



Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of January 19, 2021 meeting agenda

PUBLIC COMMENT PERIOD Notes on the Comment Period - Due to the current restrictions on mass gatherings, public comment will be received in writing and delivered to Council Members prior to this meeting.

RECOGNITIONS

5. Retirement Recognition of Luncie McNeil

REQUESTS AND COMMUNICATIONS

6. LaunchHOLLYSPRINGS Update

PUBLIC HEARINGS

7. Planned Unit Development Major Amendment 00-PUD-05-A11: Rhamkatte Village PUD (Legislative Hearing)
8. Fairview Well Site Special Exception Use 20-SEU-12 and Development Plan 20-DP-15 (Quasi-judicial Hearing)

CONSENT AGENDA

9. Approve the minutes of the January 5, 2021 Business Meeting and the January 12, 2021 workshop meeting.
10. Holly Springs Road Widening - Phase 2 (Transportation Bond) Amendment #3 (TOHS Project # 19-009)
11. Bass Lake Parking Lot Repair (TOHS Proj. #18-013 Ph. 2)
12. Annual Certification of Zoning Map
13. 2021 Local, State, and Federal Legislative Agenda

NEW BUSINESS

14. Annual Board of Adjustment and Planning Board Appointments

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.

Requests & Communications

Title: Retirement Recognition of Luncie McNeil

Strategic Priority Area: Organizational Excellence

Staff Resource: Randy Harrington, Town Manager, Scott Chase, Asst. Town Manager

Action(s):

Recognition of Luncie McNeil retiring from public service.

Explanation:

- Luncie McNeil is retiring on February 1st after more than 31 years with the Town of Holly Springs as Public Works Director.

Background:

- Luncie McNeil was named Director of Public Works in July 1989 when the Town of Holly Springs had fewer than 1,000 residents - compared to over 41,000 today.
- Luncie McNeil started with a department of three people and built the department up to 60 personnel.
- Mr. McNeil expanded public service operations such as solid waste and recycling, yard waste, roadway maintenance, sidewalks, fleet maintenance, building maintenance, water distribution, and wastewater collection to serve a rapidly growing community.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Requests & Communications

Title: LaunchHOLLYSPRINGS Update

Strategic Priority Area: Economic Prosperity & Diversity

Staff Resource: Linda McKinney, Town Clerk

Action(s):

Receive report.

Explanation:

- Report on the impact of the 2020 Program.
- Plans for 2021.

Background:

- LaunchHOLLYSPRINGS is a community-based program, chartered by Holly Springs Rotary Club, helping local entrepreneurs with limited access to resources to start and/or grow successful companies.
- The program specializes in serving underfunded, women, or minority owned businesses.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Public Hearings

Title: Planned Unit Development Major Amendment 00-PUD-05-A11: Rhamkatte Village PUD (Legislative Hearing)

Strategic Priority Area: Responsible & Balanced Growth

Staff Resource: Cheryl Caines, Development Services, Bronwyn Bishop, Development Services

Action(s):

- A. Conduct Legislative Joint Public Hearing to consider Planned Unit Development (PUD) Amendment for landscaping within the Rhamkatte Village PUD with the following conditions:
 1. All previous conditions of approval for Rhamkatte Village PUD shall apply to this amendment.
- B. Forward PUD Amendment #00-PUD-05-A11 for Rhamkatte Village to the Holly Springs Planning Board for review and recommendation at their regularly scheduled meeting on January 26, 2021.

Explanation:

- The applicant is requesting to modify the previously approved landscape buffer along Holly Springs Road including street trees species and spacing of brick columns.
- The modification also allows the petitioner to plant a single stem Crepe Myrtle "Biloxi" due to the overhead power lines and Duke Energy planting restrictions.
- The Development Procedures Manual (DPM) requires a Joint Public Hearing for the Planned Unit Development (PUD) Major Amendment to allow for both the Planning Board and Town Council to hear public concerns and support for the proposed amendment before considering the request.
- Once the hearing is held, the petition will be forwarded to the Planning Board to review, discuss and make a recommendation on the PUD Major Amendment that will be forwarded to the Town Council for final determination.

Background:

- The Rhamkatte Village Planned Unit Development (PUD) was originally approved on March 6, 2001. The PUD plans include a small variety of land uses and are divided into two categories: residential and non-residential.
- The residential area allows a variety of residence types and the non-residential areas allow commercial and multi-family uses.
- Development of the PUD has occurred over several years and has included Holly Springs

Crossing commercial development at the southwest corner of Holly Springs Road and Bass Lake Road and 2018 Market (attached and detached single-family homes within the residential areas of the PUD).

- Only commercial areas are left to be developed at the intersection of Holly Springs Road and Rhamkatte Road/Bass Lake Road.
- A specific 20-foot streetscape buffer was approved for all properties along Holly Springs Road that includes street trees, an evergreen hedge, and brick columns.
- This streetscape was constructed along the Holly Springs Crossing frontage (south side of Holly Springs Rd.).
- The petitioner is requesting to modify the buffer.
- If approved, the modified streetscape buffer would be constructed with the proposed commercial development on the north side of Holly Springs Road.
- That development (Rhamkatte Plaza) will be reviewed by Town Council under a separate application.

Funding Source(s):

N/A

Attachment(s):

1. 00PUD05A11_Rhamkatte_JPH_011921_StaffReport
2. 00PUD05A11_Rhamkatte_JPH_PetitionandPlans
3. 00PUD05A11_Rhamkatte_DukeEnergyEmail



Town of Holly Springs Staff Report to the Planning Board & Town Council

REQUEST FOR PLANNED UNIT DEVELOPMENT MAJOR AMENDMENT Rhamkatte Village PUD 00-PUD-05-A11

PETITIONER(S):

Tom Spaulding
The Spaulding Group, PA
1611 Jones Franklin Rd, Ste 101
Raleigh, NC 27606

DEVELOPER(S):

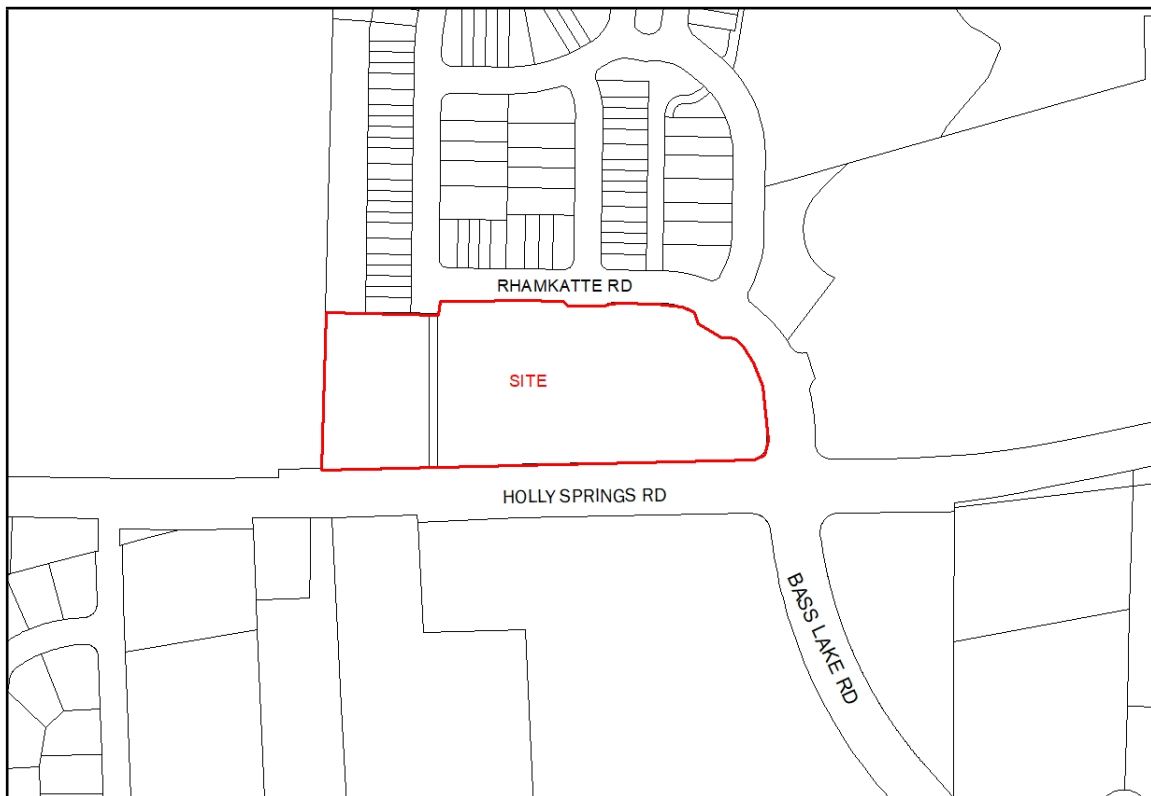
Lennar Carolinas, LLC
1100 Perimeter Dr., Suite 112
Morrisville, NC 27560

OWNER(S):

Richard L. Jones
Terry J. Jones
P.O. Box 937
Holly Springs, NC 27540

AACRE, LLC

1201 Edwards Mill Rd., Suite 300
Raleigh, NC 27607



LOCATION: ☒ Within Corporate Limits of Holly Springs ☐ Within Holly Springs ETJ ☐ Annexation Pending

ANTICIPATED REVIEW SCHEDULE:

Joint Public Hearing: January 19, 2021
Planning Board: January 26, 2021
Town Council Action: February 15, 2021

STAFF CONTACTS: Cheryl Caines, Planner II
Bronwyn Bishop, Development Plan Reviewer

ATTACHMENTS:
PUD Amendment Plans
Landscape Exhibit Map
Applicant correspondence with

PARCEL INFORMATION			
OWNER	PARCEL #	ZONING	AREA
Jones, Richard and Terry	0659139511	PUD	3.93
Jones, Richard and Terry	0659135417	PUD	1.32
AACRE, LLC	0659136418	PUD	.11
TOTAL			5.36± acres

PROJECT OVERVIEW

The Town has received a request for a Planned Unit Development (PUD) Major Amendment. The site is approximately 5.36 acres and is located at 601-609 Holly Springs Road at the intersection with Rhamkatte Rd. and Bass Lake Rd. The requested amendment is to modify the previously approved landscape buffer along Holly Springs Road including changing the street tree species (Red Maple to Crepe Myrtle “Biloxi”) and spacing of brick columns (evenly spaced to vehicular/pedestrian entry points and street intersections). A commercial development, Rhamkatte Plaza, is proposed for the site. The Development Plan and associated petitions are being reviewed through a separate Town Council public hearing process.

A Planned Unit Development is a type of zoning used to encourage creativity and innovation in the design of developments, including the layout of land uses and open space that promote high standards in design and construction not normally allowed with the development standards contained within the Unified Development Ordinance (UDO). A PUD establishes the permitted uses and development standards for the property and specific development, such as subdivision plans or development plans, is reviewed for compliance with these standards, rather than the UDO, when it is proposed. The proposed amendment is a major amendment which requires the applicant to follow the same process as the original plan approval.

ADJACENT PROPERTY SITE DATA		
	ZONING	EXISTING LAND USE
Subject Property	Rhamkatte Village PUD	Vacant, undeveloped
North	Rhamkatte Village PUD	Single family homes (attached & detached)
South	Rhamkatte Village PUD, R-MF-8	Holly Springs Crossing – commercial complex, Multi-family
East	Rhamkatte Village PUD	Vacant, undeveloped
West	R-10 Residential District	Public school



PROPERTY HISTORY

Rezoning History

Original Zoning: R-20: Residential-Agricultural District and O&I: Office and Institutional District
 Proposed Zoning: PUD
 Approved by Town Council on: 03/06/01

Project History

PUD Amendment (Major): March 5, 2002
 PUD Amendment (Minor): July 22, 2003
 PUD Amendment (Minor): April 28, 2004
 PUD Reinstated as an Active Plan: May 27, 2014
 PUD Amendment (Major): February 3, 2015
 PUD Amendment (Minor): May 18, 2016
 PUD Amendment (Minor): June 27, 2016
 PUD Amendment (Minor): March 7, 2017
 PUD Amendment (Minor): October 3, 2017

EVALUATION CRITERIA

As specified in UDO Section 5, in its determination of the appropriateness of the proposed PUD Major Amendment and whether to recommend approval or disapproval of the amendment the board shall be guided by the extent to which the proposal:

- A. Accomplishes the intent of the Planned Unit Development District set forth in Section 5.01
 The Planned Unit Development (PUD) District is designed to: encourage the master planning of development for larger tracts of land and to coordinate such development so as to manage the impacts of the development on the provision of Town services and infrastructure; encourage creativity and innovation in the design of developments, including the layout of land uses and open space that promote high standards in design and construction, and further the purposes of the Comprehensive Plan; provide for more efficient use of land including the reduction of land area disturbed for utility lines and motor vehicle access; permit special consideration of property with outstanding natural or topographical features such as rock outcroppings, areas of special flood

hazard, slopes, major tree groupings, significant vegetation, or important view corridors and scenic vistas; facilitate use of the most appropriate construction techniques in the development of land; and, to provide for any individual land use not otherwise specified elsewhere in this UDO.

B. Provides for the protection or provision of the following site features and amenities:

1. Natural site features, including, but not limited to, slopes, streams, natural water features, wetlands and areas of special flood hazard
2. Wooded areas, individual trees of significant size, or other environmentally sensitive features;
3. common open space and recreational areas (passive or active) accessible to the residents or users of the PUD by way of sidewalks, footpaths, walkways or bikeways
4. Efficient utilization of the land, including the reduction of land area disturbed for utility lines and motor vehicle access
5. Creation of innovative residential and business environments
6. Protection and preservation of important view corridors, and scenic vistas
7. Diversity and originality in lot layout or site design
8. Utilization of individual building designs which achieve an enhanced relationship between the development and the land
9. Relationship to surrounding properties
10. Conformance with the Comprehensive Plan
11. Extent to which the development proposed by the PUD can be developed under the general use districts of this UDO, other than the PUD District, as a matter of right

STAFF ANALYSIS

PLANNING & ZONING

Vision Holly Springs Comprehensive Plan

Future Land Use & Character Plan Designation: Neighborhood Center

Small scale, Neighborhood Centers provide goods and services to surrounding neighborhoods. Their proximity to neighborhoods requires that operations be low-intensity, unobtrusive, and at a scale and design compatible with nearby residential development. The design of Neighborhood Centers transitions effectively between residential and nonresidential uses, and includes safe and convenient pedestrian and bicycle access for nearby residents. While this is primarily a commercial category, some Neighborhood Centers may include upper story residential or office. Sites also effectively minimize the impact of cut-through traffic on nearby neighborhood streets by orienting vehicle access and circulation away from adjacent neighborhoods.

An interconnected street grid creates small to medium blocks. Rear loaded lots maximize walkability and reduce the emphasis on automobiles. On-street parking and shared parking are provided throughout the neighborhood. Sidewalks and bike facilities provide links to adjacent neighborhoods.

Shared public open spaces ensure for a walkable, activated environment. These centers may include formal and informal open spaces such as greens, squares, plazas, and community gardens. Due to their small scale and location, Neighborhood Centers are often developed in a manner that does not allow significant protection of topography or natural landscape features, and may require significant grading, tree clearing, retaining walls or stormwater management features. However, specimen tree preservation is encouraged.

Front setbacks should be minimal, with storefronts pulled up to the street to enhance walkability. Buildings are primarily commercial on the first floor but may contain residential or office uses above. Buildings may be up to three stories in height.

Planning Concepts for Neighborhood Center

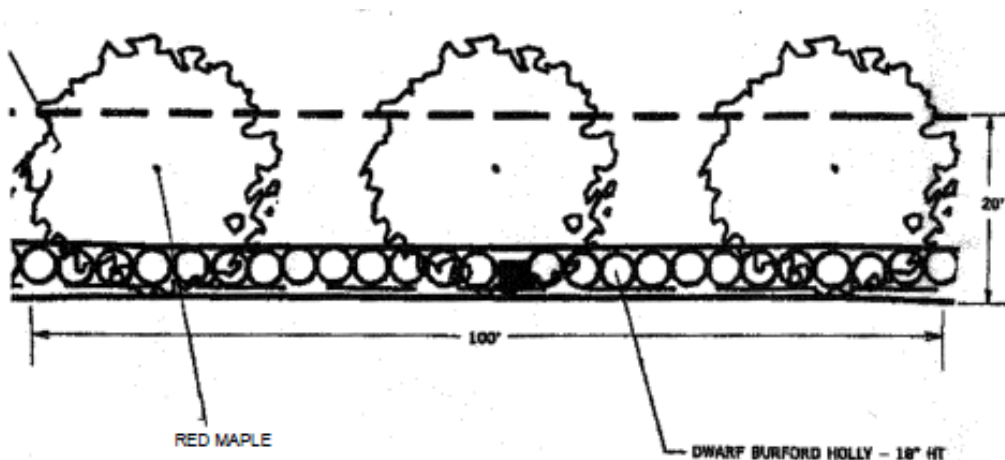
1. NC-1: Complement neighborhoods with small-scale neighborhood serving commercial. Neighborhood-serving retail and service uses accessible from neighborhoods (within ½ mile of homes) enhances the convenience of such uses to residents, particularly if such commercial uses are connected to the neighborhood by local streets, sidewalks, and trails. Create compatible relationships between residential and non-residential uses using scale, design, and encouraging uses that generate fewer vehicular trips adjacent to residential.
2. NC-2: Allow a mix of residential units within and at the edges of the centers. Include a variety of housing types for different lifestyles and stages of life. Locate housing so that similar massing and building types face each other. Development at the edges should be comparable in size to existing homes on existing lots.
3. NC-3 Bring open space to the forefront. Integrate green spaces as organizing elements and give open spaces a public edge (such as streets on two or more sides). Encourage development that locates buildings, especially retail shops, restaurants, and homes so they face the open space. This area then becomes an extension of the adjacent use and provides eyes on the park for increased safety.

Street Trees & Landscape Buffer

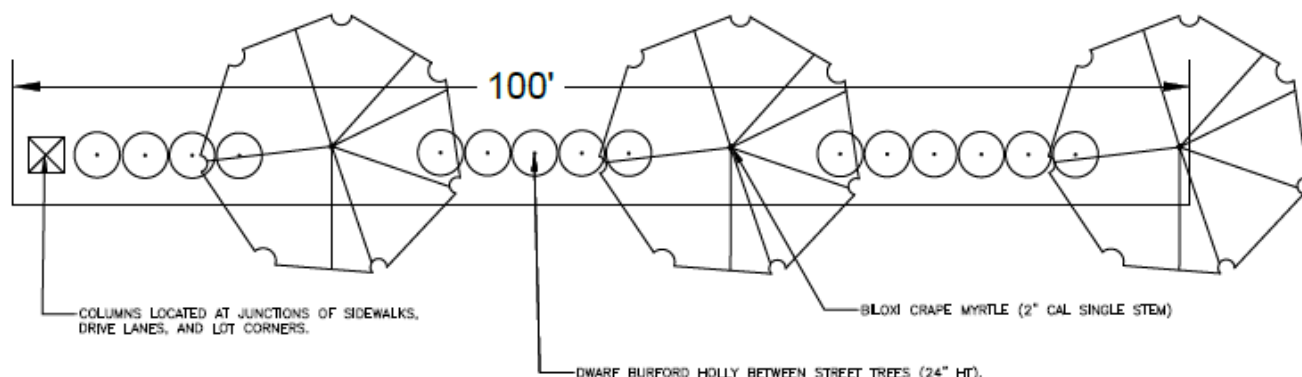
The Holly Springs Thoroughfare Planting Plan designates Chinese Pistache along this section of Holly Springs Road. The petitioner has proposed single stem Crape Myrtle 'Biloxi' due to overhead power lines and Duke Energy planting restrictions. The applicant has provided documentation from Duke Energy (included in the attachments) indicating Duke Energy's position on acceptable landscaping within this easement. There are existing Crape Myrtle trees planted in the median in Holly Springs Road. The existing street trees on the south side of Holly Springs Road adjacent to Holly Springs Crossings is Chinese Elm.

The proposed buffer modifies the spacing of the brick columns to be located only at street intersections and vehicular/pedestrian entry points along Holly Springs Road rather than evenly spaced (approximately every 50 feet). In addition, the proposal shows the hedge and brick columns in-line with the street trees rather than street trees placed behind a continuous evergreen hedge. The existing buffer on the south side of the road has a continuous evergreen hedge with brick columns every 50 feet (approximately). Street trees are planted behind the hedge.

Current Approved Streetscape Buffer



Proposed Streetscape Buffer



ENGINEERING

No changes to the water, sewer, or transportation facilities have been proposed with this amendment.

REQUESTED ACTION

ACTION #1

Hold Joint Public Hearing with the Town Council and Planning Board on Planned Unit Development #00-PUD-05-A11 for Rhamkatte Village Major Amendment as submitted by The Spaulding Group, PA with the following conditions:

1. All previous conditions of approval for Rhamkatte PUD shall apply to this amendment.

MOTION #1

Forward Planned Unit Development Amendment #00-PUD-05-A11 for Rhamkatte Village to the Holly Springs Planning Board for review and recommendation at their regularly scheduled meeting on January 26, 2021.

PLANNED UNIT DEVELOPMENT PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:
<http://www.hollyspringsnc.us/planning>



Petition Type:

☒ PUD Master Plan

- ☐ New ☒ Major Amendment ☐ Minor Amendment
☐ A Rezoning Petition must be submitted concurrently for all New PUDs

Project Information:

Project Name: Rhamkatte PUD #00-PUD-05-A09

Project Location: Bass Lake Road / Holly Springs Road

Use street address. If none, use the closest intersection

☒ Within Corporate Limits ☐ Within Holly Springs ETJ ☐ Pending Annexation

PIN: 0659139511 Real Estate ID: 0108004 (3.93 acres)

PIN: 0659136418 Real Estate ID: 0434446 (0.77 acres)

PIN: 0659135417 Real Estate ID: 0205084 (1.32 acres)

Project Acreage: 102.21 Partial Parcel: ☒ No ☐ Yes

Rounded to nearest tenth. Parcels pertaining to amendment are listed above

Scoping Meeting Date: _____ Concept Meeting Date: required per Planner e-mail

If the Concept Meeting Date is not within 8 weeks of the submittal date, another Concept Meeting is required prior to submittal.

Petition Request:

Current Zoning: PUD

Proposed Use: Residential

Open Space [See UDO Section 7.06(F)(4)]: ☐ Dedication ☐ Fee-in-lieu ☐ Combination ☒ N/A

Waivers Requested: ☒ No ☐ Yes- Specify UDO Section Number(s): _____
If yes, complete and attach appropriate Waiver Petition(s) from Waiver Packet

Petition Contact Information: (complete each contact in its entirety- please print or type)

Project Applicant/Contact

(check one) ☐ Owner ☐ Owner's Agent/Representative ☒ Design Professional ☐ Developer ☐

Other: _____

Name Thomas J. Spaulding Company The Spaulding Group, PA

Mailing Address 1611 Jones Franklin Road, Suite 101

City Raleigh State NC Zip 27606

Telephone # (919) 854-7990 E-Mail tom@spaulding-group.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Design Professional if different than Applicant/Contact

Name Same Company _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone # () E-Mail _____

How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Developer

Name Lennar Carolinas, LLC (Brad Williford) Company Lennar Carolinas, LLC

Mailing Address 1100 Perimeter Drive, Suite 112

City Morrisville State NC Zip 27560

Telephone # (919) 358-0721 E-Mail brad.williford@lennar.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Architect

Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # (_____) _____ E-Mail _____
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Landscape Architect

Name TMTLA Associates Company TMTLA Associates
Mailing Address 5011 Southpark Drive, Suite 200
City Durham State NC Zip 27713
Telephone # (919) 484-8880 E-Mail garrett@tmtla.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Engineer

Name Same as Design Professional Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # (_____) _____ E-Mail _____
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Property Owner - REQUIRED

Name Richard L. Jones & Terry J. Jones Company N/A
Mailing Address P.O. Box 937
City Holly Springs State NC Zip 27540
Telephone # (919) 427-6116 E-Mail at6116@yahoo.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

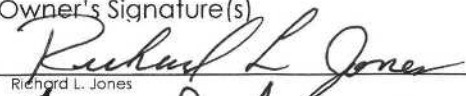
Property Owner

Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # (_____) _____ E-Mail _____
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Property Owner

Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # (_____) _____ E-Mail _____
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Owner's Authorization:

Owner's Signature(s)	PIN 0659139511	Date
	0659136418; 0659135417	24 July 2020
Richard L. Jones	0659139511	
	0659136418; 0659135417	July 24 2020
Terry J. Jones		

AFFIDAVIT OF OWNER CONSENT



If the Owner(s) of the subject property is giving authorization for another person to apply for a Planned Unit Development District or Master Plan on their property, this affidavit must be completed and signed by all Owners of the subject property.

I (We) do hereby certify that I am (we are) the owner(s) of the property legally described as the specified Wake County Parcel Identification Number(s) and hereby certify that I (we) have given authorization to:

Thomas J. Spaulding of The Spaulding Group, PA
(Name of Representative) (Name of Company)

to submit a Petition for Zoning Map Change to a Planned Unit Development District and/or for Planned Unit Development Master Plan for my (our) property.

For DPZ Use only

Project # _____

Date Received: _____

Signature of Owner(s):

Wake County PIN:

Date:

<u>Richard L. Jones</u> Richard L. Jones	<u>Terry J. Jones</u> Terry J. Jones	<u>0659139511</u>	<u>July 24 20</u>
<u>Richard L. Jones</u> Richard L. Jones	<u>Terry J. Jones</u> Terry J. Jones	<u>0659136418</u>	<u>July 24 20</u>
<u>Richard L. Jones</u> Richard L. Jones	<u>Terry J. Jones</u> Terry J. Jones	<u>0659135417</u>	<u>July 24 20</u>

NOTARY STATEMENT

Sworn to and subscribed before me the 24 day of July, 2020.

Notary Public in and for the State of North Carolina. My Commission expires: 10-14-2021

Anne B. Oakley
Notary Public

Anne B. Oakley

Printed



PROPOSED AMENDMENTS TO APPROVED PUD ON 12/19/2016	
1.	ADD 26' TOWNHOME LOT DETAIL (SHEET C-8.0).
2.	(2017-01-09) Revise per 1st Review Comments: Remove Red Maple from street trees.
3.	(2017-02-06) Revise per 2nd Review Comments.
MAXIMUM NUMBER OF RESIDENTIAL UNITS ALLOWED IN THE RESIDENTIAL AREA IS 347. SEE TABLE ON SHEET C-7.0.	
4.	DENSITY OF RESIDENTIAL AREA 1 LIMITED TO 1-3 UNITS PER ACRE. SEE SHEET C-7.0.
5.	ANY TOWNHOMES IN THE RESIDENTIAL AREA 1 ADJACENT TO FLINT POINT LANE SHALL BE LIMITED TO 2 STORIES. SEE APPLICABLE HATCHED MULTIFAMILY SECTION ON SHEET C-7.1.
6.	GREENWAY TRAIL NOTES WERE ADDED TO THE PLAN TO SPECIFY THAT ALL GREENWAY TRAILS AS INDICATED ON THE MASTER PLAN SHALL BE DESIGNATED AS GREENWAY TRAIL AND NOT SUBSTITUTED BY STANDARD SIDEWALK. SEE GENERAL NOTE 25 ON SHEET C-7.0.
7.	A 20 FOOT UNDISTURBED BUFFER SHALL BE PROVIDED ANYWHERE AN ALLEY IS ADJACENT TO THE SUNSET RIDGE SUBDIVISION. THIS UNDISTURBED BUFFER SHALL BE SUPPLEMENTED WITH ADDITIONAL PLANT MATERIAL TO ACHIEVE A B-75 BUFFER AS DETAILED IN THE TOWN OF HOLLY SPRINGS UDO. IN ADDITION, 20 FEET OF OPEN SPACE SHALL BE PROVIDED ALONG THE 20 FOOT UNDISTURBED BUFFER WITH A 6 FOOT WOODEN FENCE. THE WOODEN FENCE SHALL BE ALLOWED TO VARY FROM 5-6 FEET HIGH IF THE TOP OF THE FENCE UNULATES. THE FENCE SHALL BE VEGETATED ON THE SIDE ADJACENT TO SUNSET RIDGE NORTH SUBDIVISION WITH EVERGREEN TREES PLANTED 12 FEET ON CENTER. THE EVERGREEN TREES SHALL BE 6 FEET TALL AT TIME OF PLANTING. SEE INSET ON SHEET C-12.0.
8.	IN AREAS WHERE RETAINING WALLS ARE USED TO MAINTAIN THE 20 FOOT UNDISTURBED BUFFER, SHRUBS SHALL BE PLANTED EVERY 5 FEET ON CENTER. THE SHRUBS SHALL BE 36 INCHES AT TIME OF PLANTING. SEE DETAIL ON C-12.0.
9.	ALL OTHER RESIDENTIAL LOTS IN SUNSET RIDGE NORTH THAT DO NOT HAVE ADJACENT ALLEYS SHALL HAVE A 20 FOOT UNDISTURBED BUFFER WITH SUPPLEMENTAL PLANT MATERIAL TO ACHIEVE A B-75 BUFFER AS DETAILED IN THE TOWN OF HOLLY SPRINGS UDO. SEE SHEET C-12.0.
10.	MINIMUM AVERAGE LOT SIZE RESTRICTIONS HAVE BEEN PLACED ON AREAS WITHIN THE RESIDENTIAL AREA 1 AS SHOWN ON SHEET C-7.1.
11.	(2020-07-24) Revised sheet C-12.0 Holly Springs Road buffer detail. Revise per Landscape Amendment: Parcels affected: PIN: 0659138511, REID: 0108004, 3.93 acres, PIN: 0659138418, REID: 0434446, 0.77acres, PIN: 0659135417, REID: 0205084, 1.32acres. Added sheet C-10.3.

DESIGN TEAM:	
DEVELOPER:	LENMAR 909 AVIATION PARKWAY, SUITE 700 MORRISVILLE, NORTH CAROLINA 27560
ENGINEER:	SPAULDING & NORRIS, P.A. 972 TRINITY ROAD RALEIGH, NORTH CAROLINA 27607 PHONE: (919) 854-7990 FAX: (919) 854-7925 CONTACT: THOMAS J. SPAULDING, P.E. email: tom@spauldingtonorris.com
LANDSCAPE ARCHITECT:	TONY M. TATE LANDSCAPE ARCHITECTURE, PA 5011 SOUTH PARK DRIVE, SUITE 200 DURHAM, NC 27713 PHONE: (919) 484-8880 FAX: (919) 484-8881 CONTACT: PAMELA PORTER, RLA, LEED AP, email: pam@tmntla.com
SURVEYOR:	ROBINSON & PLANTE 1320 SE MAYNARD RD CARY, NORTH CAROLINA 27511

GENERAL NOTES	
1.	A FEE-IN-LIEU OF UPGRADE WILL BE REQUIRED FOR THIS PROJECT FOR THE PUMP STATION AND/OR FORCE MAIN.
2.	THIS PROJECT WILL BE REQUIRED TO MEET TOWN'S NPDES PHASE II POST CONSTRUCTION STORMWATER ORDINANCE.
3.	ALL CONSTRUCTION SHALL CONFORM TO THE TOWN OF HOLLY SPRINGS ENGINEERING DESIGN AND CONSTRUCTION STANDARDS.
4.	CONSTRUCTION DRAWING APPROVAL IS REQUIRED BEFORE CONSTRUCTION ON THIS PROJECT MAY BEGIN. DEVELOPMENT FEES ARE DUE BEFORE CONSTRUCTION DRAWING APPROVAL.
5.	NO FILL IS PERMITTED IN THE FLOOD PLAIN FOR ANY RESIDENTIAL DEVELOPMENT.
6.	ALL JURISDICTIONAL STREAMS AND WETLANDS DELINEATED AND LOCATED WITH GPS BY SPANGLER ENVIRONMENTAL, INC. ON MAY 5, 2014.
7.	ZONE NR81 OF THE BUFFER MUST BE LEFT COMPLETELY UNDISTURBED.
8.	NO FILL MATERIAL IS TO BE BROUGHT INTO THE NR81 BUFFERS.
9.	NO STRUCTURES ARE ALLOWED WITHIN ANY OF THE BUFFER AREAS.
10.	GRADING AND OTHER LAND DISTURBING ACTIVITIES ARE ALLOWED ONLY IN ZONES NR82 OR NR83; HOWEVER, THESE ACTIVITIES MUST BE PERFORMED IN SUCH A MANNER AS TO PREVENT DAMAGE TO THE ROOTS OF REMAINING TREES, TO MAINTAIN THE FUNCTION OF THE BUFFER, AND IN ACCORDANCE WITH STATE AND TOWN REGULATIONS.
11.	A PRELIMINARY STORMWATER MANAGEMENT PLAN WILL BE REQUIRED TO BE SUBMITTED WITH ANY PRELIMINARY PLAN FOR THIS SITE. ALL ITEMS LISTED ON THE PRELIMINARY STORMWATER SUBMITTAL CHECKLIST TOHS FORM# 16002 MUST BE SUBMITTED WITH THE FIRST PRELIMINARY PLAN SUBMITTAL.
12.	PROVIDE DRAFT PCN WITH ALL SUPPORTING DOCUMENTATION INCLUDING BUT NOT LIMITED TO BUFFER DETERMINATIONS AND PROJECTED LOCATION AND IMPACTS TO JURISDICTIONAL FEATURES FOR THE ENTIRE PROJECT WITH 1ST CONSTRUCTION DRAWING SUBMITTAL.
13.	A STREET LIGHTING PLAN FOR INTERIOR STREETS, ADJACENT PUBLIC STREETS AND THOROUGHFARES (IF APPLICABLE) WILL BE REQUIRED BY THE TOWN WITH CONSTRUCTION DRAWINGS.
14.	ANY OFFSITE RIGHT-OF-WAY REQUIRED FOR ROAD IMPROVEMENTS MUST BE DEDICATED FOR THIS PROJECT PRIOR TO 1ST CONSTRUCTION DRAWING SUBMITTAL.
15.	PROVIDE A SEALED ENGINEER'S POND/DAM REPORT INCLUDING CALCULATIONS TO VERIFY HYDRAULIC CAPACITY OF EXISTING POND, RECOMMENDATIONS TO VERIFY STRUCTURAL INTEGRITY OF DAM(S) AND DAM BREACH ANALYSIS.
16.	THIS PROJECT IS LOCATED IN A BASIN WHERE THE TOWN HAS AN APPROVED FLOOD STUDY. ACCORDINGLY, A FLOOD STUDY WILL BE REQUIRED TO BE SUBMITTED WITH THE FIRST CONSTRUCTION DRAWINGS AND MEET THE TOWN'S POLICY FOR HYDROLOGIC BASIN MODELS (TOWN POLICY - P-018). THE FLOOD STUDY WILL NEED TO BE UPDATED TO REFLECT THIS PROJECT AND WILL NEED TO DEMONSTRATE THAT DEVELOPMENT OF THE SITE WILL NOT RAISE ESTABLISHED FLOOD LEVELS. RETENTION OR DETENTION MAY BE REQUIRED TO ACCOMPLISH THIS. THE SUNSET RIDGE APPROVED FLOOD STUDY WILL NEED TO BE UPDATED.
17.	APPROVAL OF STORMWATER MANAGEMENT PLAN IS REQUIRED PRIOR TO ISSUANCE OF A LAND DISTURBANCE PERMIT OR CONSTRUCTION DRAWING APPROVAL.
18.	PAYMENT OF THE STORMWATER FEE-IN-LIEU WILL BE REQUIRED PRIOR TO CONSTRUCTION DRAWING APPROVAL.
19.	ALL ITEMS LISTED ON THE STORMWATER SUBMITTAL CHECKLIST, FORM # 16003, MUST BE INCLUDED WITH THE FIRST CONSTRUCTION DRAWING SUBMITTAL.
20.	STORMWATER SURETIES ARE REQUIRED ON THIS PROJECT. A PERFORMANCE SURETY IN THE FORM OF A BOND, LETTER OF CREDIT OR CASH IS REQUIRED IN THE AMOUNT OF 150% ESTIMATED CONSTRUCTION COST OF THE STORMWATER BMP PRIOR TO THE PRECONSTRUCTION MEETING AND A MAINTENANCE SURETY IN THE FORM OF A CASH ESCROW ACCOUNT IN THE AMOUNT OF 35% THE ACTUAL CONSTRUCTION COST OF THE BMP IS REQUIRED AT THE END OF THE PERFORMANCE MONITORING PERIOD FOR THE PROJECT.
21.	ALL ENVIRONMENTAL PERMITS MUST BE OBTAINED PRIOR TO CONSTRUCTION DRAWING APPROVAL AND/OR ISSUANCE OF A LAND DISTURBANCE PERMIT FOR THE ENTIRE PROJECT.
22.	BOUNDARY INFORMATION TAKEN FROM SURVEY BY ROBINSON & PLANTE, P.C. AND WAKE COUNTY GIS.
23.	TOPOGRAPHIC DATA FROM WAKE COUNTY GIS.
24.	ALL STREETS SHALL BE PUBLIC EXCEPT FOR ALLEYS.

SITE DATA:	
TOTAL ACREAGE:	102.21 ACRES
RESIDENTIAL:	71.62 ACRES
COMMERCIAL:	30.69 ACRES
TOTAL MAXIMUM PROPOSED RESIDENTIAL DENSITY: GROSS DENSITY = 4.86 UNITS/ACRE	
TOTAL ALLOWED UNITS = 347 UNITS OPEN SPACE REQUIRED = 10.22 ACRES (MINIMUM 10%) OPEN SPACE PROVIDED = 12.21 ACRES (11.95%) ACTIVE SPACE PROVIDED = 2.39 ACRES	
* SEE SHEET C-7.0 FOR AREA, UNIT AND LOT CALCULATIONS, DENSITY CALCULATIONS, AND PHASING	
* SEE SHEET C-6.0 FOR EXISTING LAND USES	

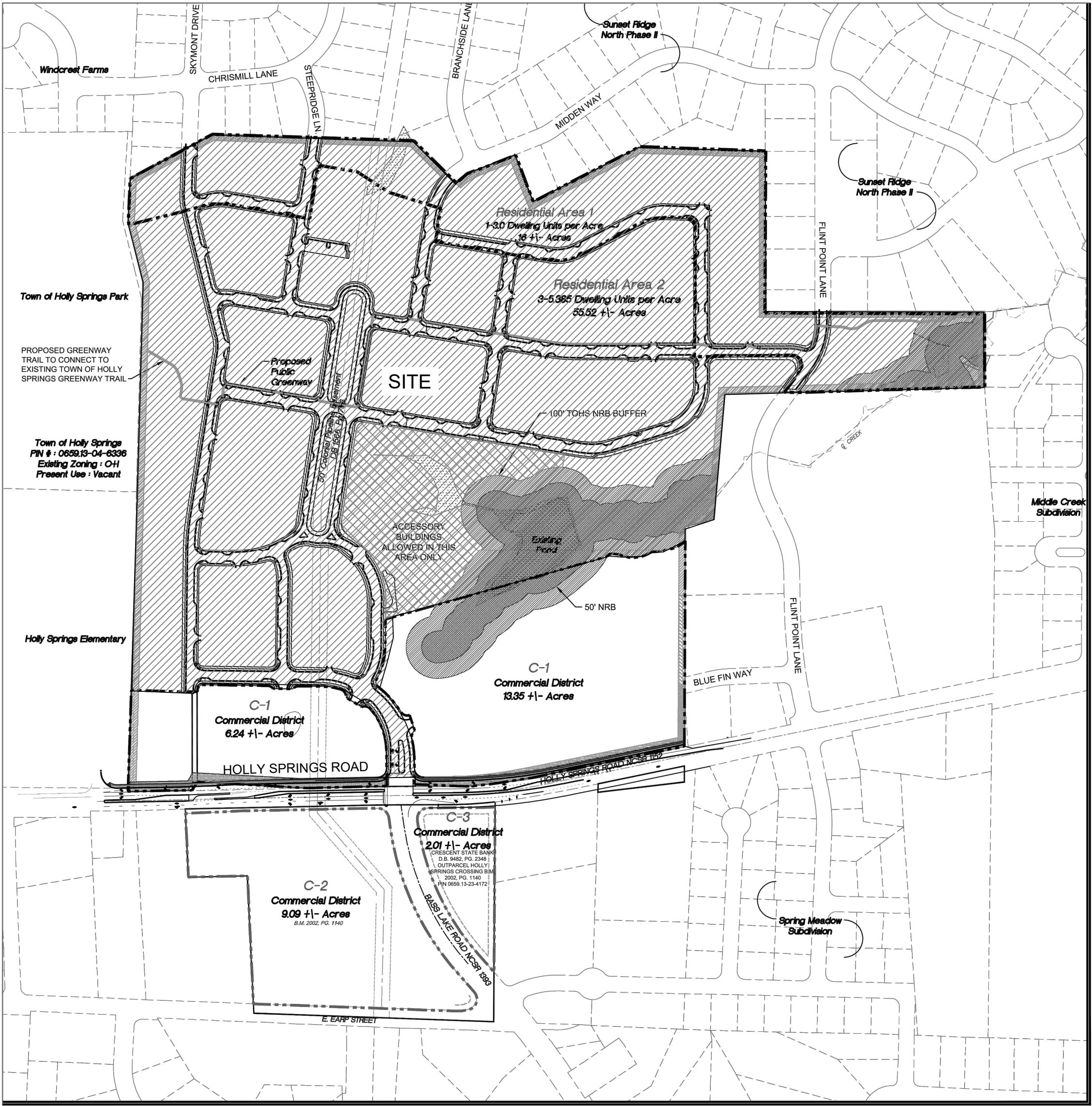
RHAMKATTE VILLAGE

MAJOR AMENDMENT

A PLANNED UNIT DEVELOPMENT

HOLLY SPRINGS, NORTH CAROLINA

TOWN OF HOLLY SPRINGS PROJECT NO. 00-PUD-05-A11



VICINITY MAP	
1"=300'	
SEWER FLOWS	
RESIDENTIAL	255 GPD/LOTS x 343 LOTS = 87,465 GPD
COMMERCIAL C-1	0.12 GPD/SQ. FT. x 55,251 SF OFFICE/RETAIL = 6,630 GPD
FOOD SERVICE	30 GPD/SEAT * 3,000 FOOD SERVICE @ 15 SF/SEAT = 6,000 GPD
COMMERCIAL C-2	= 10,143 GPD
COMMERCIAL C-3	= 458 GPD
TOTAL SEWER FLOW	= 110,729 GPD
TOWN OF HOLLY SPRINGS GEODETIC MONUMENT USED AS BENCHMARK FOR DESIGN ELEVATIONS:	
Station: GUERIN	LONGITUDE = 078 49 20.61714 W
NAD 83 => LATITUDE = 35 39 08.10366 N	EASTING = 2052762.320 FT
NAD 83 => NORTHING = 692365.390 FT	
ELEVATION (NAVD 88) = 439.00 FT (BM)	
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FOR REVIEW ONLY-- NOT FOR CONSTRUCTION	
PLAN IS SUBJECT TO REVISIONS DURING THE PRELIMINARY APPROVAL PROCESS	

INDEX TO PLANS	
C-0.0	COVER SHEET
C-1.0	SITE SURVEY (BY OTHERS)
C-2.0	SITE SOILS ANALYSIS
C-3.0	SITE SLOPE ANALYSIS
C-4.0	SITE VEGETATION ANALYSIS
C-5.0	SITE HYDROLOGY & NEUSE RIVER BUFFERS
C-6.0	ADJACENT OWNERS, ZONING, USES
C-7.0	MASTER PLAN
C-7.1	AVERAGE LOT SIZES ADJACENT TO SUNSET RIDGE NORTH
C-8.0	TYPICAL RESIDENTIAL LOT LAYOUT
C-9.0	SITE UTILITY DISTRIBUTION
C-10.0	SEWER DRAINAGE AREA MAP
C-10.1	VEHICULAR & PEDESTRIAN IMPROVEMENTS
C-10.2	ON-SITE PARKING PLAN
C-10.3	HOLLY SPRINGS ROAD VERTICAL SIGHT LINES
C-11.0	SITE STORM DRAINAGE
C-12.0	BUFFERS, OPEN SPACE, & RECREATIONAL FACILITIES
DRAWING SHEET C-0.0	
PROJECT NUMBER 785-14	

F:\7851 - 800 Projects\785-14 Rhankatte Village PUD (Lenmar)\PUD\05-A11 C-0.0.dwg Dec 10, 2020 11:28am By: User4

DATE: 03/07/2016
REVISION: 1
NO. 1
PER TOWN REVIEW COMMENTS
ADD TOWNHOME LOT TYPE C-1
01/19/2017
01/19/2017
01/19/2017
07/24/2020
09/22/2020
12/10/2020

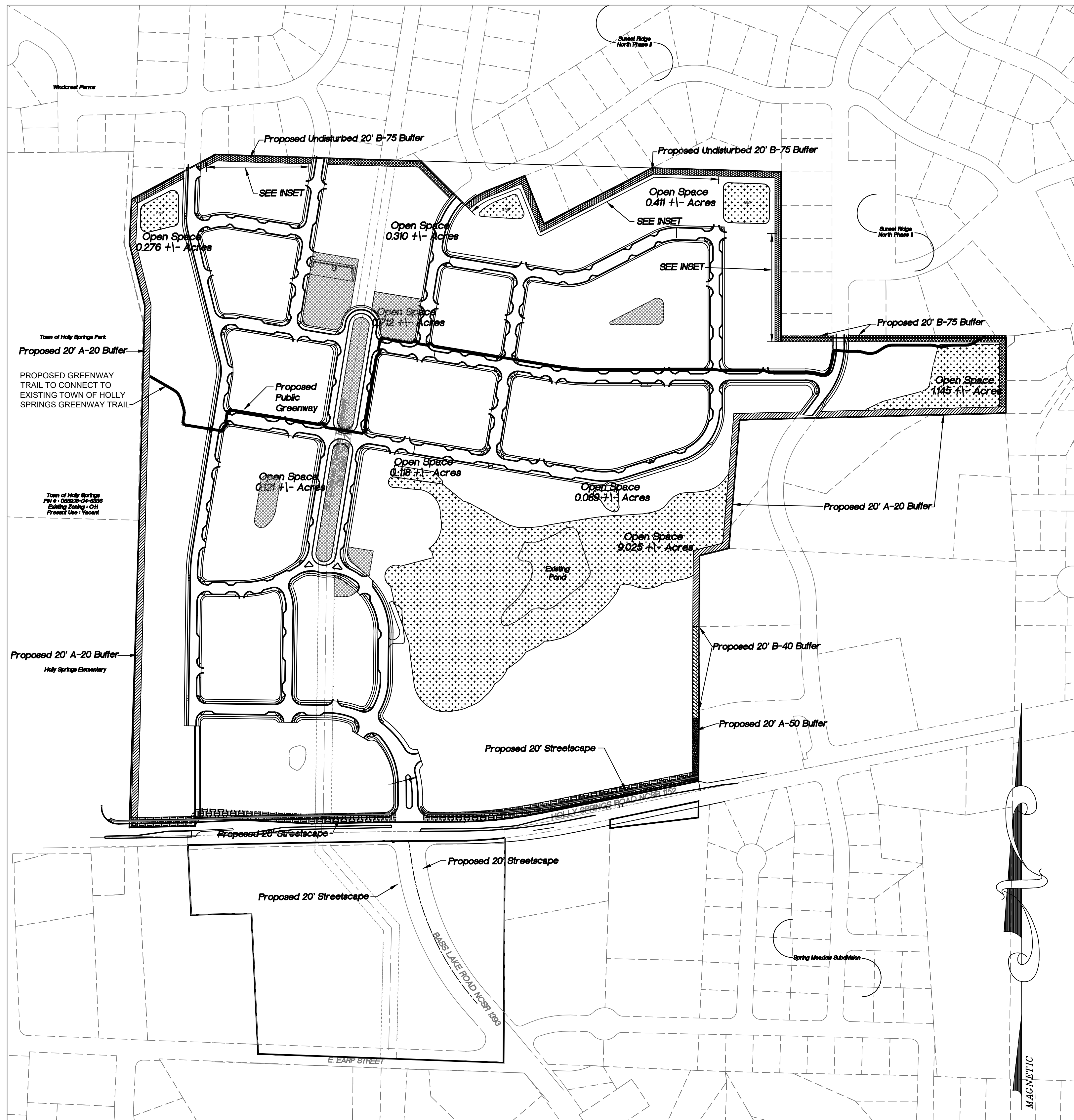
SEALED
CAROLINA
HOLLY SPRINGS
THOMAS J. SPAULDING
P.E.
10/10/2020
6-10-2020

SPAULDING & NORRIS, PA
Design Consultants
972 Trinity Road
Raleigh, North Carolina 27607
Phone (919) 854-7990 Fax (919) 854-7925

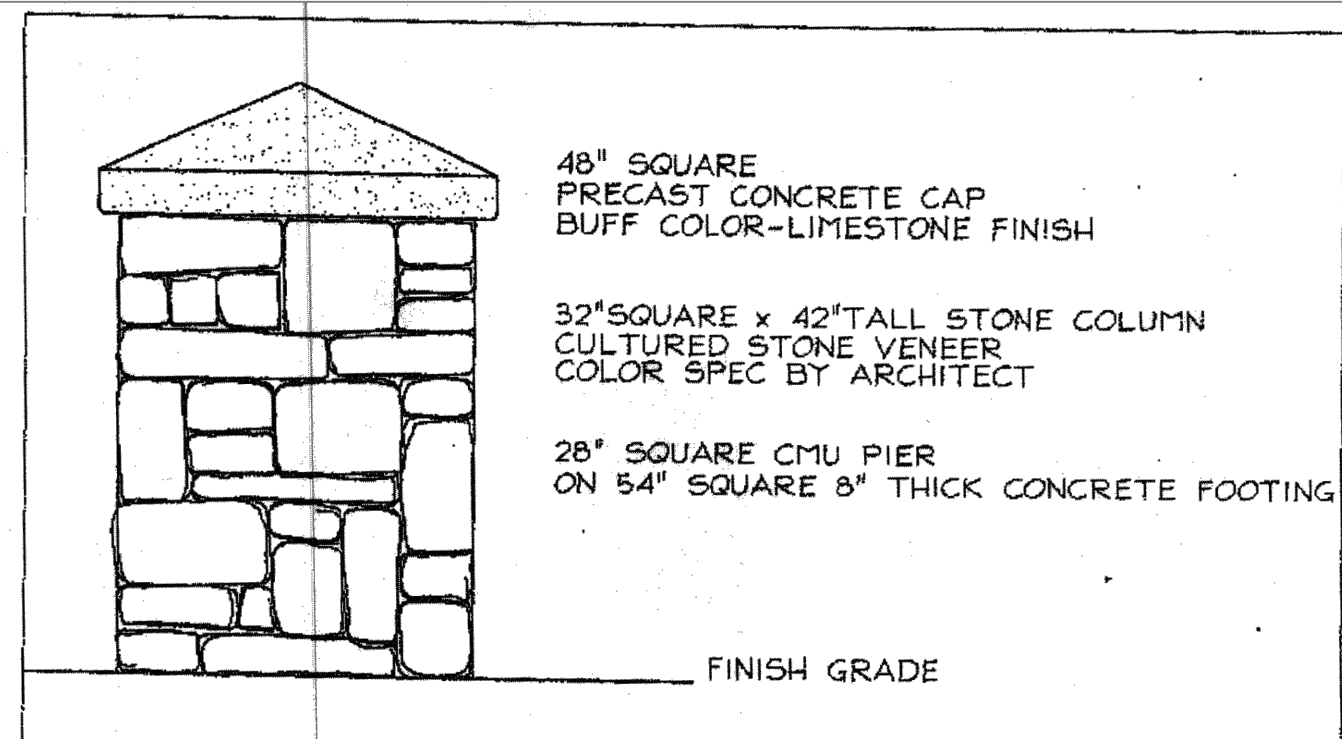
PREPARED FOR: DORIS JONES
909 AVIATION PARKWAY, SUITE 700
MORRISVILLE, NC 27560
DATE: 02-08-2016
SANITIZATION # C-1875
PROJECT ENGINEER:
THOMAS J. SPAULDING
PROJECT CAD DESIGNER:
IRIS A. MITCHELL & ADAM N. HOOKER
PROJECT SURVEYOR:
S. PLANTE

RHAMKATTE VILLAGE
A PLANNED UNIT DEVELOPMENT
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
COVER SHEET

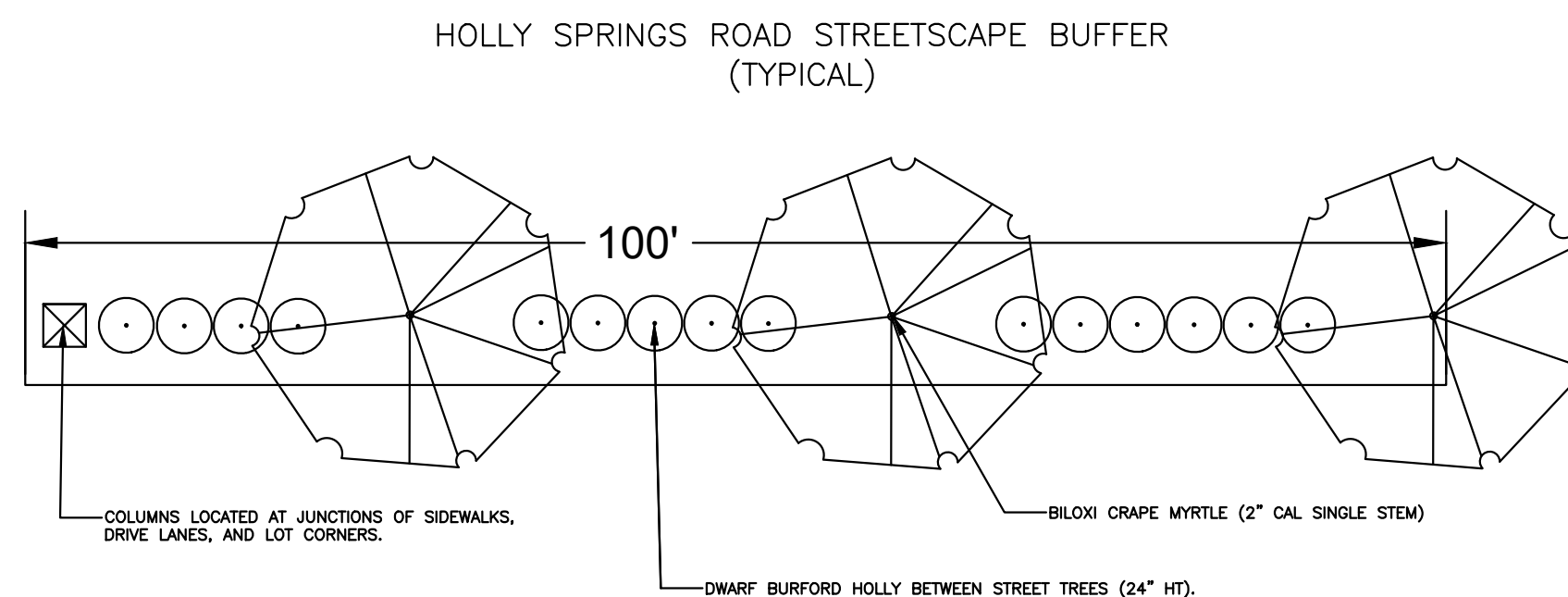
DRAWING SHEET
C-0.0
PROJECT NUMBER
785-14



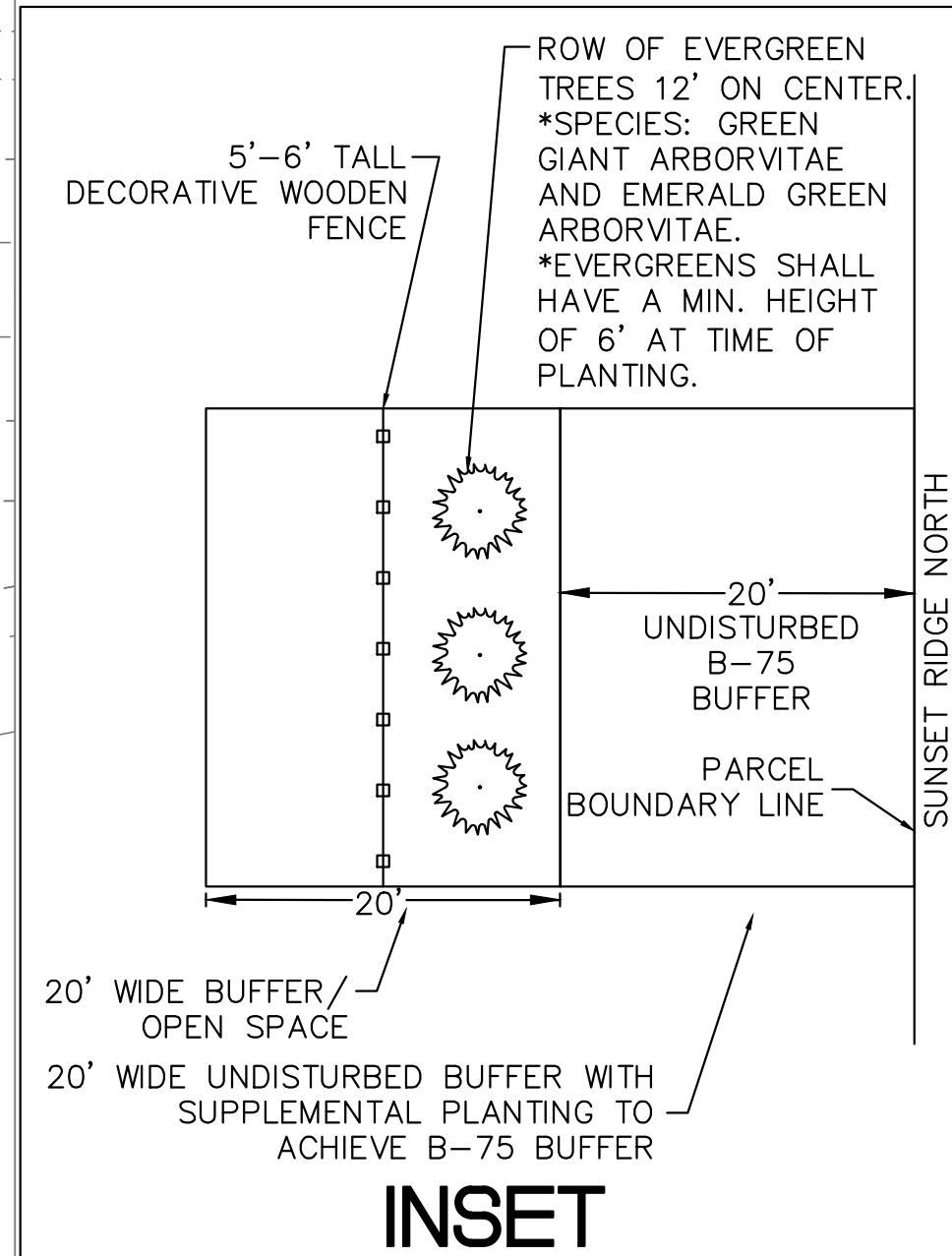
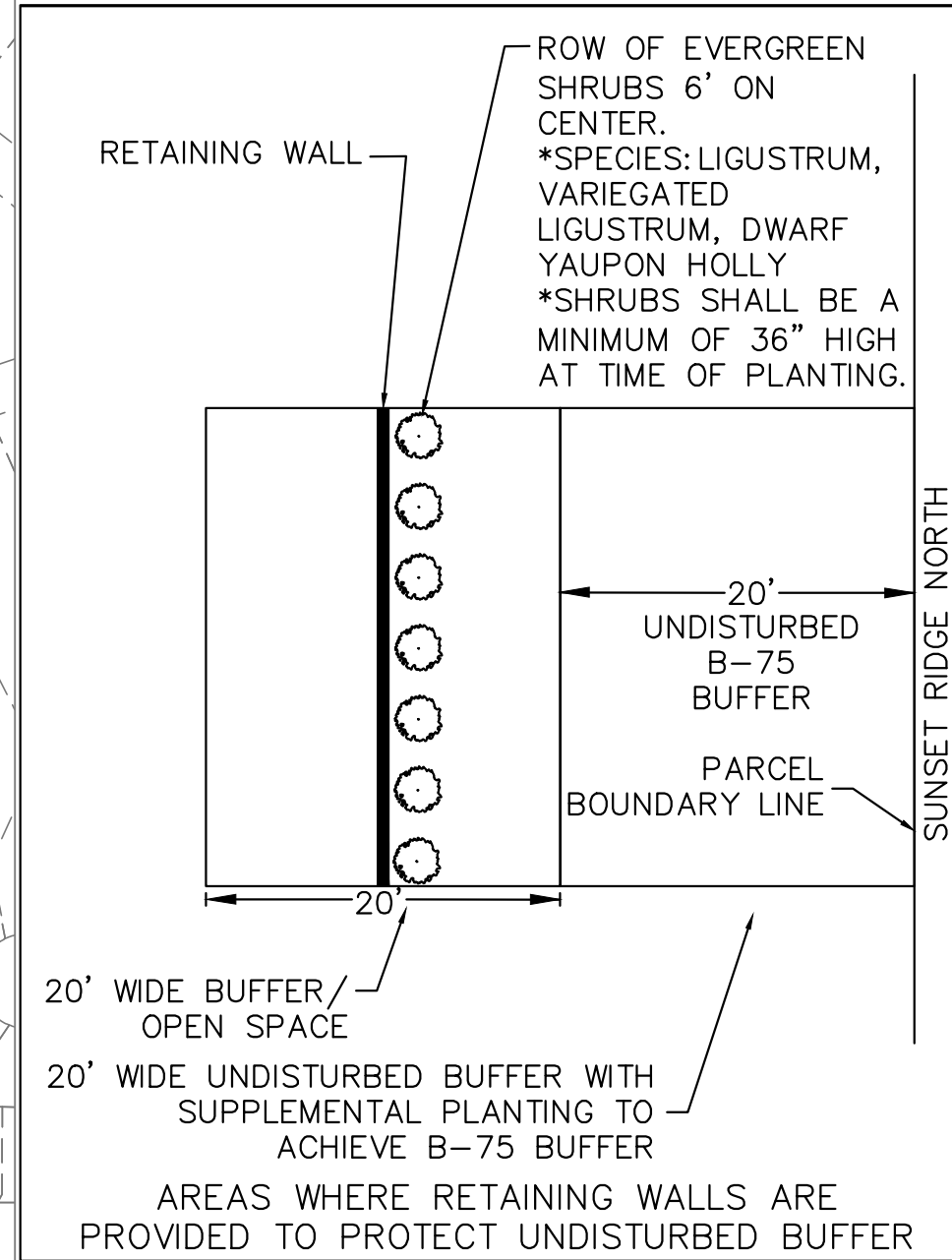
COMMERCIAL STREETSCAPE BUFFER DETAIL



COLUMN ELEVATION



HOLLY SPRINGS ROAD STREETSCAPE BUFFER (TYPICAL)



BUFFER PLANT SPECIES

LARGE DECIDUOUS TREES
Quercus palustris
Acer rubrum 'October Glory'
Ulmus parvifolia 'Alle'
Zelkova serrata 'Green Vase'
Taxodium distichum

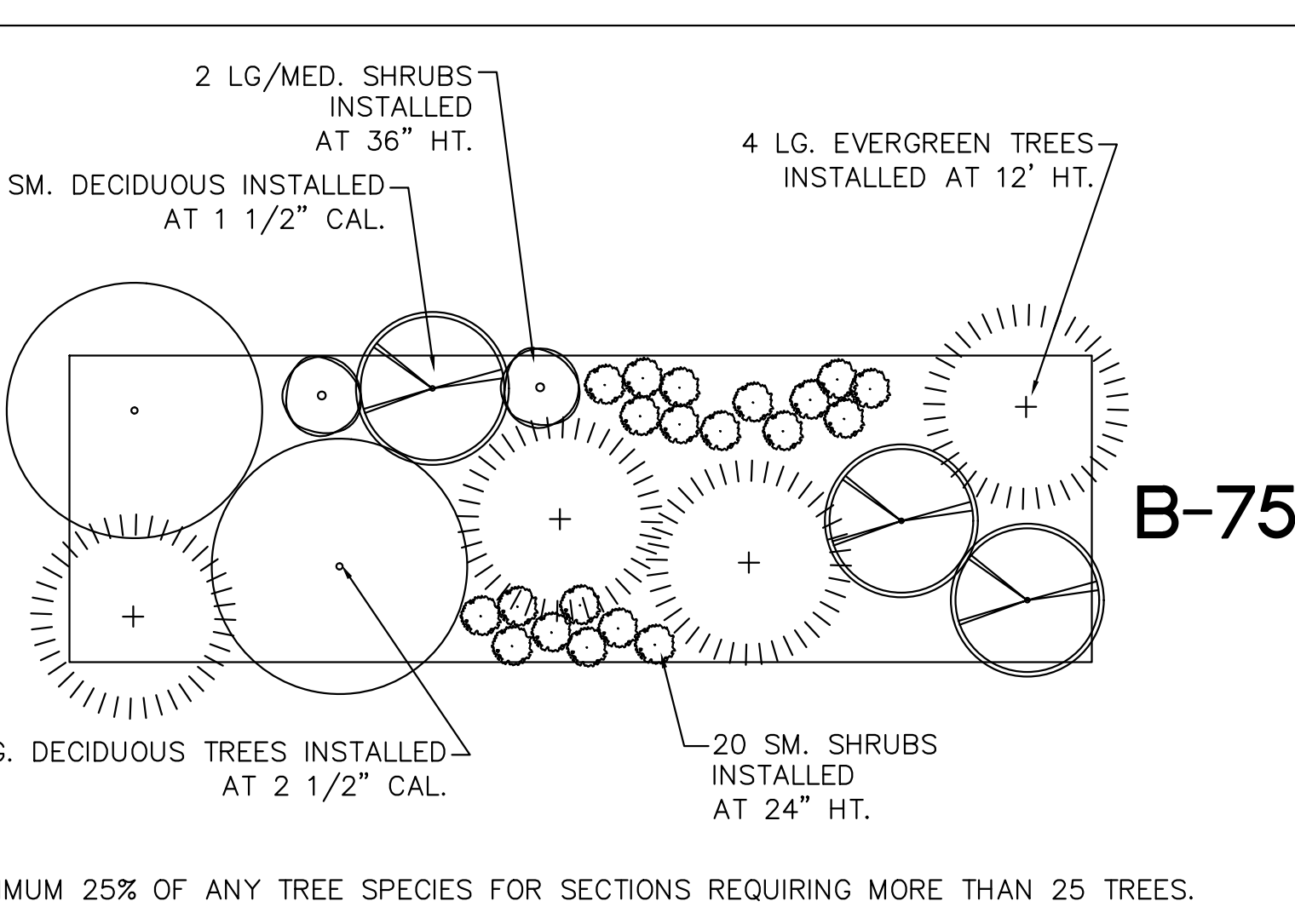
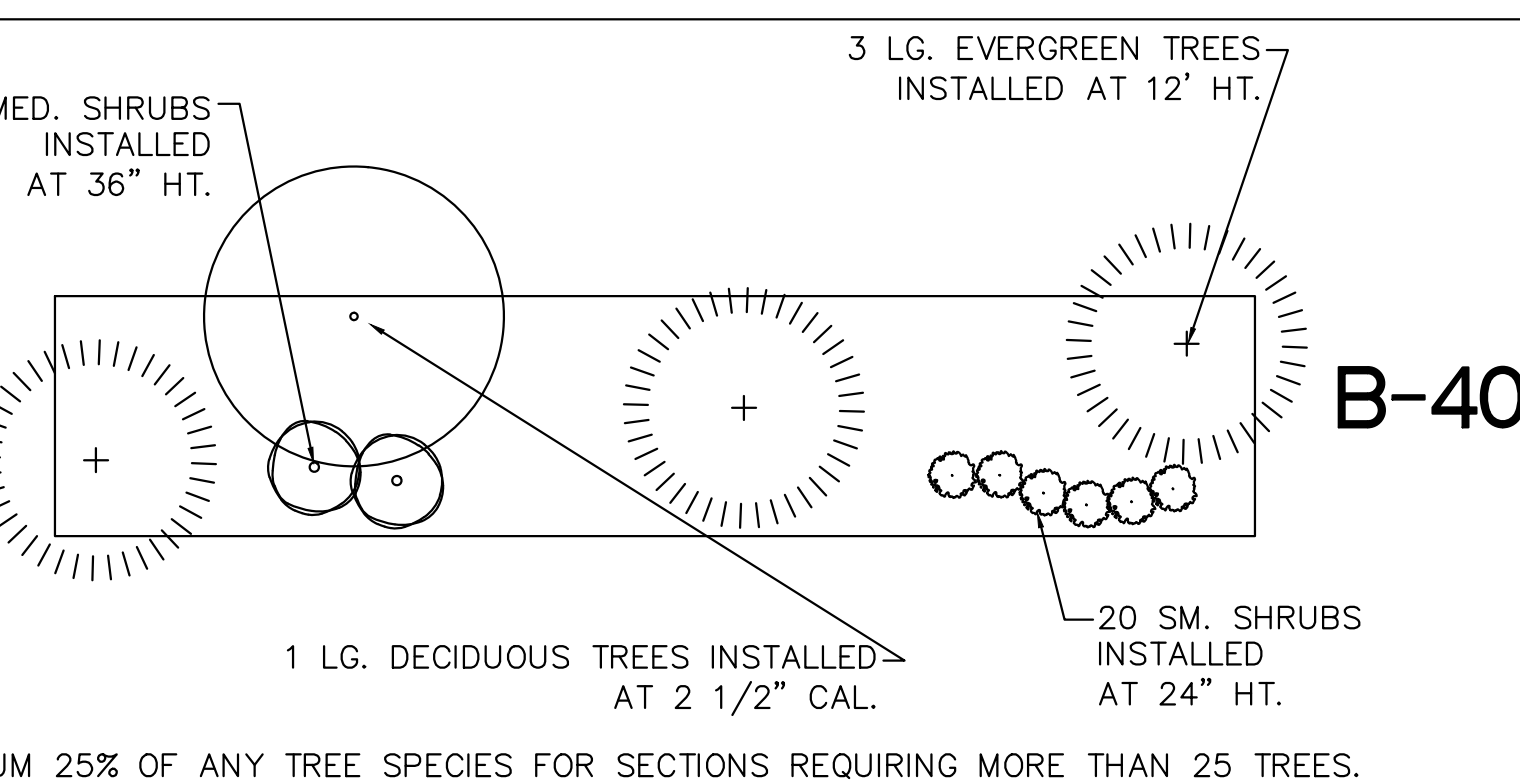
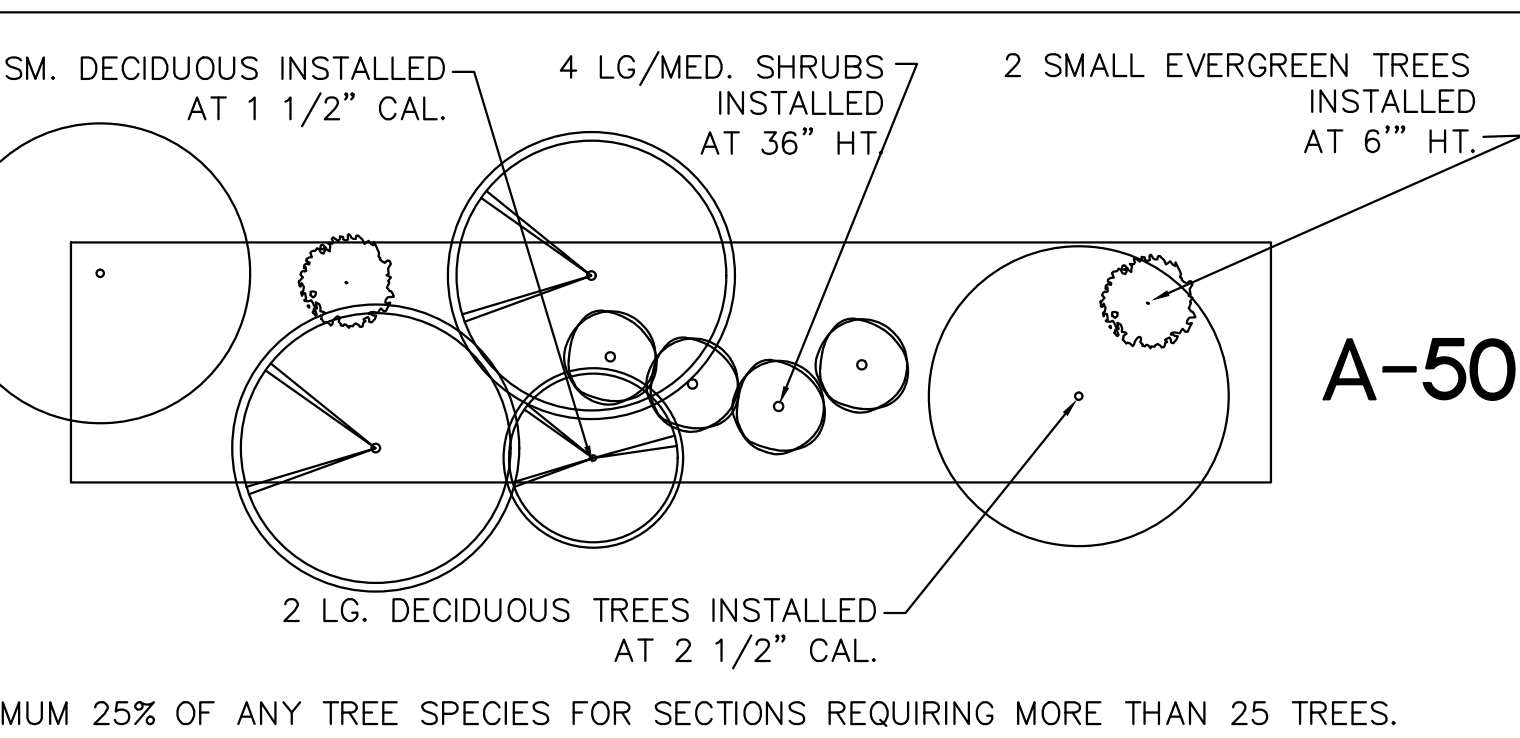
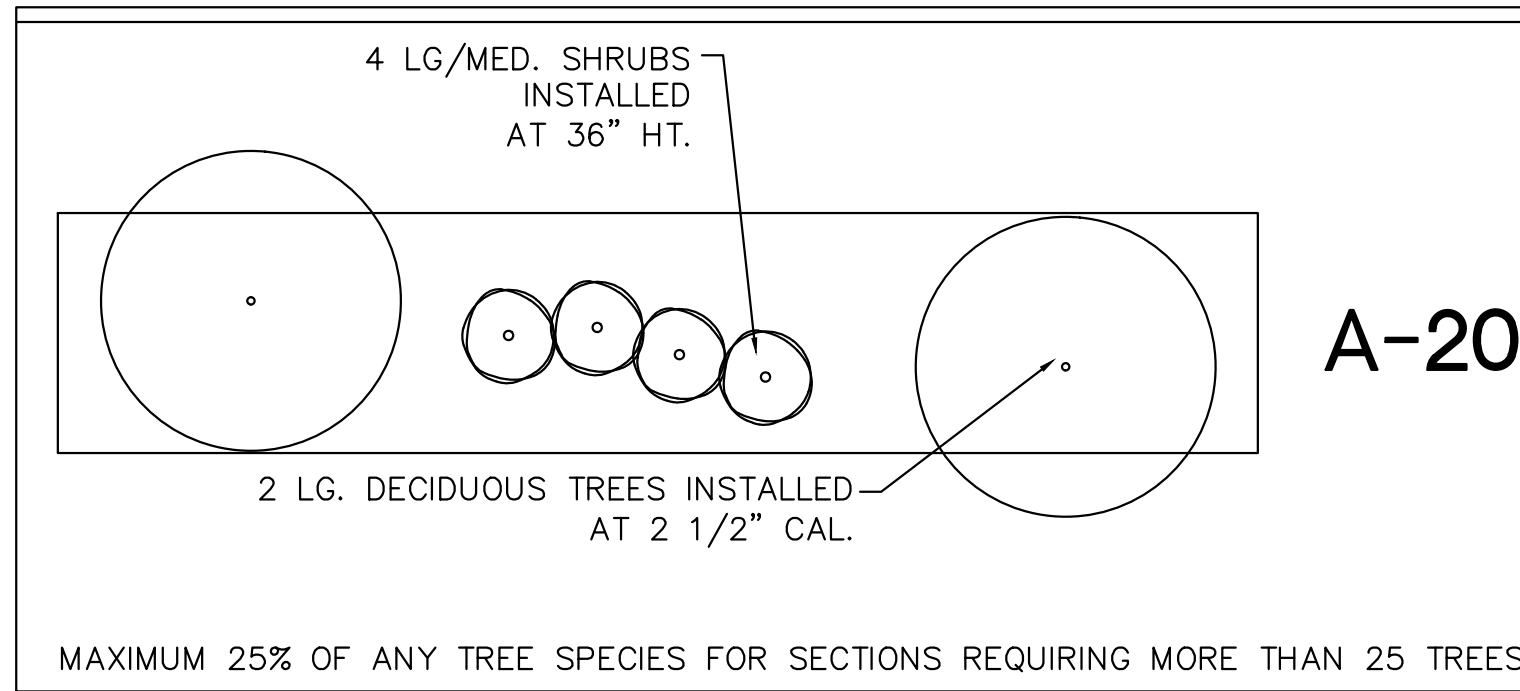
LARGE EVERGREEN TREES
Pinus taeda
Cedrus deodara
Magnolia grandiflora
Juniperus virginiana

SMALL DECIDUOUS TREES
Cercis canadensis
Prunus sp.
Lagerstroemia indica
Acer buergerianum

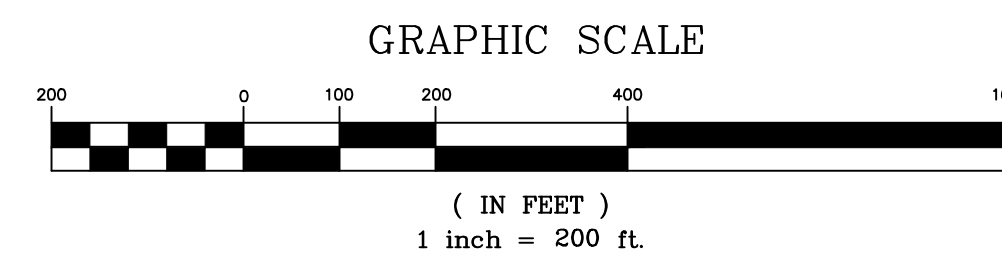
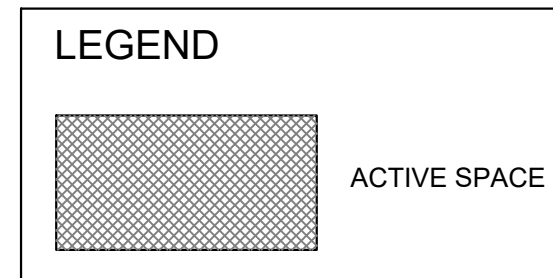
LARGE MEDIUM SHRUBS
Ilex cornuta 'Burfordii Nana'
Ilex glabra 'Shamrock'
Ligustrum japonicum
Euonymus alatus 'Compactus'

SMALL SHRUBS
Ilex cornuta 'Carissa'
Ilex crenata 'Helleri'
Abelia grandiflora
Spiraea japonica

MAXIMUM 25% OF ANY SPECIES FOR SECTIONS REQUIRING MORE THAN 25 TREES OR SHRUBS.



- NOTES:
1. STREET TREES WILL BE PROVIDED EVERY 45 FEET TO THE GREATEST EXTENT POSSIBLE, AND SHALL NOT INTERFERE WITH SIGHT DISTANCE TRIANGLES AND LIGHT FIXTURES.
 2. ALL STREET TREES SHALL BE INSTALLED WITH ROOT BARRIERS.



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PLAN IS SUBJECT TO REVISIONS DURING
THE PRELIMINARY APPROVAL PROCESS

NO.	REVISION	DATE
1.	PER TOWN REVIEW COMMENTS	03/07/2016
2.	ADD TOWN NAME LOT TYPE CC	12/10/2016
3.	REV PER 1st REVIEW COMMENTS	01/13/2017
4.	REV PER 2nd REVIEW COMMENTS	02/06/2017
5.	REV PER 3rd REVIEW COMMENTS	02/06/2017
6.	REV PER MAJOR AMENDMENT	07/24/2020
7.	REV PER MAJOR AMENDMENT	09/22/2020
8.	REV PER MAJOR AMENDMENT	12/10/2020



SPAULDING & NORRIS, PA
Design Consultants
972 Trinity Road
Raleigh, North Carolina 27607
Phone (919) 854-7990 Fax (919) 854-7925

S&N

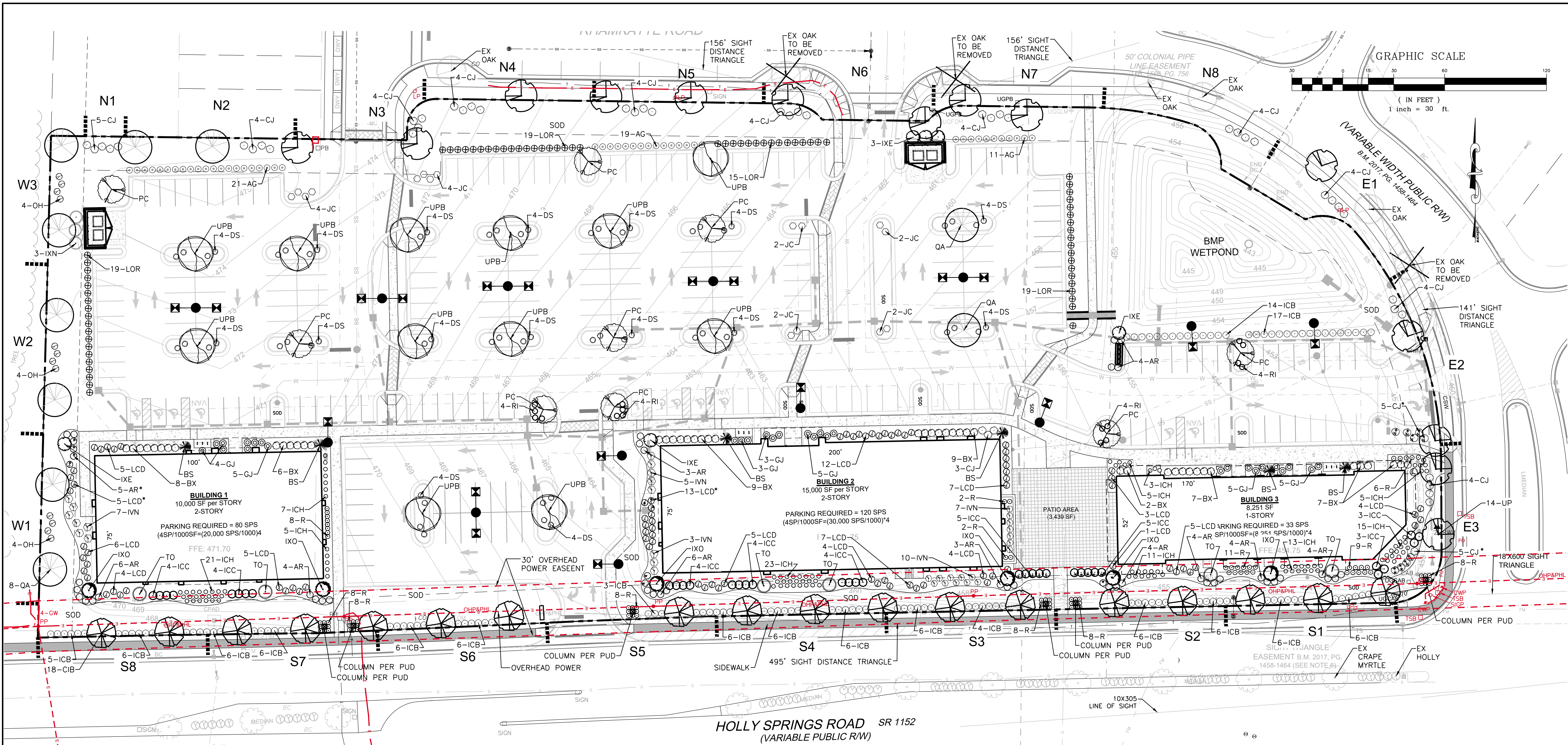
PREPARED FOR: DORIS JONES
909 AVONCH PARKWAY, SUITE 700
MORRISVILLE, NC 27560
DATE: 02-08-2016
SAN TRIM CERTIFICATION # C-1975
PROJECT ENGINEER:
PROJECT ARCHITECT:
PROJECT DESIGNER:
PROJECT SURVEYOR:

**RHANKATTE VILLAGE
A PLANNED UNIT DEVELOPMENT**
HOLLY SPRINGS, WAKE COUNTY, NORTH CAROLINA
BUFFERS, OPEN SPACE & RECREATIONAL FACILITIES PLAN

DRAWING
SHEET

C-12.0

PROJECT NUMBER
785-14



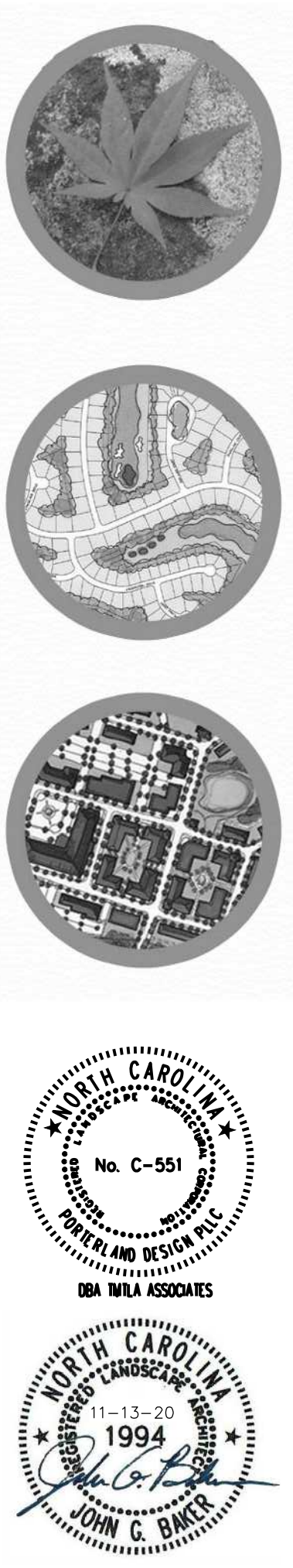
- LANDSCAPE NOTES
1. All landscaping shall be installed and maintained in accordance with the Town of Holly Springs development code and the latest edition of nursery standards by the American Nursery and Landscape Association (ANLA).
 2. Call utility locator service prior to any disturbance on this site. Contractor shall be responsible for confirmation of marked utilities within the area of work.
 3. Do not change the design without approval from the the Owner and/or code compliance authority .
 4. All areas not otherwise specified shall be permanently planted with Zoysia Grass Sod and established per sediment and erosion control requirements.
 5. Foundation planting beds shall exhibit positive drainage, consist of native topsoil or imported eqv to a depth of 8", and fertilized/limed per soil report.
 6. Turf areas shall be fine graded, consisting of native topsoil or imported eqv to a depth of 4" and fertilized/limed per soil report.
 7. Landscape contractor shall verify plant quantities. If there is a discrepancy, use higher quantity.
 8. All newly installed trees and shrubs shall be guaranteed by the contractor for one year and replaced at the owners request if the plant is stressed, damaged, diseased or dead.
 9. Owner shall be responsible for the replacement of any required planting. Such replacement shall occur during the next planting season.
 10. Provide adequate visibility for safe vehicular and pedestrian movement within the parking area, plant materials located within five (5) feet of the back of curb / edge of pavement of an interior landscape island located at a critical turning point within a parking area shall be selected or maintained with a growth pattern not to exceed thirty-six (36) inches above grade.
 11. Plants located in an easement area are subject to approval by easement holder.
 12. No large trees shall be planted in utility easements.
 13. Owner is responsible for the maintenance of all required landscaping by keeping lawns mowed, all plants maintained as disease free, all planting beds groomed and kept weed free (except in areas of preserved existing natural vegetation (i.e. thickets)), and kept free from trash, debris and other objectionable materials.

- ALTERNATE LANDSCAPE PLANT LOCATIONS:
- See the description below for relocation of required plants. Adjusted plants are denoted by an (*) asterisk on the plan.
1. For Building 1 N elevation, four 24" shrubs moved to W elevation.
 2. For Building 2 E elevation, three 24" shrubs moved to W elevation.
 3. For Building 3 N elevation, five 36" shrubs moved north across sidewalk.
 4. For Building 3 N elevation, two 36" shrubs moved to SE corner of Building 3.
 5. For Building 3 W elevation, two 36" shrubs relocated to SE corner of Building 3.

REMAINING CALCULATIONS AND
PLANT DETAILS LOCATED ON SHEET L-2

PLANT LIST - Rhamkatte										
KEY	BOTANICAL NAME	COMMON NAME	SIZE	ROOT	QTY.	PUV	PUV Total	% PUV	LOCATION	COMMENTS
DECIDUOUS TREES										
UP	Ulmus parviflora 'Allee'	Allee Elm	2 1/2"	B&B	14	8	112	24.89%	perimeter yard	
UPB	Ulmus parviflora 'Bosque'	Bosque Elm	2 1/2"	B&B	12	8	96	21.33%	parking	
QA	Quercus acutissima	Sawtooth Oak	2 1/2"	B&B	10	8	80	17.78%	perimeter yard / parking	
PC	Pistacia chinensis	Chinese pistache	2 1/2"	B&B	9	8	72	16.00%	parking	
CIB	Lagerstroemia indica 'Biloxi'	Biloxi Crape Myrtle	2 1/2"	B&B	18	5	90	20.00%	street yard	single stem, per PUD
TOTAL							450			
EVERGREEN TREES										
TO	Thuja occidentalis 'Emerald Green'	Emerald Green Arborvitae	6' HT.	B&B	6	5	30	22.22%	foundation	
IXO	Ilex x 'Oakland'	Oakland Holly	6' HT.	B&B	6	5	30	22.22%	foundation	
BS	Buxus sempervirens 'Fastigiata'	Fastigiata Boxwood	6' HT.	B&B	6	5	30	22.22%	foundation	
IXN	Ilex x 'Nellie Stevens'	Nellie Stevens Holly	6' HT.	B&B	3	5	15	11.11%	foundation	
IXE	Ilex x 'Emily Bruner'	Emily Bruner Holly	6' HT.	Cont.	6	5	30	22.22%	foundation	
TOTAL							135			
SHRUBS										
ICB	Ilex cornuta 'Burfordii Nana'	Dwarf Burford Holly	24" HT.	Cont.	124	0.5	62	14.57%	perimeter yard / parking	
ICC	Ilex cornuta 'Carissa'	Carissa Holly	24" HT.	Cont.	36	0.5	18	4.23%	foundation	
BX	Buxus x 'Greenvelvet'	Greenvelvet Boxwood	24" HT.	Cont.	48	0.5	24	5.64%	foundation	
CJ	Camellia japonica 'Kramer's Supreme'	Camellia	36" HT.	Cont.	58	1	58	13.63%	perimeter yard / foundation	
OH	Osmanthus heterophyllus 'Kaori Hime'	False Holly	36" HT.	Cont.	12	1	12	2.82%	perimeter yard	
IVN	Ilex vomitoria 'Nana'	Dwarf Yaupon Holly	24" HT.	Cont.	32	0.5	16	3.76%	foundation	
R	Rosa x Red Drift	Shrub Rose	18" HT.	Cont.	86	0.25	21.5	5.05%	foundation	
GJ	Gardenia jasminoides 'Radicans'	Dwarf Gardenia	24" HT.	Cont.	30	0.5	15	3.53%	foundation	
AG	Abelia x grandiflora 'Little Richards'	Glossy Abelia	24" HT.	Cont.	47	0.5	23.5	5.52%	parking	
ICH	Ilex crenata 'Helleri'	Helleri Holly	18" HT.	Cont.	108	0.25	27	6.35%	foundation	
LCD	Loropetalum chinensis vr. 'Daruma'	Daruma Loropetalum	24" HT.	Cont.	86	0.5	43	10.11%	foundation	
AR	Abelia x grandiflora 'Radiance'	Variegated Abelia	24" HT.	Cont.	47	0.5	23.5	5.52%	foundation	
LOR	Loropetalum chinensis vr. 'Pizzazz'	Pizzazz Loropetalum	24" HT.	Cont.	72	0.5	36	8.46%	parking	
RI	Rhaphiolepis indica 'Olivia'	Indian Hawthorne	24" HT.	Cont.	16	0.5	8	1.88%	parking	
JC	Juniperus chinensis var. 'sargentii'	Sargent Juniper	24" HT.	Cont.	16	0.5	8	1.88%	parking	
DS	Distylium 'Vintage Jade'	Vintage Jade Distylium	24" HT.	Cont.	60	0.5	30	7.05%	parking	
TOTAL							425.5			

MAP EXHIBIT A 12-10-20



REVISIONS:	
9-21-20 - Comments Revision	
11-13-20 - Comments Revision	

Landmark Pl

SCALE:
1"=30'
DRAWN BY:
JCB
PROJECT #
19205
DATE:
06-19-20
SHEET
L-1
OF

From: [Tom Spaulding](#)
To: [Cheryl Caines](#)
Subject:--[EXTERNAL]--FW: [EXTERNAL] RE: Recommended trees for ROW and Tree planting guidelines (Duke Energy)
Date: Tuesday, December 8, 2020 2:04:40 PM
Attachments: [image002.png](#)
[image006.png](#)

Cheryl, Please see emails below. Do you think this will be enough for the Town to not require the Pistache trees?
Thank you

Tom Spaulding, PE, CFM | **Principal Engineer**
PLEASE NOTE MY NEW EMAIL ADDRESS
1611 Jones Franklin Rd, Suite 101 Raleigh, NC 27606
Office: 919-854-7990 Fax: 919-816-0426



From: garrett@tmtla.com <garrett@tmtla.com>
Sent: Wednesday, November 11, 2020 10:56 AM
To: 'Ennis, Randy' <Randy.Ennis@duke-energy.com>
Cc: Tom Spaulding <tom@spaulding-group.com>
Subject: RE: [EXTERNAL] RE: Recommended trees for ROW and Tree planting guidelines (Duke Energy)

Randy, Thank you for the followup. Best Regards,
Garrett Baker, PLA
TMTLA Associates
5011 Southpark Drive, Ste. 200
Durham, NC 27713
(919)-484-8880
garrett@tmtla.com
A Certified Woman-Owned Business

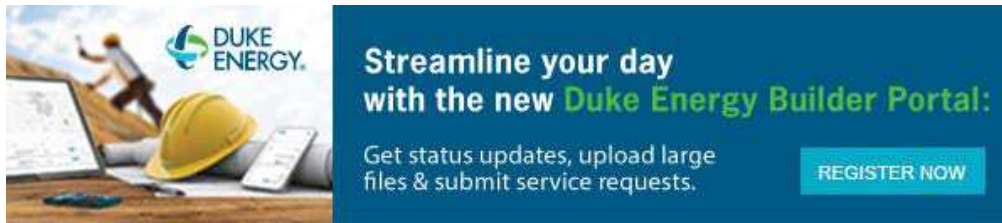
From: Ennis, Randy <Randy.Ennis@duke-energy.com>
Sent: Thursday, November 5, 2020 8:10 AM
To: garrett@tmtla.com
Cc: 'Tom Spaulding' <tom@spaulding-group.com>
Subject: RE: [EXTERNAL] RE: Recommended trees for ROW and Tree planting guidelines (Duke Energy)

Garrett,

Although our guidelines do not specifically state that Chinses Pistaches (25-35' tree) are not allowed, we will not allow any tree/shrub/bush to be planted directly under our power lines and will not allow any tree/shrub/bush to be planted in our easement if the height will exceed 20 feet. In this case, since the Chinses Pistache height exceeds 20 feet, we will not allow that species to be planted in our easement. Please let me know if you have any other questions. Thanks.

Randy Ennis
Sr. Engineering Technologist
Duke Energy Progress
Fuquay Operations
9920 Fayetteville Rd.
Raleigh, N.C. 27603

Office: (919) 431-4717 Cell: (919) 417-1424
Fax: (919) 557-2658
Randy.Ennis@duke-energy.com



Requirements for Electrical and Metering Services Handbook

https://www.duke-energy.com/_/media/pdfs/partner-with-us/service-requirements-manual.pdf?la=en

Lighting Website

[Click Here To Visit The Duke Energy Outdoor Lighting Page](#)

From: garrett@tmtla.com <garrett@tmtla.com>

Sent: Wednesday, November 4, 2020 1:35 PM

To: Ennis, Randy <Randy.Ennis@duke-energy.com>

Cc: 'Tom Spaulding' <tom@spaulding-group.com>

Subject: [EXTERNAL] RE: Recommended trees for ROW and Tree planting guidelines (Duke Energy)

***** CAUTION! EXTERNAL SENDER *** STOP & THINK!** Do you know and trust this sender? Were you expecting this email? Are grammar and spelling correct? Does the content make sense? If suspicious, then do not click links, open attachments or enter your ID or password.

Randy, Good afternoon. The Town is requiring us to provide documentation that specifically states Chinese Pistache is not allowed under the overhead power. As a response to the guidelines provided and 20' max height limit you noted earlier, we revised the plan to show a crape myrtle which has a max height of 15-20'. The Town did not accept the guideline and is requesting specific documentation stating the Chinese Pistache (25-35' tree) is not allowed. See the following comment from the Town for context.

1. In the 1st submittal, Chinese Pistache was the proposed tree species. This species more closely matches the Chinese Elm in the Rhamkette Village PUD development (C-2) on the south side of Holly Springs Road and complies with the Vision Holly Springs Thoroughfare Planting Plan.

It is noted that the single stem Crepe Myrtle is proposed based on Duke Energy requirements which do not permit the installation of large canopy trees. Chinese Pistache is a medium stature tree (25' to 35') at maturity. If this species in this location is not approved by Duke Energy, please provide documentation that indicates this.

The information provided does not adequately show that Chinese Pistache are not acceptable in this location. The Duke Energy e-mail does not state that Chinese Pistache are not acceptable in this location. The location of the trees in relation to the right-of-way, easement, and powerline is not clear on the exhibit.

- Please verify the powerline is shown in the actual location.
- Where is the right of way and easement?
- Is there a location to plant Chinese Pistache to satisfy the UDO street tree standards and the Duke Energy standards for medium stature trees?
- Utilize colors or other means to clearly show this on the exhibit.
- Provide documentation that Duke Energy does not approve Chinese Pistache in this location.

If you can write a letter or respond that is specific to the site, the tree type and area under the frontage overhead power that would be great. Feel free to call or let me know if you need anything further.

Best Regards,

Garrett Baker, PLA

TMTLA Associates

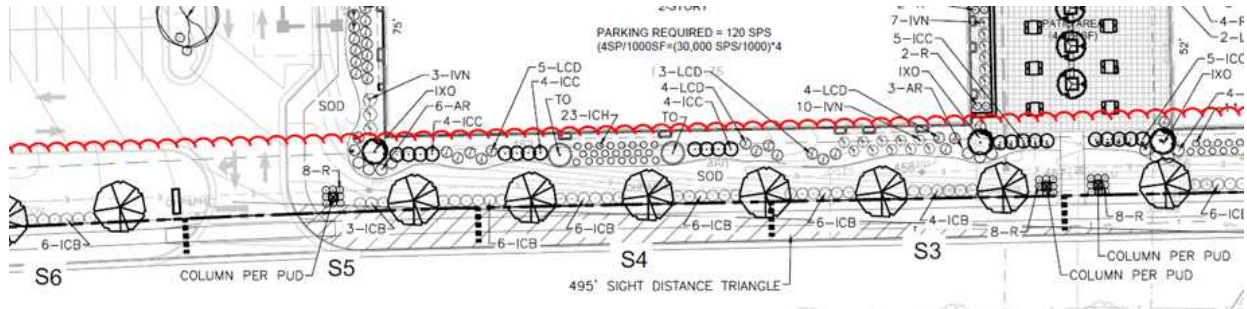
5011 Southpark Drive, Ste. 200

Durham, NC 27713

(919)-484-8880

garrett@tmtla.com

A Certified Woman-Owned Business



From: Ennis, Randy <Randy.Ennis@duke-energy.com>

Sent: Monday, August 3, 2020 7:04 AM

To: garrett@tmtla.com

Cc: 'Tom Spaulding' <tom@spaulding-group.com>

Subject: Recommended trees for ROW and Tree planting guidelines (Duke Energy)

Garrett,

Attached are our tree planting guidelines for planting inside our ROW as well as recommended tree species that do not grow above certain heights as we do not want any type of tree or bush to be planted directly under our power lines and we do not want any tree or bush planted in our ROW that will exceed 20 feet in height. This is so we do not incur future tree trimming expense to due to tree pruning. Take a look at the attachments and let me know if you have any questions. Thanks.

Randy Ennis

Sr. Engineering Technologist

Duke Energy Progress

Fuquay Operations

9920 Fayetteville Rd.

Raleigh, N.C. 27603

Office: (919) 431-4717 Cell: (919) 417-1424

Fax: (919) 557-2658

Randy.Ennis@duke-energy.com



Requirements for Electrical and Metering Services Handbook

https://www.duke-energy.com/_/media/pdfs/partner-with-us/service-requirements-manual.pdf?la=en

Lighting Website

[Click Here To Visit The Duke Energy Outdoor Lighting Page](#)

From: garrett@tmtla.com <garrett@tmtla.com>

Sent: Wednesday, July 29, 2020 3:00 PM

To: Ennis, Randy <Randy.Ennis@duke-energy.com>

Cc: 'Tom Spaulding' <tom@spaulding-group.com>

Subject: [EXTERNAL] FW: power supply on Holly Springs road for commercial development

*** CAUTION! EXTERNAL SENDER ***

STOP & THINK! Do you know and trust this sender? Were you expecting this email? Is grammar and spelling correct?

Does the content make sense? If suspicious, then do not click links, open attachments or enter your ID or password.

Randy, As a follow up behind Tom for the same project, I would like to get your input on landscaping under the lines.

See attached preliminary plan. If you have a moment to discuss, let me know a time you are available for a quick call.

Thanks for your time.

Best Regards,

Garrett Baker, PLA

TMTLA Associates

5011 Southpark Drive, Ste. 200

Durham, NC 27713

(919)-484-8880

(919)-708-8726 cell

garrett@tmtla.com

A Certified Woman-Owned Business

From: Tom Spaulding <tom@spaulding-group.com>

Sent: Wednesday, July 29, 2020 12:47 PM

To: garrett@tmtla.com

Subject: FW: power supply on Holly Springs road for commercial development

See below email for contact information for Duke Energy

Tom Spaulding, PE, CFM | **Principal Engineer**

PLEASE NOTE MY NEW EMAIL ADDRESS

1611 Jones Franklin Rd, Suite 101 Raleigh, NC 27606

Office: 919-854-7990 Fax: 919-816-0426



CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

Public Hearings

Title: Fairview Well Site Special Exception Use 20-SEU-12 and Development Plan 20-DP-15 (Quasi-judicial Hearing)

Strategic Priority Area: Responsible & Balanced Growth

Staff Resource: Melissa Sigmund, Development Services

Action(s):

1. Conduct Quasi-Judicial Public Hearing to consider a Special Exception Use (SEU) and Variances for Fairview Wooded Acres Well Site.
2. Adopt Resolution 21-01 to make and accept the Findings of Fact for consideration of and to approve SEU, Variances, and Waivers.
3. Approve/deny/defer Fairview Wooded Acres Well Site Development Plan with Waiver, with the conditions stated in the attachment.

Explanation:

- The Fairview Wooded Acres community is served by a community water well. The community is not in the Town's corporate limits, but is within the Town's Extra Territorial Jurisdiction (ETJ).
- The current water well must be relocated as part of the complete the I-540 construction project.
- The planned well location will be on NCDOT property, but will be outside of the future I-540 roadway.

Background:

- Staff were approached by NCDOT in late October 2020 regarding the relocation of a well site in the Fairview Wooded Acres neighborhood due to the Complete 540 project.
- A Waiver of Annexation has been requested by the applicant and approved by the Town Manager on 1/14/2021. For context, a Waiver of Annexation was previously approved for the Duncan Ridge Well Site modification that was approved in 2019 with similar circumstances in terms of location in our ETJ non-contiguous to our existing corporate boundaries.

The following Condition of Approval has been addressed and removed since the Planning Board meeting:

"Prior to Town Council, the following site plan revisions must be completed:

- a. Relocate the call out for the 30' long and 15' wide PAVEMENT STRIP so it accurately

points to the paved area. Please revise the call out to clarify that the beginning 30' x 15' (length x width) paved area of the access road for the well site will be constructed by NCDOT as a part of the hammerhead turnaround on N. Carrol St. Please hatch the paved hammerhead turnaround which should include the paved surface strip area so it is clear."

Funding Source(s):

N/A

Attachment(s):

1. 20SEU12_20DP15_FairviewWellSite_PB_12162020
2. 20SEU12_20DP15_FairviewWellSite_Attachments
3. 21-01 Fairview Well Site Resolution FingsofFact
4. Utility Easement Plat-Fairview



Town of Holly Springs Staff Report to the Planning Board

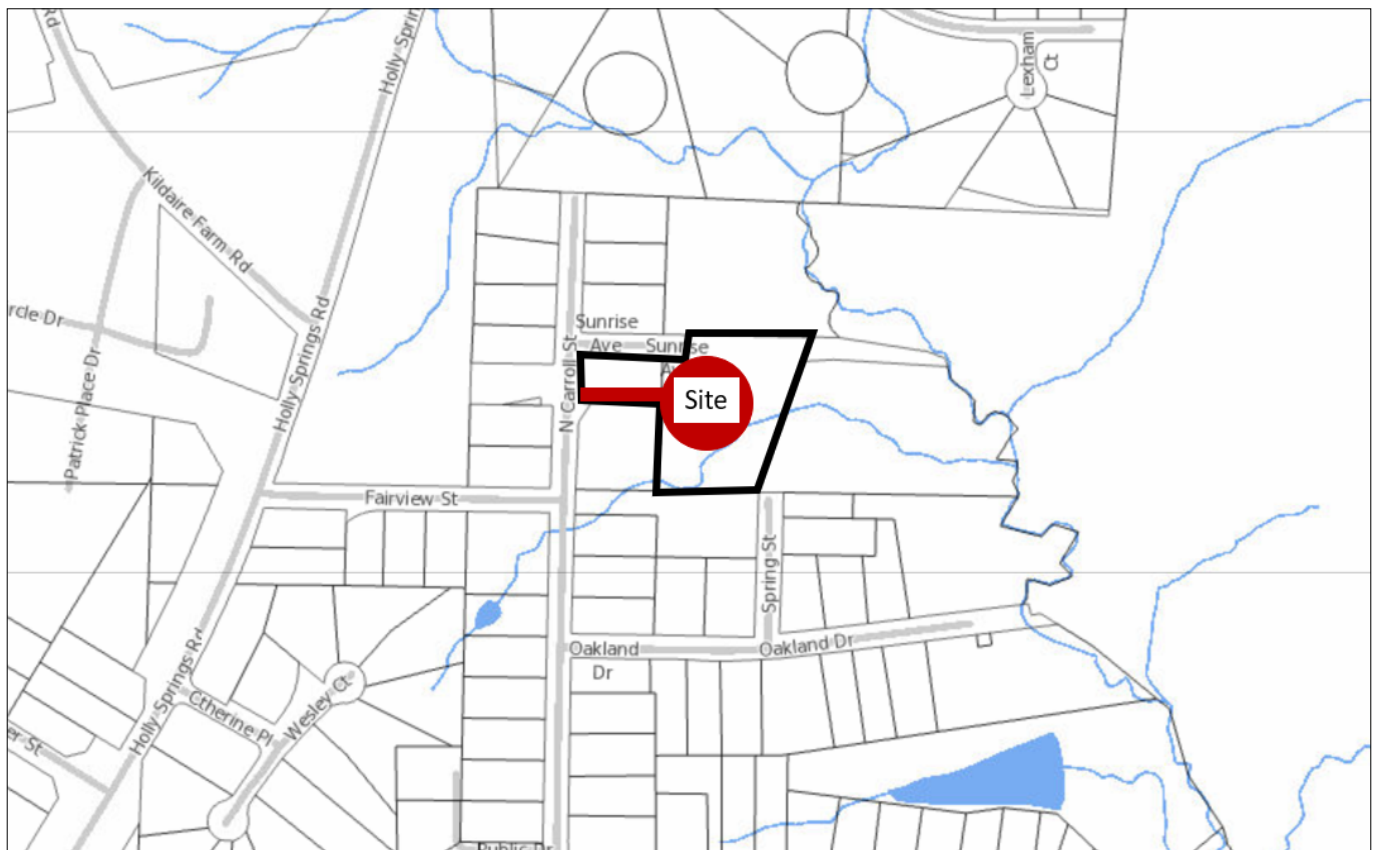
REQUEST FOR SPECIAL EXCEPTION USE AND DEVELOPMENT PLAN Fairview Wooded Acres Well Site 20-SEU-12 / 20-DP-15

APPLICANT(S):

Kevin Nash
RK&K
8601 Six Forks Rd
Raleigh, NC 27615

OWNER(S):

Michael Melton
Aqua North Carolina
202 MacKenan Dr
Cary, NC 27511

LOCATION:

☐ Within Corporate Limits of Holly Springs ☒ Within Holly Springs ETJ ☒ Annexation Pending

ANTICIPATED REVIEW SCHEDULE:

Planning Board: 12/16/2020
Town Council Public Hearing & Action: 1/19/2021

STAFF CONTACTS: Caleb Allred, Planner I
Rachel Jones, Development Review Engineer

ATTACHMENTS:

Site Plans, Petitioner's Response to the Special Exception Use Petition Findings of Fact, Waiver Petition and Response to Waiver Findings of Fact.

PARCEL INFORMATION			
OWNER	PARCEL #	ZONING	AREA
NCDOT	0760202491	R-30 Residential	2.6 acres
NCDOT	0760200455	R-30 Residential	.58 acres
TOTAL			3.18 acres

OWNER	PARCEL #	ZONING	AREA
NCDOT	0760202491	R-30 Residential	2.6 acres
NCDOT	0760200455	R-30 Residential	.58 acres
TOTAL			3.18 acres

ADJACENT PROPERTY SITE DATA		
	ZONING	EXISTING LAND USE
Subject Property	R-30 Residential	Vacant
North	R-30 Residential	Future NC-540
South	R-30 Residential	Single Family Residential
East	R-30 Residential	Vacant
West	R-30 Residential	Vacant

	ZONING	EXISTING LAND USE
Subject Property	R-30 Residential	Vacant
North	R-30 Residential	Future NC-540
South	R-30 Residential	Single Family Residential
East	R-30 Residential	Vacant
West	R-30 Residential	Vacant

PROPERTY HISTORY	
Rezoning History N/A	Variance History N/A
Subdivision History This subdivision was approved within Wake County.	Development Plan History N/A

BACKGROUND INFORMATION
As a result of the NC-540 expansion through the Fairview Wooded Acres neighborhood, one well site will need to be removed and relocated by NCDOT. This Special Exception Use (SEU) and Development Plan (DP) is the location NCDOT has chosen to relocate the existing well to.

SPECIAL EXCEPTION USE
Request to allow for a Special Exception Use as specified in Unified Development Ordinance Section 2.01 R-30 Residential District to allow for a Non-municipal Water Treatment Plant in the R-30 Residential District at the property located at 106 N Carroll Street, Wake County PIN 0760202491.

Special Exception Use Findings of Fact:

A special exception use may only be granted upon the presentation of sufficient evidence to enable a written determination that:

- a. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;
- b. The proposed use will not injure or adversely affect the adjacent area;
- c. The proposed use will be consistent with the character of the district, land uses authorized therein, and the Town of Holly Springs Comprehensive Plan;
- d. The proposed use shall conform to all development standards of the applicable district (unless a waiver of such development standards is requested as part of the special exception use petition and approved as set forth above, in which case the proposed use shall conform to the terms and conditions of such waiver).
- e. Access drives or driveways are or will be sufficient in size and properly located to: ensure automotive and pedestrian safety and convenience, traffic flow as set forth in Section 7.09 – Pedestrian Circulation and Vehicular Area Design; and, control and access in case of fire or other emergency;
- f. Off-street parking areas, off-street loading areas, trash enclosures, trash pick-up and removal, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;
- g. The lot, building or structure proposed for the use has adequate restroom facilities, cooking facilities, safety equipment (smoke alarms, floatation devices, etc.), or any other service or equipment necessary to provide for the needs of those persons whom may work at, visit or own property nearby to the proposed use;
- h. Utilities, schools, fire, police and other necessary public and private facilities and services will be adequate to handle the needs of the proposed use;
- i. The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts; and,
- j. The type, size, and intensity of the proposed use (including but not limited to such considerations as the hours of operation and numbers of people who are likely to utilize or be attracted to the use) will not have significant adverse impacts on adjoining properties or the neighborhood.

WAIVER REQUESTS

1. **Request to allow for a Waiver of Regulations of UDO Section 3.08, A., 1., C. Primary Façade Building Materials, and Building Massing and Façade Treatment, to allow alternate compliance with the architectural design requirements in association with Development Plan Petition #20-DP-15 for Fairview Well Site.**

UDO Requirements:**Section 3.08, A., 1., C. Primary Façade Building Materials, and Building Massing and Façade Treatment**

The façade, as determined in Section 3.08, A., 1., b., above, of all new buildings or building additions shall be constructed using the following building design and appearance requirements on each applicable façade:

(1) Building Materials

- (a) Primary Building Material (required) – The primary building material (excluding: windows; display windows; doors; roofing; fascia or soffit materials) constituting a minimum of sixty (60) percent of the façade shall be either:
 - (i) brick;
 - (ii) stone (e.g. natural/cultured, limestone, marble, or granite);
 - (iii) split-face block; or,
 - (iv) architectural concrete, if the surface is designed to simulate brick or stone.

(2) *Building Massing and Façade Treatment.*

(a) *Base, Body, and Cap.*

- (i) The composition of the building shall include a clearly recognizable base, body, and cap along the entire length of the façade.
- (ii) A recognizable base shall consist of a minimum of nine (9) percent of the vertical height of the building wall and shall be constructed of a masonry material.
- (iii) A recognizable cap shall consist of a minimum of seven (7) percent of the vertical height of the building wall and shall be designed with multiple 3-dimensional decorative layers.

(b) *Variation in Massing.*

- (i) Building walls shall consist of a building bay or structural building system that is a maximum of thirty (30) feet in width. Bays shall be visually established by architectural features such as columns, ribs, pilasters or piers, changes in plane, no less than twelve (12) inches in width and four (4) inches in depth or an equivalent element that subdivides the wall into human scale proportions.

(c) *Animating Features.*

- (i) Building walls shall be subdivided and proportioned using a variety of features such as windows, entrances, arcades, arbors, awnings, trellises, friezes or alternate architectural detail that defines human scale, along no less than sixty (60) percent of the lineal length of the façade.
- (ii) Windows and glass doors shall be provided on a minimum of two (2) building facades based on highest levels of pedestrian traffic and vehicular visibility as follows:

3. Ground level (first ten (10) feet measured vertically at street level) of office and institutional uses: twenty (20) percent minimum surface area.

4. Upper levels of all uses: fifteen (15) percent minimum surface area.

(d) *Human Scale Design Elements.*

Façades shall incorporate a minimum of two (2) continuous or repeating details refined to the scale of twelve (12) inches or less within the first fifteen (15) feet of the building facade, measured vertically from grade (e.g. quoins, change in brick pattern/belt course, decorative light fixtures, trim or molding, medallions, or sign frieze).

(g) *Roof Treatment.*

- (i) Rooflines shall vary in height, material, treatment, direction, etc. and shall not extend in a continuous plane for more than fifty (50) feet.

Alternate Compliance Findings of Fact:

- (1) The proposed development represents the use of (building materials, building massing and façade treatment, building orientation, signs, landscaping, lighting or open space which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;

Developer Response: The foundations planting will be planted away from the foundation but screening of the building will be maintained.

- (2) The proposed development will be compatible with and will enhance the use or value of area properties;

Developer Response: The proposed foundation plantings are compatible to the immediate area and will not reduce the nearby property values. The proposed well house is located in a pre-manufactured home community.

(3) The proposed development is consistent with the intent of the Comprehensive Plan; and,
Developer Response: This proposed well will allow for the community to maintain the proper water supply for the given number of existing EDUs.

(4) The proposed development is consistent with the intent and purpose of this UDO.
Developer Response: The UDO provides for the presence of non-municipal utilities. This particular instance is the replacement of an existing utility to the benefit of the community.

TOWN COUNCIL VARIANCE REQUESTS– NOT FOR PLANNING BOARD DISCUSSION OR CONSIDERATION

1. **20-VARTC-14: Request to allow a Variance of Development Standards of UDO Section 7.04 D., 2. Surface of Parking Areas, to allow for a variance of the asphalt, concrete, or other hard surface material requirement for all required off-street parking areas and any driveway, interior access driveway or interior access drive to and from such off-street parking in association with Development Plan Petition #20-DP-15 for Fairview Well Site.**

UDO Requirements:

UDO Section 7.04 D., 2. Surface of Parking Areas

- a. All required off-street parking areas and any driveway, interior access driveway or interior access drive to and from such off street parking areas shall be hard surfaced with asphalt, concrete or other material to provide a durable, dust free surface, provided, however, a temporary or seasonal use permitted by the general use district in which such temporary or seasonal use is located may use an unimproved or gravel surface for the duration of the temporary or seasonal use. If a temporary gravel surface is provided, such gravel shall be removed and the off street parking area shall be returned to its prior condition immediately upon cessation of the temporary or seasonal use. Curb and gutter shall be required on all off-street parking areas as specified in Section 3.02, G. of the Town of Holly Springs Engineering Design & Construction Standards.

Variance Findings of Fact:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
 - a. Developer Response: The variance request is to use 8" thick ABC stone as an access road in lieu of asphalt or concrete. While not a direct hardship to the developer, the construction costs will be applied to the users. Additionally, a hard surface is inviting to those not allowed on site.
2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.
 - a. Developer Response: The plan is provide minimal site development. Construction costs are applied to the water users. The development funds are applied to the well construction as much as possible to maintain low water rates for the community.
3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.
 - a. Developer Response: The is the only available location within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.
 - a. Developer Response: Public safety is secured. This property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

20-VARTC-15: Request to allow a Variance of Development Standards of UDO Section 2.01 B. 5. a. & 7.06 D. 1 c., Minimum Yards and Minimum Building Setbacks & Buffer Areas Required, to allow for a reduction of the 540 setback from 100' to 95' for the building. A reduction of the 540 setback from 100' to 0' for the access drive. A reduction of the 100' buffer to 0' for the access drive. These requests are in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

UDO Requirements:

Section 2.01 B. 5. a. Minimum Yards and Minimum Building Setbacks

a. Front - a minimum front yard and minimum building setback measured from the greater of the proposed right-of-way or existing right-of-way shall be provided as follows:

Freeway – NC-540 / US 1: 100'

Freeway – NC 55 Bypass: 100'

Thoroughfare: 50'

Collector Street: 20'

Local Street / Cul-de-Sac Street: 20'

Section 7.06 D. 1. c. Buffer Areas Required

- c. The minimum width of a *buffer area* when abutting the *right-of-way* of NC-540, US 1, NC 55 Bypass or a *thoroughfare* shall be measured from and parallel to such right-of-way as indicated in Table 7.06-1: Minimum Buffer Area width and shall be landscaped in accordance with the requirements of Section 7.01 – Landscape Regulations of this UDO.
[Amended Ordinance #10-11, 15-10]*

Table 7.06-1: Minimum Buffer Area width [Added Ordinance #15-10]*					
	Zoning District				
	R-30; R-20; R-15; R-10; R-8	R-MF-8; R-MF-15	LB	TV	OR; CB; GB; BT; RT; IT
NC-540/ US 1	100 feet	100 feet	100 feet	100 feet	100 feet
NC 55 Bypass	100 feet	100 feet	50 feet	50 feet	50 feet
Thoroughfare	50 feet	30 feet	30 feet⁽¹⁾	5 feet	50 feet⁽¹⁾

(1) When a minimum front yard and building setback is reduced in accordance with the provisions set forth in the development standards for each district, the minimum buffer area width shall be equal to the reduced minimum front yard and building setback

Variance Findings of Fact:

1. Unnecessary hardship would result from the strict application of the ordinance.
It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.

The variance request is to locate the building within the setbacks. The well is located in the only feasible location in the community and is approximately 95 feet away from the 540 right of way.

2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from

conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.

Developer Response: The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100' radius around the well.

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

Developer Response: This is the only location available within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

Developer Response: Public safety is secured. This property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

20-VARTC-16: Request to allow a Variance of Development Standards of UDO Section 7.01 Table 7.01-A, Landscaping Types, to remove the requirement that 75% of PUV must be evergreen trees within buffer segments 4 and 5 in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

UDO Requirement:

Table 7.01-A: Landscape Types	
Screening Type	Minimum Requirements ⁽¹⁾
Type A: Open	60 % Large Deciduous Trees
Type B: Semi-Opaque	20 % Large or Small Deciduous Trees 40 % Evergreen Trees
Type C: Opaque	75 % Evergreen Trees

⁽¹⁾ Minimum Requirements do not total 100%. Any remaining *plant unit value* is left to the discretion of the landscape design professional.

Variance Findings of Fact:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.

Developer Response: The variance request is to provide no trees in areas 1, 2, 9, 10, and 11 to allow for the access road to get from the street to the well house. Additionally, we request the existing tree cover in areas 4 and 5 be considered acceptable even though the evergreen need is not met. To meet the

evergreen requirement, existing health trees would need to be removed. The existing screening to neighboring house is very good with existing trees.

2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.

Developer Response: The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100' radius around the well.

3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.

This is the only location available within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

STAFF ANALYSIS

PROJECT OVERVIEW

Part 1: Special Exception

A Special Exception Use is a Permitted Use within a specific zoning district that may not necessarily fit in with the surrounding areas and uses and is subject to further review. Applicants requesting a Special Exception Use, must be able to demonstrate that all required Findings of Fact are being met. The Town Council through the public hearing and sworn testimony must be able to make findings that these facts will be met and/or adhered to as part of the motion. If the Town Council determines that a Fact cannot be met or adhered to, then the Special Exception should be denied.

The applicant has requested a Special Exception Use for a Non-municipal Water Treatment Plant within the R-30 Residential District.

Part 2: Development Plan

Any Development Plan that is submitted along with a Special Exception Use is required to be reviewed by the Planning Board for recommendation to the Town Council and then ultimately acted upon by the Town Council after determination if the proposed Special Exception Use of the land is approved.

The Development Plan is proposing a partial parcel SEU. The bulk of the development will be located on 106 N Carroll Street, while the access drive to the facility will be located on 100 Sunrise Avenue. Unless otherwise specified in waivers or variances, all development requirements are being met.

PLANNING & ZONING

Vision Holly Springs Comprehensive Plan

The Land Use Plan has this property designated as Regional Center to a hub for entertainment and employment, located immediately off the 540 interchange at Holly Springs Road and at Old Holly Springs Apex Road. These areas are envisioned as energized centers containing a mix of business, entertainment, civic, and cultural activities with a mix of housing types within and surrounding the center. Appropriate uses include mixed use, multi-story buildings with commercial on the bottom and office/residential above.

Land Use Policies that apply to this project include:

SI-12: Adequate Long-Term Water and Wastewater Planning

PART 1: SPECIAL EXCEPTION USE

There is currently a well site for the Fairview Neighborhood located at 113 N Carroll Street, just across the street from the proposed well site. Due to the construction of I-540, this well will need to be relocated.

PART 2: DEVELOPMENT PLAN

Development Standards

Partial Parcel SEU Area - .83 acres.

Setbacks:

Required – 100' NC-540 setback

Provided – Variance request reducing 100' setback to 95' for the building and 0' for the access drive.

Required – 20' side bufferyard

Provided – 85' from nearest partial parcel property line

Building Height:

Requirement – maximum 45'

Provided – 8'

Gross Floor Area:

Required – 12,000 sf maximum

Provided – 20 sf

Parking & Loading:

Required – One parking space

Provided – One parking space

Outdoor Operations:

N/A

Landscape Requirements:

Perimeter Yard/Bufferyard

Required – Type C-75 buffer adjacent to R-30 Residential.

Provided – A mixture of existing and new plant material to account for the 75 PUV. A variance has been requested to allow for existing deciduous trees to account for required evergreen trees in two buffer segments. A variance has been requested to reduce the 20' buffer to 0' for the access drive.

Required – A type B-75 buffer along the NC-540 ROW.

Provided – A mixture of existing and new plant material to account for the B-75 buffer.

Foundation

Required – 20 PUV per 100 linear foot of building façade.

Provided – An alternate landscape request has been submitted to relocate required foundation plantings outside of the foundation planting area. All PUV are being accounted for through new plant material. Specific plant material intended to account for foundation landscaping is labeled in the Development Plan.

Interior Parking Lot

N/A

Parking Area Screening

Required – parking lot screening at a minimum of 18” in height to screen automobile lights from adjacent properties.

Provided – existing plant material on site are accounting for this screening.

Developed Recreational Open Space Requirements (UDO Section 2.06, B.; 2.07, B.):

Architectural and Site Design Requirements

Building Materials, Colors, Textures, Architecture, Roof Treatment, and Façade Modulation:

The proposed structure resembles a residential shed with a pitched roof, fiber cement siding, and block foundation. Because it does not meet the Town’s typical requirements for non-residential structures, a waiver has been requested. The following standards are typically required for non-residential structures:

(1) Building Materials

- (a) Primary Building Material (required) – The primary building material (excluding: windows; display windows; doors; roofing; fascia or soffit materials) constituting a minimum of sixty (60) percent of the façade shall be either:
 - (i) brick;
 - (ii) stone (e.g. natural/cultured, limestone, marble, or granite);
 - (iii) split-face block; or,
 - (iv) architectural concrete, if the surface is designed to simulate brick or stone.

(2) *Building* Massing and Façade Treatment.

(a) Base, Body, and Cap.

- (i) The composition of the building shall include a clearly recognizable base, body, and cap along the entire length of the façade.
- (ii) A recognizable base shall consist of a minimum of nine (9) percent of the vertical height of the building wall and shall be constructed of a masonry material.
- (iii) A recognizable cap shall consist of a minimum of seven (7) percent of the vertical height of the building wall and shall be designed with multiple 3-dimensional decorative layers.

(b) Variation in Massing.

- (i) Building walls shall consist of a building bay or structural building system that is a maximum of thirty (30) feet in width. Bays shall be visually established by architectural features such as columns, ribs,

pilasters or piers, changes in plane, no less than twelve (12) inches in width and four (4) inches in depth or an equivalent element that subdivides the wall into human scale proportions.

(c) Animating Features.

- (i) Building walls shall be subdivided and proportioned using a variety of features such as windows, entrances, arcades, arbors, awnings, trellises, friezes or alternate architectural detail that defines human scale, along no less than sixty (60) percent of the lineal length of the façade.
- (ii) Windows and glass doors shall be provided on a minimum of two (2) building facades based on highest levels of pedestrian traffic and vehicular visibility as follows:
 - 3. Ground level (first ten (10) feet measured vertically at street level) of office and institutional uses: twenty (20) percent minimum surface area.
 - 4. Upper levels of all uses: fifteen (15) percent minimum surface area.

(d) Human Scale Design Elements.

Façades shall incorporate a minimum of two (2) continuous or repeating details refined to the scale of twelve (12) inches or less within the first fifteen (15) feet of the building facade, measured vertically from grade (e.g. quoins, change in brick pattern/belt course, decorative light fixtures, trim or molding, medallions, or sign frieze).

(g) Roof Treatment.

- (i) Rooflines shall vary in height, material, treatment, direction, etc. and shall not extend in a continuous plane for more than fifty (50) feet.

Building Orientation:

The building is interior to the lot, screened by dense woods and unlikely to be viewable from the street.

Fencing:

N/A

Open Space:

N/A

ENGINEERING

Water and Sewer Service:

This site will not connect to Town water and sewer service. The community well is regulated by Wake County.

Transportation

The proposed private access has been designed in accordance with Town requirements. The site will only be accessed by maintenance vehicles.

Environmental Issues

This project is located in the Neuse River Basin and is subject to all requirements of that basin.

STAFF RECOMMENDATION TO THE PLANNING BOARD

ACTION #1: WAIVER OF REGULATIONS OF UDO

Planning Board recommends approval/denial of a Waiver of Regulations of UDO Section 3.08, A., 1., C. Primary Façade Building Materials, and Building Massing and Façade Treatment to allow alternate compliance with the architectural design requirements in association with Development Plan Petition #20-DP-15 for Fairview Well Site, as submitted by Kevin Nash, PE, Project Number 20-DP-15, dated Revised 12/3/2020.

ACTION #2: SPECIAL EXCEPTION USE

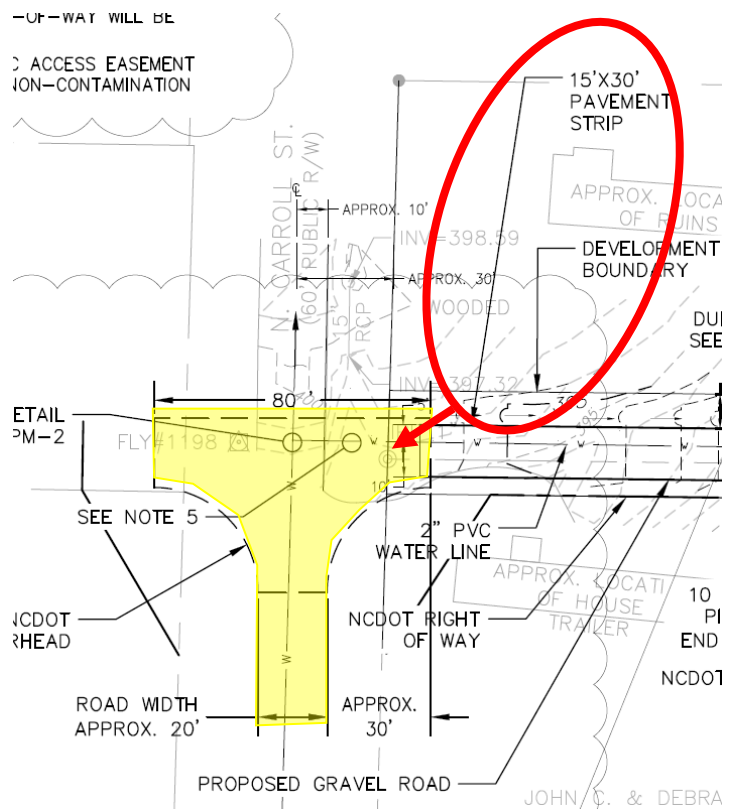
Planning Board recommends approval/denial of Special Exception Use #20-SEU-12 as specified in Unified Development Ordinance Section 2.01 R-30 Residential District to allow for a Non-municipal Water Treatment Plant in the R-30 Residential District at the property located at 106 N Carroll Street, Wake County PIN 0760202491 as submitted by Kevin Nash with the following conditions:

1. All operations must adhere to the evidence submitted by the applicant as stated in the findings of fact submitted and those findings of fact specified by the Town Council in conjunction with 20-SEU-12.

ACTION #3: DEVELOPMENT PLAN

Planning Board recommends approval/denial of Special Exception Use #20-DP-15 for Fairview Well Site as submitted by Kevin Nash, Project Number Fairview Wooded Acres Well Relocation Project, dated Revised 11/2020 with the following conditions:

1. All environmental permits must be obtained for the entire project.
2. Prior to Town Council, the following site plan revisions must be completed:
 - a. Relocate the call out for the 30' long and 15' wide PAVEMENT STRIP so it accurately points to the paved area. Please revise the call out to clarify that the beginning 30' x 15' (length x width) paved area of the access road for the well site will be constructed by NCDOT as a part of the hammerhead turnaround on N. Carrol St. Please hatch the paved hammerhead turnaround which should include the paved surface strip area so it is clear.





900 Ridgefield Drive
Suite 350
Raleigh, NC 27609
Phone 919.878.9560
Fax 919.790.8382

LETTER OF TRANSMITTAL

To: Holly Springs
Department of Planning and Zoning

Sheet: 1 of 1 **Total Pages:** _____
Date: 12/2/2020
Job No.: 17125
Project: Fairview Wooded Acres Well

Attention:

RE: Project Number - 20-DP-15/20-SEU-12

We are sending you:

- | | | |
|---|---|---|
| ☒ Plans | ☐ Specifications | ☐ Samples |
| ☐ Shop Drawings | ☐ Prints | ☒ Application |
| ☐ Copy of Letter | ☐ Change order | _____ |

VIA:

- | |
|------------------------------------|
| ☐ US Mail |
| ☐ Overnight |
| ☐ FAX |

In-House Circulation

- ☐ Messenger ()

COPIES	DWG NO.	DESCRIPTION
1		Cover Letter
1		Town Comments
1		Response to Town Comments - Signed Certification
1		Plans
1		Easements and Legal Descriptions
3		Variances
2		Waivers

These are transmitted as checked below:

- | | | |
|--|--|--|
| ☒ For approval | ☐ Approved | ☐ Please acknowledge receipt of this material |
| ☐ For your use | ☐ Approved as noted | ☐ Acknowledgment of receipt not required |
| ☐ As requested | ☐ Disapproved | ☐ For review and comment |
| ☐ _____ | | |

Remarks:

Please feel free to contact me with any questions or comments at knash@rkk.com or 919-249-2627.

Copy: Michael Melton (Aqua NC)

Rummel, Klepper & Kahl, LLP

Signature: _____
Kevin Nash, PE
Manager



8601 Six Forks Rf, Forum 1 Suite 700
Raleigh, NC 27615
Phone 919.878.9560
www.rkk.com

MEMORANDUM

Date: December 1, 2020
By: Kevin Nash, PE
Re: Fairview Wooded Acres – Well Replacement
Special Exemption Use [Project Number - 20-DP-15/20-SEU-12]

This memorandum is meant to convey the intent of the project as well as the need for the project being requested under this Special Use application.

The project need stems from the NCDOT roadway project to extend 540 through the Fairview Wooded Acres community. The existing community currently has 4 active wells and one existing well is within the proposed NCDOT right of way. This well site (Well #1) will be decommissioned and demolished. All well houses within the community have the same architectural scheme. In the course of our due diligence, it was determined that Well #2 is underperforming its historical production in terms of quality and quantity. This project proposes to remove this well from service in addition to Well #1, voluntarily by the owner. Of particular note, Well #2 is currently in a community member's front yard without any vegetative screening. Removing this well house from service will improve conditions for referenced community member.

The proposed Well #5 site (this project requesting special use is located almost directly across the street from the existing Well #1 site. Thus, traffic patterns associated with this project should be no different than the existing.

The proposed Well #5 site is currently partially wooded and most of the existing trees shall remain under the proposed work. The area between the proposed well and the NCDOT right of way is mostly ruins from a previous house foundation. Our project proposes to remove the existing ruins and replace with soil. Our landscaping plan show the proposed trees as required for the zoning and proximity to NCDOT 540. This project proposes no deeded land in the name of the owner, all land shall remain deeded to NCDOT. The proposed project will have an easement to control the area within 100 ft radius of the well to prevent contamination. The proposed development site is as described in the legal descriptions and easements plats provided in this submission. Maintaining the health and safety of the community is the paramount concern of this project. Any trees or shrubs to be planted on the site within 100 ft of the well shall not contain nitrogen-based or manganese-based fertilizers. Fertilizers could negatively impact the quality of the water in the well and be a source of contamination.

The proposed building architecture for the Well #5 site is little more than a 10 ft x 10 ft shed containing the well head, pumps, and chemicals. There are other similar wells in this community of the same

construction and architectural style. This well site will be the most concealed of all the community well sites. The structure is proposed to be brown and will blend in with the surroundings, discouraging unauthorized personnel from approaching the site. The building design is Aqua North Carolina's standard design.

The access road outside of the 100 ft easement has already been constructed by Duke Energy as an access road to access an emergency siren. There is no proposed landscaping in this area. This area is within the NCDOT right of way and will be accessed by the well owner by easement.

Please note as part of the NCDOT roadway project the length of 540 adjacent to this project site will have a sound barrier constructed to reduce road noise and obscure view of the new roadway.

Please feel free to contact me with any additional questions.

Kevin Nash, PE
919-249-2627
knash@rkk.com



A. THIS PROJECT WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FOLLOWING PLANS, AND THE ADOPTED ENGINEERING DESIGN AND CONSTRUCTION STANDARDS OF THE TOWN OF HOLLY SPRINGS. THESE PLANS WERE PREPARED IN CONFORMANCE WITH THE APPROVED PRELIMINARY PLAN APPROVED BY THE TOWN.FURTHERMORE, THE ENGINEER WHOSE SEAL AND SIGNATURE APPEAR BELOW THIS CERTIFIES THAT THE TOWN OF HOLLY SPRINGS ENGINEERING DESIGN AND CONSTRUCTION AND STANDARDS HAVE BEEN THOROUGHLY REVIEWED FOR APPLICABILITY TO THIS PARTICULAR PROJECT. THESE PLANS WERE PREPARED USING SURVEY GRADE DATA IN ALL AREAS WHERE WORK IS BEING PROPOSED INCLUDING UTILITY CROSSINGS AND OTHER ENVIRONMENTALLY SENSITIVE AREAS. ANY PROPOSED EXCEPTIONS OF DEVIATIONS FROM EITHER THE STANDARDS AND/OR FROM THE APPROVED PRELIMINARY PLAN ARE LISTED BELOW:

1. GRAVEL DRIVE AND PARKING
2. ARCHITECTURAL WAIVER
3. ALTERNATE LANDSCAPING PLAN

PIN / REAL ESTATE ID
0760202491 / 0032653

ZONED
R-30

SITE
DEEDED ACRES: ZERO
EASEMENT ACRES: 0.833

- NOTES
1. PLAN IS SUBJECT TO REVISIONS DURING CONSTRUCTION DRAWING APPROVAL PROCESS.
 2. NO SEWER SERVICE FOR BUILDING.
 3. CONSTRUCTION DRAWING APPROVAL IS REQUIRED BEFORE CONSTRUCTION ON THIS PROJECT MAY BEGIN. DEVELOPMENT FEES ARE DUE BEFORE CONSTRUCTION DRAWING APPROVAL.

CONSTRUCTION SEQUENCE

- A. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DEVELOPING HIS OWN SEQUENCE OF CONSTRUCTION TO HIS SATISFACTION, WITH OWNER/ENGINEER REVIEW AND APPROVAL, PRIOR TO START OF CONSTRUCTION. THE CONTRACTOR SHALL MODIFY THE SEQUENCE OF CONSTRUCTION IF CONDITIONS EXIST CAUSING THE NEED FOR A CHANGE AND SUBMIT CHANGES TO S.O.C.
- B. CONSTRAINTS: CONTRACTOR WILL BE REQUIRED TO ADHERE TO THE FOLLOWING CONSTRAINTS.
- i. THE EXISTING WELL FACILITIES MUST BE MAINTAINED IN CONTINUOUS OPERATION DURING THE COURSE OF THIS WORK EXCEPT DURING THOSE TEMPORARY SHUT DOWN PERIODS AGREED TO BETWEEN THE CONTRACTOR AND OWNER. ANY SHUT DOWN REQUEST SHALL BE MADE IN WRITING TO THE OWNER AT LEAST 14 DAYS IN ADVANCE. THE SHUT DOWN REQUEST SHALL STATE THE DURATION OF THE SHUT DOWN AS WELL AS PROCESSES AFFECTED AND THE OWNER RESERVES THE RIGHT TO RESCHEDULE SHUT DOWN CONTINGENCIES IF THE WORK CANNOT BE COMPLETED IN THE TIME REQUESTED.
- C. THE CONTRACTOR IS RESPONSIBLE FOR THE PROPER COORDINATION OF HIS WORK AND HIS SUBCONTRACTOR'S WORK, TO PREVENT INTERFERENCE WITH THE OPERATION OF THE WELLS AND TO ASSURE THAT THE OWNER IS MADE AWARE IN ADVANCE OF PROPOSED CONSTRUCTION ACTIVITIES.
- D. WELL 5 MUST BE CONSTRUCTED, PERMITTED, AND OPERATIONAL PRIOR TO DEMOLITION OF EXISTING WELL 1 AND EXISTING WELL 2.

GENERAL NOTES

1. CONSTRUCTION SHALL CONFORM TO ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, REQUIREMENTS, SPECIFICATIONS AND REQUIREMENTS.
2. NO WORK SHALL BE INSTALLED WITHOUT THERE BEING A SHOP DRAWING THAT HAS EITHER BEEN "APPROVED OR AS APPROVED AS NOTED" BY THE ENGINEER. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN APPROVAL OF SHOP DRAWINGS IN A TIMELY MANNER, AND THAT IS COORDINATED WITH THE CONSTRUCTION SEQUENCE AND SCHEDULE FOR INSTALLATION OF THE WORK.
3. EXISTING WATER MAINS, SEWERS, AND OTHER UTILITIES ARE SHOWN FROM THE BEST AVAILABLE RECORDS. THE CONTRACTOR SHALL TEST PIT IN THE AREA OF KNOWN UTILITIES TO VERIFY SIZE, ELEVATION, LOCATION, AND TYPE PRIOR TO PERFORMING ANY WORK. ANY UTILITY, WHETHER SHOWN OR NOT, THAT IS DAMAGED BY THE CONTRACTOR SHALL BE REPAIRED IMMEDIATELY AT NO EXPENSE TO THE OWNER. SHOULD THE CONTRACTOR DISCOVER DISCREPANCIES BETWEEN THE PLANS AND FIELD CONDITIONS, THE OWNER IS TO BE NOTIFIED IMMEDIATELY. SHOULD THE CONTRACTOR MAKE FIELD CORRECTIONS OR ADJUSTMENTS WITHOUT THE AUTHORIZATION OF THE OWNER, THEN THE CONTRACTOR ASSUMES THE RESPONSIBILITY FOR SAID CORRECTIONS AND ADJUSTMENTS.
4. IT SHALL BE DISTINCTLY UNDERSTOOD THAT FAILURE TO MENTION SPECIFICALLY ANY WORK WHICH WOULD NORMALLY BE REQUIRED TO COMPLETE THE PROJECT SHALL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY TO PERFORM SUCH WORK. ALL ITEMS SHOWN SHALL BE CONSTRUCTED UNDER THIS CONTRACT, UNLESS OTHERWISE SHOWN AS EXISTING OR FUTURE.
5. THE CONTRACTOR SHALL NOTE THAT INCASE OF DISCREPANCY BETWEEN THE SCALED AND THE FIGURED DIMENSIONS SHOWN ON THESE PLANS, FIGURED DIMENSIONS SHALL GOVERN.
6. EXISTING UTILITIES SHOWN ON THE DRAWINGS ARE BASED ON AS-BUILT CONTRACT DRAWINGS AND FIELD OBSERVATIONS. THE CONTRACTOR SHALL NOTIFY NC 811, 72 HOURS PRIOR TO START OF CONSTRUCTION TO DETERMINE THE LOCATION OF EXISTING UTILITIES.
7. CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING ROADS, DRIVEWAYS, CULVERTS, DRAINAGE DITCHES , DRAIN FIELDS, UTILITIES, PIPING, STRUCTURES, AND EQUIPMENT WHICH OCCURS AS A RESULT OF HIS WORK ON THIS PROJECT, AND SHALL REPAIR TO CURRENT CONDITION OR REPLACE ANY DAMAGED ITEMS.
8. THE CONTRACTOR SHALL PROVIDE ADEQUATE MEANS OF CLEANING TRUCKS AND/OR EQUIPMENT OF MUD PRIOR TO TRAVELING ON A PUBLIC RIGHT-OF-WAY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CLEAN STREETS AND TO CONTROL DUST AND TAKE WHATEVER MEASURES NECESSARY TO ENSURE THAT THE ROAD IS MAINTAINED IN A MUD AND DUST FREE CONDITION AT ALL TIMES.
9. TRENCH EXCAVATIONS SHALL NOT BE MADE WITHIN 4 FEET OF UTILITY POLES UNLESS SPECIAL ARRANGEMENTS ARE MADE WITH THE UTILITY COMPANY. THE CONTRACTOR SHALL INSTALL AND LEAVE IN PLACE SHEETING FIVE FEET EACH SIDE OF UTILITY POLES WHERE THE EDGE OF TRENCH EXCAVATION IS FIVE FEET OR LESS AWAY FROM POLES.
10. ALL MANHOLES AND VAULTS ARE TO BE WRAPPED ON THE EXTERIOR. WATERTIGHT FRAMES AND COVERS SHALL BE USED AT ALL LOCATIONS.
11. CONTRACTOR ENTRANCE INTO ANY OF THE PLANT BUILDINGS IS STRICTLY FORBIDDEN EXCEPT AS INDICATED TO PERFORM THE WORK THEREIN.
12. CONTRACTOR SHALL PROVIDE SAFETY PLAN AND SUMMARY OF REGULAR SAFETY TAILGATE SESSIONS THROUGHOUT DURATION OF PROJECT.
13. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL LOCAL PERMITS RELATED TO CONSTRUCTION INCLUDING, BUT NOT LIMITED TO BUILDING, EROSION CONTROL, ELECTRICAL, HVAC, & MECHANICAL.
14. ALL ELECTRICAL PANELS TO BE UL RATED.

FAIRVIEW WOODED ACRES WELL RELOCATION PROJECT

AQUA North Carolina

CONSTRUCTION DRAWINGS
WAKE COUNTY, NORTH CAROLINA
OCTOBER 23, 2020

SPECIAL EXCEPTION USE
PROJECT NUMBER: 20-SEU-12

3

DEVELOPMENT PETITION
PROJECT NUMBER: 20-DP-15

OWNER:
AQUA NORTH CAROLINA
202 MACKENAN DR
CARY, NC 27511
PHONE: 877-987-2782
PRESIDENT: SHANNON BECKER
ENG MANAGER: MICHAEL MELTON

ENGINEER AND ARCHITECT:
RUMMEL KLEPPER AND KAHL, LLP
8601 SIX FORKS RD
FORUM 1, SUITE 700
RALEIGH, NC 27615
PHONE: 919-878-9560

LANDSCAPE ARCHITECT:

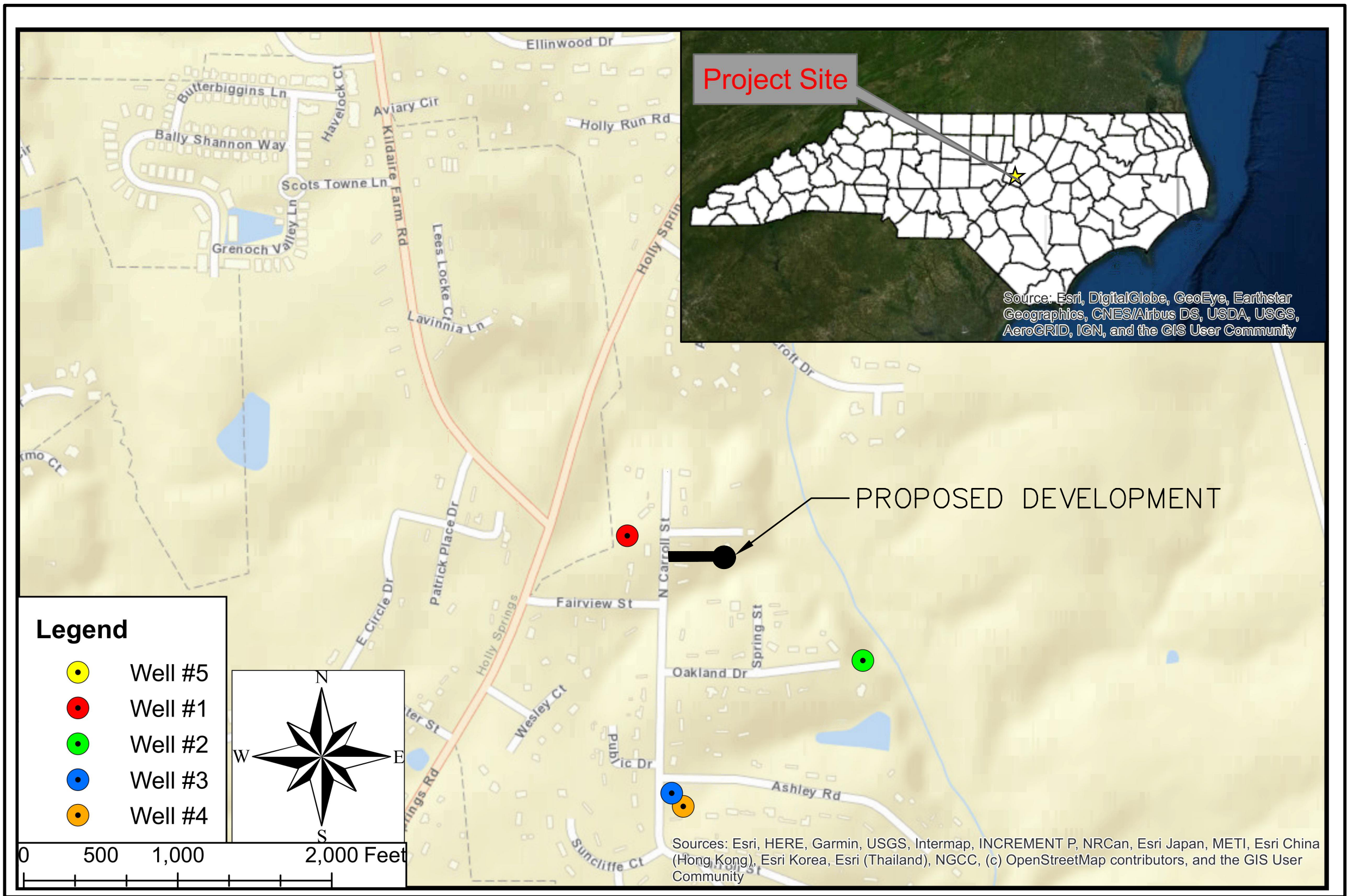
INDEX OF DRAWINGS		
SHEET NUMBER	DRAWING NUMBER	DESCRIPTION
1	G-01	TITLE SHEET
2	C-01	EXISTING SITE PLAN
3	C-02	PROPOSED SITE PLAN
4	C-03	DITCH DETAILS
5	C-04	LANDSCAPE PLAN
6	C-04A	PLANT UNIT VALUE TABLES
7	C-04B	LANDSCAPE AREAS
8	D-01	DEMOLITION PLAN
9	PM-01	WELL HOUSE DETAILS
10	PM-02	CONNECTION DETAIL
11	E-01	ELECTRICAL DETAILS

MONUMENT CONTROL POINT #1
N: 700300.34
E: 2062142.47
2" DIA. EXISTING IRON PIPE

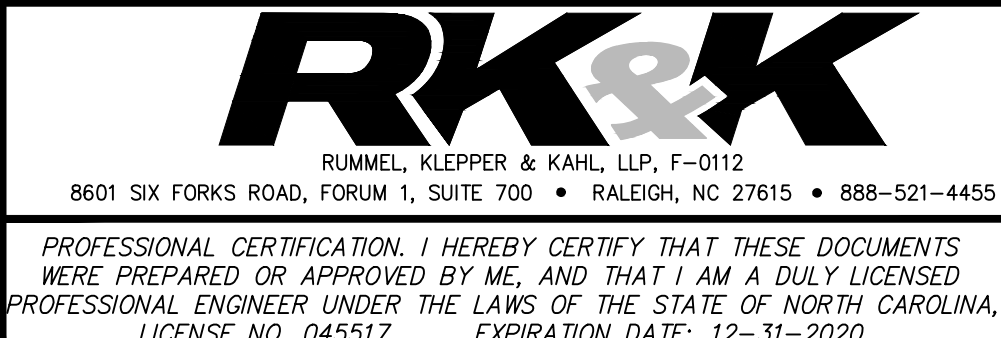
SITE (WELL 5) LOCATION

106 N CARROLL ST
APEX, NC 27539

MONUMENT CONTROL POINT #2
N: 700400.03
E: 2062145.34
2" DIA. EXISTING IRON PIPE



FOR PERMITTING REVIEW ONLY
- NOT RELEASED FOR
CONSTRUCTION



SCALE: AS SHOWN
DATE: DECEMBER 2020
DESIGNED: JXL
DRAWN: JXL
CHECKED: KN

NO. DATE REVISION INIT

WELL RELOCATION -
FAIRVIEW WOODED ACRES

TITLE SHEET, NOTES AND
INDEX OF DRAWINGS

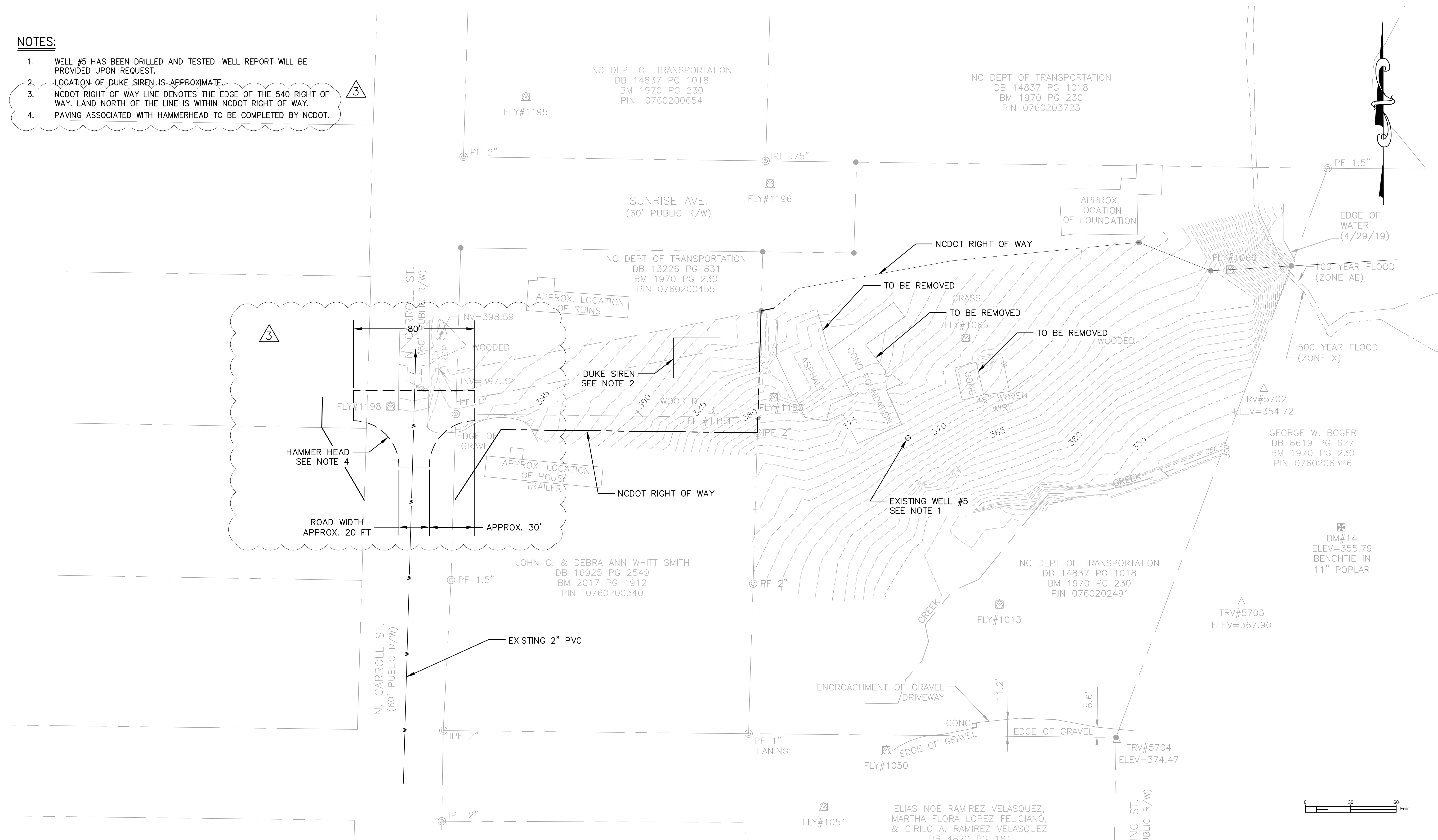
DRAWING
G-01

SHEET 1 OF 11

NOTES:

1. WELL #5 HAS BEEN DRILLED AND TESTED. WELL REPORT WILL BE PROVIDED UPON REQUEST.
2. LOCATION OF DUKE SIREN IS APPROXIMATE.
3. NCDOT RIGHT OF WAY LINE DENOTES THE EDGE OF THE 540 RIGHT OF WAY. LAND NORTH OF THE LINE IS WITHIN NCDOT RIGHT OF WAY.
4. PAVING ASSOCIATED WITH HAMMERHEAD TO BE COMPLETED BY NCDOT.

3



FOR PERMITTING REVIEW ONLY
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CONSTRUCTION



RK&K
RUMMEL, KLEPPER & KAHL, LLP, F-0112
8601 SIX FORKS ROAD, FORUM 1, SUITE 700 • RALEIGH, NC 27615 • 888-521-4455

PROFESSIONAL CERTIFICATION: I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH CAROLINA, LICENSE NO. 045517, EXPIRATION DATE: 12-31-2020

SCALE: AS SHOWN			
DATE:	3	11/2020	HOLLY SPRINGS COMMENTS
DESIGNED: JXL			
DRAWN: JXL			
CHECKED: KN			
NO.	DATE	REVISION	INIT

WELL RELOCATION -
FAIRVIEW WOODED ACRES

EXISTING SITE PLAN

DRAWING
C-01
SHEET 2 OF 11

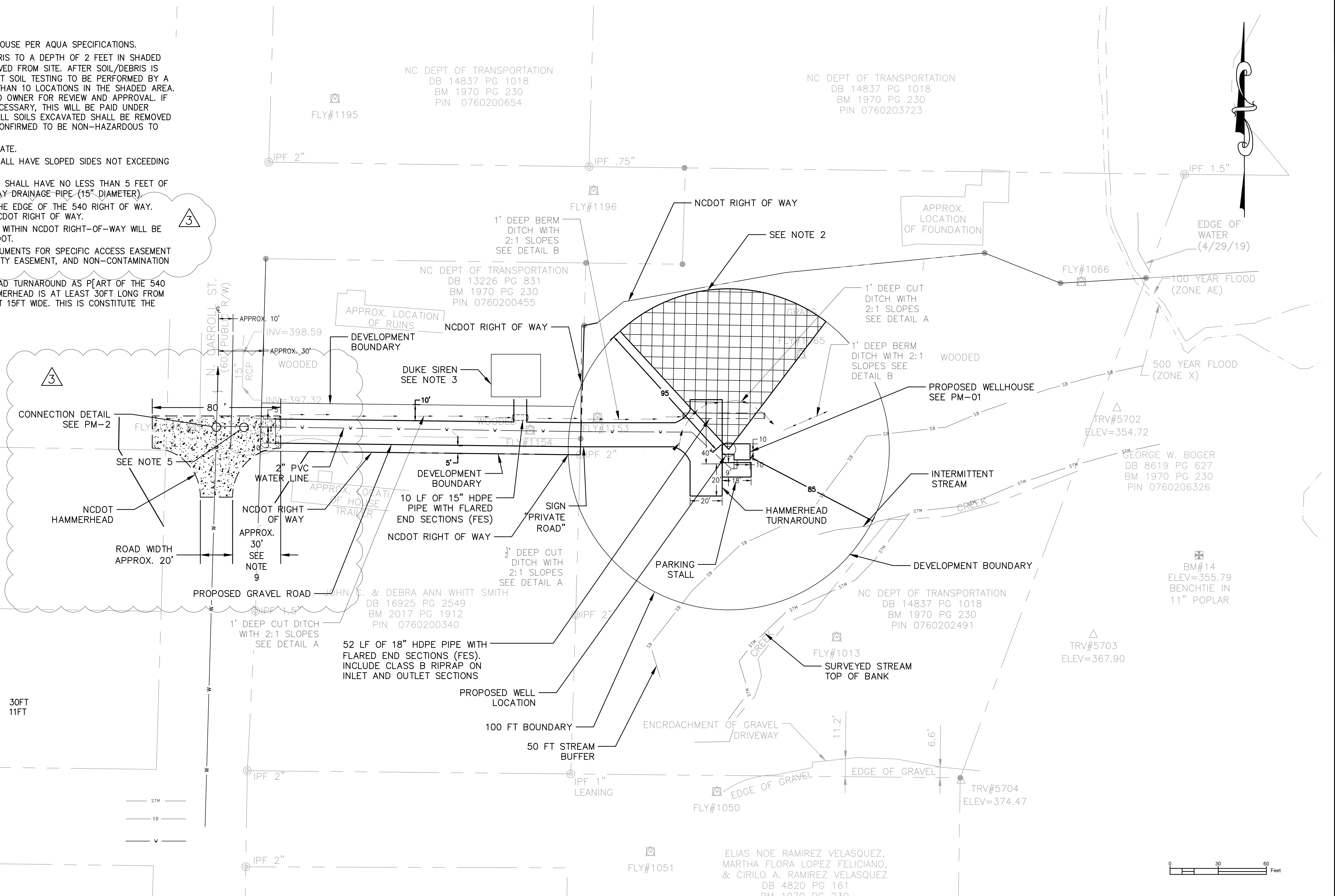
NOTES:

1. CONTRACTOR SHALL CONSTRUCT WELLHOUSE PER AQUA SPECIFICATIONS.
2. CONTRACTOR SHALL REMOVE SOIL/DEBRIS TO A DEPTH OF 2 FEET IN SHADED REGION. ALL SOIL/DEBRIS TO BE REMOVED FROM SITE. AFTER SOIL/DEBRIS IS REMOVED, CONTRACTOR SHALL CONDUCT SOIL TESTING TO BE PERFORMED BY A LICENSED SOIL SCIENTIST IN NO LESS THAN 10 LOCATIONS IN THE SHADED AREA. TEST RESULTS SHALL BE SUBMITTED TO OWNER FOR REVIEW AND APPROVAL. IF ADDITIONAL EXCAVATION IS DEEMED NECESSARY, THIS WILL BE PAID UNDER CONTINGENCY EXCAVATION PAY ITEM. ALL SOILS EXCAVATED SHALL BE REMOVED FROM THE SITE UNLESS TESTED AND CONFIRMED TO BE NON-HAZARDOUS TO THE WELL.
3. LOCATION OF DUKE SIREN IS APPROXIMATE.
4. SWALE ADJACENT TO ACCESS ROAD SHALL HAVE SLOPED SIDES NOT EXCEEDING 3:1 ON BOTH SIDES OF SWALE.
5. PIPING IN THE AREA OF N CARROLL ST SHALL HAVE NO LESS THAN 5 FEET OF COVER TO ALLOW FOR FUTURE DRIVEWAY DRAINAGE PIPE (15" DIAMETER).
6. NCDOT RIGHT OF WAY LINE DENOTES THE EDGE OF THE 540 RIGHT OF WAY. LAND NORTH OF THE LINE IS WITHIN NCDOT RIGHT OF WAY.
7. AREA SURROUNDING GRAVEL DRIVEWAY WITHIN NCDOT RIGHT-OF-WAY WILL BE CLEARED OF ALL LANDSCAPING BY NCDOT.
8. PLEASE REFER TO THE FOLLOWING DOCUMENTS FOR SPECIFIC ACCESS EASEMENT PARAMETERS: ACCESS EASEMENT, UTILITY EASEMENT, AND NON-CONTAMINATION EASEMENT.
9. NCDOT IS CONSTRUCTING A HAMMERHEAD TURNAROUND AS PART OF THE 540 PROJECT. THE EAST SIDE OF THE HAMMERHEAD IS AT LEAST 30FT LONG FROM EDGE OF EXISTING ROAD AND AT LEAST 15FT WIDE. THIS IS CONSTITUTE THE ACCESS FOR THE WELL SITE.

SITE DATA	
EXISTING IMPERVIOUS	4,800 SF
PROPOSED IMPERVIOUS	3,400 SF
REMOVED IMPERVIOUS	4,800 SF
TOTAL PROPOSED IMPERVIOUS	3,400 SF

MAX BUILDING HEIGHT ALLOWED BY ZONING	30FT
PROPOSED BUILDING HEIGHT	11FT

PROPOSED FLOOR AREA	150SF
---------------------	-------



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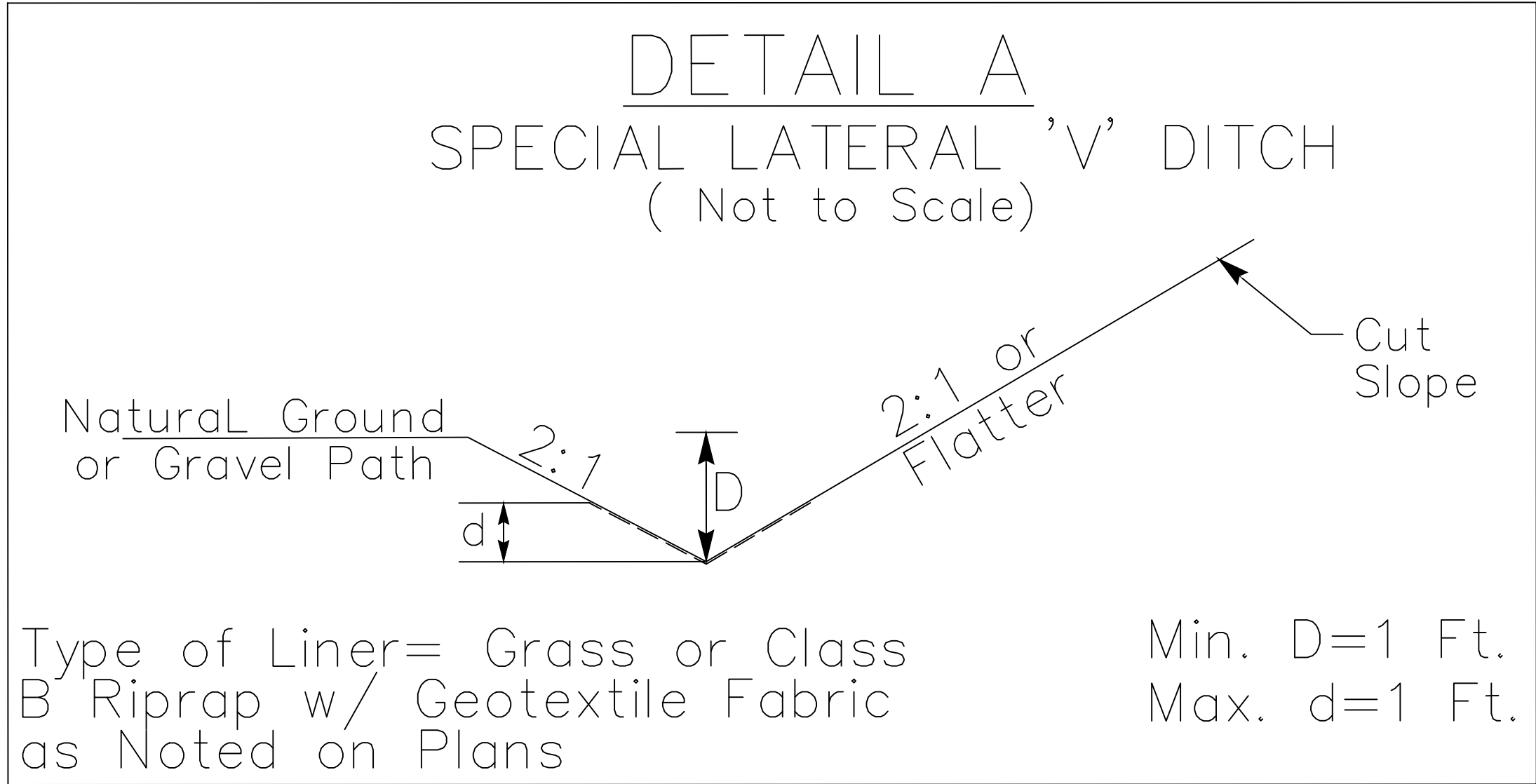
PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH CAROLINA, LICENSE NO. 045517, EXPIRATION DATE: 12-31-2020

SCALE: AS SHOWN				
DATE: DECEMBER 2020	3	11/2020	HOLLY SPRINGS COMMENTS	
DESIGNED: JXL				
DRAWN: JXL				
CHECKED: KN				
NO.	DATE	REVISION	INIT	

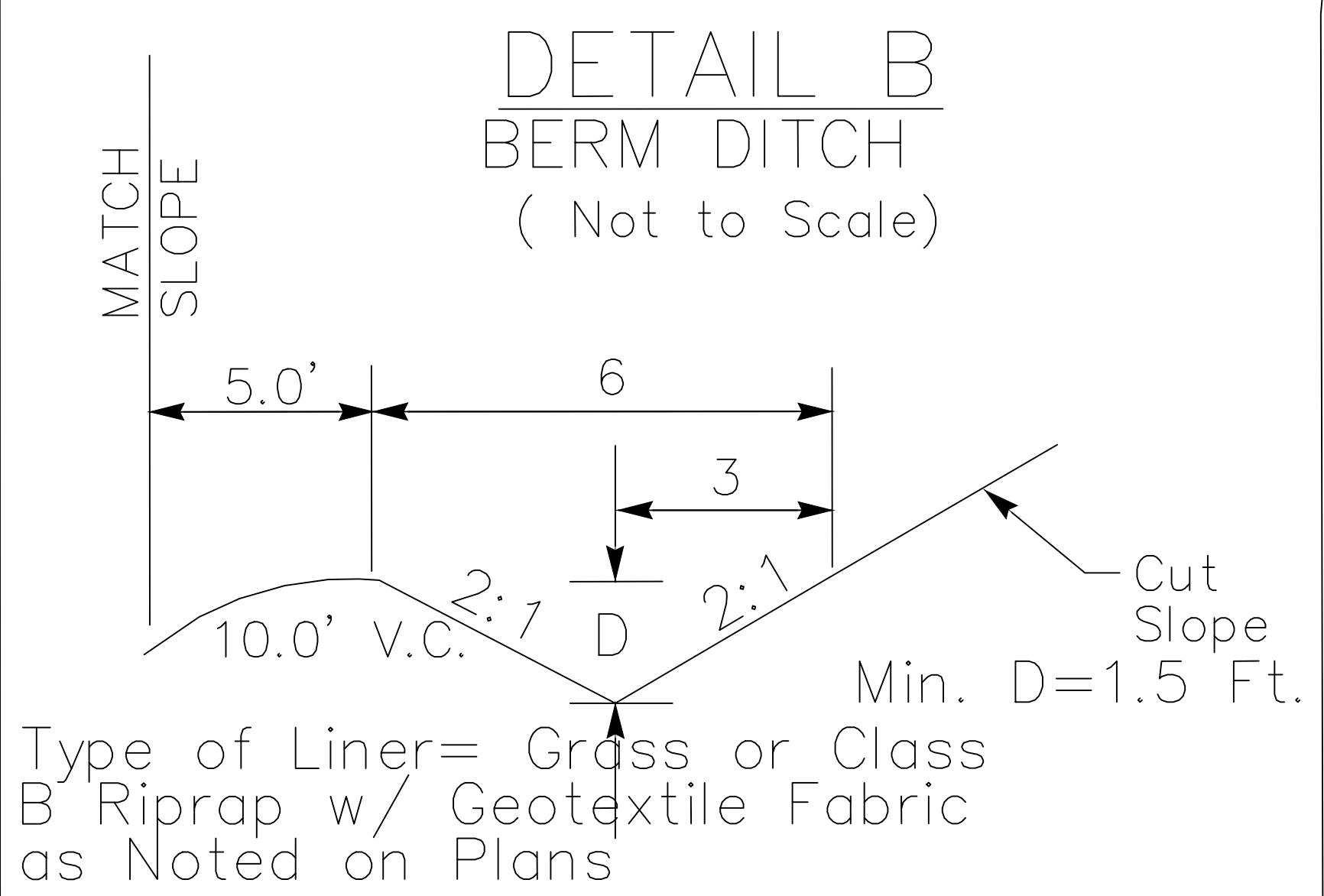
WELL RELOCATION -
FAIRVIEW WOODED ACRES

PROPOSED SITE PLAN

DRAWING
C-02
SHEET 3 OF 11



SEE PLAN VIEW FOR LOCATIONS



SEE PLAN VIEW FOR LOCATIONS

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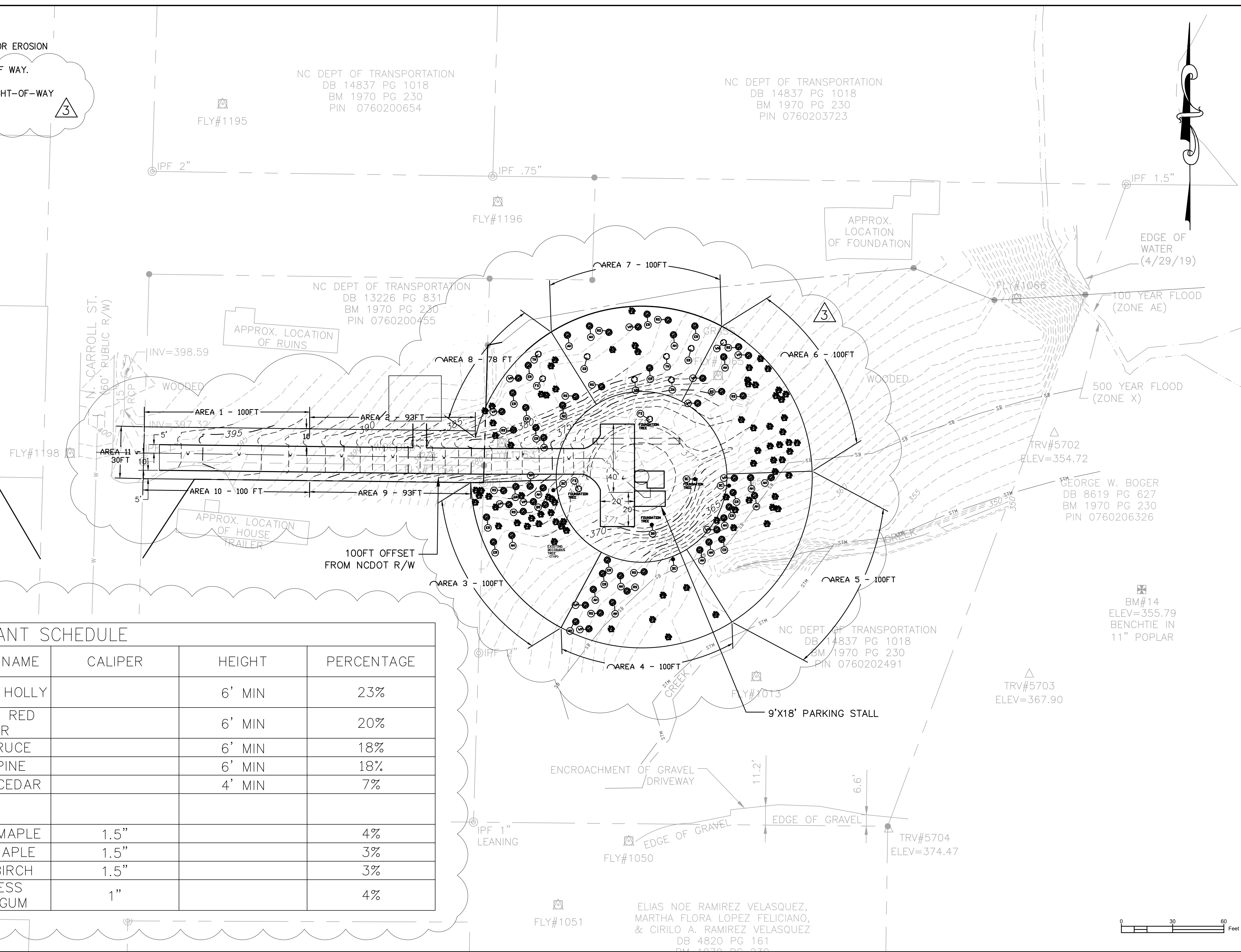
SCALE: AS SHOWN				
DATE: DECEMBER 2020				
DESIGNED: JXL				
DRAWN: JXL				
CHECKED: KN				
NO.	DATE	REVISION	INIT.	

WELL RELOCATION —
FAIRVIEW WOODED ACRES

DITCH DETAILS

DRAWING
C-03
SHEET 4 OF 11

1. PROJECT AREA WILL BE GRASSED AND SEEDED PER SPECIFICATION FOR EROSION CONTROL.
2. NCDOT RIGHT OF WAY LINE DENOTES THE EDGE OF THE 540 RIGHT OF WAY. LAND NORTH OF THE LINE IS WITHIN NCDOT RIGHT OF WAY.
3. AREA SURROUNDING GRAVEL ACCESS DRIVE IS WITHIN THE NCDOT RIGHT-OF-WAY AND WILL BE CLEARED OF ALL LANDSCAPING BY NCDOT.
4. SEE SHEET C-04B FOR ENLARGED VIEW OF LANDSCAPE AREAS.



PLANT SCHEDULE					
EVERGREEN TREES	QUANTITY	COMMON NAME	CALIPER	HEIGHT	PERCENTAGE
AH	17	AMERICAN HOLLY		6' MIN	23%
ER	15	EASTERN RED CEDAR		6' MIN	20%
RS	14	RED SPRUCE		6' MIN	18%
WP	14	WHITE PINE		6' MIN	18%
DC	5	DEODAR CEDAR		4' MIN	7%
DECIDUOUS TREES					
TM	3	TRIDENT MAPLE	1.5"		4%
HM	2	HEDGE MAPLE	1.5"		3%
SB	2	SWEET BIRCH	1.5"		3%
FS	3	FRUITLESS SWEET GUM	1"		4%

FOR PERMITTING REVIEW ONLY
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CONSTRUCTION



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SCALE: AS SHOWN
DATE: DECEMBER 2020
DESIGNED: JXL
DRAWN: JXL
CHECKED: KN

3	11/2020	HOLLY SPRINGS COMMENTS	
NO.	DATE	REVISION	INITIALS

WELL RELOCATION –
FAIRVIEW WOODED ACRES

LANDSCAPE PLAN

DRAWING
C-04

SHEET 5 OF 11

PERIMETER LANDSCAPING PLAN																										
					AREA 1		AREA 2		AREA 3		AREA 4		AREA 5		AREA 6		AREA 7		AREA 8		AREA 9		AREA 10		AREA 11	
PLANT CATEGORY	PLANT CATEGORY	MIN. SIZE	NEW OR EXSITING	PUV	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT	QTY	PUV CREDIT
DECIDUOUS TREES	SMALL DECIDUOUS	1" CAL	EXISTING	4																						
		1.5" CAL	EXISTING	5																						
		>1.5" CAL	EXISTING	N/A																						
	LARGE DECIDUOUS	2" CAL	EXISTING	6					3	18	3	18	3	18	6	36										
		2.5" CAL	EXISTING	8																						
		>2.5" CAL	EXISTING	N/A																						
EVERGREEN TREES	SMALL EVERGREEN	4' HIGH	EXISTING	2																						
		6' HIGH	EXISTING	5																						
		>6' HIGH	EXISTING	N/A																						
	LARGE EVERGREEN	6' HIGH	EXISTING	5																						
		12' HIGH	EXISTING	8																						
		>12' HIGH	EXISTING	N/A																						
PUV EXISTING DECIDUOUS									100%	18	100%	18	100%	18	100%	36	0%	0	0%	0						
PUV EXISTING EVERGREEN									0%	0	0%	0	0%	0	0%	0	0%	0	0%	0						
TOTAL EXISTING PUV									18		18		18		36		0		0							
DECIDUOUS TREES	SMALL DECIDUOUS	1" CAL	NEW	4											1	4										
		1.5" CAL	NEW	5													5	25	2	10						
		>1.5" CAL	NEW	N/A																						
	LARGE DECIDUOUS	2" CAL	NEW	6																						
		2.5" CAL	NEW	8																						
		>2.5" CAL	NEW	N/A																						
EVERGREEN TREES	SMALL EVERGREEN	4' HIGH	NEW	2					1	2	1	2	1	2												
		6' HIGH	NEW	5					11	55	11	55	11	55	7	35	10	50	10	50						
		>6' HIGH	NEW	N/A																						
	LARGE EVERGREEN	6' HIGH	NEW	5																						
		12' HIGH	NEW	8																						
		>12' HIGH	NEW	N/A																						
PUV NEW DECIDUOUS									0%	0	0%	0	0%	0	10%	4	33%	25	33%	25						
PUV NEW EVERGREEN									100%	57	100%	57	100%	57	90%	35	66%	50	66%	50						
TOTAL NEW PUV									57		57		57		39		75		75							
PUV ZONE									C-75		C-75		C-75		B-75		B-75		B-75							
SECTOR LENGTH									100		100		100		100		100		78							
PUV REQUIREMENT									75		75		75		75		75		59							
EVERGREEN REQUIREMENT									75%		75%		75%		N/A		N/A		N/A							
PUV TOTAL						VARIANCE				100%	75	100%	75	100%	75	100%	75	100%	60	VARIANCE						
PUV EVERGREEN									75%	57	75%	57	75%	57	47%	35	66%	50	66%	50						
PUV DECIDUOUS									25%	18	25%	18	25%	18	53%	40	33%	25	33%	10						

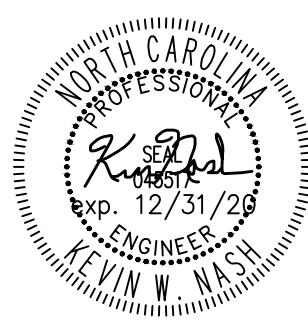
NOTES:
1. ANY EXISTING PUV CREDITS FOR DECIDUOUS TREES ARE TO BE CONSIDERED TO BE RED MAPLE SPECIES.
2. ANY TREE PROVIDED SHALL CONTAIN NO FERTILIZER WITH NITROGEN OR MANGANESE COMPONENTS TO PROTECT THE WATER QUALITY OF THE WELL.

3

BUILDING FOUNDATION LANDSCAPING PLAN

NORTH SIDE		
LENGTH	17.25	FT
REQUIRED AREA	34.50	FT^2
PUV REQUIRED:		
20 POINTS PER 100'	3.45	
PUV PROVIDED:		
SMALL DECIDUOUS TREE (<1" CALIPER)	4.00	
WEST SIDE		
LENGTH	17.25	FT
REQUIRED AREA	34.50	FT^2
PUV REQUIRED:		
20 POINTS PER 100'	3.45	
PUV PROVIDED:		
SMALL DECIDUOUS TREE (<1" CALIPER)	4.00	
SOUTH SIDE		
LENGTH	10.00	FT
REQUIRED AREA	20.00	FT^2
PUV REQUIRED:		
20 POINTS PER 100'	2.00	
PUV PROVIDED:		
SMALL 4' HIGH EVERGREEN TREE	2.00	
EAST SIDE		
LENGTH	10.00	FT
REQUIRED AREA	20.00	FT^2
PUV REQUIRED:		
20 POINTS PER 100'	2.00	
PUV PROVIDED:		
SMALL 4' HIGH EVERGREEN TREE	2.00	

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8601 SIX FORKS ROAD, FORUM 1, SUITE 700 • RALEIGH, NC 27615 • 888-521-4455

PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH CAROLINA, LICENSE NO. 045517, EXPIRATION DATE: 12-31-2020

SCALE: AS SHOWN
DATE: DECEMBER 2020
DESIGNED: JXL
DRAWN: JXL
CHECKED: KN

	3	11/2020	NOTES UPDATED	
NO.	DATE	REVISION	INIT.	

WELL RELOCATION -
FAIRVIEW WOODED ACRES

PUV TABLES

DRAWING
C-04A

SHEET 6 OF 11

NOTES:

1

1. WELLS TO BE DECOMMISSIONED IN ACCORDANCE WITH 15A NCAC 02C .0100 WELL CONSTRUCTION STANDARDS AND BY A CONTRACTOR LICENSED TO PERFORM WELL DECOMMISSIONING IN NORTH CAROLINA.
2. WELL HOUSE SUPERSTRUCTURE AND FLOOR SLAB TO BE REMOVED.
3. INTERNAL PIPING TO BE REMOVED.
4. YARD PIPING TO BE REMOVED AND CAPPED AT WELL SITE TEE IN THE DISTRIBUTION SYSTEM TO LIMIT THE LENGTH OF THE UNUSED PIPING AFTER WELL SITE IS REMOVED FROM THE DISTRIBUTION SYSTEM.
5. ALL CHEMICAL TANKS AND CHEMICAL PUMPS SHALL BE EMPTIED AND WASHED WITH CLEAN WATER PRIOR TO BEING TURNED OVER TO AQUA NC.
6. EXISTING WELL PUMPS SHALL BE REMOVED FROM THE WELL AND TURNED OVER TO AQUA NC.
7. ELECTRICAL SCADA COMMUNICATION EQUIPMENT INTERNAL TO THE WELL HOUSE SHALL BE DISCONNECTED AND TURNED OVER TO AQUA NC.

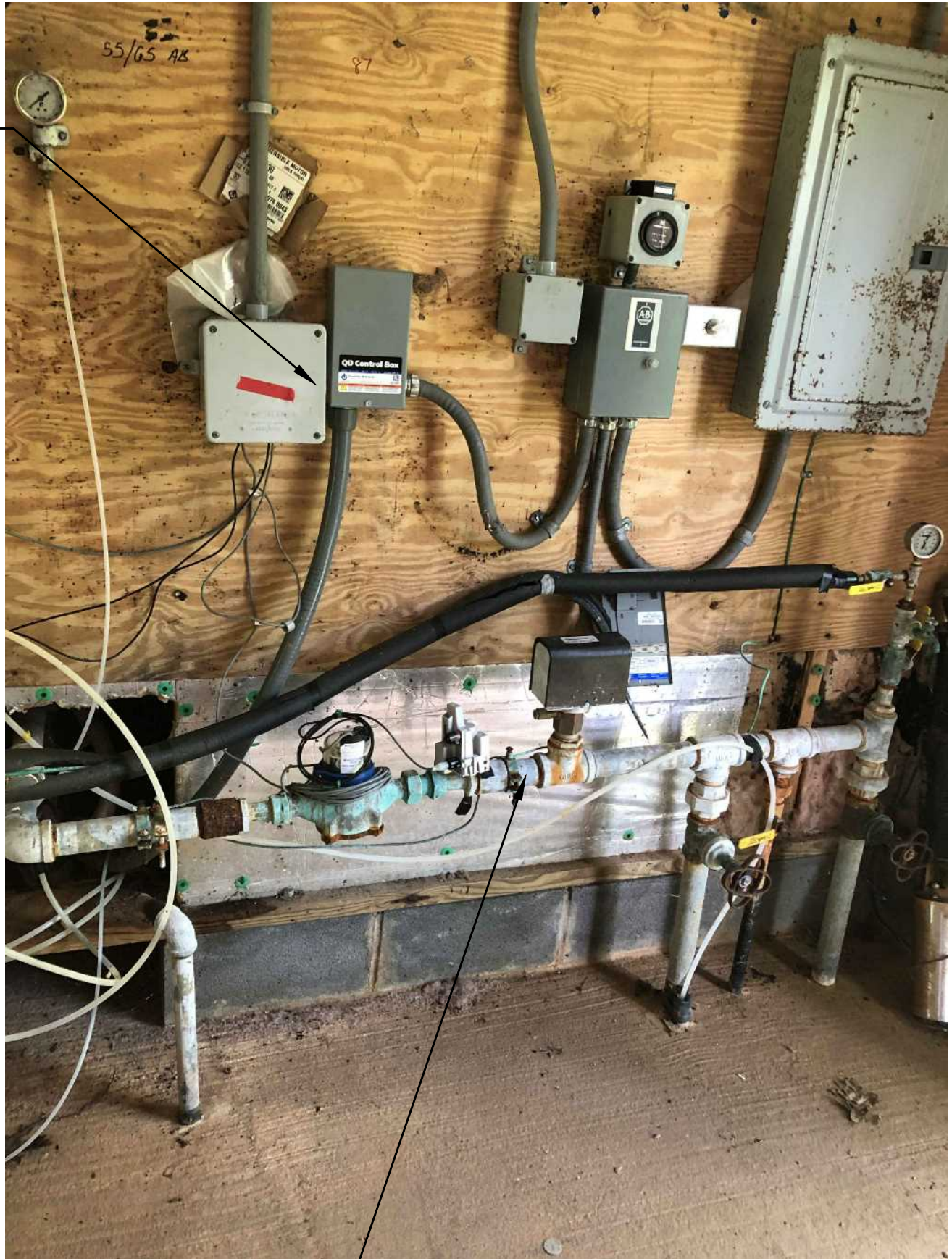
WELL #1 SITE



WELL HOUSE

WELL

ELECTRICAL
WIRING AND
EQUIPMENT



PIPING

WELL #1 INTERIOR VIEW 1



CHEMICAL
TANKS AND
PUMPS

WELL #1 INTERIOR VIEW 2

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PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH CAROLINA, LICENSE NO. 045317, EXPIRATION DATE: 12-31-2020

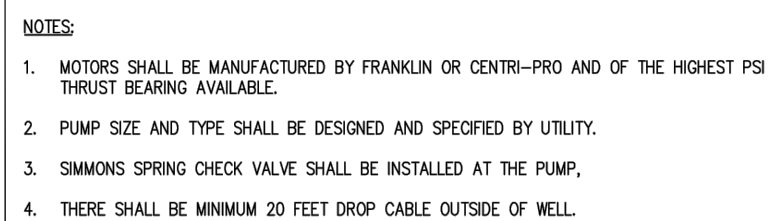
SCALE: AS SHOWN	1	09/2020	DWR COMMENTS	
DATE:				
DESIGNED: JXL				
DRAWN: JXL				
CHECKED: KN				
NO.	DATE	REVISION	INIT.	

WELL RELOCATION –
FAIRVIEW WOODED ACRES

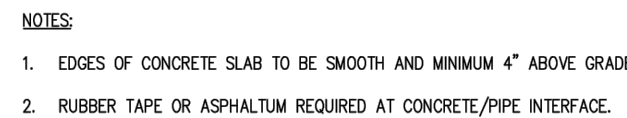
WELL #1 & WELL #2
DEMOLITION

DRAWING
D-01

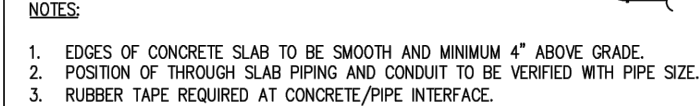
SHEET 8 OF 11



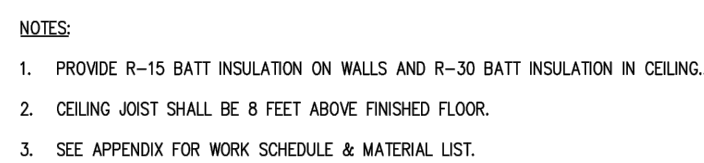
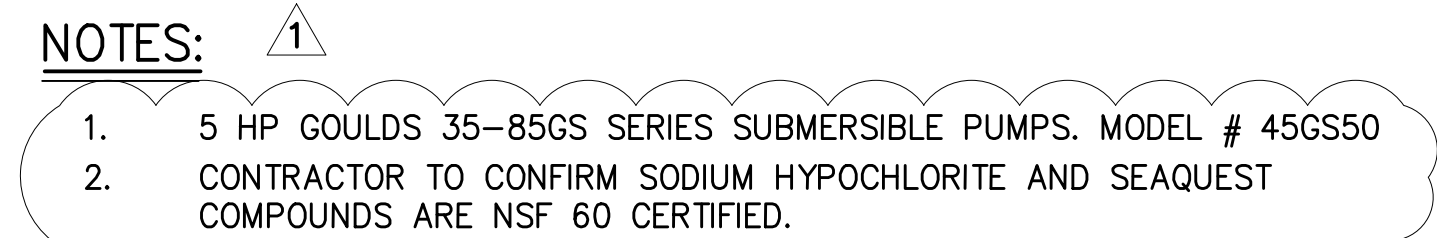
DRAWING NO. 21	8" WELL DETAIL	 Aqua North Carolina, Inc.
REVISION DATE 01/2017		



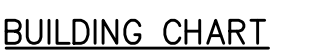
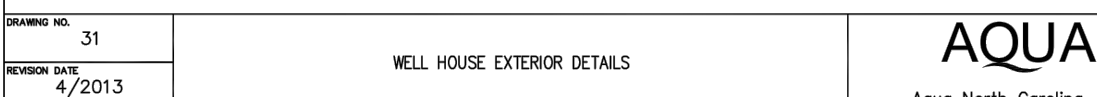
DRAWING NO. 22	WELL HOUSE FOUNDATION	 Aqua North Carolina, Inc.
REVISION DATE 01/2017		



DRAWING NO. 23	WELL PIPING DETAILS	 Aqua North Carolina, Inc.
REVISION DATE 01/2017		



DRAWING NO. 30	WELL HOUSE FRAMING DETAILS	 Aqua North Carolina, Inc.
REVISION DATE 01/2017		



FRONT SIDE

- ALL FIBER CEMENT CONSTRUCTION
- 100 SQ FT (100%)
- BROWN IN COLOR

BACK SIDE

- ALL FIBER CEMENT CONSTRUCTION
- 100 SQ FT (100%)
- BROWN IN COLOR

LEFT SIDE

- ALL FIBER CEMENT CONSTRUCTION
- 80 SQ FT (100%)
- BROWN IN COLOR

RIGHT SIDE

- ALL FIBER CEMENT CONSTRUCTION
- 80 SQ FT (100%)
- BROWN IN COLOR

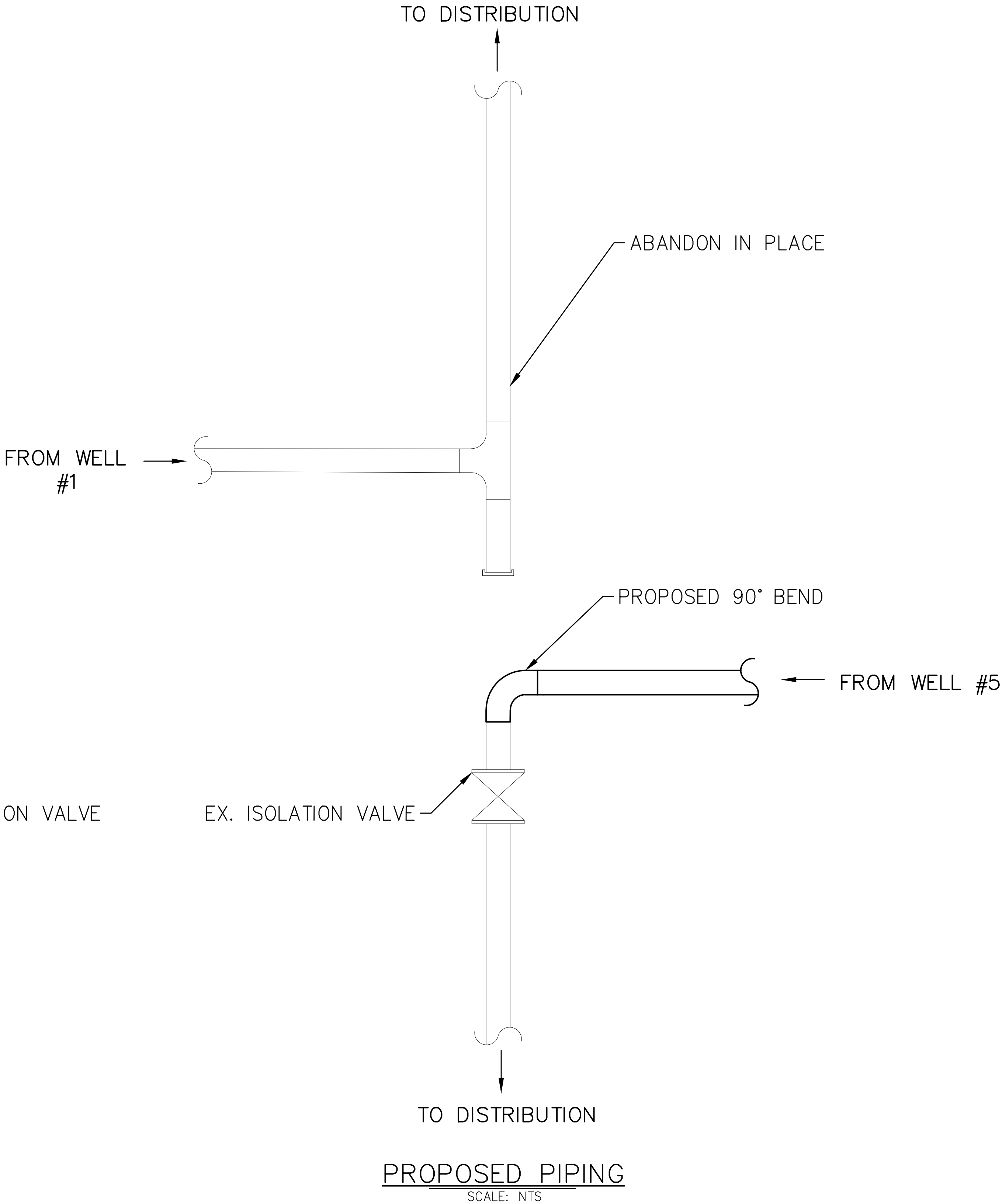
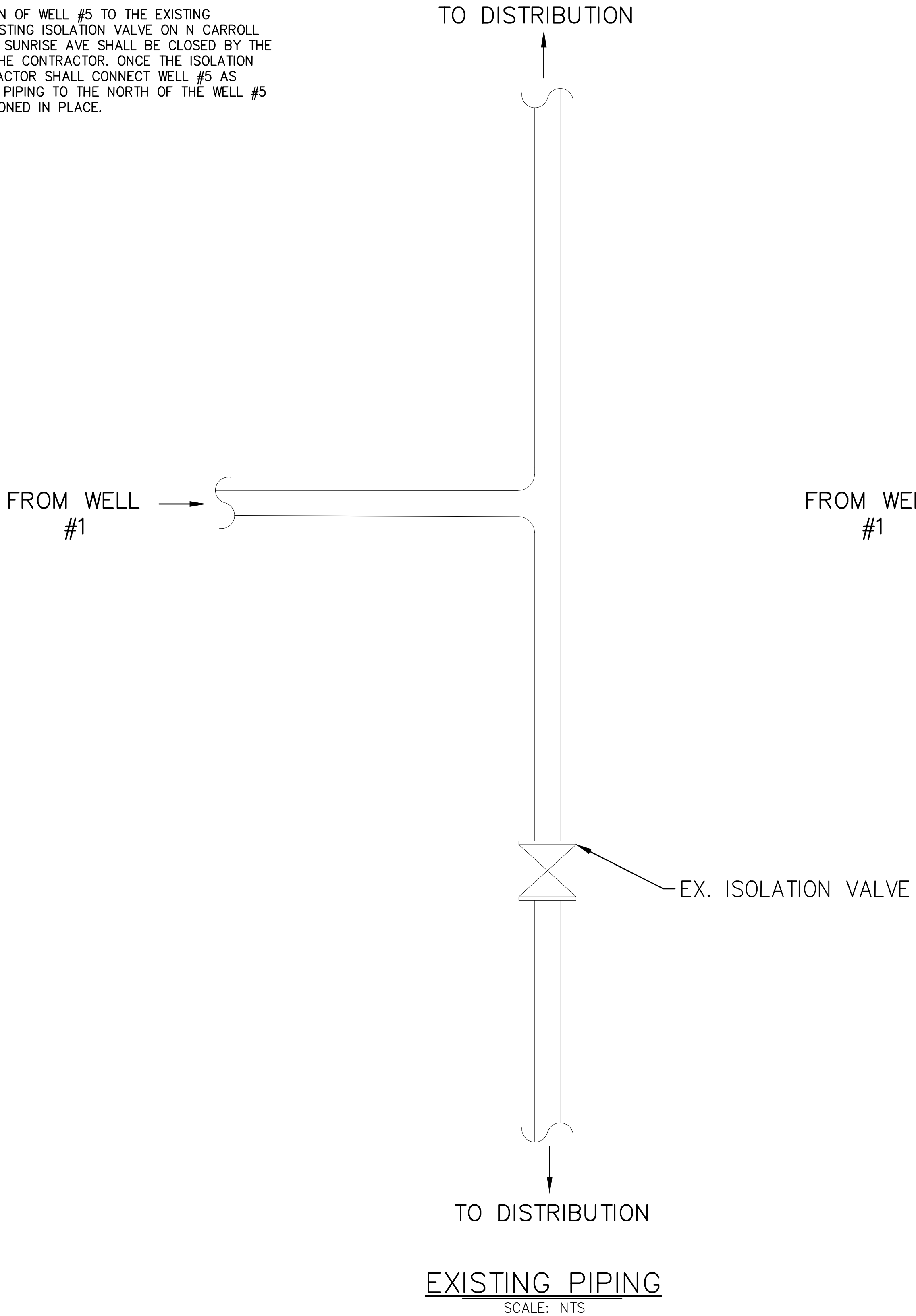
A circular professional engineer seal for the State of North Carolina. The outer ring contains the text "NORTH CAROLINA" at the top and "PROFESSIONAL ENGINEER" at the bottom. Inside the ring, the name "Kevin Nash" is written in a cursive script. Below the name is the license number "14451" and the expiration date "exp. 12/31/20". At the bottom of the seal, the name "KEVIN W. NASH" is printed in a bold, sans-serif font.

SCALE: AS SHOWN
DATE: DECEMBER 2020
DESIGNED: JXL
DRAWN: JXL
CHECKED: KN

SHEET 9 OF 11

NOTES:

1. TO FACILITATE THE CONNECTION OF WELL #5 TO THE EXISTING DISTRIBUTION SYSTEM, THE EXISTING ISOLATION VALVE ON N CARROLL ST BETWEEN FAIRVIEW ST AND SUNRISE AVE SHALL BE CLOSED BY THE OWNER AT THE REQUEST OF THE CONTRACTOR. ONCE THE ISOLATION VALVE IS CLOSED, THE CONTRACTOR SHALL CONNECT WELL #5 AS DETAILED ON THIS SHEET. ALL PIPING TO THE NORTH OF THE WELL #5 CONNECTION SHALL BE ABANDONED IN PLACE.



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PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF NORTH CAROLINA, LICENSE NO. 045517, EXPIRATION DATE: 12-31-2020.

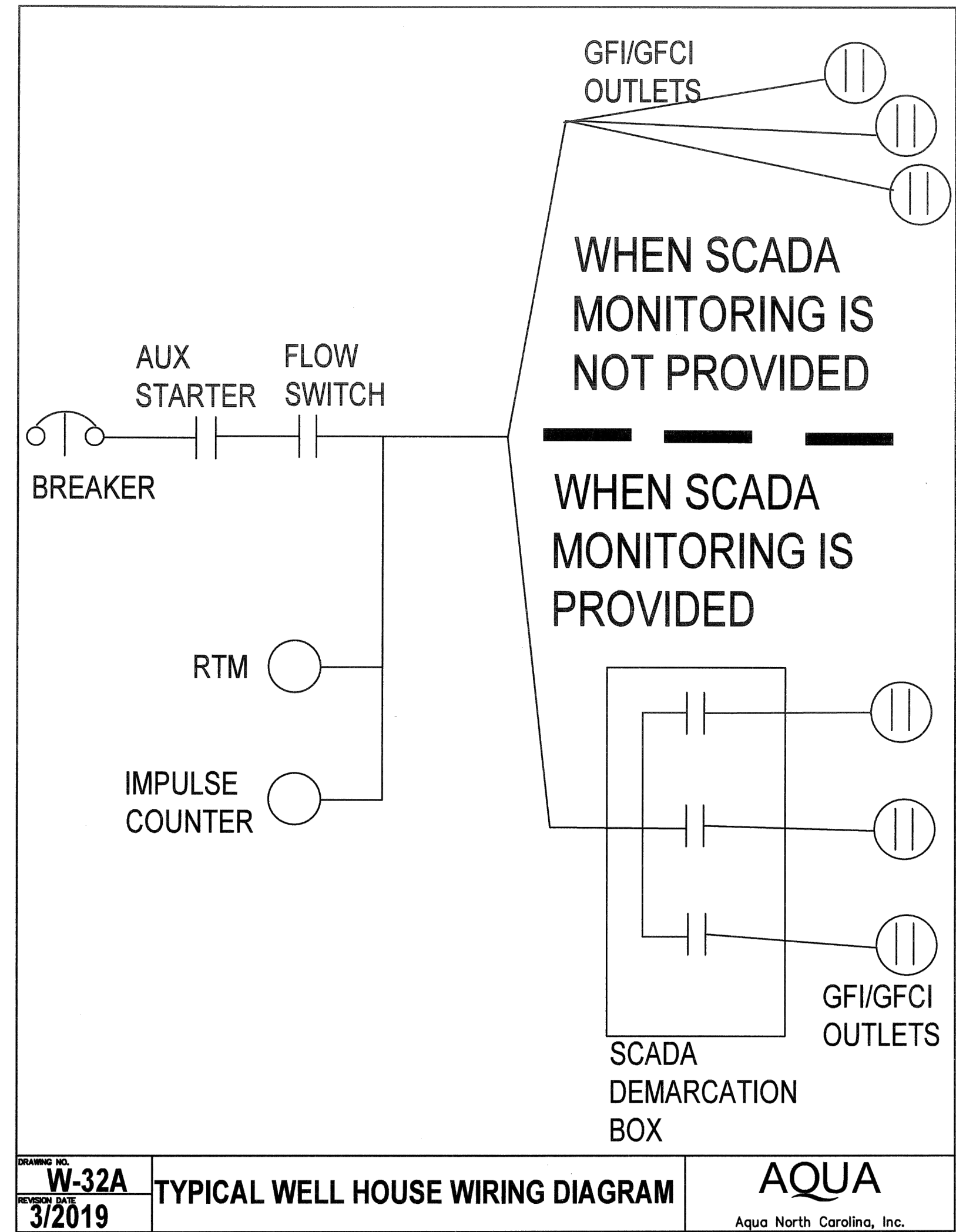
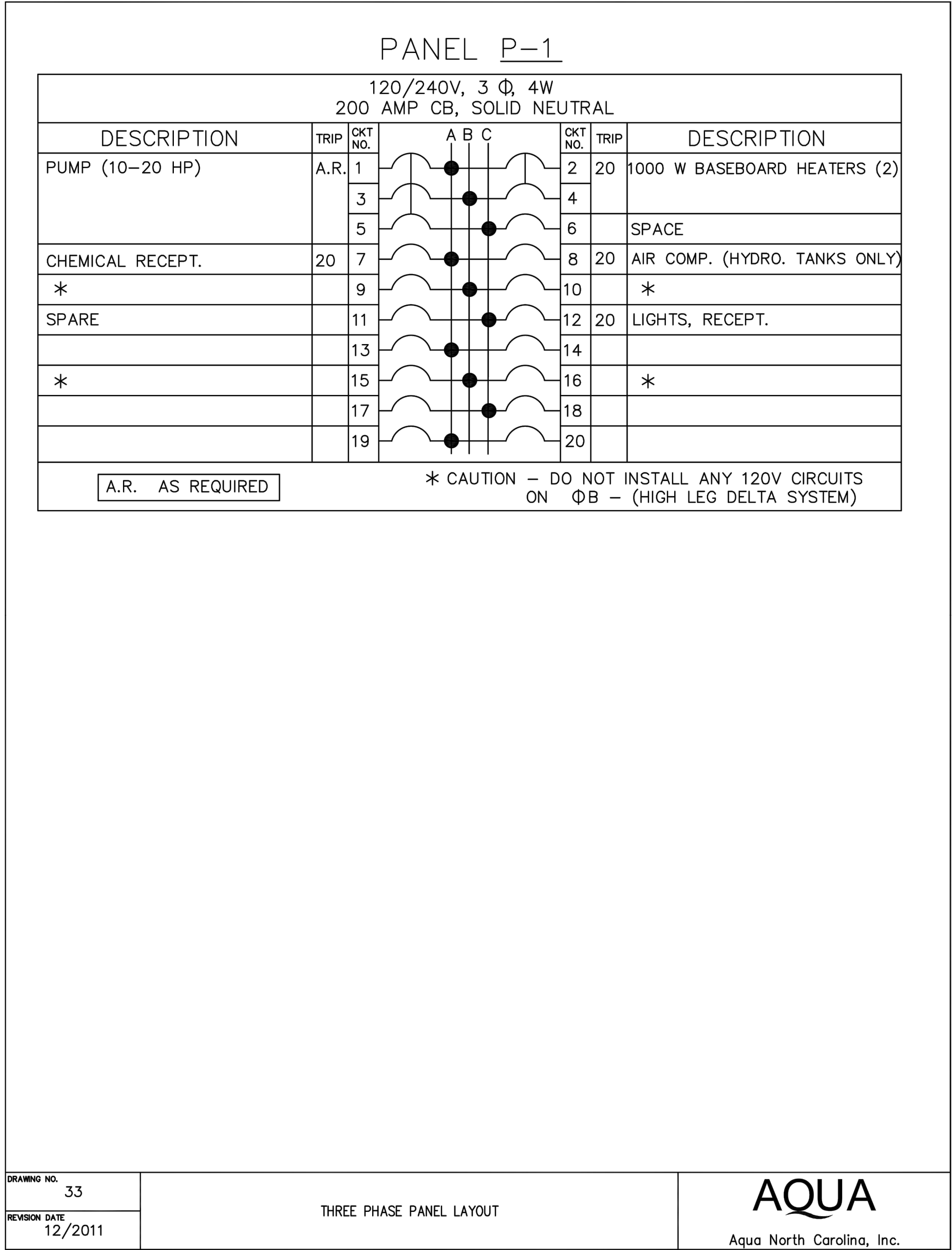
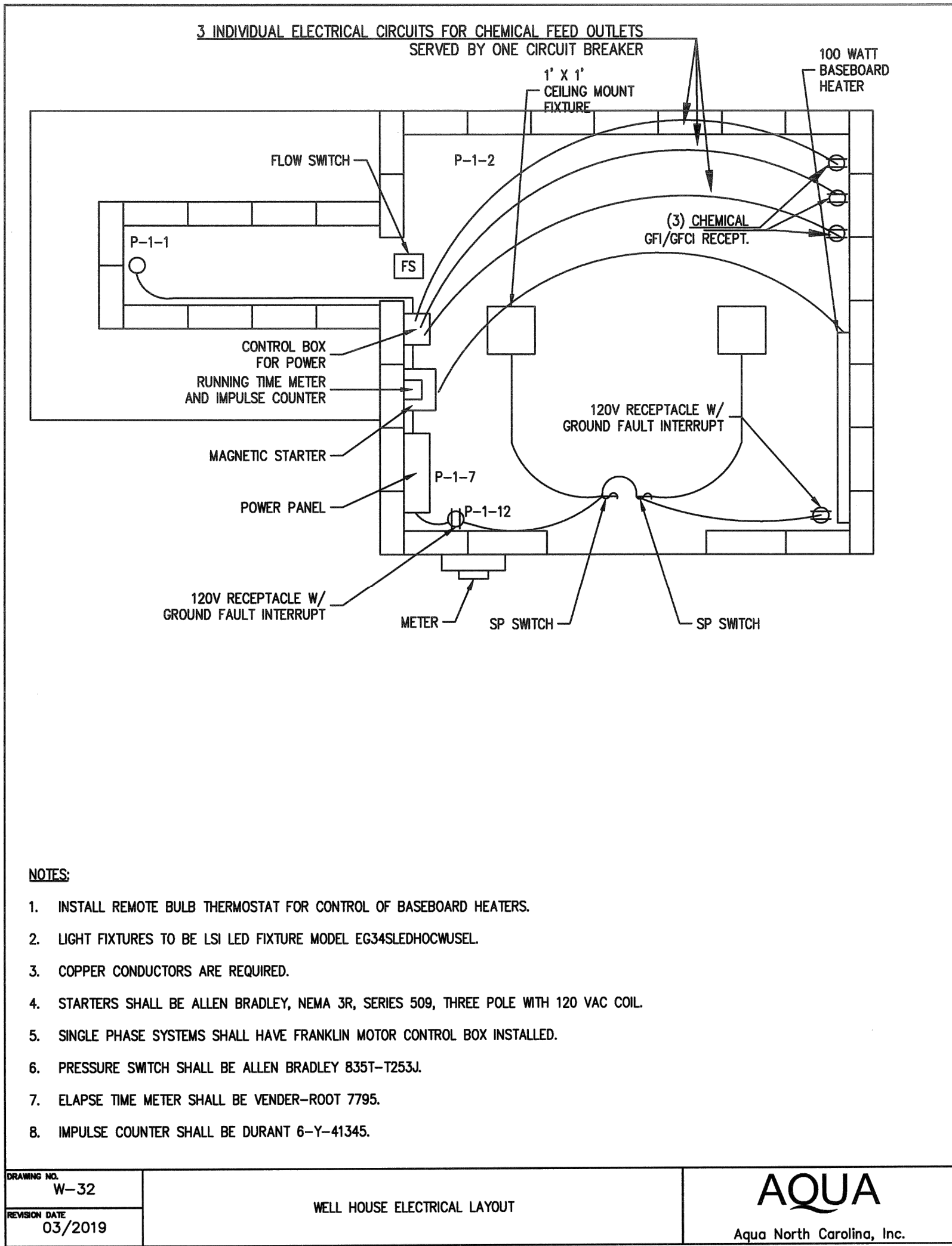
SCALE: AS SHOWN			
DATE: DECEMBER 2020			
DESIGNED: JXL			
DRAWN: JXL			
CHECKED: KN			
NO.	DATE	REVISION	INIT.

WELL RELOCATION —
FAIRVIEW WOODED ACRES

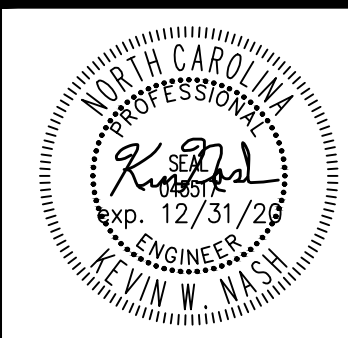
CONNECTION DETAIL

DRAWING
PM-02

SHEET 10 OF 11



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SCALE: AS SHOWN

DATE: DECEMBER 2020

DESIGNED: JXL

DRAWN: JXL

CHECKED: KN

NO.	DATE	REVISION	INIT.		

WELL RELOCATION -
FAIRVIEW WOODED ACRES

ELECTRICAL DETAILS

DRAWING
E-01

SHEET 11 OF 11



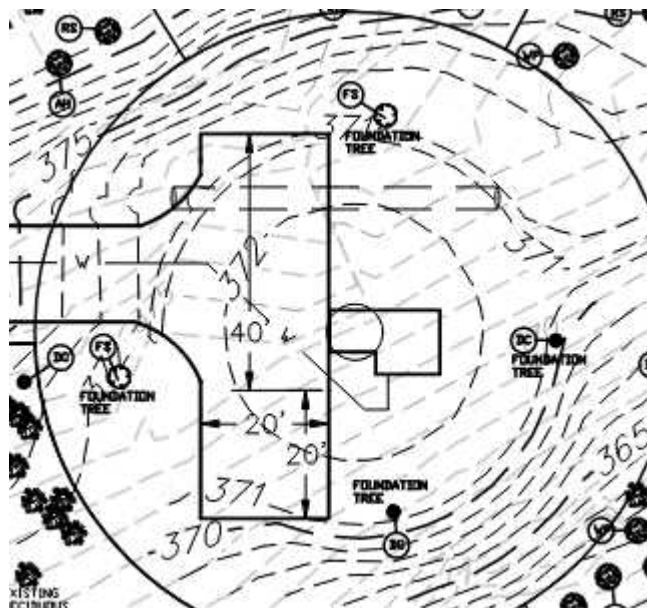
8601 Six Forks Rf, Forum 1 Suite 700
Raleigh, NC 27615
Phone 919.878.9560
www.rkk.com

MEMORANDUM

Date: November 19, 2020
To: Elizabeth Goodson
By: Kevin Nash, PE
Re: Fairview Wooded Acres – Well Replacement
Special Exemption Use [Project Number - 20-DP-15/20-SEU-12]

This memorandum is meant to convey the need to relocate the foundation plantings away from the building.

The owner, Aqua NC, will be required to access the area adjacent to the well house for maintenance activities. Planting trees/shrubs close to the building will negatively impact the maintenance operations. The four proposed plantings as shown below in the clip from the plan sheet show the proposed location of the plantings to achieve the PUV for the foundation plants.



The evergreen trees will be American Holly species and the deciduous trees will be fruitless sweet gum species.

Please feel free to contact me with any additional questions.

Kevin Nash, PE
919-249-2627
knash@rkk.com





STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

November 30, 2020

TIP NO.: R-2721A
DESCRIPTION: NC-540 - Triangle Expressway Southeast Extension from NC 55 Bypass
to East of SR 1152 (Holly Springs Road)

Ms. Melissa Sigmund
Current Planning Manager
Town of Holly Springs
P.O. Box 8
Holly Springs, NC 27540

SUBJECT: Aqua Well Site in Fairview Wooded Acres

Dear Ms. Sigmund,

I am following up on the staff review comments for the replacement well for Aqua North Carolina in Fairview Wooded Acres. In the section under "Draft Conditions of Approval", comment #1 is "This site includes area for the proposed NC-540 corridor. Please provide documentation prior to construction drawing submittal from NCDOT of their review and concurrence of this plan with respect to the NC-540 corridor." NCDOT staff has reviewed and approved the construction drawings for the well site.

If I can provide you with any information that you need please let me know.

Sincerely,



Director of Highway Operations
Turnpike Authority

C: Robert Hoffman, PE
Donna Jackson, P.E.
Todd Lapham
Kevin Nash, P.E.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
TURNPIKE AUTHORITY
1578 MAILE SERVICE CENTER
RALEIGH, NORTH CAROLINA 27699-1578

Telephone: (919) 7072705
Fax: (919) 715-5511
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NORTH CAROLINA 27601

GRANTOR: NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
GRANTEE: AQUA NORTH CAROLINA, LLC
EXHIBIT A

ACCESS EASEMENT

COMMENCING AT AN EXISTING IRON PIPE MARKING THE NORTHEAST PROPERTY CORNER OF LOT 12 OF THE FAIRVIEW WOODED ACRES SUBDIVISION AS RECORDED IN BOOK OF MAPS 1970 PAGE 230 IN THE OFFICE OF THE WAKE COUNTY REGISTER OF DEEDS; SAID IRON PIPE HAVING NORTH CAROLINA GRID COORDINATES (U.S. SURVEY FEET) N=700400.03 AND E=2062145.34. THENCE ALONG THE NORTHERN PROPERTY LINE OF SAID LOT 12 NORTH 89 DEGREES 20 MINUTES 11 SECONDS WEST FOR A DISTANCE OF 7.45 FEET TO THE POINT AND PLACE OF BEGINNING OF THIS AQUA NORTH CAROLINA, LLC ACCESS EASEMENT. THENCE CONTINUING ALONG SAID LINE NORTH 89 DEGREES 20 MINUTES 11 SECONDS WEST FOR A DISTANCE OF 191.94 FEET. THENCE NORTH 01 DEGREES 41 MINUTES 17 SECONDS EAST FOR A DISTANCE OF 30.03 FEET. THENCE SOUTH 89 DEGREES 20 MINUTES 11 SECONDS EAST FOR A DISTANCE OF 194.88 FEET. THENCE AROUND A CURVE TO THE LEFT HAVING A RADIUS OF 100.00 FEET, AN ARC LENGTH OF 30.34 FEET, AND A CHORD BEARING AND DISTANCE SOUTH 07 DEGREES 15 MINUTES 50 SECONDS WEST FOR 30.22 FEET TO THE POINT AND PLACE OF BEGINNING. THIS EASEMENT CONTAINS 5784 SQUARE FEET (0.133 ACRES) IN AREA. REFERENCE IS HEREBY MADE TO THE ATTACHED EASEMENT PLAT PREPARED BY RK&K DATED OCTOBER 7, 2020.

I, DAVID M. SHEEHAN, CERTIFY THAT UNDER MY SUPERVISION, THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FROM DEEDS. THIS PLAT WAS PREPARED IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA, COMPLIES WITH G.S. 47-30 (F)(11)(C)(4) A PROPOSED EASEMENT FOR THE PUBLIC UTILITY AS DEFINED IN G.S. 62-3, AND MEETS THE ATTACHMENT RULES OF N.C.G.S. 47-30 PARAGRAPH (M)(1).

David Sheehan

Digitally signed by David Sheehan
DN: cn=David Sheehan, ou=Raleigh, ou=N.C., ou=UsersAccounts,
c=US, email=dsheehan@rkk.com, o=Rummel, Klepper & Kahl, LLP
Reason: I attest to the accuracy and integrity of this document
Date: 2020.10.07 09:33:04-0400

DAVID M. SHEEHAN

L-5300

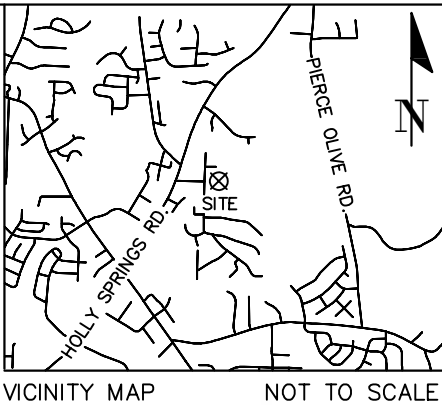
10-07-2020

NOTES:

- 1.) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES IN U.S. SURVEY FEET.
2.) THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, AGREEMENTS, AND RIGHTS-OF-WAY OF RECORD.
3.) AREA COMPUTED BY COORDINATE METHOD.
4.) THIS PROPERTY MAY BE LOCATED WITHIN A FEMA SPECIAL FLOOD HAZARD AREA AS SHOWN ON C.I.D. NO. 372007600J, PANEL 0760 EFFECTIVE MAY 2, 2006.
5.) THE N.C. GRID COORDINATES SHOWN WERE DETERMINED USING REAL TIME KINEMATIC GPS OBSERVATIONS TAKEN ON THE DATE OF THIS SURVEY.
6.) THIS WELL PROTECTIVE EASEMENT SHALL INCLUDE THE RIGHT TO TAKE ANY ACTION NECESSARY TO EFFECT COMPLIANCE WITH THE PROVISIONS OF ALL APPLICABLE LAWS AND REGULATIONS GOVERNING WATER QUALITY STANDARDS AND CONTAINMENT LEVELS FOR PUBLIC WATER SUPPLIES, IN ORDER TO MAINTAIN, PRESERVE OR RESTORE THOSE STANDARDS IN THE WATER SUPPLY CONTAINED WITHIN THE WELLS.

NCDOT DATUM

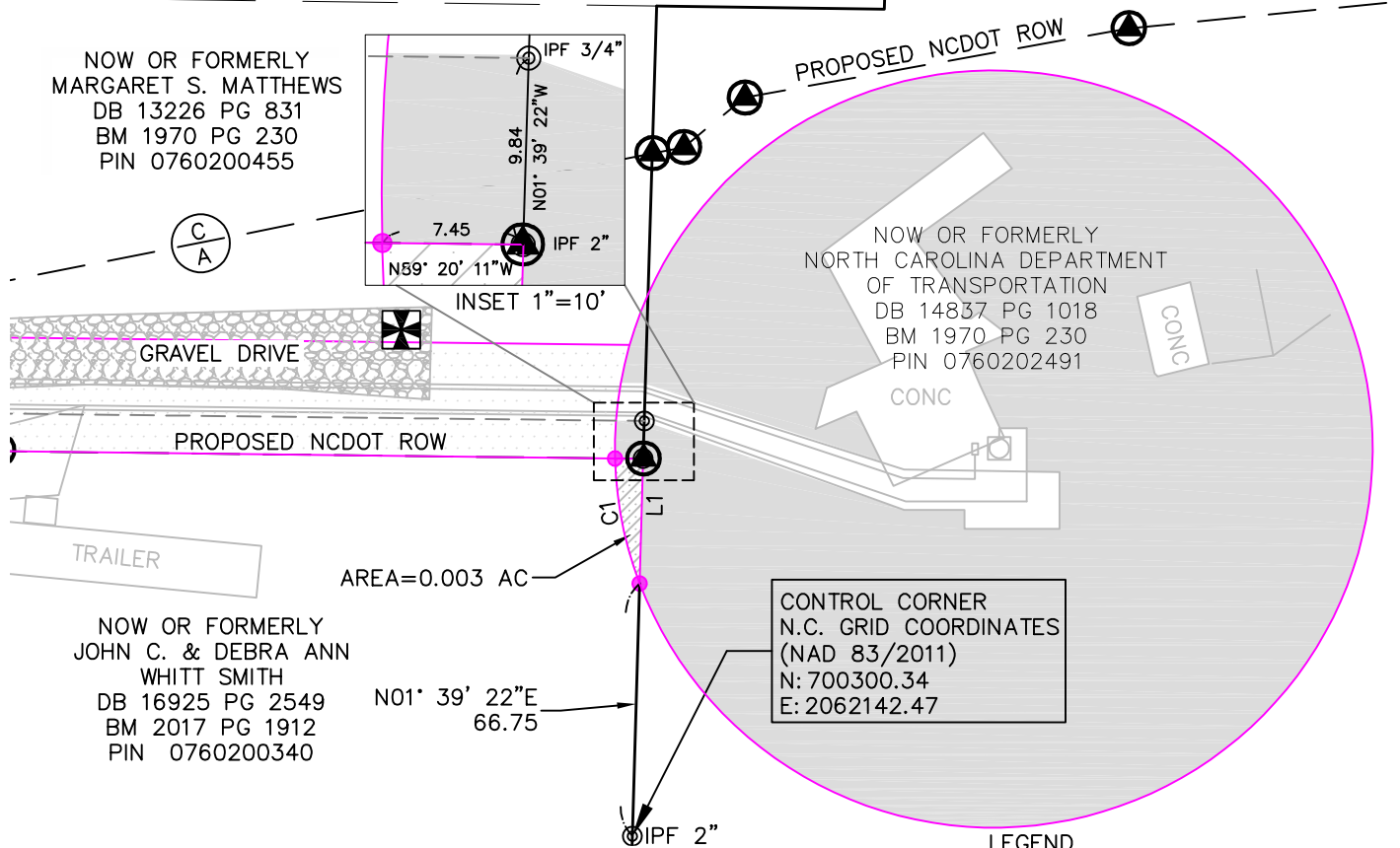
THE LOCALIZED COORDINATE SYSTEM DEVELOPED FOR THIS PROJECT IS BASED ON THE NAD 1983 (CONUS) 2011 STATE PLANE COORDINATES FOR NCDOT MONUMENT "R2721AZ-1" WITH A NORTHING OF 697986.54 EASTING OF 2070504.81 THE AVERAGE COMBINED FACTOR USED ON THIS PROJECT (GROUND TO GRID) IS 0.99988804.



SUNRISE AVE.
(60' PUBLIC R/W)

AREA IN EASEMENT TO BE ACQUIRED

NCDOT =0.003 AC±
TOTAL AREA TO BE ACQUIRED =0.003 AC±



LEGEND

- ⊙ IPF IRON PIPE FOUND
● IRON PIPE SET
--- OLD PROPERTY LINE
- - - PROPERTY LINE (NOT SURVEYED)
___ PROPERTY LINE (SURVEYED)
___ RIGHT-OF-WAY LINE
⊙ C A PROPOSED CONTROLLED ACCESS
⊙ PROPOSED NCDOT MONUMENT
⊙ DUKE ENERGY SIREN POLE
▨ UTILITY EASEMENT
▨ ACCESS EASEMENT
▨ NON-CONTAMINATION EASEMENT



Line Table—Existing Easement		
Line	Length	Bearing
L1	32.98	S01° 39' 22"W

Curve Table				
Curve #	Length	Radius	Chord	Bearing
C1	33.84	100.00	33.68	N11° 07' 21"W



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Ph: 919.878.9560

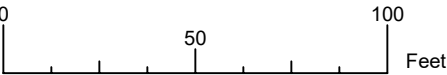
Contact: Keith Skinner, PE

NON-CONTAMINATION EASEMENT: AQUA, NORTH CAROLINA, INC.

DATE: 10-07-2020

DRAWN BY: DMS

PANTHER BRANCH TOWNSHIP



WAKE COUNTY

SCALE 1"=50'

CHECKED BY: NJB

NORTH CAROLINA

GRANTOR: NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
GRANTEE: AQUA NORTH CAROLINA, LLC
EXHIBIT A

NON-CONTAMINATION EASEMENT

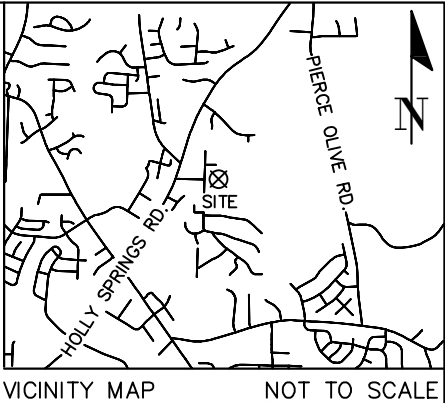
COMMENCING AT AN EXISTING IRON PIPE MARKING THE FORMER SOUTHEAST PROPERTY CORNER OF LOT 12 OF THE FAIRVIEW WOODED ACRES SUBDIVISION AS RECORDED IN BOOK OF MAPS 1970 PAGE 230 IN THE OFFICE OF THE WAKE COUNTY REGISTER OF DEEDS; SAID IRON PIPE HAVING NORTH CAROLINA GRID COORDINATES (U.S. SURVEY FEET) N=700300.34 AND E=2062142.47. THENCE ALONG THE EAST PROPERTY LINE OF SAID LOT 12 NORTH 01 DEGREES 39 MINUTES 22 SECONDS EAST FOR A DISTANCE OF 66.75 FEET TO THE POINT AND PLACE OF BEGINNING OF THIS AQUA NORTH CAROLINA, LLC NON-CONTAMINATION EASEMENT. THENCE CONTINUING ALONG SAID LINE NORTH 01 DEGREES 39 MINUTES 22 SECONDS EAST FOR A DISTANCE OF 32.98 FEET TO AN EXISTING IRON PIPE; SAID PIPE MARKING THE NORTHEAST PROPERTY CORNER OF SAID LOT 12. THENCE ALONG THE NORTH LINE OF SAID LOT 12 NORTH 89 DEGREES 20 MINUTES 11 SECONDS WEST FOR A DISTANCE OF 7.45 FEET TO AN EXISTING IRON PIPE. THENCE LEAVING THE NORTHERN LINE OF SAID LOT 12 AROUND A CURVE TO THE LEFT HAVING A RADIUS OF 100.00 FEET, AN ARC LENGTH OF 33.84 FEET AND A CHORD BEARING AND DISTANCE OF SOUTH 11 DEGREES 07 MINUTES 21 SECONDS EAST FOR 33.68 FEET TO THE POINT AND PLACE OF BEGINNING. THIS EASEMENT CONTAINS 155 SQUARE FEET (0.003 ACRES) IN AREA. REFERENCE IS HEREBY MADE TO THE ATTACHED EASEMENT PLAT PREPARED BY RK&K DATED OCTOBER 7, 2020.

I, DAVID M. SHEEHAN, CERTIFY THAT UNDER MY SUPERVISION, THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FROM DEEDS. THIS PLAT WAS PREPARED IN ACCORDANCE WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA, COMPLIES WITH G.S. 47-30 (F)(11)(C)(4) A PROPOSED EASEMENT FOR THE PUBLIC UTILITY AS DEFINED IN G.S. 62-3, AND MEETS THE ATTACHMENT RULES OF N.C.G.S. 47-30 PARAGRAPH (M)(1).

DAVID M. SHEEHAN L-5300 10-07-2020

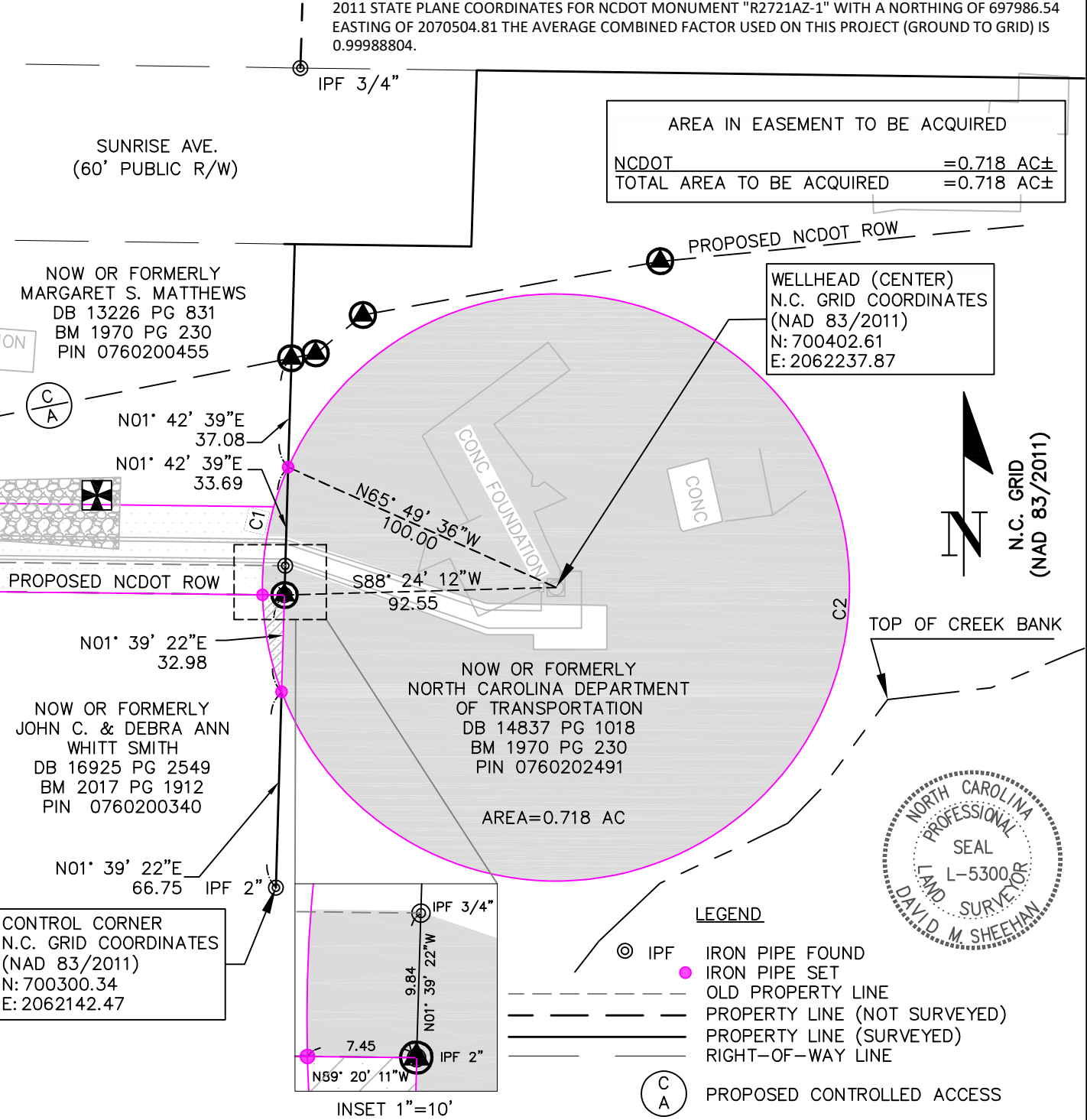
NOTES:

- 1.) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES IN U.S. SURVEY FEET.
- 2.) THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, AGREEMENTS, AND RIGHTS-OF-WAY OF RECORD.
- 3.) AREA COMPUTED BY COORDINATE METHOD.
- 4.) THIS PROPERTY MAY BE LOCATED WITHIN A FEMA SPECIAL FLOOD HAZARD AREA AS SHOWN ON C.I.D. NO. 372007600J, PANEL 0760 EFFECTIVE MAY 2, 2006.
- 5.) THE N.C. GRID COORDINATES SHOWN WERE DETERMINED USING REAL TIME KINEMATIC GPS OBSERVATIONS TAKEN ON THE DATE OF THIS SURVEY.



NCDOT DATUM

THE LOCALIZED COORDINATE SYSTEM DEVELOPED FOR THIS PROJECT IS BASED ON THE NAD 1983 (CONUS) 2011 STATE PLANE COORDINATES FOR NCDOT MONUMENT "R2721AZ-1" WITH A NORTHING OF 697986.54 EASTING OF 2070504.81 THE AVERAGE COMBINED FACTOR USED ON THIS PROJECT (GROUND TO GRID) IS 0.99988804.



CONTROL CORNER
N.C. GRID COORDINATES
(NAD 83/2011)
N: 700300.34
E: 2062142.47

Curve Table				
Curve #	Length	Radius	Chord	Bearing
C1	44.68	100.00	44.31	N11° 22' 21"E
C2	549.79	100.00	76.52	N01° 40' 47"E

LEGEND

- ⊙ IPF IRON PIPE FOUND
- IRON PIPE SET
- - - OLD PROPERTY LINE
- ___ PROPERTY LINE (NOT SURVEYED)
- ___ PROPERTY LINE (SURVEYED)
- ___ RIGHT-OF-WAY LINE
- (C/A) PROPOSED CONTROLLED ACCESS
- ⊙ PROPOSED NCDOT MONUMENT
- ⊠ DUKE ENERGY SIREN POLE
- UTILITY EASEMENT
- ACCESS EASEMENT
- NON-CONTAMINATION EASEMENT



8601 SIX FORKS ROAD, FORUM 1 SUITE 700
Raleigh, NC 27615
www.rkk.com
Ph: 919.878.9560 Contact: Keith Skinner, PE

UTILITY EASEMENT: AQUA, NORTH CAROLINA, INC.

DATE: 10-07-2020
DRAWN BY: DMS
PANTHER BRANCH TOWNSHIP WAKE COUNTY NORTH CAROLINA
SCALE 1"=50'
CHECKED BY: NJB

GRANTOR: NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
GRANTEE: AQUA NORTH CAROLINA, LLC
EXHIBIT A

UTILITY EASEMENT

COMMENCING AT AN EXISTING IRON PIPE MARKING THE FORMER SOUTHEAST PROPERTY CORNER OF LOT 12 OF THE FAIRVIEW WOODED ACRES SUBDIVISION AS RECORDED IN BOOK OF MAPS 1970 PAGE 230 IN THE OFFICE OF THE WAKE COUNTY REGISTER OF DEEDS; SAID IRON PIPE HAVING NORTH CAROLINA GRID COORDINATES (U.S. SURVEY FEET) N=700300.34 AND E=2062142.47. THENCE ALONG THE EAST PROPERTY LINE OF SAID LOT 12 NORTH 01 DEGREES 39 MINUTES 22 SECONDS EAST FOR A DISTANCE OF 66.75 FEET TO THE POINT AND PLACE OF BEGINNING OF THIS AQUA NORTH CAROLINA, LLC UTILITY EASEMENT. THENCE CONTINUING ALONG SAID LINE NORTH 01 DEGREES 39 MINUTES 22 SECONDS EAST FOR A DISTANCE OF 32.98 FEET TO AN EXISTING IRON PIPE; SAID PIPE MARKING THE NORTHEAST PROPERTY CORNER OF SAID LOT 12. THENCE ALONG THE NORTH LINE OF SAID LOT 12 NORTH 89 DEGREES 20 MINUTES 11 SECONDS WEST FOR A DISTANCE OF 7.45 FEET TO AN IRON STAKE SET. THENCE LEAVING THE NORTHERN LINE OF SAID LOT 12 AROUND A CURVE TO THE RIGHT HAVING A RADIUS OF 100.00 FEET, AN ARC LENGTH OF 44.68 FEET AND A CHORD BEARING AND DISTANCE OF NORTH 11 DEGREES 22 MINUTES 21 SECONDS EAST FOR 44.31 FEET TO AN IRON STAKE SET AT THE FORMER PROPERTY LINE COMMON WITH LOT 11 OF THE AFOREMENTIONED FAIRVIEW WOODED ACRES SUBDIVISION AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. THENCE LEAVING SAID LINE AROUND A CURVE TO THE RIGHT HAVING A RADIUS OF 100.00 FEET, AN ARC LENGTH OF 549.79 FEET AND A CHORD BEARING AND DISTANCE OF SOUTH 01 DEGREES 40 MINUTES 47 SECONDS WEST FOR 76.52 FEET TO THE POINT AND PLACE OF BEGINNING. THIS EASEMENT CONTAINS 31261 SQUARE FEET (0.718 ACRES) IN AREA. REFERENCE IS HEREBY MADE TO THE ATTACHED EASEMENT PLAT PREPARED BY RK&K DATED OCTOBER 7, 2020.

TOWN OF HOLLY SPRINGS VARIANCE OF DEVELOPMENT STANDARDS PACKET

DPM Appendix #A.16
Supplement #14
April 2018



General Information

A Concept Plan Review Meeting must be held a minimum of five (5) business days prior to but no more than 8 weeks prior to the Petition Submittal Deadline as specified on the Board of Adjustment review calendar. Please email hsplanning@hollyspringsnc.us to schedule a Concept Meeting. For more information, contact the Department of Planning & Zoning at (919) 557-3908.

The full review procedures for Variance of Development Standards can be found in the *Town of Holly Springs Development Procedures Manual*.

FOR MORE INFORMATION:

Current Fee Schedule: <http://www.hollyspringsnc.us/planning>

Review Process: Town of Holly Springs Development Procedures Manual (DPM) - Section 7

Review Calendar: See Town of Holly Springs Development Procedures Manual (DPM) Appendix 1.
Board of Adjustment Review Schedule

The DPM is available for purchase in the Department of Planning & Zoning or on-line at:
<http://www.hollyspringsnc.us/planning>

Submittal Requirements

All information required as part of your petition must be provided in both hardcopy original and in PDF format to the FTP website. (i.e. transmittal, applications, maps, special studies, etc.) with each review. Please submit PDF as 1 file containing the complete submittal and name the file with the project name and date.

Link to FTP website: <http://www.hollyspringsnc.us/PlanningFTP>

Only complete petitions will be processed. The following items must be submitted with the Petition for Variance of Development Standards to be deemed a complete submittal:

- ☐ Petition Form
- ☐ Processing Fees (make check payable to: Town of Holly Springs)
- ☐ Detailed Findings of Fact for Variance of Development Standards, consistent with the UDO
- ☐ Site Plans, photos, studies, appraisals, property surveys, or other documentation to provide evidence regarding the justification for the Variance request- 1 copy – plans should not be larger than 11" X 17" and folded to 8-1/2" X 11".

Quasi-Judicial Public Hearings

During a quasi-judicial hearing, the Board of Adjustment must hold an evidentiary hearing and make its decision based on the written and oral evidence presented. A quasi-judicial decision must be made on facts and evidence and cannot be based on opinions or hearsay. Anyone who speaks during the public hearing must be sworn in under oath. Anything presented to the Board of Adjustment will be collected by the Clerk for permanent records. Please be advised that petitions are not acceptable evidence and cannot be considered.



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VARIANCE OF DEVELOPMENT STANDARDS PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:
<http://www.hollyspringsnc.us/planning>



Variance Request (please be specific)

UDO Section No.: 7.04.D.2.a
 Section Title: Surface of Parking Areas
 Specific Variance Request: Use of a gravel access road in lieu of paving

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

Project Information

Project Name FAIRVIEW WOODED ACRES - WELL RELOCATION

If this project is part of a previously approved plan, please specify:

PUD/Master Plan/Subdivision N/A Shopping Center/Lot # N/AProject Location 106 N CARROLL ST, APEX, NC

Use street address. If none, use the closest intersection

☐ Within Corporate Limits ☒ Within Holly Springs ETJ ☐ Pending AnnexationPIN 0760202491 Real Estate ID 0032653Project Acreage 0.9 Current Zoning R-30Scoping Meeting Date: N/A Concept Meeting Date: 10/22/2020

If the Concept Meeting Date is not within 8 weeks of the submittal date, another Concept Meeting is required prior to submittal.

Petition Contact Information (complete each contact in its entirety- please print or type)

Project Applicant/Contact

(check one) ☐ Owner ☐ Owner's Agent ☒ Design Professional ☐ Developer ☐ Other: _____Name Kevin Nash, PE Company RK&KMailing Address 8601 Six Forks RdCity Raleigh State NC Zip 27615Telephone # (919) 249-2627 E-Mail knash@rkk.comHow would you like to receive staff review comments? ☒ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Developer

Name N/A Company _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone # () E-Mail _____How would you like to receive staff review comments? ☐ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Property Owner

Name Michael Melton Company Aqua North CarolinaMailing Address 202 Mackenan DrCity Cary State _____ Zip _____Telephone # () 877-987-2782 E-Mail MAMelton@aquaamerica.comHow would you like to receive staff review comments? ☒ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

VARIANCE OF DEVELOPMENT STANDARDS FINDINGS OF FACT



You must respond to all findings; please type or print legibly in blue or black ink.

Project Information

Project Name: FAIRVIEW WOODED ACRES - WELL RELOCATION

Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only

Project # _____

Date Received: _____

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**

The variance request is to use 8" thick ABC stone as an access road
in lieu of asphalt or concrete. While not a direct hardship to the
developer, the construction costs will be applied to the users.
Additionally, a hard surface is inviting to those not allowed onsite.

- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**

The plan is provide minimal site development. Construction costs are
applied to the water users. The development funds are applied to the
well construction as much as possible to maintain low water rates for
the community.

- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**

The is the only available location within the community for a
replacement well to be located. No other location in the community
can achieve the NCDEQ requirements for a community well.

- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**

Public safety is secured. this property is not for public access. The
gravel access road will provide less inviting entrance to the property
and help protect the area from contamination.

Certificate of Completion

I certify that all information presented in this petition is accurate to the best of my knowledge and belief. Further, I grant permission for members of the Board of Adjustment and Town Staff to visit the site in question for informational, advertisement, and inspection needs.

Signature of Applicant: _____

Date: _____

Signature of Owner: Michael A. Melton

Date: 12/02/2020

TOWN OF HOLLY SPRINGS VARIANCE OF DEVELOPMENT STANDARDS PACKET

DPM Appendix #A.16
Supplement #14
April 2018



General Information

A Concept Plan Review Meeting must be held a minimum of five (5) business days prior to but no more than 8 weeks prior to the Petition Submittal Deadline as specified on the Board of Adjustment review calendar. Please email hsplanning@hollyspringsnc.us to schedule a Concept Meeting. For more information, contact the Department of Planning & Zoning at (919) 557-3908.

The full review procedures for Variance of Development Standards can be found in the *Town of Holly Springs Development Procedures Manual*.

FOR MORE INFORMATION:

Current Fee Schedule: <http://www.hollyspringsnc.us/planning>

Review Process: Town of Holly Springs Development Procedures Manual (DPM) - Section 7

Review Calendar: See Town of Holly Springs Development Procedures Manual (DPM) Appendix 1.
Board of Adjustment Review Schedule

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Submittal Requirements

All information required as part of your petition must be provided in both hardcopy original and in PDF format to the FTP website. (i.e. transmittal, applications, maps, special studies, etc.) with each review. Please submit PDF as 1 file containing the complete submittal and name the file with the project name and date.

Link to FTP website: <http://www.hollyspringsnc.us/PlanningFTP>

Only complete petitions will be processed. The following items must be submitted with the Petition for Variance of Development Standards to be deemed a complete submittal:

- ☐ Petition Form
- ☐ Processing Fees (make check payable to: Town of Holly Springs)
- ☐ Detailed Findings of Fact for Variance of Development Standards, consistent with the UDO
- ☐ Site Plans, photos, studies, appraisals, property surveys, or other documentation to provide evidence regarding the justification for the Variance request- 1 copy – plans should not be larger than 11" X 17" and folded to 8-1/2" X 11".

Quasi-Judicial Public Hearings

During a quasi-judicial hearing, the Board of Adjustment must hold an evidentiary hearing and make its decision based on the written and oral evidence presented. A quasi-judicial decision must be made on facts and evidence and cannot be based on opinions or hearsay. Anyone who speaks during the public hearing must be sworn in under oath. Anything presented to the Board of Adjustment will be collected by the Clerk for permanent records. Please be advised that petitions are not acceptable evidence and cannot be considered.



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VARIANCE OF DEVELOPMENT STANDARDS PETITION

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<http://www.hollyspringsnc.us/planning>



Variance Request (please be specific)

UDO Section No.: 2.01.B.5.a & 7.06.D.1.c

Section Title: Minimum yards and Minimum building setbacks & Buffer areas Required

Specific Variance Request: _____

A reduction of the 540 setback from 100ft to 95ft for the building. A reduction of the 540 setback from 100ft to 0ft for the access drive. A reduction of the 540 buffer from 20ft to 0ft for the access drive
100'

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ BOA

☐ Town Council

Project Information

Project Name FAIRVIEW WOODED ACRES - WELL RELOCATION

If this project is part of a previously approved plan, please specify: _____

PUD/Master Plan/Subdivision N/A

Shopping Center/Lot # N/A

Project Location 106 N CARROLL ST, APEX, NC

Use street address. If none, use the closest intersection

☐ Within Corporate Limits ☒ Within Holly Springs ETJ ☐ Pending Annexation

PIN 0760202491

Real Estate ID 0032653

Project Acreage 0.9

Current Zoning R-30

Scoping Meeting Date: N/A

Concept Meeting Date: 10/22/2020

If the Concept Meeting Date is not within 8 weeks of the submittal date, another Concept Meeting is required prior to submittal.

Petition Contact Information (complete each contact in its entirety- please print or type)

Project Applicant/Contact

(check one) ☐ Owner ☐ Owner's Agent ☒ Design Professional ☐ Developer ☐ Other: _____

Name Kevin Nash, PE Company RK&K

Mailing Address 8601 Six Forks Rd

City Raleigh State NC Zip 27615

Telephone # (919) 249-2627 E-Mail knash@rk.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Developer

Name N/A Company _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone # () _____ E-Mail _____

How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Property Owner

Name Michael Melton Company Aqua North Carolina

Mailing Address 202 Mackenan Dr

City Cary State _____ Zip _____

Telephone # () 877-987-2782 E-Mail MAMelton@aquaamerica.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

VARIANCE OF DEVELOPMENT STANDARDS FINDINGS OF FACT



You must respond to all findings; please type or print legibly in blue or black ink.

Project Information

Project Name: FAIRVIEW WOODED ACRES - WELL RELOCATION

Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only

Project # _____

Date Received: _____

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**

The variance request is to locate the building within the setbacks. the well is located in the only feasible location in the community and is approximately 95 feet away from the 540 right of way.

- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**

The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100 ft radius around the well.

- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**

This is the only available location within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**

Public safety is secured. this property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

Certificate of Completion

I certify that all information presented in this petition is accurate to the best of my knowledge and belief. Further, I grant permission for members of the Board of Adjustment and Town Staff to visit the site in question for informational, advertisement, and inspection needs.

Signature of Applicant: _____

Date: _____

Signature of Owner: Michael A. Metton

Date: 12/2/2020

TOWN OF HOLLY SPRINGS VARIANCE OF DEVELOPMENT STANDARDS PACKET

DPM Appendix #A.16
Supplement #14
April 2018



General Information

A Concept Plan Review Meeting must be held a minimum of five (5) business days prior to but no more than 8 weeks prior to the Petition Submittal Deadline as specified on the Board of Adjustment review calendar. Please email hsplanning@hollyspringsnc.us to schedule a Concept Meeting. For more information, contact the Department of Planning & Zoning at (919) 557-3908.

The full review procedures for Variance of Development Standards can be found in the *Town of Holly Springs Development Procedures Manual*.

FOR MORE INFORMATION:

Current Fee Schedule: <http://www.hollyspringsnc.us/planning>

Review Process: Town of Holly Springs Development Procedures Manual (DPM) - Section 7

Review Calendar: See Town of Holly Springs Development Procedures Manual (DPM) Appendix 1.
Board of Adjustment Review Schedule

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Submittal Requirements

All information required as part of your petition must be provided in both hardcopy original and in PDF format to the FTP website. (i.e. transmittal, applications, maps, special studies, etc.) with each review. Please submit PDF as 1 file containing the complete submittal and name the file with the project name and date.

Link to FTP website: <http://www.hollyspringsnc.us/PlanningFTP>

Only complete petitions will be processed. The following items must be submitted with the Petition for Variance of Development Standards to be deemed a complete submittal:

- ☐ Petition Form
- ☐ Processing Fees (make check payable to: Town of Holly Springs)
- ☐ Detailed Findings of Fact for Variance of Development Standards, consistent with the UDO
- ☐ Site Plans, photos, studies, appraisals, property surveys, or other documentation to provide evidence regarding the justification for the Variance request- 1 copy – plans should not be larger than 11" X 17" and folded to 8-1/2" X 11".

Quasi-Judicial Public Hearings

During a quasi-judicial hearing, the Board of Adjustment must hold an evidentiary hearing and make its decision based on the written and oral evidence presented. A quasi-judicial decision must be made on facts and evidence and cannot be based on opinions or hearsay. Anyone who speaks during the public hearing must be sworn in under oath. Anything presented to the Board of Adjustment will be collected by the Clerk for permanent records. Please be advised that petitions are not acceptable evidence and cannot be considered.



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VARIANCE OF DEVELOPMENT STANDARDS PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:
<http://www.hollyspringsnc.us/planning>



Variance Request (please be specific)

UDO Section No.: 7.01 Table 7.01-A
 Section Title: Landscaping Types
 Specific Variance Request: To remove the requirement that 75% of PUV must be evergreen trees within buffer segments 4 and 5.

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

Project Information

Project Name FAIRVIEW WOODED ACRES - WELL RELOCATION

If this project is part of a previously approved plan, please specify: _____

PUD/Master Plan/Subdivision N/A Shopping Center/Lot # N/AProject Location 106 N CARROLL ST, APEX, NC

Use street address. If none, use the closest intersection

☐ Within Corporate Limits ☒ Within Holly Springs ETJ ☐ Pending AnnexationPIN 0760202491 Real Estate ID 0032653Project Acreage 0.9 Current Zoning R-30Scoping Meeting Date: N/A Concept Meeting Date: 10/22/2020**If the Concept Meeting Date is not within 8 weeks of the submittal date, another Concept Meeting is required prior to submittal.**

Petition Contact Information (complete each contact in its entirety- please print or type)

Project Applicant/Contact

(check one) ☐ Owner ☐ Owner's Agent ☒ Design Professional ☐ Developer ☐ Other: _____Name Kevin Nash, PE Company RK&KMailing Address 8601 Six Forks RdCity Raleigh State NC Zip 27615Telephone # (919) 249-2627 E-Mail knash@rkk.comHow would you like to receive staff review comments? ☒ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Developer

Name N/A Company _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone # () _____ E-Mail _____

How would you like to receive staff review comments? ☐ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Property Owner

Name Michael Melton Company Aqua North CarolinaMailing Address 202 MacKenan DrCity Cary State _____ Zip _____Telephone # () 877-987-2782 E-Mail MAMelton@aquaamerica.comHow would you like to receive staff review comments? ☒ E-Mail ☐ US MailHow would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

VARIANCE OF DEVELOPMENT STANDARDS

FINDINGS OF FACT



You must respond to all findings; please type or print legibly in blue or black ink.

Project Information

Project Name: FAIRVIEW WOODED ACRES - WELL RELOCATION

Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only

Project # _____

Date Received: _____

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**

The variance request is to provide no trees in Areas 1, 2, 9, 10, and 11 to allow for the access road to get from the street to the proposed well house. Additionally, we request the existing tree cover in Areas 4 and 5 be considered acceptable even though the evergreen need is not met. To meet the evergreen requirement, existing health trees would need to be removed. The existing screening to neighboring house is very good with existing trees.

- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**

The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100 ft radius around the well. this is the only location for the proposed well. The existing trees are very dense in Area 4 and 5 as well as a stream buffer that will provide great screening without evergreen trees.

- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**

The is the only available location within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**

Public safety is secured. this property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

Certificate of Completion

I certify that all information presented in this petition is accurate to the best of my knowledge and belief. Further, I grant permission for members of the Board of Adjustment and Town Staff to visit the site in question for informational, advertisement, and inspection needs.

Signature of Applicant: _____

Date: _____

Signature of Owner: Michael A. Nelson

Date: 12/2/2020

DEVELOPMENT WAIVER/ ALTERNATE COMPLIANCE PACKET



General Information

A Concept Plan Review Meeting must be held in accordance with the Petition Submittal Deadline as specified on the appropriate submittal calendar based upon the type of Petition being submitted. Please email hsplanning@hollyspringsnc.us to schedule a Concept Meeting. For more information, contact the Department of Planning & Zoning at (919) 557-3908.

The full review procedures for all development processes can be found in the *Town of Holly Springs Development Procedures Manual*.

FOR MORE INFORMATION:

Current Fee Schedule:

<http://www.hollyspringsnc.us/planning>

Review Process: Town of Holly Springs Development Procedures Manual (DPM) Section 6.06

Review Calendar: See Town of Holly Springs Development Procedures Manual (DPM) Appendix 1

The DPM is available for purchase in the Department of Planning & Zoning or on-line at:
<http://www.hollyspringsnc.us/planning>

Submittal Requirements

All information required as part of your petition must be provided in both hardcopy original and in PDF format to the FTP website. (i.e. transmittal, applications, maps, special studies, etc.) with each review. Please submit PDF as 1 file containing the complete submittal and name the file with the project name and date. Link to FTP website: <http://www.hollyspringsnc.us/PlanningFTP>

The following items must be submitted with the Petition to be deemed a complete submittal:

- ☐ Petition Form
- ☐ Processing Fees (make check payable to: Town of Holly Springs)
- ☐ Completed Findings of Fact for the specific Waiver/Alternate Compliance Requested
- ☐ Initial submittal is to include; (6) 24" x 36"; (2) 11" x 17"; and (1) PDF version. Please fold all plans to 9" X 12" max.

Note: A separate Petition, Fees, and Findings Sheet is required for each Waiver/Alternate Compliance Requested. Additional plans are not required if submitted in conjunction with a Development Plan Petition.

Types of Waivers/Alternate Compliance:

- ☐ **UDO Section 2.06 or 2.07- Waiver of Architectural and Site Design Requirements in R-MF-8 & R-MF-15**
Waivers of UDO Section 2.06 or 2.07 may only be submitted and considered in connection with the approval of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 2.09- Waiver of Development Requirements for Development Options in the R-30, R-20, R 15, R-10 and R-8 Districts**
Waivers of UDO Section 2.09 may only be submitted and considered in connection with the approval of a Development Plan which incorporates Development Options.
- ☐ **UDO Section 2.10- Waiver of Development Requirements for Infill Development Options in the R-8 District**
Waivers of UDO Section 2.10 may only be submitted and considered in connection with the approval of a Development Plan which incorporates Infill Development Options.

- ☐ **UDO Section 3.03- Alternate Compliance with Architectural and Site Design Requirements in TV**
Waivers of UDO Section 3.03 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 3.03- Waiver of Development Standards in TV**
Waivers of UDO Section 3.03 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☒ **UDO Section 3.08- Alternate Compliance with Architectural and Site Design Requirements in LB, CB, OR, GB**
Waivers of UDO Section 3.08 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 4.05- Alternate Compliance with Architectural and Site Design Requirements in BT, RT, IT**
Waivers of UDO Section 4.05 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 7.01- Alternate Landscape Plan Approval**
- ☐ Alternate Compliance with UDO Section 7.01 may only be submitted and considered in connection with either a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, or as part of a Master Plan or Preliminary Plan for a subdivision. **UDO Section 7.01- Waiver of Required Tree Preservation Requirements**
Waivers of UDO Section 7.01. J may only be submitted and considered in connection with a petition for a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.03- Waiver of Sign Regulations**
Waivers of UDO Section 7.03 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.04- Reduction in the Number of Required Off-Street Parking Spaces**
Requests for a Reduction in Off-Street Parking of UDO Section 7.04 may only be submitted and considered in connection with a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 7.04- Waiver of Off-Street Parking Regulations**
Waivers of UDO Section 7.04 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.05- Waiver of Off-Street Loading Regulations**
Waivers of UDO Section 7.05 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Sections 7.06, 7.07, or 7.08- Waiver of Lot Design and Public Place Reservation, Street Design and Right-of-Way Reservation, or Utility Design and Reservation**
Waivers of UDO Section 7.06, 7.07, or 7.08 (excluding UDO Section 7.06D.4.e – refer to Modifications and Waivers to Riparian Buffer Regulations) may be submitted and considered in connection with the approval of a development petition as set forth in UDO [Section 9.09 – Decision Matrix](#)
- ☐ **UDO Section 7.09- Waiver of Pedestrian Circulation & Vehicular Area Design Requirements**
Waivers of UDO Section 7.09 may only be submitted and considered in connection with either a petition for zoning map change, as part of.

Development Waiver and Alternate Compliance Packet

☐ **UDO Sections 9.05, B.- Waiver of Platting, Project Construction Drawing Approval, Recombination and Vacation Procedures**

Waivers of UDO Section 9.05, B., 12., may be submitted and considered in connection with the approval of a development petition as set forth in UDO Section 9.09 – Decision Matrix.

☐ **DPM Section 1- Waiver of Voluntary Annexation**

Waivers of DPM Section 1 may be submitted and considered in connection with a petition for a Planned Unit Development Master Plan; a Master Plan or Preliminary Plan for a subdivision; a Development Plan for Architectural and Site Design Review; a Final Plat; or a Minor Subdivision.



Town of Holly Springs

128 S. Main Street
P.O. Box 8
Holly Springs, NC 27540

Department of Planning & Zoning
919.557.3908
www.hollyspringsnc.us/planning

Department of Engineering
919.557.3938
www.hollyspringsnc.us/engineering

Department of Parks & Recreation
919.557.3930
www.hollyspringsnc.us/parks

WAIVER/ALTERNATE COMPLIANCE PETITION



The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule: www.hollyspringsnc.us/planning

Waiver/Alternate Compliance Type (check one)

- ☐ UDO Section 1.23 – Request for Incentives for the Preservation, Rehabilitation, or Adaptive Reuse of Historic Structures
☐ UDO Section 2.06 or 2.07- Waiver of Architectural and Site Design Requirements in R-MF-8 & R-MF-15
☐ UDO Section 2.09– Waiver of Development Requirements for Development Options in the R-30, R-20, R 15, R-10 and R-8 Districts
☐ UDO Section 2.10– Waiver of Development Requirements for Infill Development Options in the R-8 District
☐ UDO Section 3.03- Alternate Compliance with Architectural and Site Design Requirements in TV
☐ UDO Section 3.03- Alternate Compliance with Development Standards in TV
☒ UDO Section 3.08- Alternate Compliance with Architectural and Site Design Requirements in LB, CB, OR, GB
☐ UDO Section 4.05- Alternate Compliance with Architectural and Site Design Requirements in BT, RT, IT
☐ UDO Section 7.01- Alternate Landscape Plan Approval
☐ UDO Section 7.01- Waiver of Required Tree Preservation Requirements
☐ UDO Section 7.03- Waiver of Sign Regulations
☐ UDO Section 7.04- Reduction in the Number of Required Off-Street Parking Spaces
☐ UDO Section 7.04- Waiver of Off-Street Parking Regulations
☐ UDO Section 7.05- Waiver of Off-Street Loading Regulations
☐ UDO Sections 7.06, 7.07, or 7.08- Waiver of Lot Design, Street Design, or Utility Design
☐ UDO Section 7.09- Waiver of Pedestrian Circulation & Vehicular Area Design Requirements
☐ UDO Sections 9.05, B.- Waiver of Platting, Project Construction Drawing Approval, Recombination and Vacation Procedures
☐ DPM Section 1- Waiver of Voluntary Annexation

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

Project Information

Identify the project associated with this Waiver/Alternate Compliance request

Associated Project Name:	Fairview Wooded Acres - Well Relocation	Associated Project Number:
--------------------------	---	----------------------------

Waiver/Alternate Compliance Request

Specific Request: (provide additional sheets if necessary)

Request waiver for architectural standards and landscaping standards. Request waiver for landscape architect and architect seals on the drawings.

Contact Information

Waiver/Alternate Compliance Contact

Name Kevin Nash, PE Company RK&K

Mailing Address 8601 Six Forks Rd, Forum 1, Suite 700

City Raleigh State NC Zip 27615

Telephone # (919) 249-2627 E-Mail knash@rkk.com

How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail

How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

TOWN OF HOLLY SPRINGS
UDO SECTION 3.08 OR 4.05: ALTERNATE COMPLIANCE WITH ARCHITECTURAL
AND SITE DESIGN REQUIREMENTS IN LB, CB, OR, GB & BT, RT, IT
FINDINGS OF FACT

DPM Appendix #A.06
Supplement #15
December 2018



Please print responses in blue or black ink or typewrite.

A petition for Alternate Compliance may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or describe the unique conditions that would enable the decision making body to make a written determination that:

Findings of Fact

- (1) **The proposed development represents the use of (building materials, building massing and façade treatment, building orientation, signs, landscaping, lighting or open space which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;**

The proposed well house will match the existing well house, located across the street from this proposed location. The proposed facility is located in a well screened area not readily seen from the adjacent properties. The proposed color will help the facility blend into the surroundings.

For DPZ Use only

Project # _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

- (2) **The proposed development will be compatible with and will enhance the use or value of area properties;**

The proposed building and site are compatible to the immediate area and will not reduce the nearby property values. The proposed well house is located in a pre-manufactured home community. The limited scope of this project does not require the services of an architect or landscape architect.

- (3) **The proposed development is consistent with the intent of the Comprehensive Plan; and,**

The proposed well is required to replace an existing well to be demolished. This proposed well will allow for the community to maintain the proper water supply for the given number of existing EDUs.

- (4) **The proposed development is consistent with the intent and purpose of this UDO.**

The UDO provides for the presence of non-municipal utilities. This particular instance is the replacement of an existing utility to the benefit of the community.

Certificate of Completion

I certify that all information presented in this petition is accurate to the best of my knowledge and belief.

Signature: _____ Kevin Nash

Digitally signed by Kevin Nash
DN: C=US, E=knash@rkk.com, O=RK&K, OU=Environmental,
CN=Kevin Nash
Date: 2020.12.02 11:19:05-00'

Date: _____

DEVELOPMENT WAIVER/ ALTERNATE COMPLIANCE PACKET



General Information

A Concept Plan Review Meeting must be held in accordance with the Petition Submittal Deadline as specified on the appropriate submittal calendar based upon the type of Petition being submitted. Please email hsplanning@hollyspringsnc.us to schedule a Concept Meeting. For more information, contact the Department of Planning & Zoning at (919) 557-3908.

The full review procedures for all development processes can be found in the *Town of Holly Springs Development Procedures Manual*.

FOR MORE INFORMATION:

Current Fee Schedule:

<http://www.hollyspringsnc.us/planning>

Review Process: Town of Holly Springs Development Procedures Manual (DPM) Section 6.06

Review Calendar: See Town of Holly Springs Development Procedures Manual (DPM) Appendix 1

The DPM is available for purchase in the Department of Planning & Zoning or on-line at:
<http://www.hollyspringsnc.us/planning>

Submittal Requirements

All information required as part of your petition must be provided in both hardcopy original and in PDF format to the FTP website. (i.e. transmittal, applications, maps, special studies, etc.) with each review. Please submit PDF as 1 file containing the complete submittal and name the file with the project name and date. Link to FTP website: <http://www.hollyspringsnc.us/PlanningFTP>

The following items must be submitted with the Petition to be deemed a complete submittal:

- ☐ Petition Form
- ☐ Processing Fees (make check payable to: Town of Holly Springs)
- ☐ Completed Findings of Fact for the specific Waiver/Alternate Compliance Requested
- ☐ Initial submittal is to include; (6) 24" x 36"; (2) 11" x 17"; and (1) PDF version. Please fold all plans to 9" X 12" max.

Note: A separate Petition, Fees, and Findings Sheet is required for each Waiver/Alternate Compliance Requested. Additional plans are not required if submitted in conjunction with a Development Plan Petition.

Types of Waivers/Alternate Compliance:

- ☐ **UDO Section 2.06 or 2.07- Waiver of Architectural and Site Design Requirements in R-MF-8 & R-MF-15**
Waivers of UDO Section 2.06 or 2.07 may only be submitted and considered in connection with the approval of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 2.09- Waiver of Development Requirements for Development Options in the R-30, R-20, R 15, R-10 and R-8 Districts**
Waivers of UDO Section 2.09 may only be submitted and considered in connection with the approval of a Development Plan which incorporates Development Options.
- ☐ **UDO Section 2.10- Waiver of Development Requirements for Infill Development Options in the R-8 District**
Waivers of UDO Section 2.10 may only be submitted and considered in connection with the approval of a Development Plan which incorporates Infill Development Options.

- ☐ **UDO Section 3.03- Alternate Compliance with Architectural and Site Design Requirements in TV**
Waivers of UDO Section 3.03 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 3.03- Waiver of Development Standards in TV**
Waivers of UDO Section 3.03 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 3.08- Alternate Compliance with Architectural and Site Design Requirements in LB, CB, OR, GB**
Waivers of UDO Section 3.08 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 4.05- Alternate Compliance with Architectural and Site Design Requirements in BT, RT, IT**
Waivers of UDO Section 4.05 may only be submitted and considered in connection with either a petition for zoning map change or as part of a Development Plan for Architectural and Site Design Review.
- ☒ **UDO Section 7.01- Alternate Landscape Plan Approval**
- ☐ Alternate Compliance with UDO Section 7.01 may only be submitted and considered in connection with either a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, or as part of a Master Plan or Preliminary Plan for a subdivision. **UDO Section 7.01- Waiver of Required Tree Preservation Requirements**
Waivers of UDO Section 7.01. J may only be submitted and considered in connection with a petition for a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.03- Waiver of Sign Regulations**
Waivers of UDO Section 7.03 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, as part of a Development Plan for Development Options, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.04- Reduction in the Number of Required Off-Street Parking Spaces**
Requests for a Reduction in Off-Street Parking of UDO Section 7.04 may only be submitted and considered in connection with a Development Plan for Architectural and Site Design Review.
- ☐ **UDO Section 7.04- Waiver of Off-Street Parking Regulations**
Waivers of UDO Section 7.04 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Section 7.05- Waiver of Off-Street Loading Regulations**
Waivers of UDO Section 7.05 may only be submitted and considered in connection with either a petition for zoning map change, as part of a Development Plan for Architectural and Site Design Review, or as part of a Master Plan or Preliminary Plan for a subdivision.
- ☐ **UDO Sections 7.06, 7.07, or 7.08- Waiver of Lot Design and Public Place Reservation, Street Design and Right-of-Way Reservation, or Utility Design and Reservation**
Waivers of UDO Section 7.06, 7.07, or 7.08 (excluding UDO Section 7.06D.4.e – refer to Modifications and Waivers to Riparian Buffer Regulations) may be submitted and considered in connection with the approval of a development petition as set forth in UDO Section 9.09 – Decision Matrix
- ☐ **UDO Section 7.09- Waiver of Pedestrian Circulation & Vehicular Area Design Requirements**
Waivers of UDO Section 7.09 may only be submitted and considered in connection with either a petition for zoning map change, as part of.

Development Waiver and Alternate Compliance Packet

☐ **UDO Sections 9.05, B.- Waiver of Platting, Project Construction Drawing Approval, Recombination and Vacation Procedures**

Waivers of UDO Section 9.05, B., 12., may be submitted and considered in connection with the approval of a development petition as set forth in UDO Section 9.09 – Decision Matrix.

☐ **DPM Section 1- Waiver of Voluntary Annexation**

Waivers of DPM Section 1 may be submitted and considered in connection with a petition for a Planned Unit Development Master Plan; a Master Plan or Preliminary Plan for a subdivision; a Development Plan for Architectural and Site Design Review; a Final Plat; or a Minor Subdivision.



Town of Holly Springs

128 S. Main Street
P.O. Box 8
Holly Springs, NC 27540

Department of Planning & Zoning
919.557.3908
www.hollyspringsnc.us/planning

Department of Engineering
919.557.3938
www.hollyspringsnc.us/engineering

Department of Parks & Recreation
919.557.3930
www.hollyspringsnc.us/parks

WAIVER/ALTERNATE COMPLIANCE PETITION



The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule: www.hollyspringsnc.us/planning

Waiver/Alternate Compliance Type (check one)

- ☐ UDO Section 1.23 – Request for Incentives for the Preservation, Rehabilitation, or Adaptive Reuse of Historic Structures
☐ UDO Section 2.06 or 2.07- Waiver of Architectural and Site Design Requirements in R-MF-8 & R-MF-15
☐ UDO Section 2.09– Waiver of Development Requirements for Development Options in the R-30, R-20, R 15, R-10 and R-8 Districts
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☐ UDO Section 3.03- Alternate Compliance with Development Standards in TV
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☐ UDO Section 7.01- Waiver of Required Tree Preservation Requirements
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☐ UDO Section 7.04- Reduction in the Number of Required Off-Street Parking Spaces
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☐ UDO Section 7.05- Waiver of Off-Street Loading Regulations
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☐ UDO Sections 9.05, B.- Waiver of Platting, Project Construction Drawing Approval, Recombination and Vacation Procedures
☐ DPM Section 1- Waiver of Voluntary Annexation

For DPZ Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

Project Information

Identify the project associated with this Waiver/Alternate Compliance request

Associated Project Name:	Fairview Wooded Acres - Well Relocation	Associated Project Number:
--------------------------	---	----------------------------

Waiver/Alternate Compliance Request

Specific Request: (provide additional sheets if necessary)

Request waiver for foundation planting to be relocated away from the building to allow for maintenance vehicles to access the building on all sides.

Contact Information

Waiver/Alternate Compliance Contact

Name Kevin Nash, PE Company RK&K
 Mailing Address 8601 Six Forks Rd, Forum 1, Suite 700
 City Raleigh State NC Zip 27615
 Telephone # (919) 249-2627 E-Mail knash@rkk.com
 How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
 How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

TOWN OF HOLLY SPRINGS
UDO SECTION 3.08 OR 4.05: ALTERNATE COMPLIANCE WITH ARCHITECTURAL
AND SITE DESIGN REQUIREMENTS IN LB, CB, OR, GB & BT, RT, IT
FINDINGS OF FACT

DPM Appendix #A.06
Supplement #15
December 2018



Please print responses in blue or black ink or typewrite.

A petition for Alternate Compliance may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or describe the unique conditions that would enable the decision making body to make a written determination that:

Findings of Fact

- (1) **The proposed development represents the use of (building materials, building massing and façade treatment, building orientation, signs, landscaping, lighting or open space which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;**

The foundations planting will be planted away from the foundation but screening of the building will be maintained.

For DPZ Use only

Project # _____

Date Received:

☐ Initial ☐ Revised ☐ Final

- (2) **The proposed development will be compatible with and will enhance the use or value of area properties;**

The proposed foundation plantings are compatible to the immediate area and will not reduce the nearby property values. The proposed well house is located in a pre-manufactured home community.

- (3) **The proposed development is consistent with the intent of the Comprehensive Plan; and,**

. This proposed well will allow for the community to maintain the proper water supply for the given number of existing EDUs.

- (4) **The proposed development is consistent with the intent and purpose of this UDO.**

The UDO provides for the presence of non-municipal utilities. This particular instance is the replacement of an existing utility to the benefit of the community.

Certificate of Completion

I certify that all information presented in this petition is accurate to the best of my knowledge and belief.

Signature: Kevin Nash

Digitally signed by Kevin Nash
DN: C=US, E=knash@rkk.com, O=RK&K, OU=Environmental,
CN=Kevin Nash
Date: 2020.12.02 11:20:46-05'00'

Date: _____



THE TOWN OF

Holly Springs

Resolution No.: 21-01

Date Adopted: January 19, 2021

Effective Date: January 19, 2021

**RESOLUTION OF THE TOWN OF HOLLY SPRINGS TOWN COUNCIL
MAKING FINDINGS OF FACT FOR
SPECIAL EXCEPTION USE (20-SEU-12);
VARIANCE OF DEVELOPMENT STANDARDS (setbacks) (20-VARTC-14);
VARIANCE OF DEVELOPMENT STANDARDS (setbacks) (20-VARTC-15);
VARIANCE OF DEVELOPMENT STANDARDS (landscape) (20-VARTC-16)
WAIVERS FOR ARCHITECTURAL AND DESIGN REQUIREMENTS (20-WAV-32);
IN ASSOCIATION WITH DEVELOPMENT PETITION 20-DP-15 FOR
FAIRVIEW WOODED ACRES WELL SITE**

WHEREAS, the Town of Holly Springs Town Council adopted *Town of Holly Springs Unified Development Ordinance* ("UDO") in November 2002; and

WHEREAS, pursuant to NCGS §§160A-361 & 388 and the UDO, the town council of Holly Springs ("Town Council") has the authority to grant special exception uses, variances, and waivers if competent and substantial evidence is presented by the Petitioner which allows the Town Council to find as a fact that conditions either currently exist or may exist after implementation of conditions by the Town Council. Such findings are each of the following:

Special Exception Use Findings of Fact:

A special exception use may only be granted upon the presentation of sufficient evidence to enable a written determination that:

- a. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;
- b. The proposed use will not injure or adversely affect the adjacent area;
- c. The proposed use will be consistent with the character of the district, land uses authorized therein, and the Town of Holly Springs Comprehensive Plan;
- d. The proposed use shall conform to all development standards of the applicable district (unless a waiver of such development standards is requested as part of the special exception use petition and approved as set forth above, in which case the proposed use shall conform to the terms and conditions of such waiver).
- e. Access drives or driveways are or will be sufficient in size and properly located to: ensure automotive and pedestrian safety and convenience, traffic flow as set forth in Section 7.09 – Pedestrian Circulation and Vehicular Area Design; and, control and access in case of fire or other emergency;
- f. Off-street parking areas, off-street loading areas, trash enclosures, trash pick-up and removal, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;
- g. The lot, building or structure proposed for the use has adequate restroom facilities, cooking facilities, safety equipment (smoke alarms, floatation devices, etc.), or any

- other service or equipment necessary to provide for the needs of those persons whom may work at, visit or own property nearby to the proposed use;
- h. Utilities, schools, fire, police and other necessary public and private facilities and services will be adequate to handle the needs of the proposed use;
 - i. The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts; and,
 - j. The type, size, and intensity of the proposed use (including but not limited to such considerations as the hours of operation and numbers of people who are likely to utilize or be attracted to the use) will not have significant adverse impacts on adjoining properties or the neighborhood.

Variance Findings of Fact:

A *variance* may be granted by the Board if competent and substantial evidence is presented by the applicant which persuades the Board to either reach each of the following conclusions independently or be reasonably able to meet these conclusions upon implementation of conditions by the Board:

1. Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.
2. The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.
3. The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.
4. The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.

Waiver for Alternate Compliance with Architectural Design Requirements Findings of Fact:

A petition for a waiver of regulations of UDO Section 3.08, A., waiver for Alternate Compliance with Architectural Design Requirements may only be granted upon the presentation of sufficient evidence to enable a written determination that:

1. The proposed development represents the use of building materials, building massing and façade treatment, building orientation, signs, landscaping, lighting or open space which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;
2. The proposed development will be compatible with and will enhance the use or value of area properties;
3. The proposed development is consistent with the intent of the Comprehensive Plan; and,
4. The proposed development is consistent with the intent and purpose of this UDO.

WHEREAS, the Town Council has heard sworn testimony and has accepted and entered the Petitioner's written findings of fact into the minutes (Exhibit A) and have received site plans and elevations depicting the requested WAIVERS (Exhibit B) for the following requested Special Exception Uses, Variance of Development Standards, & Waivers:

Part 1: Special Exception Use (20-SEU-12)

Request to allow for a Special Exception Use as specified in Unified Development Ordinance Section 2.01 R-30 Residential District to allow for a Non-municipal Water Treatment Plant in the R-30 Residential District at the property located at 106 N Carroll Street, Wake County PIN 0760202491.

Part 2: Variance (20-VARTC-14)

Request to allow a Variance of Development Standards of UDO Section 7.04 D., 2. Surface of Parking Areas, to allow for a variance of the asphalt, concrete, or other hard surface material requirement for all required off-street parking areas and any driveway, interior access driveway or interior access drive to and from such off-street parking in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

Part 3: Variance (20-VARTC-15)

20-VARTC-15: Request to allow a Variance of Development Standards of UDO Section 2.01 B. 5. a. & 7.06 D. 1 c., Minimum Yards and Minimum Building Setbacks & Buffer Areas Required, to allow for a reduction of the 540 setback from 100' to 95' for the building. A reduction of the 540 setback from 100' to 0' for the access drive. A reduction of the 100' buffer to 0' for the access drive. These requests are in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

Part 4: Variance (20-VARTC-16)

20-VARTC-16: Request to allow a Variance of Development Standards of UDO Section 7.01 Table 7.01-A, Landscaping Types, to remove the requirement that 75% of PUV must be evergreen trees within buffer segments 4 and 5 in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

Part 5: Alternate Compliance with Architectural Design Requirements (20-WAV-32)

Request to allow for a Waiver of Regulations of UDO Section 3.08, A., 1., C. Primary Façade Building Materials, and Building Massing and Façade Treatment, to allow alternate compliance with the architectural design requirements in association with Development Plan Petition #20-DP-15 for Fairview Well Site.

WHEREAS, the Town Council has received competent and substantial evidence and has therefore found the Petitioner's written findings of fact. The Town Council finds that the Petitioner's findings of fact to be consistent with the public testimony received on the requested Special Exception Uses, Variance of Development Standards, & Waivers, and therefore the Town Council is able to reach conclusions independently (Exhibit C) or be reasonably able to meet the conclusions on the Findings of Fact upon implementation of conditions listed on Exhibit D to this Resolution.

THEREFORE, BE IT RESOLVED by the Town Council to make and accept the Findings of Fact for Special Exception Use (20-SEU-12); Variance Of Development Standards (20-VARTC-15); Variance Of Development Standards (20-VARTC-16); Waivers For Architectural And Design Requirements (20-WAV-32); as submitted by RKK on behalf of Aqua North Carolina and NCDOT.

Adopted by the Holly Springs Town Council on this, the 19th day of January, 2021.

Town of Holly Springs by

ATTEST:

Dick Sears, Mayor

Linda McKinney, Town Clerk



RESOLUTION EXHIBIT A

Part 1: Special Exception Use (20-SEU-12) Findings of Fact Submitted By Petitioner

Project Information:

Project Name: Fairview Wooded Acres Well Relocation



Special Exception Use:

UDO Section No.: 2.01.A.2.6 Communication/Utilities

Special Exception Use: non-municipal community well

Specific Special Exception Use Request:

Replacement of an existing community well that is being taken out of service due to the construction of 540 roadway project.

For DPZ Use only

Project # _____

Date Received: _____

Findings of Fact:

A petition for Special Exception Use may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

(1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare:

The proposed use is meant to aid in the public health, to provide clean drinking water to the existing community. The existing well is currently located on the opposite side of N Carroll St.

(2) The proposed use will not injure or adversely affect the adjacent area or property values therein:

The proposed use will not injure or adversely affect the adjacent area or property values. The proposed facility will be screened from adjacent property. Typical operation will require no more frequent operation's personnel than the existing well.

(3) The proposed use will be consistent with the character of the district, land uses authorized therein, and the Town of Holly Springs Comprehensive Plan:

The proposed use will be consistent with the existing community well system. The proposed facility will have the same exterior construction as the existing well house and be better screened than the existing well house.

(4) The proposed use shall conform to all development standards of the applicable district (unless a waiver of such development standards is requested as part of the special exception use petition and approved by the Town Council in which case the proposed use shall conform to the terms and conditions of such waiver):

The proposed use will conform to the development standards with the exception of the following requested waivers: waiver of shrubs immediately adjacent to building face, and hard surface driving and parking.

(5) Access drives or driveways are or will be sufficient in size and properly located to: ensure automotive and pedestrian safety and convenience, traffic flow as set forth in Section 7.09 – Pedestrian Circulation and Vehicular Area Design; and, control and access in case of fire or other emergency:

The proposed facility will not be accessible to the public. a single parking space is to be provided, the access road will be 15 feet wide with a hammerhead turnaround at the building for fire/rescue vehicle access.

Part 2: Variance (20-VARTC-14) Findings of Fact Submitted By Petitioner

Project Name: FAIRVIEW WOODED ACRES - WELL RELOCATION



Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only

Project # 20-VARTC-14

Date Received:

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**
The variance request is to use 8" thick ABC stone as an access road
in lieu of asphalt or concrete. While not a direct hardship to the
developer, the construction costs will be applied to the users.
Additionally, a hard surface is inviting to those not allowed onsite.
- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**
The plan is provide minimal site development. Construction costs are
applied to the water users. The development funds are applied to the
well construction as much as possible to maintain low water rates for
the community.
- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**
The is the only available location within the community for a
replacement well to be located. No other location in the community
can achieve the NCDEQ requirements for a community well.
- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**
Public safety is secured. this property is not for public access. The
gravel access road will provide less inviting entrance to the property
and help protect the area from contamination.

Part 3: Variance (20-VARTC-15) Findings of Fact as Submitted by Petitioner

Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only
Project # **20-VARTC-15**

Date Received:

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**

The variance request is to locate the building within the setbacks. the well is located in the only feasible location in the community and is approximately 95 feet away from the 540 right of way.

- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**

The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100 ft radius around the well.

- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**

The is the only available location within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**

Public safety is secured. this property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

Part 4: Variance (20-VARTC-16) Findings of Fact as Submitted by Petitioner

Project Name: FAIRVIEW WOODED ACRES - WELL RELOCATION



Findings of Fact

A petition for Variance of Development Standards may only be approved upon the presentation of sufficient evidence. Please include as much detailed information or unique conditions that would enable the Board to make a written determination that:

For DPZ Use only
Project # 20-VARTC-16
Date Received:

- (1) **Unnecessary hardship would result from the strict application of the ordinance. It shall not be necessary to demonstrate that, in the absence of the variance, no reasonable use can be made of the property.**

The variance request is to provide no trees in Areas 1, 2, 9, 10, and 11 to allow for the access road to get from the street to the proposed well house. Additionally, we request the existing tree cover in Areas 4 and 5 be considered acceptable even though the evergreen need is not met. To meet the evergreen requirement, existing health trees would need to be removed. The existing screening to neighboring house is very good with existing trees.

- (2) **The hardship results from conditions that are peculiar to the property, such as location, size, or topography. Hardships resulting from personal circumstances, as well as hardships resulting from conditions that are common to the neighborhood or the general public, may not be the basis for granting a variance.**

The well needed to be located between the NCDOT right of way and the stream buffer to achieve a 100 ft radius around the well. this is the only location for the proposed well. The existing trees are very dense in Area 4 and 5 as well as a stream buffer that will provide great screening without evergreen trees.

- (3) **The hardship did not result from actions taken by the applicant or the property owner. The act of purchasing property with knowledge that circumstances exist that may justify the granting of a variance shall not be regarded as a self-created hardship.**

The is the only available location within the community for a replacement well to be located. No other location in the community can achieve the NCDEQ requirements for a community well.

- (4) **The requested variance is consistent with the spirit, purpose, and intent of the ordinance, such that public safety is secured, and substantial justice is achieved.**

Public safety is secured. this property is not for public access. The gravel access road will provide less inviting entrance to the property and help protect the area from contamination.

Part 5: Alternate Compliance with Architectural Design Requirements (20-WAV-32)
Findings of Fact as Submitted by Petitioner

Findings of Fact

For DPZ Use only
Project # 20-WAV-32

Date Received:

☐ Initial ☐ Revised ☐ Final

- (1) **The proposed development represents the use of (building materials, building massing and façade treatment, building orientation, signs, landscaping, lighting or open space which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;**

The proposed well house will match the existing well house, located across the street from this proposed location. The proposed facility is located in a well screened area not readily seen from the adjacent properties. The proposed color will help the facility blend into the surroundings.

- (2) **The proposed development will be compatible with and will enhance the use or value of area properties;**

The proposed building and site are compatible to the immediate area and will not reduce the nearby property values. The proposed well house is located in a pre-manufactured home community. The limited scope of this project does not require the services of an architect or landscape architect.

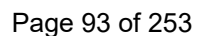
- (3) **The proposed development is consistent with the intent of the Comprehensive Plan; and,**

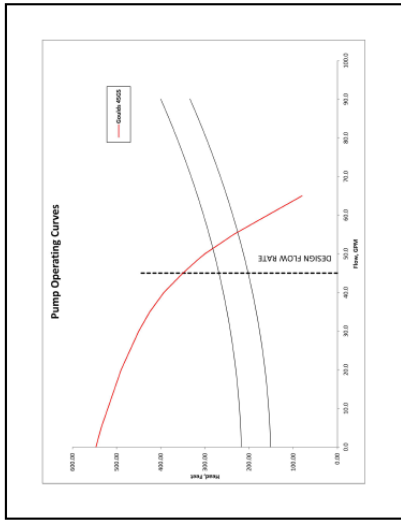
The proposed well is required to replace an existing well to be demolished. This proposed well will allow for the community to maintain the proper water supply for the given number of existing EDUs.

- (4) **The proposed development is consistent with the intent and purpose of this UDO.**

The UDO provides for the presence of non-municipal utilities. This particular instance is the replacement of an existing utility to the benefit of the community.

2021/05 - <https://doi.org/10.1016/j.jclepro.2021.127144> - *Real-time monitoring of water quality in a river using a low-cost sensor network*





NOTES:

1. 5 HP GULDS 35-BIOS SERIES SUBMERSIBLE PUMPS, MODEL # 450550
2. CONTRACTOR TO CONFIRM SODIUM HYPOCHLORITE AND SEQUEST

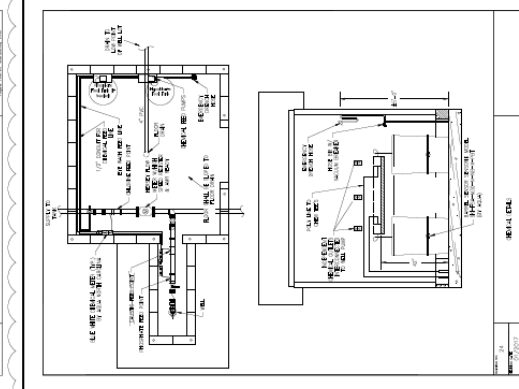
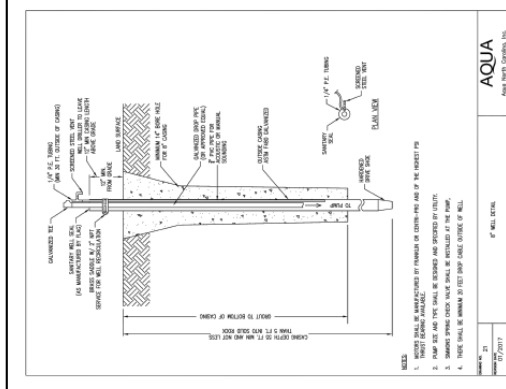
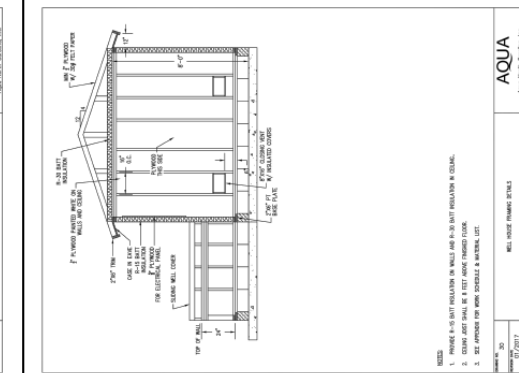
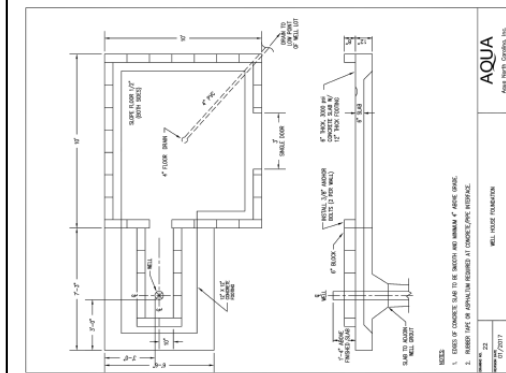
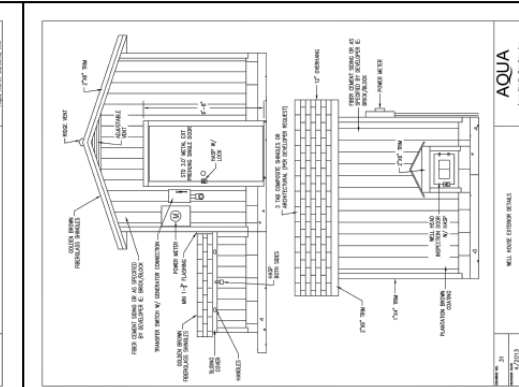
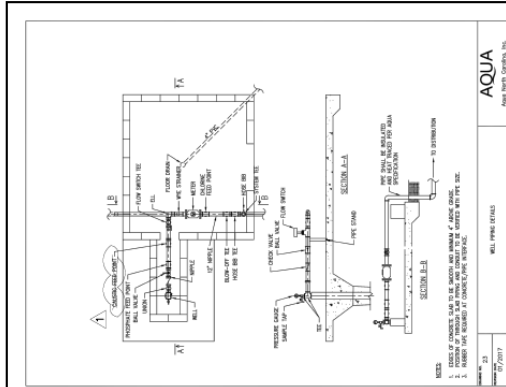
COMPOUNDS ARE NSF 60 CERTIFIED.

DRAWING
PM-01

WELL HOUSE DETAILS

WELL RELOCATION —
FAIRVIEW WOODED ACRES

SHEET 7 OF 9



FOR PERMITTING REVIEW ONLY
— NOT RELEASED FOR
CONSTRUCTION

RESOLUTION EXHIBIT C

TOWN COUNCIL'S FINDINGS OF FACT

The Town Council accepts the findings of fact as presented in Exhibit A unless specified below:

The Town Council made the following additional findings:

Part 1: Special Exception Use (20-SEU-12)

X No additional findings

Part 2: Variance (20-VARTC-14)

X No additional findings

Part 3: Variance (20-VARTC-15)

X No additional findings

Part 4: Variance (20-VARTC-16)

X No additional findings

Part 5: Alternate Compliance with Architectural Design Requirements (20-WAV-32)

X No additional findings

X No additional findings

RESOLUTION EXHIBIT D
CONDITIONS OF APPROVAL

The Town Council added the following conditions in order to adequately make and accept the Findings of Fact:

Part 1: Special Exception Use (20-SEU-12)

1. X All operations must adhere to the evidence submitted by the applicant as stated in the findings of fact submitted and those findings of fact specified by the Town Council in conjunction with 20-SEU-12.

Part 2: Variance (20-VARTC-14)

X No additional conditions

Part 3: Variance (20-VARTC-15)

X No additional conditions

Part 4: Variance (20-VARTC-16)

X No additional conditions

Part 5: Alternate Compliance with Architectural Design Requirements (20-WAV-32)

X No additional conditions

David Sheehan

Digitally signed by David Sheehan
DN: E=d-sheehan@rkk.com, CN=David Sheehan, OU=ralseigh, OU=rkk, OU=UserAccounts, DC=ad, DC=rkk,
DC=com
Reason: I attest to the accuracy and integrity of this document
Date: 2020.10.08 09:22:41 -0400

L-5300

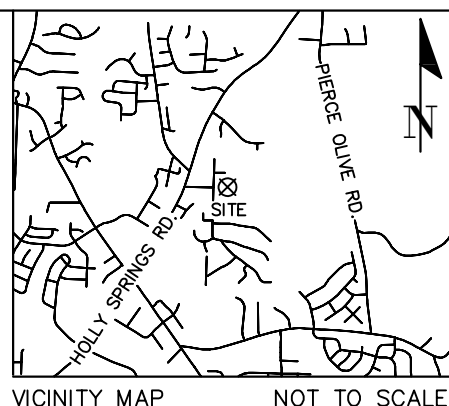
10-07-2020

NOTES:

- 1.) ALL DISTANCES SHOWN ARE HORIZONTAL GROUND DISTANCES IN U.S. SURVEY FEET.
- 2.) THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, AGREEMENTS, AND RIGHTS-OF-WAY OF RECORD.
- 3.) AREA COMPUTED BY COORDINATE METHOD.
- 4.) THIS PROPERTY MAY BE LOCATED WITHIN A FEMA SPECIAL FLOOD HAZARD AREA AS SHOWN ON C.I.D. NO. 372007600J, PANEL 0760 EFFECTIVE MAY 2, 2006.
- 5.) THE N.C. GRID COORDINATES SHOWN WERE DETERMINED USING REAL TIME KINEMATIC GPS OBSERVATIONS TAKEN ON THE DATE OF THIS SURVEY.

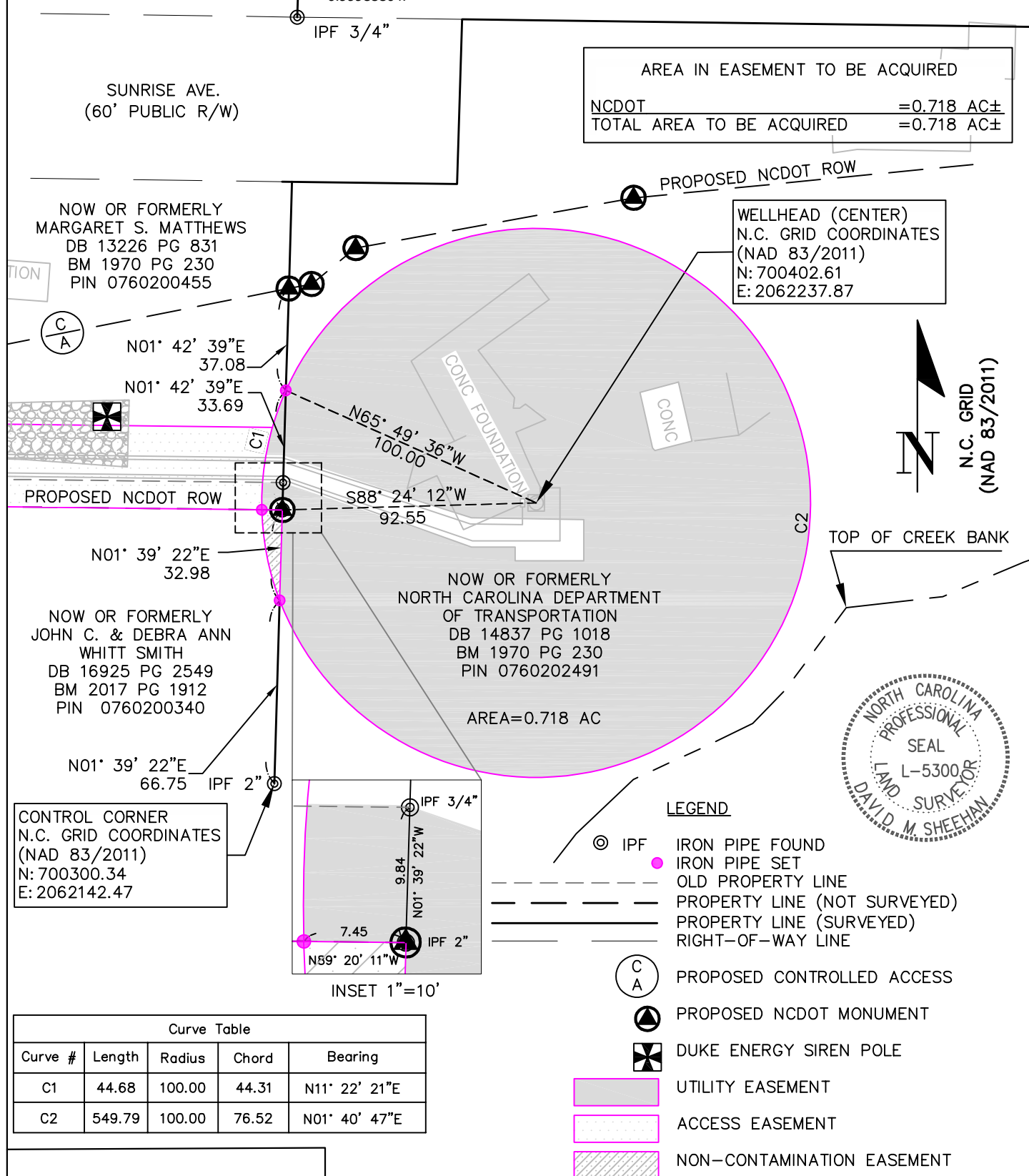
NCDOT DATUM

THE LOCALIZED COORDINATE SYSTEM DEVELOPED FOR THIS PROJECT IS BASED ON THE NAD 1983 (CONUS) 2011 STATE PLANE COORDINATES FOR NCDOT MONUMENT "R2721AZ-1" WITH A NORTHING OF 697986.54 EASTING OF 2070504.81 THE AVERAGE COMBINED FACTOR USED ON THIS PROJECT (GROUND TO GRID) IS 0.99988804.



VICINITY MAP

NOT TO SCALE



Curve Table				
Curve #	Length	Radius	Chord	Bearing
C1	44.68	100.00	44.31	N11° 22' 21"E
C2	549.79	100.00	76.52	N01° 40' 47"E



8601 SIX FORKS ROAD, FORUM 1 SUITE 700
Raleigh, NC 27615

www.rkk.com

Ph: 919.878.9560

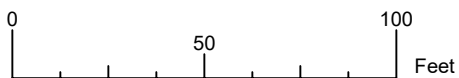
Contact: Keith Skinner, PE

UTILITY EASEMENT: AQUA, NORTH CAROLINA, INC.

DATE: 10-07-2020

DRAWN BY: DMS

PANTHER BRANCH TOWNSHIP



SCALE 1"=50'

CHECKED BY: NJB

NORTH CAROLINA



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda

Title: Approve the minutes of the January 5, 2021 Business Meeting and the January 12, 2021 workshop meeting.

Strategic Priority Area: Organizational Excellence

Staff Resource: Linda McKinney, Town Clerk

Action(s):

Approve the minutes of the Council's business meeting held January 5, 2021 and the workshop meeting held January 12, 2021.

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. 1.5.21 minutes-draft
2. 1.12.21 workshop minutes-draft



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, January 5, 2021 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 four Council members were present in the Chamber and one was present via video conferencing as the meeting opened.

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

Council Members Present via Video Conferencing: Councilman Shaun McGrath
The audio connection with Councilman McGrath was established and verified prior to commencement of the meeting.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *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*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Jim Littleton of Holly Springs United Methodist Church.

4. Agenda Adjustment: The January 5, 2021 meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Kelly
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 in favor of the connection between Promenade and Wildwood Farm Way, and two comments against that connection.

Recognitions

5. Census 2020

Gina Clapp, Development Services, outlined the importance of the decennial Census for state and local government. She said that Holly Springs had the highest self-response rate in Wake County at 85.1%, the 4th highest in the state, and tied for the 390th highest in the nation. She thanked staff members Beth Trautz, Cassie Hack, Tamara Ward, Mark Andrews, Officer Arthur “Jamie” Clark, Officer Joe Harasti, Sonia Delgado, Angela Parsons, Rachel Downey, and Mayor Sears for their work on the Complete Count Committee and other 2020 Census outreach activities. She talked about how the committee had to pivot when COVID struck, and how other municipalities in Wake County called them asking for advice on how to reach their residents.

Council expressed their gratitude and appreciation to Ms. Clapp and the staff that enabled Holly Springs to achieve such a complete count.

6. Retirement Recognition of Gina Clapp

Randy Harrington, Town Manager, said that after more than 20 years with the Town and nearly 28 years in public service, Gina Clapp is retiring on January 8th. She began her career in 1993 as a Planner for the Village of Orland Park, IL. In 1998 she served as a Senior Planner for the Town of Cary, NC. She became Director of Planning and Zoning for Holly Springs in 2000. She is an American Institute of Certified Planners Certified Planner which is a very high standing in the Planning Field. He said that she has been instrumental in growing Holly Springs, and giving it the look and feel it has today. She has been here through three Census Counts. Through the years she has been instrumental in the Town's overall development and such initiatives as the Holly Springs Farmers Market, and awards such as the 2018 Great Main Street-in-the-Making from APA-NC. He thanked her for bringing her passion and her love of the community to the Town. He recognized her husband Gene for supporting her through this journey.

Assistant Town Manager Scott Chase presented her with a plaque of appreciation.

Mayor Sears thanked her for all her work for the Town. Ms. Clapp said a few words about how she became interested in the Town of Holly Springs, and decided to join the team. When she started here there were about 9,000 residents, there was one stop light, and the police all drove 4-wheel drive vehicles because there were so many dirt roads. Now there are restaurants, shops, and a vibrant downtown. She thanked all the managers, Councils and Planning Boards she has worked with. She thanked her staff. She thanked her husband for his support, and said that she looks forward to participating in Town activities in another capacity and from another angle.

Requests and Communications

7. Update on UNC Rex Holly Springs Hospital

Roy Tempke, VP and COO of UNC Rex Holly Springs Hospital said that he has worked for Rex for 28 years, starting as a physical therapist. He spoke of the distribution of hospitals in the UNC system, saying that UNC Rex Holly Springs will be the first hospital in the UNC system to have the new logo. He spoke of the certifications that Rex has, and awards that they have received. He outlined what the new Holly Springs Hospital would offer and showed photos of the progress made and views of what the inside of the hospital will look like. He talked about the community engagement the hospital participates in, and gave an estimated opening time of the end of September, 2021. He said the hospital will bring around 350 new jobs to Holly Springs.

Mayor Sears asked about helicopter access. Mr. Tempke said that there was a helicopter pad, but helicopters will not be stored there.

MPT Berry asked how many of the medical jobs will be filled with Holly Springs residents who work for Rex but are currently driving to other facilities versus how many would be brand new jobs. Mr. Tempke said there is a portal for internal candidates to apply and they will soon be launching a portal for external candidates. There have been about 120 current employees who have expressed an interest in transferring to this facility, many of whom live in Holly Springs. Councilwoman Kelly asked when the non-medical jobs would be advertised. Mr. Tempke said that medical personnel take longer to onboard, so they will be hired first, and housekeeping, etc. will be hired closer to opening, depending on how long it takes to onboard each type of position. He said he would let Mayor Sears know as those jobs become available. Mayor Sears said that this hospital was one of the highest priorities for Holly Springs, and we are very excited to see it open.

8. Comprehensive Transportation Plan (CTP) Update

Emmily Tiampati, Development Services, said that this was to give Council a brief update on the CTP process. She introduced Allison Fluitt from Kimley-Horn who gave a report on the progress of the Comprehensive Transportation Plan update, and a report from the progress of the Steering Committee and stakeholder interviews so far. She discussed the process being followed. She said that Phase 1 of the process continues this month, and the project will move into Phase 2 next month and Phase 2 which will continue into the summer.

She said that the Steering Committee had its first meeting on December 16th and there were 23 attendees. During this meeting they identified today's challenges as growth, funding, and connectivity, and expressed a future vision including cohesive, innovative, safe, and functional transportation systems. They looked at goals from the last CTP from 2011, and ranked the goals identified in that plan. She thanked Council for participating in Stakeholder Interviews and said that some of the things she heard were concerns about connectivity; pedestrian safety, particularly at Avent Ferry Road and Main Street at Hwy 55; space for expanded roads, bicycle, and pedestrian infrastructure; and improving and widening the bridge near the Carolina Springs development.

Ms. Fluitt outlined upcoming outreach including more stakeholder interviews, public workshops, and an online survey. The workshops are on January 20th at noon and January 21st at 6:00 pm. Zoom links for these workshops are already on the Town website. They have already received 328 responses to the online survey. She said other "next steps" would include completing Stakeholder Outreach, completing the State of the Town Report, and conducting further Steering Committee meetings.

9. Comprehensive Annual Financial Report for Fiscal Year July 1, 2019 – June 30, 2020

Antwan Morrison, Finance Director, introduced LeAnn Bagasala Senior Audit Manager of Elliott Davis to give the annual financial report for Fiscal Year 2019-20.

Ms. Bagasala said she was going to speak about auditor communications, the audit process, the Town's financial performance, and then would take questions from Council. She said that there had been no changes in accounting processes, and one restatement of them in order to open a Trust account. She said that depreciation was misstated on 6 vehicles and one other account needed adjustment because it was stated twice, and management made those changes.

Financial highlights include, assessed value for property tax purposes has increased from \$4.38 billion in June of 2019 to \$5.04 billion in June of 2020. Current year *ad valorem* tax collections totaled \$24.24 million, which is an increase of \$3.39 million over the prior year. She said that 99.69% of the levy was collected. The statewide average for municipalities our size is 99.16%. The General Fund Balance is at 29.77% of actual operating expenditures, which is above the 25% required by Town policy. She outlined how much the General Fund Balance and Proprietary Funds have increased over the last five fiscal years.

Ms. Bagasala spoke of the Town's debt position, which is in compliance. The percentage of debt to valuation is at 1.89% with a debt service ratio of 10.3%, both of which are better than Town Policy.

Mr. Morrison said that the key takeaways from this audit are that our property tax collection rates and sales tax revenue were not hurt as badly by COVID-19 as was predicted, the Town has strong financial reserves and solid cash balances, even enough to last through a pandemic. He said this is important because it helps us prepare for the future as a strong municipality.

He said that the Town was awarded the Certificate for Achievement of Excellence in Financial Reporting from the GFOA for 2019, and will be applying for the 2020 GFOA shortly. He offered special thanks to Finance Department staff members, specifically Patty Dressen and Doreen Muentener and the finance staff who carried things through during the interim period.

10. PLANWake: Wake County Comprehensive Plan Update

Sean Ryan, Development Services, introduced Terry Nolan, Wake County Planner, who would present for public review a draft of PLANWake, Wake County's Comprehensive Plan update. Tim Maloney with Wake County (appearing remotely) said that this was an 18-month effort. The current land use plan dates back to the mid-90s and this is a comprehensive update to that plan. It was presented to the Wake County Board of Commissioners in November. Public Feedback is being gathered now, and it will go back before the Board of Commissioners in February.

Ms. Nolan said the Comprehensive Plan would address what policies Wake County wants to have in place over the next 10-15 years to address considerations of rapid growth in population and residential units, increased traffic, and increased poverty. She outlined the process Wake County used to answer these questions and create a draft Comprehensive Plan. Preserving open space

was an important request. Key components include Vision Outcomes that Wake County will be Inclusive and Equitable; Healthy and Active; and Sustainable and Vibrant; a Development Framework that focuses on maintaining rural areas, focusing on transit and walkable centers in urban areas; and performance metrics reported annually - Countywide metrics, Development targets, and Targeted Populations measures.

Ms. Nolan said that high level policies would focus on Urban Service Area Agreements, Extraterritorial Jurisdictions, Water Supply Watersheds, Facilitating Municipal Development, Area Land Use Plans, and Activity Centers.

She discussed the state statutes that govern ETJs and what the Wake County ETJ criteria are, then outlined the changes to those criteria in the draft plan. These changes include encouraging small, more focused requests, requests must align with the Development Framework Map, the criteria no longer measure how much of the existing ETJ has been annexed, and municipalities must demonstrate the ability to extend services, document community engagement, and demonstrate how they are working with the county to achieve comprehensive goals. Municipal Transition Standards is a formalized process to encourage community and Walkable Center areas, to develop under municipal jurisdiction, so that if development requests come in to the County that a municipality could better serve, they will work together with the municipality.

Ms. Nolan then outlined the project schedule for public comment before the County considers approval of the plan in February of 2021.

Council questioned Ms. Nolan on the County's plans to consider the landfill problem in conjunction with planning for growth, as more residents mean more solid waste going to the landfill which is already a problem. There was also discussion surrounding areas where the County's draft map does not correspond to the Town's, how certain areas, such as along Highway 55 could be considered "walkable" and how the County would objectively judge the criteria of a municipality cooperating with the County on their priorities, as municipalities may have other priorities and funding needs. Ms. Nolan said that this was all high level and the details would need to be worked out, but that the County is working with municipalities, they meet quarterly with the planning staff of the municipalities, and if municipalities were facing development pressure, the County would work with them.

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by MPT Berry, a second by Councilwoman Kelly and a unanimous vote. The following actions were affected:

11. Minutes – The Council approved minutes of the Council business meeting held December 15, 2020.

12. America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment/Emergency Response Plan Contract Approval - The Council awarded a contract to Freese and Nichols in the amount of \$130,390 to complete the Town of Holly Springs AWIA Risk and Resilience Assessment and Emergency Response Plan.

OTHER BUSINESS

Mayor Sears said the current COVID 19 cases in the County are 46,759 with 351 deaths, and 1304 in our zip code, and only three deaths. As of today hospitals are very busy. We need to work very hard on the 3Ws to keep our town as safe as possible.

Councilman Villadsen encouraged everyone who was due or overdue for a colonoscopy to get it done this year.

Councilwoman Kelly said that, related to COVID, she was thrilled to see that some of our essential workers are starting to get the vaccine. She is part of the trial for the Novavax vaccine. She asked what was going on with the vaccine rollout in the town. Randy Harrington, Town

Manager, said that the County is the best source of information. There is a link to the County health department from the Town website. Members of the Holly Springs Fire Department started getting vaccinated last week, and the next phase will probably include the Holly Springs Police Department. We are monitoring the COVID situation with our staff and have been very aggressive as far as daily cleanings, employees wearing masks, etc. He said he wants to be safe with our staff. There is a manager's meeting tomorrow. Hospitals are projected perhaps to peak around January 25th and the managers will discuss any adjustments that might be warranted to keep the members of our organization safe. Mayor Sears asked that more information be given about the phases, and how you make an appointment when it is your turn.

Councilman Villadsen asked if the Town had anything on the website to direct residents to the County level for financial aid or assistance, child care needs, or other needs due to COVID. Mr. Harrington said that this information has been on our website since March or April. Staff will look at it to be sure it is as up to date as can be.

MPT Berry said he wanted to follow up on conversations from last fall, relating to permitted election activities. Was there consensus for staff to draft a policy regarding permitted election activities on Town property? There was consensus from Council that that was a good idea.

Secondly, he said that as the Town is looking at budget priorities we need to look into technology for livestreaming meetings and allowing remote participation. He thinks that post-pandemic the public will continue to want meetings streamed, and he would like to look at whether this is the best platform, and how the Town wants to continue streaming. He has had good feedback from residents who like being able to watch the meetings from home.

Councilwoman Kelly agreed that this is an expectation that people now have. Councilman McGrath said he also agreed, and that easy access to the live stream from the transparency portal would be a good idea.

Mr. Harrington thanked them for raising these comments. He said that prior to the holiday the Senior Leadership Team had a debriefing on what we have learned from COVID, and how we have been able to succeed. And we have succeeded, but it has been hard. He gave thanks to the IT Department, because they have worked so hard and done some things that are "duct tape and band aids" but they have made it work. We are looking at technology to make that easier and smoother.

MANAGER'S REPORT

Randy Harrington, Town Manager, said the county has released the landfill survey, and there is a post on the Town website that links to that survey. Staff will try to support that and encourage everyone to fill out the survey. Councilwoman Kelly said to be sure to go the final pages of the survey, which is where the real meaty questions are.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development prospects and incentives and N.C.G.S. 143-318.11(a)(6) to discuss the Town Clerk's and Town Attorney's Annual Reviews. No grants will be made in this closed session.

Motion by: Berry

Second by: Wolff

Vote: Unanimous

General Account of Closed Session:

Economic Director Irena Krstanovic gave Council an update on the new project that the Town is in competition for, and asked for guidance. Council's consensus was for Ms. Krstanovic to continue in negotiations with the company along the lines presented to them in closed session.

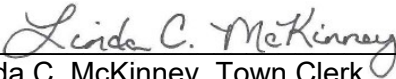
No official vote or action was taken by the Town Council in closed session.

-End of General Account

Motion to return to open session was made by Councilwoman Kelly seconded by Councilman Berry and passed with a unanimous vote.

Adjournment: Councilman Berry made a motion to adjourn at 10:45 pm. It was seconded by Councilman Villadsen and passed with a unanimous vote.

Respectfully Submitted on Tuesday, January 19, 2021.



Linda C. McKinney, Town Clerk

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



MINUTES

The Holly Springs Town Council met in a workshop session on Tuesday, January 12, 2021 at the Holly Springs Law Enforcement Center and via video conferencing. Mayor Sears presided, calling the meeting to order at 6:00 p.m. A quorum was established as four Councilmembers and the Mayor were present as the meeting opened.

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

Council Members absent: Councilman Shaun McGrath was absent for the open portion of the meeting, but joined by conference call for the closed session.

Staff Members Present in the room: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Antwan Morrison, Finance Director; Jeff Wilson, IT Director; John Schifano, Town Attorney; Paul Liquorie, Chief of Police; Corey Petersohn, Finance; Beth Trautz, Development Services.

2. Workshop Overview

Mr. Harrington gave an overview of the items on the agenda.

3. Body Worn Cameras

Chief Liquorie said that the purpose of this item was to provide Council with an overview of body worn and in-car camera systems, the associated costs and proposed policy implementation. At the June 4, 2020 workshop, Council directed the Police Department to begin drafting policies and studying and testing body-worn camera systems subject to a mid-year review to assess budgetary considerations. The Department is following an aggressive project management schedule, but are on schedule. The Department has tested and evaluated various systems and is working with Finance and the procurement officer and are prepared to recommend a projected implementation timeline.

Chief Liquorie said that the goals of a body-worn and in-car camera program would be to meet community expectations and modern professional best practices, strengthen public trust and transparency with the Police Department, give enhanced accuracy in reporting and evidence collection, increase agency accountability; and to enhance officer training and evaluation. He discussed the various parts of the body-worn camera system and showed examples of what they might look like.

Chief Liquorie said that all vendors reviewed by the Department used similar cloud-based architectures with redundancy of data and frequent backups. Videos are accessed through secure websites and uploaded via docking stations and Town Department would start with 60 in-car cameras and 76 body-worn cameras, to reflect further growth in the department and to have redundancy in case of damage.

Daniel Weeks, Assistant Town Manager thanked Antwan Morrison, Finance Director, and Corey Petersohn and Brent Quick in Finance for assisting them to get to this point. He then outlined the cost, spread over the next five fiscal years, with an initial payment for hardware, vehicle upfit, and infrastructure in this fiscal year, with a six-year total cost of \$840,800. He said that the first installment would come from the salary lapse for four positions which were to be filled in October but have not been filled yet.

Chief Liquorie outlined the limitations of these camera systems. For example, the camera angle and view can be limited or obstructed; the camera can fail to activate, due to human error; the suddenness of the incident, or stress of the officer; the camera can fall off or be deactivated during a struggle or other wise malfunction; or the video can be improperly tagged for retention and be deleted before it should be.

Councilwoman Kelly asked if the sound would be recorded even if the camera view was obstructed. Chief Liquorie said that once the camera is activated it would preserve the two minutes prior to activation, and those two minutes would not have sound. But there would be sound from the moment of activation forward.

At this point the meeting paused for 5 minutes to watch the WRAL interview with Mayor Sears regarding downtown development during COVID.

Chief Liquorie showed a video demonstrating what the camera shows, and some photographs of what is and is not visible from in-car and body-worn cameras in typical situations.

Next Chief Liquorie gave some highlights of the proposed policy, noting that it meets professional best practices and national accreditation standards and the state retention and deletion schedule requirements. Supervisors and the training coordinator will review random videos from every officer on a monthly basis to evaluate performance and the need for training, and the accountability for officers not activating the camera, if it is not activated automatically. An 80% camera activation rate is considered a good percentage. Holly Springs Police Department will strive for greater than that, but that is considered a nationally accepted percentage.

He said that the policy mandates that all citizens who are not suspects will be informed that they are being recorded. Citizens in consensual, non-adversarial encounters may request that they not be recorded, and video from all incidents resulting in a complaint or a use of force are mandated to be reviewed at the command level.

Chief Liquorie explained that state law NCGS 132-1.4A regulates the disclosure or release of video from body-worn or in-car camera systems. They are not considered public records. He explained the legal definition of “disclosure” is to make a recording available for viewing or listening, as opposed to “release” which is to provide a copy of a recording pursuant to a Superior Court Order. He explained that recordings may be disclosed or released only to a person whose image or voice is in the recording or a personal representative of a consenting adult; a personal representative of a minor adult under lawful guardianship, or a personal representative of a deceased or incapacitated person whose voice or image is in the recording. He outlined the many factors laid out in NCGS 132-1.4A that the Court must take into consideration in deciding whether or not to issue such an order, particularly the consideration of whether release would create a serious threat to the fair, impartial, and orderly administration of justice; and whether confidentiality is necessary to protect either an active or inactive (or potential) internal or criminal investigation.

He said the community roll out of the program would include working with Communications and Marketing on virtual and/or in-person community open houses; providing presentations to community organizations; producing an educational video; utilizing social media platforms for information and FAQs, and a formal press release at the time of full implementation. Next steps would be Council approval of a contract in February, finalization of the policy in February and March, community engagement from March through July, and full implementation in the summer of 2021.

There were questions about who would have access to the data. Chief Liquorie said that officers would have access to their own recordings, for the purpose of filling out reports, but they do not have access to other officer's recordings without the permission of a supervisor. There are audit trails that allow the Department to know who is looking at any recording to track that.

Questions were asked about upgrades to the hardware and how the program was being received by the members of the Department. Chief Liquorie said that at the three-year mark on the body-worn cameras there is an option to upgrade, much like a cell phone service offers. The technology for the in-car cameras does not change as quickly, but there would be the option to upgrade those at the end of the five-year contract. He said that the officers are on board with the program, realizing that it is a community expectation and professional best practice. They are trying to make sure the policy clearly shows that recordings will be used to evaluate on an overall performance level, not used to track every slight misstep.

There was discussion about why cloud-based systems were being considered over a server-based system. Chief Liquorie explained that there was not as much difference in price as you would think, because of the need for technical support and upgrades, and that most vendors were moving away from server-based system. Some are only offering cloud-based system. John Schifano, Town Attorney, said that the proposal they are looking at splits the cost over five years, but it is approximately half for hardware and half for data storage.

Chief Liquorie was asked to make all this information available to the public as the process is rolled out, particularly addressing residents' concerns about who will be able to see the recordings. He was also asked to bring back to Council after the retreat, a list of his budget priorities along with where this program ranks on that list.

Consensus was to keep moving forward, but there was no action taken at this time.

4. Mid-Year Budget Review

Antwan Morrison, Finance Director, said the purpose of this presentation was to give Council an overview of the first six months of FY20-21. No action is requested at this time. He said that as of December 31st the Town had received 60.79% of budgeted revenues. He showed how much had been collected in property taxes and sales tax at the six-month mark compared to this time in the four previous fiscal years, both of which were considerably higher. He said staff is keeping its eye on sales tax because that depends so much on what residents do. But at this point sales tax revenues are looking good. He said the sales tax monthly report has a two-month lag, so that section is only four months of data. He said that the statute that mandates collection of sales tax for online purchases has helped the town.

He showed the same data for Parks and Recreation, which was more variable over all fiscal years, and was lower for this year due to the impacts of COVID. If the pandemic lets up, this may trend upward. However, this is better than what staff anticipated, due to the pandemic. They have benefited from facility rentals, which have remained steady.

Mr. Morrison said that utility revenues have increased slightly (5.3%) over where they were last year. He discussed the impact of the Governor's Executive Orders 124 and 142, which prevented disconnecting utilities or charging late fees. This initially cost the Town around \$182,000. Once people began their payment plans, that revenue was recouped, and there is now only \$5,000 still owed, which is a good turnaround.

Corey Petersohn, Finance, discussed where the Town is budget-wise with both revenues and expenditures, at the six-month mark. Things are looking better on the revenue side than originally projected when COVID hit. Sales tax is better than thought, and while Parks & Recreation revenue is lower than usual, there is still money that was held, and expenditures are down. Staff is still recommending caution because there are unknowns, but he projected that year-end revenues would be over budget, and expenditures under budget.

Mr. Petersohn said that staff recommendations were for a release of PayGo funds that were not released in October, a partial release of funds held due to COVID concerns, and the funding of the body-worn cameras. There are still some unknowns, but staff is positive moving forward.

Mr. Morrison said that Development Services revenue is expected to be above expectation. They told him that this was the second highest year of permit issuances over the last 30 years. The Town is in a strong financial position, with some revenues above

expectations. He thanked the department directors for strong leadership and willingness to assist during the current environment.

Councilman Wolff said there were certain projects that were put on hold when the pandemic arrived and asked if they could be discussed. Randy Harrington, Town Manager, said he thinks revenues are going to be above predictions, but he does not have enough confidence to release any new expenditures. Things that are already approved, he feels comfortable moving forward with.

5. Draft 2021 Legislative Agenda

Randy Harrington, Town Manager, said he would turn this discussion over to Mayor Pro Tem Berry and Councilman Wolff. Councilman Wolff said that he, MPT Berry, and Mr. Harrington had been in discussion surrounding a legislative agenda for 2021. They discussed potential items Council might want to address in 2021 with County, State, and Federal counterparts, and came up with some potential areas for Council's consideration. There are new representatives and senators who are being sworn in at the General Assembly and Council wants to work with them to advance the interests of Holly Springs. These are proactive issues, and do not preclude taking reactive action if it was felt necessary due to the action of another governmental body.

The proposed goals were:

County Level

- Landfill malodor reduction – specifically things that need funding
- Public transit – ½ cent sales tax increase passed, and Holly Springs needs to look at ridership on the new bus and make sure that the funding continues to flow for a reasonable time to give the program time to work
- Land use – ensure PLANWake and the Town's Comprehensive Land Use Plan and Character Plan provide complimentary continuity of development
- Economic development – leveraging partnerships

State Level

- Enclave Annexation Authority – ask state representatives to give us authority to annex “doughnut holes” that meet certain criteria, or specific pieces of property to simplify service delivery, improve service efficiency and support development consistent with Town standards.
- Charter Amendments to
 - obtain Transportation Impact Fee Authority, and
 - to enhance Tree Preservation and Stream Buffers
- Transportation Investments
 - State funding of NCDOT Road projects impacted by COVID19;
 - Capacity, congestion mitigation and motorist/pedestrian/bicycle safety work
- Economic Development

Federal Level

- Cultivate congressional relationships
- Economic development

Consensus was that these were areas Council wanted to address, and they would like to put it on the Consent agenda of the next meeting to approve formally.

6. Bennet Knoll Street Rename

Beth Trautz, Development Services, said that the purpose of this item was to discuss road name modifications for Old Holly Springs – Apex Road and Holly Springs New Hill Road to improve traffic flow and clarify the connection from NC 540 to NC 55. She said that this would

also be the time to petition the U.S. Post Office to change ZIP codes in this area to Holly Springs rather than Apex.

She outlined the area where this name change would occur. Staff recommends changing the name of Old Holly Springs-Apex Road from the intersection of GB Alford to NC540 to Bennet Knoll Road. The fragment of road connecting Bennet Knoll Parkway and New Hill Road could be named Woodson Road after Woodson Clements who was a Wake County Sheriff in the early 1800s and donated land to start the Holly Springs Baptist Church.

She said that this would be a multi-jurisdictional name change involving both NCDOT and Wake County. The first step would be a coordination meeting with the other jurisdictions to establish the processes, order of name changes, and timelines. Both Holly Springs and Wake County would need to hold public hearings on the name change, after which the process of the name change could begin. This is not a quick process; it can take two to four months.

She said that Woodson Road is a proposed name. There are other possibilities of names that would honor the community that is there. Another consideration is getting affected parcels that have Apex ZIP codes changed to Holly Springs 27540, so that if we are going to do it, it would be better to change the road name and ZIP code at the same time. Mayor Sears asked about United States Postal Service's (USPS) response to ZIP code changes. Ms. Trautz said that Apex post office is at capacity, so the USPS is willing to make the change when development is under consideration. It is more difficult if there are occupied parcels.

Next steps would be to schedule a coordination meeting; establish a timeline; determine a budget, and schedule community engagement workshops. Council discussed that having continuity of a name is a good idea, but asked Ms. Trautz to find the origin of the name "Bennet Knoll" and to look into other possible road names that would reflect that particular community, and whether roads should be named after people or some other criteria.

Ms. Trautz was asked about the opinions of residents along that stretch of road. She said that the Wake County Firing Range is addressed there, but uses a PO Box and has no objection to the name change. Most of the houses are unoccupied and slated for development. There is only one occupied house on that stretch of road.

There was discussion about how roads get named and when it comes before Council and when it does not. Ms. Trautz explained that developers choose the names for streets within a development, but that name changes of existing roads come before Council.

Randy Harrington, Town Manager, clarified with Council that there were questions around the name "Bennet Knoll", the segmented road, and community engagement. Council agreed that these were the items they wanted investigated.

7. Open Discussion:

Mayor Sears apologized for breaking up the meeting for the short video. He said the interview had lasted 40 minutes, and he expected more of it to be shown on the news. The reporter was invited to come downtown, bring her camera, and see in person what has been done and she said she would come sometime.

Councilwoman Kelly spoke about the County Commissioners' landfill meeting. She thinks it shows significant progress that they will have monthly meetings with all parties at the table. Mayor Sears said that they asked the County for a timeline so that they had some way of seeing that progress is being made, and he heard back from two commissioners that agreed with him. He felt that the Town has good support on that.

Randy Harrington, Town Manager, discussed a draft agenda for the upcoming Annual Retreat. He told Council about who some panelists could be and what topics would be discussed.

8. Closed Session:

The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss economic development prospects and incentives, N.C.G.S. 143-318.11(a)(3) to confer with the

attorney on potential litigation matters, and N.C.G.S. 143-318.11(a)(6) to discuss the Town Clerk's Annual Review.

Motion by: Berry

Second by: Kelly

Vote: Unanimous

At this point Councilman McGrath joined by conference call. The audio connection with Councilman McGrath was established and verified prior to commencement of the closed session portion of the meeting.

General Account of Closed Session:

Economic Director Irena Krstanovic gave Council an update on the new project that the Town is in competition for, and asked for guidance. Council's consensus was for Ms. Krstanovic to continue in negotiations with the company and potential County and State partners along the lines presented to them in closed session.

Town Attorney, John Schifano, updated Council on two lawsuits which had been filed, *Southern Crossroads, Inc. v. Town of Holly Springs, Dunn Investments, LLC, Elizabeth Y. Barnes, Patsy Y. Edwards, Jackie Y. McLean, Madge Y. Hinsley, Betty Y. Holleman, Nancy Y. Perry, James F. Yarborough, Jr., and Kimbrette Y. Vuncannon, and Meritage Homes of the Carolinas, Inc. v. Town of Holly Springs*. He informed Council on the bases for the suits, his views on the correct strategies to pursue, and the Town's position in these suits.

Council conducted the review of the Town Clerk.

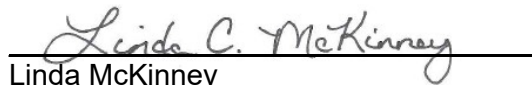
-End of General Account

Motion to return to open session was made by Councilman Villadsen seconded by Councilwoman Kelly and passed with a unanimous vote.

9. Adjournment:

Motion to adjourn was made by Councilman Wolff seconded by Councilwoman Kelly, and passed with a unanimous vote. The January 12, 2021 workshop meeting of the Holly Springs Town Council was adjourned at 8:50 pm.

Respectfully Submitted on Tuesday, January 19, 2021.


Linda McKinney
Town Clerk



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

Consent Agenda

Title: Holly Springs Road Widening - Phase 2 (Transportation Bond) Amendment #3 (TOHS Project # 19-009)

Strategic Priority Area: Responsible & Balanced Growth

Staff Resource: Tim Athy, Utilities and Infrastructure

Action(s):

Approve Kimley-Horn Design/Survey contract Amendment #3 in the amount of \$152,000.00.

Explanation:

- This change order reflects:
 - Design, survey, and permitting services for the proposed roundabout at Cobblepoint Way.
 - Additional water & sewer design & survey to resolve underground utility conflicts, which were evaluated further with subsurface underground exploration.
- At the October 20, 2020 Town Council Meeting staff:
 - Explained stakeholder requests to improve vehicular ingress/egress movements and pedestrian safety (beyond standard NCDOT design requirements) on Holly Springs Road at the Cobblepoint Way and Holly Ridge schools entrances.
 - Presented a roundabout design agreed upon by stakeholders.
 - The proposed roundabout will negate the need for a traffic signal at this intersection along with the associated long-term maintenance & upkeep associated with signalized intersections.

Background:

- Holly Springs Road Widening - Phase 2 (19-009), part of the 2018 Transportation Bond, the Town of Holly Springs will widen Holly Springs Road from Flint Point Lane to Sunset Lake Road to four lanes with bike "sharrow" lanes and sidewalks. The project will increase road capacity ahead of the 540 interchange planned on Holly Springs Road. It will also upgrade the bridge over Middle Creek, thus improving public safety since the existing bridge floods during heavy rainfall.
- The project is included in the FY 2020-21 Community Investment Plan (CIP) with a total project budget of \$18,710,000.
- Anticipated construction start is mid-2021.
- Amendment #1 to Kimley-Horn's design/survey contract was a change to the project scope (no budget revision was required).
- Amendment #2 to Kimley Horn's design/survey contract was comprised of a \$218,900.00 contract increase due to LAPP Grant Environmental Studies & Permitting and the Middle Creek bridge redesign.

- Funding for Amendment #3 will be pulled from the interfund loan.
- The interfund loan will have a balance of \$1,660,700.00.
- The Town Council approved the project budget prior to the start of design/survey.

Funding Source(s):

- \$152,000.00 from the interfund loan

Attachment(s):

1. Amendment_#3
2. Location_Map
3. Roundabout_Map

AMENDMENT NUMBER 03 TO THE AGREEMENT BETWEEN CLIENT AND KIMLEY-HORN AND ASSOCIATES, INC.

This is Amendment number 03 dated December 9, 2020 to the agreement between the Town of Holly Springs ("Client") and Kimley-Horn and Associates, Inc. ("Consultant") dated May 28, 2019 ("the Agreement") concerning Holly Springs Road Widening- Phase II (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

The Agreement is amended to include services to be performed by Consultant for compensation as set forth below in accordance with the terms of the Agreement, which are incorporated by reference.

Project Understanding

Based on input from various stakeholders, the Client has requested the current design be modified to include the following:

- Cobblepoint Way and Holly Springs Road converted to a roundabout.
- Bus Entrance to schools and Holly Springs Road converted to right-in/right-out.
- Request NCDOT to allow left out at Holly Ridge Middle School entrance and Holly Springs Road. If allowed, Consultant will update design.

In addition, it is assumed the project will be completed in two phases. Phase 1 will be from approximately -L- Sta. 95+00 to Sta. 119+00. Phase 2 will be the remainder of the project.

Consultant will revise the current construction drawings to include these additional improvements as noted below.

Consultant will perform the following services:

Task 2 – Topographic Survey

The increased footprint of the proposed roundabout will require additional topographic survey.

Based on evaluation of proposed conflicts with the storm drainage and existing utilities and conversations with the utility owners, additional QL-A test holes will be required.

McKim & Creed will obtain an additional topographic information and 25 QL-A test holes as described in Attachment A.

Consultant will review the information provided by McKim & Creed and evaluate for conflicts between existing utilities and proposed design elements.

Task 7 – Public Involvement

Per the Agreement, Consultant is to prepare materials for a second public meeting to be held once designs are complete and prior to construction. Due to the proposed change in design, the second public meeting will be held once the revised 25% designs are complete to highlight the design change and present the anticipated construction phasing of the project. Due to the ongoing COVID-19 pandemic, the public meeting will be held virtually. The consultant will prepare the public meeting notification and graphics for display during the public meeting as outlined in the original scope of work. A paper copy of the proposed design plans will be provided to the Town for display at the Town Hall. Three members of the Consultant team will attend the virtual public meeting, as outlined

in the original scope. The Consultant will summarize the public meeting and comments received as outlined in the original scope.

The Consultant will organize and host the virtual public meeting via the Consultant's Zoom Webinar license. The Consultant will hold a 'dress rehearsal' with the Client to go through the functionalities of the platform. Three members of the Consultant team will attend the dress rehearsal. The Consultant will prepare a PowerPoint presentation, to be presented in collaboration with the Client during the public meeting. An informal question and answer session will be hosted by the Consultant in collaboration with the Client following the presentation. A draft of the presentation will be provided to the Client electronically for review. The Consultant will make one round of revisions to the presentation and submit a final version to the Client electronically. The Consultant will provide electronic copies of the design graphics and materials prepared for the public meeting to the Client to be included on the Town's publicinput.com site where the public will be able to submit comments during the comment period.

The effort described in Task 7 will be completed under the existing budget for Task 7 in the Agreement

Task 8 – Roadway Design

Consultant attended and coordinated various meetings in order to facilitate discussions regarding the modifications described in the project understanding. Consultant attended the following meetings:

- NCDOT to discuss intersection options
- Schools and Town to discuss intersection/access options
- NCDOT and Town to discuss final option as described in project understanding
- Council Meeting to discuss modifications

Preliminary Plans (25%)- Preliminary plans will be prepared for the design modifications listed above. The roundabout design will be in accordance with FHWA guidance on roundabout design. The preliminary plans will include elements listed in the agreement.

Preliminary Plans (25%) Submittal- Consultant will provide a PDF set of the preliminary plans impacted by the design revisions noted above to Client and NCDOT for review.

It is assumed review agencies will complete the review of the 25% plans within fourteen (14) calendar days. Once the review agencies have completed their review of the preliminary plans, Consultant will make available responsible staff members to attend one (1) joint meeting with NCDOT and Client to develop resolutions to the provided comments. Consultant will provide summary of the meeting and final resolutions to the comments.

Final Plans (90%) Submittal- Consultant will revise the design modifications developed in the preliminary plans based on comments received from the review agencies and incorporate into the final plans for the entire project as described in the Agreement.

Task 9 – Hydraulic Design

Upon resolution of the comments received regarding the revised preliminary plans (25%), Consultant will revise the previously prepared Hydraulic Design for the roadway modifications listed above. The revised Hydraulic design will be developed in accordance with the design guidelines listed in the Agreement and will be included in the Final Plans submittal described in Task 8.

The proposed design of the roundabout impacts a dry detention facility on the Holly Ridge Middle School property. Kimley-Horn will analyze the pre and post condition performance of the detention facility using PondPack routing software for the 10, 25, and 100 yr design storms. Consultant will

provide a summary memo to the Town and Middle School with recommendations for any remediation if required. If remediation is required, consultant will attend one (1) design meeting and provide retrofit design plans for the detention facility that will be incorporated into the overall set of roadway plans. The design plans for the detention facility will follow NCDOT standards and the design guidelines listed in the Agreement.

Task 12 – Erosion Control Plans

Upon resolution of the comments received regarding the revised preliminary plans, Consultant will revise the previously prepared Erosion Control design for the roadway modifications listed above and will be included in the Final Plans.

In the Agreement, Consultant assumed the erosion control design would be permitted as a single phase and that the erosion control permit could be issued prior to obtaining the required right of way and easements. NCDEQ has revised their policy and requires authorization from each impacted property owner prior to issuing a permit. In addition, it is assumed the project will be completed in two phases as described in the project understanding. The erosion control design will be revised to accommodate the phased approach.

Consultant will finalize the erosion control plans by specifying erosion control measures, which minimize erosion and limit off-site sedimentation during construction of the project. The design will be in accordance with the requirements of the North Carolina Department of Environmental Quality.

Once all right of way and easements has been acquired for Phase 1, Consultant will prepare for submittal to the Regional office of NCDEQ erosion control plans and supporting documentation for Express Permit of Phase 1 of the project for review and approval.

Once all right of way and easements has been acquired for Phase 2, Consultant will prepare for submittal to the Regional office of NCDEQ erosion control plans and supporting documentation for Phase 2 of the project for review and approval. It is assumed Phase 2 will be permitted under the typical review process.

All application fees will be the responsibility of the Client.

Task 13 – Work Zone Traffic Control Plans

Consultant will revise the Work Zone Traffic Control Plans developed for the 65% submittal to accommodate the roadway modifications listed in the Project Understanding above.

The Work Zone Traffic Control Plans will be revised to include an additional construction step that will allow the entire bridge over Middle Creek to be completed and transition traffic to existing patterns within the limits of Phase 1 as described in the Project Understanding.

The revised Work Zone Traffic Control Plans will be included in the Final Plans (90%) Submittal.

Task 17 – Water and Sewer Design

Water and Sewer Design

The quantities for water and sewer relocation listed in the Agreement were based upon assumed percentages of existing facilities within the project corridor, which were made prior to drainage design and Subsurface Utility Engineering (SUE). Based upon confirmed conflicts between the existing water and sewer facilities and the proposed roadway and drainage improvements, which are not able to be avoided through drainage design adjustments, requested hydraulic connections, and addition of the proposed roundabout, the following quantities of water and sanitary sewer facilities are to be added to the scope of design and permitting (total including

Original Agreement):

- Add approximately 200 LF of existing 8" and 6" distribution water line (revised total of 200 LF)
- Add approximately 1,200 LF of existing 12" distribution water line (revised total of 1,200 LF)
- Add approximately 1,500 LF of existing 16" distribution water line (revised total of 3,000 LF)
- Add approximately 680 LF horizontal directional drill of 20" HDPE to replace existing 16" water line under Middle Creek (revised total of 680 LF)
- Add approximately 2,300 LF of existing 16" sanitary sewer force main (revised total of 4,800 LF), including upsized to 20" pipe size

Due to substantial impacts to the existing sanitary sewer force main, the Client's future need for additional force main capacity in the project corridor, and the congestion within the corridor, the existing 16" sanitary sewer force main identified in the quantity summary above will be replaced with 20" sanitary sewer force main.

It is anticipated that proposed water and sewer facilities can be placed within the roadway pavement. Consultant will coordinate

Designs for above referenced utilities will be incorporated into the permitting and review submittals identified in the Agreement Task 17.

Consultant will prepare and include phasing and sequencing notes for water and sewer facilities to be constructed as part of the Project on an additional utility notes sheet.

Consultant will prepare up to one (1) plan view utility construction plan set, based on the final Utility Construction Drawings as 11x17 PDF figures with accompanying quantity breakdown work to be incorporated into NCDOT utility agreements which identify betterment and non-betterment utility work.

Task 18 – Town Fiber Relocation Design

Consultant will revise the previously completed design plans for the relocation of the Town's IT fiber-optic cable along Holly Springs Road from Sunset Lake Road to Flint Point Lane. This will include coordination with the Roadway designers to determine the impact of the Cobblepoint Way roundabout on the existing fiber-optic cable routing, updating the plan sheet basemapping to reflect the updated roadway design for the roundabout, designing the relocated cable routing to avoid roadway features and update right-of-way, and signing and sealing the cable routing design plans for inclusion in the project bid documents.

Task 19 – Right of Way Plat Services

Client has requested Consultant provide individual plats for certain parcels for right of way acquisition. At this time the number of parcels requiring individual plats is not known. McKim & Creed will provide these additional plats as requested by the Client as described in Attachment A.

Consultant will review the plats submitted by McKim & Creed for completeness and accuracy. In the event data is lacking from the deliverables, the Consultant will coordinate directly with McKim & Creed until such time that they are acceptable.

Task 22 – Categorical Exclusion Type III

Community Impact Assessment (CIA) Technical Memo—The Consultant will prepare a CIA Technical Memo to document the proposed change in access, change in right-of-way impacts, assess the effects of a multi-lane roundabout on pedestrian and bicyclist accommodations, note compliance with ADA regulations, and any other changes to impact conclusions and recommendations made in the CIA (approved September 2020). A figure of just the revised design

change will be developed for inclusion in the CIA Technical Memo. A draft of the CIA Technical Memo will be provided to the Client and NCDOT electronically for review. The Consultant will make one round of revisions from each reviewer. The Consultant will provide an electronic copy of the Consultation to the Client and NCDOT for their records.

Categorical Exclusion (CE) Construction Consultation Document—The Consultant will prepare a Construction Consultation Document to document the proposed change in the design and the effects that change has on the human environment as noted in the CIA technical memo, summary of public engagement, and the traffic noise memo, outlined elsewhere in this scope of work. No changes to the natural resources or the effects to those resources, as documented in the CE Type III document, are anticipated because the design change does not extend outside of the original study area and is located away from the delineated stream and wetland resources that were identified previously. Therefore, further evaluation of natural resources and effects to those resources will not be conducted in preparation of the Consultation and will be noted as such in the Consultation. A draft of the Consultation will be provided to the Client, NCDOT, and FHWA electronically for review. The Consultant will make one round of revisions from each reviewer and circulate the final Consultation for signature approval. The Consultant will provide an electronic copy of the approved Consultation to the Client, NCDOT, and FHWA for their records.

Task 24 - Pump Station Evaluation

To better understand existing pumping performance with the goal of quantifying hydraulic effects of the proposed force main replacement, the Town has requested evaluation of the Sunset Ridge Pump Station, which utilized the force main being replaced by the project.

Consultant will conduct a pump station evaluation and prepare an engineering report as described below.

- A. Pump Station Evaluation and Condition Assessment – Conduct a performance test and condition assessment on one (1) sewage pump station.
 - i. Performance tests will include flow, pressure, and input power measurements where possible. Performance tests will include one full speed full open (FSFO) test on a maximum of three (3) pumps. No throttling or reduced speed tests are required.
 - ii. Condition assessments will include major pump station components and a numerical condition ranking from 1 to 5 and notes regarding significant defects. Photos and details will be provided for components with conditions equal to 4 or 5. Provide 2 confined space trained personnel and confined space entry equipment.
- B. Engineering Report - Provide an engineering report for the site evaluated. The Engineering Report will contain the following:
 - i. Evaluation Summaries – A summary of the findings. Report will include an analysis of each pump's performance, and the condition assessment. Evaluation report will include a summary sheet showing averaged values of the flow rates, total dynamic head, current, voltage, input horsepower, output horsepower, wire-to-water efficiency, and estimated power consumption and approximate electrical costs per year.
 - ii. Condition Assessment – A tabulation of the major site components, their condition ranking and descriptions of any defects observed. Identification of major components with the potential for failure.
 - iii. Recommendations – A list of recommendations for improvements and/or adjustments to the site based on condition and proposed force main replacement.

Pump Station Evaluation Assumptions

1. Accessibility and Operation - The pump station and components are assumed to be readily accessible without special equipment or delay. It is also assumed that the site is safe to work in for extended periods of time. If the site or equipment is determined by the Consultant to be inaccessible, inoperable, impractical to test, unsafe or appears to be likely to fail under operation, Consultant will notify the Client and possibly abort the evaluation. Time and expenses incurred related to aborted evaluations will be billed according to Consultant's current hourly rates.
2. Attendees - Any persons on site during evaluations are confined space trained, CPR certified, and Arc Flash trained. Attendees will not impede the progress of testing.
3. Inflow - It is also assumed that the site has sufficient inflow for the necessary number of pump tests during the test period. If inflow rates are insufficient, as much data as possible will be collected during the test. In general, test results will be more consistent and accurate if inflow rates are steady and produce between 2 and 8 pump cycles per hour. Makeup water may be supplied by Client via tanker truck or hydrant if necessary.
4. Voltage - Electrical tests will not be conducted on system voltages greater than 480 Volts (nominal) or where motor leads are inaccessible or unsafe to access.
5. Wet Wells - For a complete performance and efficiency test, the wet well must have a clear opening for a level transducer, minimal grease, an operable discharge pressure gauge tap that is easily accessible, accessible motor leads terminated at the control panel, and operable hand controls for each pump. Wet wells must have a regular shape that is easily definable through measurements made without entering the wet well.
6. Working Hours - We assume that the Client's staff will be available to assist with testing at a minimum from the hours of 8:00am to 6:00pm for all pump stations.

Any services not specifically identified in the above scope will be performed upon request by the Client and billed as additional services, at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Motor winding resistance testing and insulation testing.
- Power quality monitoring
- Troubleshooting
- Run time monitoring

For the services set forth above, Client shall pay Consultant the following compensation:

The Agreement includes Task 21- Project Phasing with a budget of \$65,000. It is anticipated this Task will not be required. Consultant will apply the budget for Task 21 to the additional lumps fee below.

The total lump sum fees for Tasks 2, 7, 8, 9, 11, 12, 13, 17, 18, 22 & 24 will be increased by the amount shown below. Individual task amounts are informational only.

Task 2 Topographic Survey	\$36,000
Task 7 Public Involvement	\$0
Task 8 Roadway Design	\$50,000
Task 9 Hydraulic Design	\$17,000
Task 12 Erosion Control Plans	\$17,000
Task 13 Work Zone Traffic Control Plans	\$13,000
Task 17 Water and Sewer Design	\$53,000
Task 18 Town Fiber Relocation Design	\$4,000
Task 22 Categorical Exclusion	\$3,000
Task 24 Pump Station Evaluation	\$7,000
Lump Sum Subtotal	\$200,000
Credit for Task 21- Project Phasing	(\$65,000)

Lump Sum Additional Budget this Amendment \$135,000

The total hourly fee budget for Task 19 will be increased by the amount shown below. Individual task amounts are informational only.

Task 19 Right of Way Plat Services \$17,000

Total Additional Budget this Amendment \$152,000

CLIENT:

By: _____

Title: _____

Date: _____

CONSULTANT:

KIMLEY-HORN AND ASSOCIATES, INC.

By: 

Title: Assistant Secretary

Date: December 9, 2020

October 28, 2020

202981

Kimley Horn & Associates, Inc.
300 Morris Street, Suite 200
Durham, NC 27701

Attn: Mr. Chad Beck, PE

Ref: SR 1152 (Holly Springs Road) Phase 2 Additional Surveys - Wake County,
NC

Dear Mr. Beck,

Thank you for requesting our Geomatics services for the above project. Please
find below our proposed scope of work, fee and schedule.

Survey Limits

Survey limits for this project are per the "2020-10-28_psh_Additional Survey For
RBT.pdf" provided by Kimley Horn on October 28, 2020 and shown on
Attachment "A".

1. Location of Earth / Obscured DTM's (4.83 +/- Acres)

McKim & Creed will perform conventional surveys to obtain
topographic data sufficient to create an accurate Digital Terrain Model
(DTM) of the ground features.

2. Field Location of Topo & Plan Features (Light)

McKim & Creed will obtain data using conventional survey methods.

3. Quality Level A (Test Holes)-25 Holes

Utility exposure (QL-A) permits precise three-dimensional measurements
to be taken on utilities for accurate locations. QL-A services allow for
direct visual inspection of underground facilities. McKim & Creed uses a
non-destructive and minimally intrusive vacuum excavation method to
expose utilities at critical points. Verification of type and location of each
utility is recorded and reported in a document describing the utility and
the surrounding work site or tag and table. Only QL-A information can
be guaranteed. The accuracy of QL-B, designating information is subject
to field conditions beyond our control. However McKim & Creed will
make every attempt to provide a comprehensive and positionally correct
utility map to the limit allowable by the instrumentation. Contracting

1730 Varsity Drive

Suite 500

Raleigh, NC 27606

919.233.8091

Fax 919.233.8031

www.mckimcreed.com

202981 – Holly Springs Rd – Phase 2
 Survey Proposal
 Page 2

McKim & Creed's SUE services does not relieve any party from their obligation to contact the utility damage prevention system before digging begins. Utility marks placed on the ground by McKim & Creed are not to be used for construction purposes.

Our field technicians are outfitted with state of the art equipment and our CAD operators and workstations meet industry standards. Our service will be performed in accordance with the Standards of Practice for The Subsurface Utility Engineering profession

4. **Prepare Individual Plats**

We will prepare individual plats for Right of Way acquisition on some of the more contentious parcels as needed. We estimate a rough figure of \$15,000 to complete the field and office surveys on this task. This line item will be billed hourly at our current hourly rates.

5. **2D/3D Mapping**

The FS file will contain all the 2D data long with the SUE data. A 3D (DTM) file will be created and a .tin file produced.

6. **Travel**

Round trip travel from our Raleigh office is 1 hours (50 miles).

7. **Project Management & Supervision**

Time will be allowed for a PLS to manage and supervise this project.

8. **Traffic Control & Safety**

McKim and Creed will perform a full safety meeting with all personnel prior to beginning this project. Proper safety signage will be required when working near roadways. Proper personal protective equipment (PPE) will be required at all times.

Deliverables

All data will be delivered per the current NCDOT standards (Microstation V8i format, 1" = 50')

- DTM file
- TIN file
- FS file
- GPK File

Exclusions

- Property Surveys
- Metes and Bounds Descriptions



202981 – Holly Springs Rd – Phase 2
 Survey Proposal
 Page 3

- Construction Staking
- Wetland Delineation, Locations, Mapping
- Traffic Control for QL-A in Roadway (\$1,600 / day)*
- Additional SUE QL-B

Schedule

McKim and Creed can begin work within 10 working days after receiving a fully executed subconsultant agreement. McKim and Creed can complete the above scope of work within an additional 60 working days.

Compensation

Kimley-Horn agrees to compensate McKim & Creed a Lump Sum Fee per the following breakdown. Additional services beyond the above scope of work will require a supplemental agreement.

Survey	\$ 8,000.00 lump sum
SUE QL-A (Test Holes) 25 holes @ \$1,000/hole	\$ 25,000.00
Individual Plats on contentious parcels if needed	\$15,000.00

QL-A TestHoles proposed that will require Traffic Control will be grouped together to minimize the number of days a Traffic Control contractors will be utilized. Traffic Control for QL-A in Roadway (\$1,600 / day)

Thanks again for requesting our services. I truly look forward to working with you and Kimley Horn again!

Sincerely,



Jeff Aker, PLS
 Geomatics Regional Manager

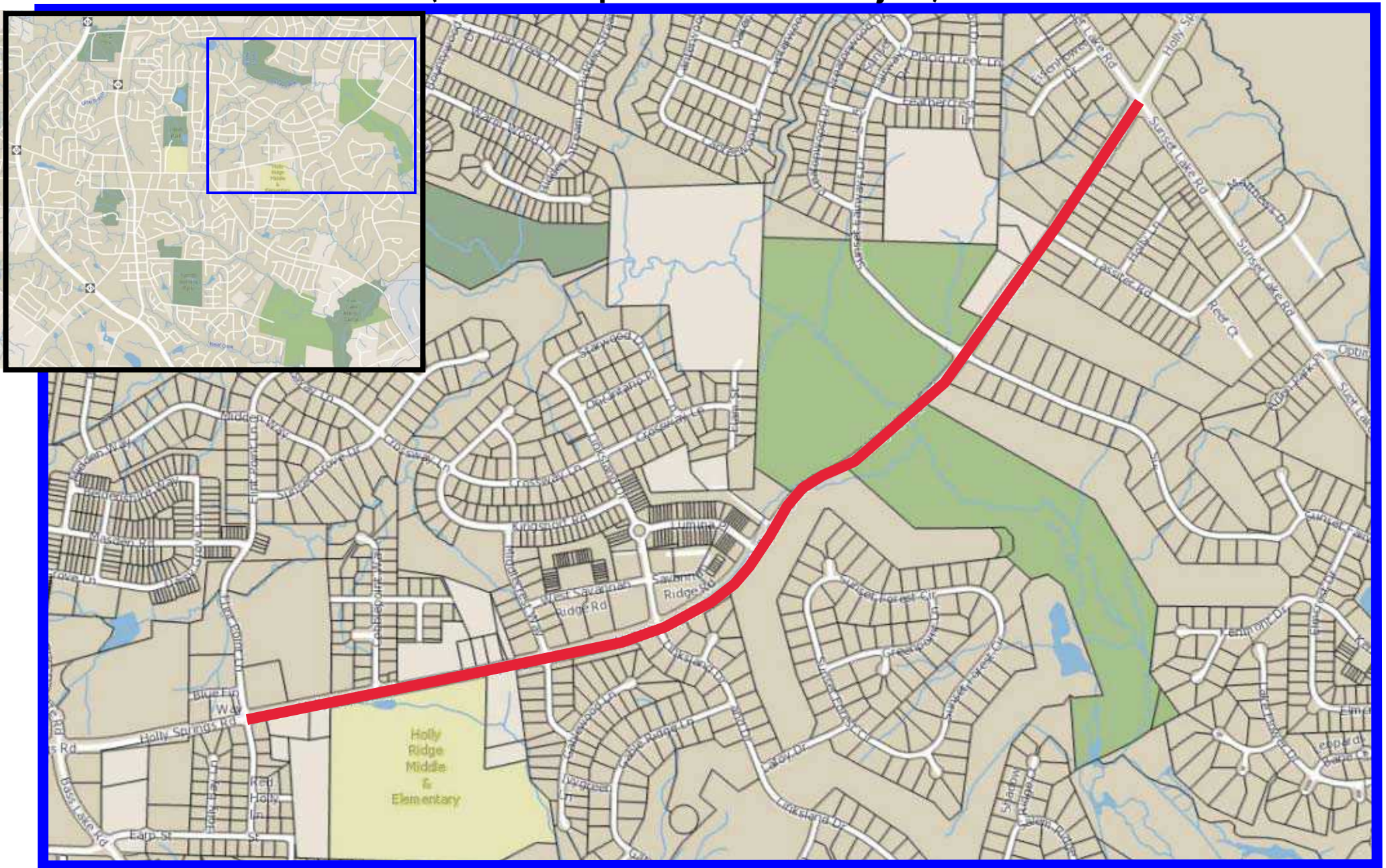


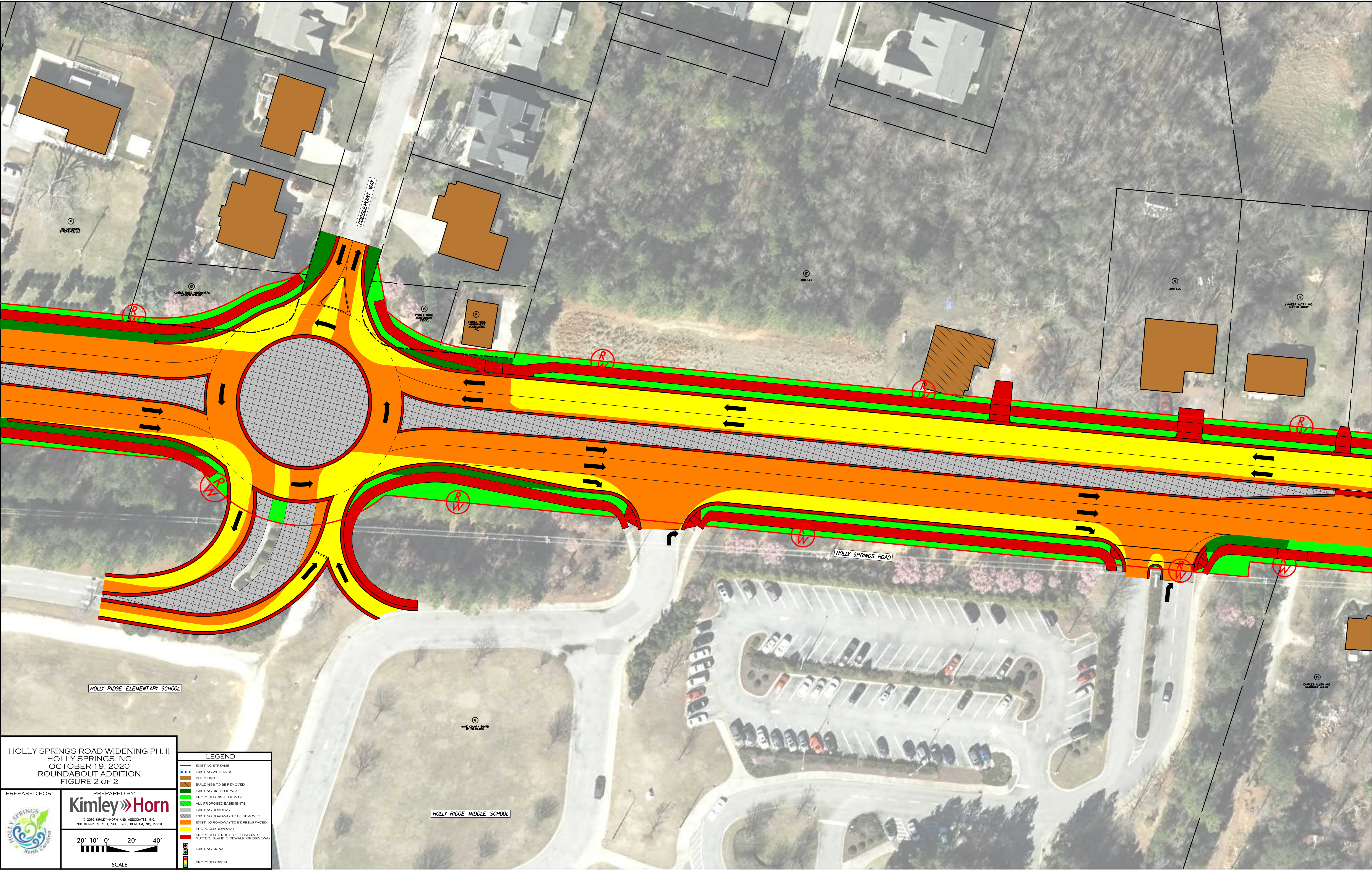
ADDITIONAL SURVEY
LIMIT FIGURE

Kimley»Horn

Holly Springs Road Widening - Phase II

(2018 Transportation Bond Project)





HOLLY SPRINGS ROAD WIDENING PH. II
HOLLY SPRINGS, NC
OCTOBER 19, 2020
ROUNDBOUT ADDITION
FIGURE 2 OF 2

PREPARED FOR:


PREPARED BY:
Kimley»Horn
© 2019 KIMLEY-HORN AND ASSOCIATES, INC.
300 MORRIS STREET, SUITE 200, DURHAM, NC 27701

LEGEND

- EXISTING STREAMS
- EXISTING WETLANDS
- BUILDINGS
- BUILDINGS TO BE REMOVED
- EXISTING RIGHT OF WAY
- PROPOSED RIGHT OF WAY
- ALL PROPOSED EASEMENTS
- EXISTING ROADWAY
- EXISTING ROADWAY TO BE REMOVED
- EXISTING ROADWAY TO BE RESURFACED
- PROPOSED ROADWAY
- PROPOSED STRUCTURE, CURB AND GUTTER ISLAND, SIDEWALK, OR DRIVEWAY
- EXISTING SIGNAL
- PROPOSED SIGNAL

20' 10' 0' 20' 40'

SCALE



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

Consent Agenda

Title: Bass Lake Parking Lot Repair (TOHS Proj. #18-013 Ph. 2)

Strategic Priority Area: Engaged, Healthy, & Active Community
Safe & Friendly

Staff Resource: Darin Eyster, Utilities and Infrastructure

Action(s):

Award the Bass Lake parking lot and sidewalk repaving contract to Eastern Services, LLC and authorize the Town Manager to execute a contract in the amount of \$167,722 and approve a 10% project contingency in Contract Services for a total amount of \$184,444.

Explanation:

- As a result of the October 2016 Hurricane Matthew storm surge, the Bass Lake Park parking lot and sidewalk were severely damaged.
- This project will include repaving a portion and completely replacing a section of parking lot at Bass Lake Park. The damaged sidewalk will be replaced along the eastern side of the parking lot and new landscaping will be installed.
- The Town received ten (10) bids for this project. Eastern Services, LLC was the lowest, responsive bid at the opening on December 16, 2020.
- Construction is expected to begin in February 2021 with an anticipated 42-day project duration.

Background:

- The Town recently completed the Bass Lake stream channel construction project. The parking lot/sidewalk repair is phase 2 for the necessary restoration.
- The Town previously contracted with McGill for the design and bidding assistance. McGill remains under contract for construction administration of this project.
- The Town received approximately \$117,966 to date from the Federal Emergency Management Agency (FEMA) for the parking lot repair. Staff will submit the difference of the total project cost for supplemental FEMA reimbursement.
- The final step to mitigate the flood risk at Bass Lake will include increasing the spillway capacity. This project is part of the Community Investment Plan (CIP) for future fiscal years.

Funding Source(s):

These funds are already in the project account. Bass Lake Hurricane Repairs Project, \$167,722 from Project Professional Services (49-908 12.05); \$16,722 from Misc. Contingency (49-908 82.97).

Attachment(s):

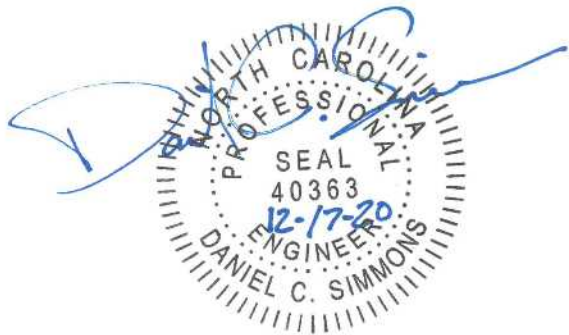
1. 2020-12-16 Bass Lake Parking Lot Bid Tab
2. Landscape Plan

BASE BID	ITEM DESCRIPTION	UNIT	QUANTITY	Hine Siteworks		Triangle Grading & Paving		Lanier Construction Company		Turner Asphalt		Chatham Civil Construction		JSmith Civil		RDU Paving, Inc		Eastern Services		Fred Smith Company		Roadworks Construction Company	
				UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL	UNIT COST	TOTAL
1	Mobilization (3%)	LS	1	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$10,700.00	\$10,700.00	\$4,500.00	\$4,500.00	\$18,818.70	\$18,818.70	\$8,770.00	\$8,770.00	\$10,000.00	\$10,000.00	\$5,047.00	\$5,047.00	\$11,350.00	\$11,350.00	\$10,709.00	\$10,709.00
2	Construction Surveying	LS	1	\$2,000.00	\$2,000.00	\$6,500.00	\$6,500.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$8,604.23	\$8,604.23	\$2,540.00	\$2,540.00	\$9,168.93	\$9,168.93	\$750.00	\$750.00	\$7,000.00	\$7,000.00	\$7,282.00	\$7,282.00
3	Removal of Existing Asphalt	SY	340	\$11.00	\$3,740.00	\$8.00	\$2,720.00	\$18.00	\$6,120.00	\$15.00	\$5,100.00	\$8.58	\$2,917.20	\$12.00	\$4,080.00	\$6.04	\$2,052.00	\$5.00	\$1,700.00	\$13.25	\$4,505.00	\$30.26	\$10,288.40
4	Removal of Existing 6" ABC	SY	2,100	\$2.00	\$4,200.00	\$3.00	\$6,300.00	\$8.00	\$16,800.00	\$8.30	\$17,430.00	\$4.45	\$9,345.00	\$8.00	\$16,800.00	\$6.28	\$13,190.40	\$5.00	\$10,500.00	\$10.00	\$21,000.00	\$6.07	\$12,747.00
5	Removal of Existing Concrete Sidewalk	CY	31	\$330.00	\$10,230.00	\$93.00	\$2,883.00	\$95.00	\$2,945.00	\$267.00	\$8,277.00	\$61.26	\$1,899.06	\$89.00	\$2,759.00	\$145.97	\$4,525.07	\$70.00	\$2,170.00	\$125.00	\$3,875.00	\$77.00	\$2,387.00
6	Unclassified Excavation	CY	200	\$123.00	\$24,600.00	\$63.00	\$12,600.00	\$17.50	\$3,500.00	\$60.00	\$12,000.00	\$64.03	\$12,806.00	\$47.00	\$9,400.00	\$106.58	\$21,315.60	\$40.00	\$8,000.00	\$71.00	\$14,200.00	\$107.20	\$21,404.00
7	8" ABC Stone Base	TON	2,100	\$14.70	\$30,870.00	\$17.00	\$35,700.00	\$40.00	\$84,000.00	\$13.80	\$28,980.00	\$45.26	\$95,046.00	\$12.00	\$25,200.00	\$11.98	\$25,157.52	\$12.00	\$25,200.00	\$13.50	\$28,350.00	\$11.14	\$23,394.00
8	3" Asphalt Pavement S-9.5B	TON	2,100	\$20.10	\$42,210.00	\$29.00	\$60,900.00	\$14.00	\$29,400.00	\$17.00	\$35,700.00	\$21.19	\$44,499.00	\$17.00	\$35,700.00	\$23.86	\$50,104.00	\$19.00	\$39,900.00	\$21.00	\$44,100.00	\$22.34	\$46,914.00
9	24" Curb and Gutter	LF	54	\$25.00	\$1,350.00	\$21.00	\$1,134.00	\$32.00	\$1,728.00	\$42.00	\$2,268.00	\$49.26	\$2,660.04	\$38.00	\$2,052.00	\$51.81	\$2,797.47	\$40.00	\$2,160.00	\$19.00	\$1,026.00	\$49.00	\$2,646.00
10	6' Monolithic Concrete Sidewalk	CY	22	\$535.00	\$11,770.00	\$830.00	\$18,260.00	\$860.00	\$18,920.00	\$630.00	\$13,860.00	\$950.99	\$20,921.78	\$461.00	\$10,142.00	\$913.56	\$20,098.23	\$1,000.00	\$22,000.00	\$530.00	\$11,660.00	\$375.80	\$8,267.60
11	6" French Drain	LF	40	\$40.00	\$1,600.00	\$25.00	\$1,000.00	\$70.00	\$2,800.00	\$50.00	\$2,000.00	\$37.95	\$1,518.00	\$105.00	\$4,200.00	\$86.70	\$3,467.93	\$35.00	\$1,400.00	\$50.00	\$2,000.00	\$55.00	\$2,200.00
12	Silt Fence	LF	330	\$5.00	\$1,650.00	\$4.50	\$1,485.00	\$3.50	\$1,155.00	\$6.00	\$1,980.00	\$2.27	\$749.10	\$4.00	\$1,320.00	\$9.35	\$3,084.91	\$4.00	\$1,320.00	\$2.50	\$825.00	\$5.46	\$1,801.80
13	Pavement Striping	LS	1	\$2,830.00	\$2,830.00	\$3,020.00	\$3,020.00	\$6,000.00	\$6,000.00	\$5,500.00	\$5,500.00	\$7,496.79	\$7,496.79	\$13,167.00	\$13,167.00	\$4,644.00	\$4,644.00	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$7,632.00	\$7,632.00
14	Landscaping	LS	1	\$7,150.00	\$7,150.00	\$4,820.00	\$4,820.00	\$5,600.00	\$5,600.00	\$3,840.00	\$3,840.00	\$5,824.52	\$5,824.52	\$6,027.00	\$6,027.00	\$12,798.00	\$12,798.00	\$7,700.00	\$7,700.00	\$5,500.00	\$5,500.00	\$9,284.00	\$9,284.00
15	Signage	LS	1	\$1,700.00	\$1,700.00	\$1,230.00	\$1,230.00	\$1,600.00	\$1,600.00	\$1,250.00	\$1,250.00	\$2,116.03	\$2,116.03	\$2,153.00	\$2,153.00	\$2,052.00	\$2,052.00	\$2,250.00	\$2,250.00	\$1,250.00	\$1,250.00	\$4,600.00	\$4,600.00
16	6" CPP Drain Pipe	LF	35	\$40.00	\$1,400.00	\$17.50	\$612.50	\$18.00	\$630.00	\$50.00	\$1,750.00	\$20.28	\$709.80	\$25.00	\$875.00	\$57.86	\$2,025.00	\$55.00	\$1,925.00	\$29.00	\$1,015.00	\$23.35	\$817.25
17	Seed and Mulch	AC	0.5	\$6,000.00	\$3,000.00	\$19,230.00	\$9,615.00	\$8,500.00	\$4,250.00	\$3,500.00	\$1,750.00	\$2,704.36	\$1,352.18	\$24,057.00	\$12,028.50	\$11,329.20	\$5,664.60	\$20,200.00	\$10,100.00	\$3,200.00	\$1,600.00	\$4,015.00	\$2,007.50
18	Concrete Wheel Stops	EA	42	\$100.00	\$4,200.00	\$65.00	\$2,730.00	\$120.00	\$5,040.00	\$70.00	\$2,940.00	\$90.69	\$3,808.98	\$102.00	\$4,284.00	\$64.80	\$2,721.60	\$75.00	\$3,150.00	\$75.00	\$3,150.00	\$64.70	\$2,717.40
19	Site/Traffic Control	LS	1	\$3,100.00	\$3,100.00	\$6,100.00	\$6,100.00	\$20,000.00	\$20,000.00	\$9,000.00	\$9,000.00	\$6,216.53	\$6,216.53	\$3,699.00	\$3,699.00	\$8,866.80	\$4,433.40	\$500.00	\$500.00	\$44,000.00	\$44,000.00	\$14,818.00	\$14,818.00
20	Survey Asbuilt	LS	1	\$500.00	\$500.00	\$7,500.00	\$7,500.00	\$1,800.00	\$1,800.00	\$6,000.00	\$6,000.00	\$3,869.31	\$3,869.31	\$876.00	\$876.00	\$2,160.00	\$2,160.00	\$1,250.00	\$1,250.00	\$1,100.00	\$1,100.00	\$3,765.00	\$3,765.00
21	Seal Coat (Write-in Hine Siteworks)	LS	1	\$4,800.00	\$4,800.00																		
	BASE BID SUBTOTAL				\$167,900.00		\$191,109.50		\$226,488.00		\$169,125.00		\$251,178.25		\$166,072.50		\$201,460.66		\$157,022.00		\$227,506.00		\$195,681.95
ALTERNATE BID	1.5" S9.5 Overlay	SY	860	\$11.00	\$9,460.00	\$14.10	\$12,126.00	\$15.00	\$12,900.00	\$20.20	\$17,372.00	\$25.03	\$21,525.80	\$13.00	\$11,180.00	\$11.24	\$9,666.40	\$12.50	\$10,750.00	\$21.00	\$18,060.00	\$23.16	\$19,917.60
	Less Seal Coat (Write-in Hine Siteworks)	LS	-1	\$3,460.00	-\$3,460.00																		
	ALTERNATE BID SUBTOTAL				\$6,000.00		\$12,126.00		\$12,900.00		\$17,372.00		\$21,525.80		\$11,180.00		\$9,666.40		\$10,750.00		\$18,060.00		\$19,917.60
	TOTAL				\$173,900.00		\$203,235.50		\$239,388.00		\$186,497.00		\$272,704.05		\$177,252.50		\$211,127.06		\$167,772.00		\$245,566.00		\$215,599.55

Price revised as interpreted by the engineer
Note: Regarding the Evaluation of Bid in case of a Discrepancy (see also Instruction to Bidders in the Project Manual): Discrepancy was resolved in favor of the Unit Price.

I hereby certify that the bid tabulation contained herein was prepared under my direct supervision. The individual contractor Unit Bid Prices are the actual prices placed on the Form of Proposal for the bidding process.

Signed, sealed, and dated this 17th Day of Dec. by:



PLANT LIST AND LEGEND					
SYMBOL	COMMON NAME	QUANTITY	BOTANIC NAME	MIN. HEIGHT AT PLANTING	ROOT
	FANTASY CRAPE MYRTLE	4	LAGERSTROEMIA FAUREI	8'	CONTAINER
	CONVEXA JAPANESE HOLLY	16	ILEX CRENATA 'CONVEXA'	18"	CONTAINER

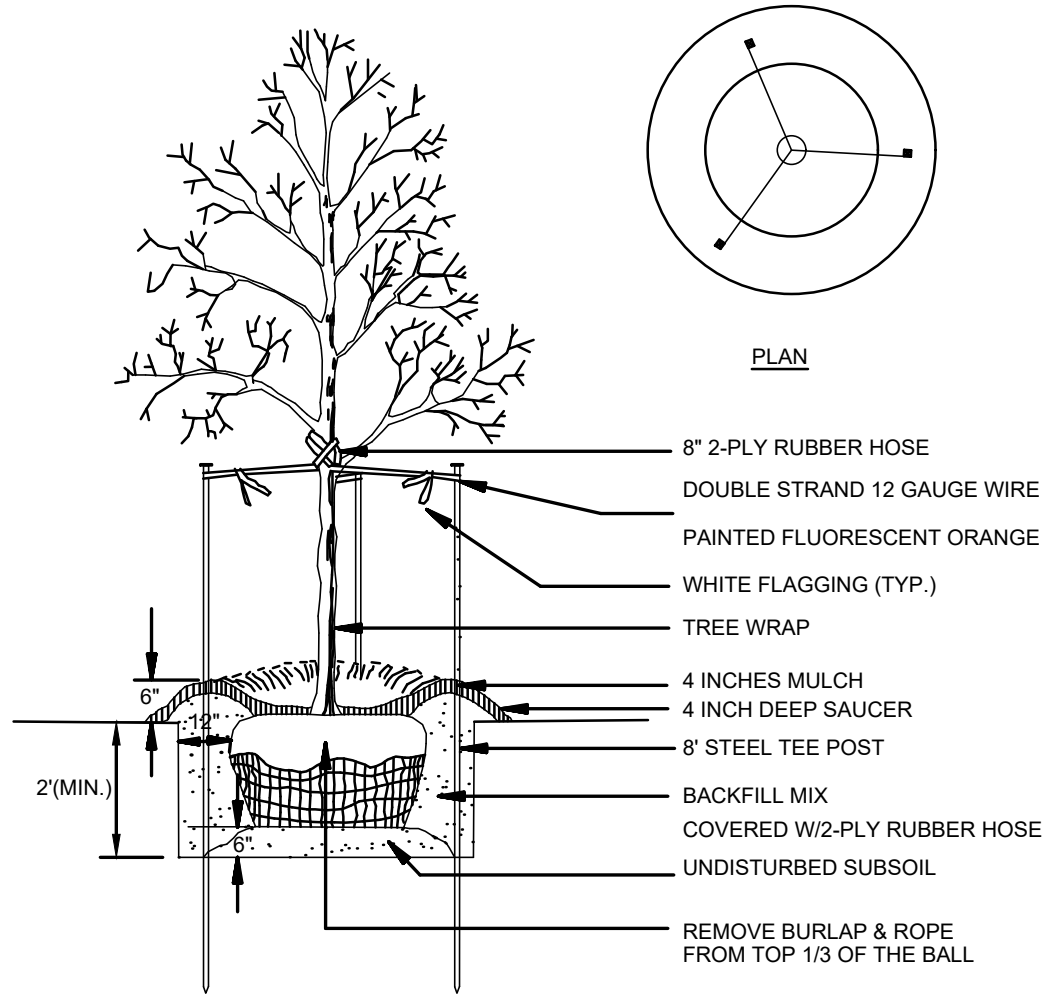
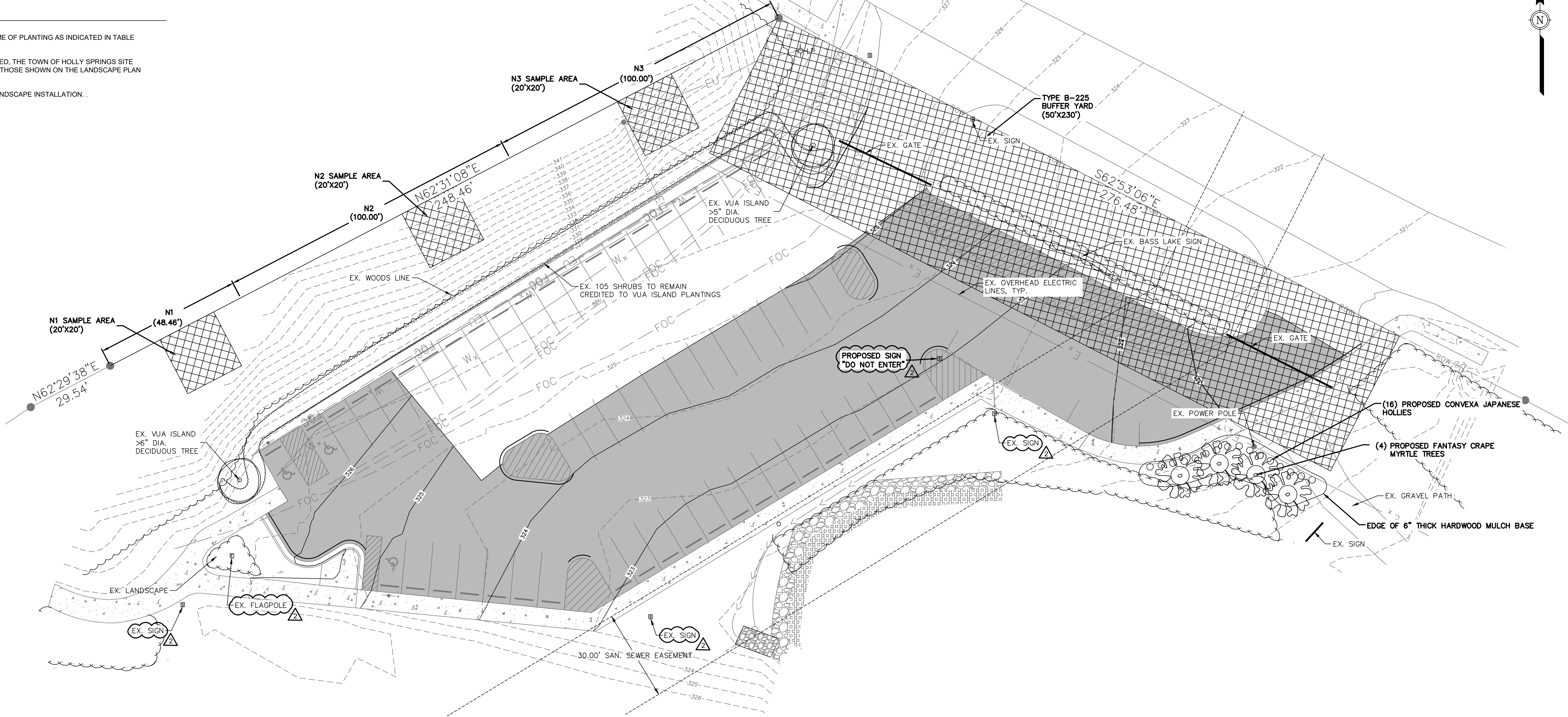
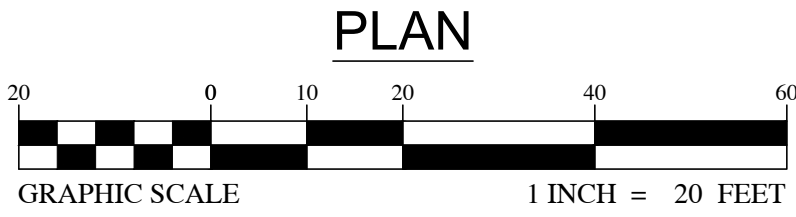
NOTES

ALL TREES AND SHRUBS/HEDGE PLANTS SHALL COMPLY WITH THE MINIMUM SIZE AT THE TIME OF PLANTING AS INDICATED IN TABLE 7.01-B, PLANT UNIT VALUES.

WHERE EXISTING OR PROPOSED VEGETATION FAILS TO FUNCTION ADEQUATELY AS REQUIRED, THE TOWN OF HOLLY SPRINGS SITE INSPECTOR RESERVES THE RIGHT TO REQUIRE SUPPLEMENTAL PLANTINGS IN ADDITION TO THOSE SHOWN ON THE LANDSCAPE PLAN BASED ON ACTUAL FIELD CONDITIONS.

CONTRACTOR TO FIELD VERIFY LOCATION OF EXISTING UTILITIES BEFORE BEGINNING OF LANDSCAPE INSTALLATION.

ALL PLANTS ARE TO BE THOROUGHLY "WATERED IN" THE SAME DAY AS PLANTED.



NOTE: SEE LANDSCAPE NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.

TREE
PLANTING
NOT TO SCALE

LANDSCAPE SURVEY					
PLANT CATEGORY	PLANT SIZE	TYPE B-225 BUFFER PUV	TYPE A-20 BUFFER PUV		
			N1 SAMPLE AREA	N2 SAMPLE AREA	N3 SAMPLE AREA
SMALL DECIDUOUS TREE	1"-3" CALIPER	12	4	8	24
	3"-5" CALIPER	32	0	0	8
	>5" CALIPER	0	0	0	0
LARGE DECIDUOUS TREE	2"-4" CALIPER	36	18	6	0
	4"-6" CALIPER	12	12	48	0
	>6" CALIPER	0	54	81	18
SMALL EVERGREEN TREE	3'-5' HIGH	8	0	0	2
	5'-10' HIGH	20	5	5	0
	>10' HIGH	0	0	0	0
LARGE EVERGREEN TREE	5'-8' HIGH	25	0	0	0
	8'-12' HIGH	0	0	0	0
	>12' HIGH	48	0	0	0
TOTAL SURVEYED PUV		193	93	148	52
TOTAL SURVEYED PUV PER BUFFER		193	1225		
TOTAL REQUIRED PUV PER BUFFER		414	40		
TOTAL PUV TO BE REDISTRIBUTED		+221	-221		
TOTAL PUV PER BUFFER AFTER REDISTRIBUTION		414	1004		
SURVEYED LANDSCAPE TREE DISTRIBUTION		45% DECIDUOUS TREES 44% EVERGREEN TREES	66% LARGE DECIDUOUS TREES		
REQUIRED LANDSCAPE TREE DISTRIBUTION		20% DECIDUOUS TREES 40% EVERGREEN TREES	60% LARGE DECIDUOUS TREES		

SHEET L-101 APPENDS SHEET L1 PREPARED BY THOMPSON AND ASSOCIATES P.A. ON OCTOBER 28, 2002 AND APPROVED BY THE TOWN OF HOLLY SPRINGS ON AUGUST 3, 2004.

FINAL DRAWING
ISSUED FOR
CONSTRUCTION



NO.	DATE	BY	REVISION DESCRIPTION
2	10/30/19	DCS	REVISED PER TOWN COMMENTS
1	01/16/19	DCS	REVISED PER TOWN COMMENTS

BASS LAKE PARK
PARKING LOT IMPROVEMENTS
TOWN OF HOLLY SPRINGS
WAKE COUNTY, NORTH CAROLINA

JOB NO.: 16.01933
DATE: JULY 2018
DESIGNED BY:
CADD BY:
DESIGN REVIEW:
CONST. REVIEW:
FILE NAME:
L-101 Landscape Plan.dwg

LANDSCAPE PLAN

SHEET
L-101



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 12.

Consent Agenda

Title: Annual Certification of Zoning Map

Strategic Priority Area: Organizational Excellence

Staff Resource: Beth Trautz, Development Services

Action(s):

Adopt Resolution 21-02, approving annual re-certification of Zoning Map.

Explanation:

- The Unified Development Ordinance requires re-certification of the zoning map annually to maintain a clean and accurate zoning history.

Background:

- A zoning map shows the boundaries of zoning districts throughout town.
- The 2020 Zoning Map represents all rezonings from December 5, 2019 through December 4, 2020.
- All rezonings shown on this map were previously reviewed and approved by Town Council.
- The Planning Board reviewed the 2020 Zoning Map Certification at the 12/16/20 Planning Board meeting and recommends approval. (8-0)

Funding Source(s):

N/A

Attachment(s):

1. PB Zoning Map Cert 2020
2. 21-02 2020 Zoning Map ReCertification



THE TOWN OF

Holly Springs

Memorandum

To: Holly Springs Planning Board
From: Beth Trautz
Division Manager Customer Service & Compliance / Development Services
Date: December 9, 2020
Re: Re-Certification of Zoning Map

According to the Unified Development Ordinance, the Department of Planning & Zoning is responsible for the maintenance of the Official Zoning Map for the Town. As amendments are made we track the changes on the official map.

Attached is a copy of the current zoning map containing a full list of all Zoning Map Changes since the 2019 certification. Staff is requesting that you review the Map and verify its accuracy so that the Town Council can pass a Resolution creating a new "Official Zoning Map" which will allow for the removal of the tracking of the changes from the past year.

Since the last certification, three (3) rezonings were reviewed and approved by Town Council that changed zoning as outlined below:

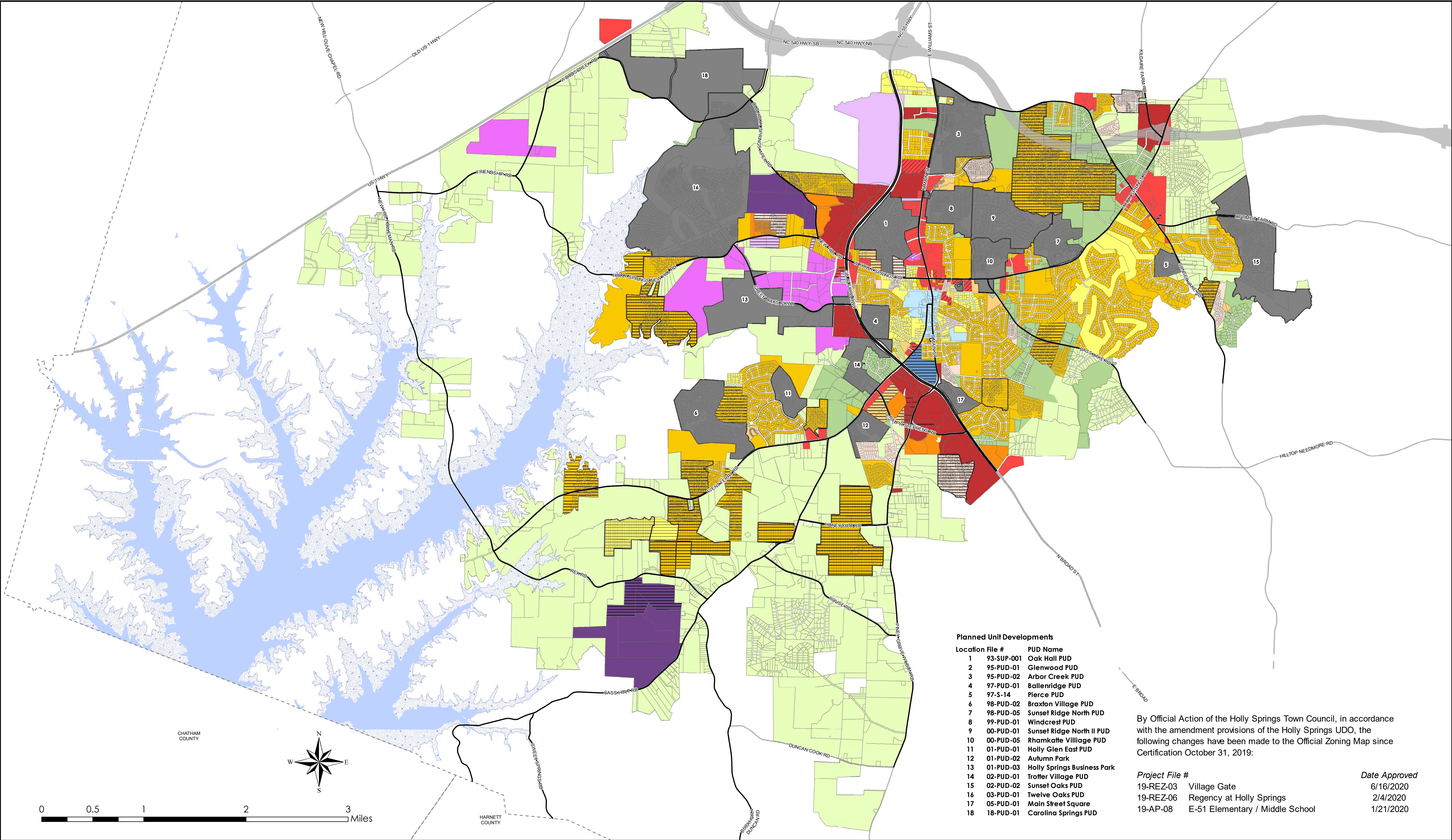
<i>Rezoning</i>	<i>Description</i>	<i>Original Zoning</i>	<i>New Zoning</i>	<i>Approval Date</i>
19-REZ-03	Village Gate	R-20, CB	CB CU	CB CU
19-REZ-06	Regency at Holly Springs	R-30	R-10 CU	R-10 CU
19-AP-08	E-51 Elementary / Middle School	WC	R-30	R-30

Suggested Motion:

Recommend the Town Council adopt a Resolution adopting the new "Official Zoning Map" with all Zoning Map Changes as presented on the draft Official Zoning Map dated December 4, 2020.

Development Services

128 S. Main Street • P.O. Box 8 • Holly Springs, NC 27540 • (919) 557-3908
DevelopmentServices@hollyspringsnc.us • www.hollyspringsnc.us



Planned Unit Developments		
Location	File #	PUD Name
1	93-SUP-001	Oak Hall PUD
2	95-PUD-01	Glenwood PUD
3	95-PUD-02	Arbor Creek PUD
4	97-PUD-01	Ballenridge PUD
5	97-S-14	Pierce PUD
6	98-PUD-02	Braxton Village PUD
7	98-PUD-05	Sunset Ridge North PUD
8	99-PUD-01	Windcrest PUD
9	00-PUD-01	Sunset Ridge North II PUD
10	00-PUD-05	Rhamkatte Villiage PUD
11	01-PUD-01	Holly Glen East PUD
12	01-PUD-02	Autumn Park
13	01-PUD-03	Holly Springs Business Park
14	02-PUD-01	Trotter Village PUD
15	02-PUD-02	Sunset Oaks PUD
16	03-PUD-01	Twelve Oaks PUD
17	05-PUD-01	Main Street Square
18	18-PUD-01	Carolina Springs PUD

By Official Action of the Holly Springs Town Council, in accordance with the amendment provisions of the Holly Springs UDO, the following changes have been made to the Official Zoning Map since Certification October 31, 2019:

Project File #		Date Approved
19-REZ-03	Village Gate	6/16/2020
19-REZ-06	Regency at Holly Springs	2/4/2020
19-AP-08	E-51 Elementary / Middle School	1/21/2020

Parcels

Conditional Use

Shearon Harris Lake

Limited

Proposed Shearon Harris Lake Level

Development Options

R-30 Residential

R-20 Residential

R-15 Residential

R-10 Residential

R-8 Residential

R-MF-15 Multi-Family Residential

R-MF-8 Multi-Family Residential

PUD Planned Unit Development

TV Town Village

OR Office & Research

LB Local Business

CB Community Business

BT Business & Technology

RT Research & Technology

IT Industry & Technology

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.

Map Prepared By:
Department of Planning & Zoning
Town of Holly Springs
PO Box 8 / 128 S. Main Street
Holly Springs, NC 27540
(919) 557-3908

Visit Us on the Web:
www.hollyspringsnc.us



THE TOWN OF

Holly Springs

Resolution No.: 21-02

Date Submitted: January 19, 2021

Date Adopted: January 19, 2021

RESOLUTION OF THE HOLLY SPRINGS TOWN COUNCIL ADOPTING THE NEW OFFICIAL ZONING MAP OF THE TOWN OF HOLLY SPRINGS

WHEREAS, the Holly Springs Town Council on January 19, 2021 adopted an amended and consolidated Official Zoning Map of the Town of Holly Springs; and

WHEREAS, the Town's Unified Development Ordinance provides for periodic updates to the Official Zoning Map by resolution of the Holly Springs Town Council; and

WHEREAS, the Holly Springs Planning Board has reviewed the updated version of the map that illustrates zoning map changes approved by the Town Board since December 5, 2019 through December 4, 2020 and has deemed the document to be a true and accurate representation of actions taken by the Town Council; and

WHEREAS, said amendments are illustrated on a map titled "Official Zoning Map of the Town of Holly Springs" and dated December 4, 2020;

THEREFORE, BE IT RESOLVED BY THE Town Council of the Town of Holly Springs, North Carolina that it adopts and recertifies the Official Zoning Map of the Town of Holly Springs December 4, 2020.

Adopted this, the 19th day of January 2021.

ATTEST:

Dick Sears, Mayor

[] Linda McKinney, Town Clerk



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 13.

Consent Agenda

Title: 2021 Local, State, and Federal Legislative Agenda

Strategic Priority Area: Economic Prosperity & Diversity
Responsible & Balanced Growth

Staff Resource: Randy Harrington, Town Manager

Action(s):

Approve the governing body's 2021 legislative agenda.

Explanation:

- The purpose of a "legislative agenda" is to guide the governing body's intergovernmental priorities for engagement on policy or legislative action.
- The proposed legislative agenda includes priorities at the county, state, and federal levels of government.

Background:

- In late 2020 Town Council designated Mayor Pro Tem Dan Berry and Council member Wolff to develop a potential legislative agenda with the assistance of the Town Manager and Town Attorney.
- A draft legislative agenda was presented to Council at the January 12th Workshop meeting. Legislative agenda topic areas are focused around transportation, planning and development, preservation, economic growth, and the landfill.

Funding Source(s):

N/A

Attachment(s):

1. Legislative Agenda - 2021 FINAL

2021 LOCAL, STATE, AND FEDERAL LEGISLATIVE AGENDA

Wake County

- **Landfill Malodor Reduction** – Support County actions at the South Wake Landfill that 1) invest in landfill malodor reduction and 2) establish malodor metrics and timeline for evaluation of County investments and initiatives to reduce malodors.
- **Public Transit** – Support expansion and funding for transit in southwest Wake County.
- **Land Use** – Ensure PLANWake and Town’s Comprehensive Land Use and Character Plan provide complimentary continuity of development.
- **Economic Development** – Seek partnership opportunities to enhance competitiveness of joint Town/County ED recruitment efforts.

State

- **Enclave Annexation Authority** – Work with Wake County delegation to obtain enclave annexation authority to address “doughnut hole” unincorporated areas within the Town’s corporate limits in order to simplify service delivery, improve service efficiency, and support development consistent with Town standards.
- **Charter Amendments**
 - **Transportation Impact Fee Authority** – Work with Wake County delegation to obtain transportation impact fee authority similar to other Wake County municipalities with existing authority in order to meet the transportation investment needs of a fast-growing community.
 - **Enhance Tree Preservation and Stream Buffers** – Work with Wake County delegation to augment the Town’s authority for tree preservation and remedies for non-compliance and protection of water quality.
- **Transportation Investments**
 - **State Funding of NCDOT Road Projects Impacted by COVID-19** – Support NC League of Municipality efforts to restore funding for local and statewide transportation investments put on hold due to COVID-19 revenue impacts.
 - **Capacity, Congestion Mitigation and Motorist/Pedestrian/Bicycle Safety** – Work with local representatives on partnerships/grants to advance Town Transportation Bond projects and motorist/ped/bicycle safety investments.
- **Economic Development** – Seek partnership and grant opportunities to enhance competitiveness of joint Town/County ED recruitment efforts.

Federal

- **Cultivate Congressional Relationships** – Engage Congressional delegation to explore and increase awareness on local opportunities such as replacement/expansion of local

Post Office, sustainable water/sewer/reuse investments, transportation infrastructure, and open space preservation.

- **Economic Development** – Explore opportunities for Federal grant support of infrastructure to enhance competitiveness of joint Town/County ED recruitment efforts.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 14.

New Business

Title: Annual Board of Adjustment and Planning Board Appointments

Strategic Priority Area: Responsible & Balanced Growth

Organizational Excellence

Staff Resource: Linda McKinney, Town Clerk

Action(s):

1. Appoint one in-town member to the Board of Adjustment and three in-town members to the Planning Board for 3-Year Terms.
2. Recommend one Extra-Territorial Jurisdiction (ETJ) member to the Wake County Board of Commissioners for Appointment to the Board of Adjustment.

Explanation:

- Openings on the Board of Adjustment and Planning Board were advertised by staff.
- The Clerk's Office received 25 applications from in-town residents, and 3 applications from residents in the ETJ.
- These applications were forwarded to Council in December.
- There are two positions on the Board of Adjustment which need to be filled.
 - Council will appoint an in-town member to serve a three-year term.
 - Council will recommend an ETJ member to Wake County Board of Commissioners to serve a three-year term.
- There are three in-town positions on the Planning Board which need to be filled.

Background:

- On the last day of February of each year, the terms of several members of the Board of Adjustment and Planning Board expire.
- Council appoints (or re-appoints) members to fill those terms at their last meeting in January.

Funding Source(s):

N/A

Attachment(s):

1. Memo to Council re 2021 appointments
2. Combined applications
3. 2021_BoardAppointment_map
4. PB attendance 18-20

5. BoA attendance 18-20
6. Annual Board Appointments Ballot



THE TOWN OF

Holly Springs

Memorandum

To: Mayor Sears
Town Council Members
From: Linda McKinney
Town Clerk
Date: December 17, 2020
Re: Annual Board of Adjustment and Planning Board Appointments

Attached please find:

- A map showing the location of current Board of Adjustment and Planning Board Members as well as all applicants so that you can see the distribution of membership throughout the Town.
- Applications submitted for appointment to the Board of Adjustment and Planning Board (numbered to correlate to the Map)
- Current Board of Adjustment and Planning Board Rosters
- Attendance Records for the past 3 years.

The Town Council is responsible for the appointment of “in-town” members to the Town of Holly Springs Board of Adjustment and Planning Boards, and for providing a recommendation to the Wake County Board of Commissioners (WCBOC) on who to appoint to fill positions assigned to represent the Town’s extraterritorial jurisdiction (ETJ). This year there is one ETJ member opening on the Board of Adjustment.

On the last day of February of each year, the terms of approximately one third of the members of the Board of Adjustment and Planning Board expire. Therefore the Council is to review the applications for the vacancies, and at the Town Council’s discretion, at the second meeting in January (this year January 19, 2020) appoint new members (or reappoint current members) to three (3) year terms that will expire in February 2024 to the respective Boards.

Attendance records are being provided to assist your determination on the reappointment of members who have requested reappointment, or to terminate members. In accordance with the Unified Development Ordinance, any member with a pattern of absenteeism or partial participation in regular or special meetings may be removed by the Town Council at its discretion. In the event that a member is terminated, the Town Council shall promptly appoint a new member to fill the remainder of the vacated term.

BOARD OF ADJUSTMENT

The Board of Adjustment (BOA) is a citizen board that is appointed by the Town Council to render rulings. It acts separately from the Town Council. The BOA is made up of eight (8) members; four (4) members and two (2) alternates live inside the Town limits, and one (1) member and one (1) alternate live within the Town’s extraterritorial jurisdiction (ETJ).

The BOA has quasi-judicial powers and acts separately from the Town Council, meaning all decisions of the BOA are final and any appeals to their decisions are sent directly to the 10th District Superior Court. The BOA conducts

Office of the Town Clerk

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linda.mckinney@hollyspringsnc.us • www.hollyspringsnc.us

public hearings and renders rulings on variances from the Town's zoning regulations, appeals to zoning decisions made by the Department of Planning and Zoning staff, and appeals of determinations made by the Environmental Appeal Committee.

Members with Terms Ending February 28, 2021:

1 In-Town Regular Member

Erin Paré (elected to General Assembly)

1 ETJ Regular Member

Lisa Semmens (has applied for reappointment)

In-Town Applicants (*Appoint 1 In-Town Member*)

Note: Those in Bold have BOA as a preference over Planning Board

Those applicants who do not want to be considered for the BOA are not listed below

1. Devin Cofield, Bass Lake Road (PB, BOA)
2. Robert Rubin, Arbor Creek (PB, BOA)
4. Katie Gailes, Sunset Ridge (PB, BOA)
5. Luis Ferrer, Westcott (PB, BOA)
6. Lovely Martinez, Wildwood (PB, BOA)
8. Jason Hudson, Lochridge (PB, BOA)
- 9. Laura Collins, The Woods at Sunset Oaks (BOA, PB)**
10. Jahmar Cobb, W. Holly Springs Rd. area (PB, BOA)
- 12. Christian Yungbluth, Pecan Grove (BOA, PB)**
13. Jazmia Inserillo, Forest Springs (PB, BOA)
- 14. Thomas Livolsi, 12 Oaks (BOA, PB)**
15. David Tamplen, Braxton Village (PB, BOA)
16. Tim Summerville, Avent Glen (PB, BOA)
17. Bonnie Farries, Braxton Village (PB, BOA)
19. Patsy Clark, Sunset Lake Village (PB, BOA)
20. William Tomlin, Woodcreek (PB, BOA)
21. Donna Friend, 12 Oaks (PB, BOA)
- 23. Robert Myers, Holly Pointe (BOA, PB)**
- 24. Cody Loughridge, Sunset Ridge (BOA) ***
25. Kenric McCay, 2018 Market (PB, BOA)

*currently an Alternate member whose term expires in 2022; if appointed another alternate member would need to be selected.

ETJ Applicants (*Recommend to WCBOC to Appoint 1 ETJ Member*)

This position requires appointment by the Wake County Board of Commissioners. The Holly Springs Town Council may recommend names of interested individuals to the WCBOC for appointment.

Note: Those in Bold have BOA as a preference over Planning Board

Those applicants who do not want to be considered for the BOA are not listed below

1. **Jeffrey Jones, Oliver Creek (BOA)**
2. **Lisa Semmens, Olde Mills Lake (BOA)**
3. **Jonathan Pope, Duncan's Ridge (BOA)**

PLANNING BOARD

The Planning Board is a citizen advisory board that is appointed by the Town Council to review and make recommendations to the Town Council on rezonings and development projects. The Planning Board is made up of nine (9) members. Eight (8) live inside the Town limits, and one (1) resides within the Town's extraterritorial jurisdiction (ETJ).

Members with Terms Ending February 28, 2021:

3 In-Town Members for three-year terms:

Mark Brady (has not applied for reappointment)

Rick Madoni (applied for reappointment)

Courtney Patterson (applied for reappointment)

In-Town Applicants (Appoint 3 for full terms)

Note: Those in Bold have PB as a preference over BOA

Those applicants who do not want to be considered for the PB are not listed below

1. **Devin Cofield, Bass Lake Road (PB, BOA)**
2. **Robert Rubin, Arbor Creek (PB, BOA)**
3. **Rick Madoni, Logan's Manor (PB)**
4. **Katie Gailes, Sunset Ridge (PB, BOA)**
5. **Luis Ferrer, Westcott (PB, BOA)**
6. **Lovely Martinez, Wildwood (PB, BOA)**
7. **Courtney Patterson, Sunset Pointe (PB)**
8. **Jason Hudson, Lochridge (PB, BOA)**
9. Laura Collins, The Woods at Sunset Oaks (BOA, PB)
10. **Jahmar Cobb, W. Holly Springs Rd. area (PB, BOA)**
11. **Joanna Holder, Stonemont (PB)**
12. Christian Yungbluth, Pecan Grove (BOA, PB)
13. **Jazmia Inserillo, Forest Springs (PB, BOA)**
14. Thomas Livolsi, 12 Oaks (BOA, PB)
15. **David Tamplen, Braxton Village (PB, BOA)**
16. **Tim Summerville, Avent Glen (PB, BOA)**
17. **Bonnie Farries, Braxton Village (PB, BOA)**
18. **Brian McCormick, Wescott (PB, BOA)**
19. **Patsy Clark, Sunset Lake Village (PB, BOA)**
20. **William Tomilin, Woodcreek (PB, BOA)**
21. **Donna Friend, 12 Oaks (PB, BOA)**
22. **Talla Webb, Bridgewater West (PB)**
23. Robert Myers, Holly Pointe (BOA, PB)
25. **Kenric McCay, 2018 Market (PB, BOA)**

Application to Serve on a Board or Committee

Applicant Name	Devin Cofield
E-mail	Nishea_1@yahoo.com
Address	Street Address: 224 Bass Lake Rd City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	42 years
Name of neighborhood	Bass Lake Rd (townhome)
Home phone	(919) 924-2733
Current employer	UNC Health Care
Job title / occupation	HCS Recruiter
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	BS Degree Business Management
List any current or past volunteer activities in which you are / were involved.	Dress For Success Partners Read (WCPSS) Volunteer for various road race events including Holly Springs Half Marathon
What do you see as the responsibilities of this board and what do you	To make sure everything in town is zoned properly in town

hope to accomplish if
appointed?

Do you have any personal
or business interest(s) that
could create a conflict of
interest (either real or
perceived if you are
appointed? No

Have you taken the
opportunity to attend any
board meetings prior to
the notice of this vacancy? Yes

Signature



Date & time 11/10/2020 7:20 PM

How did you find out
about these opportunities? Perusing the Town's site

View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	robert rubin
E-mail	robrubin75@gmail.com
Address	Street Address: 200 holmby court City: holly springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	13 years
Name of neighborhood	Arbor Creek
Home phone	(919) 880-1750
Work phone	(919) 880-1750
Current employer	Truist Bank
Job title / occupation	IT Team Lead
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Graduated with a B.S. in Statistics from Rutgers University in 1997. I have served as a manager and team leader at my employer for many years and have been responsible for making strategic planning decisions related to staffing and budgets, as well as ensuring team members deliver work on time.
List any current or past volunteer activities in which you are / were involved.	I coached tee-ball in Holly Springs for 2 years. Volunteered as a station leader with the Holly Springs Half Marathon for its first 2 years.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

I see the main responsibility as ensuring that zoning recommendations are done appropriately and to ensure that both commercial and residential growth in the town is done at a pace that keeps up with demand but also doesn't allow the town to grow out of control.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

11/13/2020 9:00 AM

How did you find out about these opportunities?

Town Web Site

View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	Rick Madoni
E-mail	rmadon01@yahoo.com
Address	Street Address: 2801 MILLS LAKE WYND City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	12 years
Name of neighborhood	Logan's Manor
Home phone	(919) 608-2304
Current employer	Verizon
Job title / occupation	Project Manager for One Fiber
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Have you served on this board/committee in the past?	Yes
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Active member of the Holly Springs Planning Board since 2018. Planning Board representative for the Holly Springs UDO Steering Committee. Planning Board representative for the CTP Technical Steering Committee. President of Logan's Manor HOA. Former member of the Board of Adjustment from 2015-2018. As an RF Engineer, I was an active participant in multiple planning and zoning meetings. As an attorney, took multiple local government classes. I've also lived on both sides of Holly Springs, 9 years in Holly Glen on the western side of NC55, and 3 years on the east side in Logan's Manor. So I have a good idea about issues on both sides of town.

List any current or past volunteer activities in which you are / were involved.	Current: Planning Board and President of Logan's Manor HOA. Past: Volunteer soccer coach for Holly Springs Parks and Recreation; Habitat for Humanity; Adopt A Highway; Wills for Heroes; USO; Beach Cleanup
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	To encourage the smart growth of Holly Springs, while maintaining the small town atmosphere. To help ensure growth does not outpace infrastructure. To enhance the daily lives of Holly Springs residents by promoting a sense of community. To help continue to make it a great place to live and raise children. To represent and serve the town as a resident that loves Holly Springs.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?)	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	11/28/2020 9:11 AM
How did you find out about these opportunities?	Web, emails

View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	Katie Gailles
E-mail	katiegailles@gmail.com
Address	Street Address: 276 Elmcrest Drive City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	19 years
Name of neighborhood	Sunset Ridge
Home phone	(919) 264-0218
Work phone	(919) 614-6497
Current employer	Wake Technical Community College
Job title / occupation	Director, Entrepreneurship Initiatives
I reside within the	Corporate limits of Holly Springs
	Katie Gailles - Resume.doc
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have an MB and a long career and experience in business. As a resident who has seen Holly Springs grow from 9,000 people to its current level, I have perspective that I can bring to this position.
List any current or past volunteer activities in which you are / were involved.	Board of Directors, NC Business Council Board of Directors, White Oak Foundation Board of Directors, Leadership Triangle Entrepreneurship Track Coordinator, DUKE Lead Summer Program Mentor, Fostering Bright Futures Board of Directors, NC Theatre

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

The responsibilities of the Planning Board is to review development and zoning requests and then to make recommendations to the Town Council on the requested action. We help the Town and the Town Council by serving as 'assistants' in the due diligence required to make good decisions

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

11/15/2020 9:00 PM

How did you find out about these opportunities?

email from the town

View [view all your submissions](#) easily.

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KATIE A. GAILES
Holly Springs, NC 27540

Mobile: 919-264-0218 e-mail: katiegailles@gmail.com

PROFESSIONAL PROFILE

Business professional with broad experience in the marketing disciplines, excellent communication and presentation skills, and a strong history in people, project, and program management with large and small companies. Engaging presenter. Strong work ethic. Creative and innovative thinker that inspires the same in others.

SKILLS & EXPERTISE

Entrepreneurship Consulting, Coaching, Program Design, and Program Management:

- Business planning, marketing strategy and entrepreneurship consulting and coaching with a special emphasis on bootstrapping.
- Tactical training seminars and workshops on entrepreneurship topics.
- Entrepreneurship and small business program development and community building.

Program and Channel Strategy and Management:

- Routes-to-market planning and strategy
- Program design and management with an emphasis on partner mobility and engagement.
- Marketing managements, including web site content and design and webinar design and management.

Teaching and Presentations:

- Seminar and course delivery and class management
- Advanced public speaking and presentations
- Adjunct Professor of Entrepreneurship

Marketing and Communications:

- Excellent written and verbal communications skills with experience structuring presentation materials.
- Channel marketing and communications planning and execution for internal and external audiences.
- Executive, customer, and business partner face-to-face and virtual briefing design, management, and delivery.
- Social Media consulting and tutoring (Facebook, LinkedIn, Twitter)

Sales and Sales Management:

- Territory strategy and planning for teams in large and midrange accounts in the private and public sector.
- Cross-functional and remote sales management of direct and indirect reports.
- Direct sales and client relationship management for large, small and business partner accounts

Team Management:

- Managed up to 12 people in a highly-matrixed, geographically dispersed environment.
- Managing remote and dotted-line report teams.

Analyst Relations (AR) and Public Relations (PR):

- Writing press releases and analyst briefing documents.
- Executive and spokesperson briefing and interview preparation.
- PR plan creation and execution.

EDUCATION & PROFESSIONAL DEVELOPMENT

Duke University, Fuqua School of Business, **Master of Business Administration**

Bennett College for Women, **Bachelor of Science in Business Administration**

IBM Professional Marketing Development Workshops: (Marketing Management, Creating Value, Communicating Value)

Toastmasters International Advanced Communicator and Leader

NC Institute for Minority Economic Development, Women's Executive Education Leadership Program

Leadership Triangle, Transforming Leaders Coach

Certified Online Instructor, Level 1

Online Course Accessibility Training

Camtasia Screen Recording and Video Editing Software & Snagit Custom Image and Video Software

KATIE A. GAILES
Holly Springs, NC 27540

Mobile: 919-264-0218 e-mail: katiegailes@gmail.com

CAREER DETAILS

Wake Technical Community College (2013 - Present)

Director, Entrepreneurship Initiatives

- Planned and implement an community-based entrepreneurship program called **LaunchWakeCounty** that is now active in 7 Wake County towns and has graduated over 300 entrepreneurs. Partnered with over 60 organizations and used over 50 volunteers. This has inspired similar programs in Durham, Rocky Mount, Goldsboro, Richond, Denver, and Lenawee County Michigan. Most received telephone coaching an guidance to help them implement their programs.
- Planned a student-focused entrepreneurship initiative called **LaunchWakeTech** that includes a partnership with the graphic design department that has given over 100 students experience performing branding services for over 20 entrepreneurs and has delivered over \$70,000 of services, entrepreneurship infusion projects with the barber school, natural hair, bi-lingual cosmetology, and English-as-a-Second-Language programs.
- Developing Collegiate Entrepreneurship Organization (C.E.O.) student clubs in collaboration with Shaw University and Saint Augustine's University using funds earned in a grant from the City of Raleigh Economic Development.
- Collaborated with the Wake Tech Small Business Center and HUB Coordinator to conceive, plan, and implement the Wake Tech Contractors Academy (WTCA), which has become an annual event. In 2020, 30 HUB certified businesses learned how to use this status to actually land contracts.
- Competed for and was awarded \$240,000 in grant funds for programs.

Adjunct Professor – Entrepreneurship

- Taught a curriculum course on entrepreneurship to students in the certificate or associate degree programs.

Small Business Counselor, Business Analyst and Trainer, Interim Small Business Center Director

- Provided one-on-one counseling to entrepreneurs and small business owners in the areas of business and marketing planning and strategy. Provided marketing and communications consulting services to select high growth potential startups and expanding businesses.

Katie Gailes & Associates (2006 - Present) (Was previously SmartMoves International)

Chief Entrepreneurship Officer

Boutique coaching and training firm focused on entrepreneurial thinking as the leadership skill of tomorrow and developing the 'inner entrepreneur' as a prerequisite foundation for success in employment and entrepreneurship.

Writer

Contract writing for magazines, marketing content, and other selected assignments.

N.C. Rural Economic Development Center, Inc.

Startup Counselor – Institute for Rural Entrepreneurship

Counseled displaced workers in North Carolina's rural counties who wanted to start small businesses. Also served on the NC Rural Microenterprise Loan Review Committee.

Other Experience:

IBM: Business Partner Communications Manager, Worldwide Business Partner Marketing, Communications and Web Marketing, Team Leader, Brand Channel Marketing, Software Solutions & Strategy, Business Partner Readiness Programs and Planning Manager, Program Manager, Press Relations, Unit Sales and Marketing Manager, Regional Consulting Marketing Support Representative for PCs and Workstations, Territory Account Representative for specialty products and mainframes, Systems Engineer

EducatePlus: Vice President, Business Development

Seer Technologies: Public Relations Manager

AWARDS AND RECOGNITION

IBM Sales & Technical Awards (6)	IBM Regional or Directors Awards (3)
President, IBM Sys Engineering School	IBM Performer-of-the-Month Awards (6)
TBJ Woman in Business Award Recipient	Toastmasters International Advanced Communicator and Leader

COMMUNITY & ASSOCIATONS

Duke University & Bennett College Alumni	North Carolina Theatre (Board Member)
Founder, Holly Springs Writers Guild	Kauffman Foundation Entrepreneurship EcoSystem Champion
White Oak Foundation (Board Member)	NC Business Council (Board Member)

Application to Serve on a Board or Committee

Applicant Name	LUIS FERRER
E-mail	mrferrer@me.com
Address	Street Address: 108 Breyla way City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	5 1/2 years
Name of neighborhood	Westcott
Home phone	(919) 973-9923
Work phone	(910) 243-8084
Current employer	Army/ Joint Special Operations Command
Job title / occupation	Knowledge/Information Manager
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Military executive experience in logistics, buildings, and other structural planning to accommodate future manning and operations.
List any current or past volunteer activities in which you are / were involved.	I have never volunteered for the city because I devoted 32 years of military service as a military member and now a department of defense civilian. I'm around the corner to retire and would like to serve my community.
What do you see as the responsibilities of this board and what do you	Ensure we come together as a unit to accomplish the Mayor's goals.

hope to accomplish if
appointed?

Do you have any personal
or business interest(s) that
could create a conflict of
interest (either real or
perceived if you are
appointed?

No

Have you taken the
opportunity to attend any
board meetings prior to
the notice of this vacancy?

No

Signature



Date & time 11/13/2020 6:35 PM

How did you find out
about these opportunities?

Email

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Application to Serve on a Board or Committee

Applicant Name	Lovely Martinez
E-mail	lovely.lovius@hotmail.com
Address	Street Address: 100 Greenhurst cir City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	67 months
Name of neighborhood	Wilwood
Home phone	(908) 444-2462
Current employer	Radware
Job title / occupation	Team Leader
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	MBA with major in project management Second degree diploma - Clinical trial management and Pharmaceutical drug development B.Sc Medical Biology
List any current or past volunteer activities in which you are / were involved.	n/a
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	I see the responsibilities of the board as a vessel for the accomplishment of the town mission. i hope to be to voice of the residents and to bring my skills and experience to help the town with the attainment of its strategic goals.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

11/15/2020 11:55 AM

How did you find out about these opportunities?

town website

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Application to Serve on a Board or Committee

Applicant Name	Courtney Patterson
E-mail	cnpatterson@gmail.com
Address	Street Address: 108 Evening Storm Pl City: Apex State: NC Zip Code: 27539
How long have you lived in Holly Springs?	4.5 years
Name of neighborhood	Sunset Pointe
Home phone	(714) 454-6378
Current employer	Committee on States
Job title / occupation	Director of Operations
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Have you served on this board/committee in the past?	Yes
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	For the past three years I have served on the HS Planning Board. I also served on the Transportation Bond Committee and as the PB rep on the Community Advisory Committee for the Re:Vision Holly Springs project. Prior to moving to Holly Springs, I served as chief of staff for a member of the New York City Council and was deeply involved in a district-wide rezoning.
List any current or past volunteer activities in which you are / were involved.	As a new parent to twin boys, my volunteer time is limited to the Planning Board and my neighborhood HOA. I have also been involved with the Wake County Democratic Party and my local precinct. Before moving to North Carolina I was active on committees at the New York City Bar Association.
What do you see as the responsibilities of this	The board serves as an important advisory

board and what do you hope to accomplish if appointed?

committee to the Town Council and allows for valuable community participation. Town Council members have limited time to review land use and zoning proposals, and I believe engaging community members beyond town staff is an important filter. The Planning Board creates another opportunity for community engagement and the chance for more members of our town to have direct involvement with local government policies and procedures.

Admittedly, as we only meet once per month, there is a steep learning curve, and it takes some time to feel comfortable with the different processes and issues that the Planning Board reviews. After serving a term on the Planning Board, I feel like I'm well prepared to continue to be an active participant in our meetings. As a PB member, I am eager to be involved with the UDO revision process, and will continue to support policies and plans that demonstrate responsible residential growth.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

12/04/2020 11:14 AM

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Application to Serve on a Board or Committee

Applicant Name	Jason Hudson
E-mail	JASONSHUDSON@GMAIL.COM
Address	Street Address: 109 SILENT BEND DR City: HOLLY SPRINGS State: North Carolina Zip Code: 27540
How long have you lived in Holly Springs?	1.5 years
Name of neighborhood	Lochridge
Home phone	(205) 531-8131
Work phone	(205) 531-8131
Current employer	North Carolina Office of the Chief Medical Examiner
Job title / occupation	Chief Toxicologist
I reside within the	Corporate limits of Holly Springs
	Jason S Hudson CV.pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have significant experience in government agency operation and process. I have worked for the States of Virginia, Alabama, and North Carolina and in both technical and administrative roles. I have also been a small business owner and understand the impact of zoning implications and planning/development.
List any current or past volunteer activities in	Frequently present on behalf of NC Office of the Chief Medical Examiner to a variety of state, county,

which you are / were involved.	and local agencies as well as conduct community outreach events for high school and college students.
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	I see the responsibilities of the boards to serve a role to ensure responsible and sustained growth while ensuring fairness and equity for the citizens and stakeholders. My purpose on the board would be to work as part of the committee to carefully evaluate the matters that are before the board. I have no personal goals or motivation to serve on the board aside from serving Holly Springs and making it the best possible community it can be for me and my family to reside.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	No
Signature	
Date & time	12/07/2020 11:02 AM
How did you find out about these opportunities?	email

View [view all your submissions](#) easily.

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Jason S. Hudson, Ph.D., F-ABFT

Chief Toxicologist

North Carolina Office of the Chief

Medical Examiner

Raleigh, NC

Office: 919-743-9025

Cell: 205-531-8131

Jason.Hudson@dhhs.nc.gov

JasonSHudson@gmail.com

EDUCATION

Graduate

University of Alabama at Birmingham

Ph.D. in Chemistry and Biophysical Chemistry

University of Alabama at Birmingham

M.S. in Chemistry

Undergraduate

University of Mississippi

B.S. Forensic Chemistry

BOARD CERTIFICATION

Fellow - American Board of Forensic Toxicology (F-ABFT)

New York State Certificate of Qualification for Laboratory Director (Forensic and Clinical Toxicology)

TESTIMONY EXPERIENCE

Testified approximately 225 times in various criminal proceedings in the Commonwealth of Virginia and the State of Alabama. Full testimony list available upon request.

EMPLOYMENT

- **Chief Toxicologist- North Carolina Office of the Chief Medical Examiner (July 2019- Present)**
 - Lab Director of record
 - Certification of laboratory reports
 - Interpretation of postmortem toxicology and cause of death analysis
 - Ensure accreditation standards are met
 - Development and validation of new analytical methodology
 - Supervise and train scientific staff
 - Function as technical expert for the laboratory
 - Establish and maintain standard operating procedures for the laboratory

- **Forensic Toxicology Section Chief – Alabama Department of Forensic Sciences (May 2015-June 2019)**
 - Manage day to day laboratory operations for high volume laboratory with 15 scientific staff members
 - Manage case flow and testing for submissions from medical examiners, coroners, and law enforcement agencies within the State of Alabama
 - Technical review of batch file and case data
 - Report findings of toxicological analyses and serve as an expert witness in court proceedings
 - Interpretation of toxicological findings
 - Training of scientific staff
 - Serve as the Quality Control Officer for the Toxicology Section
 - Conduct method development and validation for new techniques and procedures for QQQ and Q-TOF mass spectrometers
 - Analytical development and implementation of the oral fluid testing program in the State of Alabama

- **Forensic Toxicologist – Virginia Department of Forensic Science (August 2010-April 2015)**
 - Analysis of biological specimens for alcohol, drugs, and other poisons
 - Participation in training of scientific staff
 - Reporting of certificates of analyses and serve as expert witness in court proceedings
 - Interpretation of toxicological findings
 - Method development and validation of new techniques and procedures for QQQ and GC mass spectrometers
 - Served as technical resource for Toxicology Section

- **NIH Predoctoral Fellow Research Assistant – University of Alabama at Birmingham (May 2005-August 2010)**
 - Conducted independent research toward doctoral dissertation

- Managed research collaborations
- Trained laboratory staff members
- **Graduate Teaching Assistant** – University of Alabama at Birmingham (August 2003- May 2005)
 - Served as a teaching assistant for undergraduate and graduate courses taught by the Chemistry Department
 - General Chemistry
 - Organic Chemistry
 - Biophysical Chemistry
- **Forensic Science Intern** – Mississippi Crime Laboratory (April 2002- August 2002)
 - Performed various intern related projects for Crime Scene Unit

FORENSIC TOXICOLOGY RELATED TRAINING

- Method Development and Validation Workshop (Santa Ana, CA, 2017)
- Drug Recognition Expert Program Workshop (IACT Orlando, Florida, 2016)
- Managing the Forensic Laboratory Workshop (SOFT National Meeting Atlanta, GA, 2015)
- Agilent 6500 Series Q-TOF LC/MS Techniques and Operation for Small Molecules (Wood Dale, IL, 2015)
- Alabama Department of Forensic Sciences Training Program (2015)
- Advanced Roadside Impaired Driving Enforcement Course (Fredericksburg, VA, 2014)
- VA DFS Uncertainty of Measurement Training Workshop (2013)
- ASCLD/LAB ISO 17025 Internal Auditor Training Course (2012)
- Randox Immunoassay Analyser Operation Training Workshop (2012)
- Agilent 6400 Series QQQ LC-MS/MS Techniques and Operation Training Workshop (2011)
- Robert F. Borkenstein Course on Drugs and Human Performance (Indiana University, 2011)
- Advanced DUI/DUID Training Workshop, (Williamsburg, VA, 2011)
- Marijuana Pharmacology Workshop (SOFT National Meeting Richmond, VA 2010)

- Robert F. Borkenstein Course on Alcohol and Highway Safety (Indiana University, 2010)
- Virginia Department of Forensic Science Toxicology Training Program (2010)

FORENSIC TOXICOLOGY EXPERIENCE

- Method development and validation (GC-MS, LC-QQQ, LC-QTOF, Immunoassay)
- Toxicology laboratory management
- Expert witness testimony
- Audits pursuant to accreditation standards (Internal and External)
- Extraction and instrumental analysis of biological specimens for antemortem and postmortem toxicology (blood, urine, vitreous humor, tissues)
- Issuance and interpretation of Toxicology Certificates of Analysis
- Case and data technical review
- Uncertainty of measurement processes and implementation
- Authorship of standard operating procedures and training manuals

INSTRUMENTATION EXPERIENCE

Mass Spectrometry (GC, QQQ, Q-TOF)
 Immunoassay
 Isothermal Titration Calorimetry (ITC)
 Fluorescence Spectroscopy
 IR Spectroscopy
 Electrophoresis

Chromatography (TLC, LC, GC)
 Nuclear Magnetic Resonance (NMR)
 Differential Scanning Calorimetry (DSC)
 UV Spectroscopy
 Circular Dichroism Spectroscopy (CD)
 X-Ray Crystallography

SOCIETY MEMBERSHIPS

Society of Forensic Toxicologists, 2011-present
 International Association of Chemical testing 2015-17
 American Chemical Society, 2003-2010

PUBLICATIONS AND PRESENTATIONS

Forensic Toxicology Related Publications and Presentations

Publications:

Hudson, JS, Hutchings, JW, Wagner, RL (2015) **Amphetamines, Phentermine, and Designer Stimulant Quantitation Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies.

Hudson, JS, Hutchings, JW, Wagner, RL (2015) **Validation of a Quantitative Method for Amphetamines, Phentermine, and Designer Stimulants Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies.

Hudson, JS, Hutchings, JW, Wagner, RL, Harper, CE, Friel, PN (2013) **Validation of a Cannabinoid Quantitation Method Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies.

Hudson, JS, Hutchings, JW, Wagner, RL, Harper, CE, Friel, PN (2013) **Cannabinoid Quantitation Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies

Hudson, JS, Hutchings, JW, Wagner, RL, Harper, CE, Friel, PN (2013) **Validation of a Benzodiazepine and Z-Drug Method Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies.

Hudson, JS, Hutchings, JW, Wagner, RL, Harper, CE, Friel, PN (2013) **Benzodiazepine and Z- Drug Quantitation Using an Agilent 6430 LC/MS/MS**. Agilent Application Notes, Agilent Technologies.

Presentations:

LC-TOF/QTOF for Drug Screening Applications in the Toxicology Laboratory: Theory, Development, and Application; Midwestern Association of Forensic Sciences, 2018

Mass Spectrometry Techniques for the Detection of Novel Psychoactive Substances in Forensic Casework; Montreal Mass Spectrometry Discussion Group, University of Montreal, 2018

Analysis of Synthetic Cannabinoids by LC-QQQ and LC-QTOF in Different Biological Matrices; Platform Presentation, Alabama State Association of Forensic Sciences, Sandestin, FL, 2018

Screening and Confirmation of Fentanyl Analogs by High Resolution Mass Spectrometry using an Agilent 6545 QTOF Mass Spectrometer; Platform Presentation, Society of Forensic Toxicologists Annual Meeting, Boca Raton, Florida, 2018

Non Pharmaceutical Fentanyls by High Resolution Mass Spectrometry; Agilent Lunch and

Learn, Boca Raton Florida, 2018

Method Development for Qualitative QTOF Methodologies; Method Development Workshop Speaker, Society of Forensic Toxicologists Annual Meeting, Boca Raton, Florida, 2018

Alcohol and Drugs of Abuse Affecting the Central Nervous System: Pharmacology, Toxicology, and Impairment; SOFT Continuing Education, Nashville, TN 2017

The Power of High Resolution Mass Spectrometry for the Detection of Fentanyl Analogues; RTI International Webinar Series and Agilent Technologies; 2017

SWGTOX Method Development and Validation Guidelines; SOFT Continuing Education Workshop, Santa Ana, CA, 2017

Synthetic Cannabinoid Screening and Confirmation in Whole Blood using an Agilent 6430 QQQ and Agilent 6550 QTOF; Platform Presentation, Society of Forensic Toxicologists Annual Meeting, Dallas, TX, 2016

The Drug Recognition Expert Workshop; Workshop Speaker, Society of Forensic Toxicologists Annual Meeting, International Association of Chemical Testing, Orlando, FL, 2016

Managing a Forensic Toxicology Laboratory: A New Mindset and Approach; Workshop Speaker, Society of Forensic Toxicologists Annual Meeting, Atlanta, GA, 2015

The Drug Recognition Expert Workshop; Workshop Speaker, Society of Forensic Toxicologists Annual Meeting, Grand Rapids, MI, 2014

Analysis of Benzodiazepines Including Phenazepam and Z-Drugs in Whole Blood Using an Agilent 6430 Triple Quadrupole Mass Spectrometer; Platform Presentation, Society of Forensic Toxicologists Annual Meeting, Boston, MA, 2012

Method Development and Validation of a Cannabinoid Method that Includes Cannabinol and Cannabidiol Using and Agilent 6430 LC-MS/MS in Positive Ion Mode; Poster Presentation, Platform Presentation, Society of Forensic Toxicologists Annual Meeting, Boston, MA, 2012

Signs of Drug Impairment; Speaker, Virginia DUI Drug Treatment Court Conference, Williamsburg, VA, 2012

Synthetic Cannabinoids and Research Chemicals: A Toxicological Perspective; Speaker, Virginia State Police, Richmond, VA, 2012

Natural Sciences Related Publications and Presentations

Publications:

Brenna A. Tucker, Jason S. Hudson, Lei Ding, Edwin Lewis^{||}, Richard D. Sheardy⁺, Eugenia Kharlampieva, and David Graves; **Stability of the Na⁺ Form of the Human Telomeric G-Quadruplex: Role of Adenines in Stabilizing G-Quadruplex Structure**; ACS Omega, 2018, 3 (1), 844-855

Hudson, Jason S.; Ding, L.; Vu, L.; Lewis, E.; Graves, D.; **Recognition and Binding of Human Telomeric G-Quadruplex DNA by Unfolding Protein 1**; Biochemistry (2014), 53(20), 3347-3356

Hudson, Jason S.; Brooks, Sonja C.; Graves, David E.; **Interactions of Actinomycin D with Human Telomeric G-Quadruplex DNA**; Biochemistry (2009), 48(21), 4440-4447

Hudson, Jason S. **Biophysical Analysis of Small Molecule and Protein Interactions with a Higher Order Nucleic Acids Structure: The G-Quadruplex DNA**; PhD Dissertation (2010)
Brooks, Sonja C.; Hudson, Jason S.; Graves, David E.; **CpG Oligonucleotides Induce TLR9 Mediated Cellular Invasion in a Sequence and Structural Dependant Manner**; Inquiro (2008), 8, 63-65.

Mishra VK, Palgunachari MN, Hudson JS, Shin R, Keenum TD, Krishna NR, Anantharamaiah GM. **Structure and lipid interactions of an anti-inflammatory and anti-atherogenic 10-residue class G(*) apolipoprotein J peptide using solution NMR**. Biochim Biophys Acta. 2011 Jan;1808(1):498-507. Epub 2010 Oct 21.

Oral Presentations:

Hudson, Jason S.; Brooks, Sonja C.; Graves, David E.; **Energetics and Kinetics Characterizing the Actinomycin D-GQuadruplex Complex**; Abstracts, 60th Southeast Regional Meeting of the American Chemical Society, Nashville, TN, United States, November 12-15 (2008)

Hudson, Jason; Graves, David E. **A Thermodynamic Study of the Binding of Actinomycin D to Atypical Sites in DNA**. Annual Alabama Academy of Science Meeting, April 15, 2008, (2008)

Hudson, Jason; Graves, David E; **Interactions of Actinomycin D with the Human Telomeric G-quadruplex DNA**; 1st International Meeting of the Quadruplex, Louisville, KY, April 20-24, (2009)

Hudson, Jason; Graves, David E. **The G-Quadruplex DNA as a Molecular Switch: The Structural Modulation of Higher Order DNA via Small Molecule Interactions**. NIBIB NIH

T32 Trainees Meeting, Washington, DC, June 19th-21st, (2008)

Hudson, Jason; Graves, David E. **Binding Interactions of Actinomycin D to the G-Quadruplex DNA.** Abstracts, 59th Southeast Regional Meeting of the American Chemical Society, Greenville, SC, October 24-27 (2007)

Hudson, Jason; Graves, David E. **The Binding of Actinomycin D to the G-Quadruplex DNA.** 21st Gibbs Conference on Biothermodynamics, Carbondale, IL, Sept 29-Oct 3, (2007)

Hudson, Jason; Graves, David E. **Novel Binding Interactions of Actinomycin D to the G-Quadruplex DNA;** Comprehensive Cancer Center Retreat; Birmingham, AL (2007)

Hudson, Jason; Graves, David E. **The Binding Energetics of Actinomycin D to Nonclassical Sites in Double-Stranded DNA.** Abstracts, 58th Southeast Regional Meeting of the American Chemical Society, Augusta, GA, United States, November 1-4 (2006)

Hudson, Jason; Harville, Steven; Muccio, Donald. **Quantitative Determination of Dissociation Constants for ProteinLigand Complexes Using Electrospray Ionization Mass Spectrometry.** Abstracts, 57th Southeast/61st Southwest Joint Regional Meeting of the American Chemical Society, Memphis, TN, United States, November 1-4 (2005)

Application to Serve on a Board or Committee

Applicant Name	Laura Collins
E-mail	laura@lauracollinslaw.com
Address	Street Address: 100 Meadowcrest Pl City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	14 years
Name of neighborhood	The Woods at Sunset Oaks
Home phone	(919) 629-2088
Work phone	(919) 629-2088
Current employer	Self Employed
Job title / occupation	Lawyer
I reside within the	Corporate limits of Holly Springs
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I am a business law attorney licensed in NC and CA. I have represented clients in front of the Raleigh Board of Adjustment, so I understand development regulations, zoning and planning requirements that come with a town or municipality's Uniform Development Ordinances.
List any current or past volunteer activities in which you are / were involved.	I volunteered on the Sunset Oaks Architectural Review Board for two years 2013-2015. I have familiarity with HOA guidelines, restrictive covenants, and I enjoyed helping neighbors achieve their goals within the guidelines. I served as President of Carolina Velocity, FC a 501(c)(3) nonprofit youth soccer club from 2018-2020. Under my representation we grew the club 40% in its first

year and 50% year two. I was the United Arts Council of Wake County Cultural Arts Representative for Middle Creek Elementary from 2007-2012, which involved yearly planning, submitting grants and hiring musicians, artists, writers and singers to perform and enrich the education of students.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

I see the responsibility of the board to be stewards of the town's Uniform Development Ordinances. The decisions of the board should show deference to the town's planning and development services and its environmental interests while also serving as a relief valve where a special use or variance makes sense, is narrowly tailored, and ultimately is in the best interest of the community.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

11/18/2020 6:05 PM

How did you find out about these opportunities?

Town Website

View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	Jahmar Cobb
E-mail	jahmarcobb@yahoo.com
Address	Street Address: 1341 New Hill Rd Street Address Line 2: 1341 New Hill Rd City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	33 years
Name of neighborhood	Jahmar Cobb
Home phone	(919) 633-4059
Current employer	Liberty Healthcare of NC
Job title / occupation	NC Clinical Scheduling Manager
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have served on planning boards in the religious sector for over 14 years. I have over 30 years of vested interest in the Town and have assisted with planning of non-violent protests in Holly Springs and have been a Civic leader in the community for almost 15 years.
List any current or past volunteer activities in which you are / were involved.	Assisted with Meal distribution in partnership with Holly Springs United Methodist Church and the Kirk of Holly Springs. Assisted in creating an interfaith alliance for the Town, in which I am still active in. Assisted in restructuring of Holly Springs Ministerial Alliance. Assisted in the Community day of Prayer sponsored by Impact of Holly Springs. Assisted in MLK Town celebrations for over 8 years.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

I see that the responsibilities of the board would primarily be to aide the Council with updated data and facts in which will ultimately assist in the betterment of our town and community. I would hope to accomplish the following: to provide positive (unbiased) assistance, while working along with others. Seeking new strategies and ideas that would help advance our town as we continue to grow and also to be a positive role model in which town citizens can view as one that has genuine interest in our Town in every possible aspect.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

11/16/2020 12:35 PM

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Application to Serve on a Board or Committee

Applicant Name	Joanna Holder
E-mail	joholder0608@gmail.com
Address	Street Address: 101 Ocean Jasper Dr City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	10 months
Name of neighborhood	Stonemont
Home phone	(704) 577-5235
Work phone	(984) 600-0448
Current employer	FHI
Job title / occupation	Vice President, Human Resources
I reside within the	Corporate limits of Holly Springs
	Joanna Holder Resume 2020.pdf
First choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have a Masters in Business Administration and Bachelor's degree in Corporate Communication. As an HR Professional and VP I am well acquainted with making decisions on behalf of a group of people, trying to maximize both interests. I have extensive experience in creating, interpreting and modifying policies. Additionally, my career has provided decades of experience with employment law and interpreting practices to align with governmental expectations. I also have recent experience with both boards

regarding the town's previous UDO regarding fencing height on corner residential lots. As a citizen I asked for a variation to the UDO fencing (and missed by one vote) and then went on to file an amendment to the UDO text regarding fencing. I gained the support of the Planning Board (with a revision) and the support of the Town Council. The UDO was changed on October 20, 2020.

List any current or past volunteer activities in which you are / were involved.

I am a previous Franklin County Boys and Girls Club board member (2012-2013).

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

The responsibilities of the board as I understand it is to evaluate the development opportunities for Holly Springs for compatibility with the Future Land Use and Development Plan and make recommendations to the Town Council. I hope that as part of the board I can help evaluate developmental requests thoroughly from all citizen perspectives and provide thoughtful considerations on behalf of the residents of Holly Springs.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

11/30/2020 7:36 PM

How did you find out about these opportunities?

I receive several of the town e-mail notifications; also mentioned by a staff member of the Town

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JOANNA HOLDER, MBA, SPHR, SHRM-SCP

Holly Springs, NC 27540
joholder0608@gmail.com
(704) 577-5235 (mobile)

HUMAN RESOURCES PROFESSIONAL

SPHR certified Human Resources leader with extensive knowledge of employee relations, strategic workforce planning, engagement, change management, and leadership development/coaching. Strengths include experience with variable size employers, multi-site and complex reporting structures, partnering with leaders to enable positive business outcomes. Over twenty (20) years of progressively responsible, human resources experience.

WORK EXPERIENCE

Freight Handlers Inc, Fuquay-Varina, NC

Apr 2018 – Present

Vice President, Human Resources

Responsible for increasing the level of partnership and service of Human Resources in 2500+ associate organization spread across 22 states embedded in customer warehouses. Strategic partner aligning business objectives of the executive leadership team and senior operations management with HR best practices. Oversight of human resources team of 21 comprising talent acquisition, employee relations, compensation, benefits and HRIS.

- Restructured and redesigned benefit programs resulting in a market savings of \$473,687 for 2021
- Comprehensive compliance assessment resulting in effective strategies that reduced legal activity by 86%
- Transitioned HR system from ADP Enterprise to Workday within 7 months, rolling out several modules including HCM, Recruiting, Talent, Benefits and Absence while converting to weekly payroll.

Bob Barker Company, Fuquay-Varina, NC

Apr 2016 – March 2018

Director, Human Resources

Head of Human Resources responsible for strategy and operations of HR for mid-sized, multi-state distributor of detention supplies with over \$100 million in revenue. Partnered with company owners and executive team to drive strategies focused on talent development and succession planning. Design and oversee engagement initiatives and ensure compliance with regulatory requirements such as affirmative action and the Affordable Care Act. Monitor effectiveness of benefits and compensation programs.

- Achieved one of the Triangle's Best Places to Work awards.
- Successfully implemented Ultimate Software resulting in increased quality and efficiency of service

Novant Health, Inc.

Jul 2004 – Mar 2016

Director, Human Resources – Greater Charlotte Market (2013 - 2016)

Direct consultant to senior leaders in matters relating to workplace culture, leadership development, and capitalizing on human labor for successful business results in 9,000+ team member region. Responsible for operational level implementation of HR related system plans and programs through staff of 7 HR Business Partners. Identify market-wide and service line trends and needs and collaborate with business leaders and internal HR partners to ensure alignment toward successful strategic outcomes for that group. Coach team on consulting methodology to influence leaders to create and sustain high performing, fully engaged teams.

- Demonstrated return on investment of team engagement interventions through the market over 1 million dollars every year (2013 = \$1.12 million, 2014 = \$1.36 million and 2015 = \$1.30 million).
- Led companywide team to establish Strategic Workforce Planning model for Novant Health and implemented model in 4 business units.

Director, Human Resources & Support Services – Triangle Market (2010 – 2013)

Moved to Raleigh, NC to support emerging market for Novant Health. Responsible for delivery of Human Resources market wide and senior leadership of all support services (IT, Housekeeping, Plant Engineering, Laboratory, Medical Records, Dietary) totaling 7 direct reports and 60 indirect reports.

- Member of market executive team defining strategy and objectives of various business units and with oversight for leadership of change management in transition from previous owner to Novant Health.
- Led leadership team in improving employee satisfaction for FRMC from the 11th percentile (2010) to the 80th percentile (2011).

Director, Employee Relations, EEO & Diversity – Greater Charlotte Market (2006- 2010)

Responsible for Employee Relations, EEO & Diversity function for market approximately 9,000 employees supervising six staff members. Drive human resources tactics to align performance and behavior among all levels with organizational strategy. Examine retention and satisfaction of employees and support senior leaders in evaluating systematic opportunities for improvement. Led diversity process in region; head of Diversity Action Committee, Member of Corporate Diversity Council. Investigate, respond and represent organization in external labor charges and oversaw internal complaint process. Assess, prepare and assure delivery of just in time content to drive leadership performance and effectiveness.

Employee Relations Coordinator (2004 - 2006)

Strategic Human Resources partner for Physician practice group and Nursing areas at Presbyterian Healthcare. Advise managers on strategies to increase employee engagement and utilization of company's progressive discipline system. Prepare leaders and represent organization at unemployment hearings. Assess leadership in assigned areas; coached and supported development to increase effectiveness. Facilitate Appeal process and Conflict Resolution Process for all employees within assigned areas. Led ad hoc group of Diversity Action Committee in creation and presentation to the Novant Executive team of same-sex domestic health partner benefits. Diversity facilitator for both staff and leader sessions.

MEDCATH, INCORPORATED, Charlotte, NC**1998 - 2004**

Multi-state Heart Hospital and Mobile Heart Catherization system.

Education Facilitator (2002 - 2004)

Transferred to position for growth and development. Presented and coordinated customized training for six off-site hospitals, handled multiple projects and administered the Learning Management system.

Human Resources Specialist - Compensation and HRIS (2001 - 2002)

Promoted from HR Generalist. Served as company's corporate resource for compensation and Chair of Compensation Team. Assisted in management of HRIS system, Lawson.

Human Resources Coordinator/Generalist – Promoted to Corporate office (1998 - 2001)

Advised assigned Hospital HR units on employee relation's matters (FLSA, Title VII, ADEA, ADA, etc.) leave administration, progressive discipline approach and JCAHO compliance.

EDUCATION AND TRAINING

Masters of Business Administration (MBA), Wake Forest University

Bachelor of Speech Communication (BS), Corporate Communications, University of Texas at Austin

PROFESSIONAL CERTIFICATIONS AND AFFILIATIONS

Senior Professional in Human Resources (SPHR), Human Resource Certification Institute (HRCI)

SHRM Senior Certified Professional (SHRM-SCP)

Six Sigma Green Belt certified (CSSGB) – by American Society for Quality (ASQ)

Strategic Workforce Planner (SWP), Human Capital Institute

Strategic HR Business Partner (sHRBP), Human Capital Institute

Certified to administer Myers Briggs Type Indicator (MBTI)

Certified in Behavioral Interviewing Techniques (Targeted Selection and Targeted Selection Quick Hire)

Project Management Facilitator, Franklin Covey

7 Habits of Highly Effective People Trainer, Franklin Covey

Application to Serve on a Board or Committee

Applicant Name	Christian Yungbluth
E-mail	cyungbluth@hotmail.com
Address	Street Address: 6307 Penuche Way City: Holly Springs State: North Carolina Zip Code: 27540
How long have you lived in Holly Springs?	3 years
Name of neighborhood	Christian M Yungbluth
Home phone	(775) 800-3210
Work phone	(775) 800-3210
Current employer	Middleby Corporation - Carter-Hoffmann
Job title / occupation	Director of Sales & Marketing
I reside within the	Corporate limits of Holly Springs
	Yungbluth Resume 2020b1.docx
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	As a Mechanical Engineer and P.E. in good standing I have decades of thoughtful and deliberative experience in a professional capacity that apply to the position at hand. As an industry Executive and MBA, I can and have given careful consideration to the appropriate use and stewardship of resources as is appropriate to necessary business growth but with a careful eye to avoid waste and abuse of public resources.

List any current or past volunteer activities in which you are / were involved.	I am a long-time adult leader in the Boy Scouts of America (Scouts BSA). I am an Assistant Scoutmaster with Troop 320 out of Fuquay-Varina United Methodist Church
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	In hearing applications for variances of zoning provisions: to provide thoughtful, careful and unbiased decisions in the interpretation of the request and controlling statutes. Where zoning variances are considered for modification: to do so in consideration of the public welfare, and within the purpose and intent of the appropriate regulations. I am deeply interested and motivated to give back to my community in a meaningful way. My goal is to provide the town the benefit of a thoughtful and deliberative Board member who can interpret complex conditions, and act in a manner that serves the public interest without bias.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	No
Signature	
Date & time	11/30/2020 9:31 PM
How did you find out about these opportunities?	Timothy Forrest recommended I consider the role as a way to contribute to the community

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SUMMARY

A tested, transformative, charismatic Executive leader with extensive experience generating stakeholder value, mentoring professionals and teams for optimal performance. Expert at defining markets to develop and exploit brand position for maximum revenue. Focus on the balance of top line sales, bottom line cost structure, service and warranty costs, and market share. Results based on successful data driven strategies that focus on team development, optimal weight of brand position, value proposition, and channel revenue management.

PROFESSIONAL EXPERIENCE

Middleby Corporation (2013 – Present)

The world leader in commercial and residential cooking equipment, with over \$2.7B in revenue and 62+ brands. Broad applications in automation, stainless steel fabrication, and appliances from countertop appliances to industrial process equipment.

Carter-Hoffmann Group

Director of Sales & Marketing (09-2020 to Present)

- Collaborate with President to target markets and guide the product strategy and customer growth for a multi-division business segment with four brands
- Lead National Sales team (5), Marketing Team (3), and (20) Independent Brand Representative groups
- Monitor business metrics and adapt strategies and tactics for products and Sales
- Lead coaching, mentoring, training, and development of Sales & Process leaders
- Utilize market analysis, competitive benchmarking, current trends and customer relationships to drive Sales to meet market needs
- Enhance the company reputation as a market disruptor and provider of unique and creative solutions among our clients and in the industry, differentiating us from our competitors
- New business contract negotiations, development of pricing and market strategies

Southbend Range & Star Holdings Group

Group Vice President of Business & Product Development (08-2017 to 09-2020)

- Collaborate with President to understand and highlight select target markets and guide the product strategy and customer growth for a multi-division \$250M business segment with 7 brands
- Lead Product Development Engineering Teams (16), Marketing Teams (6)
- Develop new products and product extensions for multiple segments representing \$100M+ in sales
- Monitor business metrics, adapt strategies and tactics for products and Sales
- Lead coaching, mentoring, training, and development of process leaders
- Transform and foster rough ideas and general concepts into actions, projects and products completed in a timely manner
- Utilize detailed market intelligence, competitive benchmarking, current trends and customer relationships to drive Engineering & Sales to meet market needs
- Enhances the company's reputation as a market disruptor and provider of unique and creative solutions among our clients and in the industry, differentiating us from our competitors
- Developed US Patent D893,980, with two more patents pending

Star International Holdings, Inc., Star-Lang-Holman-Toastmaster-Wells Brands

Vice President – Sales & Business Development (11-2013 to 08-2017)

- Full P&L responsibility for \$65M division with 5 brands across Sales, Marketing, Parts and Engineering groups
- Lead Product Development Engineering Team (8), National Sales Team (5), Marketing Team (3), and (20) Independent Brand Representative groups
- Lead Sales team in Strategic and Tactical goals using market intelligence and sales analysis
- Lead Engineering group in idea generation for new products and product line extensions

- Developed and executed all Sales and Marketing plans with innovative and impactful sales campaigns
- Implement product rationalization and value engineering initiatives to optimize product sales contributions, and eliminating underperforming products or categories
- Leader of brand management, analysis and off-shore sourcing initiative for key market positions
- Negotiated pricing and contract programs for buying groups, individual dealers, and chains accounts. Managed high value accounts, develop merchant accounts, strategic marketing plans and promotional programs

Illinois Tool Works (ITW), Cooking Equipment Division

OEM of Vulcan-Hart and Wolf Range commercial cooking equipment brands

Vice President – National Sales, Buffalo, NY (09-2011 to 11-2013)

- Managed North American sales, consistently exceeded aggressive annual growth targets through enterprise Internet sales and Trade Focus teams, resulting in explosive growth in target markets
- Directed custom sales & marketing programs and iPad apps, created web-based ROI calculators, educational & marketing YouTube videos, and industry leading training programs

Sr. Engineering Manager, Charlotte, NC (03-2003 to 09-2011)

- Directed Engineering R&D, Operations & Material Management teams in concept-to-production of new commercial cooking products, including cutting edge material and infrared technologies
- Executed design, organization and implementation of an overseas sourced countertop product line resulting in multi-million dollar YoY sales growth. Margin improvement initiatives (80/20, In-lining, MRD) resulting 20% material cost reduction, enhanced manufacturability, 75% warranty reduction, and increased features & benefits.
- Developed patent U.S. Patent 8065998B2 and application #'s 20090242546 and 20080216817.

Ultrablend Color, LLC, Charlotte, NC (2003-2005)

OEM of world class color solutions, paint mixing and dispensing equipment.

Project Manager/ Sr. Engineer - R&D

- Developed Engineering Department from scratch, hiring, administration, SOP's, document management and test methods for the entire company product line
- Managed Engineering and Production departments. Directed manpower loading and supervision, costing, scheduling & reporting.
- Developed Patent 7401447, Can Lid Sealer resulting in \$500k sales in the first year

Corning Inc., Concord, NC (2001 to 2003)

Multi-disciplinary teams for support and enhancement of Optical Fiber manufacturing processes

Manufacturing Engineer

- Managed team of 10 Technicians and Engineers in critical quality improvement initiative. Utilized Six Sigma, SPC & DOE techniques to deliver 60% reduction in defects, resulting in \$2.5 million annual cost savings.
- Implemented industrialization of cutting edge prototype manufacturing process manufacturing environment. Installation and commissioning of capital equipment, mechanical design review, design improvements.
- Process and resource improvement via custom designed experiments. Database and software development for tracking and evaluation of production process variables. Production support of mechanical process equipment.

Praxair Inc., Tonawanda, NY (1994 to 03-2001)

World leader in design and manufacture of cryogenic air separation plants

R&D Design Engineer - Turbomachinery

- Design of custom cryogenic turbine, booster and multi-stage expansion/compression equipment. Coordinate component design with FEA, impeller modal analysis. Performance calculation, design verification, component design and selection, product cost estimation
- Developed World-Class custom mechanical/aerodynamic design software using fluid and thermodynamic analysis
- Process integration, engineering analysis, specification, installation of all mechanical and rotating equipment in cryogenic air separation plants, including HAZOP, FMEA and P&IDs

EDUCATION / CERTIFICATION

- Certified Sales Professional (CSP), 2013

- MBA, East Carolina University, Greenville, NC, December 2009, 3.70 GPA
- Registered Professional Engineer, State of North Carolina, 2002
- BSME (Mechanical Engineering), State University of New York at Buffalo, Amherst, NY, 1995, 3.2 GPA
- Year Abroad Program – Mechanical Engineering, University of Sheffield, Sheffield, England, 1993, 3.6 GPA

RELATED SKILLS & TRAINING

- Software: SolidWorks, Advanced MS Suite,
- Computer Languages: Visual Basic, VBA, FORTRAN
- Eagle Scout
- Woodbadge – highest level of advanced leader training, Scouting BSA

PERSONAL

- Boy Scouts of America: Scoutmaster, Assistant Cub Master, Engineering Explorer Post Advisor
- Tae Kwon-Do – 1st Degree Black Belt
- Engineering Scientist & Mentor (“Big Brother”) programs for local Elementary School
- Willing to relocate and travel as required

Application to Serve on a Board or Committee

Applicant Name	Jazmia Inserillo
E-mail	jaz.tagteamrealty@gmail.com
Address	Street Address: 308 Vinewood Pl City: Holly Springs State: North Carolina Zip Code: 27540
How long have you lived in Holly Springs?	5 years
Name of neighborhood	Forest Springs
Home phone	(516) 924-3526
Work phone	(516) 924-3526
Current employer	Team Anderson Realty
Job title / occupation	Retired/Law Enforcement
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Bachelors of Science Degree in Criminal Justice. NY City Police Department-Law Enforcement career.
List any current or past volunteer activities in which you are / were involved.	Thales Academy-Chair of several committees including: Events, Social and Teacher Appreciation. Salem Baptist Church Preschool- Class Representative, PPA Board: school events, school fundraisers, teacher Appreciation committee.

Lynbrook Baptist Church: Preschool Committee.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

Make recommendations on all proposals for rezoning, various development-related requests, and amendments and additions to the Town's zoning regulations and comprehensive plan.

Conduct public hearings and render rulings on variances from the Town's zoning regulations, appeals to zoning decisions made by Development Services staff, and appeals of determinations made by the Environmental Appeal Committee.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

If yes, please explain.

N/A

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

12/02/2020 2:30 PM

How did you find out about these opportunities?

Katrina Webb

View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	thomas livolsi
E-mail	tom@cts-av.com
Address	Street Address: 400 Ivy Arbor Way City: holly springs State: Radio-32 Zip Code: 27540
How long have you lived in Holly Springs?	18 years
Name of neighborhood	12 oaks
Home phone	(919) 986-0021
Current employer	CTS, LLC and Gopher
Job title / occupation	President (CTS,LLC) and CEO (Gopher)
I reside within the	Corporate limits of Holly Springs
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have grown CTS from 0 to 95 employees in 4.5 years. I started the Gopher mobile app and we are launching across the US in a few months. In both environments, I have had to make decisions that had multiple differing opinions and outcomes, but all decisions made for the greater good.
List any current or past volunteer activities in which you are / were involved.	-years of youth coaching (Holly Springs) -Self performing a Veterans/First responders appreciation fundraiser. -Volunteered for Miracle League
What do you see as the responsibilities of this	

board and what do you hope to accomplish if appointed?	to assist in the decision making process without bias or influence.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed)?	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	12/01/2020 9:27 AM
How did you find out about these opportunities?	very passionate about the TOHS and stay up to date

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Application to Serve on a Board or Committee

Applicant Name	David Tamplen
E-mail	dgtamplen@gmail.com
Address	Street Address: 521 Texanna Way City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	5 years 4 months
Name of neighborhood	David Tamplen
Home phone	(919) 586-7851
Work phone	(919) 801-2802
Current employer	Wheaton & Sprague Building Envelope
Job title / occupation	Sr. Designer
I reside within the	Corporate limits of Holly Springs
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have over 35 years of professional experience in the commercial construction industry. I studied Architecture and Environmental Design at Texas A&M University.
List any current or past volunteer activities in which you are / were involved.	I've been involved with the Boys Scouts of America for over 50 years. I currently help with Eagle Scout Board of Reviews for the Occoneechee Council. I am also involved with the Order of the Arrow. I am a member of the Knights of Columbus. I served on the board for the Holly Springs Theatre Company for four years.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	There has been a lot of growth in Holly Springs since we moved here. Growth is good, but without careful planning there can be unintended consequences. If appointed to the board, I hope to make sure that these things are considered before making any recommendations.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?)	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	12/03/2020 4:46 PM
How did you find out about these opportunities?	Newsletter

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Application to Serve on a Board or Committee

Applicant Name	Tim Summerville
E-mail	summerv2@yahoo.com
Address	Street Address: 320 Onondaga Ct City: Holly Springs State: North Carolina Zip Code: 27540
How long have you lived in Holly Springs?	12 years
Name of neighborhood	Avent Glen
Home phone	(919) 740-3397
Current employer	Stewart
Job title / occupation	Studio Leader - Civil Engineering
I reside within the	Corporate limits of Holly Springs
	Tim Summerville Resume.pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have been involved in the field of land development for over 15 years and have worked on residential, commercial, and industrial projects throughout the state.
List any current or past volunteer activities in which you are / were involved.	Habitat for Humanity, Triangle Community Collation

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

I see the responsibilities of the board are to look out for the best interests of the citizens of Holly Springs while also recognizing development and change is beneficial to the Town.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

12/03/2020 8:32 AM

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TIM SUMMERVILLE PE
STUDIO LEADER, CIVIL ENGINEERING



ROLE: CIVIL PROJECT MANAGER

Timothy serves as Studio Leader for Stewart and has over 16 years of experience working in both the private and public sectors. His experience includes two years with a municipal Road Commission where he monitored the survey, design, and construction of multiple roadway improvement projects, as well as six years working for private civil engineering and survey firms. Throughout his career, Tim has worked on commercial and institutional projects that included surveying, construction inspection, water and sewer design, stormwater analysis and design, site design and roadway improvements design.

RELEVANT EXPERIENCE

American Tobacco Mixed-Use | Durham, NC

Project Manager | The American Tobacco Historic District is the expansion of the highly successful and transformative American Tobacco Campus in downtown. The project anticipates walkable pedestrian-friendly streetscapes and plazas set between seven new urban mixed-use buildings made up of a mix of retail, restaurants, entertainment, office, residential, structured parking, and public amenities. This entirely new 18-hour district will excite the downtown and be identified as a unique and authentic destination for Durham and the region. Stewart provided civil site plans and conceptual landscape architecture design for the proposed streetscape and district connections.

Durham Innovation District Master Plan | Durham, NC

Civil Engineer | The DID is a six-block area of Downtown Durham master planned to include 1.3 million square feet of life science research and office space, residential, retail, and parking structures and will also include parks and greenways. Located adjacent to West Village, the project is intended to create a new district focused in the life sciences in Downtown Durham to live, work and play. Tim analyzed stormwater conditions for an approximately 30-acre master plan in downtown Durham. Analysis included pre- and post-development peak flow analysis, detention basin sizing, hydraulic grade line analysis and water quality options.

Durham Innovation District - Southern Gateway | Durham, NC

Project Manager | The Southern Gateway is the first phase of the Durham Innovation District consisting of two mixed-use office/retail buildings and a 1,200-space parking garage. Stewart worked with the project architect, Duda|Paine, to obtain site plan approval and produce construction drawings for the project. The site required multiple Design Special Use Permits through the City of Durham's Board of Adjustment as well as a text amendment to the Unified Development Ordinance.

Fayetteville Ball Park Master Plan | Fayetteville, NC

Civil Project Manager | Stewart was instrumental in the design development, documentation, and utility coordination of three adjacent projects in Downtown Fayetteville including the new minor league baseball stadium plaza, the adaptive reuse of a historic hotel for condos, and the construction of a new mixed-use building. Stewart's involvement in these projects included streetscape design, design of a shared-use street and entry plaza for the baseball stadium, and a rooftop terrace design for the hotel portion of the mixed use building. Coordinating the goals and construction of these three diverse projects presented Stewart with an exciting opportunity for both civil engineering and landscape architecture to create a vibrant, cohesive space for the City of Fayetteville.

Duke University Grainger Hall (formerly Environment Hall) | Durham, NC

Project Engineer | The new building's site design was conceived as a rehabilitation project which transformed the former highly un-sustainable site into a usable, sustainable, and cohesive natural campus system. The project consists of high-performance sustainable systems including a green roof, a 25,000-gallon cistern for irrigation, FSC-certified wood decks, 50% reduction in impervious surface, heat reducing tree canopy, reduced stormwater runoff, and native/adapted plantings, and achieved LEED Platinum certification.

EDUCATION

Bachelor of Science in
Civil Engineering
Michigan State University

REGISTRATION

Professional Engineer (PE):
North Carolina # 036418
Michigan # 056620

Application to Serve on a Board or Committee

Applicant Name	Bonnie Farries
E-mail	bfarries@pm.me
Address	Street Address: 304 Braxman Lane City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	5 months
Name of neighborhood	Braxton Village
Home phone	(919) 344-7807
Work phone	(919) 344-7807
Current employer	Privatenode LCC
Job title / occupation	Chief Operating Officer
I reside within the	Corporate limits of Holly Springs
	BFarries Resume 2020.pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Extensive senior management municipal government experience overseeing development, land use and economic development. See resume for further details.
List any current or past volunteer activities in	Being new to the United States, I have no current volunteer activities in this country. I am a founding

which you are / were involved.	member of the LINK Pathway Society in Lethbridge, AB Canada. I have been actively involved in dozens of community and municipal committees, typically as a Chair or resource person. Please see resume for further details.
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	To safeguard the public interests, especially during times of rapid growth, with a focus on understanding the strategic vision of Council for future development, while working within the prescribed parameters of existing development plans and regulatory documents, and to provide informed recommendations for Council consideration. The member must be unbiased and impartial but also able to see the benefits of a proposal or the pitfalls of unsustainable growth and development. Smart development and thoughtful growth should be the guiding principles.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	No
Signature	
Date & time	12/07/2020 9:54 AM
How did you find out about these opportunities?	Website

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PROFESSIONAL PROFILE

- Sixteen years senior management experience in municipal government and post-secondary Institutions
- Masters in Political Science
- My consulting work has given me the opportunity to work with multiple levels of government, Indigenous, non-profit, industry and post-secondary agencies
- Specialization in strategic operationalization and alignment with budgets and policy
- Experienced public speaker and political analyst

PROFESSIONAL EXPERIENCE

Director, Institutional Planning, Analysis and Risk Services

Lethbridge College, Alberta, Canada
2017 - 2020

Initiative, Innovation and Human Centred Design

- Redesigned and authored the Comprehensive Institutional Plan (CIP) framework to effectively align with budget and annual reporting
- Designed standardized institutional operational planning templates to align with CIP and Annual Report that also meet the needs of academic centres, corporate departments and business units

Business Intelligence (BI) and Data Science

- Developed and integrated more effective high level performance measures and metrics
- Designed customized business intelligence tools (Program Data Matrix, Enrolment Retention Scenario, Program Profile) that make it easier for users to access information and turn data into relevant, actionable intelligence
- Advised academic and corporate units with data informed decision making

Regulatory Compliance and Policy

- Advised institution on regulatory compliance specific to provincial and federal orders
- Managed all institutional policy and procedures including research, creation, updates and maintenance

Leadership and Strategic Planning

- Author and coordinator of the annual CIP and Annual Report
- Co-developed with VP Corporate Services Financial and Budget Framework
- Voting member on the College Leadership Council which is the highest internal decision making body
- Provided senior leadership targeted BI with confidential analysis

Bonnie Farries MA

Senior Administrator

304 Braxman Lane
Holly Spring, NC
(919)344-7807
bfarries@pm.me

Co-Chair of the Strategic Enrolment Management Council

- Presented research at the International League of Innovations conference (National Harbour, Maryland) which explores the monetary value and impact on the bottom line by creating high-impact, meaningful experiences in the classroom resulting in increased enrolment, enhanced institutional reputation and greater retention (partnership between Strategic Enrolment Management and Scholarship of Teaching and Learning)

AERRIS – Managing Solutions (Owner)

Lethbridge, AB, Canada
2014 - Present

Kainai First Nation Blood Tribe

Standoff, AB, Canada 2015 - Present

- Housing Policy/Procedure manual development – Blood Tribe Housing
- Strategic and Action Planning – Akers Land Claim Board of Trustees, Chief & Council and Management
- Human Resource Policy Development – Blood Tribe Human Resources
- Administration Policy & Procedure Development – Blood Tribe Administration and Management

Strategic Advisor, Assistant Director Legislative Services

Town of High River, AB, Canada 2014 - 2016

- Conducted internal review of legislative processes with subsequent restructuring of the Legislative Services division
- Facilitated strategic, corporate and business unit planning including developing a Council strategic alignment framework and scorecard
- Conducted a Council Committee audit with recommendations
- Project Manager for records management overhaul
- Completed multiple large, post-flood Freedom of Information and Protection of Privacy Act (FOIP) requests

Village of Milo, AB Canada

- Council orientation and code of conduct review

Village of Stirling, AB Canada

- Strategic planning and administration operational plan

Town of Taber, AB Canada

- Town hall moderator

Canadian Homebuilders Association, AB, Canada

- Municipal advisor and strategic facilitation

Lethbridge Real Estate Board, AB, Canada

- Strategic planning and operational advising for restructuring

Bonnie Farries MA

Senior Administrator

304 Braxman Lane
Holly Spring, NC
(919)344-7807
bfarries@pm.me

Opportunity Developer, Centre for Applied Research & Innovation

Lethbridge College, AB, Canada

2016 - 2017

- Engineer, facilitate and develop applied research opportunities between faculty, industry and other levels of government that specifically address real world challenges
- Developed project proposals for medicinal cannabis research and \$2.5 million grant submission for national demonstration research site for outdoor physical literacy
- Built internal processes including opportunity go/no go assessment tools

Interim Chief Administrative Officer

Village of Champion, AB

2014 - 2015

- Recruitment and onboarding of the permanent CAO

Chief Administrative Officer (CAO)

Town of Coaldale, AB, Canada

2011 - 2014

The Town of Coaldale had 7,493 residents, is governed by a 7 member Council with 65+ FTE's and a combined capital and operating budget of \$16.5 million.

Organizational Change:

- Complete organizational audit and restructuring
- Human resource manual audit and redevelopment
- Collective bargaining, union relations and engagement

Operational Innovation and Pragmatic Environmentalism:

- Implementation of new curbside recycling program
- Installation of wind energy generation at sewage lagoons
- Exploration of anaerobic digestion options for organic waste
- Preliminary negotiations for provincial grant to install biodome technology for wastewater and sewage lagoon upgrades

Economic Development Initiatives:

- Complete development of 2 phases of the fully serviced industrial park
- Attraction of new industry to municipality to increase commercial/industrial tax base by promoting the strategic "pragmatic environmentalism" approach
- Creation of an innovative property tax incentive program to encourage new commercial growth outside of industrial park

Partnerships & Regionalization:

- Led development of new Land Use Bylaw with regional participation between surrounding municipalities and the County of Lethbridge
- Facilitated initial annexation discussions with County of Lethbridge

Bonnie Farries MA

Senior Administrator

304 Braxman Lane
Holly Spring, NC
(919)344-7807
bfarries@pm.me

- Co-authored a joint \$500,000 federal grant with the County of Lethbridge to build the Integrated Development Strategy which addressed stormwater management and economic development in the Hwy 3 corridor
- Primary participant in development of report for the exploration of regional fire services with five urban municipalities and Lethbridge County

Assistant CAO

Town of Coaldale, AB, Canada
2010 - 2011

- Management of Corporate Services and CAO Office including implementation of tangible capital asset and new international accounting requirements
- Legislative services function and Council engagement
- Economic development, Intergovernmental relations, and community engagement
- Strategic and business planning

Director of Community Services

Town of Coaldale, AB, Canada
2007 - 2010

- Established and managed the new Community Services department
- Project management and implementation including large scale capital recreational projects
- Community and user group relations with volunteer coordination
- Grant funding coordination – research, application and accounting

EDUCATION

Master of Arts (Political Science)

University of Lethbridge, AB Jan 2001 - April 2004

Thesis: “Judicial Disagreement on the Supreme Court of Canada”

Research explored the interpersonal relationships, behavior and language between judges that could be deduced to impact the nature of collegial decision making on the bench through the examination and coding of both the written dissent and concurring decision.

Supervisor: Dr. Peter McCormick

Bachelor of Arts (Political Science)

University of Lethbridge, AB Sept 1995 - April 2000

Subject Concentration: Canadian Political Studies and Government, Administration of Justice and Courts, Constitutional Law & the Charter and Public Administration

COMPLIMENTARY PROFESSIONAL EXPERIENCE

Policy & Procedural Development

City of Coquitlam (Coquitlam Public Library), BC, Canada 2014

- Complete audit and rewrite of the policy & procedural manuals

Bonnie Farries MA

Senior Administrator

304 Braxman Lane
Holly Spring, NC
(919)344-7807
bfarries@pm.me

Chief Returning Officer (Municipal Elections)

Town of Taber, AB, Canada

- June 2007 - October 2007
- June 2004 - October 2004

Instructor

Lethbridge College, AB Centre for Corporate and Business Development 2015 - 2016

- Strategic Planning
- Emotional Intelligence

Sessional Instructor

University of Lethbridge, AB 2007 - 2009

- Political Science 3850 ~ Urban Government & Politics (developed curriculum)
- Political Science 2210 ~ Canadian Government

Instructor (Liberal Arts Program)

Lethbridge College, AB 2006 - 2008

- Political Science 150 ~ Local Government
- Political Science 165 ~ Canadian Government

Chief Administrative Officer

Village of Warner, AB 2005 – 2006

Academic Research

Lethbridge College, AB

- Focus on Strategic Enrolment Management (SEM) and Scholarship of Teaching and Learning (SoTL)
- Co-developed the SandS model
- Presented research at the League of Innovations, National Harbour, Maryland USA

Speaking Engagements

- Keynote - Political Science Graduation Ceremonies, University of Lethbridge (2020)
- City of Lethbridge Municipal Election, Southern Alberta Council on Public Affairs (2017)
- Keynote - Graduate Student Orientation, University of Lethbridge (2016)
- “Can Alberta’s New Premier Reinvent the PC Party?”, Southern Alberta Council on Public Affairs (2014)
- Alberta Municipal Election night panel member Global Television, Lethbridge (2013)

Political Analyst

Global Television, Lethbridge/Calgary, AB and CJOC Radio, Lethbridge AB
Periodically, 2013 – Present

External Chair, Students’ Union General Assembly

University of Lethbridge, AB

- 2014/2015 Term
- 2013/2014 Term
- 2012/2013 Term

Bonnie Farries MA

Senior Administrator

304 Braxman Lane
Holly Spring, NC
(919)344-7807
bfarries@pm.me

Municipal Government Internship

Town of Taber, AB

- 2004 - 2005

President, Students' Union

University of Lethbridge, AB

1999/2000

COMPUTER SKILLS

- Microsoft Office Suite, with extensive experience on Word, PowerPoint, and Excel
- Elucian Colleague, Bellamy and MIG - Municipal Financial Software
- Questica Budgeting Software
- SPSS Statistical Analysis Software
- Highrise, Insightly and Trello - Customer Relations Management Systems
- Basecamp Project Management System
- Prezi Presentation Software

Application to Serve on a Board or Committee

Applicant Name	Brian McCormick
E-mail	brian@mean-aversion.com
Address	Street Address: 100 Brightling Way City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	3.75 years
Name of neighborhood	Brian McCormick
Home phone	(910) 640-7916
Current employer	Research Square Company
Job title / occupation	VP, Strategy & Planning
I reside within the	Corporate limits of Holly Springs
	Brian McCormick Resume 12.06.2020.pdf
First choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	After spending 9+ successful years in the investment banking industry (beginning in RTP before relocating to NYC), I've spent the last 4.5 years with two early stage companies in the Triangle region as a Finance and Strategy executive (sports-tech, publishing-tech), and I have an MBA from Syracuse University and Bachelors degree from UNC-Wilmington, both with concentrations in Finance. From a personal perspective, I have a young family (including a daughter in 3rd grade at Middle Creek Elementary) and I've resided in Holly Springs for nearly 4 years now, where I plan to

maintain my primary residence for the foreseeable future (at least through my daughter's college years and likely well beyond!).

List any current or past volunteer activities in which you are / were involved.

Like many professionals I've taken part in various philanthropic events over the years, particularly group events organized through my employer(s). Organizations that I've done work with in the past include Junior Achievement (Wilmington), Habitat for Humanity (various), City Harvest (NYC), and the BARC Shelter (Brooklyn) among others. I've also had the opportunity to mentor young professionals through programs led by my employers and other organizations. That said, I am seeking to become more intentional with respect to my involvement in my community, taking an active role in its development and growth. I believe an opportunity such as the Planning Board for Holly Springs is an excellent chance to "give back" some of the skills and professional experience that I've been fortunate to obtain over the course of my career while also becoming a better-educated and more meaningful contributor to our town and its success.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

As noted in the previous question, I see the Planning Board as an integral part of our community's growth and development and I would love the opportunity to not only contribute the skills and experience that I've gained as a professional and parent, but I am also seeking the chance to become a more informed member of our community and play a role in its continued growth and success. Holly Springs has clearly been in hyper-growth mode for a while now, and while such a situation presents incredible opportunity, I know that it can also present many challenges – I've seen this first hand as an executive in rapidly growing startups and early stage companies. Just as I try to do professionally, I would love to bring a holistic, well-informed and highly thoughtful approach to the Planning Board for Holly Springs, in an effort to not only maintain our current growth trajectory, but ensure that we're facilitating sustainable growth for our community and all who are a part of it.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

12/06/2020 4:08 PM

How did you find out about these opportunities?

Email

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Brian P. McCormick

100 Brightling Way, Holly Springs, NC 27540 | 910.640.7916 | brian@mean-aversion.com

SUMMARY

Two-time tech start-up and early-stage executive (VP Strategy & Planning, VP Finance) with nearly a decade of prior investment banking experience. 14+ years of overall experience and a proven track record of being recruited to help lead strategic initiatives across individual teams, corporate divisions and increasingly large organizations. A committed leader who is regularly seeking opportunities to apply the diverse experience and innovative skills obtained while working with c-level executives in the fast-paced environments of Wall Street and start-ups. 9+ years of managing teams of up to 20 employees, and hands on experience with virtually all functions across the Finance, Accounting, Administrative (Tax, Legal, HR, IT), and Investor Relations spectrum, as well as lead roles in Corporate Strategy and Board of Directors management (PE/VC and corporate investors).

EXPERIENCE

RESEARCH SQUARE COMPANY – Durham, NC

(03/2020 – Present)

Vice President, Strategy & Planning

(03/2020 – Present)

Research Square Company is a private corporate-backed, ~300 employee organization consisting of two entities, Research Square AJE, LLC (\$35M+ revenue, 245 FTE) and the Research Square Platform, LLC (\$1M+ revenue, 45 FTE). Recruited to own and lead the Finance, Accounting, Legal, Compliance and IT functions for both businesses, as well as to drive Strategy for the Research Square Platform entity, an emerging platform and software-as-a-service business, in addition to playing a lead role in interfacing with the company's board of directors on behalf of the management team.

- Led the case and played key role in establishing a central Product function spanning both companies, with accountable leadership on the executive team. Executed multiple key senior hires for the team and formally managed the function (Q4-20) until its permanent owner (VP, Publishing [& Product]) returned from leave.
- Partner with senior [Digital] Product and Institutional Sales hires to develop pricing and go-to-market strategy for our first digital product, AI-editing, and to expand our underutilized B2B channel (<5% of sales).
- As financial leadership for the companies, developed a comprehensive financial model for the AJE business for more regular and robust monthly forecasting and annual budgeting. Replicated the model for the Platform business after securing a \$8M growth-equity investment led by AJE's majority owner.

TEAMWORKS INNOVATIONS, INC. – Durham, NC

(08/2016 – 03/2020)

Vice President, Finance

(11/2018 – 03/2020)

Director, Finance

(12/2017 – 10/2018)

Finance Manager

(08/2016 – 11/2017)

First Finance/Accounting hire outside of CFO and member of the executive leadership team, role initially created as a result of the company's Series A fundraise in order to address the increasing demands of a private equity-backed, rapidly growing business. Also, the first internal promotion to the executive team. During tenure, grew revenue (ARR) from <\$3M to >\$15M, and employees from 35 to >120. Responsible for leading and scaling (systems, processes, people) Finance, Accounting and related functions while playing a lead role in Strategy and Investor Relations, along with heavy involvement in Tax, Legal and HR operations. Effectively served much of 2019/2020 as "deputy CFO" while acting CFO led the Product Development team.

- As part of a \$25M Series C round of equity financing (led by Delta-v), partnered with CEO for prospective investor calls as well as all on-site investor visits, and led all financial aspects including the development of the company's 5-year financial plan (financing closed in April-20). Member of 4-person Board of Directors Finance Sub-Committee (CEO, Series A lead investor – Seaport – and Series B lead – General Catalyst) formed as part of governance for the Series C fundraise and a related acquisition (INFLCR).
- Played a key role in the company's \$15M Series B, involved in prospective investor meetings and owned the financial and tax aspects of the fundraise including closing diligence (closed Feb-2018).

- Secured a \$12M (6.5x MRR) 2-year revolving line of credit with a new corporate banking relationship which included notably improved terms compared to the company's previous debt facility (Nov-2019). Previously closed the company's first ever debt facility (also a new banking relationship), a revolving line of credit in the amount of 3x MRR up to \$4M (Oct-2017).
- Along with the CEO, play a key role in securing a highly strategic \$6M all cash acquisition while working as a trusted partner throughout the transaction with the target's CEO. Owned all aspects of the deal including drafting the Merger Agreement, structuring pre-close working capital financing, and sourced/organized all diligence work streams with third party partners (financial, legal and tech), (closed Apr-20).
- Completed a \$2.5M+ acquisition of the company's largest and most direct competitor. Led/executed valuation work, purchase price allocation and business operations integration. Deal consideration included cash, 2-year seller-financed term loan, and 1-year earnout (closed Nov-2016).
- Selected partner (RSM US, LLP) led the engagement for the company's inaugural (and 2nd year) financial statement audit. Improved results from 17 adjustments in year 1 (opening audit) to none in year 2.
- Expanded (direct hires) the Finance/Accounting/Legal team by 4 employees during tenure; Controller (promoted from Accounting Manager), Director of Sales Operations, Financial Analyst, General Counsel.

CREDIT SUISSE SECURITIES (USA), LLC – New York, NY

(06/2007 – 08/2016)

Vice President – Corporate Finance, Investment Banking/Capital Markets

(08/2015 – 08/2016)

Referred by the CFO of the Global Markets Division to join the Capital Markets Division's Corporate Finance team and recruited by the Capital Market's CFO to fill gaps left by the departure of 2 Directors from the team. Worked regularly with the Global CFO and COO of the Division on recurring tasks as well as an array of special projects, including Board of Director presentations. Owned 3 of the 6 functional areas within the Capital Markets Corporate Finance group which included industry analytics, performance measurement, and headcount/productivity metrics. The remaining 3 functional areas were owned by 2 Directors.

Vice President – Corporate Finance/Client Finance, Global Markets – New York, NY

(01/2014 – 07/2015)

Served as the Americas regional "Client CFO" as part of the newly developed Client Finance organization, while reporting to the CFO of the Global Markets Division. Recruited by a previous Director-level manager to lead a new program in Corporate Finance; mandate was to provide oversight, governance, and operational control of the firm's general ledger, and all trade capture, risk management and financial reporting systems. Helped to build and directly managed the 20-employee program comprised of 15 controllers and 5 business analysts.

Assistant Vice President – Client Finance, Global Markets – New York, NY

(01/2011 – 12/2013)

Senior Financial Analyst – Sales Finance, Global Markets – New York, NY

(05/2009 – 12/2010)

Financial Analyst – Sales Finance, Global Markets – Durham, NC

(06/2007 – 05/2009)

EDUCATION

M.B.A., Finance (2015)

Syracuse University, New York

B.S., Business Administration, Finance (2007)

University of North Carolina at Wilmington, North Carolina

Formerly registered Series 7, 63 and 65; (CRD# 5155617)

ADDITIONAL INFORMATION

Select Leadership & Mentorship Opportunities

- RSM US, LLP Pathways panel ('19), Teamworks Academy Mentor ('19/'18), TW G&A Internship Lead ('19/'18'17), Credit Suisse KAM (Key Account Mgmt.) Summer Development Program ('15/'14/'13).

www.SeekingAlpha.com, Freelance Financial Writer/Contributor

- Published 25 articles providing fundamental analysis of small & mid-cap companies, of which 18 were chosen for exclusive publication on the "PRO" platform, paid subscriber content (\$500 per PRO article).

Application to Serve on a Board or Committee

Applicant Name	Patsy Clark
E-mail	Patsy@PatsyClark.com
Address	Street Address: 5301 Moonflower Court City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	2 years
Name of neighborhood	Sunset Lake Village (2 Years) and Sunset Lake Estates 4 years
Home phone	(919) 971-7030
Work phone	(919) 971-7030
Current employer	Snap Realty and Contractor for Google
Job title / occupation	Broker in Charge and GIS Specialist
I reside within the	Extraterritorial jurisdiction (ETJ) of Holly Springs
	Patsy Clark Resume.pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Over twenty five years experience in residential real estate sales and new homes sales. Worked closely with Lessard Architectural Group on Land Planning for Four Large Land Acquisitions in DC Metro area purchased by Greenvest, LLC. I love land planning.
List any current or past	Google Street View and Google Indoor Map

Actually in
Town Limit

volunteer activities in which you are / were involved.	program for Crabtree Valley Mall and for various new homes subdivisions and commercial centers in Central NC.
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	Experiencing the fast growth in the DC metro area from the 1989 to 2016 was a great experience. I have a much better understand today after watching the developement and how it played out over the years. I saw things that worked and things that did not.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?	No
If yes, please explain.	I do not own or have any in any property located in the Holly Springs, Fuquay Varina or surrounding areas. I do however own a home in Sunset Lake Village.
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	11/13/2020 3:40 PM
How did you find out about these opportunities?	I follow the social media

View [view all your submissions](#) easily.

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Patsy Clark

REALTOR™ 25 Years Full Time and Personally Sold > 240 Million in General Brokerage Resale Real Estate, Managed 1,487 New Home Sales and Land Acquisitions Sales for Four Large Properties in DC Metro Area

Sunset Lake Village
5301 Moonflower Court
Holly Springs, NC 27540
919-971-7030
Patsy@PatsyClark.com
PatsyClark.com

EXPERIENCE

Snap Realty

REALTOR™, Broker in Charge and Owner

January 2016 – Present

- ~Career Production in Real Estate 238 Million
- ~Contributed Street Names and Community Features to Google Maps for Residential Production Builders
- ~Earned GRI / Graduate, REALTOR™ Institute
- ~Earned CRS / Certified Residential Specialist
- ~Continuing Education with NC Dept of Insurance / Flooding
- ~Education with NC Dept of Insurance / Building Codes

Fairfax Realty, Falls Church, Virginia

September 1995 – June, 2016

Managing Broker Dave Michalski (703) 585-3660 Private Cell

~Life Break/Re-Educate Googleplex and Matterport, Mountain View, CA July ~ December, 2015

Moved from the DC Metro Area to Raleigh, NC June, 2016

~Personally Produced 228 Million in General Brokerage Resale Real Estate as a Full-time REALTOR from 1995 to 2016 in DC Metro Area
This includes 71 Short Sales and Foreclosures from 2006 to 2012 for BOA San Francisco, and BB&T Wilson, NC.

~Listing Agent ~ Countrywide, Bank of America, Chase Bank,

Wachovia, and Wells Fargo during the Subprime Mortgage Crisis Managed Foreclosures and Short Sales 2006 ~ 2014

~dba/ Clark Builder Services ~ Managed Listings for 21 Residential Production Builders from 1995 – 2008. Producing 1,487 MLS Listings for On-Site Sales Managers. Also listed closeout builder spec homes, kick outs and difficult homes to sell such as a lot with issues or a home that had a fire or another issue.

Greenvest LLC McLean, Virginia — Land Acquisitions and Director of Sales & Marketing Director 1992 – 1995

Facilitated and Managed Land Acquisitions from Banks, Military, and Private LandOwners/Farmers to Create Hampshire Greens (MD), Cascades, Balmoral at Clifton, Cameron Station (All VA) .

Worked with Land Planners on Design, Sold Finished Building Lots to Builders, Managed Marketing with Graphic Designers, New Papers, Editorials and the Press, Educated and Encouraged On-Site Sales Managers in the PUD's owned by Greenvest and Basic Real Estate Laws, Provided a Platform to List all Residential Production Builders MLS Listings to maintain continuity in the PUDs.

NATIONAL ASSOCIATION OF REALTORS ACCREDITATIONS

Real Estate Broker

Graduate of Real Estate Institute / GRI

Certified Residential Specialist/CRS

MARKETING INDUSTRY ACCREDITATIONS

Google Local Partner, Level 8

Google Map Master

Google Street View Trusted Photographer

Google Earth Overlay Expert

Matterport 3D Virtual Tour Service Provider

ACCOMPLISHMENTS

Served on 39 Homeowners Association Boards on behalf of the Builder / Developer

Provided research on subprime mortgage crisis for Mike Oxley, Chair of the House Financial Services Committee in 2006 and went on to provide the same research to Barney Frank 2007 – 2009

[Bill 1427](#)

[Bill 3915](#)

LANGUAGE

English
Limited Spanish

Patsy Clark

Page 2

~**Centex Homes, On Site Sales Manager** Island Creek, Selling 24' Towns Exceeded Performance Sold Out Community. Not sure of Volume or timeframe. Former Name: Patricia Clark

~**Lenders Financial Corporation**
Top Producing Mortgage Loan Officer

EDUCATION

Google Local Partner	Google Local Guide Level 8
Google Trusted Photographer	Google Map Master
Get Your Business Online Specialist	
Google Search Console Analytic Specialist	
Google Structured Data Specialist	
Android & IOS Mobile Specialist	

Google Projects

~Crabtree Valley Mall Indoor Mapping (One Address, 73 Acres, 271 Point of Interest / Storefronts)

~Added Over >270 Street Names and community features in Wake, Durham, Johnston, Harnett and New Hanover Counties from 2016 to Present and over 600 Street Names in the DC Metro area from 2010 to 2015

~Created a YouTube video for Realtors on How to Create a Virtual Video Tour using a Tablet or Smartphone and How to Create a

~Matterport 3D Virtual Tour. Not accepted by the Publisher yet and not available to the real estate community. Goal is to be listed as a Technical class to earn National Association of Realtors GRI designation

National Association of Realtor

Graduate of Real Estate Institute / GRI
Certified Residential Specialist / CRS
Residential Real Estate Council 2017, 2018, 2019, 2020

Triangle MLS

Contributed to New Data Areas and Consulted on GIS Updates for the Provider Black Knight and Triangle MLS for Google Street View

George Mason University

Fairfax, Virginia — Computer Science 1988
Former Name: Patricia Clark



Spring, 2020



Certified
Residential Specialist



Application to Serve on a Board or Committee

Applicant Name	William Tomilin
E-mail	tomilin77@gmail.com
Address	Street Address: 104 Pleasant Glen Lane City: Apex State: NC Zip Code: 27539
How long have you lived in Holly Springs?	4 years
Name of neighborhood	Woodcreek
Home phone	(919) 264-0912
Work phone	(919) 264-0912
Current employer	Greenscape Inc
Job title / occupation	Landscape Designer
I reside within the	Extraterritorial jurisdiction (ETJ) of Holly Springs Actually in Town Limits
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have been design the landscape of 2+ Acre campuses in RDU. I attended seminars than focused on green living technology.
List any current or past volunteer activities in which you are / were involved.	I coached Holly Springs Little League baseball for 4 seasons.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	I'd like to use my expertise in the functionality aspect of landscaping and ensure that the citizens of HS get the most enjoyment out of the future landscape to be installed.
--	--

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?)	No
--	----

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	No
--	----

Signature	
-----------	---

Date & time	11/27/2020 8:15 AM
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How did you find out about these opportunities?	Twitter
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View [view all your submissions](#) easily.

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Application to Serve on a Board or Committee

Applicant Name	Donna Friend
E-mail	donna.friend@outsidethebox-consulting.com
Address	Street Address: 112 SPLIT TRUNK PATH City: HOLLY SPRINGS State: NC Zip Code: 27540
How long have you lived in Holly Springs?	4.5 Years
Name of neighborhood	12 Oaks
Home phone	(919) 285-4807
Work phone	(804) 241-1256
Current employer	Outside The Box Consulting, LLC
Job title / occupation	President
I reside within the	Corporate limits of Holly Springs
	Donna J Friend - Relevant Experience Dec 2020.pdf Donna J Friend Resume Dec 2020.pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have an extensive background in Executive Project Management which I gained in my 30 years of service in IBM. In the last 15 years of my career with IBM, I managed international cross-functional projects in excess of 35 million dollars in I/T, Construction and Sales Force Automation. In 2009 I retired from IBM and started my own

Project Management consulting practice. In the last 10 years I have managed projects for Richmond Metropolitan Habitat for Humanity, The Housing Authority of the City of Baltimore and the District of Columbia Water and Sewer Supply. Each of these projects had their own set of unique challenges which I enjoyed and gained a great deal of experience from each of them.

List any current or past volunteer activities in which you are / were involved.

I worked as a volunteer for New Kent Habitat for Humanity (an affiliate under Richmond Metro) for 7 years. In those 7 years I chaired a committee that raised over \$250,000 which allowed us to build 3 homes in New Kent. These funds were raised through local community fundraising events. In my role as chair, I wrote several successful grant applications that secured funds needed for additional special projects.

Once we had a project plan in place for construction I recruited and managed the volunteers for each of the 3 builds as well as working on the construction of each of the homes.

In 2007 I was recognized as Volunteer of the Year by Richmond Metropolitan Habitat For Humanity.

In 2009 I was appointed by the Board of Supervisors in New Kent County to the Affordable Housing Committee and served on that committee for 3 year.

In 2010 I was given the Richmond Metropolitan Habitat for Humanity Award for Outstanding Service.

In 2016 I started to work with the Meg's Smile Foundation. My work with Meg's Smile has given me the opportunity to meet and work with many people outside of the 12 Oaks Community which has also given me better understanding of the the needs in Holly Springs and the state of NC.

In 2020 I was appointed to the Go Triangle Advisory Board and I am also working on the Holly Springs Landfill Sub-Committee

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

In every community I have lived in I have always tried to give something back to that community. Whether it be coaching softball, building houses for Habitat For Humanity or serving on the affordable housing committee, I have always tried to contribute in some way.

I moved to Holly Spring in June of 2016 and I believe this town is a wonderful place to live and i believe our comprehensive plan has us headed in the right direction.

After living here for four and a half years and reviewing the minutes of the Planning Board Meetings I feel I am now ready to give back to the town of Holly Springs.

I believe that my project management experience in construction, housing, and utilities would be a good fit in reviewing and making recommendations to the Town Council on proposals for rezoning, development-related requests, and amendments and additions to the Town's zoning regulations and comprehensive plan.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

If yes, please explain.

In every community I have lived in I have always tried to give something back to that community. Whether it be coaching softball, building houses for Habitat For Humanity or serving on the affordable housing committee, I have always tried to contribute in some way.

I moved to Holly Spring in June of 2016 and I believe this town is a wonderful place to live and our comprehensive plan has us headed in the right direction.

After living here for four and a half years and reviewing the minutes of the Planning Board Meetings I feel I am now ready to give back to the town of Holly Springs.

I believe that my project management experience in construction, housing, and utilities would be a good

fit in reviewing and making recommendations to the Town Council on proposals for rezoning, development-related requests, and amendments and additions to the Town's zoning regulations and comprehensive plan.

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

12/07/2020 6:11 PM

How did you find out about these opportunities?

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Donna J. Friend President

804-241-1256
donna.friend@outsidethebox-consulting.com
112 Split Trunk Path, Holly Springs, North Carolina 27540

HABC – Housing Authority of the City of Baltimore

Overall project management responsibility for the review and re-engineering of HABC Business and IT Infrastructure.

Conducted the project initiation meeting to establish the project work plan and clarify goals, objectives, roles, parameters and expectations. Ensured that project responsibilities, scheduling, and reporting procedures were clearly defined and established communication protocols for the project. Created a project timeline for meetings, interview dates, and deliverable due dates in agreement with client's goals.

Analyzed information and reviewed existing documentation, organizational structure, and additional relevant reports to gain a comprehensive understanding of the current business processes and IT infrastructure.

Conducted interviews with key staff and leadership to establish a baseline.

Set up and facilitated a 3-day workshop to identify issues, gather and record requirements.

Produced a draft report and recommendations including observations, findings, and any information relevant to the efficiency review of IT and Business Process assessment.

Conducted draft report meeting with client to ensure any issues with draft report were addressed.

Produced final report which contained a complete consolidated set of IT and Business Process Requirements complete with timeline and recommendations for implementation of tactical and strategic goals.

Habitat for Humanity Virginia

Conducted a review of their existing IT infrastructure, website, data security and backup plan. As the project manager I analyzed their existing documentation, organizational structure, and existing website to gain a comprehensive understanding of the organization. After a thorough review of the team's requirements, I assembled the appropriate technical team necessary to develop a plan to streamline and protect their data and critical assets.

DC Water and Sewer Authority

Overall project management responsibility for the review of DC Water and Sewer Authority Procurement Operation.

Conducted the project initiation meeting to establish the project work plan and clarify goals, objectives, roles, parameters and expectations. Ensured that project responsibilities, scheduling, and reporting procedures were clearly defined and established communication protocols for the project. I created a project timeline for meetings, interview dates, and deliverable due dates.

Analyzed information and reviewed existing documentation, organizational structure, and additional relevant reports to gain a comprehensive understanding of the procurement organization.

Conducted interviews with warehouse and procurement office staff and leadership and created an online survey for those employees who could not be interviewed.

Performed analysis of data collected to determine the adequacy of current staffing levels, determined opportunities to improve staff competencies and identified opportunities for increased efficiency.

Produced draft report and recommendations including observations, findings, and any information relevant to the efficiency review and staffing assessment.

Conducted draft report meeting with client to ensure any issues with draft report were addressed.

Produced final report which contained an assessment of staffing levels, competency enhancements and efficiency opportunities.

Richmond Metropolitan Habitat for Humanity - RMHFH

As project manager I was responsible for the integration and deployment of new servers and the standardization of the RMHFH I/T Platform and Infrastructure. This project included the redesign and deployment of the RMHFH Website including the sunset of the existing and outdated WebPages and the installation and deployment of a new Volunteer Registration Tool.

To accomplish these goals, I created a set of requirements by working with the team to ensure that their requirements were understood and the platform deployed to each member of the RMHFH staff supported their roll and daily operational needs.

In support of the deployment of their new platform, I worked with the selected I/T Vendor to ensure that deployment of the new servers had no impact to the RMHFH daily operations.

I developed a plan to protect their critical assets and created a set of Business Controls for new and existing servers (Protection of Data and Software) and created a Disaster Recovery Plan for Critical I/T Assets (Data & Software).

I reviewed Website Proposals and recommended a Vendor for the Management Teams consideration. Once the vendor was selected I managed the development and deployment of the new website ensuring a successful deployment on time and within budget.



Donna J. Friend

804-241-1256

donna.friend@outsidethebox-consulting.com
112 Split Trunk Path, Holly Springs, North Carolina 27540

Executive Profile and Objectives

Project Management

- Executive management of complex projects by partnering with your team to create a well-defined set of achievable goals and objectives.
- Based on in-depth analysis of your requirements, define a detailed project plan with key milestones and interim checkpoints along with expected deliverables.
- Define and manage a checkpoint review process that keeps the project and your team on track and motivated to succeed.
- As your project manager, your team is enabled to do what they do best, unencumbered by the details and grind of project management. My focus is on coaching and motivating your team to achieve the milestones in the agreed to project plan. This creates a winning team environment that produces outstanding results.

Process Design and Automation

- Perform in-depth analysis and reviews of your current business and I/T processes through design flow walkthroughs and extensive process modeling. Use these tools to identify opportunities to re-engineer your business processes.

Professional Summary

President and Founder of Outside the Box Consulting, LLC. Retired from IBM having completed 30 years of distinguished service. During my IBM career, I held leadership positions in software development, sales and distribution, mergers and acquisitions. My most recent role was executive project manager of a \$35 million global software development project requiring extensive communication, scheduling and reengineering skills.

Areas of expertise include:

- | | |
|---|--------------------------------------|
| • Executive Project Management of Complex Multi-Million Dollar Projects | • Deployment Project Management |
| • Financial Project Tracking | • Life Cycle Management |
| • Transformational Leader of Processes and Software Development | • Integrated Supply Chain Management |
| | • Vendor Negotiation |

- Business Process Development of Procurement, Vendor Accounting and Financial Planning
- Business Controls / Disaster Recovery Design and Implementation
- Information Asset Security
- Education / Training Module Development
- Process Design Consulting
- Reengineering
- SAP Integration
- Opportunity Development
- Grant Writing
- Microsoft Project
- MS PowerPoint, Excel, Word

Professional Experience

President and CEO of Outside the Box Consulting, LLC. 2008 - Present

- A woman-owned business which specializes in complex project management and process design and reengineering. Provides consistent leadership, strong decisiveness, powerful negotiation skills while partnering with clients to create an empowered teamwork environment where everybody wins.

IBM Executive Project Manager - Sales and Distribution 2002 - 2008

- Management of the divestiture of a core business area. Full responsibility for very complex, multi-million-dollar projects that involved transformation of processes and software development as well as life cycle management. Responsibilities ranged from technical decisions to overall financial accountability and negotiation with 3rd parties as well as recruiting the appropriate skills for the projects. Managed the day to day requirements and issue tracking and forged strong relationships with both project teams enabling successful negotiation of strong terms for IBM while at the same time maintaining positive relationships with the new owner.

IBM Software Project Release Manager 1999 - 2002

- Selection, development, deployment and ongoing support for a tool to configure IBM equipment for inclusion in proposals to IBM Customers. Managed the requirements gathering process across five IBM worldwide organizations. Successfully negotiated consensus on over 1000 business requirements which resulted in vendor analysis and selection. Defined and executed project metrics as a key tool to track requirements and the vendor's ability to meet the stated requirements, as well as metrics to track the project's progress. Identified and managed potential risks and created plans to mitigate where possible. Deployed project on target to the end user community with no severity 1 or 2 issues reported.

IBM SAP Integration Team Leader 1992 - 1999

- Worldwide deployment of SAP to the IBM Integrated Supply Chain. Managed requirements from Sales, Distribution and Manufacturing and acted as the re-engineering team leader between these teams and the engaged SAP Consultants resulting in a successful deployment.

IBM Systems Analysis and Software Development 1981 - 1999

- Analyst on a wide variety of projects supporting IBMs core business function in Procurement, Vendor and General Accounting, Financial Planning and Human Resources.

Certifications

- SAP Integration
- IBM Reengineering Team Education

- IBM Certified Instructor
- Data Modeling

Awards

- Richmond Metropolitan Habitat for Humanity Outstanding Service Award 2010
- Volunteer of the Year by Richmond Metropolitan Habitat for Humanity December 2007
- IBM Sales and Distribution Division Excellence Award for Excellence in Project Management 1999

Professional and Community Memberships

- Meg's Smile Foundation 2016 - Present
- Chairperson New Kent Habitat for Humanity 2011 - 2016
- Fundraising Chairperson New Kent Habitat for Humanity 2006 - 2011
- Appointed to New Kent Affordable Housing Committee July 2009 - 2012

Application to Serve on a Board or Committee

Applicant Name	Talla Webb
E-mail	tallawebb256@gmail.com
Address	Street Address: 123 Orvis Dr. City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	9 months
Name of neighborhood	Bridgewater West
Home phone	(704) 615-2244
Current employer	Wells Fargo
Job title / occupation	Senior Business Systems Analyst
I reside within the	Corporate limits of Holly Springs
	Talla Resume.pdf
First choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	B.A. in Mass Comm & Advertising, Corporate experience
List any current or past volunteer activities in which you are / were involved.	N/A

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

The Planning board's role is to guide the growth and development of Holly Springs. As a new member of the community, I've noticed an increase of young professionals, like myself, relocating to the area. I feel that I could bring a fresh perspective to the community

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

12/07/2020 8:47 PM

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Talla Webb

tallawebb256@gmail.com

EXPERIENCE

Wells Fargo, Charlotte, NC — *Senior Technical Business Systems Analyst* November 2017 – Present

- Improve the user experience of Commercial Real Estate internal applications by partnering with the Line of Business users to identify inefficiencies and issues. Coordinate with software developers to create technical solutions while remaining compliant with enterprise regulations.
- Manage IT projects in Agile methodologies to execute application enhancements by facilitating meetings, maintaining project metrics and mitigating risk factors throughout the project life cycle. Participate in production validation project releases.

Accelerant Market Research, Charlotte, NC — *Project Coordinator* June 2016 - November 2017

- Managed consumer research projects by coordinating with clients, vendors and internal resources to ensure flawless execution within budget and timeline.
- Performed in-depth market analysis by translating large quantitative and qualitative data into client presentations and reports with actionable insights to support product development and customer experience.
- Ensured accurate, timely deliverables by identifying technical challenges, inconsistent findings ahead of time and taking corrective action as needed.

Kennedy Realty, Charlotte, NC — *Marketing Coordinator* May 2013 – May 2016

- Executed daily email campaigns using MailChimp. Analyzed and reported social media, company website and email engagement metrics (delivery rate, opens, clicks and revenue).
- Produced digital and print content for agency branding and listing marketing materials.
- Provided administrative support to the entire team, as well as the first point of contact for client inquiries.

EDUCATION

University of North Carolina at Chapel Hill, Chapel Hill, NC — *B.A. Journalism and Mass Communications, Advertising*

May 2016

Application to Serve on a Board or Committee

Applicant Name	Robert Myers
E-mail	megnrob@gmail.com
Address	Street Address: 309 Tonks Trail City: Holly Springs State: North Carolina Zip Code: 27540
How long have you lived in Holly Springs?	3 Years
Name of neighborhood	Holly Pointe
Home phone	(984) 220-7051
Work phone	(919) 380-4236
Current employer	Town of Cary
Job title / occupation	Project Manager
I reside within the	Corporate limits of Holly Springs
	Rob Myers Proj Mgr resume.pdf
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Please see detailed information concerning experience reviewing of development plans and engineering expertise. Currently a Traffic expert on Quazi Judicial cases for Town of Cary during ZBOA meetings.
List any current or past volunteer activities in	Retired United States Air force Senior Non Commissioned Officer.

which you are / were involved.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

The responsibilities of the board in my opinion is to judge cases based on factual evidence presented by Developer's law team. By serving on this board I hope to make a real difference in my community for the planning of Holly Springs.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

No

Signature



Date & time

12/08/2020 10:57 AM

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Robert H. Myers
309 Tonks Trail
Holly Springs, NC 27560
984-220-7051
Email: megnrob@gmail.com

EDUCATION

University of Phoenix 8/2001 – 1/2005
B.S. in Information Systems (GPA 3.29)

Fox Senior High
General Studies, Graduated 1988

WORK EXPERIENCE

Town of Cary
Transportation & Facilities Department
Project Manager - Traffic
Employed - September 2017 to Present

City of Jacksonville
Transportation Department
Traffic Operations Engineer
Employed - January 2014 to September 2017

Town of Chapel Hill
Public Works Department (919-968-2833)
Employed – November 2006 to January 2014

Project Manager - Traffic

Reviews site and subdivision plans and permits for compliance with the LDO and other regulations and guidelines pertaining to streets, bicycle facilities, sidewalks, transit facilities, etc. with a focus on transportation engineering and traffic engineering; provides pertinent information in staff reports for site and subdivision plans to be considered by the Town Council and P&Z Board;

Provides professional guidance to potential developers and owners at weekly

Development Review Committee meetings to ensure compliance with LDO, Cary Community Plan, Standard Details and Specifications, and other Town plans;

Reviews rezoning cases for compliance with the LDO, Comprehensive Transportation Plan, and other regulations and guidelines; provides feedback at Town Council and Planning & Zoning meetings;

Administers traffic analysis report program associated with rezoning cases, including contract management of on-call traffic engineering consultants;

Assist as needed in preparation of updates to the Land Development Ordinance, Comprehensive Plan, Engineering Standards and Specifications, and many other development-related regulations and policies;

Represents the department at all the Planning and Zoning Board hearings, and as needed at Town Council Hearings, and citizen group meetings;

Responds to a variety of citizen concerns/complaints, assists in resolving conflicts with developers, contractors and the general public;

Performs design and administration of projects including transportation facilities, Town facilities, water systems and wastewater systems;

Coordinates with engineers and planners within Town staff to review pavement markings, signing and safety plans for Capital Improvement projects;

Manages project budgets; prepares cost estimates and monitors expenditures to ensure compliance with approved budget, including payments and change orders;

Prepares long-term project schedules; monitors progress of project in meeting established schedules;

Reviews all construction plans and related documents (soil reports, engineering calculations, etc.) for compliance with Town Standard Specifications and Details, adopted technical codes, zoning ordinances, State and Federal regulations, etc.; works with architects and engineers to affect required corrections;

Performs complex engineering calculations using computers, calculators, design manuals and other resources;

Prepares and presents reports pertaining to technical subject matter and ordinance requirements on projects appearing before Town officials, homeowner groups and other community organizations;

Provides technical information, code interpretations and answers complex questions from architects, engineers, developers, contractors and the general public relating to engineering projects, and serves as the point of contact in this process;

Procures project approval and permits from Town and outside agencies as required;

Traffic Operations Engineer

Manages and coordinates the operation, adjustment and maintenance of the computerized traffic signal system serving Chapel Hill, Carrboro, the University of North Carolina and certain intersections within the Durham city limits. Prepares, implements, inspects, evaluates and modifies traffic signal timing plans and progression programs.

Directly supervises the Traffic Signal and Signs & Marking Technicians

Provides investigative, engineering and analytical assistance to the Department. Prepares and presents technical reports.

Prepares program budget recommendations; approves and monitors expenditures. Recommends projects for inclusion in the Town's Capital Improvement Program.

Coordinates local transportation programs with State and Federal Departments and neighboring communities. Identifies grant opportunities and prepares grant applications; procures State/Federal funding for local project needs.

Traffic Operations Engineer

Military Service (Retired)

6/1988 – 5/2000 United States Navy Patuxent River, Maryland

1/2001 - 6/2016 United States Airforce Andrews AFB, Maryland

Application to Serve on a Board or Committee

Applicant Name	Cody Loughridge
E-mail	cody.loughridge@hollyspringsnc.us
Address	Street Address: 132 GABLEWOOD LN City: HOLLY SPRINGS State: North Carolina Zip Code: 27540-8212
How long have you lived in Holly Springs?	8 years
Name of neighborhood	Sunset Ridge
Home phone	(919) 272-6082
Current employer	Bailey & Dixon, LLP
Job title / occupation	Partner / Attorney
I reside within the	Corporate limits of Holly Springs
First choice:	Board of Adjustment
Have you served on this board/committee in the past?	Yes
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I currently serve on the Board of Adjustment, as an Alternate. I am seeking to move from an Alternate to fill Ms. Pare's seat, now that she has left the Board for the General Assembly. I am a construction attorney, with experience in municipal governance, development, construction, and the UDO of Holly Springs.
List any current or past volunteer activities in which you are / were involved.	Currently, I am the In Town Board of Adjustment Alternate. I have served in that role for approximately 1 year. I have served as a baseball coach with Town of Holly Springs for last 5-6 years. I also served on the Sugg Farm development steering committee.

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	Having served over the past year, I see this Board as responsible for preserving the overall character and look of our Town (per the UDO), while also ensuring that property owners are not subjected to undue hardships from enforcement of the UDO.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?)	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	12/09/2020 12:12 PM
How did you find out about these opportunities?	Currently serve on the Board of Adjustment

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Application to Serve on a Board or Committee

Applicant Name	Kenric McCay
E-mail	kjmccay@gmail.com
Address	Street Address: 221 Daisy Grove Ln City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	1 year
Name of neighborhood	2018 Market
Home phone	(865) 406-5242
Work phone	(910) 624-9081
Current employer	Fayetteville Public Works Commission
Job title / occupation	GIS Administrator
I reside within the	Corporate limits of Holly Springs
	KenricMcCayResume (2).pdf
First choice:	Planning Board
Second choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have worked for the local government since graduating. I have experience with various government/city related procedures from my time at the City of Oak Ridge. I currently work for the Fayetteville Public Works Commission where I am the GIS Administrator.
List any current or past volunteer activities in which you are / were involved.	While in school, I was the vice president of my neighborhood's resident association. I also volunteered for the the graduate student representative from my department for the student government. While at the City of Oak Ridge, I was on the health committee where we tried to promote

	a healthy lifestyle and also had a yearly vendor fair. I try to volunteer and help when I can.
What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	Both boards overall are to help Holly Springs. It is important to have a certain boards to help the city council make decisions. My family and I are new to Holly Springs, and we love it here. I want to be able to provide the city council with information they need to help them make the best decision. Both boards deal with zoning and other aspects. The board of adjustment helps with appeals or potentially adjusting zoning, while the planning board, in general, helps with the overall zoning and planning in Holly Springs.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?)	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	No
Signature	
Date & time	12/09/2020 12:33 PM
How did you find out about these opportunities?	Website

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Kenric McCay

• 221 Daisy Grove Ln. Holly Springs, NC 27540 • (865) 406-5242 • kjmccay@gmail.com •

Summary of Qualifications

- *GIS capabilities:* analysis | data conversion and management | data collection and interpretation | online map services | GPS | cartographic design | committee coordinator | classroom instructor | supervision | stewardship | written reports | presentations | software upgrades | metadata | LiDAR | utility | SDE multiuser databases | task automation | project management | data verification | troubleshooting
 - *Proficient* with ESRI (ArcGIS Desktop, ArcGIS Online, ArcSDE, Collector) | Milsoft | ArcFM | AutoCAD | FME | BMC FootPrints | photogrammetry | MicroStation | MS Office | wide format plotters and scanners | NexusWorkx | Pathfinder Office | Trimble GPS | Model Builder | QGIS | Icaros | Python | Visual Basic
-

Work Experience

GIS Administrator – Fayetteville Public Works Commission, July 2019 – Present

- Implement GIS upgrade of 10.2.1 to 10.6.1 for ArcGIS and ArcFM
- Support and facilitate with OMS issues
- Migrate ArcGIS Online data to new organization site
- Assist and handle quotes and bids including new Enterprise Agreement with ESRI
- Manage companywide ticketing management system

Adjunct Faculty (Geography) – Walters State Community College, Fall 2018 - Present

- Instruct online class of 20 students
- Maintain a class syllabus, gradebook, online forum, and additional material for students
- Plan lectures, discussions, assignments, quizzes, projects, and tests
- Pioneered first real-time and long-distance online geography course

GIS Analyst (Electric) – The City of Oak Ridge, February 2014 – Present

- Created and maintained databases for entire electric network
- Modernized QA and QC workflow to validate data
- Managed, converted, and integrated data into SDE databases for multiple users
- Supervised, advised, and trained other personnel
- Performed analysis and generated written reports
- Obtained quotes and bids for software and hardware
- Standardized policies and map layouts for the City
- Collected corrected, and imported GPS data
- Designed models, Python, and Visual Basic code for GIS

Remote Production Associate – ControlCam, June 2015 – January 2016

- Processed, stitched, and edited seamlines for ortho-photos
 - Compared and georeferenced aerial imagery to ensure accuracy
 - Enacted, analyzed, and verified aerial triangulation data
-

Education

The University of Tennessee, August 2010 – May 2012 and August 2004 – May 2008

- **Master of Science in Geography**, (GIS focus)
- **Bachelor of Arts in Geography**

Roane State Community College, August 2013 – May 2014

- **GIS Certificate**
-

GIS Invited Presenter and Professional Involvement

- Tennessee Geographic Information Council – “How to Geocode”
- FME Users Conference – “A CAD to GIS Model to Combine Overlapping Line Features”
- Milsoft Users Conference – “How to Concatenate, Import, and Geocode Features”
- East Tennessee State University – “Overview of a GIS Career”
- University of Tennessee – “Overview of a GIS Career”
- City of Oak Ridge Library Map Gallery – Organizer
- East Tennessee Milsoft Users Group – Chairman

Application to Serve on a Board or Committee

Applicant Name	Jeffery Jones
E-mail	ncplanner@gmail.com
Address	Street Address: 5621 VOORHEES LN City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	2003
Name of neighborhood	Oliver Creek
Home phone	(919) 818-6377
Current employer	Town of Pittsboro
Job title / occupation	Planning Director
I reside within the	Extraterritorial jurisdiction (ETJ) of Holly Springs
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have 22 years experience in Planning & Zoning. I worked for Holly Springs for 11 years in the Planning Department.
List any current or past volunteer activities in which you are / were involved.	Holly Glen HOA Board, Various Holly Springs United Methodist Church Board and Committees

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?	Interpret the UDO as written and carry out the vision of the Town.
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?	No
Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?	Yes
Signature	
Date & time	12/10/2020 9:50 AM
How did you find out about these opportunities?	web

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Application to Serve on a Board or Committee

Applicant Name	Lois (Lisa) Semmens
E-mail	Lisa.Semmens@earthlink.net
Address	Street Address: 1121 Braswell Creek Point City: Holly Springs State: NC Zip Code: 27540
How long have you lived in Holly Springs?	17 years
Name of neighborhood	Olde Mills Lake
Home phone	(919) 552-7174
Current employer	Reata Pharmaceuticals, Inc.
Job title / occupation	Director, Regulatory CMC
I reside within the	Extraterritorial jurisdiction (ETJ) of Holly Springs
	Board of Adjustment Application May 2017 (perm ETJ Member app).pdf
First choice:	Board of Adjustment
Second choice:	Planning Board
Have you served on this board/committee in the past?	Yes
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	I have been serving on the Board of Adjustment for the past 3 years as the ETJ Member. Participation in the training exercises and a number of real case have provided me with an opportunity to understand the role of the BOA and requirements for determining Findings of Fact. This role is well suited to the skill set I have developed in my career. My education of an undergraduate degree in Chemistry and graduate degree in Regulatory Science have trained me to think critically and

consider multiple options for obtaining goals, which will be useful as the Board of Adjustment makes decisions about exceptions to the Unified Development Ordinance of the Town of Holly Springs. My career as a Pharmaceutical Regulatory Affairs Scientist has involved extensive work with understanding and interpreting government regulations. Although my involvement in regulations has been particularly related to the Food and Drug Administration, Consumer Product Safety Commission, Drug Enforcement Agency, Occupational Safety and Health Administration, and related state organizations across the country, this regulatory experience has provided me with an opportunity to become familiar with understanding procedures necessary to accomplish successful and safe outcomes while balancing the needs of the government, the public and business. My career has also fostered my skill as a detail-oriented and quality-focused strategic thinker who is adept at understanding and communicating complex information to a wide audience. I have led and participated in many cross-functional teams with the complex goal of bringing pharmaceutical products to the global marketplace. Currently employed by a pharmaceutical company as a remote location employee, I recently owned and operate a small business, which provided pharmaceutical consulting services. Working from home provides me the scheduling flexibility to pursue volunteer interests. Finally, I have been a leader in many of my volunteer activities, guiding these organizations to accomplish multiple goals from fundraising to organization large meetings with multiple meeting tracks. While my skill set is not typical of a Board of Adjustment member, I have found during my time on the Board of Adjustment that my background in regulatory compliance, working toward solutions that are beneficial to both the public and business, and deep investment in my community make me an ideal candidate and one that provides a unique perspective.

List any current or past volunteer activities in which you are / were involved.

Salvation Army of Wake County – I am a volunteer tutor for children living in the shelter for the homeless and victims of domestic abuse. My primary role is to assist the children with their homework.
The P.E.O. Sisterhood, an organization that supports the education of women through various scholarships – I have served as President, Treasurer

and Recording Secretary at the local chapter level (in Cary and Wilmington, NC, and Plantation and Coral Springs, FL)

Kappa Kappa Gamma – I have served as Alumnae Association President at the local level, as a Province (district) Director of Chapters for chapters in NC, VA and DC, currently the Advisor to the Vice President of Academic Excellence for the new chapter at NC State.

Career related volunteer activities:

Drug Information Association – I have served on the Associate Council of North America, as Chair of the Regulatory Committee, Co-chair of the CMC (Chemistry) Subgroup of the Regulatory Committee, Program Committee and Session Chair for the CMC Annual Meeting

North Carolina Regulatory Affairs Forum – I have served as Secretary and Nominating Committee Chair

American Association of Pharmaceutical Scientists
Parenteral Drug Association

Regulatory Affairs Professional Society

American Chemical Society

What do you see as the responsibilities of this board and what do you hope to accomplish if appointed?

From my experience on the Board of Adjustment, the responsibility of the Board is to defend the Unified Development Ordinance, yet provide the town with a sensible approach to the need for variances to grant relief from hardship or allow a property owner to make use of their property due to limitations of the UDO. The BOA must walk a tightrope of defending the UDO while recognizing that there may be special circumstances that support allowing a variance.

Approximately 14 years ago, I accepted a new job opportunity that required a move to the Triangle area from Wilmington. I settled in an apartment in Holly Springs partly because I had relatives who lived here. However, I soon decided to purchase a home due to the high quality of life possible in Holly Springs that also maintained a practical commuting distance. During the time I have lived here, Holly Springs has grown substantially, and I hope to make sure that it continues to grow intelligently, while maintaining the high quality of the community, which is, at least in part, due to the UDO. In considering variances related to new development, I also want to ensure that Holly Springs maintains the quality and character of the town. One of the things that is great about Holly Springs is the availability of community greenspace and recreational facilities. In addition, my tutoring with

the Salvation Army has provided me with some insight into the need for diverse living options for local families as well as the issues faced by our infrastructure needs including the support of the education system due to the high level of growth across the county. Maintaining the safety of pedestrians and bikers throughout the town and neighborhoods as well as continuing to ensuring that recreational facilities are easily accessible for all residents are also important to me. The Board must balance the needs and desires of current residents with the needs of the overall community and Town of Holly Springs.

In my day to day work as a Pharmaceutical Regulatory Scientist, I continually work with teams that have to make value-added decisions about our product development, balancing the need to understand everything about how our product works, while enabling us to reach the market with that medicine as quickly as possible to help patients that are waiting for it. This decision-making requires the assessment of available facts and weighing the pros and cons of a particular action. The decision making process of the BOA is similar. Based on the Finding of Facts, sometimes a simple compromise is acceptable, but often a more nuanced approach is required to find solutions to tough problems.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived if you are appointed?

No

Have you taken the opportunity to attend any board meetings prior to the notice of this vacancy?

Yes

Signature



Date & time

12/10/2020 4:18 PM

How did you find out about these opportunities?

on the board

View [view all your submissions](#) easily.

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Town of Holly Springs

Board of Adjustment Application

For Office Use only: Appointed to ☐ Board of Adjustment Date: _____
Term Expires: _____

Applicant Name: Lois G. (Lisa) Semmens E-Mail Address: Lisa.Semmens@earthlink.net

Address: 1121 Braswell Creek Point, Holly Springs, NC Zip: 27540

How long have you lived in Holly Springs: 14 Name of Neighborhood: Older Mills Lake

Home Phone: 919-552-7174 Work Phone: Same

Current Employer: SCIP Job Title/Occupation: Pharmaceutical Regulatory Consultant

I reside within the ☐ Corporate Limits of Holly Springs ☒ Extraterritorial Jurisdiction (ETJ) of Holly Springs

List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.

see attached

List any current or past volunteer activities in which you are/were involved.

see attached

What do you see as the responsibilities of this Board and what do you hope to accomplish if appointed?

see attached

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed?
☒ No ☐ Yes If yes, please explain:

Have you taken the opportunity to attend any previous Board meetings prior to the notice of this vacancy? ☐ No ☒ Yes

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge, and I understand that this application shall be active for two years. I also understand that I will be required to be available to attend meetings of the Board as assigned.

Signature of Applicant

Date

Date

* Please note, original signature is required in order to be considered. This information along with other material may be used by the Town Council in making appointments and in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

How did you find out about this opportunity? currently alternate ETJ Member of BOA

List any education, work experience or qualifications you have relevant to the Board of Adjustment.

I have been serving on the Board of Adjustment for the past two months as the ETJ Alternate Member. Although we have not heard any real cases, participation in the training exercises has provided me with an opportunity to understand the role of the BOA and requirements for determining Findings of Fact. This role is well suited to the skill set I have developed in my career.

My education of an undergraduate degree in Chemistry and graduate degree in Regulatory Science have trained me to think critically and consider multiple options for obtaining goals, which will be useful as the Board of Adjustment makes decisions about exceptions to the Unified Development Ordinance of the Town of Holly Springs. My career as a Pharmaceutical Regulatory Affairs Scientist has involved extensive work with understanding and interpreting government regulations. Although my involvement in regulations has been particularly related to the Food and Drug Administration, Consumer Product Safety Commission, Drug Enforcement Agency, Occupational Safety and Health Administration, and related state organizations across the country, this regulatory experience has provided me with an opportunity to become familiar with understanding procedures necessary to accomplish successful and safe outcomes while balancing the needs of the government, the public and business. My career has also fostered my skill as a detail-oriented and quality-focused strategic thinker who is adept at understanding and communicating complex information to a wide audience. Using Six Sigma and Operational Excellence techniques have allowed me to nurture continuous improvement of products, procedures and manufacturing processes. I have led and participated in many cross-functional teams with the complex goal of bringing pharmaceutical products to the global marketplace. I currently own and operate a small business, which provides pharmaceutical consulting services. This experience allows me to continue to use my technical skills while providing me the flexibility to pursue volunteer interests. Finally, I have been a leader in many of my volunteer activities, guiding these organizations to accomplish multiple goals from fundraising to organization large meetings with multiple meeting tracks. While my skill set is not typical of a Board of Adjustment member, I believe that taken together, my background in regulatory compliance, working toward solutions that are beneficial to both the public and business, and deep investment in my community make me an ideal candidate and one that provides a unique perspective.

List any current or past volunteer activities in which you are/were involved.

Salvation Army of Wake County – I am a volunteer tutor for children living in the shelter for the homeless and victims of domestic abuse. My primary role is to assist the children with their homework.

The P.E.O. Sisterhood, an organization that supports the education of women through various scholarships – I have served as President, Treasurer and Recording Secretary at the local chapter level (in Cary and Wilmington, NC, and Plantation and Coral Springs, FL)

Kappa Kappa Gamma – I have served as Alumnae Association President at the local level, as a Province (district) Director of Chapters for chapters in NC, VA and DC, currently the Advisor to the Vice President of Academic Excellence for the new chapter at NC State.

Career related volunteer activities:

Drug Information Association – I have served on the Associate Council of North America, as Chair of the Regulatory Committee, Co-chair of the CMC (Chemistry) Subgroup of the Regulatory Committee, Program Committee and Session Chair for the CMC Annual Meeting

North Carolina Regulatory Affairs Forum – I have served as Secretary and Nominating Committee Chair
American Association of Pharmaceutical Scientists

Parenteral Drug Association

Regulatory Affairs Professional Society

American Chemical Society

What do you see as the responsibilities of this Board and what do you hope to accomplish if appointed?

From my brief exposure to the Board as an alternate member, the responsibility of the Board is to defend the Unified Development Ordinance, yet provide the town with a sensible approach to the need for variances to grant relief from hardship or allow a property owner to make use of their property due to limitations of the UDO. The BOA must walk a tightrope of defending the UDO while recognizing that there may be special circumstances that support allowing a variance.

Approximately 14 years ago, I accepted a new job opportunity that required a move to the Triangle area from Wilmington. I settled in an apartment in Holly Springs partly because I had relatives who lived here. However, I soon decided to purchase a home due to the high quality of life possible in Holly Springs that also maintained a practical commuting distance. During the time I have lived here, Holly Springs has grown substantially, and I hope to make sure that it continues to grow intelligently, while maintaining the high quality of the community, which is, at least in part, due to the UDO. In considering variances related to new development, I also want to ensure that Holly Springs maintains the quality and character of the town. One of the things that is great about Holly Springs is the availability of community greenspace and recreational facilities. In addition, my tutoring with the Salvation Army has provided me with some insight into the need for diverse living options for local families as well as the issues faced by our infrastructure needs including the support of the education system due to the high level of growth across the county. Besides working with the county to ensure our school systems grows along with the growth of our town, there are other infrastructure needs critical to the quality of life for all citizens in Holly Springs. Addressing the traffic issues that are evident during the morning and evening commute is necessary. In addition, with a nuclear power plant so close to the town, it is critical to public safety that we ensure that quick egress from the area is possible for residents, school children and local workers. Addressing these issues will require working with the DOT on traffic flow and public transportation, as well as evaluating the adequacy of evacuation routes and traffic density for new development, whether residential or business. Continuing to improve the safety of pedestrians and bikers throughout the town and neighborhoods as well as continuing to ensuring that recreational facilities are easily accessible for all residents are also important to me.

In my day to day work as a Pharmaceutical Regulatory Scientist, I continually work with teams that have to make value-added decisions about our product development, balancing the need to understand everything about how our product works, while enabling us to reach the market with that medicine as quickly as possible to help patients that are waiting for it. This decision-making requires the assessment of available facts and weighing the pros and cons of a particular action. The decision making process of the BOA is similar. Based on the Finding of Facts, sometimes a simple compromise is acceptable, but often a more nuanced approach is required to find solutions to tough problems.

Application to Serve on a Board or Committee

Applicant Name	JONATHAN POPE
E-mail	popegtp@gmail.com
Address	Street Address: 6308 Lauraca Ln City: Fuquay Varina State: NC Zip Code: 27526
How long have you lived in Holly Springs?	14 years
Name of neighborhood	Duncan's Ridge
Home phone	(410) 375-1056
Current employer	Fortress Financial Partners
Job title / occupation	Wealth Advaior
I reside within the	Extraterritorial jurisdiction (ETJ) of Holly Springs
First choice:	Board of Adjustment
Have you served on this board/committee in the past?	No
List any education, work experience or qualifications you have relevant to the Board of Adjustment or Planning Board.	Background in economics and political science. I have firm understanding and interest in the growth of our community and public policy issues.
List any current or past volunteer activities in which you are / were involved.	None in past few years. Have more time on my hand these days.
What do you see as the responsibilities of this board and what do you	Help manage measured growth to maintain high standards of living in the area.

hope to accomplish if
appointed?

Do you have any personal
or business interest(s) that
could create a conflict of
interest (either real or
perceived if you are
appointed?

No

Have you taken the
opportunity to attend any
board meetings prior to
the notice of this vacancy?

No

Signature



Date & time

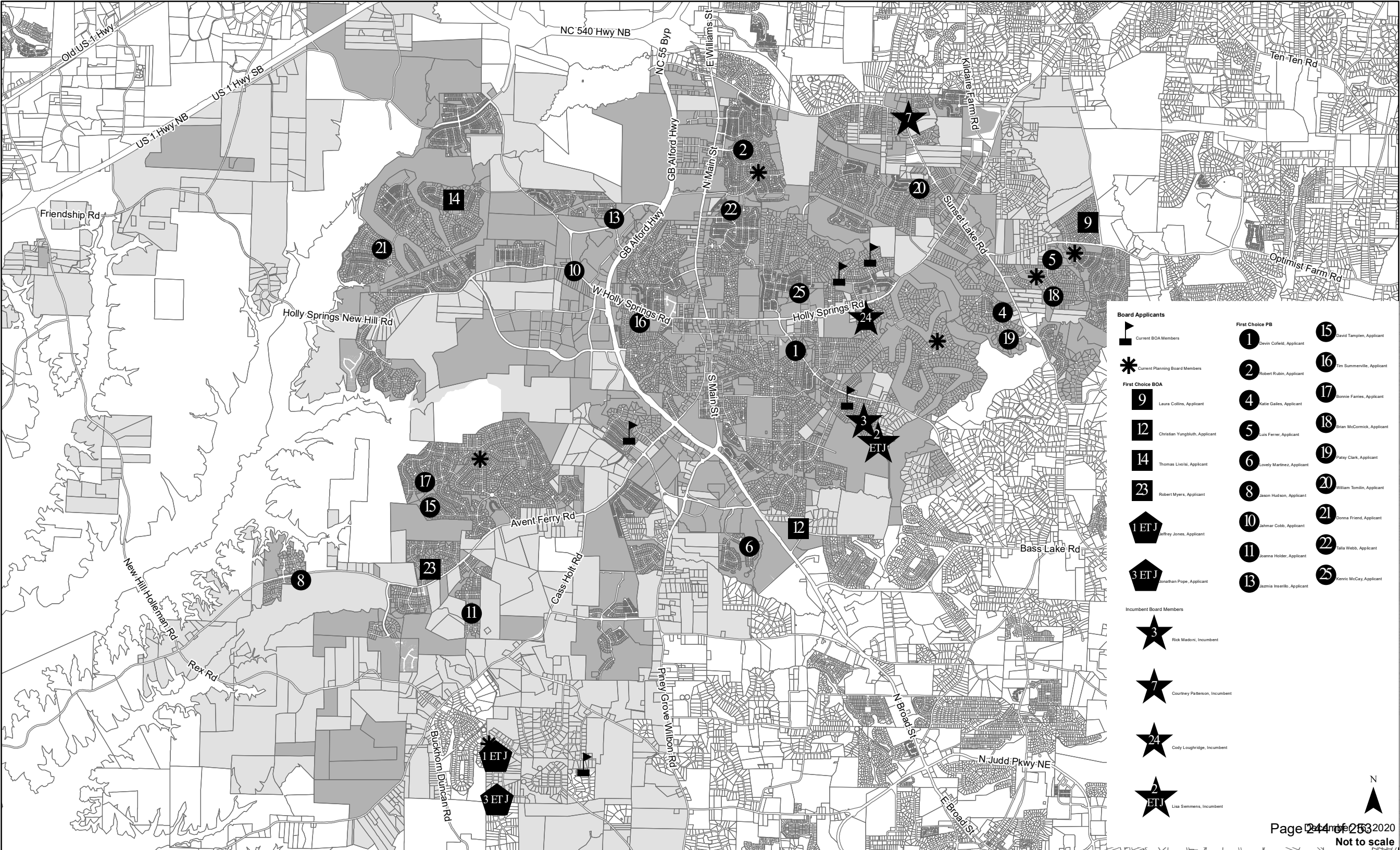
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Board Applicants

Current BOA Members

Current Planning Board Members

First Choice BOA

9 Laura Collins, Applicant

12 Christian Yungbluth, Applicant

14 Thomas Livolsi, Applicant

23 Robert Myers, Applicant

1 ETJ Jeffrey Jones, Applicant

3 ETJ Jonathan Pope, Applicant

Incumbent Board Members

3 Rick Madoni, Incumbent

7 Courtney Patterson, Incumbent

24 Cody Loughridge, Incumbent

2 ETJ Lia Semmens, Incumbent

First Choice PB

1 Devin Colefield, Applicant

2 Robert Rubin, Applicant

4 Katie Gailles, Applicant

5 Luis Ferrer, Applicant

6 Lovely Martinez, Applicant

8 Jason Hudson, Applicant

10 Jahmar Cobb, Applicant

11 Joanna Holder, Applicant

13 Jazminia Inzerillo, Applicant

15 David Tاملen, Applicant

16 Ten Summerville, Applicant

17 Bonnie Faries, Applicant

18 Brian McCormick, Applicant

19 Patsy Clark, Applicant

20 William Tomlin, Applicant

21 Donna Friend, Applicant

22 Talla Webb, Applicant

25 Kenric McCay, Applicant



Town of Holly Springs Planning Board 2020 Attendance

	Orientation Meeting March 24	March 24	Town Council	April 28	Town Council	May 26	Town Council	June 23	Town Council	July 28	Town Council	August 25	Town Council	September 22	Town Council	October 27	Town Council	November 24	Town Council	December 16	Town Council	January 26	Town Council (JPH)	February 23	Town Council
Mark Brady	N/A	N/A	3/3 P	P		P		P		E		P		P	9/15 P	P		N/A			12/15				
Ernie Carpico	N/A	N/A	3/17 N/A	P		P		P		P	7/21 P	P		P		P		N/A					1/5		
Van Crandall	N/A	N/A		P	4/7 P	P		P		U		P		P	9/1 P	P		N/A					1/19		
Chris Deshazor	N/A	N/A		P	4/21 P	P		P	6/22 P	P		P	8/18 P	P		P		N/A							2/2
Rick Madoni	N/A	N/A		P		P	5/19 P	P		P		P		P		P	10/6 P	N/A	11/3 P						2/15
Courtney Patterson	N/A	N/A		P		P		E		E		P		P		E	10/20 P	N/A							
Dana Rybak	N/A	N/A		P		P		E		P		P		P		P		N/A							
Mark Stuckey ETJ Member	N/A	N/A		P		P		E	6/2 P	P		P		P		P		N/A	11/17 P						
Thomas Urquhart	N/A	N/A		P		P		P	6/16 P	P		P		P		P		N/A			12/1 P				

P – In attendance

E – Excused Absence from meeting

U – Unexcused absence

T – Tardy-arrived after first agenda item began

N/A – No meeting

**N/A No P&Z Items

D – Early Departure- left before last agenda item completed

N/A – no meeting scheduled

JPH- Joint Public Hearing- Planning Board attendance required

* - No Planning Board related agenda items were presented at the Town Council Meeting



Town of Holly Springs Planning Board 2019 Attendance

	Orientation Meeting March 26	March 26	Town Council /JPH	April 23	Town Council	April 30 TC/PB Workshop	May 28	Town Council	June 25	Town Council	July 23	Town Council	August 27	Town Council	September 24	Town Council	October 22	Town Council	November 26	Town Council	December 18	Town Council	January 28	Town Council	February 25	Town Council
Michael Andreas ETJ Member	P	P	P	P		E	P	05/21 U	P		P		E		P		P	10/15 P	P							2/18 *
Mark Brady	P	P	P	P		P	P		P	06/04 P	E		P		P		P		P	11/5 P						
Ernie Carpico	P	P	P	P		P	P		P	06/18 P	P		P		E		P		E	11/19 P						
Van Crandall	P	P	P	P		P	P		P		P	07/02 N/A	P		P	9/3 N/A	P		P			12/3 *				
Chris Deshazor	P	P	P	P		P	P		P		P		P	8/6 P	P		P	10/3 P	P			12/17 *				
Rick Madoni	P	P	P	P		P	P	05/07 P	E		P		P		P		P		P					1/7 *		
Shaun McGrath	E	E	P	P		E	P		P		P	07/16 U	P		P		P		P		---	----	----	----	----	----
Courtney Patterson	P	P	E	P	04/16 P	P	P		P		P		P		P	9/17 P	P		P						1/21 *	
Dana Rybak	P	P/D	U	E		E	P		P		P		P	8/20 P	E		P		E							2/4 *

P – In attendance

E – Excused Absence from meeting

U – Unexcused absence

T – Tardy-arrived after first agenda item began

N/A – No meeting

**N/A No P&Z Items

D – Early Departure- left before last agenda item completed

N/A – no meeting scheduled

JPH- Joint Public Hearing- Planning Board attendance required

* - No Planning Board related agenda items were presented at the Town Council Meeting



Town of Holly Springs Planning Board 2018 Attendance

	Orientation Meeting February 27	March 27	Town Council	April 24	Town Council	May 22	Town Council	June 26	Town Council	July 24	Town Council	August 28	Town Council	September 25	Town Council	October 23	Town Council	November 27	Town Council	December 19	Town Council	January 22	Town Council	February 26	Town Council
Michael Andreas ETJ Member	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Mark Brady	P	P		P	4/3 P	P	P P	E					8/21 P	P		N/A		P	P P					1/15 P	P
Ernie Carpico	P	P		P	4/17 P	P	E P	P					P			N/A		P	P E	P					
Van Crandall	P	P		P		P	5/1 P	P P	P					P	9/18 P	N/A		P	P P	P					2/19 P
Chris Deshazor	P	P		P		P	P		6/19 P	E P				P		N/A	10/2 P	P	P P	E					
Rick Madoni	P	P		P		P	P		6/5 P	P P				P		N/A	10/16 P	P	P P	P					2/5 P
Shaun McGrath	P	P	3/6 P	P		P	P P				7/17 P	P	8/7 P	P		N/A		P	11/6 N/A**	P	12/18 P	P P			
Courtney Patterson	P	P		P		P	5/15 P	P P	P					P		N/A		P	11/20 P	P P	E				
Dana Rybak	P	P	3/20 P	P		P	P P	P						P		N/A		P	E		12/4 P	P P			
John Stolarik ETJ Member	P	P		P		P	E E	P						P	9/4 P	---	---	---	---	---	---				---

P – In attendance
E – Excused Absence from meeting

Unexcused Absence N/A
T – Tardy-arrived after first agenda item began

**N/A No P&Z Items

D – Early Departure- left before last agenda item completed
N/A – no meeting scheduled
JPH- Joint Public Hearing- Planning Board attendance required
* - No Planning Board related agenda items were presented at the Town Council Meeting



Town of Holly Springs Board of Adjustment 2020 Attendance

	Orientation Meeting February 27	March 2	April 6	May 4	June 1	July 6	August 3	September 9 Training	October 5	November 2	December 7	January 4	February 1
Tim Forrest	P	P	N/A	N/A	E	P	N/A	P	N/A	N/A	P		
Jay Marinko	P	P	N/A	N/A	P	P	N/A	P	N/A	N/A	P		
Erin Paré	E	P	N/A	N/A	P	P	N/A	P	N/A	N/A	---	----	----
Lisa Semmens ETJ	P	P	N/A	N/A	U	P	N/A	P	N/A	N/A	P		
Morgan Wiley	P	P	N/A	N/A	P	P	N/A	P	N/A	N/A	P		
Elaine Crigger ETJ Alternate	P	E	N/A	N/A	P	P	N/A	P	N/A	N/A	P		
Cody Loughridge In-Town Alternate	P	P	N/A	N/A	P	P	N/A	U	N/A	N/A	P		
Jayson Greene Alternate	P	P	N/A	N/A	P	P	N/A	P	N/A	N/A	P		

P – In attendance
 U – Unexcused absence
 T – Tardy-arrived after first agenda item began
 D – Early Departure- left before last agenda item completed
 E – Excused Absence from meeting
 N/A – No meeting scheduled
 N/Q – No quorum



Town of Holly Springs Board of Adjustment 2019 Attendance

	Orientation Meeting March 7	March 12	April 9	May 7	June 11	July 9	August 13	September 10	October 8	November 12	December 10	January 6	February 3
Tim Forrest	P	N/A	P	N/A	N/A	N/A	P	N/A	N/A	N/A	N/A	N/A	
Jay Marinko	P	N/A	P	N/A	N/A	N/A	P	N/A	N/A	N/A	N/A	N/A	
Erin Paré	P	N/A	P	N/A	N/A	N/A	P	N/A	N/A	N/A	N/A	N/A	
Lisa Semmens ETJ (Appointed regular member in August 2017)	P	N/A	P	N/A	N/A	N/A	P	N/A	N/A	N/A	N/A	N/A	
Morgan Wiley	P	N/A	P	N/A	N/A	N/A	E	N/A	N/A	N/A	N/A	N/A	
LaDonna Carter In-Town Alternate	E	N/A	----	----	----	---	---	---	----	----	----	----	----
Jeremy Hudson ETJ Alternate	P	N/A	U	N/A	N/A	N/A	U	N/A	N/A	N/A	N/A	N/A	
Tom McKay In-Town Alternate	E	N/A	E	N/A	N/A	N/A	----	----	----	----	----	----	----
Cody Loughridge In-Town Alternate	----	----	---	---	----	N/A	P	N/A	N/A	N/A	N/A	N/A	
Jayson Greene Alternate	----	----	----	----	----	----	----	N/A	N/A	N/A	N/A	N/A	

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 U – Unexcused absence
 T – Tardy-arrived after first agenda item began
 D – Early Departure- left before last agenda item completed

E – Excused Absence from meeting
 N/A – No meeting scheduled
 N/Q – No quorum



Town of Holly Springs Board of Adjustment 2018 Attendance

	Orientation Meeting February 13	March 13	April 10 Training Provided	May 8	June 12 Training Provided	July 10	August 14	September 11 Training Offered	October 9	November 13	December 11	January 8	February 12
Bill Daniels	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
Tim Forrest	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
Jay Marinko	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
Erin Paré	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
Lisa Semmens ETJ (Appointed regular member in August 2017)	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
LaDonna Carter In-Town Alternate	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	E		
Jeremy Hudson ETJ Alternate	P	N/A	E	N/A U	N/A N/A			N/Q	N/A	N/A N/A N/A	P		
Tom McKay In-Town Alternate	P	N/A	P	N/A P	N/A N/A			N/Q	N/A	N/A N/A N/A	P		

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 E – Excused Absence from meeting
 N/A – No meeting scheduled
 N/Q – No quorum

Annual Board Appointments Ballot

Board of Adjustment:

Note: Those in Bold have BOA as a preference over Planning Board.

Those applicants who do not want to be considered for the BOA are not listed below.

** incumbent*

In-Town Member – vote for 1

_____ Devin Cofield, Bass Lake Road

_____ Robert Rubin, Arbor Creek

_____ Katie Gailes, Sunset Ridge

_____ Luis Ferrer, Westcott

_____ Lovely Martinez, Wildwood

_____ Jason Hudson, Lochridge

_____ **Laura Collins, The Woods at Sunset Oaks**

_____ Jahmar Cobb, W. Holly Springs Rd. area

_____ **Christian Yungbluth, Pecan Grove**

_____ Jazmia Inzerillo, Forest Springs

_____ **Thomas Livolsi, 12 Oaks**

_____ David Tamplen, Braxton Village

_____ Tim Summerville, Avent Glen

_____ Bonnie Farries, Braxton Village

_____ Patsy Clark, Sunset Lake Village

_____ William Tomlin, Woodcreek

_____ Donna Friend, 12 Oaks

_____ **Robert Myers, Holly Pointe**

_____ **Cody Loughridge, Sunset Ridge***

_____ Kenric McCay, 2018 Market

ETJ – vote for 1

_____ **Jeffrey Jones, Oliver Creek**

_____ **Lisa Semmens, Olde Mills Lake***

_____ **Jonathan Pope, Duncan's Ridge**

_____ signature of Council member

Planning Board

Note: Those in Bold have Planning Board as a preference over BOA.

Those applicants who do not want to be considered for the Planning Board are not listed below.

** incumbent*

Vote for 3

- ☐ **Devin Cofield**
- ☐ **Robert Rubin**
- ☐ **Rick Madoni***
- ☐ **Katie Gailes**
- ☐ **Luis Ferrer**
- ☐ **Lovely Martinez**
- ☐ **Courtney Patterson***
- ☐ **Jason Hudson**
- ☐ Laura Collins
- ☐ **Jahmar Cobb**
- ☐ **Joanna Holder**
- ☐ Christian Yungbluth
- ☐ **Jazmia Inzerillo**
- ☐ Thomas Livolsi
- ☐ **David Tamplen**
- ☐ **Tim Summerville**
- ☐ **Bonnie Farries**
- ☐ **Brian McCormick**
- ☐ **Patsy Clark**
- ☐ **William Tomilin**
- ☐ **Donna Friend**
- ☐ **Talla Webb**
- ☐ Robert Myers
- ☐ **Kenric McCay**

_____ signature of Council member