

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 Madoni 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)*

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Agenda Item #7: Town Council Representative

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

Agenda Item #8: Public Comment Period

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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

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**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.

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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).*

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*Agenda Item #10: Major Subdivision Petition*

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**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

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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

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**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

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*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

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- Arbor day – March 21
- HollyFest – October 25

*Agenda Item #13: Town Council Official Action Overview*

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

*Agenda Item #14: Development Services Report*

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Mr. Hills presents the Planning Board:

*Thank you to our end-of-term members:*

- *Roger Bess*
- *Joseph Cuccurullo*
  
- Board Appreciation Dinner – March 26<sup>th</sup>
- Welcome to the new Planning Board members present
- Engineer Appreciation Week

*Agenda Item #15: other Business*

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none

*Agenda Item #16: Adjournment*

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Motion:

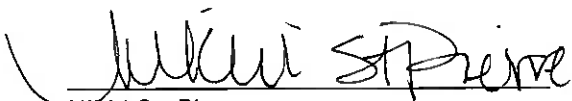
**Motion to adjourn.**

*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