



Agenda

Call to Order

Roll Call

Pledge of Allegiance

Invocation

Organizational Meeting

1. Chairperson and Vice Chairperson
2. Land Use Advisory Committee (LUAC) Representatives
3. Tree Advisory Committee (TAC) Representatives

Agenda Adjustment

Approval of Minutes

4. February 24, 2026 Minutes

Town Council Meeting Representative

Public Comment Notes on the Comment Period -Each speaker may speak up to 3 minutes, and the total comment period will be 15 minutes or less. Citizens should sign up with the Town Clerk to speak prior to the start of the meeting. Although the Council is interested in hearing your concerns, speakers should not expect Council action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Council, staff, and other speakers.

-Each speaker may speak up to 3 minutes, and the total comment period will be 15 minutes or less. Citizens should sign up with the Town Clerk to speak prior to the start of the meeting. Although the Council is interested in hearing your concerns, speakers should not expect Council action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Council, staff, and other speakers.

Zone Map Change Petitions

5. Rezoning 25-REZ-09 New School Montessori

Other Business

6. Town Council Official Action Overview
7. Committee Reports
8. Development Services Report
9. Other Business

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 Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 1.

Development Services

Title: Chairperson and Vice Chairperson

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Appoint Planning Board Chairperson.
- Appoint Planning Board Vice Chairperson.

Explanation:

- Unified Development Ordinance Section 11.3.3.D.3. Planning Board, requires the Planning Board to elect a Chairperson and Vice Chairperson in March of every year to conduct meetings.
- The terms for both individuals shall be 1 year or until successors have been elected and installed, with eligibility for reelection.

Background:

- The current Chairperson is Rick Madoni.
- The current Vice Chairperson is Thomas Urquhart.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 2.

Development Services

Title: Land Use Advisory Committee (LUAC) Representatives

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Appoint primary Planning Board Representative to the LUAC.
- Appoint alternate Planning Board Representative to the LUAC.

Explanation:

- Holly Springs Town Code, Article IV. Division 6 establishes the Land Use Advisory Committee (LUAC).
- The committee shall assume specific duties and responsibilities as follows:
 - Provide informal review, technical support, assistance, comment and critique in the assessment of proposed development petitions upon the request of a petitioner for a proposed development;
 - Provide informal review, technical support, assistance, comment and critique in the assessment of proposed development petitions upon the request of the unified development ordinance administrator when proposed projects are not in strict compliance with the rules and regulations of the Unified Development Ordinance or Comprehensive Plan;
 - Review and make recommendations to the Town Council of studies, plans, or ordinances relating to the regulation of land use;
 - Perform any other related duties that the Town Council may direct.
- The committee membership includes 1 member of the Planning Board and 1 alternate member of the Planning Board, appointed by the membership of the Planning Board.
- The term of members is 1 year or until successors shall have been appointed and installed, with eligibility for reelection.
- LUAC meetings occur on the first Tuesday of each month from 3-5 p.m.

Background:

- The current representative is vacant (formerly Joseph Cuccurullo).
- The current alternate representative is Josh Prizer.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 3.

Development Services

Title: Tree Advisory Committee (TAC) Representatives

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Appoint Planning Board representative to the TAC.
- Appoint Planning Board alternate representative to the TAC.

Explanation:

- Holly Springs Town Code, Article IV. Division 5 establishes the Tree Advisory Committee (TAC).
- The committee shall assume specific duties and responsibilities as follows:
 - Assist with the planning for annual Arbor Day event.
 - Provide guidance and feedback to the town council in how the town can maintain in good standing with Tree City USA standards.
 - Assist with recommendations on the methodology/criteria for the expenditure of funds for the Street Tree Replacement Program.
 - Assist with recommendations on the methodology/criteria for the removal of diseased or harmful street trees or perimeter yard landscape/bufferyard plantings.
 - Assist with the review and recommendations on updates to the town's tree maintenance guidelines and preferred tree selection criteria.
 - Inform and educate the general public of the importance and need for tree preservation and maintenance.
- The committee membership includes 1 ex-officio member of the Planning Board, appointed by the membership of the Planning Board.
- The term is 1 year or until a successor has been appointed and installed, with eligibility for reelection.
- TAC meetings are held quarterly on the 2nd Monday on the month from 6-7 p.m. with occasional volunteering at community events.
 - The next TAC meeting will be held on Monday, April 13, followed by Monday, July 13.
 - Following the July meeting, TAC meetings will shift to the months of September, December, March, and June.

Background:

- The current representative is Joanna Holder.

Planning Board Meeting
March 24, 2026

- The current alternate representative is Sarah Kempin.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 4.

New Business

Title: February 24, 2026 Minutes

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Mackenzie Fretz, Development Services

Action(s):

- Approve February 24, 2026 meeting minutes

Explanation:

Background:

Funding Source(s):

Attachment(s):

1. Feb24_2026_PB_Minutes-DRAFT

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

Agenda Item #1, 2, 3 & 4:

The Planning Board of the Town of Holly Springs met for their regularly scheduled meeting on **February 24, 2026**. At 7:00 p.m. after determining whether a quorum was present, Chair Deshazor called the meeting to order.

Staff Members Present:

Cheryl Caines, Senior Planner
Grayson Taylor, Planner III
Conor Ryan, Planner III
Brett Gosney, Planner II
Catherine Jacobs, Division Manager, Development Engineering & Construction
Elliot Blonshine, Development Review Engineer
Chris Hills, Development Services Director
Jay Osborne, Asst. Town Attorney
Nikki St. Pierre, Board Clerk
Mackenzie Fretz, Board Clerk

The Board completed roll call.

Planning Board Members Present:

Rick Madoni, *Chair*
Thomas Urquhart, *Vice-Chair*
Roger Bess, *ETJ*
Van Crandall
Joanna Holder
Sara Kempin

Members Absent:

Joseph Cuccurullo
Craig Kessler
Josh Prizer

The Board recited the Pledge of Allegiance, and the meeting opened with an invocation by **Chair Madoni**

Agenda Item #5: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #6: Minutes

a. *January 27, 2026, Minutes*

Motion:

Motion to approve January 26, 2026 Minutes.

Motion by: Ms. Holder

Second by: Vice Chair Urquhart

Action: The Planning Board vote in favor of the motion (6-0)

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

Agenda Item #7: Town Council Representative

- a. Planning Board Representation for Town Council
 - March 17: Joanna Holder
 - April 15: Vice Chair Urquhart

Agenda Item #8: Public Comment Period

Robert Forcum	1001 Logging Rd	Concern: 975 Avent Ferry (Sams CW) Noise
Joe Prater	4020 Lassiter Rd	Concern: Sunset Lake Bank (Chase) Traffic, Speed, and Parking
Ali Volpe	4020 Lassiter Rd	Concern: Sunset Lake Bank (Chase) Traffic, Speed, and Parking

Agenda Item #9: Zone Map Change Petition

Sunset Lake Road Bank (24-REZ-06) – Rezoning

Mr. Gosney provided an overview of the project, including its location, the rezoning request, and the Town's requirements. The project includes a 3,500-square-foot bank building with 22 parking spaces, including three EV-ready spaces.

Mr. Blonshine continues to present the Staff report to the Board, discussing the project's public utilities and transportation, including existing water and sewer services and road improvements. A traffic study was conducted, showing the project would generate 232 new daily trips, which is within the Town's traffic study policy.

Applicant / Speaker

Parker Poe
Ashley Honeycutt-Terrazas
301 Fayetteville St., Suite 1400
Raleigh NC

Owner/Developer:

Chase Bank
Amy Victor

Engineer

Kimley Horn
Kevin Dean, Traffic Engineer

The applicant presents to the board, outlining the project's details, including the bank's design, landscaping, and parking arrangements. Proposing various design elements to address community feedback, such as relocating the stormwater control measure underground and upgrading sidewalks. The applicant has worked with the town to address concerns about noise and traffic, including relocating the ATM drive-through to the rear of the building.

Vice Chair Urquhart raises concerns about speed and traffic on Lassiter Rd., after hearing the public feedback and concerns from the neighbors, and asks does the Town or applicant have a plan to propose traffic calming to neighboring streets (i.e. Lassiter)?

Mr. Blonshine explains the town's traffic calming policy and the challenges of implementing measures on NCDOT-maintained roads.

Mr. Bess asks if the Town should consider asking for FIL to handle the necessary Traffic calming measures. Mr. Blonshine confirms that Chase Bank has met the necessary Traffic requirements.

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

Mr. Crandall asks if the Bank will display signage for after-hours parking (i.e. two-way signage)
Amy Victor, Chase Bank confirms they do not plan to display parking signage unless there is a security issue.

Chair Madoni inquires if there have been any other Chase Banks that are road adjacent to residential neighborhoods like this one and what kind of issues, if any, did they have.

Amy Victor, Chase Bank, confirms most of the issues, if any, were resolved through NCDOT and the traffic studies submitted before planning and designing the area.

The Planning Board holds further discussion

Motion:

Staff Recommended Plan Consistency Statement

The requested Zoning Map Amendment from SR Suburban Residential to NMX-CD Neighborhood Mixed Use Conditional Zoning District is consistent with the Vision Holly Springs Comprehensive Plan since the Future Land Use Plan Map indicates this property as Mixed-Use Center and the Neighborhood Mixed Use Conditional Zoning District provides lot-intensity, unobstructive development that is at a scale and design compatible with nearby residential development. The requested rezoning is reasonable and in the public interest because it fulfills the goals and objectives of the Comprehensive Plan, including small front setbacks, limiting parking between the building and the street, and providing low impact landscaping design techniques and sustainable stormwater practices.

Motion by: Vice Chair Urquhart

Second by: Ms. Holder

Action: The Planning Board voted in favor of the motion (6-0).

Motion:

Motion to recommend that the Town Council **approve** Zoning Map Amendment Petition #24-REZ-06 to change the zoning of 0.92 acres of Wake County PIN #0669064639 from SR: Suburban Residential to NMX-CD: Neighborhood Mixed Use Conditional Zoning District as submitted by SXCW Temp, LLC., and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Motion by: Vice Chair Urquhart

Second by: Ms. Holder

Action: The Planning Board voted in favor of the motion (4-2).

Opposed:

Chair Madoni – Need to plan head, to help the residents with Traffic Calming Measures

Ms. Kemper – The bank plan is good, agrees that there needs to be more done for Traffic Calming Measures as other business come in. Perhaps an additional recommendation to TC.

Additional recommendation to TC:

Staff work with NCDOT, this applicant and future applicants to address, however they see fit, traffic calming measures, to mitigate the impacts on the residents of Lassiter Rd and the area

Motion by: Ms. Kemper

Second by: Vice Chair Urquhart

Action: The Planning Board voted in favor of the motion (6-0).

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

Agenda Item #10: Major Subdivision Petition

975 Avent Ferry (25-MAS-04)

Mr. Ryan provided an overview of the project, including it is quasi-judicial in nature, meaning both public hearing and town council decision will occur on March 17. The project is the division of one commercial lot into two and includes the installation of public art and landscaping at the corner of Avent Ferry and Ralph Stevens roads. The subdivision will exceed the tree save and flexible open space requirements by designating over 17% of the property as tree protection area.

Mr. Blonshine presents the Staff report to the Board, focusing on Public Utilities and Roadways.

Applicant / Speaker

Parker Poe
Askley Honeycutt-Terrazas
301 Fable St., Raleigh NC

Engineer

Kimley Horn
Kevin Dean, Traffic Engineer
1070 S. Main Street, Suite 230 Holly Springs NC

The applicant presents to the board, outlining the project's details.

Ms. Kemper confirms the project details:

Plot 1 will be a car wash, needing a Development Plan with special use permit.

Ms. Terrazas confirms this is correct and will need to go through the Board of Adjustment (BOA).

Plot 2, there is no plan yet for this plot; but it too will require a DP and special use permit ultimately presenting to the Board of Adjustment for approval.

Ms. Kemper asks if it is too soon to ask about the criteria for the car wash like water reclamation and water consumption.

Ms. Terrazas agrees, it is too soon. This is something that they will have to present evidence to the Board of Adjustment.

Mr. Bess asks about noise abating structures, and if they plan to be added to the plan.

Ms. Terrazas confirms that it is something that will have to be added at development plan and presented to the Board of Adjustment when filing for their special use permit.

Mr. Ryan discusses the reason for a special use permit and why it goes through the BOA not Planning Board specifically the drive in drive out use.

Mr. Bess questions what is being asked of the Planning Board tonight?

Mr. Ryan explains the parcel already has the zoning in place and we are asking the Planning Board to review the request to carve one commercial lot into two.

Mr. Hills explains to the Planning Board that the 2021 UDO update, decided by Town Council, that Special Use Permitting go before the Board of Adjustment. The applicant will have to provide evidence to the BOA and any Public comment will have to provide evidence of their findings during the hearing.

Ms. Holder has concerns about a left out of Lot 2 onto Ralph Stephens Rd.

Mr. Dean confirms there will not be a left onto Ralph Stephens, NCDOT will not allow it.

The Planning Board holds further discussion

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

Motion:

Motion that the Planning Board recommend the Town Council **approve** Major Subdivision 25-MAS-04 for 975 Avent Ferry Subdivision, with the conditions listed in the staff report, and to forward the Planning Board Action Report to the Town Council.

Motion by: Ms. Holder

Second by: Ms. Kemper

Action: The Planning Board voted in favor of the motion (5-1).

Those opposed: Vice Chair Urquhart has concerns and not enough information.

Agenda Item #11: Major Subdivision Petition

Evanston Subdivision (25-MAS-03)

Mr. Taylor presents the Staff report to the Board

Mr. Blonshine continues to present the Staff report to the Board, focusing on Public Utilities and Roadways.

Applicant / Speaker

McAdams
Laura Holloman
621 Hillsborough St., Suite 500
Raleigh, NC

Traffic Engineer

McAdams
Scott Sallade
621 Hillsborough St., Suite 500
Raleigh, NC

Mr. Crandall asks who will maintain the boardwalk in the future

Ms. Holloman confirms the Boardwalk will be maintained by the Town.

Ms. Kemper asks about the timeframe of the light at Cass Holt and Honeycutt.

Mr. Blonshine confirms there is no timeframe, waiting for more buildout

The Planning Board holds further discussion

Motion:

Motion that the Planning Board recommend the Town Council **approve** 25-MAS-03 Evanston Major Subdivision, with the conditions listed in the staff report, and to forward the Planning Board Action Report to the Town Council.

Motion by: Vice Chair Urquhart

Second by: Mr. Bess

Action: The Planning Board voted in favor of the motion (6-0).

Agenda Item #12: Committee Reports

LUAC (Joseph Cuccurullo / Josh Prizer)

Last meeting: February 3 – Canceled

Next meeting: March 3 - Canceled

Tree Advisory Committee (Joanna Holder / Sara Kempin)

Next meeting: April 13

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday February 24, 2026 at 7:00pm.

- Arbor day – March 21
- HollyFest – October 25

Agenda Item #13: Town Council Official Action Overview

- a. *Mira Ridge Rezoning (25-REZ-07) – Approved*

Agenda Item #14: Development Services Report

Mr. Hills presents the Planning Board:

Thank you to our end-of-term members:

- *Roger Bess*
- *Joseph Cuccurullo*

- Board Appreciation Dinner – March 26th
- Welcome to the new Planning Board members present
- Engineer Appreciation Week

Agenda Item #15: other Business

none

Agenda Item #16: Adjournment

Motion:

Motion to adjourn.

Motion by: Vice Chair Urquhart

Second by: Ms. Holder

Action: The Planning Board voted in favor of the Motion (6-0)

Time: 9:10pm

Nikki St. Pierre
Planning Board Clerk



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 5.

Development Services

Title: Rezoning 25-REZ-09 New School Montessori

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Brett Gosney, Development Services, Elliot Blonshine, Development Services

Action(s):

- Adopt Consistency Statement.
- Recommend the Town Council approve/deny Rezoning 25-REZ-09 from RR Rural Residential to RR-CD Rural Residential Conditional Zoning District, and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation to the Town Council.

Explanation:

- The applicant has submitted a petition for a rezoning from RR Rural Residential to RR-CD Rural Residential Conditional Zoning District for an expansion of an existing Montessori school and childcare center at 5617 Sunset Lake Road.
- The proposed rezoning is Option 2, (i.e. rezoning with a conceptual Master Plan). If approved, the applicant must submit a Development Plan for review.
- For Type 6 (Legislative) reviews, including rezonings, the Town Council holds a legislative public hearing to receive public comment prior to the Planning Board's review and recommendation.
- The rezoning is consistent with the Comprehensive Plan.

Staff Recommendation: Approve

Town Council Public Hearing:

- Concerns regarding the queuing and stacking onto Sunset Lake Road during drop off / pick up times.
- Concerns regarding the current traffic situation with drop off / pick up traffic and the effect on the neighboring properties.
- Concerns regarding the size of the future expansion.

Changes made following the Public Hearing:

- None

Background:

- The project is located within Town limits.
- In accordance with the updated Town Council Legislative review process, consideration of this application will take place on the following schedule:
 - Tuesday, March 17th - Town Council Public Hearing
 - Tuesday, March 24th - Planning Board review and recommendation
 - Tuesday, April 21st - Town Council consideration and decision

Funding Source(s):

N/A

Attachment(s):

1. 25REZ09_Montessori_StaffReport_PB
2. 25REZ09_Application
3. 25REZ09_Planset

Project Type: Zoning Map Amendment (Rezoning)
 Conditional Zoning District
 Master Plan (Option 2)

Concurrent Applications:

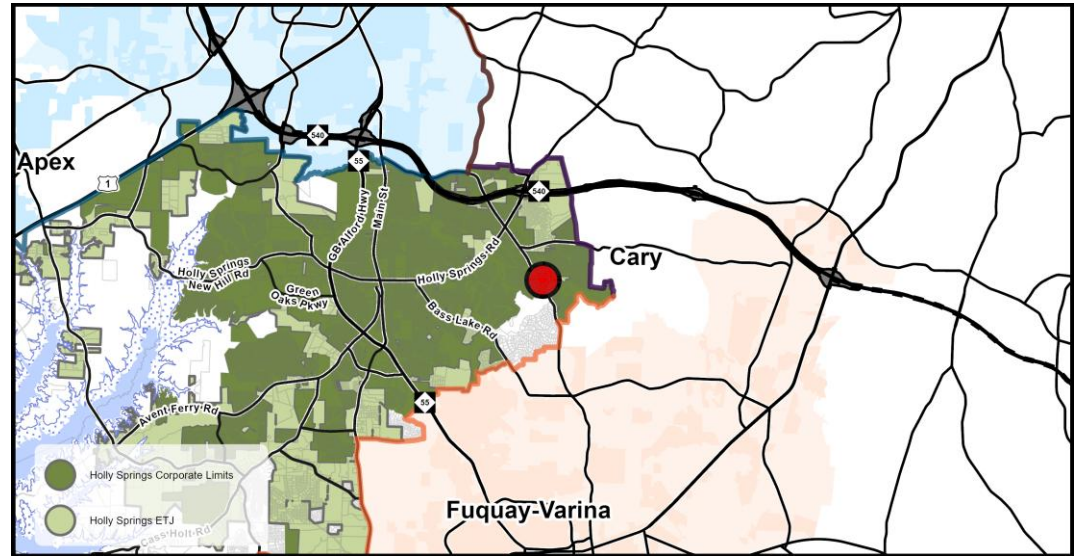
Waiver / SUP/ VAR/ CPA

Applicant / Petitioner:

Laura Holloman, McAdams on behalf of The New School Montessori

Property Address: 5617 Sunset Lake Road

Property Area: 11.22 ac.



Located in: Holly Springs Corporate Limits Holly Springs ETJ Annexation Pending

Project Summary:

A rezoning of 11.22 acres from RR Rural Residential to RR-CD Rural Residential Conditional Zoning District location at 5617 Sunset Lake Rd. for the expansion of the existing school and childcare center on the site.

Requested Action:

Advisory Decision: The Planning Board will review the petition and make a recommendation to the Town Council to approve or deny the requested Zoning Map Amendment petition.

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Decision-Making Information	Page 17

Case Summary

Current Zoning:

- RR Rural Residential
- Conditional Zoning District

Proposed Zoning:

- RR Rural Residential
- Conditional Zoning District
- Master Plan (Option 2)



Aerial Photograph

Growth Strategy Map:

- Places to Preserve
- Places to Enhance

Small Area Plan Designation:

N/A

Future Land Use Plan Designation:

- Natural Area
- Residential Neighborhood

Staff Analysis:

The Zoning Map Amendment is: Consistent with Adopted Plans/Ordinances Inconsistent with Adopted Plans/Ordinances

As highlighted in the Land Use and Character Plan, Residential Neighborhoods are primarily residential but may include limited civic or other non-residential (non-commercial) uses. The appropriate non-residential or civic uses do include Schools and Child Care Centers which are being provided with this development to support the adjacent existing residential uses. Minimal modifications to the Unified Development Ordinance are being proposed, including smaller setbacks along Sunset Lake Road to allow larger areas of Tree Preservation to be maintained in the rear of the site. This accomplishes the goal of the Comprehensive Plan of development being sensitive to existing natural resources including large tree stands. The applicant is providing the improvements to Sunset Lake Road that are required by the Town's Comprehensive Transportation Plan which will make steps towards providing greater pedestrian connectivity to this segment of Sunset Lake Road. Overall, the proposed rezoning to allow for the expansion of the existing school and child care facility is consistent with Town's adopted plans.

Staff Recommendation: Approve Deny

Land Use & Character Information

Vision Holly Springs Comprehensive Plan Section 1

Growth Strategy Map:

Places to Enhance

Future Land Use:

Natural Area
Residential Neighborhood

Small Area Plan:

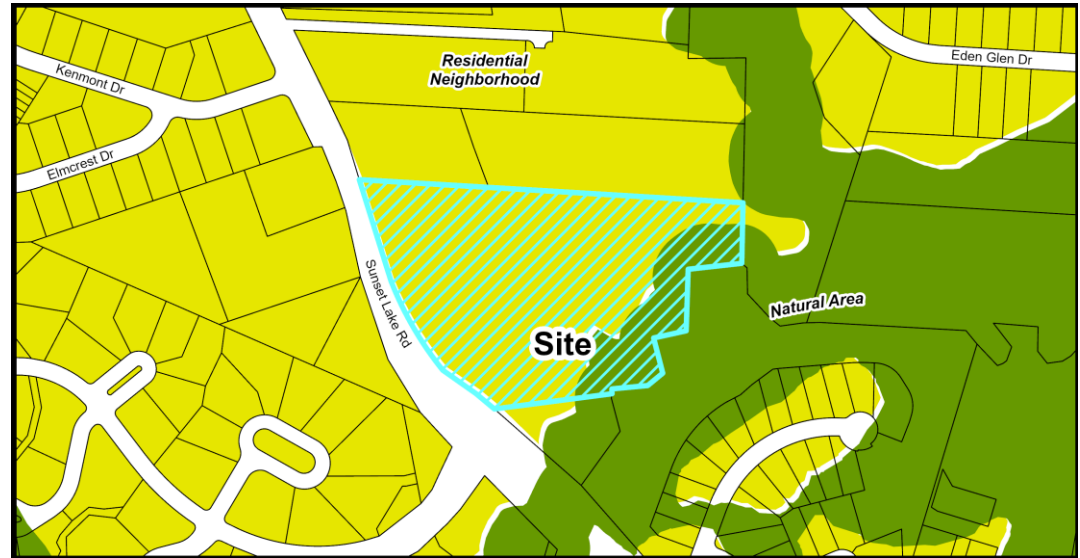
N/A

The Requested Zoning Map Amendment is:

Consistent with the Future Land Use Map

Inconsistent with the Future Land Use Map

If a Zoning Map Amendment is adopted and the action is deemed inconsistent with the Future Land Use Map, the Zoning Map Amendment has the effect of also amending the Future Land-use Map.



Future Land Use Map

Important Themes for Transforming Holly Springs:

Eight important themes for Holly Springs are highlighted as high-priority principles for transforming the Town. The following theme(s) should be considered with this request:

Theme	Description
<input type="checkbox"/> Establish Mixed-Use Activity Centers Throughout Holly Springs	Mixed-use and walkable development
<input type="checkbox"/> Suburban Remix	Activate neighborhood centers
<input type="checkbox"/> Suburban Retrofit	Redevelop existing centers into mixed-use, multi-modal, activated centers
<input type="checkbox"/> Context-Sensitive Infill Development Choices	Infill around single use residential areas
<input checked="" type="checkbox"/> Transitions	Complement existing development and avoid incompatibilities
<input type="checkbox"/> Increase Home & Neighborhood Choices in Holly Springs	Variety of integrated housing products
<input type="checkbox"/> Increase Diversity & Affordability of Housing in Holly Springs	Adequate supply of affordable housing
<input checked="" type="checkbox"/> More Transportation-Land Use Coordination in the Community	Equal emphasis on land use (demand), transportation (supply) and urban design (character)

Land Use & Character Information (cont.)

Growth Strategy Map: Places to Enhance

Places to enhance in Holly Springs celebrate existing and future residential neighborhoods, and the small activity centers that serve them, as the building blocks for a strong community. They generally include Conservation Neighborhoods, Residential Neighborhoods with single dwelling detached homes on varying lot sizes, or Mixed Residential Neighborhoods with two or more home types (single dwelling detached, single dwelling attached, and multi-dwelling) in the same development. Future infill development in the enhancement areas should be sensitive to the uses and densities along the perimeter of adjacent neighborhoods.

Future Land Use: Residential Neighborhood

A **Residential Neighborhood** area includes one housing type – single dwelling detached – on different lot sizes that vary enough to provide a range of home choices in the same neighborhood. Homes are oriented towards streets with rear yards larger than front yards. Some **Residential Neighborhood** areas may mix lot and house sizes on the same block, or provide accessory dwelling units. Pedestrian-scale blocks and a grid street network support a well-connected, cohesive community. New **Residential Neighborhood** areas should include a comprehensive and connected network of open space throughout the site to accommodate small parks, gathering spaces, and community gardens; preserve large tree stands; and help manage stormwater run-off. Internal streets and open space in a **Residential Neighborhood** area should connect to existing or future neighborhoods nearby. **Residential Neighborhoods** are primarily residential but may include limited civic or other non-residential (non-commercial) uses.

Key Characteristics Include:

- Streets should provide connections to adjacent neighborhoods and development.
- Development should be sensitive to existing natural resources including large tree stands and drainage-ways. Mass grading and tree clearing should be avoided whenever possible.
- Low impact landscape design techniques and sustainable stormwater practices should be incorporated.
- Civic buildings, including schools, may be appropriate in some Residential Neighborhood areas.
- Very walkable, with sidewalks, bike facilities, paths and trails.

Future Land Use: Natural Area

Natural areas are largely undeveloped and reserved for preservation and low-impact recreation (trails and greenways) because of their outstanding beauty, environmental features, or proximity to Harris Lake.

Key Characteristics of Natural Area include:

- Single dwelling residential houses are permitted.
- Any development should be sensitive to existing conditions. Mass grading is not permitted. Tree clearing is not permitted except on properties under forest management programs agriculture, recreation, or for a single dwelling residential home site.
- Any civic or recreational open space is informal in character.

Small Area Plan: N/A

Land Use & Character Information (cont.)

Historic Structures: None

Land Use & Character Staff Analysis:

The Zoning Map Amendment is: Consistent Inconsistent with the Land Use & Character Plan/Ordinances

The Future Land Use Map of the Land Use and Character Plan designates this site as Residential Neighborhood. The proposed Option 2 Conditional Zoning District rezoning is for the future expansion of the existing school (k-12) and Child Care Center.

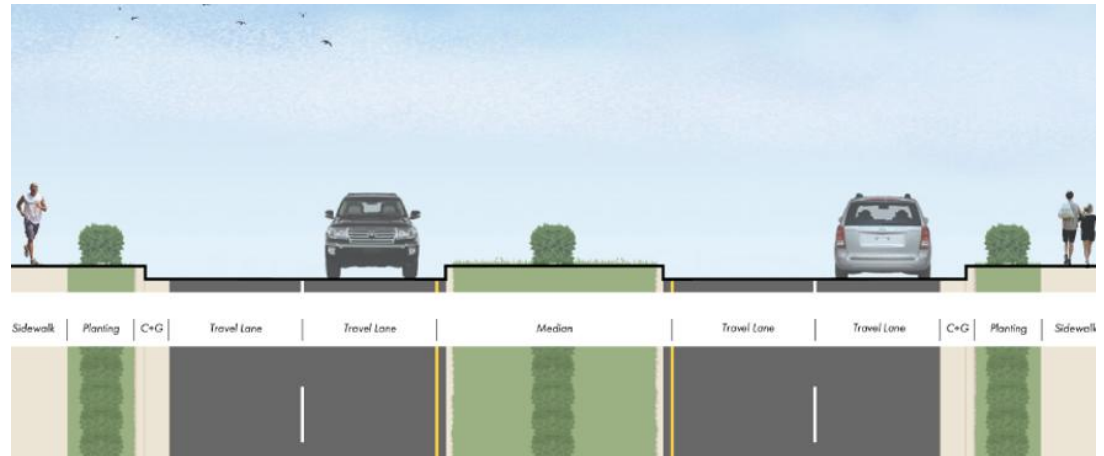
As highlighted in the Land Use and Character Plan, Residential Neighborhoods are primarily residential but may include limited civic or other non-residential (non-commercial) uses. The appropriate non-residential or civic includes Schools and Child Care Centers. Developments within the Residential Neighborhood designation should also be sensitive to existing natural resources including large tree stands and drainage-ways with mass grading and tree clearing being avoided whenever possible. Additionally, the preservation of specimen trees on the site is encouraged.

While this site is not developed as a typical Residential Neighborhood with detached dwellings, the proposed use of school (k-12) and Child Care Facility are uses that support the existing adjacent neighborhoods with limited impacts on those properties. This development is maintaining the large tree stands on site as shown on the Open Space & Preservation Plan. While some specimen trees near the front of the site do need to be removed to allow for additional development, a vast majority of the specimen trees on site will be preserved in line with the Comprehensive Plan. Overall, staff finds the proposed use is consistent with the Land Use & Character Plan.

Transportation Information (cont.)

Traffic Study Policy

- Traffic Study Required
- Tier 1
- Tier 2
- Tier 3
- Traffic Verification Memo



Example of T-4A Thoroughfare Cross Section

Traffic Study Summary

A Site Specific Traffic Assessment (SSTA) (Tier 2 traffic study) was completed with the rezoning petition. This development is required to adhere to, and construct, the recommended improvements as follows:

Sunset Lake Road and Existing Site Driveway

- Construct the Existing Site Driveway with two egress lanes; one exclusive left-turn and one exclusive right-turn lane.
- Provide the maximum allowable right-turn lane storage length that can be constructed within the site.

Transportation Staff Analysis:

The Zoning Map Amendment is: Consistent Inconsistent with the Comprehensive Transportation Plan/Ordinances

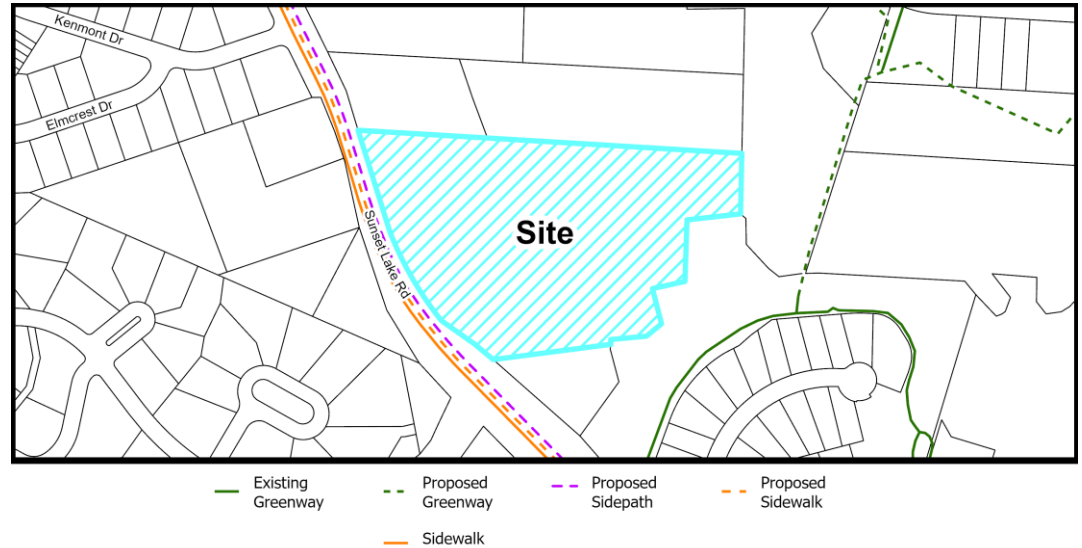
The mitigation improvements shown with the Rezoning are consistent with Traffic Study Policy and the Comprehensive Plan. Staff recommends the Town Council consider if this project should construct the sidewalk connection to Kenmont Drive during this legislative rezoning case.

Parks, Recreation, & Greenways Information

Vision Holly Springs Comprehensive Plan Section 3

Park Search Area

- Yes
- No



Active Transportation Map

Required Active Transportation Improvements

- Greenway
- Sidepath

A 10-ft wide sidepath will be constructed along the Sunset Lake Road frontage as part of the road widening improvements in accordance with the Parks, Recreation, & Greenways Master Plan.

Parks, Recreation, & Greenways Summary

A 10-ft wide sidepath will be constructed along the Sunset Lake Road frontage as part of the road widening. The nearest sidewalk connection point is 300 feet north and is on the opposing side of the street so the UDO does not require a connection. Staff requested the applicant extend the sidewalk/sidepath north along Sunset Lake Road to connect to existing sidewalk at Kenmont Drive (entrance to Sunset Ridge subdivision). The applicant declined to commit to making that improvement at this time.

Parks, Recreation, & Greenways Staff Analysis:

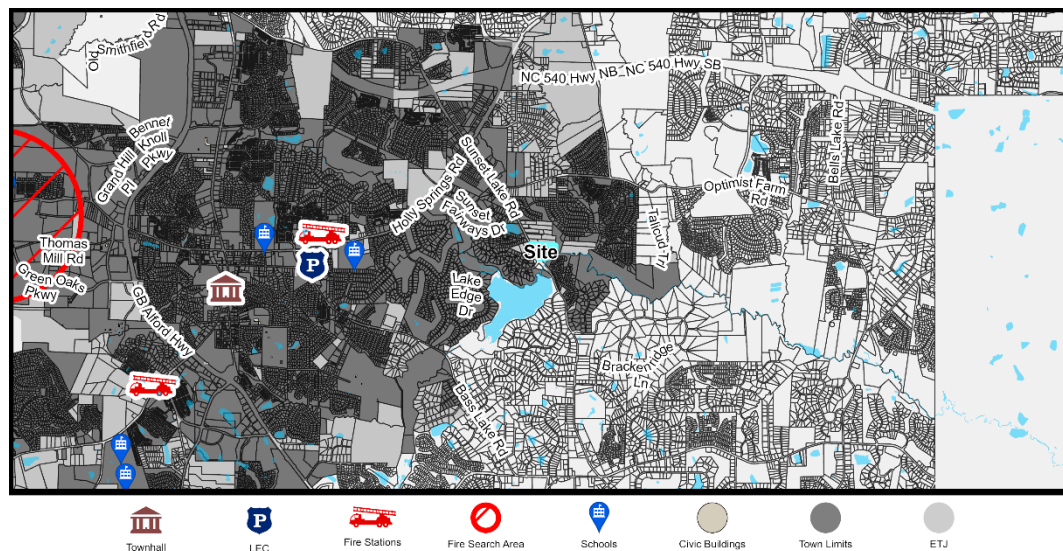
The Zoning Map Amendment is: Consistent Inconsistent with the Parks, Recreation & Greenways Master Plan/Ordinances

The site is not within a park search area and not proposing residential dwelling units; therefore, public park land dedication is not required. The applicant has proposed a sidepath along the Sunset Lake Road frontage in accordance with the Parks, Recreation, & Greenways Master Plan.

Community Facilities Information

Vision Holly Springs Comprehensive Plan Section 4

Population growth increases demand for public services. In order to fulfill this demand, community facilities must be appropriately planned for and constructed. These facilities may range from additional public safety stations, such as police and fire, to new schools to handle the influx of school-aged children into an area.



Community Facilities Map

Community Facilities Staff Analysis:

The requested Zoning Map Amendment is: Consistent Inconsistent with the Community Facilities Plan

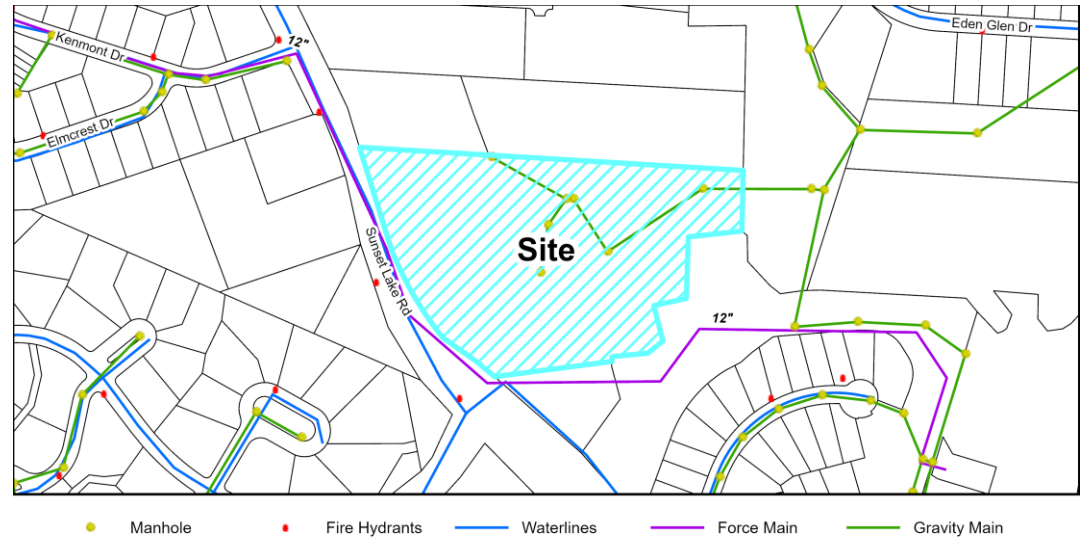
The subject property is outside of a search area for a public safety station as designated on the previous Community Facilities Map. The community facilities map adopted in November 2025 shows this site within search area #4. The proposed expansion does not have an impact the schools.

Infrastructure & Utility Information

Vision Holly Springs Comprehensive Plan Section 5

Utility Availability

- | | | |
|----------------|---|--|
| Water | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| | <input type="checkbox"/> Study Required | |
| Sanitary Sewer | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| | <input type="checkbox"/> Study Required | |
| Reclaim | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| | <input type="checkbox"/> Study Required | |



Utility Map

Infrastructure & Utility Summary

Water:

The project is currently served by Town water facilities. Watermain currently exists within Sunset Lake Road, along the entire property frontage. At the time of future expansion, a water stub will be provided to the northern property line, adjacent to the existing sewer stub. A fire flow analysis will be completed at the time of Major Subdivision.

Sanitary Sewer:

A Sewer Study was submitted in 2020 to accompany the extension of sewer main to the project site, which was installed in 2023-2024. The sewer installation included sewer stubs to upstream parcels. An update to the Sewer Study was provided with this rezoning application. Based on the school's current water usage rates, and the proposed expansion, the school can operate under the existing sewer permit without exceeding the previously approved flow. Therefore, the existing infrastructure is adequate to serve the proposed expansion, and a Utility Allocation Request is not required.

Reclaim:

The project is outside of the Town's Reclaimed Water Service Area.

Infrastructure & Utility Information (cont.)

Water Resource Management (WRMP) Policy

- | | | | |
|---|---------------------------------|---------------------|---|
| <input type="checkbox"/> WRMP Applicable | <input type="checkbox"/> Tier 1 | Allocation Elements | <input type="checkbox"/> Public Infrastructure Improvements |
| <input checked="" type="checkbox"/> WRMP Not Applicable | <input type="checkbox"/> Tier 2 | | <input type="checkbox"/> Sustainable Design |
| | <input type="checkbox"/> Tier 3 | | <input type="checkbox"/> Work Force Housing |
| | | | <input type="checkbox"/> Open Space/Tree Preservation |

Water Resource Management Policy Summary

As previously discussed, the school expansion will be able to continue operating under their previously approved sewer permit, and therefore, additional utility allocation is not needed with this rezoning.

Infrastructure & Utility Staff Analysis:

The Zoning Map Amendment is: Consistent Inconsistent with the Infrastructure & Utilities Plan/Ordinances

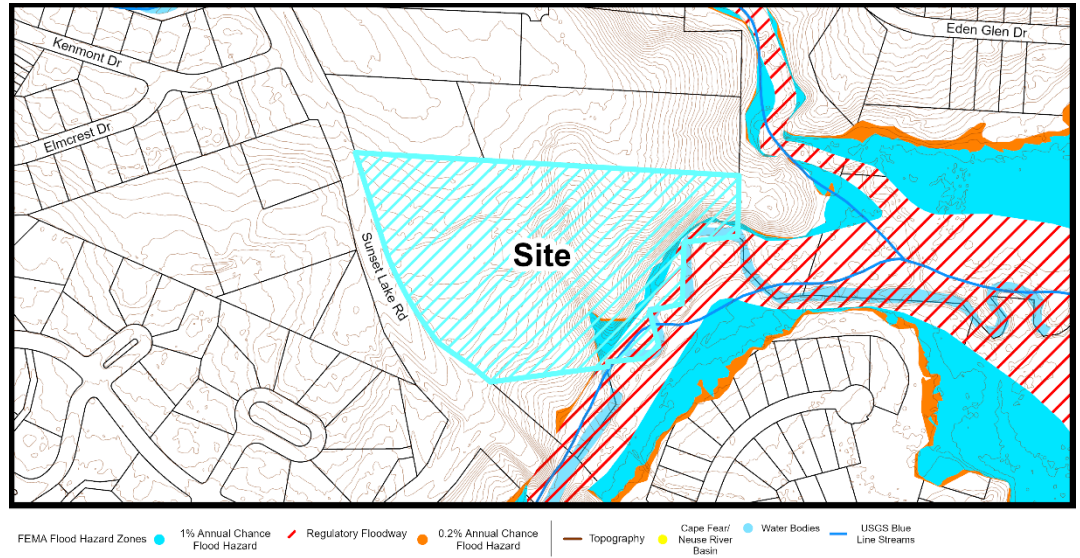
The proposed utility connections and extensions are consistent with the Comprehensive Plan.



Natural Resources & Open Space Information

Vision Holly Springs Comprehensive Plan Section 6

Total Required Open Space	3.32 ac.
Tree Preservation Area	25% or 2.76 ac.
Active Recreation Area	0% or 0 ac.
Urban Civic Space	0% or 0 ac.
Flexible Space	5% or 0.55 ac.



Natural Resources Map

Natural Resources & Open Space Summary

Open Space:

The applicant is providing more than the required open space for this development. This development is providing 5.1 acres of Tree Preservation area and 0.6 acres of flexible space being dedicated toward the Tree Preservation area for a total area of 5.7 acres. Additionally, while not required by the Unified Development Ordinance, the applicant is proposing 1.2 acres of Active Recreation Area on the site.

Stormwater:

This project is located within the Neuse River Basin and proposes to treat new impervious surfaces onsite with Stormwater Control Measures. There are several jurisdictional features located on and adjacent to the site such as wetlands, streams, ponds, and Riparian buffers.

Natural Resources & Open Space Staff Analysis:

The Zoning Map Amendment is: Consistent Inconsistent with the Natural Resources Plan/Ordinances

The applicant is proposing more than the minimum required open space with mostly Tree Preservation area and a smaller area of Active Recreation. Overall, the open space is consistent with the Unified Development Ordinance (UDO).

Conditional Zoning District Standards Information

Unified Development Ordinance

Conditional Zoning Districts (CD) are intended to provide flexibility within the planning and development process, while creating additional controls to ensure quality development. The Conditional District allows the applicant the option of requesting this flexibility in exchange for higher quality, innovative, and sustainable development.

CD Design Goals. CD proposals shall demonstrate that the project and development therein will incorporate and/or achieve the following design goals:

1. The incorporation of existing natural features such as wooded areas and slopes into the design of new development in such a manner as to preserve the site's natural character;
2. The preservation of significant view corridors; development of out-lying areas of the Town and its Extraterritorial Jurisdiction in a manner which retains elements of traditional historical land use patterns;
3. Development of pedestrian oriented communities; development of traditional style neighborhoods;
4. Development of communities that are visually and functionally connected to one another;
5. Protection of significant watershed areas in order to preserve water quality;
6. Creativity and imagination in the process of development;
7. Unique architecture or sustainable design;
8. Efficient, aesthetic and desirable use of open space;
9. Variety in housing types and physical development patterns; and,
10. Special considerations for property with a unique history or outstanding physical features.

Conditional Zoning District Summary

Development Standards (UDO Section 2):

Building Height	UDO Standard	Proposed Standard
Maximum Building Height	35'	35'

Building Setbacks	UDO Standard	Proposed Standard
Front	20'	20'
Side	10'	5'
Rear	25'	25'
Thoroughfare Setback	50'	25'

Permitted Uses (UDO Section 3):

	UDO Standard	Proposed Standard
Child Care Center	SUP	P

Landscaping (UDO Section 5):

Perimeter Buffers	UDO Standard	Proposed Standard
Adjacent to RR	5' Type A	10' Type B
Thoroughfare Setback	5' Type A	5' Type A

Parking (UDO Section 6):

Vehicle Parking Locations	UDO Standard	Proposed Standard
Front Yard Restricted	Not Permitted	Permitted*

*Only for existing parking. All new parking shall meet the requirements of the Unified Development Ordinance.

Additional Standards

Proposed Façade Standards
<ul style="list-style-type: none"> Vertical Variations shall not be required of existing or proposed building. Type 1 Materials shall constitute a minimum of 35% of the building façade. Type 2 Materials shall be allowed to constitute up to 50% of the façade. Type 3 materials shall constitute a maximum of 10% of the façade. The maximum allowable expanse of blank wall shall be 35'. The building facades and architectural finishes shall be similar and compatible to with the existing school building on site.

Proposed Site Design (UDO Section 8 and Conditional Zoning District)



Site Design Highlights

- Existing Building to remain on site.
- Large area of tree preservation on the eastern portion of the site.
- 10' side path to be constructed along the road frontage.

Conditional Zoning District Standards Staff Analysis

The Zoning Map Amendment is: Consistent Inconsistent with Conditional Zoning District Standards/Ordinances

The applicant is requesting minimal changes to the Development Standards with the largest change being the reduction of the thoroughfare setback to allow for buildings to be located closer to Sunset Lake Road. This reduction allows for a greater focus to be placed on the buildings along the streetscape and larger areas of tree preservation to be maintained in the rear of the site and adjacent to other properties. The development is incorporating the existing natural features to help preserve the sites character to be more compatible with the adjacent residential uses and provide more desirable use of the open spaces. Changes are also proposed to the façade standards to allow for the newly constructed buildings to be consistent with the existing buildings on site. This allows for the development to be more consistent in look and feel once the site is fully constructed.

The applicant is proposing to change the use of Child Care Center from a Special Use Permit to Permitted by right, which is allowable through the Conditional District Rezoning Process. Additionally with the use of a School (k-12) only being permitted within the Conditional Zoning District within the Rural Residential District, this rezoning is helping to bring a currently legal non-conforming use into compliance.

Decision-Making Information

Comprehensive Plan and Conditional Zoning District Consistency Summary Table

Vision Holly Springs Comprehensive Plan	
Land Use & Character Plan/Ordinances (Section 1)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Comprehensive Transportation Plan/Ordinances (Section 2)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Parks, Recreation & Greenways Master Plan/Ordinances (Section 3)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Community Facilities Plan/Ordinances (Section 4)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Infrastructure & Utilities Plan/Ordinances (Section 5)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Natural Resources Plan/Ordinances (Section 6)	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent
Unified Development Ordinance	
Conditional Zoning District Standards/Ordinances	<input checked="" type="checkbox"/> Consistent <input type="checkbox"/> Inconsistent

Zoning Map Amendment (Rezoning) Staff Analysis

The applicant must demonstrate that the proposed Zoning Map Amendment and property owner offered conditions (if any) or unique conditions associated with this request support the Town's Comprehensive Plan objectives and/or Ordinances and why the proposed zoning change is reasonable and in the public interest. The applicant has provided a statement in the petition.

Staff has reviewed the application and has determined the requested Zone Map Change is:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Consistent with Adopted Plans/Ordinances | <input type="checkbox"/> Inconsistent with Adopted Plans/Ordinances |
| <input checked="" type="checkbox"/> Reasonable and in the Public Interest | <input type="checkbox"/> Not Reasonable and in the Public Interest |

As highlighted in the Land Use and Character Plan, Residential Neighborhoods are primarily residential but may include limited civic or other non-residential (non-commercial) uses. The appropriate non-residential or civic uses do include Schools and Child Care Centers which are being provided with this development to support the adjacent existing residential uses. Minimal modifications to the Unified Development Ordinance are being proposed, including smaller setbacks along Sunset Lake Road to allow larger areas of Tree Preservation to be maintained in the rear of the site. This accomplishes the goal of the Comprehensive Plan of development being sensitive to existing natural resources including large tree stands. The applicant is providing the improvements to Sunset Lake Road that are required by the Town's Comprehensive Transportation Plan which will make steps towards providing greater pedestrian connectivity to this segment of Sunset Lake Road. Overall, the proposed rezoning to allow for the expansion of the existing school and child care facility is consistent with Town's adopted plans.

Staff Recommendation: Approve Deny

Previous Case Related Items

Neighborhood Meeting

The applicant must hold a neighborhood meeting with all property owners within 500 feet of the project prior to submitting an application. A report of the neighborhood meeting has been submitted and is included in the agenda item attachments.

Meeting Date: 6/26/2025

Summary of Issues:

- Concerns regarding the traffic that is created along Sunset Lake Road.

Legislative Public Hearing

Public Hearing Date: 3/17/2026

Public Hearing Video: <https://hollyspringsnc.portal.civicclerk.com/event/640/media> (Public Hearing begins at 2:19:09)

Legislative Public Hearing Summary

Prior to the Legislative Public Hearing:

- Mailed notice has been sent to all property owners within 500 feet of the project.
- Published notice has been made twice in the News & Observer.
- Posted notice has been made with a public hearing sign on the property.

Public Hearing Discussion:

- Queueing and stacking onto Sunset Lake Road during the drop off / pick up times.
- Current traffic situation with drop off / pick up traffic turning around in adjacent neighborhoods.
- Size of the future expansion.
- Providing sidewalk connections to adjacent neighborhoods.

Application Modifications

The following modifications have been made to the application as a result of feedback received during the public hearing:

- None

Planning Board Consideration & Action

Per NCGS §160D-604(b), all proposed amendments to the Unified Development Ordinance (UDO) or Zoning Map shall be submitted to the Planning Board for review and comment. If no written report is received from the Planning Board within 30 days of referral of the amendment to the Planning Board, the Town Council may act on the amendment without the Planning Board report. The Town Council is not bound by the recommendations, if any, of the Planning Board.

Planning Board Decision Type: Advisory Decision

Advisory Decision

The Planning Board must review the application and make a recommendation to the Town Council.

The Planning Board should consider whether or not the land use standards and densities allowed in the proposed zoning district are appropriate for the property and consistent with the Vision of Holly Springs Comprehensive Plan. Technical standards of the Unified Development Ordinance are addressed once a Development Plan or Subdivision Plan is submitted for review.

Action #1: Zoning Map Amendment Plan Consistency Statement

The Planning Board must determine whether the Zoning Map Amendment is consistent or inconsistent with Vision Holly Springs Comprehensive Plan.

Per NCGS §160D-604(d), the Planning Board shall advise and comment on whether the proposed action is consistent with all applicable officially adopted plans, and provide a written recommendation to the Town Council that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the officially adopted plans shall not preclude consideration or approval of the proposed amendment by the Town Council.

Motion to Adopt the following Plan Consistency Statement (choose the appropriate Plan Consistency Statement):

Option 1: Staff Recommended Plan Consistency Statement

The Planning Board may adopt the staff recommended Plan Consistency Statement or modify the staff recommended Plan Consistency Statement.

The requested Zoning Map Amendment from RR Rural Residential to RR-CD Rural Residential Conditional Zoning District is consistent with the Vision Holly Springs Comprehensive Plan since the Future Land Use Plan Map indicates this property as Residential Neighborhood and the Rural Residential Conditional Zoning District provides low intensity, limited public and institutional uses, such as schools and daycares, that are at a scale and design compatible with nearby residential development. The requested rezoning is reasonable and in the public interest because it fulfills the goals and objectives of the Comprehensive Plan, including development being sensitive to existing natural resources, providing appropriate civic use, and preserving specimen trees.



Option 2: Alternate Plan Consistency Statement

The Planning Board may adopt an alternate Plan Consistency Statement using the guidance below.

The requested amendment is **consistent** with Vision Holly Springs Comprehensive Plan

or

The requested amendment is **inconsistent** with Vision Holly Springs Comprehensive Plan

for the following reasons:

Option 3: Plan Consistency cannot be Determined

The Planning board is unable to agree by majority vote on whether the Zoning Map Amendment is consistent with Vision Holly Springs Comprehensive Plan.

Action #2: Zoning Map Amendment Petition Motion

The Planning Board must make a recommend to the Town Council on the Zoning Map Amendment.

Motion to recommend that the Town Council approve / deny Zoning Map Amendment Petition #25-REZ-09 to change the zoning of 11.22 acres of Wake County PIN #0669330330 from RR: Rural Residential to RR-CD: Rural Residential Conditional Zoning District as submitted by Laura Hollomen, McAdams on behalf of The New School Montessori, and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Next Steps

Town Council Consideration & Decision

Town Council Decision: Legislative Decision

Legislative Decision:

Legislative public hearings are held prior to a change in policy that may affect the entire community, including decisions on land use. The public hearing allows the Town Council to receive public comments regarding the proposal and then have discussion and deliberation. Based on the information provided on the proposal, the Town Council will make a determination on whether or not to approve the policy or modification.

Anticipated Town Council Consideration and Decision: 4/21/2026



REZONING PETITION

Rezoning, Comprehensive Plan Amendment, UDO Amendment
 DPM Appendix #A.02 Supplement 20 September 2024

PETITION CONTACT INFORMATION <i>(Attach additional sheets if needed)</i>	
Applicant and Financially Responsible Party will need to register for an account on the Portal.	
Project Applicant Check One: <input type="checkbox"/> Owner <input type="checkbox"/> Owner's Agent <input type="checkbox"/> Design Professional <input type="checkbox"/> Developer <input type="checkbox"/> Other	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Design Professional	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Developer	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Architect	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Landscape Architect	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Financially Responsible Party (REQUIRED)	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:
Property Owner (REQUIRED)	
Name:	Company:
Mailing Address:	
City, State, Zip:	
Telephone:	E-Mail:



REZONING PETITION

Rezoning, Comprehensive Plan Amendment, UDO Amendment
 DPM Appendix #A.02 Supplement 20 September 2024

PETITION TYPE – each request must be a separate application in the Portal	
<input type="checkbox"/>	Zoning Map Change – General Use District
<input type="checkbox"/>	Zoning Map Change – Conditional Zoning District <input type="checkbox"/> Option 1 Plan: Development Plan or Subdivision Plan (Preliminary Plat) <input type="checkbox"/> Option 2 Plan: Master Plan
<input type="checkbox"/>	Comprehensive Plan Amendment <input type="checkbox"/> Text Amendment <input type="checkbox"/> Future Land Use Map Amendment <input type="checkbox"/> Small Area Plan Map Amendment
<input type="checkbox"/>	UDO Text Amendment – UDO Section:

PROJECT INFORMATION	
https://www.hollyspringsnc.gov/742/Maps	
Project Name	
Project Location <i>Use street address. If none, use closest intersection</i>	<input type="checkbox"/> Within Corporate Limits <input type="checkbox"/> Within Holly Springs ETJ <input type="checkbox"/> Pending Annexation
PIN(s)	
Real Estate ID	
Project Acreage	Partial Parcel? Yes No
Current Zoning	
Proposed Zoning	
Current Future Land Use Designation	
Proposed Future Land Use Designation	
Small Area Plan Designation <i>(if applicable)</i>	
Special Study Scoping Meeting Dates	
Sketch Plan Review <i>(pre-submittal)</i> Meeting Date:	
Neighborhood Meeting Date:	

CERTIFICATE OF COMPLETION	
I certify that all information presented in this petition is accurate to the best of my knowledge and belief.	
Signature of Applicant:	<i>Kate Murdoch</i>
	Date:



REZONING PETITION

Rezoning, Comprehensive Plan Amendment, UDO Amendment
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PLAN CONSISTENCY STATEMENT

Describe how the proposed Zone Map Change request is consistent or supported by the objectives and policies of *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* and how it is inconsistent with the Plan.

You must respond to each section. Please use additional sheets as needed.

PLAN CONSISTENCY STATEMENT

In accordance with NCGS §160D-605 when adopting or rejecting any Zoning Map Amendment or UDO Text Amendment, the Town Council must approve a brief statement describing whether its action is consistent or inconsistent with an adopted comprehensive or land-use plan. In addition, a statement analyzing the reasonableness of a proposed Zoning Map Amendment shall be approved by the Town Council. This statement of reasonableness may consider, among other factors:

- The size, physical conditions, and other attributes of the area proposed to be rezoned
- The benefits and detriments to the landowners, the neighbors, and the surrounding community
- The relationship between the current actual and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment
- Why the action taken is in the public interest
- Any changed conditions warranting the amendment.

Please provide detailed documentation to assist the Council in making their determination.

EXECUTIVE SUMMARY

SECTION 1: LAND USE & CHARACTER

SECTION 2: COMPREHENSIVE TRANSPORTATION PLAN

SECTION 3: PARKS, RECREATION



REZONING PETITION

Rezoning, Comprehensive Plan Amendment, UDO Amendment
DPM Appendix #A.02 Supplement 20 September 2024

SECTION 4: COMMUNITY FACILITIES

SECTION 5: INFRASTRUCTURE & UTILITIES

SECTION 8: NATURAL RESOURCES

STATEMENT OF REASONABLENESS

PUBLIC BENEFITS STATEMENT

A written statement that demonstrates how the proposed Project provides sufficient benefits to the general public. Public benefit may include:

1. Infrastructure improvements such as improvements to existing Streets, intersections, medians, Sidewalks, greenways, sidepaths, pedestrian crossings, and public utilities.
2. Publicly accessible Open Space such as Parks and Playgrounds, dog parks, Urban Civic Spaces, Plazas, Squares, public art, and similar outdoor amenities.
3. Sustainable design and/or architecture such as adaptive reuse of existing buildings, preservation of significant on-site environmental features, on-site renewable energy generation, compliance with established standards such as Leadership in Energy and Environmental Design (LEED), Energy Star, Earthcraft, etc., or other actions that further sustainability of the project.
4. Additional public benefits not listed above may be considered by the decision-making body.

Plan Consistency Statement

Executive Summary

The Future Land Use Map (“FLUM”) designates the project site as Residential Neighborhood. The FLUM description and characteristics of Residential Neighborhood call for developments consisting of one housing type on a varied lot sizes, but also notes that limited civic and non-commercial, non-residential uses may be included as part of this designation. The proposed rezoning is to allow for an expansion of the existing use on the site, which is a private school. The New School Montessori school seeks to expand their existing on-site building, as well as improve their open space and recreation areas for students. The TIA has been conducted to accommodate for an additional 87 students. In this regard, as described below and as depicted on the development plan and associated materials, the proposed development furthers the following specific recommendations of the Future Land Use Plan:

- a. FLU-1 Encourage Use of the Land Use & Character Plan in Everyday Decision Making
- b. SI-4 Improve the Land Use-Transportation Connection
- c. SI-11 Safeguard Access to Quality Education
- d. CC-3 Improve Parking Design
- e. CC-8 Improve Walkability

Land Use and Character

The rezoning request and proposed development are consistent with the land use designation for the site as shown on the Future Land Use Map. The FLUM identified this site as a Residential Neighborhood. The proposed development and rezoning will allow for the existing school on the site to expand. This would align with the FLUM as it states that non-commercial, non-residential uses can be permitted in areas designated as residential neighborhood.

The rezoning request is consistent with the Comprehensive Plan Objectives:

1. **“To prevent sprawl and ensure that community services and infrastructure are used strategically and conservatively.”**

The proposed development will expand upon existing development in Holly Springs, rather than developing a new parcel further out in Town. The sidewalk improvements along Sunset Lake Road would allow students to safely and easily walk to school. In addition, the expansion and improvement of the school would enable more students to enroll there, reducing some of the burden on existing public schools in Town.

1. **“To preserve and protect, where appropriate agricultural land, green space, woodland, and the natural environment.”**

The proposed rezoning will ensure that significant areas of existing trees and woodlands on-site are preserved. This will help to ensure an adequate buffer between the school and surrounding properties. Additionally, this will help to preserve key natural areas and native habitats in Holly Springs.

Residential Neighborhood

The proposed development is consistent with the Future Land Use designation for this area as Residential Neighborhood. The proposed development will allow for an expansion and improvement of the existing school on the site. The Residential Neighborhood FLUM designation does allow for limited non-commercial, non-residential uses, which would include the school.

Comprehensive Transportation Plan

The rezoning request is consistent with the Comprehensive Plan Objectives. The development will improve the roadways along the site's frontage in accordance with the Comprehensive Transportation Plan as well as construct the improvements outlined in the approved Traffic Impact Analysis (TIA) report. The project will be responsible for their half of the CTP T4-A cross-section on Sunset Lake Road, including the provision of sidewalks on their half of the ROW. This will provide greater pedestrian connectivity along Sunset Lake Road. In addition a vehicular stub will be provided via public street or drive aisle to the parcels to the north of the site, in accordance with the Town's UDO and ED&CS at the time of site plan.

Parks and Recreation

The proposed rezoning is not located within a park search area. The development will provide active recreation space for students to use and enjoy. Additionally, the site will provide an area of Urban Civic Space on the northern portion of the site, balancing school safety needs and public benefits.

Community Facilities

This rezoning request is consistent with the following Comprehensive Plan objectives:

- 1. "Inform developers when proposing new subdivisions – of the need for residents' access to community facilities and the importance to plan appropriately to enable this access."**

The development is designed with natural preservation, active recreation areas and urban civic space throughout the development for residents to enjoy. In addition, the developer also plans for community facilities such as police, fire, and EMS when designing development. Interior streets are required to accommodate the largest emergency response vehicle. Staff reviews the submittal to ensure that the vehicle can safely maneuver through all access points and amenity parking areas.

Infrastructure and Utilities

This rezoning request is consistent with the following Comprehensive Plan objectives:

- 1) "Provide infrastructure to meet the needs of residents and development while protecting the environment."**

The proposed development will extend public utilities to the site. The project will provide water and sewer stubs to adjacent properties as required by the UDO. In addition, it is noted that a fire flow

analysis is required at the time of development plan. Along with the preservation of existing environmentally sensitive areas, the proposed development satisfies the spirit and intent of the Policy. In addition, a sewer study has been completed and approved as part of this rezoning request and all required mitigation recommendations from that study shall be completed with this development in line with that study. A Fire Flow Analysis will be submitted at time of major subdivision plan.

Natural Resources

This rezoning request is consistent with the following Comprehensive Plan objectives:

1) “Balance development with conservation.”

The Town uses several tools throughout the development process to ensure this balance has been thoughtfully approached in the protection of streams and environmental features and a newly adopted tree protection ordinance. In addition, there will be tree preservation consistent with and in excess of the Town’s tree protection ordinance minimum standards. This will ensure that existing habitats and natural areas are protected. This will also help to improve and moderate air quality in the Town, by maintaining existing tree mature tree canopy.

Statement of Reasonableness

The proposed rezoning and associated development are reasonable and in the public interest. The rezoning and conditions proffered as part of the rezoning align with the goals and vision for the Town, as outlined in the Comprehensive Plan and Future Land Use Map. The rezoning will allow for a residential development that is of a high quality in both design and substance, as well as being compatible with the surrounding developments.

Additionally, the conditional district rezoning requested ensures a higher re-development and improvement of the site than the town would otherwise achieve through a by-right development of the site. The architectural finishes and cohesive design principles embodied in the proposed development are achieved only with the conditional district rezoning requested herein.

The project will provide improved access to educational opportunities for students and young families as the Town of Holly Springs continues to grow, especially with the arrival of employment centers such as Amgen and Fujifilm which will draw increased numbers of families to the Town. The proposed rezoning will allow for a reasonable expansion of the existing Montessori School on site, which will provide additional educational opportunities and school options for families in Holly Springs.

Public Benefits Statement

This proposal will provide significant public benefit to the Town of Holly Springs and its residents. The development will also improve the roadways along the site's frontage in accordance with the Comprehensive Transportation Plan as well as the recommendations outlined in the Traffic Impact Analysis (TIA) report. The proposed development complements the surrounding uses and encourages connectivity to the public realm and other neighborhoods. The open space and recreation areas will ensure that trees and plants are abundant in the development, improving the air quality of the community. Sidewalk improvements along Sunset Lake Road will provide key pedestrian connections to the site, enabling students who live nearby to safely walk to school and reduce vehicle trips. Additionally, the site will enhance public health outcomes by ensuring students can safely walk to school, providing additional recreation opportunity. The proposed rezoning also provides significant tree preservation on site which will help to improve air quality in the community. The proposed rezoning will allow for a reasonable expansion of the existing Montessori School on site, which will provide additional educational opportunities and school options for families in Holly Springs helping to reduce the burden of a growing population on the public school system.



REZONING PETITION

Rezoning, Comprehensive Plan Amendment, UDO Amendment
 DPM Appendix #A.02 Supplement 20 September 2024

NEIGHBORHOOD MEETING REPORT

A Neighborhood Meeting is required to occur prior to your submittal. The requirements for this meeting can be found in section 11.5 of the [Unified Development Ordinance \(UDO\)](#). The Neighborhood Meeting shall take place no more than 12 weeks prior to the application date and can be held virtually. A copy of the Neighborhood Meeting Notice must be sent to DSintake@hollyspringsnc.gov prior to mailing for review and approval along with a copy of the mailing list.

Notification of Owners:

1. The Petitioner (or agent) shall prepare a Neighborhood Meeting Notification to be sent via first class mail to the owner(s) of the land specified on the petition within a 500' radius of the subject property. Mailing notices shall include surrounding property owners and property owner's association (or equivalent), and the Town of Holly Springs (Attn: Development Services). Where the tax records reflect a mailing address for an owner of property to be different than the address of the property owned, notification shall also be mailed to all addresses of the property itself, including apartment or suite addresses.
2. The notice shall include the date, time and location of the Neighborhood Meeting, the name of the Petitioner and the location of the proposed request (address, tax property, identification number or metes and bounds description), and an explanation of the nature of the request.
3. The notice shall be mailed not less than ten (10) days nor more than twenty-five (25) days before the date of the Neighborhood Meeting.

NEIGHBORHOOD MEETING INFORMATION	
Meeting Date:	
Meeting Time:	
Meeting Location:	
CONDUCT OF MEETINGS <i>(Attach additional sheets if needed)</i>	
At the Neighborhood Meeting, the Petitioner shall explain the proposal and petition, answer any questions, respond to concerns neighbors have about the petition and proposed resolutions to these concerns. Town Staff will not attend the Neighborhood Meeting.	
Summary of Issues:	
Changes made to the Petition as a result of the meeting:	
Additional attachments required:	
<ul style="list-style-type: none"> • A listing of those persons and organizations that were sent notification about the Neighborhood Meeting. • A copy of the signed attendance list that includes the names and addresses of those in attendance. • A copy of the mailed notice. 	
Preparer's Signature:	Date:

5617 Sunset Lake Road
Neighborhood Meeting Notes
June 26, 2025

At 5:30pm, the applicant opened the meeting and presented the proposed rezoning for the New School Montessori expansion located at 5617 Sunset Lake Rd. The applicant discussed the rezoning, future land use designation, provided the concept map for context, discussed the rezoning process and then opened the meeting up for questions. The following is a summary of the questions and comments:

1. What is the primary reason for the rezoning request? **The rezoning is required to pursue the expansion through a conditional district.**
2. What is planned for the “tree preservation” area? Any buildings, trails, etc.? **No buildings are permitted in that area, though trails may be added if the school chooses.**
3. There is already a traffic problem during drop-off and pick-up times. Is there a traffic control planned? **There is no specific traffic control plan at this stage, a traffic impact analysis has been conducted and is currently being reviewed by the Town.**
4. I live in Sunset Lake Village and my only concern is the expansion down the road. What will be done to alleviate the traffic in the AM and PM? **As mentioned, road frontage improvements are tied to the expansion and will not occur until that begins. The timing is uncertain, but traffic will continue to be evaluated throughout the process**
5. What are the areas to be expanded, such as enrollment, facilities, both? **The facilities will be expanded, which will naturally lead to increased enrollment.**
6. How big is the planned expansion? How many students today? How many in the future? **We don’t have an answer currently, as the expansion is still in early stages. It’s too soon for specific figures.**
7. Will there be a sidewalk added when the road is widened? Traffic lights? **Yes, a sidewalk will be added, This is an NCDOT road, signal placement must be warranted and approved by NCDOT.**
8. What is specifically expanding? **The goal is to work within the existing building footprint shown on the Concept Plan. The intent is to expand the school, but to maintain it as a small specialty institution.**
9. I live in the development across the street. Apart from school traffic, I cannot exit north from my neighborhood during rush hour without someone stopping to wave me in. There is too much traffic to accommodate additional traffic, even if the school widens their frontage. **Thank you. We will note your traffic concern and review it carefully.**
10. What is the urban civic space on the map? **"Urban civic space" is the Town’s term for required open space in rezonings, typically including public amenities like benches.**



AFFIDAVIT OF OWNER'S CONSENT

Before me personally appeared New School Montessori Center who, being duly sworn, hereby proclaims that they are the owner of the property legally described as the specified Wake County Parcel Identification Number(s) listed below:

0669330330	

and does hereby authorize Laura Holloman of McAdams to act
(name of representative/applicant)

on their behalf as their agent with regard to the processing of said Development Project.

Signature of Owner

Julie Schroer on behalf of New School Montessori
Center
5617 Sunset Lake Road
Holly Springs, NC 27540

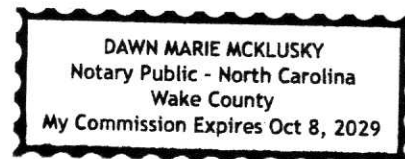
Sworn to or affirmed and subscribed before me this 24th day of June, 20 25.

NOTARY PUBLIC:

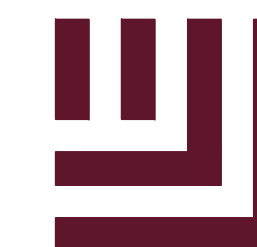
Dawn Marie McKlusky
Official Signature of Notary

(Official Seal)

Dawn Marie McKlusky, Notary Public
Print Name



My commission expires: 10-8-29



McADAMS

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fax 919. 361. 2269
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www.mcadamsco.com

CONTACT

LAURA HOLLOWAN
HOLLOWAN@mcadamsco.com
PHONE: 919. 361. 5000

CLIENT

JULIE SCHROER
5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NC 27540
PHONE: 919 303 3636

PROJECT DIRECTORY

NEW MONTESSORI SCHOOL

5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540

25-REZ-09/PLRZ202500155 MASTER PLAN

PROJECT NUMBER: SPEC25055

DATE: JUNE 26, 2025

SHEET INDEX

C1.00	EXISTING CONDITIONS
C1.01	OVERALL TREE SURVEY
C1.02	TREE SURVEY SAMPLE AREAS
C2.00	CONCEPT PLAN
C2.01	TRANSPORTATION PLAN
C2.02	OPEN SPACE & PRESERVATION PLAN
C3.00	GRADING PLAN
C4.00	UTILITY PLAN
L5.00	LANDSCAPE PLAN
C8.00	TYPICAL SECTIONS
C8.01	DEVELOPMENT STANDARDS

DEVELOPMENT STANDARDS (RR)

Development Intensity	UDO Standard	Proposed Standard
Open Space and Landmarks		
Overall Minimum Open Space Required	30%	30%
Building Setbacks - All Structures (ft)		
Front	Min. 20'	Min. 20'
Side	10'	5'
Side Corner	20'	5'
Rear	25'	25'
Building Setback along Thoroughfare (Sunset Lake Road)	50'	25'
Buffer		
RR Buffer	5' Type A	10' Type B
Thoroughfare Buffer	5' Type A	5' Type A
Building Height		
All Primary Structures	Maximum: 35'	Maximum: 35'
Accessory Structures (maximum)	25'	25'

All other applicable development standards not listed here shall follow UDO standards and requirements.

SITE DATA

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	THE NEW SCHOOL INC.	0669330330	0236765
SITE ADDRESS	5617 SUNSET LAKE ROAD HOLLY SPRINGS, NC 27540		
DEVELOPER	THE NEW SCHOOL INC.		
EXISTING ZONING	RURAL RESIDENTIAL (RR)		
PROPOSED ZONING	RR-CD (RURAL RESIDENTIAL CONDITIONAL DISTRICT)		
SITE AREA	GROSS SITE AREA: 11.22 ACRES (488,743 SF) RIGHT OF WAY DEDICATION: 0.15 ACRES (6,738 SF) (1.1%) NET SITE AREA: 11.07 ACRES (482,209 SF)		
RIVER BASIN	NEUSE RIVER BASIN		
WATERSHED OVERLAY	NONE APPLICABLE		
EXISTING USE	SCHOOL, CHILDCARE CENTER		
PROPOSED USES	SCHOOL, CHILDCARE CENTER		

PERMITTED USE TABLE

Use	
School, Elementary/Middle	P
Childcare Center	P
Office Building	P
Community Support Facility	P
Religious Use	P
Recreation Facility, Outdoor (<50 acres)	A
Infrastructure /Utilities (minor)	PS
Fitness Facilities	A
Recreation Facility, Indoor	A
Solar Energy Systems-Small	A

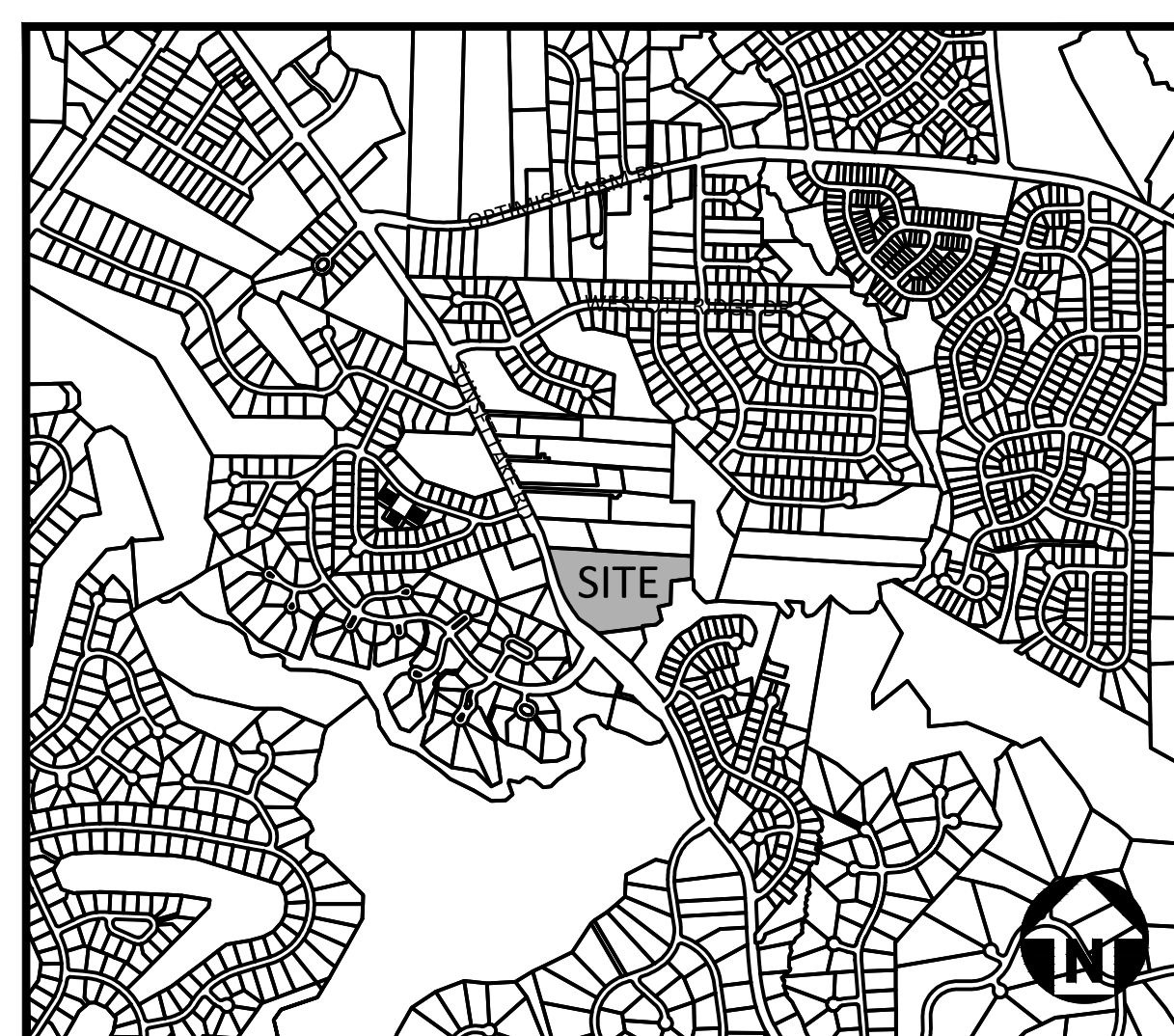
P = Permitted, X= Not Permitted, A= Accessory Use, PS= Permitted with additional standards per the UDO

RR-CD ZONING OPEN SPACE SITE DATA

NET SITE AREA	11.07 ACRES (482,209 SF)
TOTAL MINIMUM REQUIRED OPEN SPACE	REQUIRED: 3.32 ACRES (30%) PROVIDED: ± 6.9 ACRES
TREE PRESERVATION AREA	REQUIRED: 2.76 ACRES (25%) PROVIDED: ± 5.1 ACRES
ACTIVE RECREATION AREA	REQUIRED: 0.55 ACRES (5%) PROVIDED: ± 1.2 ACRES
FLEXIBLE SPACE	REQUIRED: 0.55 ACRES (5%) PROVIDED: ± 0.60 ACRES

GENERAL NOTES

- SIDEWALKS, GREENWAY MULTI-USE PATHS, AND PEDESTRIAN CONNECTIONS SHOWN ON THIS PLAN ARE APPROXIMATE. AT THE TIME OF DEVELOPMENT PLAN REVIEW, THE LOCATION AND DESIGN OF SUCH FEATURES SHALL COMPLY WITH THE APPLICABLE STANDARDS OF THE HOLLY SPRINGS UDO AND OTHER APPLICABLE LAWS, STANDARDS, POLICIES AND GUIDELINES.
- EXCEPT AS OTHERWISE DESCRIBED OR PERMITTED IN THIS MASTER PLAN, DEVELOPMENT ON THIS SITE SHALL COMPLY WITH ALL THE REQUIREMENTS OF THE TOWN OF HOLLY SPRINGS UDO, ALL OF WHICH SHALL CONSTITUTE THE ZONING REGULATIONS FOR THE APPROVED DISTRICT AND ARE BINDING ON THE PROPERTY.
- ALL MODIFICATIONS TO MASTER PLAN SHALL BE APPROVED IN ACCORDANCE WITH UDO SECTION 11.16.
- THE LOCATION OF ACCESS POINTS AND INTERNAL STREETS SHOWN ON THE MASTER PLAN ARE ILLUSTRATIVE, WITH FINAL LOCATIONS TO BE DETERMINED AT THE TIME OF DEVELOPMENT PLAN.
- CHANGES TO THE USE/INTENSITY AND PROPOSED USES SHALL REQUIRE A REZONING.
- ALL RECOMMENDED IMPROVEMENTS IN THE TIA WILL BE DESIGNED AND CONSTRUCTED WITH THIS DEVELOPMENT.



VICINITY MAP

N.T.S.

X:\Projects\SPEC2025\25-REZ-09\PLRZ202500155\New Montessori\Center\04-Production\Planning - Design\Master Plan\Current Drawings\SPEC25055-C1.dwg, 2/19/2026 11:03:57 AM, Oliver Robinson

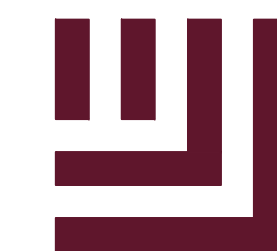
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MASTER PLAN
DRAWINGS FOR:

NEW MONTESSORI SCHOOL
MASTER PLAN
5617 SUNSET LAKE DR.
HOLLY SPRINGS, NC 27540
PROJECT NUMBER: SPEC-25055



McADAMS

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CLIENT

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PHONE: 919 303 3636

**NEW MONTESSORI SCHOOL
MASTER PLAN
5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540**

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PLAN INFORMATION

PROJECT NO. SPEC25055
FILENAME SPEC24230-S1
CHECKED BY MV
DRAWN BY OR
SCALE 1"=50'
DATE 06.26.2025

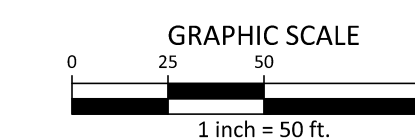
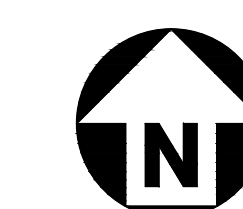
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EXISTING CONDITIONS

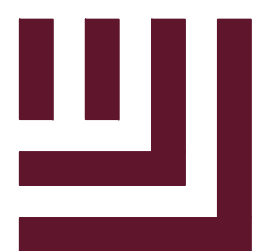
C1.00



NUM	RADIUS	ARC	DELTA	CHORD BRG	CHORD
C1	961.28'	292.61'	17°26'26"	N30°13'42"W	291.21'



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION



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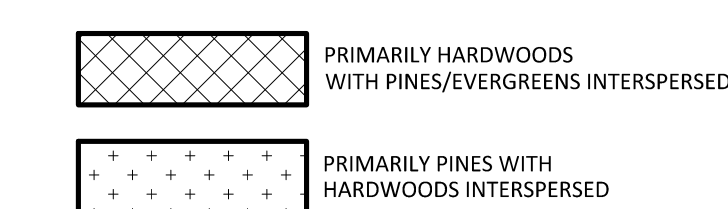
NEW MONTESSORI SCHOOL
MASTER PLAN

5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540

SPECIMEN TREE TABLES

PRESERVED		TO BE REMOVED	
TYPE	SZ	TYPE	SZ
BE	28	BE	28
BE	27	D-G	25
BE	34	DG	4
BE	37	DG	4
BE	29	H	26
BE	27	T-WO	39
BE	27		
BE	25		
BE	30		
H	29		
M-PO	32		
O	25		
O	25		
P	30		
PO	26		
PO	24		
PO	39		
PO	38		
PO	30		
PO	25		
PO	43		
PO	28		
PO	27		
PO	30		
PO	24		
PO	24		
WO	26		

TREE CANOPY TYPE LEGEND



TREE LEGEND

- BE BEECH
 - CH CHERRY
 - DG DOGWOOD
 - GT SWEETGUM
 - HAC HACKBERRY
 - HK HICKORY
 - HO HOLLY
 - HOR HORNBEEAM
 - M MAPLE
 - O OAK
 - P PINE
 - PO POPLAR
 - SO SOURWOOD
 - WO WHITE OAK
- DIAMETER INCH AT BREAKST HEIGHT
- TYPE OF TREE
- X— DOUBLE-TRUNK
 - X— TRIPLE-TRUNK
 - X— MULTI-TRUNK

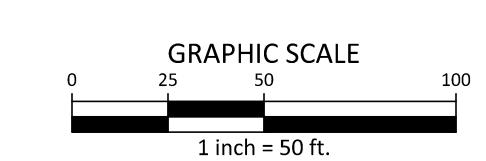
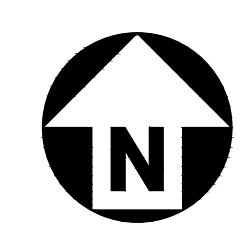
GENERAL NOTES:

- IDENTIFIED TREES WERE APPROXIMATELY LOCATED BY MCADAMS USING A TRIMBLE CATALYST GPS UNIT. AS THESE GPS UNITS DO NOT PROVIDE SURVEY GRADE ACCURACY THIS DATA SHOULD BE CONSIDERED APPROXIMATE AND USED FOR PLANNING PURPOSES ONLY. IF AN ACCURATE LOCATION IS REQUIRED A NORTH CAROLINA PROFESSIONAL LAND SURVEYOR SHOULD BE ENGAGED.
- THE SITE IS ALMOST ENTIRELY WOODED WITH HEALTHY TREES, CONTAINING A MIXTURE OF PINES AND HARDWOODS RANGING IN SIZE BETWEEN 1-INCH AND 30-INCHES, WITH A SMALL NUMBER OF TREES BETWEEN 30 AND 42 INCHES.

TREE SURVEY CERTIFICATION:

THE SURVEYED TREES SHOWN ON THIS TREE SURVEY SHEET ARE CORRECT IN REGARD TO SIZE, SPECIES, AND LOCATION.

TREE SURVEY AND TREE PROTECTION PLAN
PROVIDED BY ANDERS LINDQUIST,
ISA CERTIFIED ARBORIST SO-10544A



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PLAN INFORMATION

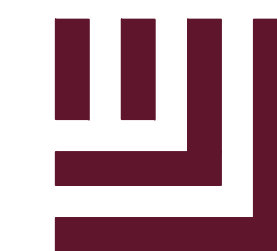
PROJECT NO.	SPEC25055
FILENAME	SPEC24230-T1
CHECKED BY	MV
DRAWN BY	OR
SCALE	1"=50'
DATE	06.26.2025

SHEET

OVERALL
TREE SURVEY
C1.01



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CLIENT
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PHONE: 919 303 3636

**NEW MONTESSORI SCHOOL
MASTER PLAN
5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540**

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DEVELOPER	THE NEW SCHOOL INC.		
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PROPOSED ZONING	RR-CD (RURAL RESIDENTIAL CONDITIONAL DISTRICT)		
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	RIGHT OF WAY DEDICATION:	0.15 ACRES (6,738 SF) (1.1%)	
	NET SITE AREA:	11.07 ACRES (482,209 SF)	
RIVER BASIN	NEUSE RIVER BASIN		
WATERSHED OVERLAY	NONE APPLICABLE		
EXISTING USE	SCHOOL, CHILDCARE CENTER		
PROPOSED USES	SCHOOL, CHILDCARE CENTER		

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FLEXIBLE SPACE	REQUIRED: 0.55 ACRES (5%) PROVIDED: ± 0.60 ACRES

LEGEND

- PROPOSED SITE ACCESS
- 10' SIDEPATH
- SCHOOL BUILDINGS
- PARKING AREA
- TREE PRESERVATION AREA
- ACTIVE RECREATION AREA
- FLEXIBLE SPACE
- FLOODWAY
- FLOODPLAIN (1%)



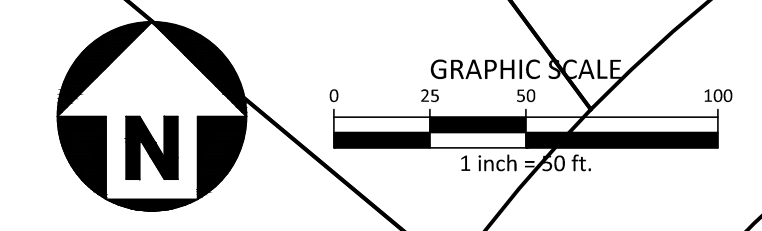
N/F
PIN: 0669236750
RUFUS H. JONES
DB 3772 PG 763

N/F
PIN: 0669239770
WILLIE G & JACQUELINE J MCKINNEY
DB 4476 PG 365

N/F
PIN: 0669336883
TOWN OF
HOLLY SPRINGS
DB 15544 PG 158

N/F
PIN: 0669336192
CREEKSIDE AT SUNSET LAKE
HOMEOWNERS ASSOCIATION
BM 2016 PG 1005

N/F
PIN: 0669228671
BENJAMIN B
SLAUGHTER
DB 8489 PG 1679



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION

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REVISIONS

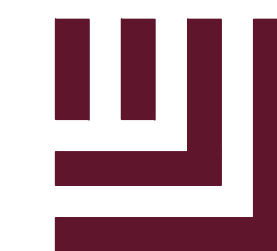
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PLAN INFORMATION

PROJECT NO.	SPEC25055
FILENAME	SPEC24230-51
CHECKED BY	MV
DRAWN BY	OR
SCALE	1"=50'
DATE	06.26.2025

SHEET

**CONCEPT
PLAN
C2.00**



McADAMS

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PHONE: 919 303 3636

**NEW MONTESSORI SCHOOL
MASTER PLAN
5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540**

LEGEND

- PROPOSED SITE ACCESS
- 10' SIDE PATH
- SCHOOL BUILDINGS
- PARKING AREA
- TREE PRESERVATION AREA
- ACTIVE RECREATION AREA
- FLEXIBLE SPACE
- FLOODWAY
- FLOODPLAIN (1%)

RR-CD ZONING OPEN SPACE SITE DATA

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ACTIVE OPEN SPACE ELEMENTS

ACTIVE REC. AREA 1	1) PLAYGROUND 2) VEGETABLE GARDEN 3) POLLINATOR GARDEN 4) OUTDOOR CLASSROOM 5) UNPAVED WALKING TRAILS
--------------------	---

NOTE: EACH ACTIVE OPEN SPACE AREA SHALL INCLUDE THREE (3) ELEMENTS FROM THE ABOVE LIST, AT A MINIMUM. ADDITIONAL ELEMENTS NOT LISTED ABOVE ARE ALLOWED AND SHALL BE IN ACCORDANCE WITH THE STANDARDS SET FORTH IN HOLLY SPRINGS LUDO SECTION 4.5 ACTIVE RECREATIONAL AREAS. ADDITIONAL PROGRAM ELEMENTS SHALL NOT REPLACE ANY OF THE THREE (3) COMMITTED ELEMENTS REQUIRED FOR EACH ACTIVE RECREATION AREA AS LISTED ABOVE.



N/F
PIN: 0669336192
CREEKSIDE AT SUNSET LAKE
HOMEOWNERS ASSOCIATION
BM 2016 PG 1005

N/F
PIN: 0669336883
TOWN OF
HOLLY SPRINGS
DB 15544 PG 158

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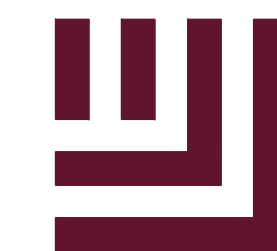
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SHEET

**OPEN SPACE &
PRESERVATION PLAN
C2.02**

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SCALE 1"=50'
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SHEET

GRADING PLAN

C3.00

LEGEND

- PROPOSED SITE ACCESS
- 10' SIDEPATH
- SCHOOL BUILDINGS
- PARKING AREA
- TREE PRESERVATION AREA
- ACTIVE RECREATION AREA
- FLEXIBLE SPACE
- FLOODWAY FLOODPLAIN (1%)
- FLOW GENERAL FLOW DIRECTION ESTIMATE
- FFE = +/- 280.00 GENERAL FFE ESTIMATE



N/E
PIN: 0669236750
RUFUS H. JONES
DB 3772 PG 763

N/W
PIN: 0669239770
WILLIE G & JACQUELINE J MCKINNEY
DB 4476 PG 365

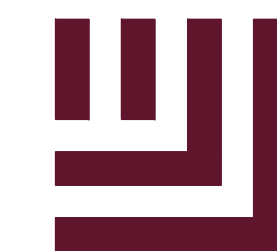
N/E
PIN: 0669336883
TOWN OF
HOLLY SPRINGS
DB 15544 PG 158

N/F
PIN: 0669336192
CREEKSIDE AT SUNSET LAKE
HOMEOWNERS ASSOCIATION
BM 2016 PG 1005

N/F
PIN: 0669228671
BENJAMIN B
SLAUGHTER
DB 8489 PG 1679

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PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION



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PHONE: 919 303 3636

**NEW MONTESSORI SCHOOL
MASTER PLAN
5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540**

REVISIONS

NO.	DATE	REV PER TOWN COMMENTS
1	08.08.2025	REV PER TOWN COMMENTS
2	09.19.2025	REV PER TOWN COMMENTS
3	11.07.2025	REV PER TOWN COMMENTS
4	01.16.2026	REV PER TOWN COMMENTS
5	02.05.2026	REV PER TOWN COMMENTS
6	02.20.2026	REV PER TOWN COMMENTS

PLAN INFORMATION

PROJECT NO. SPEC25055
 FILENAME SPEC25055-U1
 CHECKED BY MV
 DRAWN BY OR
 SCALE 1"=50'
 DATE 06.26.2025

SHEET

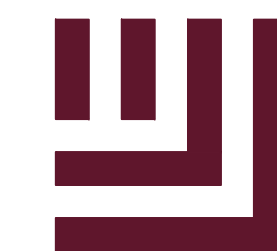
**UTILITY
PLAN
C4.00**

- LEGEND**
- EXISTING SANITARY SEWER LINE
 - EXISTING PUBLIC WATER LINE
 - PROPOSED SITE ACCESS
 - 10' SIDEPATH
 - SCHOOL BUILDINGS
 - PARKING AREA
 - TREE PRESERVATION AREA
 - ACTIVE RECREATION AREA
 - FLEXIBLE SPACE
 - FLOODWAY
 - FLOODPLAIN (1%)



PRELIMINARY DRAWING - NOT RELEASED FOR CONSTRUCTION

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HOLLY SPRINGS, NORTH CAROLINA 27540

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PLAN INFORMATION

PROJECT NO. SPEC25055
 FILENAME
 CHECKED BY MV
 DRAWN BY OR
 SCALE 1"=50'
 DATE 06.26.2025

SHEET

LANDSCAPE PLAN

L5.00



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DEVELOPMENT STANDARDS

The following standards shall apply to all proposed buildings within the development. Building and Site Design shall be in accordance with UDO Sections 3,4,and 5, except as modified below:

Development Intensity	UDO Standard	Proposed Standard
Open Space and Gathering Area		
Overall Minimum Open Space Required	30%	30%
Building Setbacks - All Structures (ft)		
Front	Min: 20'	Min: 20'
Side	10'	5'
Side Corner	20'	5'
Rear	25'	25'
Building Setback along Thoroughfare (Sunset Lake Road)	50'	25'
Buffers		
RR Buffer	5' Type A	10' Type B
Thoroughfare Buffer	5' Type A	5' Type A
Building Height		
All Primary Structures	Maximum: 35'	Maximum: 35'
Accessory Structures (maximum)	25'	25'
All other applicable development standards not listed here shall follow UDO standards and requirements.		

Open Space shall be provided as follows:

OPEN SPACE SITE DATA TABLE		
Total Site Area:	UDO Standard	Proposed Standard
11.22 acres		
On-site Private Open Space	30%	30%
Tree Preservation Area	25%	25%
Flex Space	5%	5%

The following standards shall apply to all proposed and existing buildings within the development. Building and Site Design shall be in accordance with UDO Section 8, except as modified in this section:

VERTICAL VARIATIONS

Vertical variations shall not be required of existing or proposed buildings on site.

FACADE STANDARDS

- »Type 1 materials shall constitute a minimum of 35% of the building facade.
- »Type 2 materials shall be allowed to constitute up to 50% of the facade.
- »Type 3 Materials shall constitute a maximum of 10% of the facade.
- »The maximum allowable expanse of blank wall shall be 35'.

The building facades and architectural finishes shall be similiar and compatible with the existing school building on site. The existing building on-site also complies with these standards. The proposed buildings shall also comply with these standards.

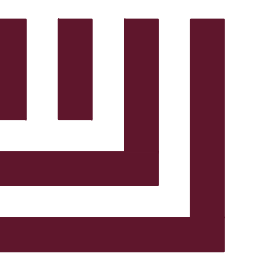
PARKING

Parking shall be permitted between the existing school building(s) and Sunset Lake Road in order to accomodate the existing parking on the site. Parking shall otherwise comply with UDO section 6.

PERMITTED USE TABLE

Use	
School, Elementary/Middle	P
Childcare Center	P
Civic Building	P
Community Support Facility	P
Religious Use	P
Recreation Facility, Outdoor (<50 acres)	A
Infrastructure /Utilies (minor)	PS
Fitness Facilities	A
Recreation Facility, Indoor	A
Solar Energy Systems-Small	A

P = Permitted, X= Not Permitted, A= Accessory Use, PS= Permitted with additional standards per the UDO



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NEW MONTESSORI SCHOOL

MASTER PLAN

5617 SUNSET LAKE ROAD
HOLLY SPRINGS, NORTH CAROLINA 27540

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6	02.20.2026	REV PER TOWN COMMENTS

PLAN INFORMATION

PROJECT NO.	SPEC25055
FILENAME	SPEC24230-D1
CHECKED BY	MV
DRAWN BY	OR
SCALE	1"=50'
DATE	06.26.2025

SHEET

DEVELOPMENT STANDARDS
C8.01



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 6.

New Business

Title: Town Council Official Action Overview

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Receive project updates.
 - Sunset Lake Bank Rezoning (Chase Bank)

Explanation:

Background:

Funding Source(s):

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 7.

New Business

Title: Committee Reports

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Receive updates from Planning Board representatives for:
 - Land Use Advisory Committee (LUAC)
 - Tree Advisory Committee (TAC)

Explanation:

- The Planning Board appoints members to represent the Board on various committees.

Background:

Funding Source(s):

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 8.

New Business

Title: Development Services Report

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services

Action(s):

- Receive Development Services Department updates.

Explanation:

Background:

Funding Source(s):

Attachment(s):

None



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 9.

New Business

Title: Other Business

Strategic Priority Area:

Staff Resource:

Action(s):

Explanation:

Background:

Funding Source(s):

Attachment(s):

None