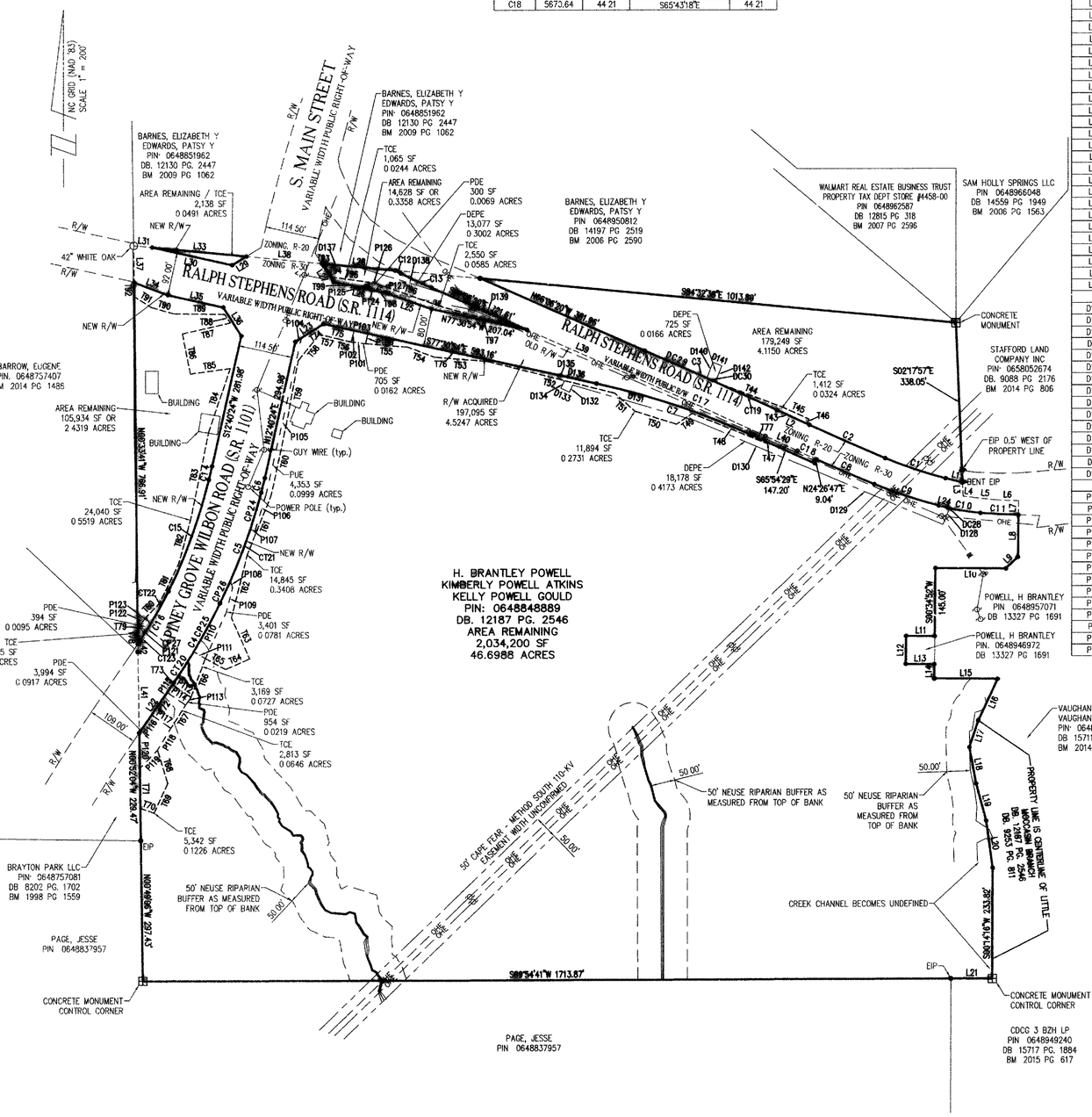
TOTAL DEPE AREA: 31,980 SF OR 0.7341 ACRES

CURVE TABLE				
CURVE	RADIUS	LENGTH	CHORD DIRECTION	CHORD
C1	929.87	135.35	S71°27'53"E	135.23
C2	5610.64	175.91	S66°23'46"E	175.91
C3	28997.72	307.30	N65°48'07"W	307.30
C4	1254.50	195.91	N30°05'15"E	195.72
C5	1255.69	251.19	N20°30'35"E	250.77
C6	1257.25	32.50	N13°24'50"E	32.50
C7	1710.00	346.41	N71°42'41"W	345.82
C8	5670.24	133.58	S66°37'12"E	133.58
C9	989.87	144.08	S71°27'53"E	143.95
C10	441.00	70.46	S80°27'28"E	70.38
C11	1226.20	80.53	S86°54'59"E	80.52
C12	778.01	13.48	S62°31'09"E	13.48
C13	1329.44	71.70	S64°33'38"E	71.69
C14	1142.75	29.54	N13°24'50"E	29.54
C15	1144.17	252.68	N19°51'35"E	252.16
C16	1145.50	130.23	N30°03'51"E	130.16
C17	28937.72	306.67	N65°48'07"W	306.67
C18	5670.64	44.21	S65°43'18"E	44.21

PDE/PUE CURVE TABLE				
CP24	1255.69	81.70	N16°38'32"E	81.68
CP25	1254.50	117.09	N28°17'15"E	117.04
CP26	1255.69	52.29	N25°02'49"E	52.28
CP27	1145.50	23.86	N31°27'45"E	23.86
TCE CURVE TABLE				
CT19	28997.72	142.24	N65°38'20"W	142.24
CT20	1254.50	78.83	N32°45'41"E	78.82
CT21	1255.69	117.21	N21°10'40"E	117.16
CT22	1145.50	81.14	N28°50'11"E	81.12
CT23	1145.50	25.22	N32°41'24"E	25.22
DEPE CURVE TABLE				
DC28	441.00	3.87	S76°07'55"E	3.87
DC29	28997.72	143.96	N65°57'48"W	143.96
DC30	28997.72	20.02	N65°48'05"W	20.02

LINE TABLE			PDE/PUE LINE TABLE		
LINE	DIRECTION	DISTANCE	LINE	DIRECTION	DISTANCE
L1	S75°52'51"E	36.79	P114	S55°26'19"E	47.50
L2	N65°29'54"W	75.00	P115	N34°33'41"E	20.15
L3	S02°17'57"E	30.16	P116	N34°33'41"E	46.35
L4	S83°00'18"E	21.76	P117	S55°26'19"E	49.50
L5	S84°04'36"E	49.17	P118	N31°22'54"E	54.08
L6	S87°36'48"E	47.38	P119	N44°00'35"E	54.34
L7	S00°34'52"W	30.22	P120	N00°52'04"W	75.18
L8	N00°34'52"E	88.75	P121	N27°25'55"W	20.37
L9	N45°41'52"E	35.30	P122	N36°01'22"E	22.67
L10	N89°25'08"W	150.00	P123	S27°55'09"E	18.17
L11	N89°25'08"W	61.00	P124	S77°30'54"E	20.00
L12	S00°34'52"W	60.00	P125	N12°29'06"E	15.00
L13	S89°25'08"E	61.00	P126	S77°30'54"E	20.00
L14	S00°34'53"W	30.30	P127	S12°29'06"W	15.00
L15	S89°25'08"E	134.70	TCE LINE TABLE		
L16	S24°54'06"W	97.48	T43	S65°29'54"E	69.86
L17	S18°26'55"W	59.70	T44	S69°31'33"E	152.40
L18	S10°26'07"E	78.82	T45	S65°54'29"E	60.00
L19	S15°05'28"E	82.20	T46	N24°05'32"E	10.78
L20	S07°43'33"E	101.12	T47	S24°05'31"W	3.00
L21	N89°38'31"W	88.27	T48	S68°18'47"E	171.50
L22	N34°33'41"E	128.95	T49	N56°13'32"E	40.08
L23	N57°29'14"E	71.07	T50	S72°47'21"E	92.72
L24	S75°52'45"E	20.13	T51	S48°15'42"E	57.30
L25	N70°40'20"W	100.72	T52	S75°56'19"E	278.85
L26	N77°30'54"W	116.32	T53	S85°12'40"E	112.01
L27	N32°26'53"W	45.54	T54	S68°50'30"E	59.68
L28	S84°32'38"E	156.58	T55	S85°06'34"E	90.80
L29	N58°26'52"E	35.36	T56	S77°16'47"E	30.11
L30	N77°30'54"W	173.93	T57	S76°15'22"E	39.90
L31	N84°32'38"W	39.13	T58	N38°40'48"E	71.66
L32	S77°30'54"E	39.97	T59	N10°35'54"E	138.09
L33	S84°32'38"E	200.86	T60	N12°04'51"E	152.05
L34	S69°32'43"E	76.21	T61	N21°50'07"E	136.22
L35	S77°30'54"E	120.53	T62	N14°10'11"E	138.12
L36	S32°07'45"E	71.47	T63	N23°47'29"W	95.87
L37	S00°33'41"E	78.68	T64	N66°11'33"E	55.76
L38	N84°32'38"W	160.63	T65	S61°37'59"E	49.05
L39	S66°06'20"E	246.87	T66	N20°22'21"E	87.84
L40	S85°29'54"E	75.00	T67	N32°35'11"E	58.03
L41	N00°52'04"W	171.85	T68	N16°44'51"W	74.61
L42	S00°33'41"E	16.77	T69	N24°38'44"E	69.69
DEPE LINE TABLE			T70	S70°13'10"E	30.72
D128	N22°01'24"E	38.24	T71	N00°52'04"W	85.32
D129	N66°49'38"W	290.23	T72	N34°33'41"E	58.00
D130	N67°22'03"W	279.19	T73	N34°33'41"E	4.45
D131	N73°50'24"W	271.49	T74	N57°29'14"E	55.83
D132	S25°20'13"W	16.42	T75	S77°30'54"E	66.00
D133	N64°39'47"W	20.00	T76	S77°30'54"E	404.88
D134	S25°20'13"W	16.42	T77	S65°54'29"E	38.33
D135	N55°29'11"W	25.80	T78	S00°33'41"E	30.86
D136	S77°30'54"E	92.28	T79	N28°15'34"E	9.59
D137	N84°32'38"W	72.47	T80	N44°14'55"E	39.13
D138	N72°41'40"W	198.11	T81	N26°05'28"E	94.97
D139	S66°06'20"E	186.43	T82	N15°17'04"E	95.08
D140	N21°31'06"E	35.77	T83	N11°41'52"E	192.14
D141	S68°28'54"E	20.00	T84	N18°47'20"E	140.80
D142	N21°31'06"E	36.71	T85	S82°07'02"W	85.44
PDE/PUE LINE TABLE			T86	N10°57'22"W	87.32
P100	N12°29'06"E	22.00	T87	N77°05'31"E	104.22
P101	S83°13'32"E	30.15	T88	N34°10'27"W	21.93
P102	S12°29'06"W	25.00	T89	N89°32'10"W	106.92
P103	S77°30'54"E	30.00	T90	N74°04'53"W	50.09
P104	N57°29'14"E	15.25	T91	N57°47'34"W	42.76
P105	N12°44'40"E	338.57	T92	S00°33'41"E	29.91
P106	N16°42'42"E	82.38	T93	N84°32'38"W	3.46
P107	S72°07'17"E	10.64	T94	N34°55'02"W	34.95
P108	N19°55'39"W	14.45	T95	S81°54'49"E	78.23
P109	N14°11'51"E	53.85	T96	S70°11'19"E	136.15
P110	S24°19'12"W	108.98	T97	S74°39'39"E	193.55
P111	N59°02'20"W	28.50	T98	S77°30'54"E	21.32
P112	N55°15'28"W	47.50	T99	S77°30'54"E	75.00
P113	N34°33'41"E	20.00			

REFERENCES:
- BM 2006 PG 1563
- BM 2007 PG. 2596
- BM. 2009 PG 929
- BM 2014 PG 1477-1493



LEGEND

EIP = EXISTING IRON PIPE
CP = CALCULATED POINT
IPS = IRON PIPE SET
R/W = RIGHT-OF-WAY
PDE = PERMANENT DRAINAGE EASEMENT
TCE = TEMPORARY CONSTRUCTION EASEMENT
DEPE = DUKE ENERGY PROGRESS EASEMENT
PUE = PERMANENT UTILITY EASEMENT

OWNER:
H. BRANTLEY POWELL
KIMBERLY POWELL ATKINS
KELLY POWELL GOULD
5210 DRIFTWOOD LN
MOREHEAD CITY NC 28557-2576

STATE OF NORTH CAROLINA WAKE COUNTY

I, G. SCOTT WILSON, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. DEED DESCRIPTION RECORDED IN BOOK SEE PAGE REF , THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK PAGE , THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+, THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S 47-30 AS AMENDED.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 23 DAY OF Sept. A.D., 2015

PROFESSIONAL LAND SURVEYOR - LICENSE # 2601

NORTH CAROLINA REGISTERED L-2601 LAND SURVEYOR G SCOTT WILSON

I, G SCOTT WILSON, PROFESSIONAL LAND SURVEYOR NO L-2601 CERTIFY TO ONE OR MORE OF THE FOLLOWING AS INDICATED.
D THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION;

G SCOTT WILSON P L S NO 2601

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF THE TOWN OF HOLLY SPRINGS AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, ESTABLISH MINIMUM BUILDING SETBACK LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED FURTHERMORE, I HEREBY DEDICATE ALL SANITARY SEWER, AND WATER LINE TO THE TOWN OF HOLLY SPRINGS

(COMPANY/LLC NAME)

(SIGNATURE) DATE

(PRINT NAME) TITLE

WAKE COUNTY, NC 108
LAURA M RIDDICK
REGISTER OF DEEDS
PRESENTED & RECORDED ON
09/29/2015 10:20:40
BOOK: BM2015 PAGE: 01008

I HEREBY CERTIFY THAT
_____ ALL STREETS, UTILITIES, GREENWAYS AND OTHER REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO TOWN STANDARDS AND SPECIFICATIONS OR GUARANTEES OF THE INSTALLATION OF THE REQUIRED IMPROVEMENTS IN AN AMOUNT AND MANNER SATISFACTORY TO THE TOWN OF HOLLY SPRINGS HAS BEEN RECEIVED
X THE TOWN OF HOLLY SPRINGS APPROVES OF THE EASEMENTS / RIGHT-OF-WAY DEDICATION AS SHOWN AND DELINEATED ON THIS PLAT

TOWN MANAGER
TOWN OF HOLLY SPRINGS, NORTH CAROLINA DATE 9/28/15

I, Gina M. Clapp REVIEW OFFICER OF WAKE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING

REVIEW OFFICER Gina M. Clapp DATE 9-28-2015

THE SUBDIVIDER SHALL FILE THE APPROVED PLAT WITH THE REGISTER OF DEEDS OF WAKE COUNTY WITHIN SIXTY (60) DAYS OF FINAL APPROVAL, OTHERWISE SUCH APPROVAL SHALL BE NULL AND VOID

RECORDED IN BOOK OF MAPS 2015 PAGE 1008

SCALE: 1" = 200'

0 100 200 400 600 800

REV.	DATE	DESCRIPTION	BY
1	09-21-15	REVIEW COMMENTS #1	DHG

BNK

BASS, NIXON & KENNEDY, INC.
CONSULTING ENGINEERS
- 6310 CHAPEL HILL ROAD, SUITE 250
RALEIGH, NORTH CAROLINA 27607
- TELEPHONE: (919)851-4422 OR (800)354-1879
FAX: (919)851-8968
- CERTIFICATION NUMBERS: NCBELS (C-0110); NCBLA (C-0267)

SURVEYED BY	JC
DRAWN BY	DHG
CHECKED BY	SW
DATE	08-25-15

TAKING PLAT
PROPERTY OF
H. BRANTLEY POWELL
KIMBERLY POWELL ATKINS
KELLY POWELL GOULD
HOLLY SPRINGS TWSP WAKE COUNTY NORTH CAROLINA

SHEET 1 OF 1

R:\2013\13071 - Piney Grove-Wilbon Road\SURVEY\13071LDD\dwg\13071 TAKING PLAT - POWELL.dwg, 9/21/2015 1:46:01 PM, dan gregory

Return after recordation to:
Town Clerk's Office
Town of Holly Springs
P.O. Box 8
Holly Springs, NC 27540

THE TOWN OF
Holly Springs

Resolution No.: 20-33
Date Adopted: Oct. 20, 2020

A RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL,
AN ORDER CLOSING A PORTION OF RALPH STEPHENS ROAD RIGHT OF WAY FROM RALPH STEPHENS ROAD TO S. MAIN STREET

WHEREAS, on the 15th day of September 2020, the Town Council of the Town of Holly Springs directed the Town Clerk to publish the Resolution of Intent of the Town Council to consider closing a potion of Ralph Stephens Road located between Ralph Stephens Road and S. Main Street in the newspaper once each week for four successive weeks, such resolution advising the public that a meeting would be conducted in the Holly Springs Town Hall on Tuesday, Oct. 20, 2020; and

WHEREAS, the Holly Springs Town Council on the 15th day of September 2020 ordered the Town Clerk to notify all persons owning property abutting on the subject right-of-way; and

WHEREAS, the Town Clerk has advised the Town Council that adequate notices were posted on the applicable street as required by G.S. 160A-299; and

WHEREAS, after full and complete consideration of the matter and after having granted full and complete opportunity for all interested persons to appear and register any objections that they might have with respect to the closing of said street in the public hearing held on Tuesday, Oct. 20, 2020; and

WHEREAS, the Town Council considers it advisable to conduct a public hearing for the purpose

of giving consideration to the closing of right of way of a portion of Ralph Stephens Road from Ralph Stephens Road to S. Main Street;

WHEREAS, it now appears to the satisfaction of the Town Council that the closing of said street is not contrary to the public interest, and that no individual owning property, either abutting the street or in the vicinity of the street or in the subdivision in which the street is located, will as a result of the closing be thereby deprived of a reasonable means of ingress and egress to his property;

NOW, THEREFORE, BE IT RESOLVED by the Holly Springs Town Council that:
it hereby orders closed, subject to the reservation of easements to the Town of Holly Springs for utility purposes, a portion of Ralph Stephens Road right-of-way lying between Ralph Stephens Road and S. Main Street and illustrated in Exhibit A, which will be supplemented with a plat and metes and bounds description of the abandonment area on or before the effective date, and which was once known and used as a portion of Ralph Stephens Road, and that all right, title, and interest that may be vested in the public to said area for street purposes is hereby released and quitclaimed to the abutting property owners in accordance with the provisions of G.S. 160A-299; and

BE IT FURTHER RESOLVED that the Town Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Wake County a certified copy of this resolution and order; and

BE IT FURTHER RESOLVED that this Closing Order is not effective until is recordation with the Wake County Register of Deeds; and

BE IT FURTHER RESOLVED that, upon recordation of this Resolution with the Wake County Register of Deeds, the Town evidences its vesting of all right, title and interest in those persons owning lots or parcels of land adjacent to the street or alley, such title, for the width of the abutting land owned by them, to extend to the centerline of the herein closed street (with provision for reservation of easements to the Town of Holly Springs for utility purposes) in accordance with the provision of G.S. 160A-299(c).

Upon motion duly made by Councilmember XXXXXX and duly seconded by Councilmember XXXXXX, the above resolution and order was adopted by the Town Council at a meeting held on the 20th day of October 2020 in Holly Springs Town Hall.

Upon call for a vote, the following Council Members voted in the affirmative:

Councilman XXXXXX
Councilman XXXXXX
Councilwoman XXXXX

and the following Council Members voted in the negative:

-0-

ATTEST: Dick Sears, Mayor

Linda McKinney, Town Clerk

NORTH CAROLINA
WAKE COUNTY

I hereby certify that the foregoing is a true and accurate copy of a resolution duly adopted by the Town Council of the Town of Holly Springs, North Carolina, at a meeting held Oct. 20, 2020, at 7 o'clock p.m. at the Town Hall in the Town of Holly Springs.

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the official corporate seal of said Town to be affixed, this the XXth day of Oct. 2020.

_____

_____
Linda McKinney, Town Clerk

HOLLY SPRINGS TOWN COUNCIL RESOLUTION 20-XX
EXHIBIT A

That area labeled “Ralph Stephen Road (Variable Width Public R/W)” as shown on a map recorded in Book of Maps 2019, Page 1231, Wake County Registry, SAVE AND ECEPT, those utility rights which are hereby preserved according to N.C.G.S. § 160A-299(f).

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

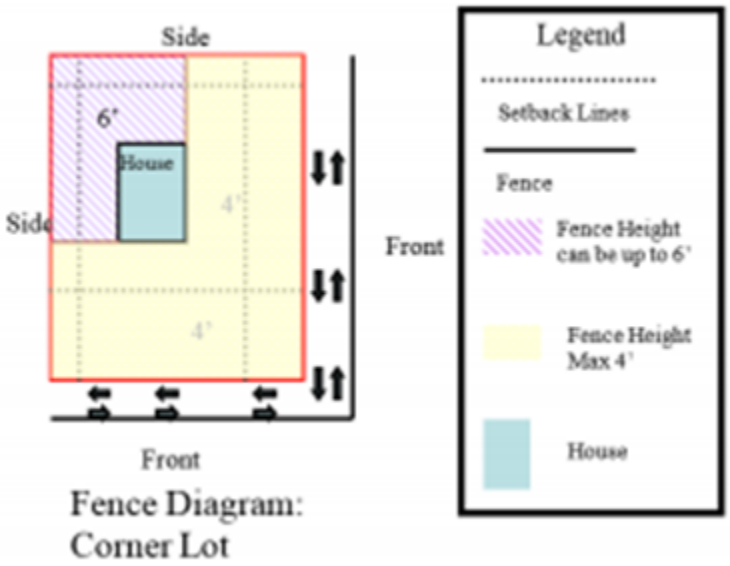
Public Hearings
Title: Citizen-Initiated UDO Text Amendment for Fence Height in Residential Neighborhoods (20-UDO-02)
Strategic Priority Area: Responsible & Balanced Growth
Staff Resource: Caleb Allred, Development Services

Action(s):

- Conduct Legislative Public Hearing to consider a Unified Development Ordinance (UDO) text amendment for the residential fence height on a corner lot.
- Adopt/Deny/Defer Ordinance #20-06, the statement of compatibility and 20-UDO-02 Unified Development Ordinance (UDO) text amendments for the residential fence height on a corner lot, as submitted by resident Joanna Holder.
- Simple majority vote is required for approval.

Explanation:

- Currently the UDO does not allow fences to exceed 4' in height in a front yard of a residential property. Since the UDO describes a front yard as being between the right of way and the building, this means corner lots have two front yards in which fences cannot exceed 4' in height. Please see the following visual detail from the UDO that describes maximum fence height on a residential corner lot:



Fence Diagram: Corner Lot

- The applicant believes limiting the height of a fence on the side of the house that faces the street on a corner lot limits the usability of that lot. For this reason, the applicant has proposed a UDO Text Amendment to extend the height limit to 6' with additional conditions.
- Staff believes this proposal can create an unsafe and unappealing environment for motorists, cyclists, and pedestrians using the right of way.
- Procedure for considering the amendment:
    - Section 1.16 of the Unified Development Ordinance (UDO) allows for amendments to the ordinance.
    - Appendix A.02 of the Development Procedures Manual (DPM) outlines the process for an applicant to request a change to the UDO.

Background:

- Homeowners on corner lots frequently request information about variances from staff so they can put a 6' fence on the side of their house that faces the street. The applicant was one of those residents.
- The applicant did apply for a variance and was subsequently denied by the Board of Adjustment. NOTE: This hearing and action by the BOA does not create a precedent for this amendment proposal.
- The applicant then pursued this UDO Text Amendment to amend the ordinance to allow a 6' fence on the side of the home that faces the street.

Process

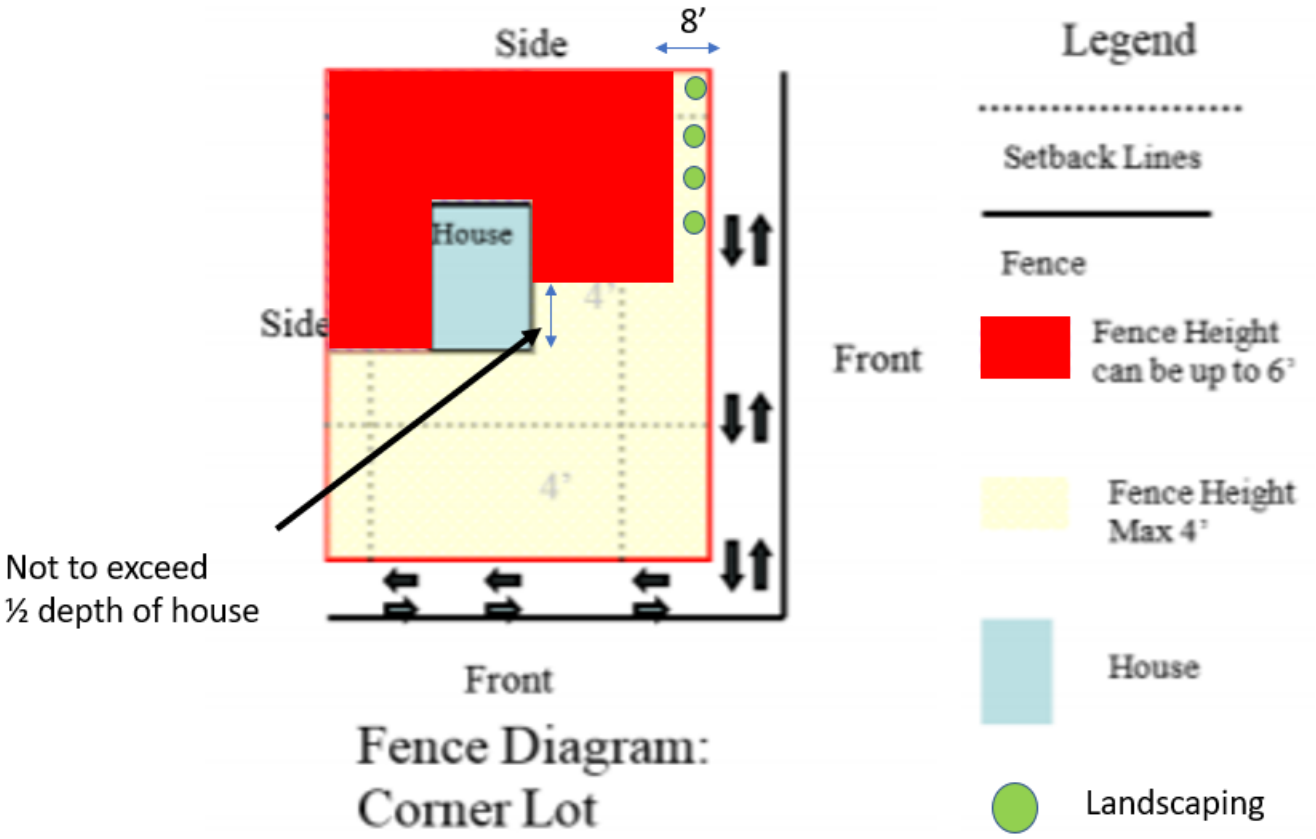
- Applicant must hold a presubmittal meeting with staff to discuss their proposed changes to the UDO and the process timeline.
- Once the applicant submits their application, staff reviews the application and engages with the applicant until all comments and concerns from staff are addressed.
- After all comments and concerns are addressed, the proposal then goes before Planning Board for a recommendation and then a Town Council hearing for the final action.

The Planning Board discussed the following issues and concerns on September 22, 2020:

- The possibility of requiring a Special Exception Use (SEU) for the permitting process for this amendment. *(Staff comment: A Special Exception Use would not likely be the process as placing a fence on the property is not a use).*
- Concerns that this proposal would impact site visibility.
- Concerns of this amendment being approved while the UDO rewrite is taking place.
- The cost put on homeowners wanting to install a fence on their corner lot.

The Planning Board recommended approval (9-0-0) with the addition of the following requirement:

- The 6 ft fence on the side of the home shall be no further forward than half the distance between rear corner and front corner of the house.



Funding Source(s):
N/A

Attachment(s):
1. 10.20.20 PH 20UDO02 UDO Text Amendment Residential Fence Height 2 of 3
2. 20-06 Amend UDO regarding Fence Heights

Town *of* Holly Springs
Staff Report to the Planning Board

REQUEST FOR UDO TEXT AMENDMENT
Residential Fence Height
20-UDO-02

PETITIONER(S):
Joanna Holder
101 Ocean Jasper Drive
Holly Springs, NC 27540

ANTICIPATED REVIEW SCHEDULE:

Planning Board: September 22, 2020
Public Hearing and Town Council Action: October 20, 2020

STAFF CONTACTS: Caleb Allred, Planner I

ATTACHMENTS:
Draft Amendment
Applicant's Statement

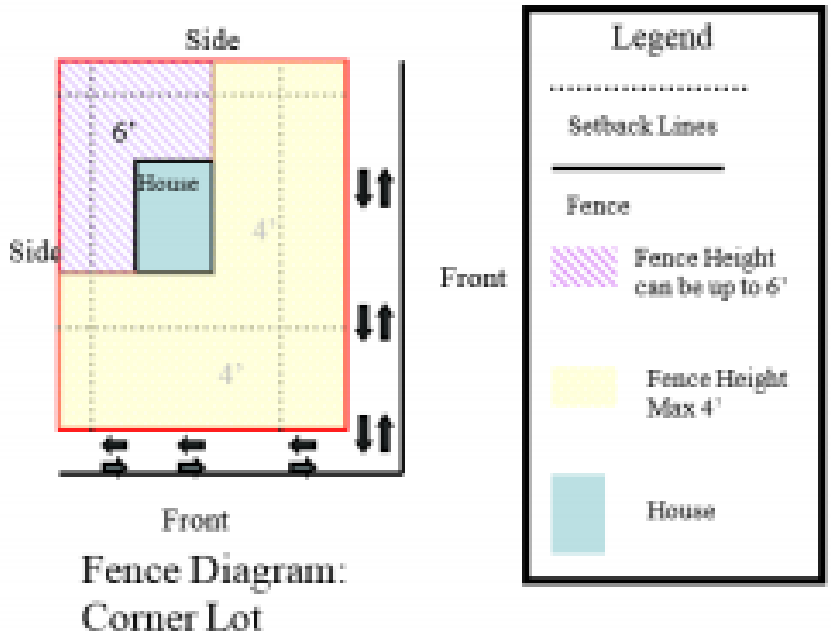
UDO SECTION HISTORY

The residential fence height requirement is located in Section 2.08 General Regulations for Residential Districts. This section includes regulations that are applicable to all residential zoning districts and residentially used properties, unless specifically identified in a Planned Unit Development (PUD). UDO Amendment 18-03 added regulations for controlled access fencing, and amendment 19-03 amended this regulation. Otherwise, no changes have been made to the residential fence regulations in Section 2.08 since this UDO was adopted in 2002.

STAFF ANALYSIS

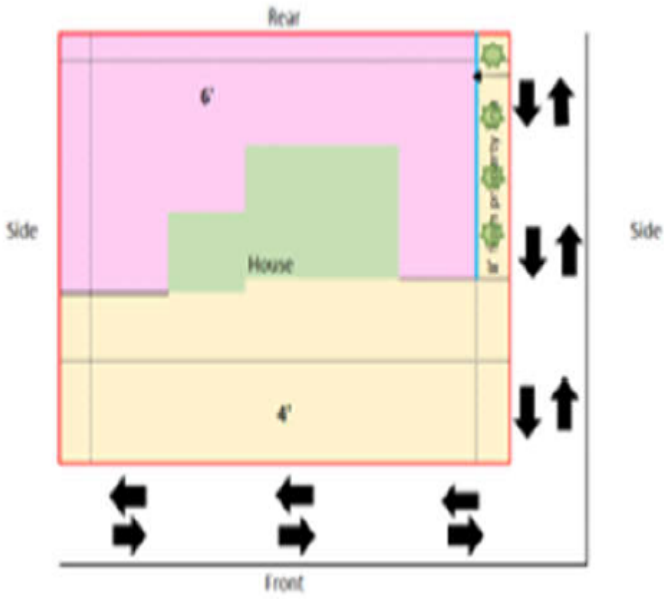
AMENDMENT SUMMARY

Currently the UDO does not allow fences to exceed 4' in height in a front yard of a residential property. Since the UDO describes a front yard as being between the right of way and the building, this means corner lots have two front yards in which fences cannot exceed 4' in height. Please see the following visual detail from the UDO that describes maximum fence height on a residential corner lot:



Fence Diagram: Corner Lot

Here is what the applicant has proposed:



This height requirement is in place for several reasons, including:

1. To maintain visual continuity along portions of private property that abut the right of way.
2. To allow residents to safely view the public realm from their window, without needing to leave their homes.
3. Allowing patrons using the public realm to safely view around corners and activities occurring on abutting private property.
4. Vision Holly Springs – Section 1: Land Use and Character Plan describes the importance of private frontages when creating character based design guidelines. Staff do not think this proposal provides adequate design guidelines, primarily when being used in rural and suburban single family neighborhoods.

These requirements have been part of this Unified Development Ordinance (UDO) since its adoption in 2002. Staff does not think it is an appropriate time to consider this amendment given a UDO rewrite is currently funded and in progress.

The applicant is proposing to modify the current fence regulations that are on the side of the home, not the front, when located on a corner lot with the following proposed requirements:

1. Not permitting chain link
2. Requiring decorative fence features
3. A setback of 8' from the property line
4. Landscaping will be required along the public facing side of the fence
5. Maximum fence height of 6'.

The applicant is requesting this amendment after applying for a variance for this requirement and proposing a 6' fence with landscaping around the perimeter instead. The Board of Adjustment subsequently denied this request.

STAFF RECOMMENDED PLANNING BOARD DISCUSSION ITEMS

Staff recommends that the Planning Board discuss the following items:

1. The additional fence requirements would likely require a permit review given the additional requirements for landscaping, decorative features, and setbacks. This additional information will need to be verified by staff. Staff resources are limited to support a review and inspection process for fence permits.
2. The current requirement is meant to prohibit property owners from walling off their property along the right-of-way and public sidewalks. If every lot has a 6' privacy fence that abuts the public sidewalk or street, it could induce an uninviting feeling of claustrophobia and lack of safety for patrons using those facilities. This is the same reason zoning districts have setbacks for buildings. Understanding that not everyone may choose to have a 6' privacy fence, ordinances still need to be written to assume everyone who can utilize the ordinance will do so.
3. The Town is currently in the process of reevaluating the Town's zoning regulations in the Unified Development Ordinance (UDO) through a consultant led process. This process is expected to be completed next fall. During the UDO Rewrite, staff and the project consultant will be re-evaluating all regulations in the UDO, including residential fence requirements. There is potential for this regulation to be changed, regardless if this amendment is approved or denied. This could lead to a small number of fences being approved under this ordinance and quickly becoming non-conforming with the adoption of the next ordinance.

SUGGESTED MOTION

(IF RECOMMENDING APPROVAL) PLAN CONSISTENCY STATEMENT PROPOSED BY THE APPLICANT:

The proposed ordinance text change is aligned with the Holly Spring's Future Land Use Plan (FLUP) in several ways

1. Page 27: Requiring decorative features and landscaping does support the FLUP in creating character based design guidelines.

2. CC-8 Page 122 Increased Walkability: Utilizing a 6' fence that is set back from the property line and that includes landscaping can support the feeling of safety and security for pedestrians walking on the sidewalk.
3. CC-9 Page 123 Enhanced Character and Walkability by orienting all Buildings to the Street: orienting a decorative fence with decorative features with landscaping to the street can promote a more pedestrian friendly environment by showing investment in the public realm.

SUGGESTED MOTION:
Motion to recommend approval/denial of UDO Text Amendment #20-UDO-02 to amend Unified Development Ordinance Section 2.08: General Regulations in Residential Districts, as submitted by petitioner Joanna Holder.

Agenda Item Completeness Checklist				
	Approved for Distribution			
Staff Member	**Yes**	**No**	**Initials**	**Comments**
Caleb Allred	X		CEA	
Gina Clapp				
Melissa Sigmund				
John Schifano, Town Attorney				

THE TOWN OF
Holly Springs

Ordinance Number: 20-06
Date Submitted: October 20, 2020
Date Adopted:

AN ORDINANCE TO AMEND SECTIONS OF THE CODE OF ORDINANCES TO MODIFY APPENDIX A: UNIFIED DEVELOPMENT ORDINANCE AND ADOPT THE COMPATIBILITY STATEMENT REQUIRED BY NORTH CAROLINA GENERAL STATUTES 160A-383

WHEREAS, the Town of Holly Springs Town Council adopted *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* in November 2007 and updated the plan in 2009 and 2018; and

WHEREAS, Town of Holly Springs desires to amend the Unified Development Ordinance in accordance with the goals and policies contained within *Vision Holly Springs: Town of Holly Springs Comprehensive Plan*; and

WHEREAS, the Holly Springs Planning Board has reviewed this request at a Public Meeting and recommended approval; and

WHEREAS, an opportunity for public input into the suggested amendment has been offered in a public hearing before the Town Council; and

WHEREAS, the Holly Springs Town Council finds that the requested UDO Text Amendment is consistent with the *Vision Holly Springs: Town of Holly Springs Comprehensive Plan*: Page 27: Requiring decorative features and landscaping does support the FLUP in creating character based design guidelines. CC-8 Page 122 Increased Walkability: Utilizing a 6' fence that is set back from the property line and that includes landscaping can support the feeling of safety and security for pedestrians walking on the sidewalk. CC-9 Page 123 Enhanced Character and Walkability by orienting all Buildings to the Street: orienting a decorative fence with decorative features with landscaping to the street can promote a more pedestrian friendly environment by showing investment in the public realm.

THEREFORE, BE IT ORDAINED by the Holly Springs Town Council of the Town of Holly Springs, North Carolina, that the Code of Ordinances Appendix A: Unified Development Ordinance of the Town is amended as follows:

Part 1: Amending Section 2.08 General Regulations for Residential Districts:

Add text as indicated in **bold** and remove text as indicated in ~~strikethrough~~ to Table of Contents as follows:

d. Fences (including but not limited to chain link, solid, shadow-box, stockade, architectural screen, lattice-work or masonry).

(1) Individual lots - Shall not exceed forty-eight (48) inches in height above grade in a minimum front yard or if located in the buildable area of a lot located between the front line of the primary building and the minimum front yard;

(2) Corner lots - Shall not exceed six (6) feet in height above grade in the front yard that is located on the side of the home if the fence meets a minimum setback of eight (8) feet and provides visual interest through:

a. **The use of materials other than chain link and;**
b. **The use of decorative posts with finials/cap, decorative top or framed and;**
c. **The mixture of plant materials with at least 40% sufficient evergreen content to provide some year-round buffering while allowing substantial flexibility to add color and interest with deciduous trees or shrubs/hedge plants and 20% deciduous shrubs or trees spaced every 20 feet on the side of the fence facing the street. Minimum requirements do not total 100%. Any remaining plant value is left to the discretion of the homeowner. Plantings shall not be planted within or in a manner which interferes with the public or private right-of-way.**

(3) Subdivision frontage – Fences which are located along a perimeter street frontage of a recorded, platted residential subdivision shall not exceed (6) feet in height above grade.

(4) Shall not exceed six (6) feet in height above grade in a minimum side yard or minimum rear yard;

(5) Shall be placed with the finished side of the fence facing out from the lot upon which the fence is placed;

(6) Special Exception Uses – All fencing located between a front lot line and the front line of the primary building shall be black vinyl coated chain link or ornamental fence; and,

(7) Shall comply with all regulations of Section 1.22 – Sight Distance Requirements of this UDO.

(8) Control of Access fencing – All new or replacement of control or access fencing along the right-of-way shall be ornamental fence.

Part 2: **REPEAL OF CONFLICTING ORDINANCES**
All ordinances or parts of the UDO of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Part 3: **SEVERABILITY**
If any section, part of a section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

Part 4: **INCLUSION IN CODE**
It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Unified Development Ordinance of the Town of Holly Springs, North Carolina; that the Section(s) of this Ordinance may be renumbered or relettered to accomplish such intention, and that the word "Ordinance" may be changed to "Section, or "Article" or other word.

Part 5: **EFFECTIVE DATE**
The provisions of this ordinance shall become effective October 20, 2020 in accordance with the laws of the State of North Carolina.

Adopted this, the 20th day of October, 2020.

Attested to:

THE TOWN of HOLLY SPRINGS 1876 WAKE COUNTY NORTH CAROLINA

Dick Sears, Mayor

Linda McKinney, Town Clerk

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda
Title: Approve the minutes of the September 29, 2020 Workshop Meeting and the October 6, 2020 Business Meeting.
Strategic Priority Area: Organizational Excellence
Staff Resource: Linda McKinney, Town Clerk

Action(s):
Approve the minutes of the Council's workshop meeting held September 29, 2020, and the business meeting held October 6, 2020.

Explanation:

- Minutes in draft form are attached for the Council's review.
- If there are any corrections, please call the Town Clerk at 919-557-3900 in advance of Tuesday night's meeting so that corrected versions of the draft minutes can be circulated for review before adoption of the Consent Agenda.

Background:

Funding Source(s):
N/A

Attachment(s):
1. 9.29.20 Parks & Rec Master Plan workshop minutes - draft
2. 10.6.20 minutes-draft

Mayor and Council Workshop
6 p.m. September 29, 2020
Town Hall, Holleman Room

MINUTES

The Holly Springs Town Council met in a workshop session on Tuesday, September 29, 2020 in the Holly A&B Room of Holly Springs Cultural Center, 300 W. Ballentine Street. Mayor Pro Tem Berry presided, calling the meeting to order at 6:00 p.m. A quorum was established as the five council members were present.

Council Members Present: Mayor Pro Tem Dan Berry, Councilmen Peter Villadsen, Shaun McGrath, and Aaron Wolff, and Councilwoman Christine Kelly.

Council Members Absent: Mayor Sears

Staff Members Present: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; John Schifano, Town Attorney; LeeAnn Plumer, Director of Parks and Recreation; Matt Beard, Parks and Recreation.

Mayor Pro Tem Berry called the meeting to order at 6:00 pm.

2. Workshop Overview
Staff Resource: Randy Harrington, Town Manager
Mr. Harrington gave an overview of the items on the agenda.

3. Parks, Recreation and Greenway Master Plan Visioning Session
Staff Resource: LeeAnn Plummer, Parks & Recreation; McAdams and PROS Planning Consultants

LeeAnn Plummer, Director, Parks & Recreation, introduced Rachel Cotter and Erich Melville from McAdams, and Leon Younger from PROS Consulting. Ms. Cotter discussed the process of the Parks and Recreation Master Plan revision so far, focusing on the research, community engagement and findings to date. Erich Melville said that the main takeaway from community engagement is that people want more greenways. Mr. Younger summarized the findings relating to programs in the Parks and Recreation department. He said that responses were calling for outdoor community gathering places, as well as fitness and wellness.

The consultants explained the recommended guiding principles of: Balanced Growth, Equity & Access, Health, Connectivity, Financial Sustainability, Environmental Awareness, and Excellence. Ms. Cotter asked for feedback and recommendations based on these guiding principles to achieve a revised Parks, Recreation, and Greenway Master Plan.

Council discussed the desire to have metrics to evaluate different aspects of the Parks & Recreation program, having a prioritized listing of projects and principles, return on investment, pocket parks, and other possible facilities the Town might want. Further potential partnerships were discussed as well as keeping up with maintenance to the level that is expected by residents.

The Consultants gave a preview of recommendations for each of the guiding principles. Council expressed that they were pleased with the direction of these recommendations.

Mr. Melville discussed the difference between greenways - 12-14 feet wide and in more natural settings - and sidepaths – 10 feet wide, off of the road, intended for walkers, bikers, joggers, etc. He discussed connecting with greenway systems in other municipalities, and ideas

on how the proposed greenway map was determined. It was requested that grade separation be marked on any upcoming maps so that developers who are providing greenways will know where they are expected to make a grade-separated greenway.

4. Arbor Creek/Middle Creek Greenway Alignment

Staff Resource: LeeAnn Plummer, Parks & Recreation

LeeAnn Plummer, Director of Parks and Recreation, said that at the workshop on September 8, 2020 Council was presented with various options for the Arbor Creek/Middle Creek greenway design. Council asked that a route through the Bridgewater Amenity Area be investigated, as well as things that could be done to mitigate the impact of the preferred route, and that these ideas be brought to them at the September 29th meeting. Jeff Westmoreland of SEPI, reminded Council of the location of the greenway and the connection that is being considered. Tonight's discussion is centered around the connection. He said he had gone back out to the site and taken measurements and would provide cost estimates at the end of the discussion. The biggest challenge is the topography. The north side is too narrow without using the sidewalk or the parking lot. There is a power easement and a gas easement that are obstacles for the northern route. Crossing the gas easement is at 15% grade, and the maximum allowed is 8%. In order to make that route work, the trail would have to be sunken. The route looks like it works on paper, but it would require cutting the trail down and using retaining walls, and is not feasible. Another challenge is the gas line easement, because crossings are only allowed once and at a 90-degree angle.

There was discussion about where the connectivity should go, how much each possible connection would cost due to crossing Middle Creek and wetlands, and the value of natural scenery as opposed to using sidewalks for connectivity. Long-term plans vs. short-term savings were discussed, as well as whether funding would have to be found elsewhere if this was deferred. Also discussed was which connection or connections would give the most people access to the greenway. Ms. Plummer reminded Council that construction drawings had to be submitted before the bonds could be sold, and therefore the issue was time-sensitive. Mr. Westmoreland said that if other routes that used property that was not already Town-owned were considered there would need to be aquatic surveys and approval from the Corps of Engineers, which would add cost and time.

Mayor Pro Tem Berry said that since there was not unanimity of opinion, he would propose a Motion in order to give guidance to staff.

Action: Motion to table the South route / Bridgewater Connection to be considered at a later time.

Motion by: Berry
Second by: McGrath
Vote:
Yay: McGrath, Villadsen, Berry, Wolff
Nay: Kelly
The motion passed.

Randy Harrington made a quick announcement about the proposed transition of Holiday events, due to COVID. Staff is ready to move forward and those plans will be rolled out next week.

5. Adjournment: There being no further business for the evening, Motion to adjourn was made by Councilman Wolff second by Councilman McGrath and passed with a unanimous vote. The September 29, 2020 meeting of the Holly Springs Town Council was adjourned at 8:58 pm.

Respectfully Submitted on Tuesday, October 20, 2020.

Linda C. McKinney

Linda McKinney
Town Clerk

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, October 6, 2020 in person and via video conferencing. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present as the meeting opened.

Council Members Present: Mayor Sears, Mayor Pro Tem Dan Berry, Councilmen Peter Villadsen, Shaun McGrath and Aaron Wolff, and Councilwoman Christine Kelly.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager;* John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mark Andrews, *Communication and Marketing*; Jeff Wilson, *Director, IT;* Mathew Mutter, *IT;* Kathy White, *Deputy Town Clerk; C*assie Hack, *Director Communications and Marketing*; Melissa Sigmund, *Development Services*; Gina Clapp, *Development Services;* Elizabeth Goodsen, *Development Services*; Rachel Jones, *Utilities and Infrastructure*; Tim Athy, *Utilities and Infrastructure*; Patty Dressen, *Interim Director of Finance*.

Staff Members Present via video conferencing: Kendra Parrish, *Executive Director, Utilities & Infrastructure Services*; and Leroy Smith, *Fire Chief;* LeeAnn Plumer, *Director Parks and Recreation*; Paul Liquorie, *Police Chief.*

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Sandy Byrne of Oasis Church.

4. Agenda Adjustment: The October 6, 2020 meeting agenda was adopted with changes, if any, as listed: move item 9 off Consent for discussion.

Motion: Berry
Second: Wolff
Vote: Unanimous

Public Comment: Public Comment was requested in writing prior to the meeting. The following number of comments was received and provided to the Council prior to the meeting: one comment against the recently passed Ordinance 20-04.
Copies of this comment is attached to these minutes.

Recognitions

5. National Planning Month / American Planning Association – NC Marvin Collins Award Presentation

Melissa Sigmund, Development Services, said that October is the American Planning Association's National Community Planning Month. Planning helps create access and opportunities for all, and helps create communities of lasting value. She discussed some of the community benefits of planning, and outlined some recent major planning projects in Holly Springs. Mr. John Anagnost of the North Carolina chapter of the American Planning Association presented the Town

with the Marvin Collins Specialized Plan Honorable Mention Award for the Vision Holly Springs Future Land Use Plan.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda with the exception of Item 9. The motion carried following a motion by MPT Berry, a second by Councilman McGrath and a unanimous vote. The following actions were affected:

6. Minutes – The Council approved minutes of the Council Business meeting held September 15, 2020 and the workshop meeting held September 29, 2020.

7. Avent Ferry Road Realignment NCDOT Municipal Agreement – The Council approved the NCDOT Municipal Agreement for Avent Ferry Road Realignment Transportation Bond Project.

8. Locally Administered Projects Program Grant Applications – The Council approved LAPP Grant applications for the following Transportation Bond Road Projects: NC 55 Right Turn Lane – Holly Springs Rd. to Main St., and Main St. right turn lane – Earp Street to Holly Springs Road; and Lapp Grant application for the following Bike/Pedestrian Projects within Transportation Bond Road Projects: Holly Ridge Schools Pedestrian Safety improvements – Flint Point Lane to Middlecrest Way, and Middle Creek Pedestrian Crossing – Lumina Place to Sunset Fairways Drive.

10. Voluntary Annexation A20-06, 9024 Wesley Court - The Council adopted Resolution 20-28 directing the Town Clerk to investigate the sufficiency of annexation petition A20-06 and set public hearing for October 20, 2020.
A copy of Resolution 20-08 is attached to these minutes.

11. Recording and Close Out of Remaining Utility Bond Proceeds – The Council approved a Budget Amendment to record unspent bond proceeds. *A copy of the budget amendment is attached to these minutes.*

12. Advanced Metering Infrastructure (AMI) and Water Ap – The Council approved a service agreement with Meter Sys for optimization of Advanced Metering Infrastructure (AMI) Network and implementation of Smart Water App in the amount of $129,900.

13. Installment Financing for Public Works Vehicles – The Council approved installment financing contract with Truist Bank, Resolution 20-29 for Financing Terms and Documents for Public Works Equipment and Vehicles acquisition, and a budget amendment in the amount of $550,000 to record installment financing. *A copy of Resolution 20-29 and a copy of the budget amendment are attached to these minutes.*

14. Update to Cemetery Policy, P-042.2 – The Council approved Policy P-042.2, Cemetery Rules and Procedures. *A copy of Policy P-042.2 is attached to these minutes.*

15. Development Plan Extension Request for Townhomes at Avent Acres (98-MULTI-05-A01) – The Council granted four 6-month extensions for 98-MULTI-05-A01 Townhomes at Avent Acres to extend the expiration date from March 12, 2019 to March 12, 2021 as requested by William Barker.

9. Pine Springs Preparatory Academy Mobile Classroom Extension – The Council moved this item off of Consent for discussion.

Councilwoman Kelly said that with all the activity going on in this area, she wanted to make sure everyone can be aware of what is going on at Pine Springs Preparatory Academy, and that the circumstances that lead Councilman Villadsen to recuse himself last time a Pine Springs Academy

item came before Council do not apply at this time. She asked for a quick overview of the goals of the project.

Rachel Jones, Utilities & Infrastructure said that they had started site work for the new building, the signal design was approved by NCDOT and they are looking at getting mast arm delivered to the site. The goal is to open this part of campus next August. Councilwoman Kelly asked whether the school had met with the neighboring communities. Ms. Jones said that they have spoken to the Arbor Creek Community and she will ask them about the other community in the area and get back to Council.

Councilman Wolff asked if the new building would alleviate the need for the mobile units. Ms. Jones said that is the intent.

Councilman McGrath said that he went to the Arbor Creek HOA meeting. He passed on that the Town is working on traffic calming measures and he asked them to be part of that discussion, because traffic will continue to increase as the Town grows.

Action: Motion to grant a one-year extension for Pine Springs Preparatory Academy Mobile Classroom use from January 1, 2021 to January 1, 2022, with conditions as stated in the agenda packet.

Motion by: Villadsen
Second by: Berry
Vote: Unanimous

NEW BUSINESS

16. <u>Carolina Springs Phase 1 Preliminary Plan 20-MAS-01</u>

Melissa Sigmund, Development Services, said that the purpose of this item was to consider the Preliminary Plan for Carolina Springs Phase 1. She said that this was in line with what Council has heard from the developer in past presentations. The site is within the Carolina Springs PUD on either side of Woodfield Dead End Road, with Carolina Springs Boulevard running through the northern third. The Preliminary Subdivision Plan is for the Village Square and Neighborhood Districts, with 426 residential dwelling units consisting of 313 townhomes, 8 two-family homes, and 105 single family homes, as well as the 25-acre Town Park land. This conforms with the development standards of the PUD. Ms. Sigmund discussed that this parcel is designated Mixed Residential Neighborhood and Regional Center in the Future Land Use Plan, and is zoned PUD Planned Unit Development.

Rachel Jones, Utilities and Infrastructure, said that the Traffic Impact Analysis had shown the future need for three signals with the buildout of the development, which will be designed and installed by Carolina Springs/Lennar. She also showed the future 3rd right turn lane, for which the developers will pay a fee-in-lieu. Ms. Jones said that there would be widening and turn lanes for a portion of Woods Creek Road and Woodfield Dead End Road, and new construction of Carolina Springs Blvd. intersecting with Woodfield Dead End Road. She also showed the connected greenways which would be created.

Ms. Jones said that the Hydraulic Fire Flow Analysis Report has been finalized. Reclaimed water model will be finalized prior to construction drawing submittal. She showed where the lines would go for water, reclaimed water, and sewer, and how they would be stubbed out to adjacent properties for future connection.

Rick Madoni, Planning Board, said that the Planning Board voted to recommend with a vote of 7-2-0. Those voting against the motion were Mr. Urquhart who would like to see a greater percentage of single-family dwellings, and Mr. Crandall who was concerned about the lack of information and the potential taxpayer liabilities down the road. The Planning Board discussed the locations of the single-family homes, the TIA phasing, and the 2-acre Town park. They wanted to know who would be responsible for water and sewer to the park. They discussed the residential / nonresidential balance, the presence or not of EV charging stations and solar. They requested that

Council review the number of townhomes in Phase 1 compared to the number of single-family homes.

Mayor Sears asked for news on the Iceplex. Gina Clapp, Development Services, said that Calvert Ice Sports Academy is doing some fund raising for the project. They are putting construction on hold while they do this and expect to be back to the table in 2 to 3 months.

MPT Berry asked if the number of units was in compliance with what is laid out in the agreement, and if the developer was relying solely on the Iceplex to meet the nonresidential component. John Schifano, Town Attorney, said that it is in compliance with the agreement. In order to get the next set of residential, they would need to have an additional 20,000 sq. ft. of nonresidential.

Ms. Clapp said the way the IRA is written, Council can approve any number residential units. It is the Certificates of Occupancy (CO) that will not be issued until the 20,000 sq. ft. And the Iceplex does not count towards that square footage.

Councilman McGrath asked about greenways, and if they were connected to 12 Oaks. Ms. Jones said that there is a condition in the packet that speaks to that. Parks and Recreation is working with the developer on greenway connections. It is being discussed and the intent is to have the full connectivity with 12 Oaks. The intent is to have sidewalk connectivity along Woods Creek Rd, at some point in the development. That is ultimately the goal, but it is still in a conceptual stage at this point. Councilman McGrath said he didn't want to create another island community. Ms. Jones said the applicant can speak in more detail to that, but there is a long-term plan to extend the greenway to other developments. Councilman McGrath then asked where things stood with the bridge on Old Holly Springs Apex Rd. Ms. Jones said that staff had no new information on that from NCDOT, but she can look into it and share it with Council in an upcoming Friday briefing memo.

MPT Berry asked if this connectivity would happen as part of Phase 1. Mr. Schifano said the developer has three years from the first CO to build that connection.

Councilman McGrath asked if there was a plan for stub-outs for sewer and water to the Town Park. Ms. Jones said the east-west road that borders the park will have water and sewer lines. Once there is a design for the park those lines will be extended through the park as needed.

Debbi Ferm of Withers Ravenel gave a presentation on the preliminary subdivision plan. She said the greenway has to go through Duke land, so they have to get their approval. They intend to start that process as soon as this Phase is approved. She reviewed the PUD plan that was approved last year, discussing density standards for the Village Square District and Neighborhood Districts. She showed the location of pocket parks, and the locations of the single-family homes, and townhomes, and the Village Square. The idea is to be more dense around the Village Square District and get less dense the farther out you get. Pocket Parks 1 and 2 are like trailheads for greenways, and Pocket Park 3 is more integrated into the Village Square. She showed examples of elevations for the townhomes and single-family homes.

Mr. Nate Bouquin of Ramey Kemp showed the plans for traffic improvements. This phase triggers turn lanes along Woods Creek Rd. and there are improvements at the intersection of Woods Creek and Old Holly Springs Apex Road.

Councilwoman Kelly asked if there was handicapped parking at the pocket parks. Ms. Ferm said there are accessible spaces at each pocket park and an accessible route to each walkway. Councilwoman Kelly asked if EV charging stations were in the plan for any of these locations. Ms. Ferm said she thought that would be decided at the construction drawing level.

Action: Motion to approve Carolina Springs Phase 1 with the conditions stated in the agenda packet.

Motion by: Wolff
Second by: Villadsen
Vote: Unanimous

OTHER BUSINESS

Mayor Sears said that in Wake County, 2 days ago there were 16,293 COVID19 cases with 213 deaths; in our zip code there were 371 cases with 1 death. He said that we are doing well but that doesn't mean stop wearing a mask, washing your hands and staying 6 feet apart. This is not going to go away quickly, or be easy to get through, but you do not need to stay in your home.

Councilwoman Kelly said she was happy to see the new Police Chief out and about and meeting people in the community. He participated in the Prayers in the Parks and is trying to get to know different communities in Town. Congratulations on reaching Phase 3. She reminded residents that early voting starts Oct. 15 and there is a location at the Hunt Center. She said you should think about your voting plan and don't forget to fill out your Census.

Councilman Villadsen thanked the Police and Fire Departments for participating in National Night Out this evening. He said he looks forward to hearing about it.

Councilman McGrath said that faith communities coming together for Prayer in the Park was a positive thing, and it pleased him to see people coming together. This month, when people can be divisive and forget that we have more in common than we have differences, it is good to see Holly Springs modeling unity. He asked people to think about people who are having a tough time. The suicide rate is going up, on the military side, and civilians. If someone looks like they aren't doing well, please ask the simple question.

Councilman Wolff said that Wake County public schools announced their plans to return to in-person instruction. In talking with teachers, he found that the funds to get their classrooms set up socially distanced, with basic cleaning supplies, is still lacking. He asked people to reach out to a teacher to see what you can do to help them get their classroom ready.

MPT Berry said that October is Breast Cancer Awareness month. He congratulated the survivors and sent his sympathy to those going through it.

Mayor Sears said that we are not cancelling Halloween. Dr. Cohen, of NC Department of Health and Human Services (NCDHHS) has posted some recommendations for celebrating safely. The most interesting was to have a PVC pipe from your door to the sidewalk to send candy to trick or treaters.

MANAGER'S REPORT

Randy Harrington, Town Manager, said to add to the Mayor's Halloween comment, town staff will be sharing the DHHS guidance with the community. One of the key pieces is to avoid large indoor parties which can be spreaders of COVID 19.

Mr. Harrington said that a few minutes ago we had the opportunity to dedicate the public parking deck next door. He wanted to particularly call out Kimberly Keyes and Aaron Levitt for their unstinting work on this parking deck, which is a great addition to downtown and getting lots of use.

GoTriangle bus route 305 Holly Springs to Apex – NC State – Downtown Raleigh starts October 11th. There are 2 stops, one downtown and Ting Park. We are the last community in Wake County to receive bus service, but we appreciate the partnership with GoTriangle.

At your next meeting Scott Chase will provide more information about the realignment. On Oct. 1st we did a "light switch flip", and we will outline that more at a future meeting. Development Services combined parts of Code Enforcement, Planning & Zoning, and Engineering. Gina Clapp has announced her retirement on January 8th. In the meantime she will be working on special projects. Utilities & Infrastructure, lead by Kendra Parrish, Executive Director of Utilities and Infrastructure, and Public Works continues to be led by Luncie McNeil, and has incorporated Facilities Management under their Department.

MPT Berry said that October is Fire Prevention Month. It will look and feel different this year, but don't forget to test your smoke detectors, have a plan to get out of your house, and stop, drop and roll.

CLOSED SESSION: none

Adjournment: Councilman Berry made a motion to adjourn at 7:50 pm. It was seconded by Councilman Wolff and passed with a unanimous vote.

Respectfully Submitted on Tuesday, October 20, 2020.

Linda C. McKinney

Linda C. McKinney, Town Clerk

Addenda pages as referenced in these minutes follow and are a part of the official record.

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

Consent Agenda
Title: Monthly Budget Amendment Report
Strategic Priority Area: Organizational Excellence
Staff Resource: Patty Dressen, Finance

Action(s):
Receive Report. No further action is required.

Explanation:

- The budget ordinance for the Town of Holly Springs authorizes the Town Manager to approve inter-department budget amendments within the same fund up to $50,000 with notification to Town Council the following month. Each month the Finance Department will provide Council a copy of these approved budget amendments from the preceding month.

Background:

Funding Source(s):

Attachment(s):
1. BA for Police Ins Proceeds

Town of Holly Springs
Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

Department: Finance **Date:** 9/8/2020

Reason for Budget Amendment:

Transfering insurance proceeds to Police Department

Expense			
Account #	***Account Description***	***Increase***	***Decrease***
10-410 37.03	Central Services - Insurance Proceeds		$ 4,164
10-418-18 41.02		$ 4,164	
	Total Expense:	$ 4,164	$ 4,164

Revenue			
Account #	***Account Description***	***Increase***	***Decrease***
	Total Revenue:	$ -	$ -

Department Head Signature (or electronic submission)

Patty Dresson
Finance Director Signature (if necessary)

Town Manager Signature (if necessary)

Council Approved/Notified (if necessary)

Town Manager is authorized to transfer within a department without prior approval of Town Council.
Town Manager is authorized to approve transfers between departments within the same fund up to $50,000.
All inter-departmental transfers will be reported to Town Council by the following month.
Amendments that change the total budget or departmental transfers over $50,000 require Town Council approval.

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

Consent Agenda
Title: Woodfield Dead End Road Adoption
Strategic Priority Area: Responsible & Balanced Growth
Staff Resource: Rachel Jones, Development Services, Paul Allen, Asst. Town Attorney

Action(s):
Approve resolution to adopt a portion of Woodfield Deadend Road from the NCDOT.

Explanation:

- Woodfield Deadend Road is currently under NCDOT maintenance. The NCDOT has requested that the Town adopt the 0.42 mile portion of the public right-of-way that bisects the Carolina Springs Planned Unit Development (PUD) site.
- With the development of Carolina Springs this portion of roadway will be improved and realigned in accordance with Town standards.
- Once a resolution for this item has been approved by the Town, the NCDOT Board of Transportation will review the request for approval. The Board typically meets once a quarter, but has been delayed due to COVID.
- This step will make the the permitting process with the Town and NCDOT more efficient as the Carolina Springs Development will not have to coordinate encroachments with the NCDOT once the Town has completed adoption.
- The portion of Woodfield Deadend Road that is proposed for Town adoption extends from the southernmost property line of the Carolina Springs PUD at Woods Creek Road to the development's northern most property line that abuts the Colman and Harris properties (see attachment).
- At this time, the portion of Woodfield Deadend Road that extends beyond the Carolina Springs northern property line will remain under NCDOT maintenance. Should the properties north of Carolina Springs choose to annex into Town limits in the future, the Town would likely request adoption of this portion of roadway from NCDOT.

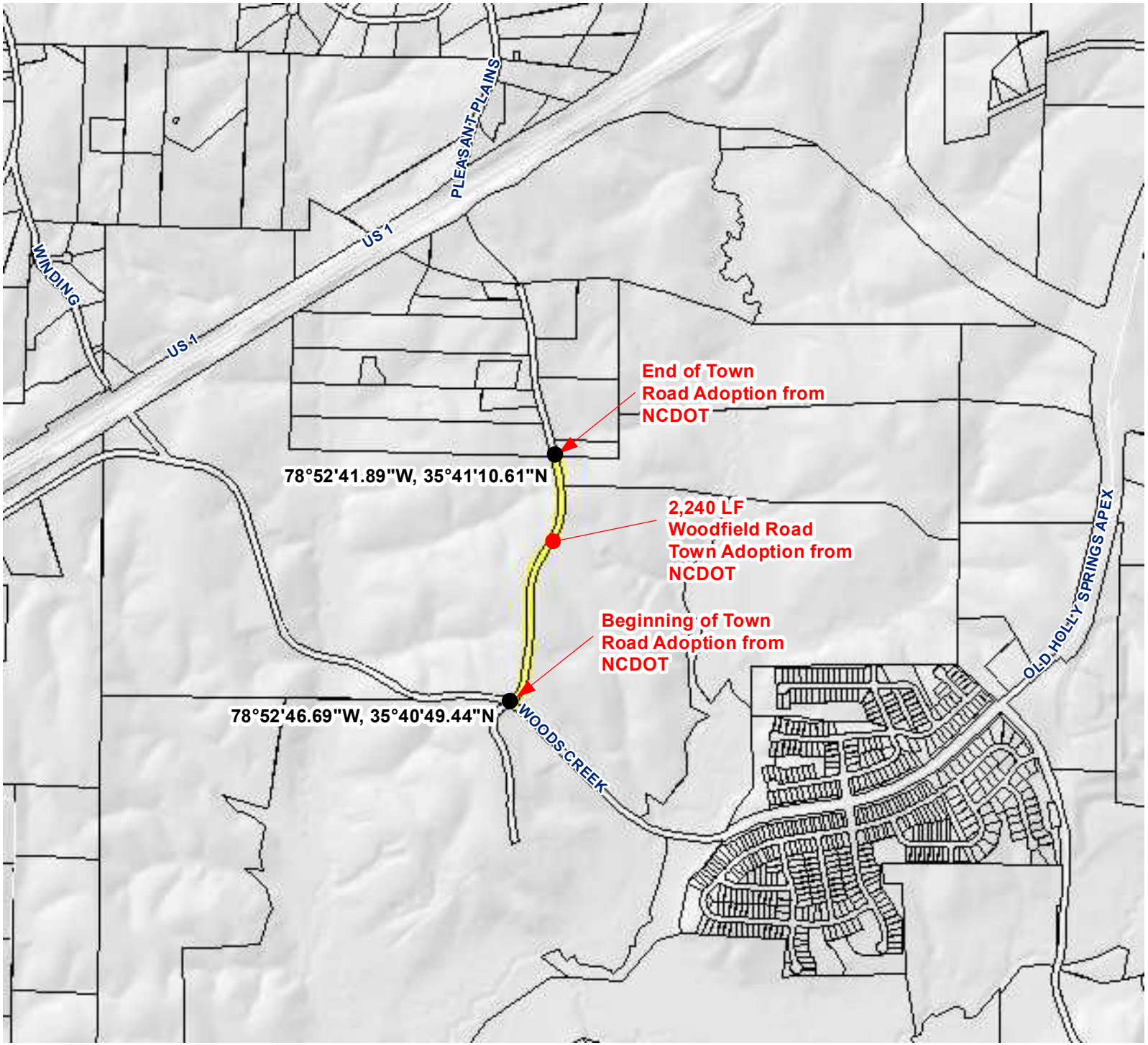
Background:

- Carolina Springs Master Plan 19-MAS-03-A01 for site improvements was approved on June 22, 2020.
- Carolina Springs Master Plan 19-MAS-03 for the Architectural Design Guidelines was approved on February 18, 2020.
- Carolina Springs Planned Unit Development (PUD) is located on approximately 396 acres of land south of the interchange of Old Holly Springs Apex Road/Veridea Parkway and NC 540.
- The PUD and Annexation, approved in May 2019, is a mixed use development consisting of commercial/retail, office, multifamily housing and single family housing.
- This portion of Woodfield Dead End Road was adopted by Motion on July 21, 2020; However, NCDOT requested a Resolution. This action ratifies the action taken by Council

in July in resolution form acceptable to the NCDOT.

Funding Source(s):
N/A

Attachment(s):
1. 100720_Exhibit 1_Woodfield_Rd_Adoption
2. 20-32 Resolution Adopting Woodfield Deadend Road



Holly Springs
Discover The Source.

Utilities and Infrastracture

Carolina Springs Development
Woodfield Road Adoption
to Holly Springs - Exhibit A

Legend

Woodfield Deadend Road Adoption

N
W E
S

0 600 1,200 Feet

1 inch = 1,200 feet

State Plane NAD 1983

Date: 12-16-10

For More Information contact:
Town of Holly Springs
Engineering Department
P.O. Box 8
Holly Springs, NC 27540
919.557.3926
www.hollyspringsnc.us

The Town expressly denies any and all responsibility for errors, if any, in the information/data or for the misuse of the information/data by the user or anyone else. The user understands that he or she should verify the accuracy of the information/data before using it.

Z:\GIS\Engineering Projects\Developers_Agreement_Exhibit_Maps\Carolina_Springs\Woodfield_Rd_Adoption_Exhibit_Map.mxd

THE TOWN OF

Holly Springs

Resolution No.: 20-32
Date Adopted: Oct. 20, 2020
Effective Date: Oct. 20, 2020

A RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL ADOPTING A SEGMENT OF WOODFIELD DEAD END ROAD

WHEREAS, the Town of Holly Springs agrees to be responsible for the maintenance of the .47- mile segment of a road currently under the control of the North Carolina Department of Transportation, Secondary Road 1155, known as "Woodfield Dead End Road" (SR 1155) as shown on a map attached as Exhibit A; and,

WHEREAS, the section that shall be adopted by the Town is that portion of SR 1155 from Woods Creek Road (SR 1154) through property owned by Lennar Carolinas, LLC (as shown in Deed Book 17612, Page 1928, and Book of Maps 2019, Page 1778) Wake County Registry of Deeds; and,

WHEREAS, based on the recommendation of Town staff, the Holly Springs Town Council finds that adopting the described portion of SR 1155 would serve the public interest of the people of the Town of Holly Springs;

NOW, THEREFORE, BE IT RESOLVED by the Town of Holly Springs Town Council that the Town hereby adopts the .47- mile segment of Secondary Road 1155 from the State-maintained highway system, subject to the concurrence by the North Carolina Department of Transportation.

Adopted this, the 20th day of October 2020.

Town of Holly Springs by **ATTEST**:

Dick Sears, Mayor

Linda McKinney Town Clerk

Office of the Mayor
P.O. Box 8 • 128 S. Main Street • Holly Springs, NC 27540 • www.hollyspringsnc.us
Email: dick.sears@hollyspringsnc.us

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 12.

Consent Agenda
Title: Resolution 20-31 - Town Official Designation for ABC Permit Applications
Strategic Priority Area: Responsible & Balanced Growth
Safe & Friendly
Staff Resource: Paul Liquorie, Police Chief

Action(s):
Adopt Resolution 20-31, Designating the Holly Springs Chief of Police as the Town Official to Make Recommendations on Alcoholic Beverage Control (ABC) Commission Permit Applications.

Explanation:

- In order to change the Town's designated official, the NC Alcoholic Beverage Control (ABC) Commission requires the passing of the attached ordinance designating the official "by position or by name" who will be responsible for making these recommendations.
- The previous designation was by name, rather than position, and the retirement of the previous chief triggered the need to submit this resolution to the NC ABC Commission.

Background:

- In accordance with NCGS 18B-904(f) before issuing a retail permit the NC Alcoholic Beverage Control (ABC) Commission shall determine that the applicant is a suitable person and that the location is a suitable place.
- The governing body of a municipality designates an official to make recommendations concerning the suitability of a person or of location for an ABC retail permit.

Funding Source(s):
N/A

Attachment(s):
1. Resolution 20-31 ABC Application

NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION

(919) 779-0700

Location: 400 E. Tryon Road
Raleigh, NC 27610

Mail: 4307 Mail Service Center
Raleigh, NC 27699-4307

RESOLUTION OF THE CITY OF HOLLY SPRINGS, COUNTY OF WAKE, REGARDING THE DESIGNATION OF AN OFFICIAL TO MAKE RECOMMENDATIONS TO THE NORTH CAROLINA ALCOHOLIC BEVERAGE CONTROL COMMISSION ON ABC PERMIT APPLICATIONS.

WHEREAS G.S.18B-904(f) authorizes a governing body to designate an official, by name or by position, to make recommendations concerning the suitability of persons or locations for ABC permits; and

WHEREAS the City of Holly Springs, County of Wake, wishes to notify the NC ABC Commission of its designation as required by G.S.18B-904(f):

BE IT THEREFORE RESOLVED that Holly Springs Chief of Police,
(Name of Official) (Title or Position)

is hereby designated to notify the North Carolina Alcoholic Beverage Control Commission of the recommendations of the City of Holly Springs, County of Wake, regarding the suitability of persons and locations for ABC permits within its jurisdiction.

BE IT FURTHER RESOLVED THAT notices to the City of Holly Springs, County of Wake, should be mailed or delivered to the official designated above at the following address:

Mailing address: PO Box 8

Office location: 750 Holly Springs Road

City: Holly Springs, NC

Zip Code: 27540 Phone #: 919-557-9111

This the 20th day of October, 2020.

_____
(Mayor/Chairman)

Sworn to and subscribed before me this the 20th day of October, 2020.

_____
(Clerk)

Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 13.

Consent Agenda
Title: Voluntary Annexation A20-08, 5200 Catherine Place
Strategic Priority Area: Responsible & Balanced Growth
Staff Resource: Melissa Sigmund, Development Services

Action(s):
Adopt Resolution 20-30 directing the Town Clerk to investigate the sufficiency of annexation petition A20-08 and set public hearing for November 3, 2020.

Explanation:

- The Town has received a petition for voluntary annexation of 0.71 +/- acres, located at 5200 Catherine Place.
- The owners of the property are Harold and Patricia Clapper.
- Staff has requested feedback from all departments and there were no issues with this annexation.
- The owners are requesting annexation to access the Town's public water system due to impacts from the NC540 construction.

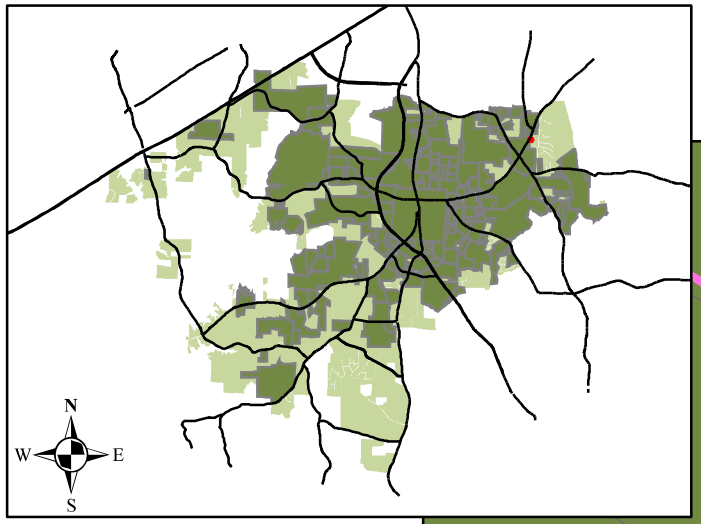
Background:

- Pursuant to NCGS § 160A-31(c) Council is required, upon receiving a petition for annexation, "to cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation: and to fix a date for a public hearing on the question of the annexation.

Funding Source(s):
N/A

Attachment(s):
1. Annexation 20-AP-08 map
2. A20-08 Resolution of Sufficiency

A 20-8 | 5200 Catherine Place | 0.71 acres



Catherine Place

HOLLY SPRINGS

OLD PIERCE PLACE

Site

Wesley Court

Legend

- Annexation Property Site
- Subdivisions
- Lakes
- Town Limits
- Extraterrito... Jurisdiction (ETJ)
- Short Range Urban Service Area

Document Path: Z:\GIS\Candace\2020_MAPS\2020_Annexation Location Map.mxd

THE TOWN OF
Holly Springs

Resolution No.: 20-30
Date Adopted: October 20, 2020
Annexation No.: A20-08

RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL DIRECTING THE TOWN CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31 AND FIXING THE DATE OF A PUBLIC HEARING ON THE QUESTION OF ANNEXATION

WHEREAS, a petition requesting annexation of an area described in said petition was received by the Town of Holly Springs; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Holly Springs deems it advisable to proceed in response to this request for annexation, subject to the Clerk's satisfactory investigation of the sufficiency of the petition; and

WHEREAS, the area proposed for annexation is described as follows:

Legal Description for Voluntary Annexation

Parcel
Point of beginning being S 50^49'27.3" E, 263.303 feet from -Y5- Sta 30+00 thence along a curve 109.730 feet and having a radius of 1142.500 feet. The chord of said curve being on a bearing of N 34^40'43.2" E, a distance of 109.688 feet thence along a curve 42.727 feet and having a radius of 25.046 feet. The chord of said curve being on a bearing of N 11^29'20.8" W, a distance of 37.731 feet thence to a point on a bearing of N 60^33'58.0" W 190.372 feet thence along a curve 39.207 feet and having a radius of 25.000 feet. The chord of said curve being on a bearing of S 74^30'20.5" W, a distance of 35.311 feet thence along a curve 92.865 feet and having a radius of 3280.000 feet. The chord of said curve being on a bearing of S 30^23'18.9" W, a distance of 92.862 feet thence to a point on a bearing of S 31^11'58.9" W 9.914 feet thence to a point on a bearing of S 58^5'11.2" E 232.131 feet returning to the point and place of beginning. Having an area of 31085.481 Square feet being 0.714 acres.

ROW Right
Point of beginning being N 59^43'48.9" E, 107.924 feet from -Y5- Sta 30+00 thence along a curve 39.207 feet and having a radius of 25.000 feet. The chord of said curve being on a bearing of S 74^30'20.5" W, a distance of 35.311 feet thence along a curve 92.865 feet and

having a radius of 3280.000 feet. The chord of said curve being on a bearing of S 30^23'18.9" W, a distance of 92.862 feet thence to a point on a bearing of S 31^11'58.9" W 9.914 feet thence to a point on a bearing of S 58^5'11.2" E 72.084 feet thence along a curve 78.057 feet and having a radius of 4030.000 feet. The chord of said curve being on a bearing of N 29^44'40.5" E, a distance of 78.056 feet thence to a point on a bearing of N 77^33'35.9" E 12.030 feet thence to a point on a bearing of N 77^33'35.9" E 40.288 feet thence to a point on a bearing of S 60^33'58.0" E 110.000 feet thence to a point on a bearing of S 60^33'58.0" E 19.723 feet thence along a curve 31.939 feet and having a radius of 25.046 feet. The chord of said curve being on a bearing of N 23^49'40.8" W, a distance of 29.819 feet thence to a point on a bearing of N 60^33'58.0" W 190.372 feet returning to the point and place of beginning. Having an area of 12630.489 Square feet being 0.290 acres.

PUE Right
Point of beginning being S 82^34'16.4" E, 107.892 feet from -Y5- Sta 30+00 thence along a curve 55.374 feet and having a radius of 4030.000 feet. The chord of said curve being on a bearing of S 29^35'0.0" W, a distance of 55.374 feet thence to a point on a bearing of N 74^9'34.7" E 12.898 feet thence along a curve 54.240 feet and having a radius of 4039.000 feet. The chord of said curve being on a bearing of N 29^27'39.8" E, a distance of 54.240 feet thence to a point on a bearing of S 77^33'35.9" W 12.030 feet returning to the point and place of beginning. Having an area of 493.257 Square feet being 0.011 acres.

TCE Right
Point of beginning being S 72^50'51.3" E, 274.974 feet from -Y5- Sta 30+00 thence along a curve 6.243 feet and having a radius of 1142.500 feet. The chord of said curve being on a bearing of N 37^16'24.9" E, a distance of 6.243 feet thence along a curve 10.788 feet and having a radius of 25.046 feet. The chord of said curve being on a bearing of N 25^2'34.6" E, a distance of 10.704 feet thence to a point on a bearing of N 60^33'58.0" W 19.723 feet thence to a point on a bearing of S 19^59'59.9" E 25.922 feet returning to the point and place of beginning. Having an area of 177.443 Square feet being 0.004 acres.

Parcel has a remaining Area of 18454.991 feet being 0.424 acres after all takings have been subtracted.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Holly Springs, North Carolina, that:

Section 1. The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Holly Springs Town Council the result of her investigation.

Section 2. Subject to the Town Clerk's satisfactory result of her investigation, a public hearing on the question of annexation of the area described herein will be held at the Town Hall Council Chambers, located at 128 S. Main Street, at 7 p.m. (or as soon thereafter as is practicable) on Tuesday, November 3, 2020.

Section 3. Notice of the public hearing shall be published in the Raleigh News & Observer, newspapers having general circulation in the Town of Holly Springs, at least ten (10) days prior to the date of the public hearing.

Adopted this, the 20th day of October 2020.

ATTEST:

Dick Sears, Mayor	Linda C. McKinney Town Clerk

Office *of* the Mayor

128 S. Main Street • P.O. Box 8 • Holly Springs, NC 27540 • (919) 557-3901 • (919) 552-0654 *fax*
dick.sears@hollyspringsnc.us • www.hollyspringsnc.us