



Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of May 21, 2024 meeting agenda

RECOGNITIONS

5. Holly Springs High School Gymnastics Team State Champions
6. Public Works Week
7. Communications & Marketing Team Wins State Awards

REQUESTS AND COMMUNICATIONS

8. Presentation of Proceeds from Battle of the Badges Softball Tournament

CONSENT AGENDA

9. March 19, 2024 and April 16, 2024 Business Meeting Minutes and April 9, 2024 Workshop Minutes
10. Monthly Budget Amendments and Grants
11. Stormwater Grant Application Resolution
12. CAMPO Memorandum of Understanding
13. Utility Allocation Request for 370 Green Oaks Parkway
14. Sugg Farm Nature Play & Sensory Trail Design Construction Contract
15. Interlocal Agreement with Wake County Public Schools for Offsite Sidepath Improvements at Rex Rd. Elementary School
16. 120 N Main Public Art Design
17. 2720 Woodfield Dead End Rd. - Voluntary Annexation A23-08
18. Sewer Pump Station and Water System Equipment Sole Sourcing
19. Middle Creek Greenway Change Order

PUBLIC HEARINGS

20. Holly Springs Operations Campus Rezoning 23-REZ-07 - Legislative Public Hearing
21. Holly Springs Operations Campus Development Plan 23-DP-12 - Quasi-Judicial Public Hearing
22. Outdoor Advertising Signs UDO Text Amendment 24-UDO-03 - Legislative Public Hearing
23. Economic Development Agreement (EDA) with Fujifilm Diosynth Biotechnologies
24. Fiscal Year 2024-25 Budget Public Hearing

NEW BUSINESS

25. Committee and Board Appointments

PUBLIC 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.

OTHER BUSINESS

MANAGER'S REPORT

CLOSED SESSION

ADJOURNMENT

In accordance with ADA regulations please contact the Town Clerk's office at least 48 hours before the meeting to request an auxiliary aid or service needed to participate in this meeting:

linda.mckinney@hollyspringsnc.gov 919-557-3900



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 5.

Recognitions

Title: Holly Springs High School Gymnastics Team State Champions

Strategic Priority Area: Vibrant Community

Staff Resource: Mayor Mayefskie

Action(s):

Mayor Mayefskie will recognize the Holly Springs High School Gymnastics team and their coach Linda Haswell for winning the state championship.

Explanation:

- Holly Springs High School Gymnastics team won the NC High School Championship as a team with a score of 116.8.
- Caroline Volk was named All Around Gymnast for the meet.

Background:

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 6.

Recognitions

Title: Public Works Week

Strategic Priority Area: Organizational Excellence

Staff Resource: Paige Scott, Director, Public Works

Action(s):

Issue a Proclamation that May 19-25, 2024 shall be Public Works Week in Holly Springs.

Explanation:

- National Public Works Week honors the importance of public works services and the men and women who deliver these services.
- This year's theme is "Advancing Quality of Life For All" -- Public works contributes to advancing and enhancing our quality of life, no matter where we live in the world.
- Public works professionals provide essential services that lead to healthier, happier, more vibrant communities.
- The "Advancing Quality of Life for All" theme shines a spotlight on the way public works professionals advance our quality of life, whether as a first response to an electricity outage, regular waste pickup, or a myriad of other ways they silently serve their communities.
- The Mayor wishes to join with representatives of the American Public Works Association in proclaiming May 19-25, 2024 as Public Works Week in Holly Springs.

Background:

- The American Public Works Association (APWA) established National Public Works Week (NPWW) in 1960.
- The NPWW is used to energize and educate the public of the importance of public works to their daily lives: planning, building, managing and operating at the heart of their local communities to improve the everyday quality of life.
- This proclamation recognizes the important work done by the Public Works, Utilities & Infrastructure, and Parks and Recreation Departments.

Funding Source(s):

N/A

Attachment(s):

1. Public Works Week 2024

Town of Holly Springs



A Proclamation By The Mayor

National Public Works Week—May 19 - 25, 2024

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Holly Springs; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Holly Springs to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

NOW, THEREFORE, I, Mayor Sean Mayefskie, do hereby proclaim May 19 - 25, 2024 as

National Public Works Week

in Holly Springs, and I urge all citizens to join me with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Proclaimed this, the 21st day of May, 2024

IN WITNESS WHEREOF, I have
hereunto set my hand and caused the Seal of
the Town of Holly Springs, North Carolina to be
affixed on this 21st day of May, 2024.

Sean Mayefskie, Mayor



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 7.

Recognitions

Title: Communications & Marketing Team Wins State Awards

Strategic Priority Area: Organizational Excellence

Staff Resource: Cassie Hack, Director, Communications & Marketing

Action(s):

No action required

Explanation:

- The Town of Holly Springs Communications & Marketing team was awarded top honors at the North Carolina City & County Communicators (NC3C) Conference.
- Holly Springs was honored with three first-place awards for having the best website (2023 Parks Bond Website), the best videography (2023 Parks Bond Video) and for the best overall informational campaign. The Town's Missing Minutes video won a second-place award in the special programming category.

Background:

- The Town of Holly Springs was among 24 jurisdictions to earn recognition in the NC3C Excellence in Communications Awards.
- 175 award program entries were judged by professional communications peers from the Minnesota Association of Government Communicators (MAGC)

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 8.

Requests & Communications

Title: Presentation of Proceeds from Battle of the Badges Softball Tournament

Strategic Priority Area: Organizational Excellence
Vibrant Community

Staff Resource: LeRoy Smith, Fire Chief

Action(s):

Present Funds to Shields and Stripes

Explanation:

- Representatives from the Fire Department will present a check to Shields and Stripes for the "Battle of the Badges" softball tournament. The total is approximately \$12,000.
- Shields and Stripes is a 501(c)(3) national nonprofit charitable foundation whose donations go directly to the Shields and Stripes program to restore the lives of Veterans, first responders and their families. Additionally, Shields and Stripes aims to stop negative perceptions, bias or discrimination when a first responder or veteran takes the brave step in seeking help.
- Funds were raised by community attendees and supporters of the event.

Background:

- A softball tournament was held on April 12th through 14th at Ting Park.
- The Town of Apex Fire Department Team won the tournament.
- Teams represented in the tournament include Holly Springs Fire, Holly Springs Police, Apex Fire Department, Cary Fire Department, Cary Police Department, Garner Police Department, Morrisville Fire Department, and Wake County EMS.

Funding Source(s):

Donations from admissions, donations, shirt sales, and food and drink sales.

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 9.

Consent Agenda

Title: March 19, 2024 and April 16, 2024 Business Meeting Minutes and April 9, 2024 Workshop Minutes

Strategic Priority Area: Organizational Excellence

Staff Resource: Linda McKinney, Town Clerk

Action(s):

Approve the minutes of the March 19, 2024 and April 16, 2023 business meetings and the April 9, 2024 workshop meeting.

Explanation:

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

Background:

Funding Source(s):

N/A

Attachment(s):

1. 3.19.24 minutes- DRAFT
2. 4.9.24 Workshop minutes - DRAFT
3. 4.16.24 minutes-DRAFT



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, March 19, 2024. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Mayefskie, Mayor Pro Tem Berry, Council members Timothy Forrest, Danielle Hewetson, Annie Drees, and Chris Deshazor.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager*; Jay Osborne, *Assistant Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Lindsay Goldstein, *Paralegal*; Jeff Wilson, *IT Director*; Mathew Mutter and Kameron Womack, *IT*; Kathy White, *Deputy Clerk*; Corey Petersohn and Mary Beth Spoehr, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Paige Scott, *Director, Public Works*; Kendra Parrish, *Executive Director, Utilities & Infrastructure*; Kimberly Keys and Wes Hicks, *Utilities & Infrastructure*; Sean Ryan, Aaron Prichard, and Cheryl Caines, *Development Services*; LeeAnn Plumer, *Director, Parks & Recreation*; Adam Huffman, *Parks & Recreation*; Irena Krstanovic, *Director of Economic Development*; Tina Stroupe, *Finance Director*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Jake Nelson of The Church of Jesus Christ of Latter-Day Saints.

4. Agenda Adjustment: The March 19, 2024, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

RECOGNITIONS

5. Holly Springs Half Marathon Recognition

Sarah Larson spoke representing the Holly Springs Half Marathon Foundation (HSHM). She thanked the Town for its continued partnership in hosting the annual running event. She said that HSHM had donated two new water fountains as part of their yearly contribution. She thanked the Holly Springs Police Department for their partnership and assistance with the race, and recognized the volunteers that make the races possible.

REQUESTS AND COMMUNICATIONS

6. Yard Waste Program Update

Randy Harrington said that we are in the third week of the Yard Waste Program and wanted to give Council an update. He said that four years ago we realized that the yard waste program was broken. We could not scale it to our population. It was inefficient and damaging to our streams. He said it was very attractive to individuals, but when you extrapolate that over 50,000 people, it

became apparent that it was not sustainable. In Oct. 2021 we began to engage Council and residents/HOAs on how we could improve this. What became clear was that some sort of containerization would become necessary. Many municipalities in North Carolina use a container model – sometimes plastic bags or compostable bags, and sometimes carts. He said Ms. Scott would share data on how we got to the program and what we have seen in the implementation.

Paige Scott, Director of Public Works, said that the new program puts us in compliance with the Town's federal stormwater permit, reduces flooding on private property from yard waste debris clogging storm drains, produces safer and cleaner streets and improved neighborhood aesthetics. It also reduces equipment failures, provides a safer work environment for employees, and can scale with the Town's growth. She said we are one of the last municipalities in Wake County to implement something like this.

Ms. Scott said that we are seeing an increase in the number of carts set out. She said that we expect to see fluctuations as the seasons change. We are seeing high levels of compliance with less than 1% of households being out of compliance.

Ms. Scott said the convenience center has been a huge success. She said that the hours and days have expanded starting in March to 7 days a week from 7 am to 3 pm. She said the convenience center is pivotal to the success of this program.

Ms. Scott said that they are listening to residents' feedback. One lesson learned is that education on the website needs to be improved, which they have done. She spoke about educational efforts and the help from 311 to educate people on the new model. She said they are getting complaints about routing, some of which were due to residents not putting their carts out at the proper time, but they have gone back out to collect and educate. She said that the Convenience Center has expanded its program to accept comingled yard waste.

Ms. Scott said that April 8-12 would be a fee-free yard waste sweep. Yard waste should be at the curb the Sunday prior to this week. It should be resident produced yard waste, not landscaper produced. We will see how this works and decide whether to continue the program.

Council member Deshazor commended staff for continuing to get the message out and for re-evaluating the program as it rolls out.

Council member Drees asked how residents should contact the Town if they have questions or concerns. Ms. Scott said 311 is the best way to reach out. If the 311 staff can't answer something, they will send it to Public Works. Council member Drees asked if composting was part of the eventual plan for the convenience center. Ms. Scott said we do not have that ability yet but it is in the plan.

Council member Forrest thanked staff for reminding us why we need the program. He said that residents have said good things about Freddie Rodriguez (Solid Waste Manager) in the past days so he is doing a good job.

MPT Berry said it's important to keep driving the education. He said he was telling the public to use the spring yard waste sweep. He said the free week has always been part of the plan, but some people are just now hearing about it. Ms. Scott said staff wanted to get the education out about the carts first, and then the sweep, so that is why we are rolling it out that way. She said we are discouraging residents from leaving waste out prior to the Sunday before the sweep.

CONSENT AGENDA

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by Mayor Pro Tem Berry, a second by Council member Forrest and a unanimous vote. The following actions were affected:

7. Minutes – Council approved the minutes of the February 20, 2024 business meeting.

8. Monthly Budget Amendments and Grants – The Council received the report of manager approved budget amendments authorizing the Town Manager to accept a grant from the North Carolina 911 Board and adopted Project Ordinance 24-06 Grants and Special Revenue Fund.

9. 11623 Holly Springs New Hill Rd. – Voluntary Annexation A23-06 – The Council adopted Resolution 24-06 directing the Town Clerk to investigate the sufficiency of annexation petition A23-06 and setting the public hearing for April 16, 2024.

10. Certification of Zoning Map – The Council adopted Resolution 24-07 approving certification of the Zoning Map.

11. Operations Campus Phase 1A GMP Amendment for Additional Construction Services and Materials - The Council approved the town-initiated Operations Campus Phase 1A GMP Amendment for \$631,329, increasing the new contract and GMP amount from \$2,999,980 to \$3,631,309.

12. Condemnation Resolution for Main Street Right Turn Lane (Bond) Project – The Council approved Resolution 24-08 authorizing the Town to proceed with condemnation proceedings for the unobtained easements needed to allow Duke Energy Progress to upgrade their utility lines and authorized the Town Attorney to file condemnation proceedings.

PUBLIC HEARINGS

13. Green Oaks Tech Center PUD Major Amendment 21-PUD-01-A01

Cheryl Caines, Development Services, said this item was to consider a Planned Unit Development (PUD) Major Amendment to modify standards related to permitted building materials. She said the property was designated as Innovation Village on the Land Use and Character Plan and zoned PUD. She reminded the public that a PUD allowed master planning of larger tracts with uses and patterns that are not allowed outright. It is to encourage creativity and innovation and allows applicants to create unique or site-specific zoning standards.

Ms. Caines said that Green Oaks Tech Center PUD, also known as Yield 2.0, was approved on November 30, 2021 as an employment campus with a high quality, cohesive design with distinct districts. Within the property, Pods 3, 4, and 5 have approved development plans and Pods 4 & 5 are under construction. She described the three districts of the PUD: Commercial District, Innovation District, and Southern Edge District. The proposed amendments would not apply to the Commercial District; they would be in areas south and west of Pod 5, in the Southern Edge District and a small part of the Innovation District. She said the applicant is seeking to modify standards to allow painted concrete and to add certain accent materials. They have also agreed to incorporate certain maintenance standards to keep the painted concrete in good repair. They propose limiting paint colors to one per building, and accent colors of wood, metal, and stone per the designated material types and colors, and limited to no more than 20% of each façade. She showed the proposed palette. She said the maintenance standard would address maintenance and appearance concerns by requiring a Property Owners' Association (POA) with architectural review powers, and maintenance standards to address color fading, peeling, or chipping. Ms. Caines reviewed the proposed amendments and said that staff recommends approval.

Council discussed the Property Owners' Association, the fact that this was a zoning amendment and would thus stay with the property, even if it was sold, and the enforcement options the Town has if the Property Owners' Association did not follow the maintenance standard.

Roger Bess, Planning Board representative said that the Planning Board voted to recommend approval with a vote of 8 – 1. Much of the discussion was assurance from staff that this was enforceable. They discussed the color palette and the POA. The dissenting vote, Mr. Crandall, regarded the cost shift from the builder to the tenant with no reason given but to save the builder money.

Ms. Caines said that it is typical of our commercial properties to have either a manager on site that works with our enforcement team, or an association that works with our team.

Mayor Mayefskie opened the public hearing and the following input was received:

Elizabeth McMillan, with Crescent Communities, speaking for the applicant, explained the reasons for the request and the maintenance commitments included in the request. She said they use painted concrete in many of their projects throughout the U.S. and using it will reduce the timeline. It will result in a lower cost, but they will pass that along in the form of lower rents. She showed examples of the current buildings on the site with embedded color concrete, and then showed examples of buildings with painted concrete from other projects they have constructed. She said that the tenants they are trying to attract are looking for speed to market, and this will assist with that.

Mayor Mayefskie asked what the warranty was on the prefinished concrete. Ms. McMillan said that there are different warranties for different parts of the building, and she wasn't sure. But she said she expects painting to be done every 7 to 10 years.

There being no further input, Mayor Mayefskie closed the public hearing.

Action: Motion to adopt Rezoning Ordinance RZ24-02 to adopt Statement of Compatibility and approve Planned Unit Development Major Amendment 21-PUD-01-A01.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

14. Voluntary Annexation A23-09, 12037 Holly Springs New Hill Rd.

Aaron Prichard, Development Services, said the Town received an application for annexation of about 1 ½ acres off Holly Springs New Hill Road. He showed the location and said that this would fill in a "donut hole" of unannexed property. It is part of the Regency subdivision and will be incorporated as open space. There will be road widening and installation of a sidewalk extension along Holly Springs New Hill Rd.

Mayor Mayefskie opened the public hearing and the following input was received: none.

There being no input, Mayor Mayefskie closed the public hearing.

Action: Motion to adopt Annexation Ordinance A23-09 to approve annexation of the property included in the application.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

NEW BUSINESS

15. 2035 Wake Transit Plan Update Stakeholder Appointment

Aaron Prichard, Development Services, said CAMPO has requested three representatives from Holly Springs to serve on the 2035 Wake Transit Plan Update Stakeholder Committee. The committee will meet approximately 6 times over an 18-month period to review plan goals and drafts and give input to form the plan, which will outline regional transit options for the next ten years. They have requested one elected official, and two other representatives. Administration recommends a member of the Planning Board (to be appointed by them at their March 26th meeting) and Jon Kegerise, VP of Manufacturing and Site Head for CSL Seqirus, who was approached by the Economic Development office and agreed to serve. If Council is in agreement with these choices, then their task tonight is to choose a representative from among themselves to serve on this committee.

Mayor Mayefskie asked if there was a need for an alternate on this committee. Randy Harrington, Town Manager, said there was no need, unless Council desired one.

Council member Deshazor said it wasn't a bad idea to have an alternate and he is willing to be the alternate since he already serves on CAMPO.

Action: Motion to appoint Council member Hewetson to serve on the 2035 Wake Transit Plan Update Stakeholder Steering Committee, and to appoint Council member Deshazor as alternate.

Motion by: Forrest

Second by: Deshazor

Vote: unanimous

16. North Carolina DOT Signal Upgrade and Timing Design Reimbursement Agreement

Kendra Parrish, Executive Director of Utilities and Infrastructure, said that the purpose of this item was a request for Council to approve the NCDOT municipal agreement for design of Phase 3 of the Intelligent Transportation System (ITS), and to update Council on advancements since last October. She reminded the public that ITS is a supplemental transportation strategy for advancing safety and mobility, using communication and information technology to lead to better traffic management and operation. She reminded Council and the public how this would improve traffic in Holly Springs and how Holly Springs' selection by NCDOT for this pilot project mean we would get this done sooner and for less money. She said that Phase 1 and 2 are complete. Phase 1 was 100% NCDOT funded project and Phase 2 was funded from the Community Investment Plan.

Ms. Parrish said that the current municipal agreement is for Phase 3: Upgrade signal software, update signal timing plans & create fiber connection to NCDOT traffic center. The funding is \$1.7 million from NCDOT and \$310,000 from the Town. It will enable "always on" communication, notifications of system issues, and remote systems updates. After this, Phase 4: Community Signal Management System will be a future budget request, but the Ops Campus that is being built will have a facility to allow real time monitoring of congestion and adjustments.

Jeff Wilson, Director of Information Technology, said that every signal in town has had fiber installed. He showed the locations of the signals. He said the cameras were installed as part of Phase 2 and explained that they would track cars, not people, and be able to follow a car from its entering the Town limits. This will help with traffic planning and future signal timing. He emphasized that the cameras are not used for enforcement.

Mr. Wilson said that Phase 3 will have benefits around mobility, analytics, and safety. He said that NCDOT funds for this pilot program will allow us to complete a project more quickly that was scheduled to take 7 – 9 years. It will impact mobility by reducing congestion and the environmental impact of idling vehicles, will improve communications and connectivity and issue resolution. Benefits to analytics include the ability to get accurate traffic counts, improve timing plans, and to have synchronized time. Safety benefits include the ability to have emergency vehicle preemption, to manage traffic incidents, and improve technician safety.

Mr. Wilson explained that Phases 1 & 2 are completed and paid for. Phase 3 has \$200,000 budgeted in the CIP and will need \$110,000 allocated from Street Reserves, for a total of \$310,000 of local funds to get a \$1.7 million upgrade. After design, the next step will be a second Municipal Agreement for construction, which will come back to Council for approval in order to complete Phase 3.

Mr. Wilson said that this success was a testament to Council's investment, adding the fiber at a time when we could not predict that it would be used in this way. Randy Harrington, Town Manager, said that because of Council's investment we are positioned to take advantage of this pilot program.

Council discussed which other municipalities had programs like this and how it could be expanded in the future to include artificial intelligence components. Council asked if staff knew what the impact to traffic would be. Mr. Wilson said he could pull some studies and send the information out in a Friday briefing. Ms. Parrish said that a range that had been seen in other places was from 10 – 18% improvement.

Action: Motion to approve the NCDOT Municipal Agreement with a Town contribution amount of \$50,000.

Motion by: Deshazor

Second by: Hewetson

Vote: unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following public comments were received in writing: one comment from Kristen Valus asking for an ordinance to make balloon releases illegal, for an update to the UDO to increase the protected tree canopy, and to pass the nondiscrimination ordinance; and one comment from Kat Tarsaswarm requesting regulations around Flytrex drones' flyover zones.

The following public comments were received in person: none.

OTHER BUSINESS

Council member Deshazor said he was getting messages about the school board and the new proposed high school assignments. That is not our jurisdiction, and he has asked people to contact the school board. But he recommended asking someone from the school board to meet with Council at a workshop to discuss school assignments.

MPT Berry said he was at a school board meeting and asked about a document in the planning process about the impact of schools that one of our neighbors receives. He said the document is not just about new schools, it is a document that shows what impact would be to each school, where they are being capped etc. Chris Hills, Director of Development, said they have engaged with the County on this issue and said that it was our desire to receive this document, but they have not been able to get that commitment. He said the County did not explain why one municipality got this and we don't, but we continue to work with them.

Council member Drees said she was at that municipality for a school board discussion on school planning and public safety and got a copy of the documentation request from the school board to Holly Springs, but we need their commitment as well.

Mr. Harrington asked for clarity on the request to bring a member of the school board to talk about development, their plans, and school assignment component. Council said that was their consensus.

Council member Drees said it is Creek Week this week. She thanked town staff for this and for Story Walk. She thanked Congressman Nickel for getting the funding for the water conveyance system, and reminded people of Arbor Day celebration this Saturday.

Council member Forrest asked for the attorney's office to provide a legal opinion on what we can and cannot do regarding the FAA and drone regulations. Mr. Harrington said when we have received complaints we have forwarded them to Flytrex who have been very appreciative of the ability to reach out to residents and they have sometimes altered their flight paths.

Council member Forrest said he would like to flesh out a legal review committee and what it could do and what the purpose of it would be. He asked for that to come to a future meeting for discussion. Mr. Harrington asked Council if that was something they wanted to do. There was discussion about duplication of work, the impact and requirements of the open meetings law, and whether there were other solutions to receiving confidential information prior to a closed session that required action. Mr. Harrington said he would put this topic on a workshop agenda.

Mayor Mayefskie said that last year the legislative action committee, he and Mr. Harrington went to Washington DC to meet with our delegation, and we had success as evidenced by the funds received for the water conveyance line. He said they are going back tomorrow to meet with our representatives to try to see how we can work together to bring more back to Holly Springs.

MANAGER'S REPORT

Randy Harrington, Town Manager, said Creek Week and Arbor day are great events happening this week. He thanked Paige Scott, the Public Works team and the 311 team who have been working very hard on the roll out of the yard waste program.

He said some events coming up include:

- Hoppin' hunt for grownups – a flashlight egg hunt after dark Saturday at Sugg; tickets required.
- Arbor Day Saturday morning, in conjunction with the Farmers market; and
- Spring Fling March 23rd at Ting Park.

Last week the Planning Board and Board of Adjustment got together for an orientation dinner. It was very successful. He recognized Jay Osborne, Assistant Town Attorney, who was filling in for John Schifano tonight.

Mayor Mayefskie asked Chris Hills for the contingency plans if it rains Saturday for the Arbor Day celebration. Mr. Hills said they were working on a contingency plan.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development incentive.

Motion by: Berry

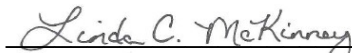
Second by: Forrest

Vote: Unanimous

Motion to leave closed session was made by Council member Forrest seconded by MPT Berry and passed with a unanimous vote.

Adjournment: Council member Forrest made a motion to adjourn at 9:00 pm. It was seconded by Council member Deshazor and passed with a unanimous vote.

Respectfully Submitted on Tuesday, April 16, 2024.



Linda C. McKinney, Town Clerk

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



MINUTES

The Holly Springs Town Council held a workshop meeting on Tuesday, April 9, 2024 at the Law Enforcement Center. Mayor Mayefskie presided, calling the meeting to order at 6:00 p.m. A quorum was established as the Mayor and four Council members were present in the room as the meeting opened.

Council Members Present in the room: Mayor Sean Mayefskie and Council members Tim Forrest, Danielle Hewetson, Chris Deshazor, and Annie Drees.

Council Members Present Electronically: Mayor Pro Tem Dan Berry.

Council Members Absent: none.

Staff Members Present: Randy Harrington, Town Manager; Linda McKinney, Town Clerk (recording the minutes); Daniel Weeks, Assistant Town Manager; Scott Chase, Assistant Town Manager; Corey Petersohn and MaryBeth Spoehr, Budget, Innovation and Sustainability; Kameron Womack and Mathew Mutter, IT; John Schifano, Town Attorney; Kendra Parrish, Executive Director of Utilities & Infrastructure; Aaron Levitt, Sara Emig, and Debbie Abene, Utilities & Infrastructure; Cassie Hack, Director of Communications and Marketing; Tina Stroupe, Director of Finance; Chris Hills, Director, Development Services; Sean Ryan, and Elizabeth Goodson, Development Services; LeRoy Smith, Fire Chief; Paul Liquorie, Police Chief; Patty Dressen, Director of Office of Customer Care; Irena Krstanovic, Director of Economic Development (arrived at 7:27); Paige Scott, Director of Public Works.

1. Overview: Randy Harrington, Town Manager, gave an overview of the meeting agenda.

2. Project Management and Delivery Study Report

Scott Chase, Assistant Town Manager, introduced Morgan McIlwain and Charles Archer from Freese & Nichols, consultants on the project management initiative. He said the Project Management Initiative was fundamental for change management as the town continues to grow. It would provide resource optimization and risk identification and management, and would project visibility, communication, centralized information for reporting and project insights.

Kendra Parrish, Executive Director of Utilities & Infrastructure, said the organization is currently managing \$800 million in projects that are in preliminary design, \$500 million. She outlined the current project management process. She outlined the goals and objectives of the project management initiative including accurate and effective reporting to Council; access to project level information throughout the organization; and project management policies, tools, and standards.

Morgan McIlwain outlined the process they used, including stakeholder meetings. She said the key takeaways from the findings included areas of success including the culture of the Town and collaboration between departments, and opportunities for improvement such as standardization, training, definitions (for better communication) and metrics.

Ms. McIlwain said that project phases begin with discovery, move through development and into training and support. She said we are moving into the second phase.

Ms. McIlwain said the strategy for the next phase is to establish standard definitions and metrics, so that everyone has the same expectations. Next, they need to develop processes and tools, and follow by evaluating a Project Management Information Solutions platforms.

Ms. Parrish discussed the current good project management practices that Holly Springs currently has in place, and what the next steps to evolve those to the next level would look like.

Ms. Parrish said that Transportation, is a key concern of the residents year after year. She said that organizational adjustments would need to be evaluated in the coming years with the addition of leadership capacity through reallocating positions and staff augmentation. In the future it could become a separate division within Utilities and Infrastructure.

Ms. Parrish said next steps would include continuing to advance on Phase 1 recommendations, proceeding toward Phase 2 for implementation and identification of Project Management Information Solutions. She said the FY25 proposed budget would include a modification in alignment focused on Transportation delivery.

Council discussed staffing requirements and change management strategies. There was further discussion about the phasing. They discussed the benefit to residents in optimizing resources and resource alignment. Mr. Harrington said that Council articulated Organizational Excellence as a strategic priority, and this was an excellent way to address that initiative. Staff reassured Council that any new software would integrate with software already in use.

3. Land Use & Transportation Check-in from Retreat

a) UDO Updates & Conditional District Process

Chris Hills, Director of Development Services, said this item was to present an overview of UDO updates requested by Council as well as some initiated by staff, and receive feedback. Beginning in fall 2023, Council indicated that they wanted some changes to Building Heights, Density, Residential Lot Sizes, and Conditional District process. Other amendments discussed were around the implementation of the Northeast Gateway and Downtown Area plans. There are also technical corrections, minor modifications, and amendments to the billboard/sign regulations. He said that last fall some quick adjustments were made. Staff said that Residential Uses & Lots and Conditional Zoning Districts would come back to Council in the spring of 2024, which is what we are here for tonight.

Sean Ryan, Development Services, said that Council wanted to revisit minimum lot sizes for certain zoning districts with a goal of providing a clear option for 10,000 square foot lots. He outlined the current standards for detached dwellings in SR, NR, and NCR districts, and the proposed changes. He said that allowing for an average lot size, rather than requiring certain percentages of lot sizes, would meet the Town's goal of mixed lot sizes in a neighborhood in a way that developers could actually construct, especially in smaller subdivisions.

Mr. Ryan said the Conditional Zoning Districts currently require a three-step process, with two check-in points with neighborhood meetings and public hearings. This process takes 18 – 24 months. Staff proposes an optional two-step process with the zoning and development plan combined into one neighborhood meeting and one public hearing. This would be legislative, not quasi-judicial, and would shorten the timeline by 6 months. This would be a choice for the applicant, with the three-step process as an option.

Mr. Ryan said the current process has the proposal go to Planning Board, then a Council public hearing, followed by Council decision. A possible update would be to have one public hearing for Planning Board and Council together, after which the item would go to the Planning Board and then to Council for a decision. This would add a month to the process, but in combination with the other proposed change, would still be five months shorter than the current process.

Mr. Ryan said that stakeholder feedback received was concern about added expense without providing more predictability, increased risk with no assurance of utility capacity,

suggestion of defining what minor modifications could be made to a plan without new rezoning and they asked to eliminate the quasi-judicial process and move towards staff approval.

MPT Berry said he liked the change to shorten the process and streamline the approval. He asked how the average lot size would be calculated. Mr. Ryan said one of the metrics a developer is required to report is the average lot size of lots intended for residential building, not the open space. That is the number staff would use to see if they met that metric.

Council member Hewetson asked if the applicant did select the three-step process, would it change Council's order of approval. Or would it still use the changed process. Mr. Ryan said if they choose the three-step process, it would be just as it is today. What we are seeing in a lot of our rezoning cases is that the rezoning and the development plan is on the same agenda or the next month. We are seeing a lot of the details coming in earlier already. He said the public hearing change would take effect regardless of if the applicant chooses the 2 or 3 step process. If Council decides to go forward with the modified process, they would not make the decision at the same meeting as the public hearing.

Council member Drees said her concern is whether they would get the same amount of input if the Public Hearing order changed. Mr. Hills said all the notifications would be the same so people would hear about it the same way. But if the action is not being taken that same night, it gives the applicant a chance to react to the public input and evolve their plan. Mr. Ryan said we often hear that if people had known about the Planning Board meeting they would have come to it. Having the Public Hearing earlier enhances our ability to get more input.

Council member Forrest asked if Planning Board would hear the Public Hearing. Mr. Ryan said they would be invited to come hear it, and the staff report would also include the results of the public hearing.

Council member Deshazor said he thought having the new public hearing order would be a good thing for Planning Board and the public. The other piece is, the combination of zoning and development plan raises a little bit of a concern for him, because it will make the process and those conversations longer because we would have to get it absolutely right the first time. He thinks that will make for very meaty discussions. Most of the time it will be fine, but sometimes it may be problematic. Mr. Ryan said this may reduce the amount of material Council gets, because instead of a concept plan, you will get a detailed development plan.

Council member Deshazor asked how many rezonings Council has said no to in the past five years. Elizabeth Goodson, Development Services, said that there are more that have been delayed than actually denied, although some have been delayed repeatedly. Mr. Hills said that only about 5% of proposals make it to the Council approval process, because the plan may not match town expectations or plans. The ones that make it to Council have been pretty well vetted.

Randy Harrington, Town Manager, asked Council how they felt about whether the Quasi-Judicial process was worth their time. Council member Forrest if the quasi-judicial process is meant to help construction, and if it was meeting that intent. Mr. Hills said that according to statute there are two ways we can go. One is to have a quasi-judicial hearing for plan approval. The challenge is that if a project meets the standard it is hard to say no. And the public has a hard time understanding that. The other opportunity, and what our stakeholders would like, is for the quasi-judicial part to become administrative after zoning. Oftentimes the conditional zoning process is part of that. It allows Council to have the purview on both the rezoning and development. Staff would be open to allowing the development plan to be administrative, which would also shorten the time frame for the developer. Council member Forrest said we looked at moving this to the Board of Adjustment and then we pulled it at the last minute. But, he asked, as we continue to grow, at what point does Planning and Zoning need different authorities.

Council member Drees asked if Council brings something different to a quasi-judicial hearing than staff would. She asked if staff felt like they would have come to the same

conclusion as Council in those cases where a change was made. Mr. Hills said we have talked about modernizing the UDO with these changes. This is a bridge to not going all the way to administrative approval and we will continue to marinate this before bringing it back to Council.

Mayor Mayefskie said we have one of the longest processes in the county and shortening it would help with getting the housing we need. He asked if there were any legal concerns with this change. John Schifano said Council needs to realize that when they rezone something they could get anything that is an allowable use in that district. What we have tried to do is get close to conditional district rezoning. That is what we have been working towards. The danger that you run into is doing a rezoning and three of you thought you were getting one thing and three of you were thinking you were getting the other. In theory the rezoning could be invalidated. You want to be sure your zoning criteria align with what you expect to get on that site.

Council member Deshazor asked if a developer could change mid-stream which process they wanted. Mr. Hills said yes, they could decide that one process wasn't working and they could move to the other. Ms. Goodson said that in the 2-step process they are making one legislative decision that would have the zoning and development plan in the same decision, with civil construction drawings an administrative decision.

MPT Berry said we have to think about who is asking for these things. The development community is asking us to get rid of the quasi-judicial process as well as reducing the time. He thinks they are getting their cake and eating it too. He said there have been examples where Council involvement has gotten us something we wouldn't have gotten at the staff level only. He thinks we need to be careful about who we are trying to serve. If we combine the two elements in one, they are getting that anyway, so it's a balanced approach.

Council member Forrest asked if moving to the 2-step process and keeping the quasi-judicial could still be shorter. Mr. Hills said in theory you could, but to MPT Berry's point, a legislative decision gives the Council more leeway. It can give them more influence on change.

Mr. Ryan said the next item for Council's consideration was plan implementation. The Northeast Gateway currently allows three types of residential units: attached dwellings, apartment dwellings, and detached dwellings. Staff proposes breaking each of these down into their component parts. This would not change any permitted land uses currently, but would allow flexibility for future decisions, such as if there were a place where duplexes would be appropriate, but Council did not want townhomes.

Mr. Ryan said it has become clear that implementation of the Downtown Area Plan is going to be closely related to parking. Staff proposes eliminating the DMX exemption to providing parking for residential dwellings and commercial projects. This would apply to new development. No new parking would be required for a use change. He said the Town could also explore collecting a fee-in-lieu of parking.

Mr. Ryan said that the remaining proposed amendments were minor modifications and technical corrections. Minor modifications include nonresidential use allocation, nonresidential lot frontage/access, consolidation of amusement and entertainment uses, construction timing for residential open spaces and defined terms. Technical corrections would fix terminology consistency and document structure. Council member Forrest asked if we had seen any interest in building Accessory Dwelling Units. Mr. Hills said we may have fielded a handful of calls, but no one has moved forward with it.

Mr. Hills said our ordinances take a very hard line on off-premise signage. We value this because we are a character-driven community. He said the Town Attorney suggested we might need to take a look at how we regulate these signs. Mr. Schifano said that we are dealing with an application to erect a billboard in front of Fifth Third Bank, and the attorney representing them is the number one billboard attorney in the state. He takes the position that the enabling legislation says that we can regulate outdoor advertising, but it doesn't say we can prohibit it.

There is an outdoor advertising act that states that it is a good thing for the state. Therefore, he asked staff to look at regulating it, rather than prohibiting it. The hope is for the level of regulation would meet the goals we all have for the Town.

Mr. Ryan said that staff is proposing amendments to clarify Outdoor Advertising as a commercial use in the permitted use table, create standards for size, location, and digital features, and limit them to certain Commercial and Industrial Districts, being very corridor specific. Areas in consideration for this permitted use would be RMX and HI Districts within 150' of the right-of-way along and facing US 1 and NC 540. He compared our current ordinance to our neighbors, saying that Apex, Cary, Knightdale, Rolesville, and Wake Forrest totally prohibit billboards, and Morrisville and Fuquay-Varina have ordinances similar to ours limiting size and height. He said that clarifying these types of signs as a land use, rather than sign ordinance, matter would make them permitted with standards, whereas Zebulon, the other municipality classing them this way, prohibits them. Mr. Hills said that the state says these are legal and could be good for your community, and some municipalities have said there are places they would be ok. We have the ability to regulate it to be in a place that is acceptable to our community. We would keep the current size restriction of 24 square feet, which is smaller than a traditional billboard.

Mr. Ryan said that next steps would be for Council to consider the amendment regarding billboards in May and those regarding residential uses and lots, conditional zoning districts in June. He asked for Council's feedback in preparing those amendments.

Council member Drees said she wondered if tree preservation could be revisited in the UDO amendments. Mr. Ryan said with the adoption of the new UDO there were some changes that increased the amount of open space and the applicant could choose to increase tree preservation to meet that need.

b) Microtransit

Elizabeth Goodson, Development Services, said this item was to provide an overview of microtransit, and explore considerations for expansion of the community's transit options. She said that investing in traffic management and increasing bus service in Holly Springs were topics that residents identified in the community survey as among their top priorities. She said that a half cent of the sales tax is dedicated to transit in Wake County, and the Wake County Transit Plan calls for transit connections to all municipalities in Wake County and funding for local transit programs. Ms. Goodson said that the Comprehensive Transportation Plan calls for a three-phase approach. The first phase is single on-demand microtransit zone with service points. Two other phases would move more towards a fixed route approach.

To make sure we are all operating under the same definition, she said that microtransit is small-scale, flexible routes, on-demand transit for a broad service area. It aims to find a balance between flexible and fixed, collective and individual, to be a middle way between individual vehicles and a large-scale bus service. There are different types of microtransit, including point-to-point, similar to a rideshare service, and zone-to-zone with set pick up and drop off areas. Either of these can be on-demand or pre-scheduled.

Ms. Goodson said that microtransit can be publicly operated, privately operated, or a partnership. The partnership approach requires a high level of coordination but offers the most flexibility with medium risk to the town. Populations best served by microtransit are lower density populations, riders who choose not to use their car, and persons with disabilities. GoWake Access Transportation is only accessible in rural service zones.

Ms. Goodson gave examples of microtransit programs in municipalities of similar size, and explained their costs, fares, and style of service. She said that lessons learned from other communities were that microtransit cannot replace fixed-route transit but can serve lower-density areas and uncover latent demand. Feasibility studies are needed to determine community needs and travel patterns before launching a service, and that choosing the right

service provider and proper promotion of the program are important. She also explored driver shortage challenges experienced by our neighbors. She outlined estimated operating costs, including start-up costs, technology needs, and staff to be around \$425,000.

Ms. Goodson said that this was a high-level overview. Next steps could be conducting a feasibility study, which would cost around \$70,000, but there is grant funding from CAMPO's Community Funding Area Program, which could provide up to \$50,000 or 50% of the cost of the study.

Council member Deshazor said people are asking for this and asked what the time frame to get something like this implemented would be. Ms. Goodson said a feasibility study is required. Mr. Ryan said two years is probably on the short end. Mr. Hills said there was a pilot program in northern Wake County. We might find a pilot program and piggyback on it. But to make sure we do it right the two-year timeframe is more likely. Mr. Harrington said if the study takes six months, we would come back to Council at the retreat or a future meeting, for future consideration.

Council member Hewetson asked what a study would entail. Ms. Goodson said it would look at our service area and our way of looking at it, from type of vehicle to possible zones.

Mayor Mayefskie said he would like to look at a fee-based model. He doesn't know if we have funds in the budget for free rides, but \$2.50 to get a ride to the grocery store is reasonable. Council member Hewetson said something like Morrisville's, with a fee but it gets you to points in town, would be feasible. Mayor Mayefskie asked if this was geared towards the adult community who need transportation to doctors' appointments, rather than zone to zone. Council member Deshazor asked if a mixture of both would be feasible. He thinks there is a demand for point-to-point and for zone-to-zone. Ms. Goodson said either is more flexible than a fixed route system.

Council member Drees said she thinks we need the study in order to get answers to the questions Council is asking. Council member Forrest said there is a litany of things that this could address. He asked if Holly Springs qualified as rural enough for GoWake. Mr. Ryan said it does not. Council member Forrest said our 55 and above population is close to 10% of our population and we need to address their needs. He agrees we need the study. MPT Berry said any cost we put towards this is a challenge in this budget year, so we need to think about what we're cutting to get it. Mr. Harrington said if Council does want us to move forward, our match with CAMPO would mean the Town's contribution would be doable and that would be the only expense over the coming year until more guidance was offered.

4. Budget Check-in

Randy Harrington, Town Manager, said before he addressed the budget he wanted to address Council's feedback on the Strategic Priority area: Growth Management and Economic Vitality is the proposed label to meet Council's request. He asked for confirmation on whether that matches what they were requesting. The consensus was that it was ok.

Mr. Harrington said this item was to provide a brief update on the budget process, with a focus on an update to the Public Safety pay classification study. He said he is seeking feedback to help inform his final budget balancing considerations.

Malayna Halvorson-Maes from McGrath Human Resources said that there has been a 49% increase in openings in Public Safety since 2020 and a decrease of at least 16% in applicant volume. She said turnover is expensive and impacts staff burnout, overtime line items, and operational readiness. She outlined some of the challenges that are driving compensation trends and applicant expectations.

Ms. Halvorson-Maes gave an overview of the 2021 Compensation Study. She explained who the Town's Market Comparable Organizations were and showed how Holly Springs compares using Minimum, Midpoint, and Maximum Comp Ratios. She said minimums were ok,

but midpoint and maximum were falling behind, which creates problems for recruitment. She said that while Council targeted a rate above average in the implementation of the 2021 study, Holly Springs has fallen behind in both minimum and maximum pay for police and fire personnel.

Ms. Halvorson-Maes recommended separation of sworn positions to their own salary schedules, adjusting public safety salary ranges to align to the 50th percentile of comparable findings (with consideration for compression separation) re-developed levels for Police Officer and Firefighter positions, and retaining employee positioning within each range. She showed a market illustration of what it would take to position Holly Springs above the average for the area.

Corey Petersohn, Budget, Innovation, and Strategy, said that the pay classification study utilizes position data effective July 1, 2023 from the comparables. Staff recommends accounting for inflation on the proposed public safety pay grades (an increase of .89%). Benefits would include an increased employer contribution rate to the retirement system. With these in mind, the cost of this implementation would be \$1,293,732 (including impact to vacant positions) with \$995,079 of that from salary and \$298,653 from benefits.

MPT Berry asked how long it should take an employee to advance to the midpoint. Ms. Halvorson-Maes said part of it is based on how broad your ranges are, and yours are 50%. You have to think about what the organization has deemed proper performance. But if you take more than 5 or 6 years to reach that midpoint, you will find that employees get frustrated. With that said, if you have a competitive range and they can see the progression, sometimes they don't get as frustrated because they can see a path. MPT Berry asked if we do this every two years, every time we do this it is range neutral, it's going to take longer for people to get to 50%. Ms. Halvorson-Maes said you are in a very competitive area, and you have a lot of vacancies, so you have more cards stacked against you. You are going to need to keep looking at these and rely on your performance management system to be sure your employees are reaching their marks. It is one piece of the puzzle. There are other reasons people decide to stay or go. Mr. Petersohn said right now if an officer is 50% into their pay grade, when we move the grade, they will remain at 50% of the new grade. So how long it takes to get to the midpoint depends on their evaluation. MPT Berry said that he thinks the more we do this, for some people it could make it harder.

Council member Drees said we talked about benefits changes at a past workshop. Have we given any thought on phasing these in to lessen the budget impact? Maybe giving it to those with the most need. Mr. Harrington said first, there are some jurisdictions that break it up into a 2- or 3-year plan. From a morale standpoint, that's harder to manage. If you are taking it over a 2–3-year period, you are falling behind because most are moving. Council member Drees said she was not talking about 2-3 years. Even over a month or two. Mr. Harrington said the cost of that would be negligible, but who gets to be first means you have morale to deal with. Mr. Petersohn said this is in one way a phased implementation because last time it was the whole organization and now it's just public safety. Mr. Harrington said the most aggressive way to assure that an employee meets their midpoint is to have a stepped system, but that would double the cost and give you a pay plan that is not sustainable. MPT Berry said we did this two years ago and Public Safety was half of that cost. Now we are proposing the same money. It is not sustainable to do this every two years and tie up our budget. He said we need to find a way to do this for less money, because eventually it is going to catch up. Mr. Harrington said that is a great point. He said that through his 24-year career in local government he has never seen the market move like it has in the past years. What we are seeing right now is unique. Long-

term wise it is not sustainable in the region. So there should be some modulating in the market. This is showing where the market is now. But he agrees that we need to watch it closely.

Council member Forrest asked why we don't have a step program in public safety that would get employees to the midpoint faster. There's got to be a way to implement that. If we don't have a way to do a step system, it's something we should look at. He said \$1.3 million is a lot of money. But right now our hands are tied. He asked about providing other things to keep the salary fight down. We need to do this, but we need to develop other plans for the long term. Mr. Harrington said he has experience with the step system and it becomes completely unsustainable. Traditionally it is based on years, not performance. Council member Forrest said it should be based on performance and education, not be automatic. Mr. Harrington said we have done some career laddering at the start of the study in 2021. There are ways to move up. Council member Forrest said we have to engage in best practices for our size of town. Mr. Harrington said we are using best practices. Something like a step program is not necessarily best practice. But we are trying to be data driven. The conversations we are having about other practices to take a little pressure off salary alone are also best practices we are addressing.

Council member Deshazor said that at the retreat we talked about total reward, but now we're talking salary only. He wants to look at total rewards to sweeten the pot to make sure we are making employees happy here. There are different things out there we can address. Mr. Harrington said Council will see that in the recommendations. There were 11 or 12 things we talked about last month and you will see more on that, following up on that conversation. Mayor Mayefskie said a business model of hiring by how other municipalities hire is not a good model. He wants others to follow us. We can come up with other ideas to keep people here. We as a team are above and can do these things to keep our employees.

Mr. Harrington said he would roll out the budget presentation at the May 14th meeting.

5. Open Discussion

Skipped in the interest of meeting CM Drees' 9:00 hard stop.

6. Closed Session: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development incentive.

Motion by: Deshazor

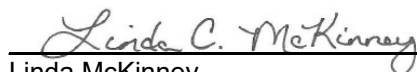
Second by: Forrest

Vote: Unanimous

Motion to leave closed session was made by Council member Deshazor, seconded by Council member Forrest, and passed with a unanimous vote.

6. Adjournment: There being no further business for the evening, motion to adjourn was made by Forrest seconded by Council member Hewetson and passed with a unanimous vote. The April 9, 2024 meeting of the Holly Springs Town Council was adjourned at 9:18 pm.

Respectfully Submitted on Tuesday, May 14, 2024


Linda McKinney
Town Clerk



MINUTES

The Holly Springs Town Council met in regular session on Tuesday, April 16, 2024. Mayor Mayefskie presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present in the Chamber as the meeting opened.

Council Members Present: Mayor Mayefskie, Mayor Pro Tem Berry, Council members Timothy Forrest, Danielle Hewetson, Annie Drees, and Chris Deshazor.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Lindsay Goldstein, *Paralegal*; Mathew Mutter and Kameron Womack, *IT*; Kathy White, *Deputy Clerk*; Corey Petersohn and MaryBeth Spoehr, *Budget and Sustainability*; Cassie Hack, *Director, Communications and Marketing*; Tamara Ward, Kelly Miller, and Chris Belk, *Communication and Marketing*; Chris Hills, *Director, Development Services*; Sean Ryan, Aaron Prichard, Catherine Jacobs, and Cheryl Caines, *Development Services*; Kendra Parrish, *Executive Director of Utilities & Infrastructure*; Carrie Kennedy, Kimberly Keyes, Rachel Ingham, Sara Emig, Rachel Jones, and Seann Byrd, *Utilities & Infrastructure*; LeeAnn Plumer, *Director, Parks & Recreation*; Matt Beard, *Parks & Recreation*; Tina Stroupe, *Finance Director*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Rabbi Mike Stevens of Beth Shalom.

4. Agenda Adjustment: The April 16, 2024, meeting agenda was adopted with changes, if any, as listed: none.

Motion: Berry
Second: Forrest
Vote: Unanimous

REQUESTS AND COMMUNICATIONS

5. Legislative Action Committee Introduction of Philip Isley

Randy Harrington, Town Manager introduced Philip Isley of Blanchard, Miller, Lewis & Isley, PA who will lobby for the Town's interests at the state level. Mr. Isley made a few remarks regarding his experience and his plans for working with the Town.

RECOGNITIONS

6. 2024 Holly Springs Citizens Academy Graduation

Cassie Hack, Director of Communications and Marketing, outlined the program of the Citizens Academy and recognized the 24 graduates of the first Academy.

7. Volunteer Appreciation Week

Mayor Mayefskie recognized representative volunteers from Parks & Recreation and the Town Hall Greeters and proclaimed April 21 – 27 Volunteer Appreciation Week in Holly Springs.

8. Building Safety Month Proclamation

Daniel Pope, Development Services, said that May is Building Safety Month. He outlined the themes for the 44th Building Safety Month in 2024 and how Holly Springs would be recognizing the importance of building safety. Mayor Mayefskie proclaimed May as Building Safety Month in Holly Springs.

9. Police Week

Mayor Mayefskie recognized the members of the Holly Springs Police Department and proclaimed May 14 – 18 Police Week in Holly Springs. Police Chief Paul Liquorie accepted the proclamation.

10. Mental Health Awareness Month Proclamation

Mayor Mayefskie proclaimed May as Mental Health Month in Holly Springs and presented the proclamation to Theresa Randall, ADA Coordinator for the Town of Holly Springs.

CONSENT AGENDA

Mayor Pro Tem Berry made a motion to approve all items on the Consent Agenda which was seconded by Council member Hewetson. Council member Drees asked if the Hunt Center item could be moved from the Consent Agenda. MPT Berry said her Motion was out of order. Mayor Mayefskie asked about procedure. Randy Harrington, Town Manager said Council could re-vote on the agenda adjustment or staff could send a follow-up report on the Hunt Center project. Council member Drees said a follow-up report would be fine. Vote to approve all items was taken and was unanimous. The following actions were affected:

11. Minutes – Council approved the minutes of the March 5, 2024 business meeting and the March 12, 2024 workshop meeting.

12. Monthly Budget Amendments and Grants – The Council adopted PAYGO Capital Project Ordinance 24-09 and authorized the Town Manager to sign and execute any contracts within the approved PAYGO project budget; authorized the Town Manager to sign and execute any contracts for the purchase of the combination truck within the approved stormwater fund appropriations; adopted Parks and Recreation Capital Reserve Ordinance 24-10; adopted Parks and Recreation Capital Project Ordinance 24-11; adopted Street and Sidewalk Capital Project Ordinance 24-12 and Street Capital Reserve Ordinance 24-13; and approved the associated budget amendments.

13. Eagles Landing Park and Recreation Center Construction Drawing Design & Construction Administration Contracts – The Council authorized the Town Manager to sign and execute professional services contracts for construction drawings design and related construction administration support for the Eagles Landing Park and Recreation Center project with CLH Design, PA for site/civil engineering services for \$1,918,941.90 and with Davis Kane Architects, PA for architectural services in the amount of \$3,650,500.

14. Fiscal Year 2023-24 Audit Services Contracts – The Council approved a contract with Cherry Bekaert LLP in the amount of \$65,600 to perform the annual financial audit for the fiscal year ending June 30, 2024, and approved a contract with Cherry Bekaert LLP for preparation of the Town's Annual Comprehensive Financial Report in the amount of \$27,250.

15. Hunt Center Lobby Renovation Construction Contract and Security Enhancements - The Council authorized the Town Manager to enter into a contract with Salisbury and Moore Construction for the renovation of the Hunt Center Lobby for an amount not to exceed \$242,000; and authorized the Town Manager to approve and execute other related security and access

control contracts and any potential contingency change orders within the project scope and revised project budget of \$346,864.

16. Emergency Communications Radio Console Contract – The Council approved a contract in the amount of \$817,594 with Motorola Solutions to provide and install dispatch radio consoles in the 911 center and gave the Town Manager the authority to execute any contracts within the approved project budget.

17. Grant for Partnership in the Sanford Water Filtration Facility Expansion – The Council adopted Resolution 24-10 to accept the funding offer for a \$6,000,000 American Rescue Plan Act Regionalization grant; approved the State of North Carolina Department of Environmental Quality Division of Water Infrastructure Funding Offer and Acceptance; and adopted Ordinance 24-08 to establish the Sanford Water Filtration Facility Expansion Capitol Project funding.

18. Sanford Water Filtration Facility Conveyance to Fuquay-Varina and Holly Springs Easement and Land Acquisition – The Council authorized the Town Manager to approve Temporary Construction and Permanent Easement and Land Acquisition expenditures and agreements within the existing project budget and ILA with the Town of Fuquay-Varina.

19. Wake County Community Development Block Grant Cooperation Agreement Extension – The Council supported automatic renewal of the Wake County Community Development Block Grant Cooperation Agreement for three years (2025-2027).

20. Amendment to Yard Waste Ordinance Appeals Process – The Council adopted Ordinance 24-07 amending Chapter 14 – Public Works, Article II – Yard and Leaf Waste, White Goods, and Bulky Trash Collection to specify an appeals process.

PUBLIC HEARINGS

21. 11623 Holly Springs New Hill Rd. Voluntary Annexation A23-06

Cheryl Caines, Development Services, said the Town received an application for annexation of about 12.67 acres off of Holly Springs New Hill Road. She showed the location of the property and said it was being combined with the parcel to the north and would have access. It is also a “donut hole” which would now be filled in.

Mayor Mayefskie opened the public hearing and the following input was received: none.

There being no input, Mayor Mayefskie closed the public hearing.

Action: Motion to adopt Annexation Ordinance A23-06 to approve annexation of the property included in the agenda packet.

Motion by: Deshazor

Second by: Forrest

Vote: unanimous

22. Eagles Landing Park Rezoning and Comprehensive Plan Amendment

Cheryl Caines, Development Services, said the purpose of this item was to rezone the park property from RR Rural Residential to RR-CD Rural Residential Conditional District for Eagles Landing Park, located along Cass Holt Road. She said the requested action would be to consider the rezoning and the utility allocation.

Matt Beard, Parks and Recreation, showed where the property is and said it would be the first park on the west side of NC 55. He outlined the public engagement that went into developing

the Masterplan for the park. He said it was 56 acres across from the high school and it was a former agricultural site.

Ms. Caines said the property is designated partially Neighborhood Center and partially Mixed Residential Neighborhood on the Land Use and Character Plan, and zoned Rural Residential. She said that amending the Land Use and Character Plan would be in the best interest of the Town as having a park on this side of town, and near the high school, would further a Town goal. She said that the development review process dictated a legislative hearing to rezone the property, followed by a quasi-judicial hearing to approve the development plan.

Ms. Caines explained the proposed standards for landscaping, parking, and building standards and why staff thinks they would be a creative way to meet the spirit of the UDO and serve the public good. She explained that the parking being scattered, rather than only behind or beside the building, would allow parking to be close to the fields and other areas that would be used. She explained that the total number of parking spaces was for the rare times when special events are going on and the standard day would need about half the number of supplied spaces. She outlined the goals of a conditional district rezoning and outlined how the proposed standards address those design goals.

Catherine Jacobs, Development Services, said that the site would be served by sewer and water and showed the proposed route for the sewer line. She said the development has provided a utility allocation request. Staff has determined that there is sufficient water to meet the requested allocation. She said that a transportation study was completed. She showed the two access points on Cass Holt Road, one of which aligns with the High School access. She said the road frontage would be widened according to the Comprehensive Transportation Plan. She showed the seven intersections that were studied and said a potential traffic light could be installed at the northernmost driveway.

Planning Board Representative Rick Madoni said that the Planning Board recommended approval with a vote of 9 to 0.

Ms. Caines said the rezoning is complementary to the Future Land Use Plan, is reasonable and in the public interest. It would provide a park facility west of Highway 55, and proposes enhanced buffers and preserves tree stands. She said that staff recommends approval.

Council member Deshazor said the reduction in EV parking was a red flag for him. He asked if approving this would reduce the amount of EV parking. Mr. Harrington said Council always has the ability to increase the number of EV parking spaces. He said the typical expected use of parking spaces at the park is around 240 spaces; the full amount of parking would be used only about 10 times a year. The parking analysis was based on the 240 spaces expected to be used on a daily basis.

Mayor Mayefskie asked if the sewer line shown is the actual path. Ms. Jacobs said it has not been 100% engineered yet, but this is probably pretty close.

Council member Drees asked staff to speak to tree clearing and reforestation. Ms. Caines said that there is not a lot of clearing of trees that are there. The plan is for full reforestation in the future. Rachel Watson of CLH Design showed where existing tree coverage is on the north and west and said those trees will not be touched. The proposed development will have additional trees planted so that there will be further tree coverage. Council member Drees asked about strategies to address light and noise issues. Ms. Watson said LED lighting would be down facing to reduce light pollution. Additional planting would reduce noise and many of the most used areas are in the central part of the park which would also reduce noise. Council member Drees asked about high school students parking there. Mr. Beard said we understand the parking issues with the high school and once we get to the development plan item there will be illustrations of the layout and staff will discuss how high school parking could be a positive, because it would attract users to an area where there are trash cans and bathrooms. If student parking becomes a problem we can work with the school on a permitting agreement. He said that maximum use of the park will probably be on weekends, and we will look to strike a balance with weekday use and high school parking. Mr. Harrington said we do not intend this to be the overflow lot for Holly Springs High School and we will manage it for users.

Council member Forrest asked where the crosswalk was in the transportation plan. Mr. Beard said it will be shown more clearly on the next set of slides, but it is where the southernmost access to the high school is located.

Mayor Mayefskie opened the public hearing and the following input was received: none.

There being no further input, Mayor Mayefskie closed the public hearing.

Rachel Watson, CLH Designs, speaking for the applicant, said the existing use for this parcel is Neighborhood Center and Mixed Residential Neighborhood. Changing that to Natural Area for a park is in the public interest.

Council member Deshazor said he would like to put the EV ports in during construction, rather than later, even if we don't put the chargers in. Mayor Mayefskie said that manufacturers are cutting back on making EVs so he doesn't know if we should put in more now. Council member Drees asked how difficult it was to add additional EV parking later. Ms. Watson said we can add the additional infrastructure when need arises. Mr. Beard said with a land use as complicated as this, our UDO recommends a parking study. We expanded that to include EV parking as well. We are sensitive to both the ability to add additional chargers in the future with additional banks on the westernmost parking lot, but also to the cost of installing all of those on day one versus having the conduit installed and being able to thread everything through at a later date.

Council member Forrest said it is a concern he has as well, but he doesn't want to hold up the rezoning process. He asked if staff could research federal requirements and then come back and Council could revisit the EV parking space numbers. Council member Deshazor said if we leave the conduits he is fine, but he doesn't want to reduce the number of conduits. Mr. Beard said it is not just conduit. There is a lot of other ancillary infrastructure that has to go in to installing EV chargers. We would want to be thoughtful about where that would go, what space was needed, and continue to work with Duke Energy and Advanced Energy on what we would need to be sufficient if everyone was charging at once. There are a lot of questions about going to full build out. It's conduit, transformer pads, easements to run another power line. Mr. Harrington said one other option would be to use this as a bid alternate and as we get to the end of the project Council can address the trade off on whether this is more valuable than another park amenity. With any project you have to value engineer it and we are going into that process. Council member Hewetson said she is comfortable going with the expert recommendation. MPT Berry said we don't spend tax dollars on gas stations so he didn't think we should spend money on electric vehicles. Mayor Mayefskie asked if there could be another grant possibility to get more charging stations. Mr. Beard said there could be another opportunity for a grant on this property. That would lead to some cost savings which would allow us to provide more, or provide the same number at a lower cost. We are working on a lot of options with Advanced Energy and with our Sustainability Coordinator as we move towards more advanced construction drawings.

Council member Deshazor said the high school parking is going to be an issue and we need to look into that. Kids are going to park there instead of paying to park at the school and we need to get ahead of it before it happens. Mayor Mayefskie asked if that could be brought to the workshop with the County in June. Mr. Harrington said it would be a fair question to ask them. We have work to do on the parking but we are working on that. MPT Berry suggested an opportunity to make income from parking. Council member Drees said there would be a safety issue of high school students crossing at a busy time.

Action 1: Motion to adopt Ordinance RZ24-03 to adopt the statement of compatibility and approve the rezoning.

Motion by: Forrest

Second by: Berry

Vote: unanimous

Action 2: Motion to approve Utility Allocation Request.

Motion by: Forrest

Second by: Hewetson

Vote: unanimous

23. Eagles Landing Park Development Plan

Cheryl Caines, Development Services, said that this item was to consider the Development Plan for Eagles Landing Park. She reminded the audience where the property was located and that it was now designated Natural Area on the Land Use and Character Plan and zoned Rural Residential Conditional District. She said the recreation center would be 110,580 square feet. The park would have 537 parking spaces, of which 12 would be EV charging stations and 36 would be EV ready.

Catherine Jacobs, Development Services, reminded the audience of how the water and sewer would connect. She said it was consistent with the rezoning and the site plan. She explained the road widening of Cass Holt Road, per the Comprehensive Transportation Plan, and where the driveway access points would be. She showed the intersections that were studied and explained the transportation improvements that would be made.

Ms. Caines said that the use is consistent with the zoning and the future land use designation, and is sensitive to existing natural features. She said the proposed buildings include a mix of materials and features to satisfy the UDO and CD building design standards. She said that safe and efficient pedestrian access and circulation is proposed on-site and to adjacent streets and properties. She said that staff recommended approval.

Planning Board Representative Rick Madoni said that the Planning Board recommended approval with a vote of 8 – 1. The dissenting vote was from Mr. Crandall who thought that there should be more EV charging stations and they should be solar powered, and that there should be a cost-benefit analysis.

Mayor Mayefskie opened the public hearing and the following sworn testimony was received:

Rachel Watson, CLH Design, outlined the Site Plan starting with an overview, and then showing modeled versions. She outlined the amenities, inside and out. She showed elevations of the Recreation Center from four sides, then outlined the exterior finishes that would be used on the recreation center. She showed conceptual renderings of the interior gym, adventure track, and indoor playground.

Ms. Watson described the offsite road improvements including widening Cass Holt, the north and south site drives, and the sidepath along Cass Holt Road. She reviewed the utility connections.

Mr. Beard discussed the process for choosing the public art team, and the type of art that residents wanted. He showed the proposed locations for the public art and examples of the interactive art that would be installed. He gave an overview of the project timeline starting with Master Planning in 2022 and continuing to today with Council voting on the rezoning and development plan. He said next steps would be Council approval of the Site Guaranteed Maximum Price ("GMP"), beginning of site construction in 2025 with recreation center construction following later in the year. Final completion is expected in the summer of 2027.

Council member Deshazor asked about bathrooms outside of the recreation center, and Mr. Beard showed where they were located, near the picnic shelter area. Ms. Watson said it was close to the playground, the splash pad, and the picnic areas.

There being no further input, Mayor Mayefskie closed the public hearing.

Action 1: Motion to make and accept the Findings of Fact for Development Plan 23-DP-11 found in the Motions and Conditions attachment.

Motion by: Hewetson
Second by: Forrest
Vote: unanimous

Action 2: Motion to approve Development Plan.

Motion by: Hewetson
Second by: Forrest
Vote: unanimous

NEW BUSINESS

24. FY2024-2025 Strategic Plan Adoption

Corey Petersohn, Office of Budget, Innovation, and Strategy, said the purpose of this item was for Council to adopt the Fiscal Year 2024-25 Strategic Plan. He said the current plan is five years old and outlined the many things that have changed over the past five years. He said that over the next five years there are many other things anticipated and the new plan would need to anticipate these things. Mr. Petersohn said that as the town evolves, so do public service needs and community expectations. He said Council considered the public input via the community survey, and the anticipated growth, in planning these updates.

Mr. Petersohn said that multiple conversations with Council have taken place which shaped the modifications in the strategic plan. The vision statement has remained and the strategic plan focused into four main areas. He gave a summary of the updates including 11 completed initiatives, 6 new initiatives related to community engagement opportunities and providing high quality public services, and a variety of minor language updates to improve clarity and alignment to the Mayor and Council's vision.

Action: Motion to adopt the Fiscal Year 2024-2025 Town Strategic Plan.

Motion by: Forrest
Second by: Hewetson
Vote: unanimous

25. Fiscal Year 2023-2024 Nonprofit Grants

MPT Berry said that he and Council member Drees had met and discussed the 15 applications from local civic nonprofit organizations. He said that the requests totaled \$25,500 out of an available \$20,000. He discussed the request of each organization and the committee's reasons for their recommendations.

Council member Deshazor said we have more high schools other than Holly Springs High School. How do we make sure they know about these opportunities? MPT Berry said it is a public application process, posted on our website and social media platforms. Linda McKinney, Town Clerk, said that any organization that expressed interest was notified when the application period opened.

Action: Motion to approve grants to the following organizations in the following amounts:

Holly Springs Community Band	\$2,500
Holly Springs High School Band Boosters	\$1,000
InterAct	\$2,000
For Girls Like Quaneisha	\$1,000
Holly Springs Civitan	\$500

Holly Springs Interfaith Alliance	\$500
YMCA Camp GRACE	\$2,500
Holly Springs High School Boys to Men Mentorship Program	\$1,000
Kiwanis Club	\$1,500
BeShe Inc.	\$500
Western Wake Crisis Ministry	\$3,500
Holly Springs MLK Jr Committee	\$500
Holly Springs High School PTSA	\$2,000
People's Power Lab- Raleigh	\$500
The Sword Conservatory	\$500
Totals	\$20,000

Motion by: Berry

Second by: Deshazor

Vote: unanimous

Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council, and the Clerk was asked for any written comments received prior to the meeting.

The following public comments were received in writing: a comment from Matt Bontrager regarding an NCDOT project and the suitability of Old Smithfield Road; an anonymous comment regarding comp time versus overtime for Town employees; and a comment from Rachael Samith regarding traffic lights near the onramp to 540 near Old Smithfield Road.

The following public comments were received in person:

Rick McClain, 208 Firefly Lane said he lives in Arbor Creek and looks forward to using the new greenway. But he noticed a massive amount of trucks entering the neighborhood. They will compromise the neighborhood roads and facilities. He asked if an environmental impact study had been done.

Amina Syeda said she was here to ask the Council to sign a resolution for an immediate ceasefire in Gaza. She said the resolution contained basic demands and should have been signed. She asked if it was on their list of priorities. She said she does not feel cared for by Council.

OTHER BUSINESS

Council member Drees said she has noticed that we get daily calls and emails about yard waste. When are we going to start collecting fees for violating the ordinance. Mr. Harrington said the fees went into effect on the 15th. But when we see something, we first put out a warning notice. If the resident doesn't take care of it in a few days, then a fine would be incurred. Council member Drees asked if it would be possible to get an update on Friday or at a workshop on where we are on the Arbor Creek Greenway project. Council member Forrest said he agreed and felt it should be shared with the resident who spoke.

Council member Drees thanked Seqirus for hosting the First Responder lunch and thanked the First Responders. She also gave a shout out to the Citizens Academy, the success of the program and to the staff that made it happen.

Council member Forrest said he echoed Council member Drees' thanks to Seqirus. Also last Monday a child was hit on the way to middle school on a crosswalk that wasn't marked. He thanked DOT for marking that crosswalk. Mr. Harrington said that crosswalk marking was planned well

before the incident, but the timing was fortuitous. Council member Forrest said another child was hit elsewhere today. He would like public outreach to reeducate our residents on bicycle and pedestrian safety as well as PEVs. He also said we need Wake County to look at the speed limit on Old Adams Rd. in the ETJ and see about reducing it. Mr. Harrington asked if that was the will of the group, and they expressed consensus.

Council member Deshazor said that at the retreat we talked about aging. He said Central Pines COG had a presentation from AARP that was excellent. He and Council member Forrest are going to meet and get a plan to Council for things to do for the aging population in Holly Springs.

Council member Hewetson said that on Saturday the Spring Classic race leads into the Farmers Market, and Springs Fest downtown. These are good reasons to come downtown and be part of the community.

MPT Berry asked if a response was received from NCDOT on the department's deflection in a recent email chain. Mr. Harrington said he just spoke to him and has a commitment from him to offer a clarification and restatement on the email that went out. More to come tomorrow.

Mayor Mayefskie asked about looking into litter on Hwy 55. Council member Drees said she is very excited about this idea. She was astonished by the amount of trash picked up during Creek Week. There is opportunity for more volunteers and engagement on that. Mayor Mayefskie said maybe early morning on a weekend we could coordinate that. Mr. Harrington said town crews do that periodically, but he doesn't know if NCDOT allows volunteers to do that section of highway. Mayor Mayefskie said our Police and Fire were involved in the Battle of the Badges. It started with just our groups, but has expanded now to other municipalities' departments. Holly Springs Police Department got into the finals but lost it in the finals. He congratulated Apex Fire for winning the Battle of the Badges.

MANAGER'S REPORT

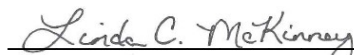
Randy Harrington, Town Manager, said we raised around \$11,000 for charity with the Battle of the Badges, and we'll present on that later. He said that this Saturday the Spring Classic Race is from 7 – 9 or 9:30; the Farmers Market from 8 – 12; and Springs Fest from 10 to 4. All downtown.

Also on April 27th the community's rescheduled Arbor Day tree planting will be at 10 am. On May 3rd the International Food Festival will be from 5 – 9 pm around the Cultural Center. And on May 11th Sister Hazel at Ting Park. And Wild About Nature May 11th from 1-4 at Sugg Farm.

CLOSED SESSION: none.

Adjournment: MPT Berry made a motion to adjourn at 9:11 pm. It was seconded by Council member Forrest and passed with a unanimous vote.

Respectfully Submitted on Tuesday, May 21, 2024.



Linda C. McKinney, Town Clerk

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



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 10.

Consent Agenda

Title: Monthly Budget Amendments and Grants

Strategic Priority Area: Organizational Excellence

Staff Resource: Corey Petersohn, Finance

Action(s):

Receive Town Manager approved budget amendment(s):

- **Amendment 1** - Insurance Proceeds Budget Amendment

Approve the following amendment(s) and adopt the associated project ordinance(s):

- **Amendment 2** - Transfer of Code Inspection Revenue Budget Amendment
- **Amendment 3** - Parks and Recreation Capital Project Ordinance (24-16)
- **Amendment 4** - Police Department Grants Budget Amendment
- **Amendment 5** - Grants and Special Revenue Fund Project Ordinance (24-15)

Authorize the acceptance of three Police Department Grants pertaining to the purchase of K-9s and associated expenses:

- \$7,500 from AKC Reunite
- \$5,000 from Cary Kennel

Explanation:

- The budget ordinance for the Town authorizes the Town Manager to approve inter-department budget amendments within the same fund up to \$50,000 with notification to Council by the following month.
- Each month, when applicable the Budget Office will provide a copy of these approved amendments:
 - **Amendment 1** - Insurance Proceeds - this amendment transferred \$40,000 in funds tied to insurance proceeds to Public Works Fleet Maintenance for the repair of motor vehicles.
- Town Council approval is required for any amendments that increase the total appropriation or transfer of funds greater than \$50,000 between departments:
 - **Amendment 2** - Transfer of Code Inspection Revenue - Every year following the completion of the Town's audit and financial reporting for the previous year, a transfer of any code enforcement revenue net of expenses is transferred to the grants and special revenue fund. This amendment transfers \$289,586.
 - **Amendment 3** - Parks and Recreation Capital Project Ordinance (24-16) - This

Town Council Business Meeting
May 21, 2024

ordinance appropriates:

- \$198,433 in Parks Reserves for an interlocal agreement with Wake County Schools (see agenda item #15)
- \$400,000 in Parks Reserves for a change order associated with Middle Creek Greenway (see agenda item #19)
- **Amendment 4-** Police Department Grants Budget Amendment - This amendment is to:
 - Accept an \$8,000 refund of Police expenses for a K-9 and then to transfer freed up funds to a project account for additional K-9 related expenses
 - Transfer \$60,000 in lapse salary from the Police Department to a project account as the required Town match for a \$60,000 grant received for the purchase of body-worn cameras.
- **Amendment 5-** Grants and Special Revenue Fund Project Ordinance (25-15) - This ordinance is to:
 - Receive the \$68,000 in transfers mentioned in Amendment #4 as well as to reduce the anticipated body-worn camera grant award by \$78,000 to align with the final determination of a \$60,000 grant with a \$60,000 Town match.
 - Accepts two additional grants for K-9 related expenses totaling \$12,500.
 - Receive the \$289,586 in inspection revenues referred to in amendment #2.

Background:

- A summary of changes to all project/reserve ordinances has been included with the attachments.
- Capital Project/Reserve fund ordinances appropriate all funds for all projects within the scope of the respective funds.
- To amend a capital fund requires re-appropriating all funds for all existing projects and transfers in addition to any changes with a new capital project/reserve ordinance.
- **Amendment 2** - State law requires that code enforcement inspection related revenues can only be used for inspection related expenses. Any excess related revenues from the previous year is transferred to the special revenue fund for tracking purposes and to ensure compliance with state law.
- **Amendment 3** - this amendment is associated with two agenda items on consent. Please see for additional background information:
 - Item #15 - Interlocal Agreement with Wake County Public Schools
 - Item #19 - Middle Creek Greenway Change Order
- **Amendment 4 & 5-** the total fund change is an additional appropriation of \$292,086 in the Grants and Special Revenue Fund.
 - the Body Worn camera grant for the Police Department is being reduced to an anticipated \$60,000 (with town match) following a revenue of proposed expenses for final approval by the granting entity.

Funding Source(s):

Amendment 1 - Operating Budget - General Fund Revenues

Amendment 2 - Operating Budget - General Fund - Code Enforcement / Inspections Revenues

Amendment 3 - Community Investment Fund - Parks and Recreation Reserves

Amendment 4 - Operating Budget - General Fund Revenues

Amendment 5- Community Investment Fund - Grants / Transfers from General Fund

Attachment(s):

1. Summary or Ordinance Changes for May 21
2. Amendment 1 - Insurance Proceeds
3. Amendment 2 - Transfer of Code Inspection Revenue
4. Amendment 3 - Parks and Rec Project Ordinance (24-16)
5. Amendment 4 - Police Department Grants Budget Amendment
6. Amendment 5 - Grants and Special Revenue Ordinance (24-15)

Summary of Ordinance Changes for May 21, 2024, Town Council

Amendment 3 – Parks and Recreation Capital Project Ordinance

Current Parks and Recreation Capital Project Ordinance Approp.	\$35,770,720
Wake County Schools Rex Road ILA	\$198,433
Middle Creek Greenway Change Order	\$400,000
Parks and Recreation Capital Project Ordinance (24-16)	\$36,369,153

Amendment 5 – Grants and Special Revenue Fund Project Ordinance

Current Grants and Special Revenue Ordinance Appropriation	\$5,456,110
Transfer of Code Enforcement Revenues	\$289,586
Transfer of General Fund Match for Body-Worn Cameras Grant	\$60,000
Correction to Body Worn Camera Grant Award	(\$78,000)
Transfer of \$8,000 refund for K9 Expenses	\$8,000
Receive K9 Grant from AKC Reunite	\$7,500
Receive K9 Grant from Cary Kennel	\$5,000
Grants and Special Revenue Ordinance (24-15)	\$5,748,196

Town of Holly Springs FY2023-24 Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Department: Admin / Public Works

Date: 4/26/2024

Reason for Budget Amendment:

Transferring insurance proceeds from paid claims to Public Works Fleet Maintenance.

Expense			
Account #	Account Description	Increase	Decrease
10-410-37.03	General Fund - Central Serv - Insurance Proceeds		\$ 40,000
10-422-21-41.02	General Fund - Public Works - Fleet - Maint/Repair	\$ 40,000	
Total Expense:		\$ 40,000	\$ 40,000

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

Department Head Signature (or electronic submission)

Town Manager Signature (If necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.

Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.

All inter-departmental transfers will be reported to Town Council by the following month.

Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.

Town of Holly Springs FY2023-24 Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Department: Administration **Date:** 5/21/2024

Reason for Budget Amendment:

Every year following the completion of the town's audit and financial reporting for the previous year, a transfer of any code enforcement revenue net of expenses is transferred to the grants and special revenue fund.

Expense			
Account #	Account Description	Increase	Decrease
10-95.35	General Fund - Transfer out to Special Rev Fund	\$ 289,586	
Total Expense:		\$ 289,586	\$ -

Revenue			
Account #	Account Description	Increase	Decrease
10-360.12	General Fund - Appropriation of Code Rev Balance	\$ 289,586	
Total Revenue:		\$ 289,586	\$ -

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.
Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.
All inter-departmental transfers will be reported to Town Council by the following month.
Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.



Ordinance No. 24-16

Date Submitted: May 21, 2024

Date Adopted: May 21, 2024

**Parks and Recreation Capital Project Ordinance
HOLLY SPRINGS, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION I: The project authorized by this ordinance consists of parks and recreation capital projects.

SECTION II: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

SECTION III: Parks and Recreation Fees shall be deposited directly in the fund and the following amounts are appropriated for the project funds effective May 21, 2024:

Parks and Recreation Capital Project Fund	
Expenditures:	
Parks and Recreation Capital Project Fund	36,369,153
Total	36,369,153

SECTION IV: The following revenues are anticipated to be available to complete these projects:

Park and Recreation Capital Project Fund	
Revenues:	
Transfer In	13,294,945
State Grants	3,734,340
Federal Grants	1,133,000
Bond Proceeds	18,177,668
Miscellaneous Revenues	29,200
Total	36,369,153

SECTION V: The Finance Officer hereby directed to maintain within the project funds detailed accounting records.

SECTION VI: The Budget Officer is directed to include a detailed analysis of the past and future costs and revenues on this capital project in every budget submission made to the Town Council.

SECTION VII: The Town Manager is authorized to amend expenditures within the fund for expenditures that are authorized per section I of this ordinance that do not change the total appropriation within the fund.

SECTION VIII: Copies of this capital project ordinance shall be furnished to the Clerk to the Town Council, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

SECTION IX: All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance.

The provisions of this ordinance shall become effective May 21, 2024 in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of May 2024.

Town of Holly Springs by

Sean Mayefskie, Mayor

ATTEST:

Linda McKinney, Town Clerk



Town of Holly Springs FY2023-24 Budget Amendment Request

BE IT ORDAINED by the Town Council of the Town of Holly Springs, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Department: Administration / Police Department

Date: 5/21/2024

Reason for Budget Amendment:

This amendment appropriates \$8,000 in grant funding to refund expense plus a \$60,000 match for body-worn cameras to the grants and special revenue fund.

Expense			
Account #	Account Description	Increase	Decrease
10-418-18-01.01	General Fund - Police Department - Lapse Salary		\$ 60,000
10-95.35	General Fund - Transfer to Grant fund	\$ 68,000	
Total Expense:		\$ 68,000	\$ 60,000

Revenue			
Account #	Account Description	Increase	Decrease
10-340.01	General Fund - Misc Revenue (Refund for K9)	\$ 8,000	
Total Revenue:		\$ 8,000	\$ -

Department Head Signature (or electronic submission)

Town Manager Signature (if necessary)

Town Manager has authorized Department Directors to transfer operating funds within their department.

Town Manager is authorized to approve transfers between departments within the same fund up to \$50,000.

All inter-departmental transfers will be reported to Town Council by the following month.

Amendments that change the total budget or departmental transfers over \$50,000 require Town Council approval.



Ordinance No. 24-15

Date Submitted: May 21, 2024

Date Adopted: May 21, 2024

**Grants and Special Revenue Fund Project Ordinance
HOLLY SPRINGS, NORTH CAROLINA**

BE IT ORDAINED by the Town Council of Holly Springs, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

SECTION I: The project authorized by this ordinance consists of general government projects funded by donations, grants, and local, state, and federal restricted funds.

SECTION II: The officers of this unit are hereby directed to proceed with the capital project within the terms of the budget contained herein.

SECTION III: The following amounts are appropriated for the project funds effective May 21, 2024

Grant and Special Revenue Fund	
Expenditures:	
Code Enforcement	2,816,041
Police	452,581
General Government	2,401,011
Parks and Recreation	61,063
Public Works	12,500
Fire	5,000
Total	5,748,196

SECTION IV: The following revenues are anticipated to be available to complete these projects:

Grant and Special Revenue Fund	
Revenues:	
Transfers from General Fund	2,909,347
State Grants and Intergovernmental Funds	2,136,889
Federal Grants and Intergovernmental Funds	345,705
Miscellaneous Revenues	356,255
Total	5,748,196

SECTION V: The Finance Officer hereby directed to maintain within the project funds detailed accounting records.

SECTION VI: The Budget Officer is directed to include a detailed analysis of the past and future costs and revenues on this capital project in every budget submission made to the Town Council.

SECTION VII: The Town Manager or designee is authorized to amend expenditures within the fund for expenditures that are authorized per section I of this ordinance that do not change the total appropriation within the fund.

SECTION VIII: Copies of this capital project ordinance shall be furnished to the Clerk to the Town Council, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

SECTION IX: All ordinances in conflict with this ordinance are hereby repealed or amended to reflect the controlling nature of this Ordinance.

The provisions of this ordinance shall become effective May 21, 2024 in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of May 2024.

Town of Holly Springs by

Sean Mayefskie, Mayor

ATTEST:

Linda McKinney, Town Clerk





Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 11.

Consent Agenda

Title: Stormwater Grant Application Resolution

Strategic Priority Area: Community Safety

Staff Resource: Daniel Colavito, Utilities and Infrastructure

Action(s):

Authorize the Town Manager to sign and submit an application for a Water Resources Development Grant for construction of Middle Creek Stream Bank Stabilization project which, if awarded, requires a 50% non-federal match of up to \$200,000.

Explanation:

- The Town is seeking to apply for funding for construction of Middle Creek Streambank Restoration Project through the North Carolina Department of Environmental Quality (NCDEQ) for a Water Resources Development Grant, also known as a WRD Grant.
- The WRD grant requires, if awarded, a 50% non-federal match. This match not only includes capital funding, but may be matched by services in-kind, staff time and accessibility to aquatic recreation.
- The Town's WRD grant submission is for an estimated \$400,000 construction phase, which would be \$200,000 grant funded and \$200,000 Town funded.
- If awarded, the Town Manager anticipates recommending use of current Stormwater PAYGO capital funding to fund the Town's 50% match requirement. The funds were previously allocated to this account in preparation for this project.
- As part of the application process, the Town must submit a letter acknowledging the availability of the 50% match requirement.
- This action would only authorize the Town Manager to apply for the grant per the Town's grant policy. Final appropriation of all funds, including the Town 50% match, would come in a future Council action.

Background:

- This stream bank stabilization project has been designed and reviewed by Development Services and Environmental Staff and is currently in the process of permitting with North Carolina Department of Environmental Quality (NCDEQ).
- The project was prioritized for repair due to a variety of factors.
- The stream bank of concern lies on the Main Channel of Middle Creek, running adjacent to several neighborhoods, as well as the bridge and greenway that is currently under construction, the Middle Creek greenway project. The bank has been eroded, and the channel incised by heavy rainfall events in recent years and the subsequent debris that has been deposited.
- The instability of this large bluff creates a host of concerns. Based on the worn paths, tire

Town Council Business Meeting
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swing, and existing greenway trail nearby, it is obvious that the public frequents the area, including walking along the bank directly adjacent to the area of concern. A project to extend the Middle Creek Greenway is currently under construction. The greenway will be extended along Middle Creek and will include a paved greenway path on the opposite side of the stream from the collapsed bank. Continued flooding, channel movement, and potential further bank collapse in this area poses public safety concerns.

- The bank erosion poses an imminent threat to existing storm drainage infrastructure, which in turn poses a threat to the associated town street. The destabilized bank and partial stream blockage has already led to issues with the stormwater control measure in the area. Continued flooding and channel movement could also pose a risk to a future section of the Arbor Creek Greenway that will be located on the opposite side of the stream from the collapsed bank.
- If left unchecked, the bank erosion could very well begin to affect the private lots and residential structures adjacent to the area of concern. These lots are constructed on fill and there could be structural concerns.
- Middle Creek is the only water body in town listed by NCDEQ/EPA for impairment, and of primary concern is sediment. Based on preliminary analysis by staff and the design consultant, there has been significant loss already. This loss will continue if left unabated until the issue is fully and properly resolved.

Funding Source(s):

- Stormwater Reserves

Attachment(s):

1. Middle Creek Exhibits
2. Resolution 24-11_Water Resources Development Grant

Middle Creek Stream Bank Erosion and Channel Blockage, Figures & Photos

Figure 1. Aerial Image Showing General Vicinity of Site

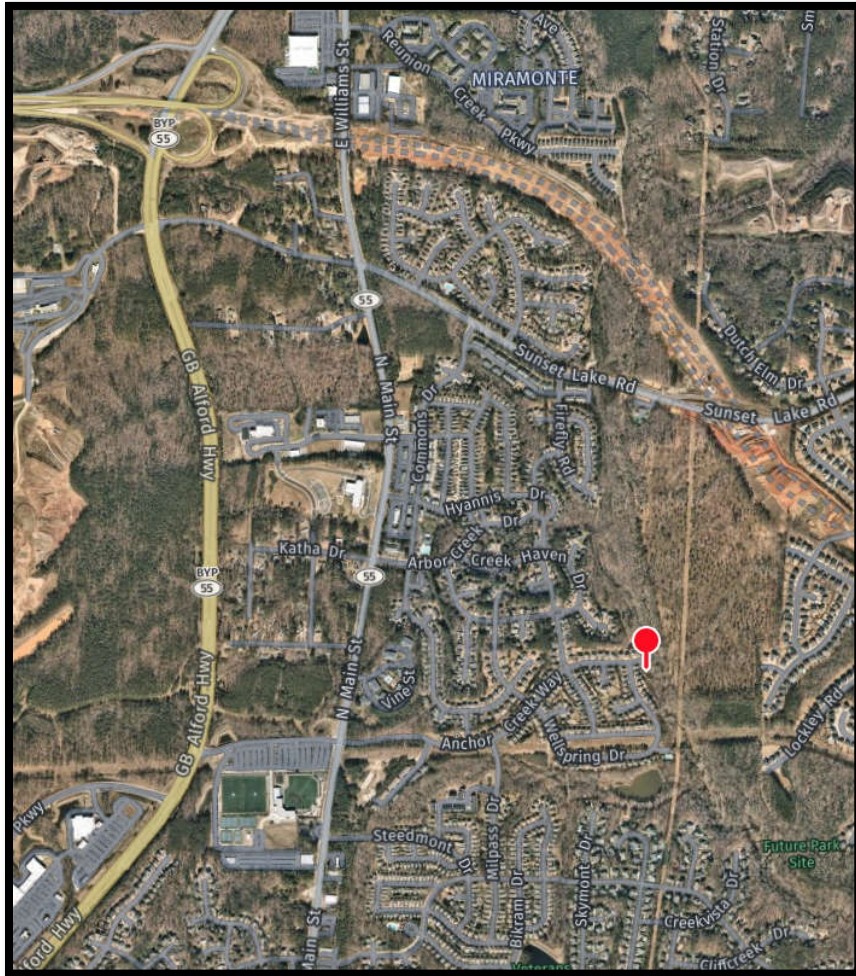
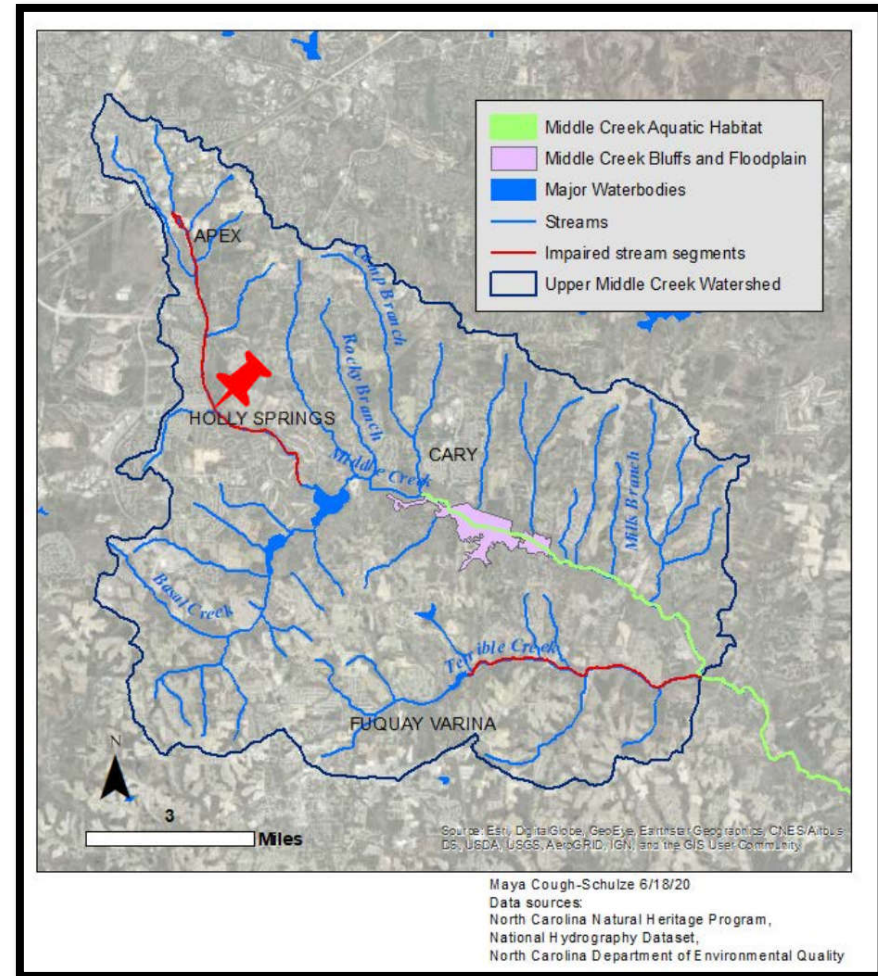
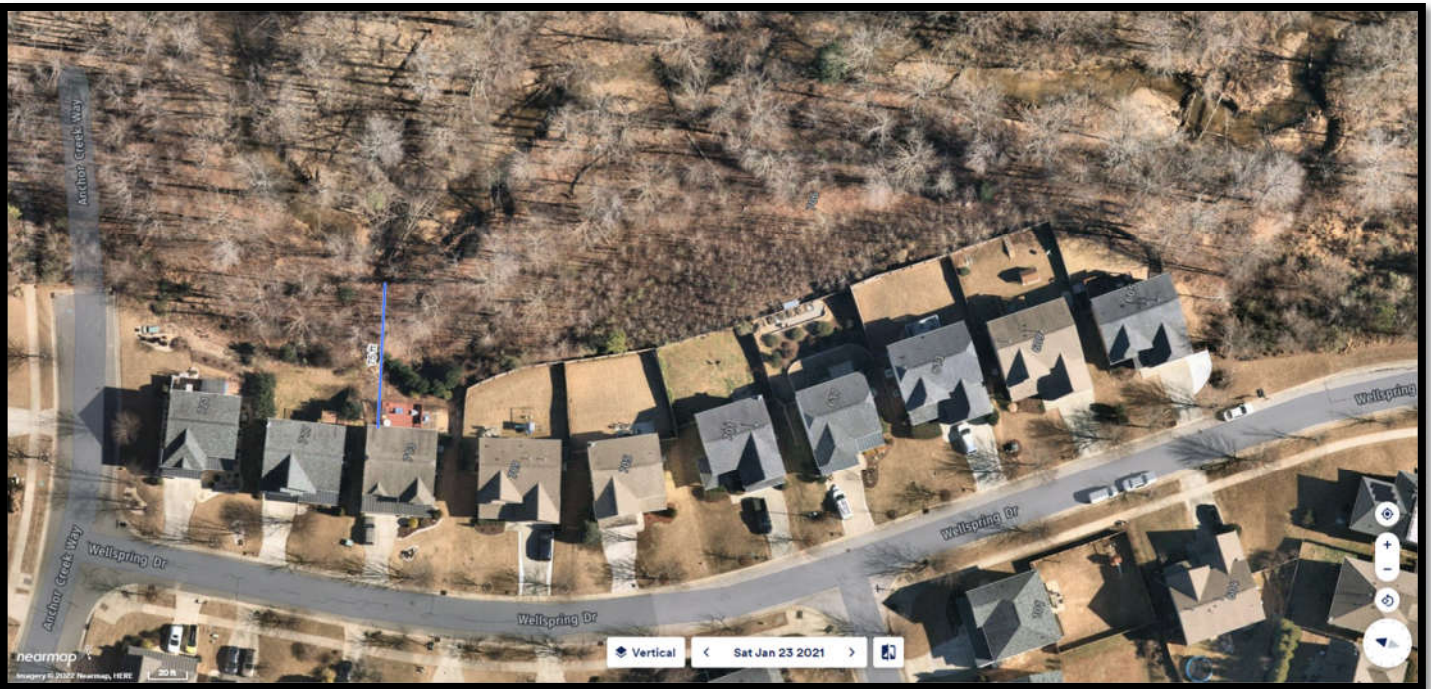
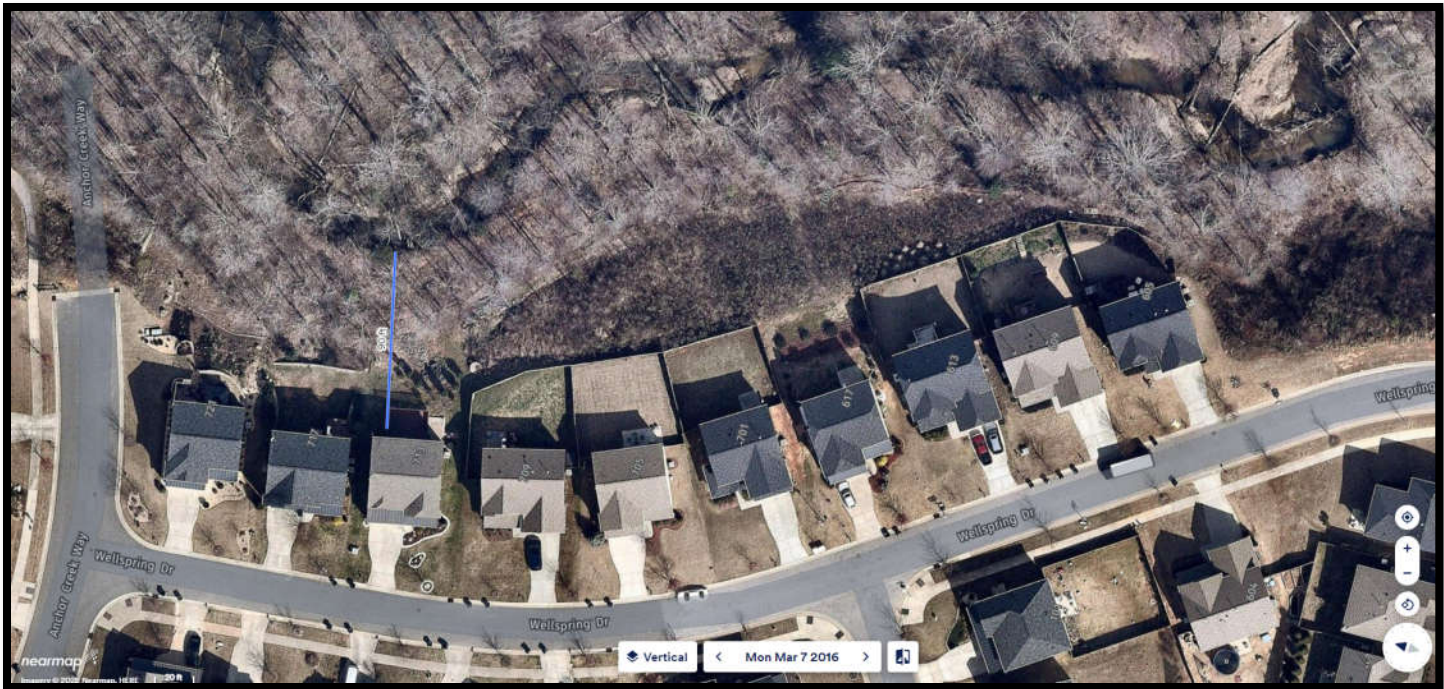


Figure 2. Map Showing the Upper Middle Creek Watershed with Site Location Indicated



Middle Creek Stream Bank Erosion and Channel Blockage, Figures & Photos
Historical Aerial Photos Showing Proximity to Residential Structure (Left - Before, Right - After).

The most significant bank erosion caused by the fall of large trees appears to have occurred between early September 2020 and late January 2021 based on available aerial photos. The photos below best show the approximate location of the bank due to angle of photo and the foliage. A significant shift in the stream channel and bank location occurred during this time leading to instability.



Middle Creek Stream Bank Erosion and Channel Blockage, Figures & Photos

Geo-Referenced Photos Showing Observed Conditions of Bank Collapse/Debris Blockage of Middle Creek



**Middle Creek Stream Bank Erosion and Channel Blockage,
Figures & Photos**

General Area Photos of Bank Collapse/Debris Blockage of Middle Creek

Approaching eroded bank section on un-official Path.



Area of eroded bank/lack of vegetation.



Showing debris in stream channel.



Showing debris in stream channel.



Middle Creek Stream Bank Erosion and Channel Blockage, Figures & Photos

Photos Showing the Approximate Expected Extent of Stream Bank Restoration/Stabilization





Resolution No. 24-11

Date Adopted: May 21, 2024

Effective Date: May 21, 2024

RESOLUTION BY GOVERNING BODY OF THE TOWN OF HOLLY SPRINGS

WHEREAS, the Town of Holly Springs desires to sponsor the Middle Creek Stream Bank Stabilization Project.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HOLLY SPRINGS, NORTH CAROLINA:

1. The Council requests the State of North Carolina to provide financial assistance to the Town of Holly Springs for the Middle Creek Bank Stabilization Project in the amount of up to \$200,000 of nonfederal project costs;
2. The Council assumes full obligation for payment of the balance of the project costs (or nonfederal portion);
3. The Council will comply with all the applicable laws governing the award of contracts and the expenditure of public funds by local government.

Adopted by the Holly Springs Town Council on this, the 21st day of May, 2024.

Town of Holly Springs by

ATTEST:

Sean Mayefskie, Mayor

Linda McKinney, Town Clerk





Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 12.

Consent Agenda

Title: CAMPO Memorandum of Understanding

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Chris Garcia, Development Services

Action(s):

Adopt Capital Area Metropolitan Planning Organization's updated Memorandum of Understanding.

Explanation:

- At their April 17, 2024, meeting, the Capital Area Metropolitan Planning Organization (CAMPO) Executive Board approved the attached Memorandum of Understanding (MOU).
- The updates include adding the newest members, Lillington, Coats, and Chatham County, as well as some administrative updates to reflect current codes and practices.
- CAMPO requests that this be adopted prior to June 30, 2024, in order to facilitate the completion of this in the current fiscal year.
- Once all local parties have adopted the MOU, the State of NC will provide the final adoption.

Background:

- Capital Area Metropolitan Planning Organization (CAMPO) is the regional transportation planning body for the Raleigh urbanized area.
- During the 1980s and 1990s, Holly Springs, along with Apex, Fuquay-Varina, Knightdale, Morrisville, Rolesville, Wake Forest, Wendell, and Zebulon joined CAMPO.
- By 2005, CAMPO had expanded its planning boundaries to include parts of Franklin, Granville, Harnett, and Johnston counties, including Angier, Archer Lodge, Bunn, Clayton, Creedmoor, Franklinton, and Youngsville.
- Federal regulations require MPOs to update their boundaries in line with data from the latest census to ensure that the MPO is coordinating transportation planning with the areas that are part of the Raleigh urbanized area. As the Raleigh metropolitan area has grown, the areas identified as urbanized from a transportation perspective have continued to stretch towards the south, resulting in the need to include Lillington, Coats, and Chatham County in CAMPO.

Funding Source(s):

N/A

Attachment(s):

1. CAMPO_MOU-2023-04-17_final_adopted

**NORTH CAROLINA
CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION**

**MEMORANDUM OF UNDERSTANDING
BETWEEN**

**THE GOVERNOR OF THE STATE OF NORTH CAROLINA,
TOWN OF ANGIER, TOWN OF APEX, TOWN OF ARCHER LODGE, TOWN OF
BUNN, TOWN OF CARY, TOWN OF COATS, TOWN OF CLAYTON, CITY OF
CREEDMOOR, TOWN OF FRANKLINTON, TOWN OF FUQUAY-VARINA, TOWN
OF GARNER, TOWN OF HOLLY SPRINGS, TOWN OF KNIGHTDALE, TOWN OF
LILLINGTON, TOWN OF MORRISVILLE, CITY OF RALEIGH, TOWN OF
ROLESVILLE, TOWN OF WAKE FOREST, TOWN OF WENDELL, TOWN OF
YOUNGSVILLE, TOWN OF ZEBULON, COUNTY OF CHATHAM, COUNTY OF
FRANKLIN, COUNTY OF GRANVILLE, COUNTY OF HARNETT, COUNTY OF
JOHNSTON, COUNTY OF WAKE, TRIANGLE TRANSIT AUTHORITY, AND THE
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
(Hereinafter referred to as the Municipalities, the Agencies, the Counties and the State)**

**IN COOPERATION WITH
THE UNITED STATES DEPARTMENT OF TRANSPORTATION,**

Agreement No. 2024-04-17

WITNESSETH THAT

WHEREAS, Chapter 136, Article 3A, Section 136.66.2(d) provides that:

"For MPOs, either the MPO or the Department of Transportation may propose changes in the plan at any time by giving notice to the other party, but no change shall be effective until it is adopted by both the Department of Transportation and the MPO."; and

WHEREAS, Section 134(a) of Title 23 United States Code states:

"It is in the national interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner which will efficiently maximize mobility of people and goods within and through urbanized areas and minimize transportation-related fuel consumption and air pollution. To accomplish this objective, metropolitan planning organizations, in cooperation with the State, shall develop transportation plans and programs for urbanized areas of the State. Such plans and programs shall provide for the development of transportation facilities (including pedestrian walkways and bicycle transportation facilities)

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

which will function as an intermodal transportation system for the State, the metropolitan areas, and the Nation. The process for developing such plans and programs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems."; and

WHEREAS, Section 134(c) of Title 23 United States Code states:

Development of long-range plans and TIPs.— To accomplish the objectives in subsection (a), metropolitan planning organizations designated under subsection (d), in cooperation with the State and public transportation operators, shall develop long-range transportation plans and transportation improvement programs for metropolitan planning areas of the State; and

WHEREAS, Chapter 136, Article 3A, 66.2(a) of the General Statutes of North Carolina require that:

"Each MPO, with cooperation of the Department of Transportation, shall develop a comprehensive transportation plan in accordance with 23 U.S.C. § 134. In addition, an MPO may include projects in its transportation plan that are not included in a financially constrained plan or are anticipated to be needed beyond the horizon year as required by 23 U.S.C. § 134. For municipalities located within an MPO, the development of a comprehensive transportation plan will take place through the metropolitan planning organization. For purposes of transportation planning and programming, the MPO shall represent the municipality's interests to the Department of Transportation."; and,

WHEREAS, Chapter 136, Article 3A, 66.2(b) provides that:

"After completion and analysis of the plan, the plan shall be adopted by both the governing body of the municipality or MPO and the Department of Transportation as the basis for future transportation improvements in and around the municipality or within the MPO. The governing body of the municipality and the Department of Transportation shall reach agreement as to which of the existing and proposed streets and highways included in the adopted plan will be a part of the State highway system and which streets will be a part of the municipal street system. As used in this Article, the State highway system shall mean both the primary highway system of the State and the secondary road system of the State within municipalities."; and,

WHEREAS, a transportation planning process includes the operational procedures and working arrangements by which short and long-range transportation plans are soundly conceived and developed and continuously evaluated in a manner that will:

1. Assist governing bodies and official agencies in determining courses of action and in formulating attainable capital improvement programs in anticipation of community needs; and,
2. Guide private individuals and groups in planning their decisions which can be important factors in the pattern of future development and redevelopment of the area; and,

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

WHEREAS, it is the desire of these agencies that a continuing, cooperative, and comprehensive transportation planning process as set forth in a Memorandum of Understanding dated January 28, 1993 comply with Title 23 U.S.C. Section 134; and any subsequent amendments to that statute, and any implementing regulations; Title 49 U.S.C. Chapter 53 and any subsequent amendments to these statutes and any implementing regulations; and the Clean Air Act of 1970, as amended, [42 U.S.C.7504 and 7506].

NOW THEREFORE, the following **Memorandum of Understanding** is made:

Section I. Membership

It is hereby agreed that the Municipalities, the agencies, the Counties and the State in cooperation with the United States Department of Transportation, will participate in a continuing, cooperative and comprehensive ("3-C") transportation planning process with responsibilities and undertakings as related in the following paragraphs:

1. The **N. C. Capital Area Metropolitan Planning Area** (as defined by the Metropolitan Area Boundary, also known as the Planning Area Boundary) will be all of Wake County and parts of Chatham, Franklin, Granville, Harnett, and Johnston Counties.
2. The **N. C. Capital Area Metropolitan Planning Organization (MPO)** shall include the local governments of the Municipalities and the Counties, the North Carolina Department of Transportation, an **Executive Board** hereinafter defined, a **Technical Coordinating Committee** hereinafter defined, and the various agencies and units of local, regional, and state government participating in the transportation planning for the area.
3. The **Urbanized Area Boundary** and the **Metropolitan Area Boundary** shall be periodically reviewed and revised in light of new developments and basic data projections.
4. The continuing transportation planning process will be a cooperative one reflective of and responsive to the programs of the North Carolina Department of Transportation, and to the comprehensive plans for growth and development of the Municipalities and the Counties in the Triangle Region with attention being given to cooperative planning with the neighboring metropolitan and rural planning organizations.
5. The continuing transportation planning process will be in accordance with the intent, procedures and programs of Title VI of the Civil Rights Act of 1964, as amended.
6. The continuing transportation planning process will be in accordance with the intent, procedures, and programs of the Clean Air Act of 1970, as amended.

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

7. Transportation policy decisions within the planning area are the shared responsibility of the North Carolina Board of Transportation, the Executive Board and the governing bodies of the participating local governments.
8. Transportation plans and programs and land use policies and programs having regional impacts will be coordinated with the applicable regional Councils of Governments.
9. **An Executive Board is hereby established** with the responsibility for cooperative transportation planning decision making for the MPO. The **Executive Board** shall have the responsibility for keeping the policy boards of the participating local governments informed of the status and requirements of the transportation planning process; for assisting in the dissemination and clarification of the decisions and policies of the policy boards; for providing opportunities for citizen participation in the transportation planning process; and all other duties and responsibilities customary for a governing board of a public authority.

The **Executive Board** will be responsible for carrying out the provisions of 23 U.S.C. Section 134 and Title 49 U.S.C. Chapter 53; and 42 U.S.C.; including, but not necessarily limited to:

- a. Establishment of goals and objectives for the transportation planning process.
- b. Review and approval of a **Prospectus** for transportation planning which defines work tasks and responsibilities for the various agencies participating in the transportation planning process;
- c. Review and approval of changes to the **Metropolitan Area Boundary** as well as review and recommendation for changes to the **National Highway System**;
- d. Review and approval of the transportation **Unified Planning Work Program**;
- e. Review and approval of the adopted **Comprehensive and Metropolitan Transportation Plans**. As specified in General Statutes Section 136-66.2(a), the Comprehensive Transportation Plan shall include the projects in the Metropolitan Area's Transportation Plan as well as projects that are not included in the financially constrained plan or are anticipated to be needed beyond the horizon year as required by 23 U.S.C. Section 134. As specified in General Statutes Section 136-66.2(d) certain revisions to the **Comprehensive Transportation Plan** may be required to be jointly approved by the North Carolina Department of Transportation;
- f. Review and approval of the MPO's **Transportation Improvement Program** for multimodal capital and operating expenditures ensuring coordination between local and State capital improvement and operating programs. As specified in 23 U.S.C. Section 134(k), all federally funded projects carried out within the boundaries of a metropolitan planning area serving a transportation

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

- management area (excluding projects carried out on the National Highway System) shall be selected for implementation from the approved TIP by the metropolitan planning organization designated for the area in consultation with the State and any affected public transportation operator;
- g. Review and approval of planning procedures for air quality conformity and review and approval of air quality conformity determination for projects, programs, and plans;
 - h. Review and approval of a Congestion Management Process;
 - i. Review and approval of the distribution and oversight of federal funds designated for the Raleigh Urbanized Area under the provisions of IIIJA and any other subsequent Transportation Authorizations;
 - j. Review and approval of a policy for public involvement for the MPO;
 - k. Review and approval of an agreement between the MPO, the State, and public transportation operators serving the Metropolitan Planning Area that defines mutual responsibilities for carrying out the metropolitan planning process in accordance with 23 C.F.R. 450
 - l. Development and approval of committee by-laws for the purpose of establishing operating policies and procedures;
 - m. Oversight of the MPO Staff;
 - n. Revisions to membership of Technical Coordinating Committee as defined herein;
 - o. Review and approval of cooperative agreements with other transportation organizations, transportation providers, counties, and municipalities.

The membership of the **Executive Board** shall include:

- One member of the Angier Town Board of Commissioners
- One member of the Apex Town Council
- One member of the Archer Lodge Town Council
- One member of the Bunn Town Council
- One member of the Cary Town Council
- One member of the Clayton Town Council
- One Member of the Coats Board of Commissioners
- One member of the Creedmoor Board of Commissioners
- One member of the Franklinton Town Board of Commissioners

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

- One member of the Fuquay-Varina Town Board of Commissioners
- One member of the Garner Town Council
- One member of the Holly Springs Town Council
- One member of the Knightdale Town Council
- One member of the Lillington Board of Commissioners
- One member of the Morrisville Town Council
- One member of the Raleigh City Council
- One member of the Rolesville Town Board of Commissioners
- One member of the Wake Forest Town Board of Commissioners
- One member of the Wendell Town Board of Commissioners
- One member of the Youngsville Town Board of Commissioners
- One member of the Zebulon Town Board of Commissioners
- One member of the Chatham County Board of Commissioners
- One member of the Franklin County Board of Commissioners
- One member of the Granville County Board of Commissioners
- One member of the Harnett County Board of Commissioners
- One member of the Johnston County Board of Commissioners
- One member of the Wake County Board of Commissioners
- Four members of the North Carolina Board of Transportation representing the Highway Divisions (currently 4, 5, 6 and 8) within the Metropolitan Planning Area
- One member of the Research Triangle Regional Public Transportation Authority Board of Trustees; and
- The Division Administrator of the Federal Highway Administration or his or her representative who shall serve as an advisory, non-voting member.
- The Regional Administrator of the Federal Transit Administration or his or her representative, who shall serve as an advisory, non-voting member.
- The Regional Administrator of the Federal Rail Administration or his or her representative, who shall serve as an advisory, non-voting member.

Municipal and county public transit providers shall be represented on the Executive Board through their respective municipal and county local government board members.

Voting representatives of the Municipalities and the Counties shall be designated by their respective governing boards. Requirements for voting, quorums, and membership in good standing shall be included in the adopted bylaws of the Executive Board. Weighted voting shall be applied as invoked by any voting member of the Executive

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

Board. In the instance of a weighted vote, each member government shall be apportioned weighted voting based on the most recent certified North Carolina Population Estimates for Municipalities and Counties utilizing a vote weighting formula of one vote for each 10,000 of population, or portion thereof. Other voting agencies without population-based representation on the Executive Board shall vote in accordance with the most recent voting schedule. The most recent voting schedule will be maintained by the CAMPO staff and updated with the most recent certified North Carolina Population Estimates for Municipalities and Counties.

At the invitation of the **Executive Board**, other local, regional, State or Federal agencies impacting transportation within the planning area may serve as non-voting members of the **Executive Board**.

As established in its adopted bylaws, the **Executive Board** shall meet as deemed appropriate and shall elect officers with the responsibility for coordination of the committee's activities. A member of the MPO staff will serve as secretary to the Committee.

As established in its adopted bylaws, the Executive Board may create an executive committee and/or subcommittees to carry out its responsibilities.

10. **A Technical Coordinating Committee (TCC) shall be established** with the responsibility of general review, guidance and coordination of the transportation planning process for the planning area and with the responsibility for making recommendations to the Executive Board and to other entities designated by the Executive Board regarding any necessary actions relating to the continuing transportation planning process. The TCC shall be responsible for development, review and recommendations of the **Prospectus, Unified Planning Work Program, Transportation Improvement Program, Metropolitan Area Boundary, Urbanized Area Boundary, and National Highway System**, for revisions to the **Transportation Plan**, for planning citizen participation and for documenting reports of the transportation study.

Membership of Technical Coordinating Committee (TCC) shall include technical representatives from local, regional and State governmental agencies; as well as major modal transportation providers directly related to and concerned with the transportation planning process for the planning area. Each member agency's representative(s) shall be designated by the chief administrative officer of that agency. Departments or divisions within local and state agencies that should be represented on the TCC include, but are not limited to, those responsible for transportation planning, land use planning, transportation operations, public works and construction, engineering, public transportation, environmental conservation and planning, bicycle and pedestrian planning, and economic development. The voting membership shall include, at a minimum, representation from the following agencies/organizations, with specific numbers of members from each agency/organization outlined in the Technical Coordinating Committee's adopted bylaws:

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)

April 17, 2024

- Town of Angier
- Town of Apex
- Town of Archer Lodge
- Town of Bunn
- Town of Cary
- Town of Clayton
- Town of Coats
- City of Creedmoor
- Town of Franklinton
- Town of Fuquay-Varina
- Town of Garner
- Town of Holly Springs
- Town of Knightdale
- Town of Lillington
- Town of Morrisville
- City of Raleigh
- Town of Rolesville
- Town of Wake Forest
- Town of Wendell
- Town of Youngsville
- Town of Zebulon
- County of Chatham
- County of Franklin
- County of Granville
- County of Harnett
- County of Johnston
- County of Wake
- Central Pines Regional Council
- Capital Area Transit
- Cary Transit
- Raleigh-Durham Airport Authority
- Research Triangle Transit Regional Public Transportation Authority

- North Carolina Department of Transportation

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

- Rural Transit Systems Serving Franklin , Granville, Harnett, Johnston and Wake Counties
- North Carolina State University
- Research Triangle Foundation
- Triangle North Executive Airport

The host agency's membership shall not include members of the MPO staff.

In addition to voting membership, the TCC shall invite officials responsible for other types of planning activities that are affected by transportation in the area (including State and local planned growth, economic development, environmental protection, airport operations, and freight movements) to coordinate their planning process, to the maximum extent practicable, with MPO planning activities. Such organizations and agencies may include:

- a. The Federal Highway Administration
 - b. The Federal Transit Administration
 - c. The Federal Rail Administration
 - d. The U.S. Army Corps of Engineers
 - e. The U.S. Environmental Protection Agency
 - f. The U.S. Fish and Wildlife Service
 - g. The N.C. Department of Cultural Resources
 - h. The N.C. Department of Commerce
 - i. The U.S. Department of Housing and Urban Development
 - j. The N.C. Railroad Company
 - k. The N.C. Trucking Association
 - l. The N.C. Motorcoach Association
 - m. Regional Transportation Alliance
11. The Technical Coordinating Committee shall operate as determined by its adopted bylaws. Any agency not listed above which wishes representation on the TCC may request such representation for consideration under the adopted bylaws of the TCC. As established in its adopted bylaws, the TCC may create an executive committee and/or subcommittees to carry out its responsibilities.
12. The governing boards of the Municipalities and the Counties and the North Carolina Board of Transportation shall serve as the primary means for citizen input to the continuing transportation planning process. Citizen involvement will also be obtained through procedures outlined in the MPO's policy for public participation and through various special studies and projects undertaken by the MPO.

The Executive Board should also provide opportunities for citizen participation in the transportation planning process.

Section II. Responsibilities

It is further agreed that the subscribing agencies will have the following responsibilities, these responsibilities being those most logically assumed by the several agencies:

The Municipalities and the Counties

The Municipalities and the Counties will assist in the transportation planning process by providing assistance, data and inventories in accordance with the Prospectus. The Municipalities and the Counties shall coordinate zoning and subdivision approval within their respective jurisdictions in accordance with the adopted Metropolitan Transportation Plan. Additionally, the a host agency, as designated by the Executive Board will serve as the **Lead Planning Agency** for the MPO. Services provided by the Lead Planning Agency on behalf of the MPO will be governed by mutual agreement(s).

The Municipalities and the Counties will participate in funding the portion of the costs of the MPO's work program not covered by federal or state funding (minimum 20% match of actual annual expenditures) as approved by the Executive Board. The portion to be paid by each Municipal and County member government will be based upon its pro rata share of population within the MPO Planning Area, utilizing the most recent certified North Carolina Office of State Planning municipal and county population estimates. In addition, MPO members may also voluntarily contribute additional funds for other purposes such as to participate in funding the costs of special studies, or other specialized services as mutually agreed upon.

Failure to pay the approved share of costs shall invalidate the MPO's Unified Planning Work Program and annual MPO self-certification as required by 23 CFR 450. Failure to certify shall result in the withholding of transportation project funds to the metropolitan planning area in accordance with federal law. In order to avoid this, the Executive Board shall amend the Unified Planning Work Program.

The municipalities and the counties receiving federal transportation funding designated for the Urbanized Areas within the MPO Planning Area as approved by the Executive Board through the Unified Planning Work Program shall comply with adopted reporting and oversight procedures.

North Carolina Department of Transportation

The Department will assist in the transportation planning process by providing planning assistance, data and inventories in accordance with the Prospectus. The Department, to the fullest extent possible, and as permitted by existing State and Federal regulations, will provide assistance in the protection of necessary rights-of-way for those transportation corridors designated on the Transportation Plan.

Research Triangle Regional Public Transportation Authority

Triangle Transit will assist in the transportation planning process by providing planning assistance, data, and inventories in accordance with the Prospectus. Triangle Transit shall comply with adopted reporting and oversight procedures for the receipt of federal

N. C. Capital Area Metropolitan Planning Organization

Memorandum of Understanding (cont.)

April 17, 2024

transportation funding designated for the region's Urbanized Areas as approved by the Executive Board through the Unified Planning Work Program

Section III. Termination

Parties to this Memorandum of Understanding may terminate their participation in the N. C. Capital Area Metropolitan Planning Organization by giving thirty (30) days written notice to the other parties prior to the date of termination. If any party should terminate participation, this memorandum of understanding shall remain in force and the MPO shall continue to operate as long as 75% or more of the population within the Metropolitan Planning Area is represented by the remaining members.

Section IV. Ratification

In witness whereof, the parties of this Memorandum of Understanding have been authorized by appropriate and proper resolutions to sign the same, The Town of Angier by its Mayor, the Town of Apex by its Mayor, the Town of Archer Lodge by its Mayor, the Town of Bunn by its Mayor, the Town of Cary by its Mayor, the Town of Clayton by its Mayor, the Town of Coats by its Mayor, the City of Creedmoor by its Mayor, the Town of Franklinton by its Mayor, the Town of Fuquay-Varina by its Mayor, the Town of Garner by its Mayor, the Town of Holly Springs by its Mayor, the Town of Knightdale by its Mayor, the Town of Lillington by its Mayor, the Town of Morrisville by its Mayor, the City of Raleigh by its Mayor, the Town of Rolesville by its Mayor, the Town of Wake Forest by its Mayor, the Town of Wendell by its Mayor, the Town of Youngsville by its Mayor, the Town of Zebulon by its Mayor, the Triangle Transit Authority by its Chair, Chatham County by its Chairman of the Board of Commissioners, Franklin County by its Chairman of the Board of Commissioners, Granville County by its Chairman of the Board of Commissioners, Harnett County by its Chairman of the Board of Commissioners, Johnston County by its Chairman of the Board of Commissioners, Wake County by its Chairman of the Board of Commissioners, and by the Secretary of Transportation on behalf of the Governor of the State of North Carolina and the North Carolina Department of Transportation, this the _____ day of _____, 2024.

[SIGNATURE PAGES TO FOLLOW]

April 17, 2024

TOWN OF ANGIER

Clerk

By _____
Mayor

April 17, 2024

TOWN OF APEX

Clerk

Mayor

April 17, 2024

TOWN OF ARCHER LODGE

Clerk

By _____
Mayor

April 17, 2024

TOWN OF BUNN

Clerk

Mayor

April 17, 2024

TOWN OF CARY

Clerk

Mayor

April 17, 2024

TOWN OF CLAYTON

Clerk

Mayor

April 17, 2024

TOWN OF COATS

Clerk

Mayor

April 17, 2024

Clerk

By _____
Mayor

April 17, 2024

TOWN OF FRANKLINTON

Clerk

By _____
Mayor

April 17, 2024

TOWN OF FUQUAY-VARINA

Clerk

Mayor

April 17, 2024

TOWN OF GARNER

Clerk

Mayor

April 17, 2024

TOWN OF HOLLY SPRINGS

Clerk

By _____
Mayor

April 17, 2024

TOWN OF KNIGHTDALE

Clerk

Mayor

April 17, 2024

TOWN OF LILLINGTON

Clerk

Mayor

April 17, 2024

TOWN OF MORRISVILLE

Clerk

Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

CITY OF RALEIGH

Clerk

By _____
Mayor

April 17, 2024

TOWN OF ROLESVILLE

Clerk

Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

TOWN OF WAKE FOREST

Clerk

By _____
Mayor

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

TOWN OF WENDELL

Clerk

By _____
Mayor

April 17, 2024

TOWN OF YOUNGSVILLE

Clerk

Mayor

April 17, 2024

TOWN OF ZEBULON

Clerk

Mayor

April 17, 2024

**RESEARCH TRIANGLE TRANSIT
REGIONAL PUBLIC
TRANSPORTATION AUTHORITY**

By

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

CHATHAM COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

FRANKLIN COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

GRANVILLE COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

HARNETT COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

JOHNSTON COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

WAKE COUNTY

County Manager

By _____
Chairman

N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

(Seal)

**STATE OF NORTH CAROLINA AND
DEPARTMENT OF TRANSPORTATION**

By _____
Secretary of Transportation

Approved for Execution

By _____
Assistant Attorney General

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N. C. Capital Area Metropolitan Planning Organization
Memorandum of Understanding (cont.)
April 17, 2024

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Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 13.

Consent Agenda

Title: Utility Allocation Request for 370 Green Oaks Parkway

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Catherine Jacobs, Development Services

Action(s):

Approve Utility Allocation Request for 370 Green Oaks 23-DP-09.

Explanation:

- A Development Plan was submitted and approved by the Development Review Committee (DRC) for 370 Green Oaks.
- The project occupies 3.07 acres at the corner of Green Oaks Pkwy and Premier Dr. in the Holland Industrial Park.
- The proposed uses include Office and Warehousing.
- A Utility Allocation Request was submitted and approved by the Town Council on 2/20/24 for 700 gallons per day. An additional request is to be considered for the remaining tenants of the proposed shell building.
- The project is subject to the Water Resource Management Policy and is considered a Priority Level 1 within the nonresidential allocation assignment.
- **Previously Approved Allocation Request:** 700 gallons per day
Additional Nonresidential Allocation Being Requested FY 23/24: 725 gallons per day, for a total of 1425 gallons per day for the project.
Nonresidential Allocation Remaining FY 23/24: 61,575 gallons per day

Background:

- The development plan was approved by the Development Review Committee on January 23, 2024 pending the approval of the Utility Allocation Request.
- A Utility Allocation Request was submitted and approved by the Town Council on February 20, 2024 for 700 gallons per day.
- The Water Resource Management Policy requires Town Council approval of Utility Allocation for all projects submitted after July 1, 2023.

Funding Source(s):

N/A

Attachment(s):

1. 23DP09_370GreenOaks_TC_052124
2. 370GreenOaks_UAR_Original_Approved
3. 23DP09_370GreenOaks_Application

Town Council Business Meeting
May 21, 2024

4. 23DP09_370GreenOaks_Plans
5. 23Dp09_UtilityAllocationRequest_New



Utility Allocation Request Memo

Subject Title: 370 Green Oaks Parkway Utility Allocation Request

Meeting Date: May 21, 2024

Presenter: Catherine Jacobs, Development Services

Attachments: Utility Allocation Request, Development Plan Application, Development Plan

Utility Allocation Request:

The 370 Green Oaks Parkway Development Plan was approved by the Development Review Committee (DRC) on January 23, 2024. This project is subject to the Water Resource Management Policy and was allocated 700 gallons per day by Town Council on February 20, 2024. This request is in addition to the previous request for allocation. All utility allocation requests must be approved by the Town Council.

Utility Allocation Summary

Priority Level: Priority Level 1

Allocation Assignment: Nonresidential

Allocation Requested: 725 additional gallons per day

Allocation Remaining (nonresidential): 61,575 gallons per day

Staff Determination: Sufficient allocation remaining in the nonresidential assignment to support this project for the proposed build out year of 2024.

Staff Recommendation: Approve

Previous Case Actions

Underfoot Engineering submitted a request for a Development Plan for approval for a 23,800 sq. ft. office/warehouse building located at 370 Green Oaks Pkwy., a 3.07 acre within the Holland Industrial Park located at the corner of Green Oaks Pkwy. and Premier Dr.

This project qualified for administrative approval in accordance with the adopted standards in the Unified Development Ordinance (UDO). The UDO allows administrative approval for all Development Plans not involving properties in the DMX Downtown Mixed-Use zoning district, buildings over 40,000 sf., or Special Use Permits.

1. The proposed use in the Development Application is for a 23,800-sf building.
2. The Development Application does not include Special Use Permits.

3. The Development Application meets the applicable standards under the Holly Springs UDO.

Development Standards

Total Site Area: 3.07 acres

Proposed Building Height: 23 Ft 8 In

Provided Building Setback:

North: 129 Ft
Green Oaks Pkwy: 81.9 Ft
East: 69.5 Ft
Premier Dr: 130.3 Ft

Minimum Landscape Buffers:

North: 5' Type A
Green Oaks Pkwy: 10' Type B
East: 5' Type A
Premier Dr: 5' Type A

Total Building Footprint Area:

Building Footprint: 23,800 Sf

Parking Requirements

Total Required Parking
Required Parking Spaces: 28 Parking Spaces
Provided Parking Spaces: 41 Parking Spaces

Required Bicycle Parking
Required: 5 Bicycle Spaces
Provided: 5 Bicycle Spaces

Civil Improvements

Transportation

This project proposes three new driveways: one full access drive on Premier Drive and two one-way drives on Green Oaks Parkway. The proposed number of daily and peak hour trips did not warrant a traffic study with this development plan.

Utilities

The proposed building will connect to the existing public water main located within Green Oaks Parkway. A Fire Flow Analysis was completed.

The proposed building will connect to the existing sanitary sewer cleanout already located onsite. A Sewer Study was not required with this development, but it is subject to the Water Resource Management Policy. This project is considered a Priority Level 1 within the nonresidential allocation assignment and is scheduled to go before Town Council in February for Utility Allocation.

DRC Decision:

The DRC voted to approve the 370 Green Oaks Parkway Development Plan with conditions on January 23, 2024.

Previous Town Council Decision:

The Town Council voted to approve the 370 Green Oaks Parkway Utility Allocation Request of 700 gpd on February 20, 2024.

UTILITY ALLOCATION REQUEST

On July 1, 2023 a new [Water Resources Management Policy \(WRMP\)](#) was adopted by the Town.

Submit this form via CityView with your first Sewer Study Submittal. All Preliminary plan reviews, which includes all Special Studies, must be submitted concurrently to be deemed a complete submittal. Staff will review for completeness and reach out to the applicant if more information is needed.

Refer to the Town's [Engineering Design & Construction Standards](#) as well as State Standards, when providing the following information.

Do not submit Utility Allocation Request until you have had your sewer scoping meeting or have been provided with direction from staff.

CONTACT INFORMATION	
Date: 2023.09.18	Scoping Meeting Date:
Applicant Name: PHIL D'ANDREA	
Company: D'ANDREA REALTY GROUP LLC	
Address: PO BOX 1381, FUQUAY-VARINA, NC 27526	
Phone:	E-Mail: PHILDBH1@GMAIL.COM
Engineering Firm Preparing Report: UNDERFOOT ENGINEERING INC	
Professional Engineer Working on Project: MIKE ROSELLI, PE	
PROJECT INFORMATION	
Project Name: 370 GREEN OAKS	
PIN(s): 0649-22-3243	Address: 370 GREEN OAKS PKWY, HS, NC 27540
Provide a brief project description: COMMERCIAL BUILDING AND PARKING LOT	
Does this project require Annexation: ☐ Yes ☒ No	
Proposed Land Use: OFFICE / WAREHOUSE BUILDING	
Current Zoning: BRT	Proposed Zoning: BRT
Total number of Residential Units: Type: ☐ Townhome ☐ Condo ☐ Apartment N/A	
Type of Non-Residential: OFFICE / WAREHOUSE BUILDING	Area of Non-Residential (SF) ((by type): 11,900 OFFICE + 11,900 WAREHOUSE
Anticipated Build Out Year: 2024	
Is Project expected to be phased: ☐ Yes ☒ No If yes, provide timeline:	
ESTIMATED SEWER FLOW (INCLUDE THE CALCULATIONS AND METHODOLOGY USED BASED ON STATE 15A NCAC 02T .0114 RULE AND ATTACH TO THIS FORM):	
100 Gal/Day/Loading Bay * 7 Bays = 700 GPD - 02T.0114F	
Residential Sewer Flow (GPD):	Non-Residential Sewer Flow (GPD): 700
What is the site's access to existing public utility infrastructure? ☒ Direct access via existing right-of-way or easements ☐ Existing utility infrastructure is within 1000' ☐ Existing utility infrastructure is further than 1000'	
Per the WRMP, what is the project anticipated Priority Level? ☒ 1 ☐ 2 ☐ 3	

UTILITY ALLOCATION REQUEST

Per the WRMP, all projects must meet the criteria for Level 1 before being considered by Town Council.

- Priority Level 2 projects must commit to 2 Allocation Elements and Priority Level 3 projects must commit to 3 Allocation Elements to move up to Level 1 status.

Level 2 and Level 3 projects should complete the following table:

Allocation Elements			
Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)
☐	Public Infrastructure Improvements (Chose Option A, B, or C) <i>Please note that any improvements found to be required by a Sewer Study or Fire Flow Analysis can not also be used as a committed allocation element.</i>		
	Option A (both required)		
	Vegetated wetland in lieu of wet ponds	☐	
	Include stormwater control devices within parking lot islands	☐	
	Option B		
	Provide structured parking so as to minimize impervious surface area	☐	
	Option C (choose 1)		
	Take pump station offline	☐	
	Install oversize utilities	☐	
	Install 1000' of basin wide water/sewer infrastructure	☐	
☐	Sustainable Design (Choose 1)		
	Earn LEED Certification	☐	
	Earn National Green Building Standards Certifications, or equivalent as determined by Director	☐	

UTILITY ALLOCATION REQUEST

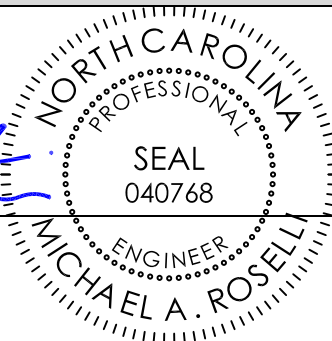
Allocation Elements

Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)
--	------------------	--	---

☐	Work Force Housing (housing at 60-80% Area Median Income) (Choose 1)		
	5% of the units for detached or attached dwellings	☐	
	10% of the units for apartment dwellings	☐	
☐	Open Space/Tree Preservation (Choose 1)		
	Increase of at least 25% Active Recreation Space	☐	
	Increase of at least 100% for Urban Civic Space	☐	
	Increase of at least 25% of required area for Tree Preservation Areas	☐	
	Preservation of at least 10% of Specimen Trees on site.	☐	
	Total Committed Elements		



PE Signature



2023.09.18

Date

PE Seal

DEVELOPMENT PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:

www.hollyspringsnc.us/2170/Development-Services



Petition Type:

☐ **Major Subdivision** (check all that apply)

☐ Residential ☐ Non-residential

☐ New ☐ Major Amendment* ☐ Minor Amendment*

☒ **Development Plan** (check all that apply)

☐ Residential ☒ Non-residential

☒ New ☐ Major Amendment* ☐ Minor Amendment*

☐ **Special Use Permit**

☐ New

* Specify purpose of amendment on Certificate of Plan Revisions

For DS Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

Project Information:

Project Name: 370 Green Oaks Pkwy

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

PUD/Master Plan/Subdivision _____ Shopping Center/Lot# _____

Project Location: 370 Green Oaks Pkwy, Holly Springs, NC 27540

Use street address. If none, use the closest intersection

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

PIN: 0649-22-3243

Real Estate ID: 0346065

Project Acreage (rounded to nearest tenth): 3.10 Partial Parcel: ☒ No ☐ Yes (additional fee)

Current Zoning: BRT Proposed Use (see UDO Table 3.2.A): _____

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

Waivers Requested: ☐ No ☐ Yes- Specify UDO Section Number(s): _____

If yes, complete and attach appropriate Waiver Petition(s) from Waiver Packet

Sketch Plan Review (Pre-Submittal) Meeting Date: _____

If the Sketch Plan Review (Pre-Submittal) Meeting Date is not within 8 weeks of the submittal date, another Sketch Plan Review (Pre-Submittal) Meeting is required prior to submittal.

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

Project Applicant/Contact

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

Name Mike Roselli PE Company Underfoot Engineering Inc.

Mailing Address 1149 Executive Circle, Ste C-1

City Cary State NC Zip 27511

Telephone # (919) 696-0830 E-Mail mroselli@underfootengineering.com

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

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

Design Professional if different than Applicant/Contact

Name Mike Roselli PE Company Underfoot Engineering Inc.

Mailing Address 1149 Executive Circle, Ste C

City Cary State NC Zip 27511

Telephone # (919) 696-0830 E-Mail mroselli@underfootengineering.com

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

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

Developer

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

Architect

Name John McGahey, AIA Company McGahey Design
Mailing Address 123 Raleigh Street
City Fuquay-Varina State NC Zip 27526
Telephone # (919) 321-0123 E-Mail john2@mcgaheydesign.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Landscape Architect

Name Mike Roselli PE Company Underfoot Engineering Inc.
Mailing Address 1149 Executive Circle, Ste C
City Cary State NC Zip 27511
Telephone # (919) 696-0830 E-Mail mroselli@underfootengineering.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Other: _____ (any other contact that should receive comments and correspondence for this project)

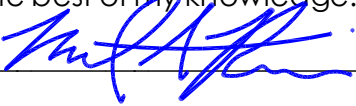
Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # () _____ Alternate Telephone # () _____
Fax # () _____ E-Mail _____
How would you like to receive staff review comments? ☐ Fax ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ Fax ☐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

Property Owner - Required

Name Phil D'Andrea Company D'Andrea Realty Group LLC
Mailing Address PO Box 1381
City Fuquay Varina State NC Zip 27526
Telephone # () _____ E-Mail phildbh1@gmail.com
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Certificate of Submittal Completion

I, Mike Roselli PE, certify that the information provided on this petition, plans and checklist are complete and accurate to the best of my knowledge.

Signature:  Date: 7/7/2023

NEIGHBORHOOD MEETING REPORT



Before submitting an application, the Petitioner must hold at least one (1) neighborhood meeting and submit to Development Services a written summary report of the neighborhood meeting. For more information, refer to UDO Section 11.5.

■ Neighborhood Meeting Date: June 28, 2023
Time: 6:00 pm – 7:00 pm EST
Location: via a Microsoft Teams online meeting

Notification of Owners:

1. The Petitioner or Petitioner's 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, owner of land within a **500 foot radius** of the subject property. Mailing notices shall include surrounding property owners and property owners' associations (or equivalent). 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 the address of the property itself.
2. The Notice shall include the date, time, and location of the Neighborhood Meeting; the name of the Petitioner; 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 deposited in the mail not less than ten (10) days nor more than 25 days before the date of the Neighborhood Meeting.

For DS Use only

Project # _____

Date Received: _____

☐ Complete ☐ Incomplete

Prior to mailing the written notices, the applicant shall notify the Town of the scheduled meeting date and time.

☒ Date of Notification Mailing: June 6, 2023

Conduct of Meetings:

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:

The neighborhood meeting was held by Jonathan Williams of Focus Design Builders and Baxter Walker of Avison Young - Raleigh. Both were representing the client. There were no other attendees.

Attach Additional Sheets as needed

Changes made to the Petition by the Petitioner as a result of the meeting:
None.

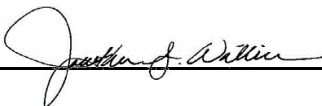
Attach Additional Sheets as needed

Additional attachments required for the report:

- A listing of those persons and organizations that were sent notification about the Neighborhood Meeting.
- A copy of the signed attendance list that includes names and addresses of those in attendance.

Neighborhood Meeting Report Prepared by:

Preparer's Signature(s)

DocuSigned by:

6E616C38ACC94EA...

Date

6/29/2023

Certificate Of Completion

Envelope Id: 8EB41E8C859145149852D1C6EE5A8EB2

Status: Completed

Subject: Complete with DocuSign: Neighborhood Meeting Report.pdf

Source Envelope:

Document Pages: 1

Signatures: 1

Envelope Originator:

Certificate Pages: 1

Initials: 0

Jonathan Williams

AutoNav: Disabled

PO Box 2068

Envelopeld Stamping: Disabled

Wake Forest, NC 27588

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

jonathan@focusdesignbuilders.com

IP Address: 174.109.142.193

Record Tracking

Status: Original

Holder: Jonathan Williams

Location: DocuSign

6/29/2023 10:50:57 AM

jonathan@focusdesignbuilders.com

Signer Events

Jonathan Williams

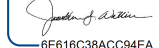
jonathan@focusdesignbuilders.com

VP

Focus Design Builders

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



6E616C38ACC94EA...

Signature Adoption: Uploaded Signature Image

Using IP Address: 174.109.142.193

Timestamp

Sent: 6/29/2023 10:51:57 AM

Viewed: 6/29/2023 10:52:14 AM

Signed: 6/29/2023 10:52:44 AM

Freeform Signing

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

6/29/2023 10:51:57 AM

Certified Delivered

Security Checked

6/29/2023 10:52:14 AM

Signing Complete

Security Checked

6/29/2023 10:52:44 AM

Completed

Security Checked

6/29/2023 10:52:44 AM

Payment Events**Status****Timestamps**

OWNER

HSBP PROPERTIES LLC
IDEAL PROPERTIES LLC
IDEAL PROPERTIES LLC
350 GREEN OAKS LLC
HPC PROPERTIES LLC
CLASSIC ROAD #1021 LLC
AM 850 LLC / CURTIS MEDIA GRP
MICRASTEV LLC
D'ANDREA REALTY GROUP LLC
SKIE PROPERTIES THREE LLC
FOX PROPERTY HOLDINGS LLC
FERGUSON ENTERPRISES INC
AM 850 LLC
STOCKBRIDGE EV 161 TRADITION TRL OWNER LP

Town of Holly Springs, Attn: Development Services
Focus Design Builders, LLC

ADDR1

110 TRADITION TRL
131 TADITION TRL
107 ASHWICK CT
PO BOX 821
4312 CLARIDGE CT
300 GREEN OAKS PKWY
3012 HIGHWOODS BLVD STE 201
16160 PANTHEON PASS
PO BOX 1381
211 PREMIER DR
312 MAGNOLIA MEADOW WAY
12500 JEFFERSON AVE
3012 HIGHWOODS BLVD STE 201
3105 GLENWOOD AVE STE 105

PO BOX 821
PO Box 1706

ADDR2

HOLLY SPRINGS NC 27540-7045
HOLLY SPRINGS NC 27540
CARY NC 27513-1608
APEX NC 27502-0821
APEX NC 27539-5798
HOLLY SPRINGS NC 27540-6178
RALEIGH NC 27604-1031
DELRAY BEACH FL 33446-2315
FUQUAY VARINA NC 27526-1381
HOLLY SPRINGS NC 27540-8414
HOLLY SPRINGS NC 27540-5926
NEWPORT NEWS VA 23602-4314
RALEIGH NC 27604-1031
RALEIGH NC 27612-5059

Holly Springs NC 27540
Wake Forest, NC 27588

NEIGHBORHOOD MEETING SIGN-IN SHEET						PROJECT: 370 GREEN OAKS PKWY			
DATE: 06/28/2023						TIME: 6:00 - 7:00 PM			
ATTENDEE		ADDRESS							
JONATHAN WILLIAMS		881 FALCATE DR. WAKE FOREST, NC 27587							
BAXTER WALKER		5440 WADE PARK BOULVEVARD, SUITE 200 RALEIGH, NC 27607							

SIGNATURE: JONATHAN WILLIAMS

X:\CIVIL\PROJECTS\2022\C22001 - 370 GREEN OAKS\DRAWINGS\PLAN SETS\DEVELOPMENT PLAN\C22001.DWG - COVER & DETAILS.DWG PRINTED BY: MICHAEL PETERSON 1/23/24 @ 3:37 PM. LAST SAVED BY: MICHAEL PETERSON

CONTACT INFORMATION

OWNER REPRESENTATIVE

FOCUS DESIGN BUILDERS
881 FALCATE DRIVE
WAKE FOREST, NC 27587
CONTACT: JONATHAN S. WILLIAMS
PHONE:

ARCHITECT

MCGAHEY DESIGN
123 RALEIGH STREET
FUGUAY-VARINA, NC 27526
CONTACT: JOHN MCGAHEY
PHONE: (919) 321-0123

OWNER

D'ANDREA REALTY GROUP LLC
PO BOX 1381
FUGUAY-VARINA, NC 27526
CONTACT: PHIL D'ANDREA
EMAIL: PHILDBH1@GMAIL.COM

REFERENCES

SURVEY

CARP - CANTHORNE, MOSS & PANCIERA, P.C.
PROFESSIONAL LAND SURVEYORS
333 S. WHITE STREET
WAKE FOREST, NC
CONTACT: NAME
PHONE: (919) 556-3148

ENVIRONMENTAL ENGINEER

SAGE ECOLOGICAL SERVICES, INC.
3707 SWIFT DRIVE
RALEIGH, NC 27606
CONTACT: SEAN CLARK, PWS
PHONE: (919) 559-1537

REVIEW AGENCIES / UTILITY CONTACTS

MUNICIPALITY

TOWN OF HOLLY SPRINGS
128 S MAIN ST, HOLLY SPRINGS, NC 27540
PHONE: 919.577.3228

NC DOT

4029 DISTRICT DR, RALEIGH, NC 27607
PHONE: 919.733.3213

PROJECT NARRATIVE

THIS IS A DEVELOPMENT PLAN LOCATED AT 370 GREEN OAKS PARKWAY PROPOSING TO CONSTRUCT A BUILDING AND PARKING, AS PART OF THIS PLAN. THE FOLLOWING DOCUMENTS ARE ADDITIONALLY SUBMITTED:

- STORMWATER REPORT

PUBLIC REALM STANDARD PROVIDED

THE PUBLIC REALM FEATURE UTILIZED BY THE PROJECT IS "INCREASE PRIMARY FAÇADE MATERIALS TO 75% TYPE 1 MATERIALS" GIVEN THAT BOTH PRIMARY FAÇADES (WEST AND SOUTH) APPEAR TO EITHER MEET OR EXCEED THE REQUIRED 75%.

CONDITIONS OF APPROVAL

1. THOROUGHFARES, COLLECTORS AND BOULEVARDS WILL REQUIRE A CALCULATED PAVEMENT DESIGN WITH 1ST CONSTRUCTION DRAWING SUBMITTAL. THIS MAY RESULT IN A PAVEMENT CROSS SECTION BIGGER THAN THE SPECIFIED MINIMUM.

2. OFF-SITE RIGHT-OF-WAY DEDICATION WILL BE REQUIRED IN THE FORM OF A RECORDED PLAT PRIOR TO RECEIVING CONSTRUCTION DRAWING APPROVAL.

3. ALL SPECIAL STUDIES MUST BE FINALIZED PRIOR TO BEING SCHEDULED FOR PLANNING BOARD.

4. INVOICED FEES FROM SPECIAL STUDY THIRD PARTY REVIEW MUST BE PAID PRIOR TO FIRST CONSTRUCTION DRAWING SUBMITTAL AND NO LATER THAN PRIOR TO CONSTRUCTION DRAWING APPROVAL.

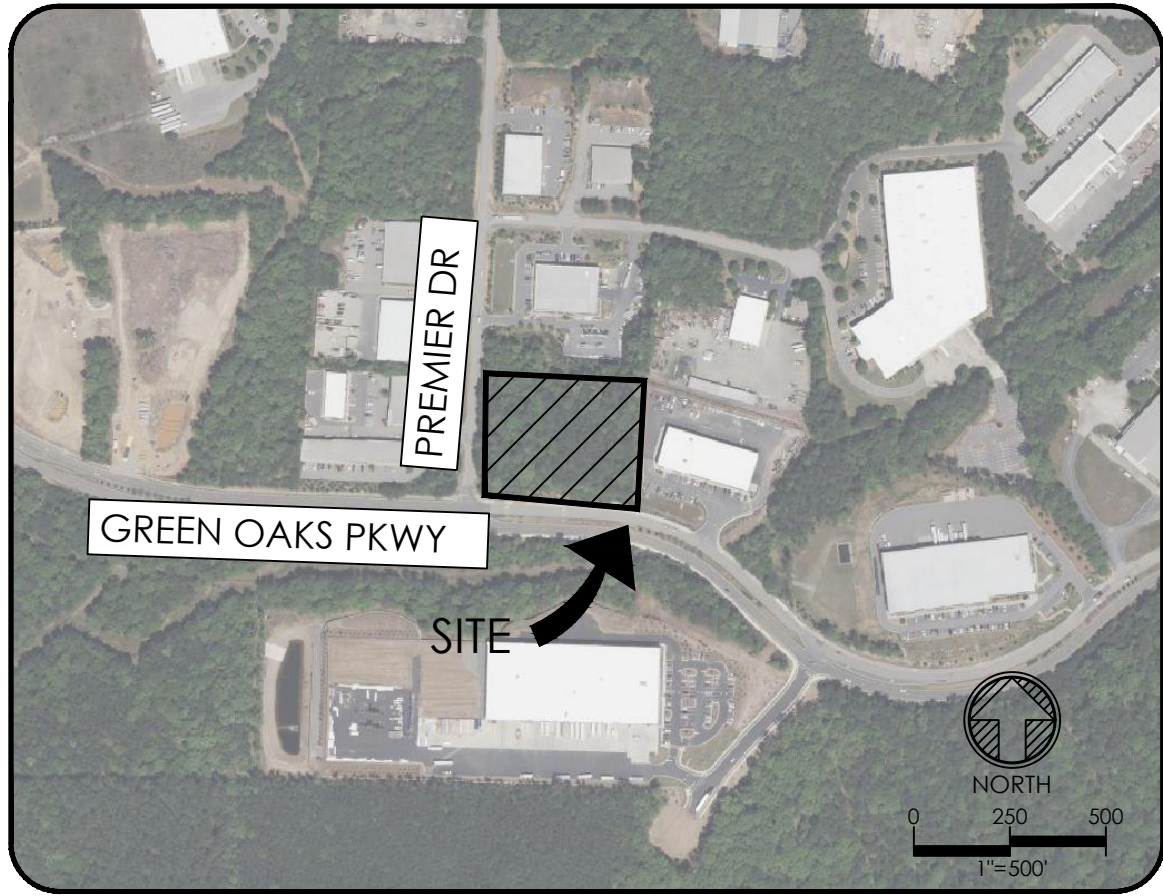
UTILITY ALLOCATION MUST BE GRANTED AND APPROVED BY TOWN COUNCIL PRIOR TO FIRST CONSTRUCTION DRAWING SUBMITTAL.

CONSTRUCTION DRAWING APPROVAL IS REQUIRED BEFORE CONSTRUCTION ON THIS PROJECT MAY BEGIN. DEVELOPMENT FEES ARE DUE BEFORE CONSTRUCTION DRAWING APPROVAL.

370 GREEN OAKS
DEVELOPMENT PLAN

UNDERFOOT PROJECT - C22001
23-DP-09/PLDP202300180

LOCATION:
370 GREEN OAKS PKWY
HOLLY SPRINGS, NC



PREPARED BY:



underfoot
ENGINEERING

1149 EXECUTIVE CIRCLE
CARY, NC 27511
919.576.9733
NCBELS C3847 | NCBOLA C683

CONTACT: MIKE ROSELLI, PE, PLA
MROSELLI@UNDERFOOTENGINEERING.COM

SITE DATA

PARCEL IDENTIFICATION NUMBER
EXISTING PARCEL ACREAGE (AC.)
PARCEL ADDRESS
GEODETIC NUMBER

0649-22-3243
3.07
370 GREEN OAKS PKWY, HOLLY SPRINGS NC 27540
ALFORD 33

EXISTING USE
PROPOSED USE
ZONING

VACANT
OFFICE / WAREHOUSE BUILDING
BUSINESS & RESEARCH TECHNOLOGY (BRT)

WATERSHED
RIVER BASIN
SUB-BASIN
FIRM PANEL

WHITE OAK WATERSHED
BUCKHORN CREEK
CAPE FEAR RIVER
3720064900K, EFFECTIVE 07/19/2022

SETBACKS
FRONT
SIDE YARD
SIDE CORNER LOT
REAR YARD
MAXIMUM BUILDING HEIGHT

30'
5'
30'
5'
100'

BUFFER REQUIREMENTS
PERIMETER

5' TYPE A (NORTH AND EAST)
10' TYPE B (SOUTH AND WEST)

OPEN SPACE REQUIREMENTS
REQUIRED OPEN SPACE
PROPOSED OPEN SPACE

3% MIN. (4,011.87 SF / 0.09 AC.)
5.5% (7,226 SF / 0.17 AC.)

IMPERVIOUS AREA

79,081.91 SF (1.82 AC)

PARKING REQUIREMENTS
BUILDING (23,800 TOTAL)
REQUIRED PARKING
EV REQUIRED PARKING

28 SPACES (2/1000SF OFFICE & SERVICE USE - 50% / 1/3000SF AGRICULTURAL, MANUFACTURING & DISTRIBUTION - 50%)
10% OF SPOTS MUST BE EVSE-READY PER UDO TABLE 6.6-A
(10% OF 41 SPACES = 4.1 EV SPACES REQUIRED)

PROPOSED PARKING
PROPOSED EV PARKING

41 SPACES (2 HC SPACES REQ'D., 2 PROVIDED)
5 SPACES

BICYCLE PARKING

ONE (1) BICYCLE RACK PROVIDED
(ONE (1) RACK REQ'D. PER UDO)
(ONE RACK PROVIDES 5 BIKE SPACES)
FIVE (5) SPACES

TOTAL BICYCLE PARKING

SEWER FLOW
(IN ACCORDANCE WITH NCDENR 2T RULES)

AS PROPOSED FOR COMMERCIAL
DEVELOPMENT

FLEX SPACE - 100 GAL/BAY X 7 BAYS = 700 GPD
OFFICE FLEX SPACE - 25 GAL/PERSON X 29 EMPLOYEES
= 725 GPD
= 1,425 GPD

TOTAL

DATUM

HORIZONTAL DATUM: NAD83
VERTICAL DATUM: NAVD88

SHEET INDEX

#	SHEET NAME
C-000	COVER SHEET
C-100	EXISTING CONDITIONS & DEMOLITION PLAN
C-200	OVERALL SITE PLAN
C-201	TRUCK CIRCULATION & ADA ACCESSIBILITY PLAN
C-202	PAVING PLAN
C-300	GRADING & DRAINAGE PLAN
C-400	UTILITY PLAN
C-500	SITE DETAILS (1 OF 2)
C-501	SITE DETAILS (2 OF 2)
L-100	LANDSCAPE PLAN
L-101	LANDSCAPE NOTES & DETAILS
DESIGN DOCUMENTS BY OTHERS	
23-0294A	SITE LIGHTING ARRANGEMENT
A1.01 - AS2.04	ARCHITECTURAL ELEVATIONS AND SCHEDULES

PLAN IS SUBJECT TO REVISIONS DURING CONSTRUCTION DRAWING APPROVAL PROCESS. PLAN IS PROVIDED FOR PLANNING APPROVAL AND IS NOT A CONSTRUCTION DOCUMENT.

ALL CONSTRUCTION MUST BE PERFORMED IN ACCORDANCE WITH CURRENT TOWN OF HOLLY SPRINGS STANDARDS, SPECIFICATIONS AND DETAILS IN PLACE AT TIME OF PLAN APPROVAL

PLAN REVISIONS			
#	DATE	REVISION	BY
1	2023.08.25	TOHS COMMENTS	MP
2	2023.10.20	TOHS COMMENTS	MP
3	2023.12.21	TOHS COMMENTS	MP



PROJECT:

370 GREEN OAKS
DEVELOPMENT
PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:
DRAWN BY:
REVIEWED BY:
1ST SUBMITTAL:
SCALE:

C22001
HN
MR
2023.07.07
1"=500'

PRELIMINARY
NOT FOR CONSTRUCTION

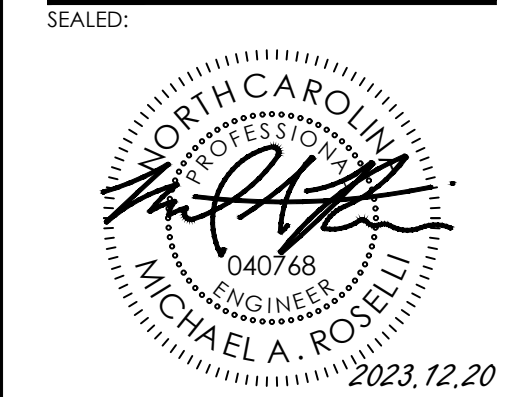
PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:

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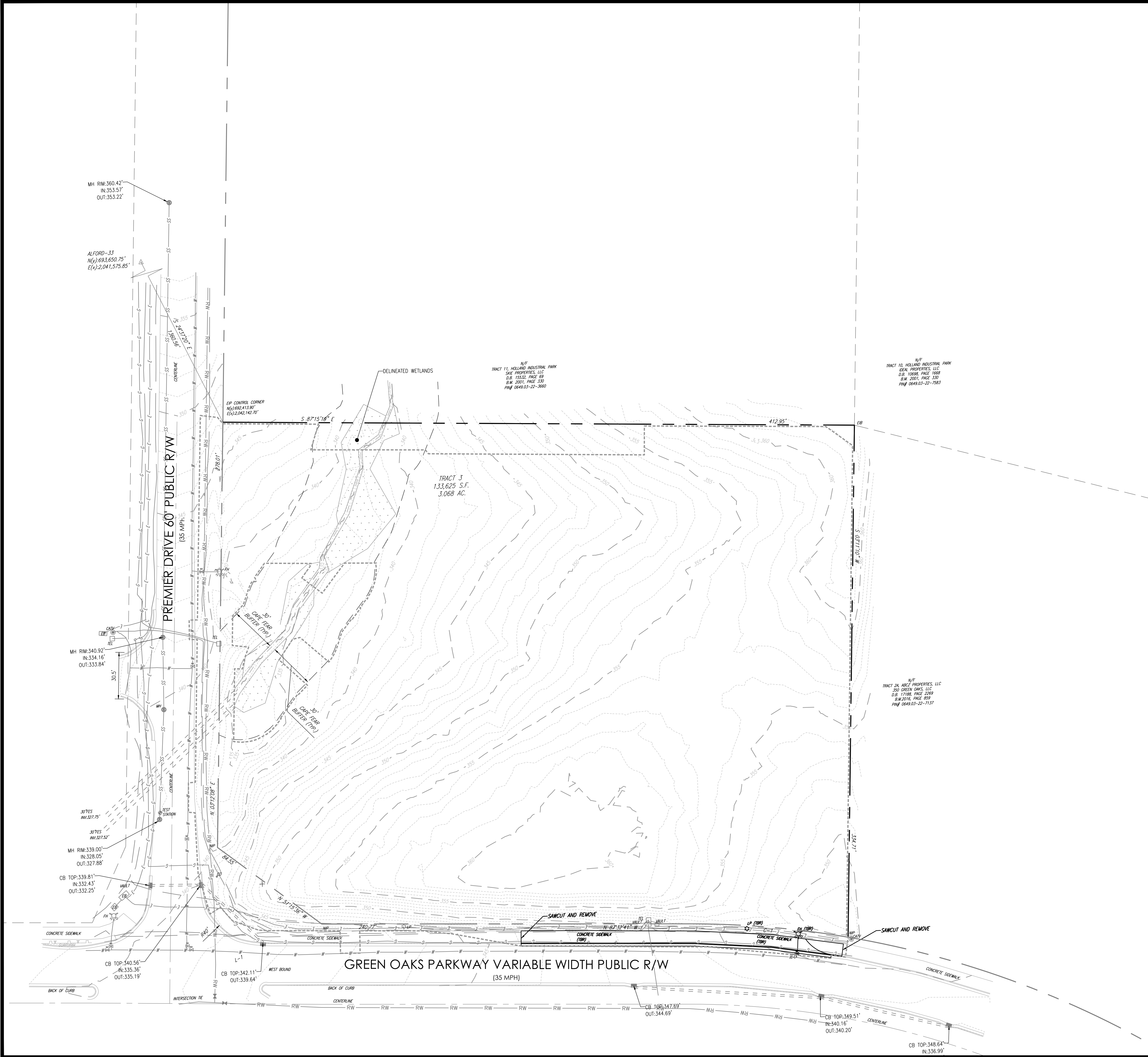


SHEET:

COVER SHEET

C-000

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GENERAL NOTES

- ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH TOWN OF HOLLY SPRINGS STANDARDS, SPECIFICATIONS AND DETAILS.
- EXISTING SURVEY AND TOPOGRAPHIC INFORMATION IS BASED ON FIELD SURVEY PROVIDED BY CANTWORME, MOSS & PANCHERA, P.C. PROFESSIONAL LAND SURVEYORS, AS WELL AS GIS AND INFORMATION OBTAINED FROM A FIELD VISIT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFYING EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF ANY WORK. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES OR CONFLICTS. THERE ARE NO FEMA FLOODPLANS CONTAINED ON THIS SITE PER FIRM PANEL 3720064900K, EFFECTIVE DATE JULY 19, 2022.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING, COORDINATING, AND PAYMENT FOR ALL NECESSARY LOCATING SERVICES INCLUDING INDEPENDENT LOCATING SERVICES. THE CONTRACTOR SHALL HAVE ALL EXISTING UTILITIES LOCATED AT LEAST 48 HOURS PRIOR TO BEGINNING DEMOLITION, EXCAVATION, OR ANY OTHER FORM OF CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES OR CONFLICTS.
- ALL SUB-SURFACE UTILITIES IDENTIFIED ON THE CONSTRUCTION DOCUMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATION BASED ON SURVEY INFORMATION GATHERED FROM FIELD INSPECTION AND/OR ANY OTHER APPLICABLE RECORD DRAWINGS WHICH MAY BE AVAILABLE. IT IS SOLELY THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ACTUAL IN-PLACE SUB-SURFACE UTILITY INFORMATION INCLUDING HORIZONTAL AND VERTICAL LOCATION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE OF ANY DISCREPANCIES OR CONFLICTS.
- EXISTING IMPROVEMENTS DAMAGED OR DESTROYED BY THE CONTRACTOR DURING CONSTRUCTION SHALL BE RESTORED OR REPLACED TO ORIGINAL CONDITION AND TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING ALL PERMITS, INSPECTIONS, CERTIFICATIONS, AND OTHER REQUIREMENTS WHICH MUST BE MET UNDER THIS CONTRACT OR TOWN OF HOLLY SPRINGS REQUIREMENT ARE OBTAINED.
- IF DEPARTURES FROM THE PROJECT DRAWINGS OR SPECIFICATIONS ARE DEEMED NECESSARY BY THE CONTRACTOR, DETAILS OF SUCH DEPARTURES AND REASONS THEREFORE SHALL BE SUBMITTED TO THE OWNER'S REPRESENTATIVE FOR REVIEW PRIOR TO CONSTRUCTION. NO DEPARTURES FROM THE CONTRACT DOCUMENTS SHALL BE MADE WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE OWNER'S REPRESENTATIVE.
- THE CONTRACTOR IS RESPONSIBLE FOR THE RELOCATION OF ANY EXISTING UTILITY INFRASTRUCTURE REQUIRED TO COMPLETE ANY PORTION OF CONSTRUCTION. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR THE COORDINATION AND COSTS OF ASSOCIATED WORK.
- THE ENGINEER AND/OR OWNER DISCLAIM ANY ROLE IN THE CONSTRUCTION MEANS AND/OR METHODS ASSOCIATED WITH THE PROJECT AS SET FORTH IN THESE PLANS.

DEMOLITION NOTES

- REFER TO GENERAL NOTES ON THIS SHEET.
- ANY MATERIALS REMOVED AS PART OF DEMOLITION FOR THIS PROJECT SHALL BE PROPERLY DISPOSED OF OFF-SITE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL LAWS.
- ANY MATERIALS REMOVED AS PART OF DEMOLITION FOR THIS PROJECT SHALL BE REMOVED COMPLETELY.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF EXISTING TREES AND OTHER VEGETATION, ONLY AS NECESSARY FOR CONSTRUCTION OF THE PROPOSED IMPROVEMENTS.
- WITH ANY CONCRETE SHOWN TO BE REMOVED, THE CONTRACTOR SHALL REMOVE THE CONCRETE TO THE NEAREST JOINT OR SAW CUT TO PROVIDE CLEAN EDGE.
- WITH ANY ASPHALT SHOWN TO BE REMOVED, THE CONTRACTOR SHALL SAW CUT TO PROVIDE A CLEAN EDGE.
- ALL UTILITIES TO BE REMOVED OR RELOCATED SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY PROVIDER PRIOR TO CONSTRUCTION. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT ALL NECESSARY MEASURES ARE TAKEN, WHETHER TEMPORARY OR PERMANENT, TO ALLOW FOR PROPER FUNCTIONING OF EXISTING UTILITIES.

DEMOLITION LEGEND	
TYPICAL EXISTING NOTE	TYPICAL DEMOLITION / REMOVAL NOTE
-----	LIMITS OF DISTURBANCE
- - - - -	EASEMENT LINE
=====	CONCRETE CURB & GUTTER
⊗	UTILITY POLE
⊕	TYPICAL LIGHT
•	TYPICAL SIGN
-----	SANITARY SEWER LATERAL
-----	UNDERGROUND WATER LINE
-----	UNDERGROUND ELECTRIC LINE
-----	UNDERGROUND GAS LINE
-----	OVERHEAD WIRE
-----	UNDERGROUND TELEPHONE LINE
-----	UNDERGROUND CABLE LINE
=====	STORM SEWER
-----	SANITARY SEWER MAIN
⊕	HYDRANT
●	SANITARY MANHOLE
●	STORM JUNCTION BOX
⊗	WATER METER
⊗	WATER VALVE
(TBR) / (TBR)	TO BE REMOVED / TO BE RELOCATED

301503060

GRAPHIC SCALE

NORTH

ALL CONSTRUCTION MUST BE PERFORMED IN ACCORDANCE WITH CURRENT TOWN OF HOLLY SPRINGS STANDARDS, SPECIFICATIONS AND DETAILS IN PLACE AT TIME OF PLAN APPROVAL

PLAN REVISIONS			
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1	2023.08.25	TOHS COMMENTS	MP
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3	2023.12.21	TOHS COMMENTS	MP

811

KNOW WHAT'S BELOW
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It's fast. It's free. It's the law.

PROJECT:

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:	C22001
DRAWN BY:	HN
REVIEWED BY:	MR
1ST SUBMITTAL:	2023.07.07
SCALE:	1"=30'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN BUILDERS, LLC

PREPARED BY:

underfoot
ENGINEERING

1149 EXECUTIVE CIRCLE
CARY, NC 27511
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NCBELS C3847 | NCBCOLA C683

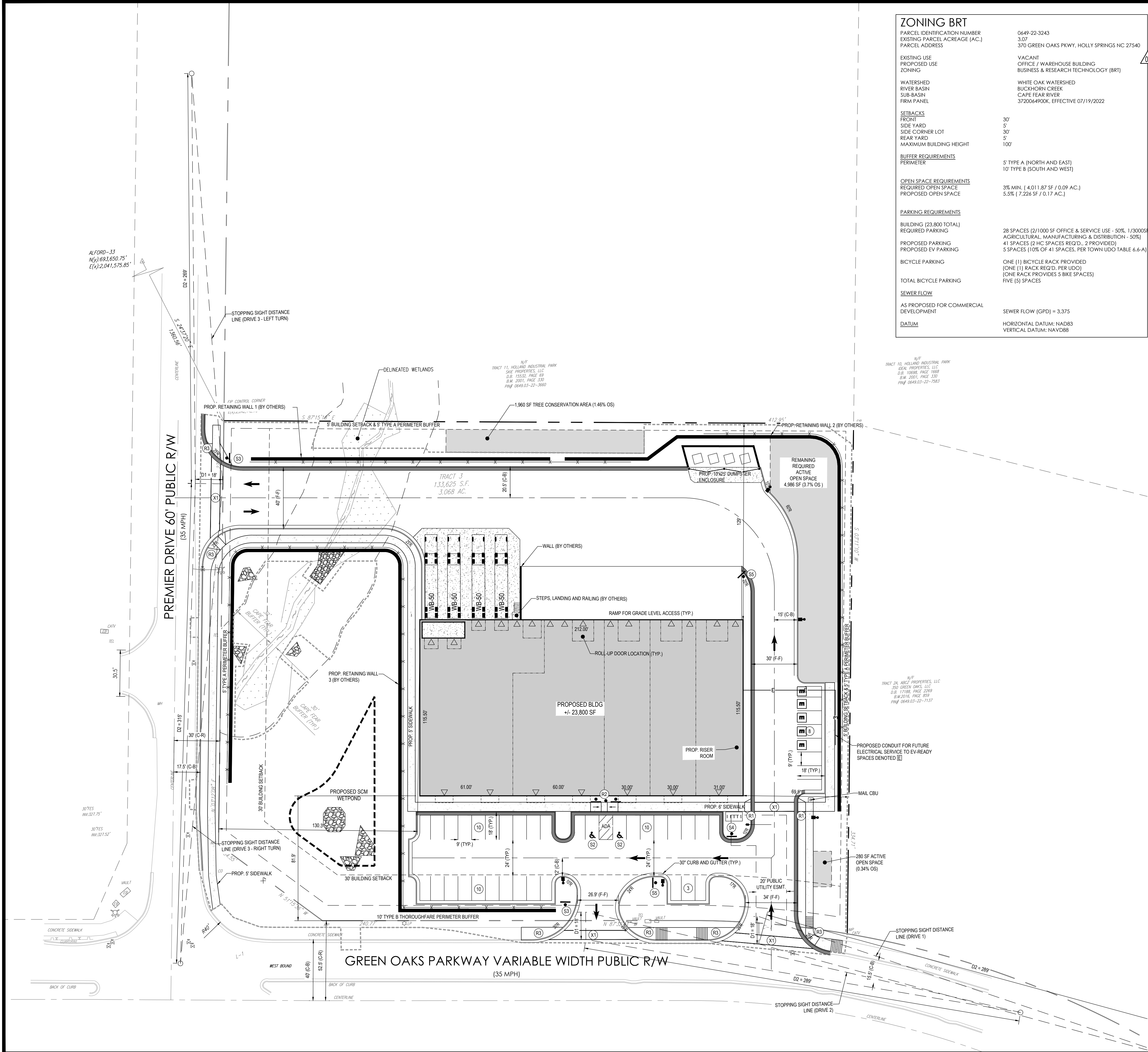
SEALED:

040768
ENGINEER
MICHAEL A. ROSELLI
2023.12.20

SHEET:

EXISTING CONDITIONS & DEMOLITION PLAN

C-100



ZONING BRT

PARCEL IDENTIFICATION NUMBER	0649-22-3243
EXISTING PARCEL ACREAGE (AC.)	3.07
PARCEL ADDRESS	370 GREEN OAKS PKWY, HOLLY SPRINGS NC 27540
EXISTING USE	VACANT
PROPOSED USE	OFFICE / WAREHOUSE BUILDING
ZONING	BUSINESS & RESEARCH TECHNOLOGY (BRT)
WATERSHED	WHITE OAK WATERSHED
RIVER BASIN	BUCKHORN CREEK
SUB-BASIN	CAPE FEAR RIVER
FIRM PANEL	3720064900K, EFFECTIVE 07/19/2022
SETBACKS	
FRONT	30'
SIDE YARD	5'
SIDE CORNER LOT	30'
REAR YARD	5'
MAXIMUM BUILDING HEIGHT	100'
BUFFER REQUIREMENTS	
PERIMETER	5' TYPE A (NORTH AND EAST) 10' TYPE B (SOUTH AND WEST)
OPEN SPACE REQUIREMENTS	
REQUIRED OPEN SPACE	3% MIN. (4,011.87 SF / 0.09 AC.)
PROPOSED OPEN SPACE	5.5% (7,226 SF / 0.17 AC.)
PARKING REQUIREMENTS	
BUILDING (23,800 TOTAL) REQUIRED PARKING	28 SPACES (2/1000 SF OFFICE & SERVICE USE - 50%, 1/3000SF AGRICULTURAL, MANUFACTURING & DISTRIBUTION - 50%)
PROPOSED PARKING	41 SPACES (2 HIC SPACES REQ'D - 2 PROVIDED)
PROPOSED EV PARKING	5 SPACES (10% OF 41 SPACES, PER TOWN UDO TABLE 6.6-A)
BICYCLE PARKING	ONE (1) BICYCLE RACK PROVIDED (ONE (1) RACK REQ'D. PER UDO) (ONE RACK PROVIDES 5 BIKE SPACES)
TOTAL BICYCLE PARKING	FIVE (5) SPACES
SEWER FLOW	
AS PROPOSED FOR COMMERCIAL DEVELOPMENT	SEWER FLOW (GPD) = 3,375
DATUM	HORIZONTAL DATUM: NAD83 VERTICAL DATUM: NAVD83

SITE PLAN NOTES

- REFER TO GENERAL NOTES ON SHEET C-100.
- SETBACKS ARE SHOWN IN ACCORDANCE WITH THE APPROVED TOWN OF HOLLY SPRINGS STANDARDS.
- ALL PARKING LOTS STRIPPING SHALL BE WHITE.
- ALL PARKING LOTS SHALL BE PRIVATE.
- WHEN THE EVSE-READY SPACES BECOME EVSE SPACE, THE EV STATIONS MUST MEET THE REQUIREMENTS OF UDO SECTION 6.6.2.C FOR LEVEL 2 CHARGING.

BUILDING TABLE

BUILDING	GROSS FLOOR AREA (SF)	PROPOSED USE	BUILDING PLAN	HVAC LOCATION
1	23,800	OFFICE / WAREHOUSE BUILDING	SEE SHEET 1-X (BY OTHERS)	ROOF

STOPPING SIGHT DISTANCE CALCULATIONS

ACCESS DRIVES	DESIGN SPEED (MPH)	STOPPING SIGHT DISTANCE (FT)	ADJUSTMENT (FT)	STOPPING SIGHT DISTANCE WITH ADJUSTMENT (FT)
ACCESS DRIVE 1	40	305	-16	289
ACCESS DRIVE 2	40	305	-16	289
ACCESS DRIVE 3 LEFT TURN	40	305	-36	269
ACCESS DRIVE 3 RIGHT TURN	40	305	+10	315

SIGNAGE AND MARKING LEGEND

SYMBOL	SIGN / MARKING	MUTCD	SIGN DIMENSIONS
ADA	ADA RAMP	--	REFER TO SHEET C-501
X1	PEDESTRIAN CROSSING	--	--
S2	ADA PARKING	DETAIL TDB	REFER TO SHEET C-500
S3	STOP SIGN	--	REFER TO SHEET C-500

SITE LEGEND

(NOT TO SCALE)

EXISTING NOTE	TYPICAL NOTE TEXT	PROPOSED NOTE
	ON-SITE PROPERTY LINE / R.O.W. LINE	
	NEIGHBORING PROPERTY LINE / INTERIOR PARCEL LINE	
	SETBACK LINE	
	CONCRETE CURB & GUTTER	CURB AND GUTTER SPILL CURB
	TEST PIT	
	DOOR LOCATION	
	UTILITY POLE	
	TYPICAL LIGHT	
	TYPICAL SIGN	
	ELECTRIC BOX	
	BENCHMARK	

PLAN REVISIONS

#	DATE	REVISION	BY
1	2023.08.25	TOHS COMMENTS	MP
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PROJECT:

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:
DRAWN BY:
REVIEWED BY:
1ST SUBMITTAL:
SCALE:

C22001
HN
MR
2023.07.07
1"=30'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

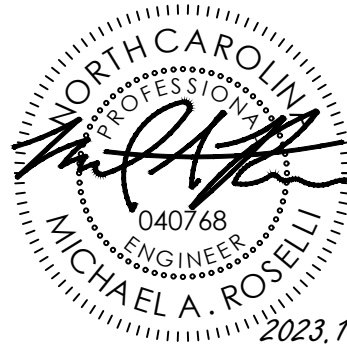
PREPARED BY:



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SEALED:



SHEET:

OVERALL SITE PLAN

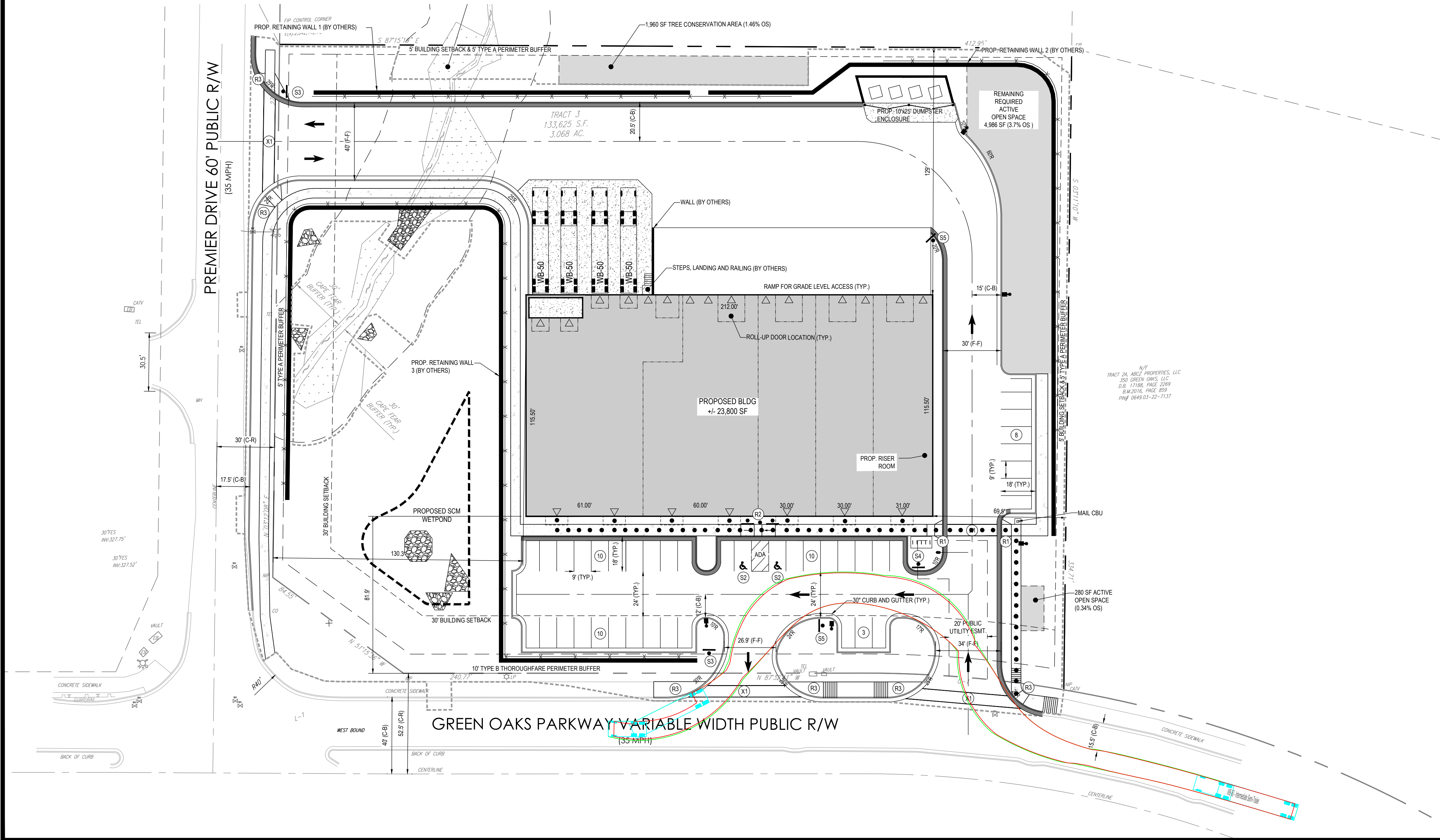
C-200



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FIRE TRUCK CIRCULATION NOTES
1. TRUCK MOVEMENTS SHOWN WERE DRAWN USING A STANDARD WB-50 TRUCK.

ADA ACCESSIBILITY NOTES
1. ADA ROUTES SHOWN SHALL MEET ADA GUIDELINES FOR ACCESS ON-SITE.

LEGEND (NOT TO SCALE)	
TYPICAL NOTE TEXT	PROPOSED NOTE
ADA ACCESSIBILITY PATH	● ●



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370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #: C22001
DRAWN BY: HN
REVIEWED BY: MR
1ST SUBMITTAL: 2023.07.07
SCALE: 1"=30'

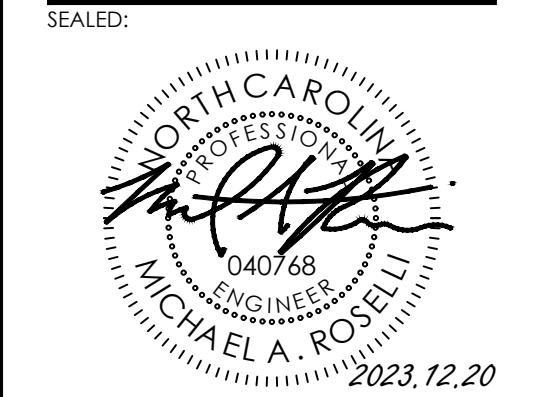
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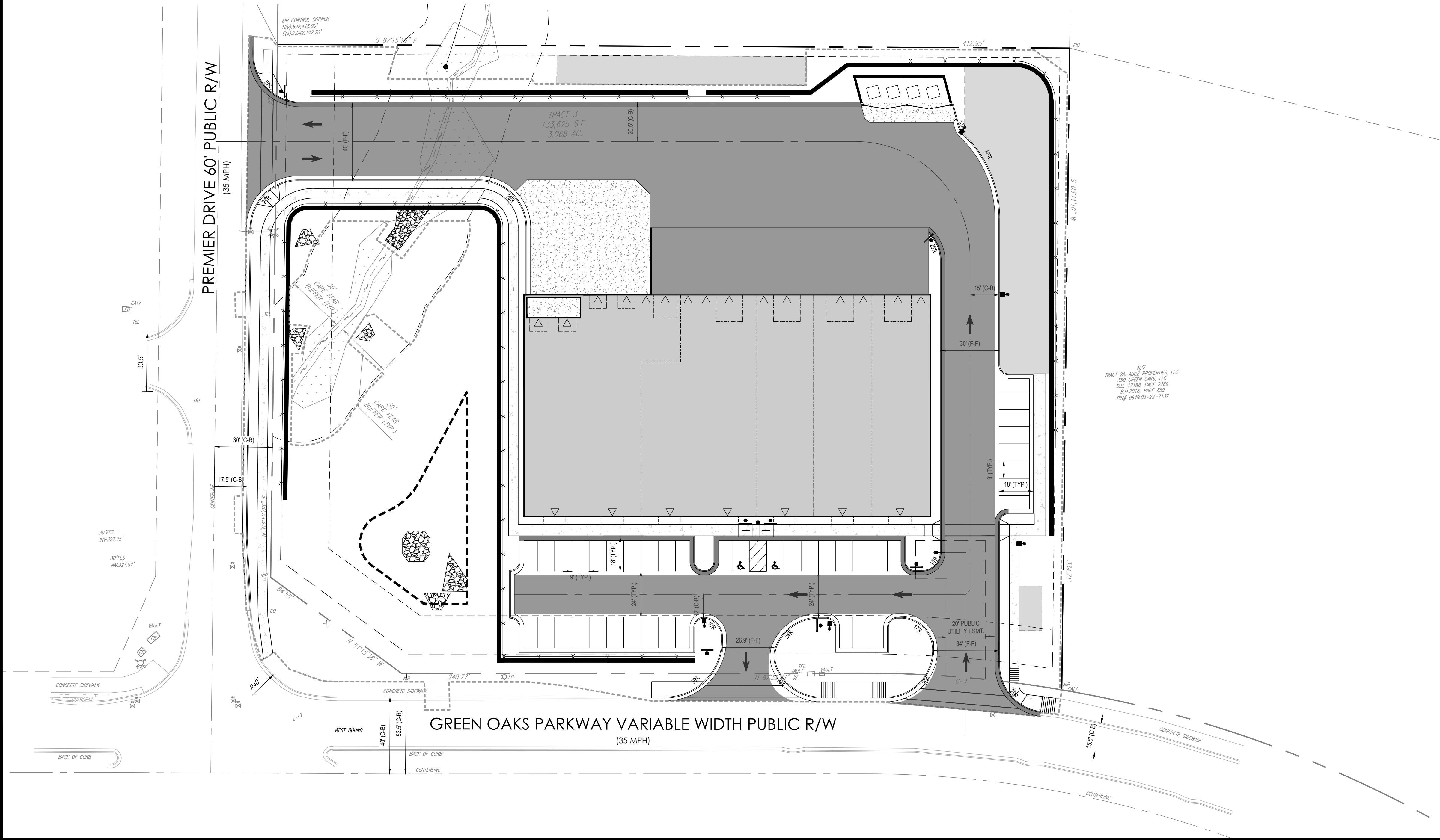


SHEET:

TRUCK CIRCULATION
& ADA
ACCESSIBILITY PLAN

C-201

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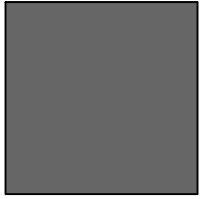
PAVING NOTES

1. REFER TO GENERAL NOTES ON SHEET C-100.
2. REFER TO SITE DETAILS, SHEET C-501 FOR DESIGN SPECIFICATIONS FOR PAVEMENT SECTIONS.
3. ALL TRAVEL LANES SHALL BE PAVED WITH THE HEAVY DUTY PAVEMENT SECTION SPECIFIED ON SHEET C-501 (DETAIL SHEET). ALL PARKING AREAS SHALL BE PAVED WITH THE LIGHT DUTY PAVEMENT SECTION SPECIFIED ON SHEET C-501 (DETAIL SHEET).

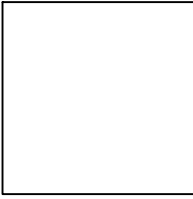
PAVEMENT MARKING & SIGNAGE NOTES

1. ALL PAVEMENT MARKINGS AND STREET SIGNAGE SHALL BE IN ACCORDANCE WITH THE MUTCD, 2009 EDITION.
2. PAVEMENT MARKINGS IN RIGHT OF WAY SHALL BE THERMOPLASTIC AND SHALL COMPLY WITH TOWN OF HOLLIS SPRINGS STANDARDS AND SPECIFICATIONS.
3. SIGNS MUST USE PRISMATIC SHEETING AND MEET THE MINIMUM RETRO-REFLECTIVITY LEVELS SHOWN IN THE LATEST EDITION OF THE MUTCD. SIGNS PROVIDED FOR PEDESTRIAN CROSSINGS SHALL USE THE STRONG YELLOW-GREEN COLORING.
4. ALL SPECIALTY TRAFFIC CONTROL AND STREET NAME SIGNS AND POSTS MUST COMPLY WITH TOWN OF HOLLIS SPRINGS STANDARDS AND SPECIFICATIONS. REQUESTS FOR SPECIALTY SIGNS SHALL BE SUBMITTED TO AND APPROVED BY THE TOWN PRIOR TO INSTALLATION AND ACCEPTANCE OF MAINTENANCE FOR THE CERTIFICATE OF OCCUPANCY.

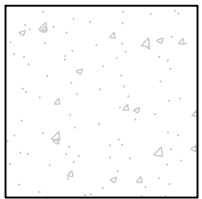
PAVING LEGEND



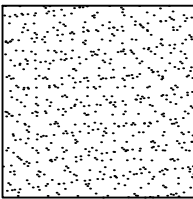
HEAVY-DUTY
ASPHALT
PAVEMENT



LIGHT-DUTY
ASPHALT
PAVEMENT



SIDEWALK
CONCRETE



HEAVY-DUTY
CONCRETE

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370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

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DRAWN BY: HN
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1ST SUBMITTAL: 2023.07.07
SCALE: 1"=30'

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PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:

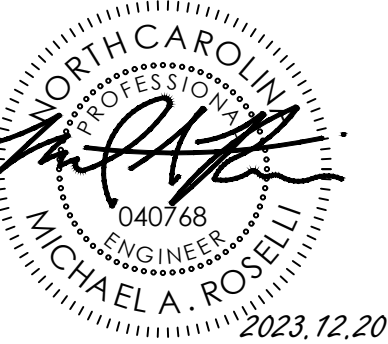


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BELS C3847 | NCBOLA C683

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SEALING:



SHEET:

PAVING PLAN

C-202

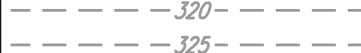
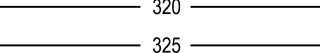
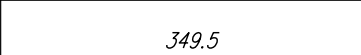
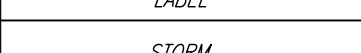
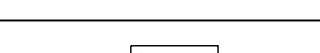
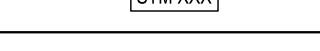
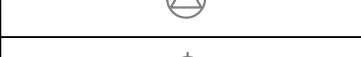
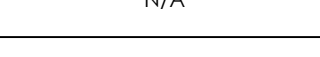
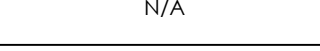
STORM SEWER PIPE SCHEDULE							
FROM	TO	FROM INV.	TO INV.	PIPE LENGTH FEET	SLOPE (%)	DIAMETER (IN.)	MATERIAL
403	402	336.83	334.50	66.74	3.49%	42"	RCP
401	400	336.30	334.30	66.74	3.00%	42"	RCP
304	EX CB	335.57	335.29	56.66	0.50%	15"	RCP
303	302	337.50	337.00	25.15	1.99%	15"	RCP
301	300	339.75	339.00	26.17	2.87%	15"	RCP
115	114	342.32	341.66	66.00	1.00%	12"	HDPE
114	103	341.66	339.96	170.22	1.00%	12"	HDPE
113	112	344.08	342.87	121.00	1.00%	12"	HDPE
112	109	342.87	342.50	37.25	1.00%	12"	HDPE
111	110	343.40	342.84	94.02	0.60%	15"	RCP
110	109	342.74	342.30	72.71	0.60%	15"	RCP
109	108	342.20	341.46	123.48	0.60%	18"	RCP
108	107	341.36	340.82	89.22	0.60%	18"	RCP
107	106	340.72	340.38	24.00	0.60%	24"	RCP
106	105	340.48	340.00	60.08	0.80%	24"	RCP
105	104	339.90	339.63	27.00	1.00%	24"	RCP
104	103	339.53	337.83	111.49	1.52%	24"	RCP
103	102	337.73	337.50	25.42	0.84%	24"	RCP
101	100	338.77	337.91	47.86	1.88%	15"	RCP
RS01	500	336.40	336.00	58.67	0.68%	18"	RCP

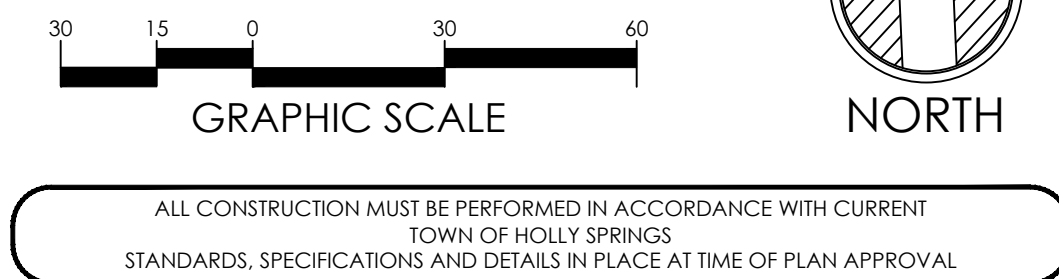
2. REFER TO GENERAL NOTES ON SHEET C-100.
3. ALL PROPOSED CONTOURS AND SLOPE ELEVATIONS REFLECT FINISHED GRADES AND SHALL BE COMPACTED IN ACCORDANCE WITH RECOMMENDATIONS OF GEO-TECHNICAL ENGINEER.
4. THE PROPOSED CONTOURS CROSS SECTION DATA ON ROADWAYS, DRIVES, AND SIDEWALKS ARE FINISHED GRADES. ALL SHALL BE COMPACTED IN ACCORDANCE WITH RECOMMENDATIONS OF GEO-TECHNICAL ENGINEER.
5. THE PROPOSED CONTOURS CROSS SECTION DATA ON FINAL CONSTRUCTION DRAWINGS SHALL BE USED TO ESTABLISH CORRECT SUBBASE OR AGGREGATE BASE COURSE ELEVATIONS TO BE CONSTRUCTED.
6. ALL STORM DRAINAGE PIPE SHALL BE CLASS III RCP, UNLESS OTHERWISE NOTED.
7. THE PROJECT WILL MEET ALL REQUIREMENTS RELATIVE TO BEST MANAGEMENT PRACTICES AND ENGINEERED STORMWATER CONTROL STRUCTURES AS OUTLINED IN THE HOLLY SPRINGS UDO AND ORDINANCES.
8. BMP'S SHALL BE LOCATED IN STORMWATER ACCESS EASEMENTS WITHIN THE COMMON OPEN SPACE, AN OPERATIONS AND MAINTENANCE MANUAL AND MAINTENANCE AGREEMENT SHALL BE PREPARED FOR EACH BMP.
9. A PRE-CONSTRUCTION MEETING SHALL BE REQUIRED FOR THIS PROJECT.
10. THE PROJECT SHALL FENCE SHALL BE INSTALLED PRIOR TO THE START OF THE SITE WORK IS COMPLETED AND THE FINAL SITE INSPECTION IS SCHEDULED PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY (CO). THE FENCING SHALL BE REMOVED IMMEDIATELY PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
11. ALL RETAINING WALLS REQUIRE A BUILDING PERMIT. WALLS GREATER THAN 4' IN HEIGHT REQUIRES ENGINEERING DESIGN APPROVAL AT THE CONSTRUCTION DRAWING REVIEW AS WELL AS A BUILDING PERMIT.
12. APPROVAL OF A STORMWATER MANAGEMENT PLAN IS REQUIRED TO ISSUANCE OF LAND DISTURBANCE OR CONSTRUCTION DRAWING APPROVAL.
13. ALL UNDERGROUND STORAGE PIPES SHALL BE INSTALLED WITHIN DOWN OF HILLS SPRINGS REQUIREMENTS. CORRUGATED METAL PIPE IS NOT ALLOWED.
14. FOR THE EXISTING STREAM ON THE PROPERTY AND THE PROPOSED STREAM CULVERT, THE METES AND BOUNDS OF THE STREAM BED SHALL BE RECORDED AS A PRIVATE DRAINAGE EASEMENT FOR THE DRAINAGE WAY FOR FUTURE MAINTENANCE.

CONTRACTORS SHALL EXERCISE APPROPRIATE CARE AND PRECISION IN CONSTRUCTION OF ADA (HANDICAP) ACCESSIBLE COMPONENTS AND ACCESS ROUTES FOR THE SITE. THESE COMPONENTS, AS CONSTRUCTED, MUST COMPLY WITH THE CURRENT ADA STANDARDS AND REGULATIONS' BARRIER FREE ACCESS AND ANY MODIFICATIONS, REVISIONS, OR UPDATES TO SAME. FINISHED SURFACES ALONG THE ACCESSIBLE ROUTE OF TRAVEL FROM PARKING SPACE, PUBLIC TRANSPORTATION, PEDESTRIAN ACCESS, AND/OR INTER-BUILDING ACCESS TO POINTS OF ACCESSIBLE BUILDING ENTRANCE/EXIT MUST COMPLY WITH THESE ADA CODE REQUIREMENTS. THESE INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- PARKING SPACES AND PARKING AISLES - SLOPE SHALL NOT EXCEED 1:50 (1/4" PER FOOT OR NOMINALLY 2.0%) IN ANY DIRECTION.
 • SIDEWALKS - SLOPE SHALL NOT EXCEED 1:12 (8.3%).
 • LANDINGS - SHALL BE PROVIDED AT EACH END OF RAMPS, MUST PROVIDE POSITIVE DRAINAGE, AND MUST NOT EXCEED 1:50 (1/4" PER FOOT OR NOMINALLY 2.0%) IN ANY DIRECTION.
 • CURBS - ALL LONG ACROSS CURBS SHALL BE 1:12 (8.3%).
 • UNOBSTRUCTED WIDTH OF TRAVEL (CAR OVERHANGS AND/OR HANDRAILS CAN NOT REDUCE THIS MINIMUM WIDTH). THE SLOPE MUST BE NO GREATER THAN 1:20 (5.0%) IN THE DIRECTION OF TRAVEL.
 • TRAVEL - THE SLOPE SHALL NOT EXCEED 1:50 (1/4" PER FOOT OR NOMINALLY 2.0%) IN ANY DIRECTION. IF TRAVEL WILL BE GREATER THAN 1:50 (5.0%), ADA RAMP REQUIREMENTS MUST BE ADHERED TO. A MAXIMUM SLOPE OF 1:12 (8.3%), FOR A MAXIMUM RISE OF 2.5 FEET, SHALL BE PROVIDED. THE RAMP MUST HAVE A 48" HIGH EXISTING OR NEW 60" MINIMUM WIDE SIDEWALK CROSS SLOPE.
 • NEW WORK - 1:50 IN ANY DIRECTION (1/4" PER FOOT OR NOMINALLY 2.0%) FOR SIDEWALKS AND DRAINAGE.
 • DOORWAYS - MUST HAVE A "LEVEL" LANDING AREA ON THE EXTERIOR SIDE OF THE DOOR THAT IS 5 FEET MINIMUM FROM THE DOOR NO MORE THAN 1:50 (1/4" PER FOOT OR NOMINALLY 2.0%) FOR POSITIVE DRAINAGE. THIS LANDING AREA MUST BE NO LESS THAN 60 INCHES (5 FEET) LONG, EXCEPT WHERE OTHERWISE PERMITTED BY ADA STANDARDS FOR ALTERNATIVE DOORWAY OPENING.
 • CURBS - ALL LONG ACROSS CURBS SHALL BE 1:12 (8.3%).
 • WHEN THE PROPOSED CONSTRUCTION INVOLVES RECONSTRUCTION, MODIFICATION, REVISION OR EXTENSION OF OR TO ADA COMPONENTS FROM EXISTING DOORWAYS OR SURFACES, THE CONTRACTOR MUST NOTIFY THE ENGINEER OF RECORD AND OBTAIN A WRITABLE STOP ORDER FROM THE DEPARTMENT OF JUSTICE'S ADA STANDARDS FOR ACCESSIBLE DESIGN ALLOWS FOR STEEPER RAMP SLOPES. IN RARE CIRCUMSTANCES, THE CONTRACTOR MUST IMMEDIATELY NOTIFY THE ENGINEER OF RECORD AND OBTAIN A WRITABLE STOP ORDER FROM THE DEPARTMENT OF JUSTICE OR ANY ASPECT FROM WHAT IS SHOWN ON THE PLANS. IN WRITING, BEFORE COMMENCEMENT OF WORK, CONSTRUCTED IMPROVEMENTS MUST FALL WITHIN THE MAXIMUM AND MINIMUM SLOPE REQUIREMENTS BY THE BANNER CODE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE CONTRACTOR'S FORMS PRIOR TO POURING CONCRETE. IF ANY NON-CONFORMANCE IS OBSERVED OR EXISTS, CONTRACTOR MUST IMMEDIATELY NOTIFY THE ENGINEER OF RECORD AND OBTAIN A WRITABLE STOP ORDER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING A WRITABLE STOP ORDER FROM THE DEPARTMENT OF JUSTICE FOR ALL COSTS TO REMOVE, REPAIR AND REPLACE NON-CONFORMING CONCRETE.

IT IS STRONGLY RECOMMENDED THAT THE CONTRACTOR REVIEW THE INTENDED CONSTRUCTION WITH THE LOCAL BUILDING CODE PRIOR TO COMMENCEMENT OF CONSTRUCTION.

GRADING LEGEND		
EXISTING NOTE	TYPICAL NOTE TEXT	PROPOSED NOTE
	CONTOUR LINE	
	SPOT ELEVATIONS	
	SANITARY LABEL	
	STORM LABEL	
	STORM SEWER	
	STORM JUNCTION BOX	
	TYPICAL END SECTION	
	HEADWALL OR ENDWALL	
	CATCH BASIN	
	MONITORING WELL	N/A
	BORING	N/A
	BENCHMARK	N/A
N/A	TEST PIT	
N/A	PATH OF OVERLAND RELIEF	
N/A	LIMITS OF DISTURBANCE	



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PROJECT:

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #: C2200
DRAWN BY: HM
REVIEWED BY: MR
1ST SUBMITTAL: 2023.07.07
SCALE: 1"=30'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:



underfoot
ENGINEERING

1149 EXECUTIVE CIRCLE
CARY, NC 27511
919.576.9733
NCBELS C3847 | NCBOLA C683

NCBELS C3847 | NCBOLA C683

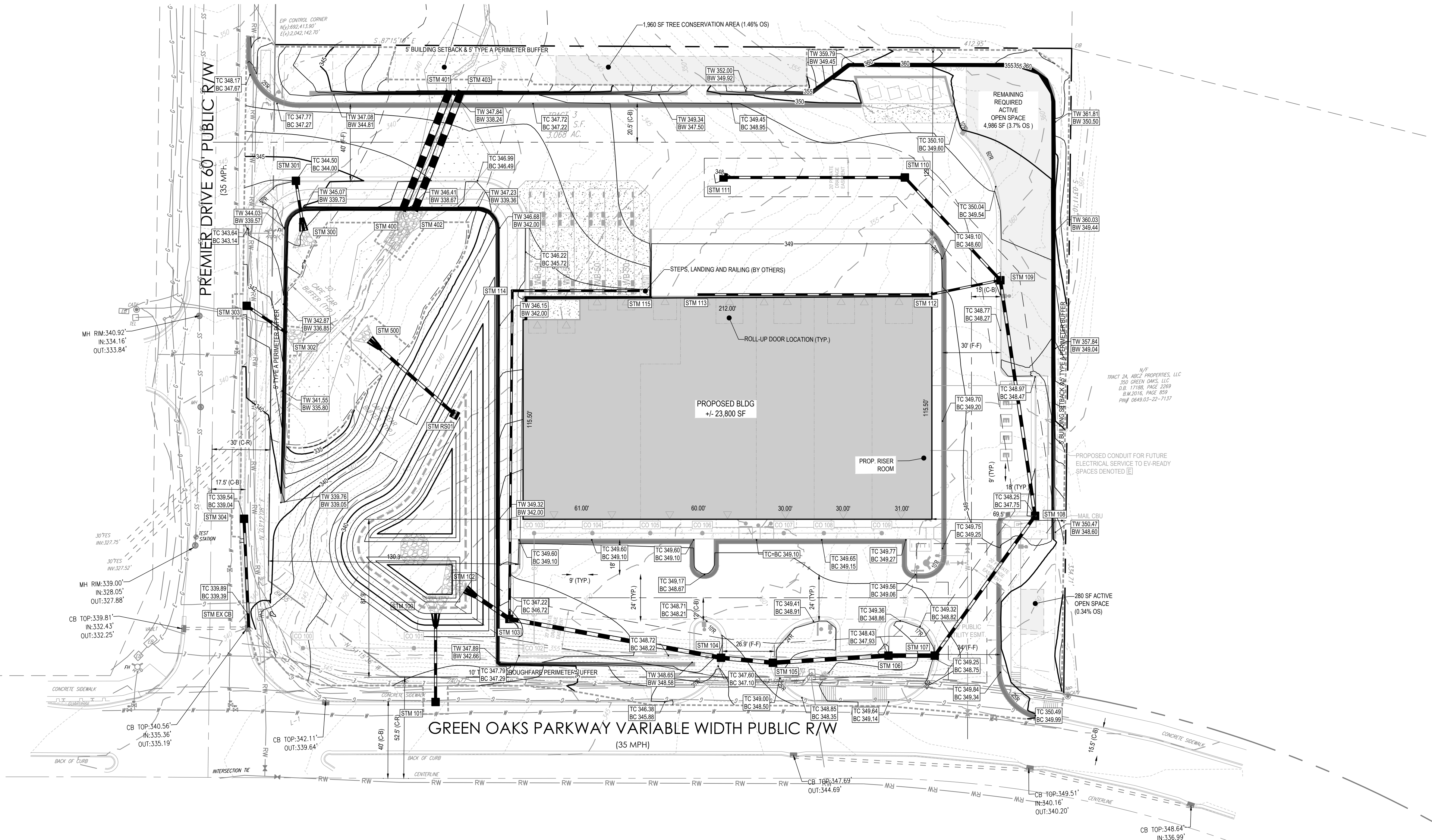
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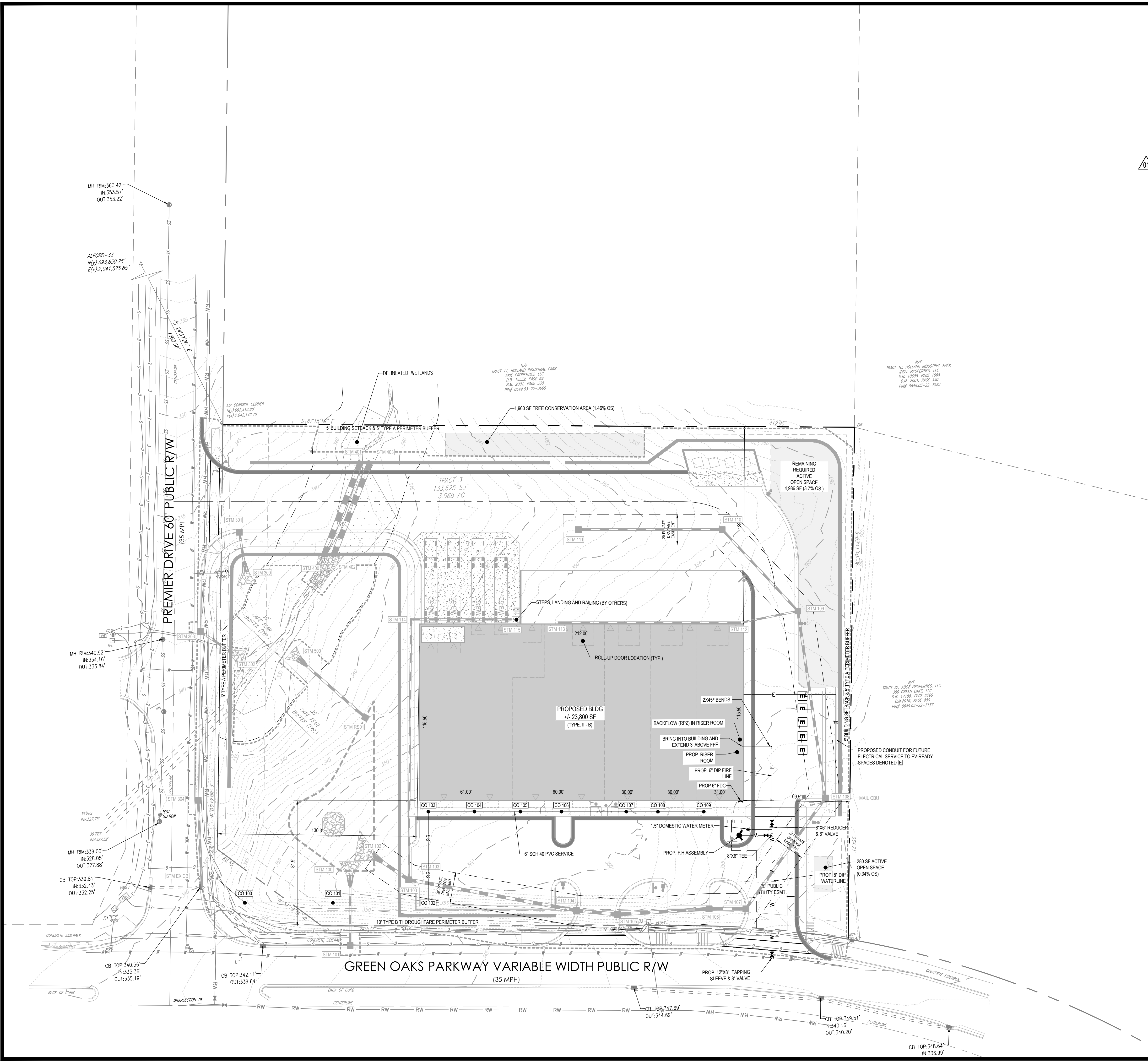
SHEET

GRADING & DRAINAGE PLAN

C-300



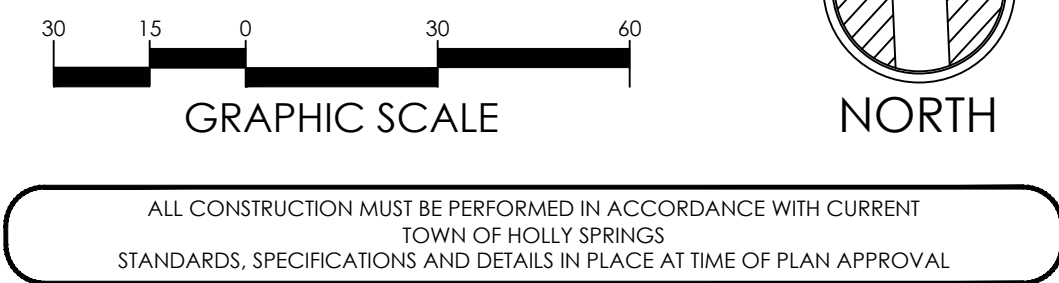
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UTILITY NOTES

1. REFER TO GENERAL NOTES SHEET C-100
2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE TOWN OF HOLLY SPRINGS STANDARD SPECIFICATIONS AND DETAILS THAT ARE CURRENT AT THE TIME OF PLAN APPROVAL.
3. CONTRACTOR SHALL VERIFY LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION. LOCATION OF EXISTING UTILITIES SHOWN ON PLANS IS BASED ON BEST AVAILABLE INFORMATION BUT CAN BE CONSIDERED ONLY AS APPROXIMATE.
4. MINIMUM SLOPE FOR 6" SANITARY SERVICES SHALL BE 1%. ALL CLEANOUTS SHALL BE INSTALLED PER HOLLY SPRINGS STANDARDS AND SPECIFICATIONS. ANY CLEANOUTS LOCATED OUTSIDE PAVED AREAS HAVE A FLUSH TYPE CAP AND CONCRETE RING AROUND THE CLEANOUT TOP. ANY CLEANOUTS WITHIN PAVED AREAS SHALL BE WEIGHT BEARING MINI-MANHOLES.
5. ALL ELECTRICAL AND TELECOMMUNICATION LINES SHALL BE INSTALLED UNDERGROUND.
6. THIS DESIGN MEETS ALL CURRENT TOWN OF HOLLY SPRINGS AND NCDOT STANDARDS AND SPECIFICATIONS.
7. WATER LOCATIONS ARE SHOWN GRAPHICALLY. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO CONSTRUCT THE LINES PER TOWN STANDARDS AND SPECIFICATIONS USING BENDS AS SHOWN HEREIN. PIPE DEFLECTION WHEN BENDS ARE NOT SHOWN, AND AS OTHERWISE REQUIRED TO MEET ALL APPLICABLE STANDARDS.
8. ALL FIRE HYDRANTS AND FDC'S SHALL HAVE 5" STORZ CONNECTION.
9. EXISTING FIRE HYDRANT ON PREMIER DRIVE TO BE ADJUSTED TO PROPOSED FINISHED GRADE.
10. KNOX BOX SHALL BE LOCATED AT RISER ROOM DOOR ON LATCH SIDE OF DOOR, 5 FEET ABOVE FINISH GRADE.
11. A MINIMUM OF 4 INCHES ADDRESS AND SUITE NUMBERS.
12. BACKFLOW DEVICE [TYPE RPZ] SHALL BE LOCATED IN RISER ROOM PER SECTION 6.07.D.
13. FOR AUTOMATIC SPRINKLER SYSTEM, RPZ & PIV SHALL BE LOCATED IN RISER ROOM SHOWN PER SECTIONS 6.07.C & 6.07.D.
14. CONTRACTOR SHALL VERIFY POTENTIAL UTILITY CONFLICTS PRIOR TO THE CONSTRUCTION

UTILITY LEGEND		
EXISTING NOTE	TYPICAL NOTE TEXT	PROPOSED NOTE
SANITARY LABEL	SANITARY LABEL	MH XXX
STORM LABEL	STORM LABEL	STM XXX
	SANITARY SEWER LATERAL	
W	UNDERGROUND WATER LINE	W
E	UNDERGROUND ELECTRIC LINE	E
G	UNDERGROUND GAS LINE	G
OH	OVERHEAD WIRE	OH
T	UNDERGROUND TELEPHONE LINE	T
C	UNDERGROUND CABLE LINE	C
=====	STORM SEWER	=====
SS	SANITARY SEWER MAIN	SS
HYDRANT	HYDRANT	HYDRANT
SANITARY MANHOLE	SANITARY MANHOLE	SANITARY MANHOLE
STORM JUNCTION BOX	STORM JUNCTION BOX	STORM JUNCTION BOX
WM	WATER METER	WM
WV	WATER VALVE	WV
TYPICAL END SECTION	TYPICAL END SECTION	TYPICAL END SECTION
HEADWALL OR ENDWALL	HEADWALL OR ENDWALL	HEADWALL OR ENDWALL
CATCH BASIN	CATCH BASIN	CATCH BASIN
SANITARY CLEAN OUT	SANITARY CLEAN OUT	SANITARY CLEAN OUT
MONITORING WELL	MONITORING WELL	N/A
N/A	TEST PIT	TEST PIT



PLAN REVISIONS			
#	DATE	REVISION	BY
1	2023.08.25	TOHS COMMENTS	MP
2	2023.10.20	TOHS COMMENTS	MP
3	2023.12.21	TOHS COMMENTS	MP



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PROJECT:

370 GREEN OAKS
DEVELOPMENT
PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #: C22001
DRAWN BY: HN
REVIEWED BY: MR
1ST SUBMITTAL: 2023.07.07
SCALE: 1"=30'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:

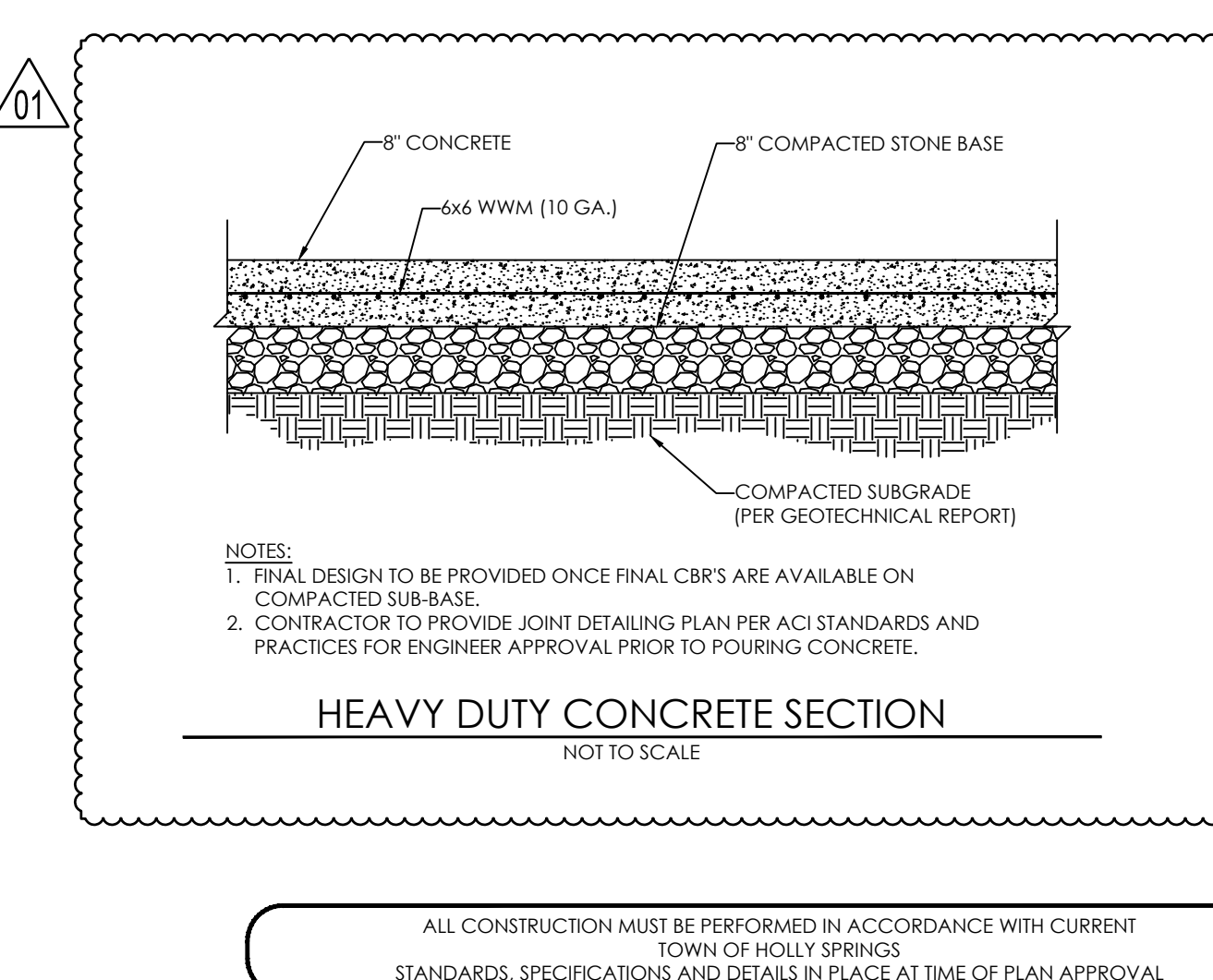
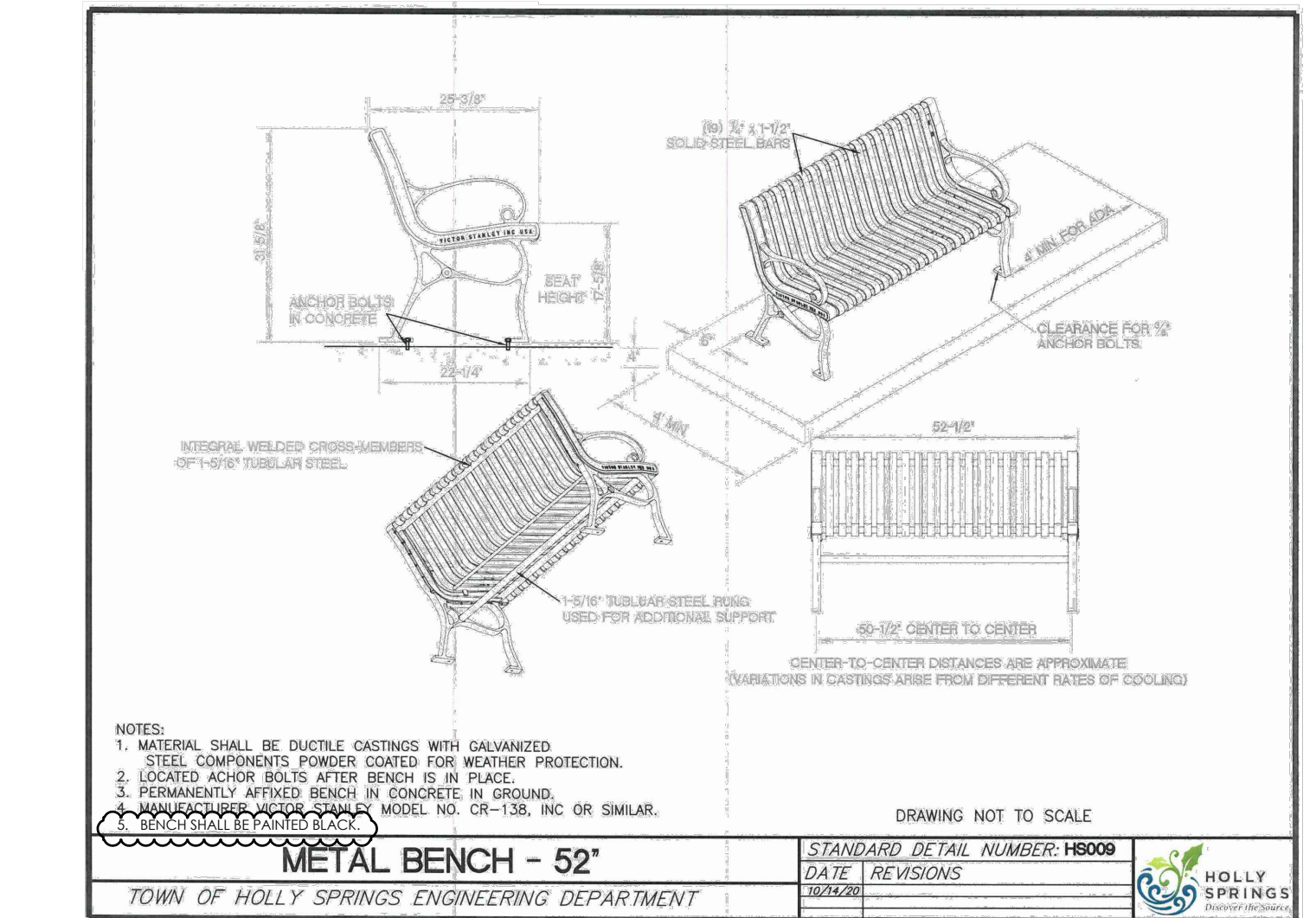
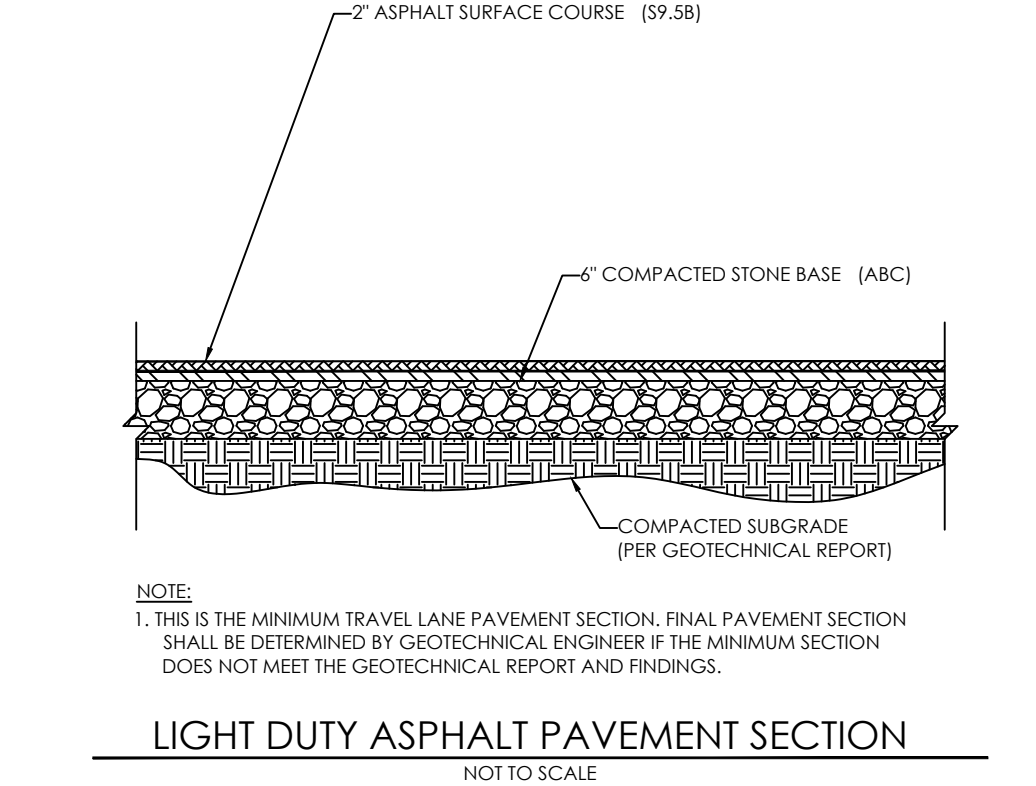
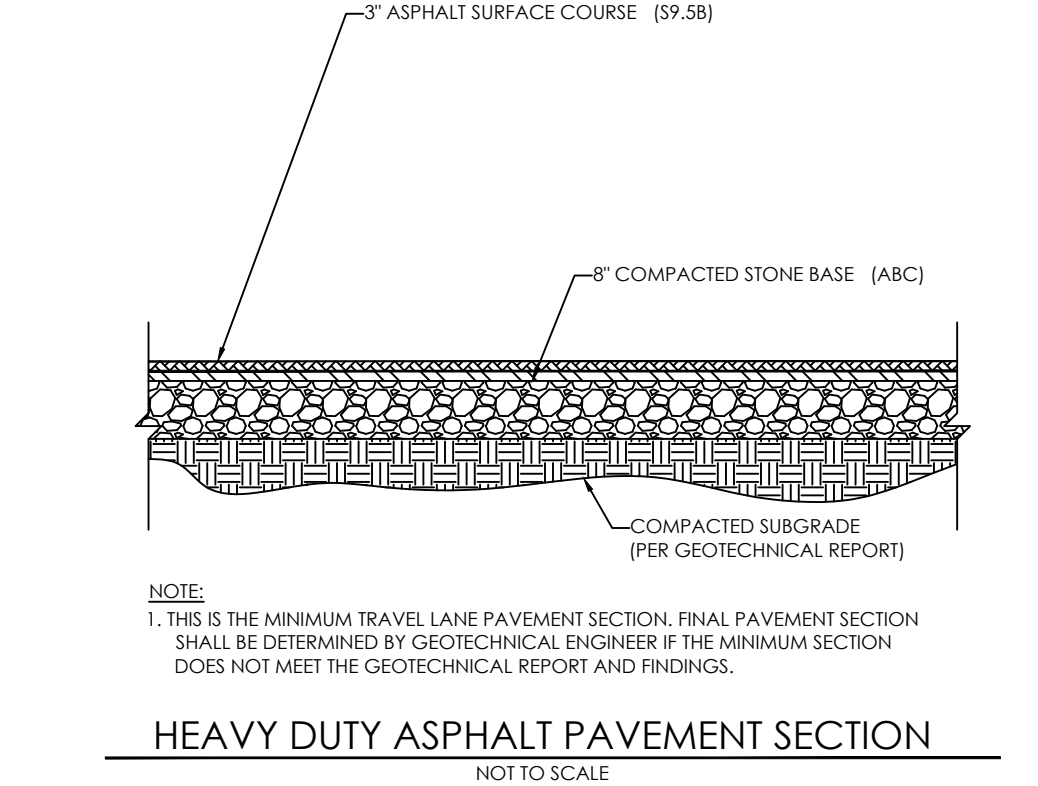
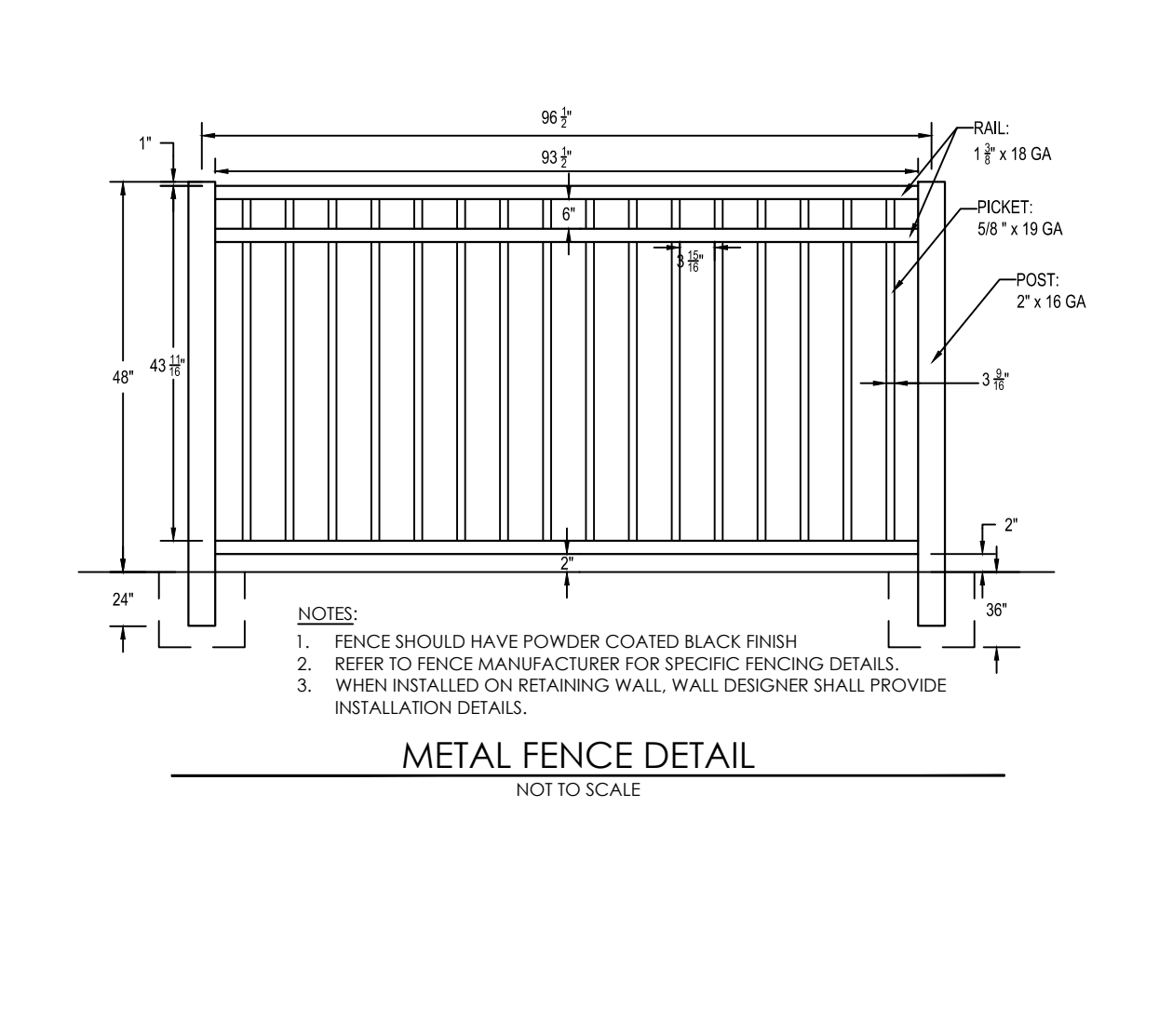
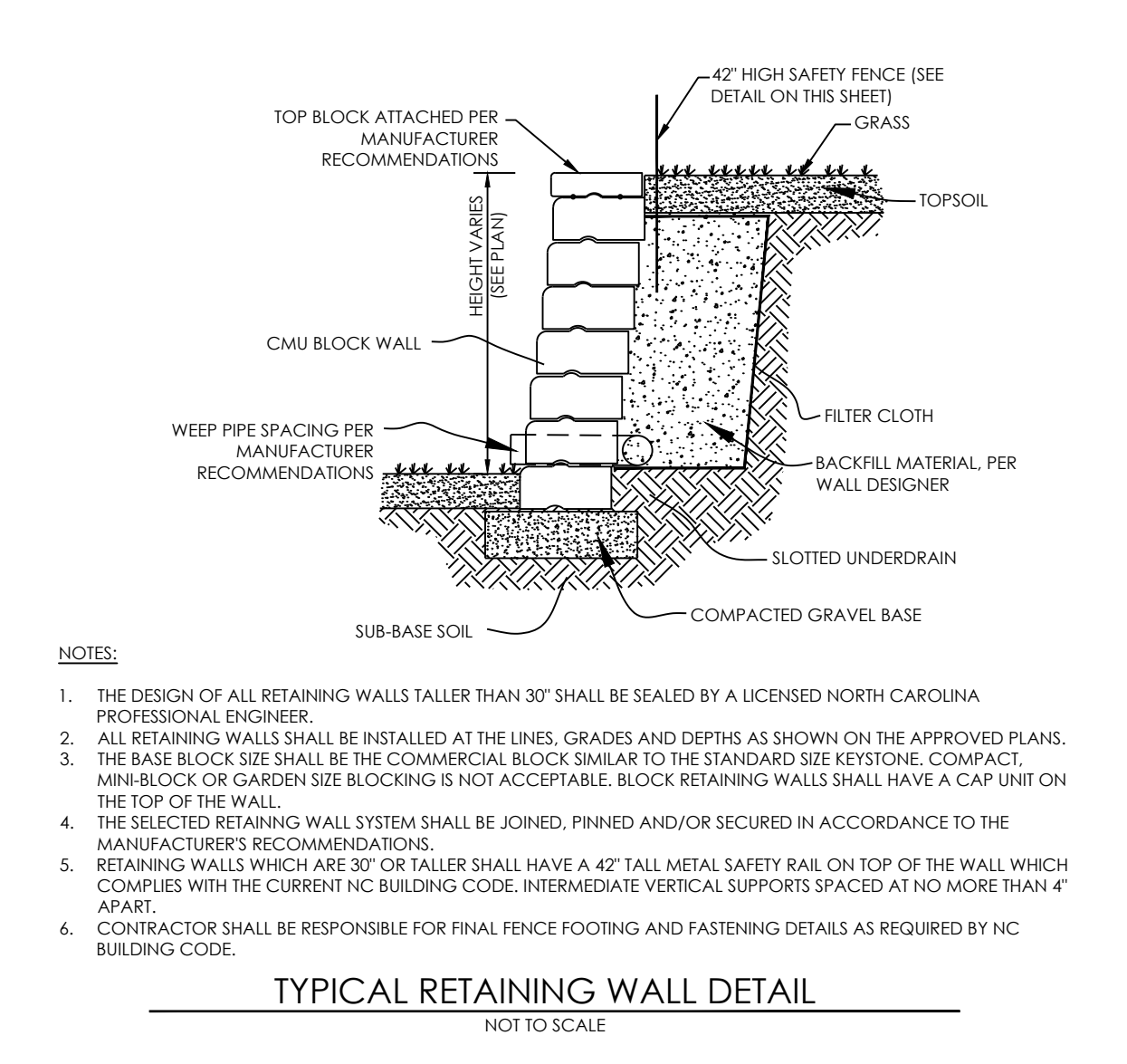
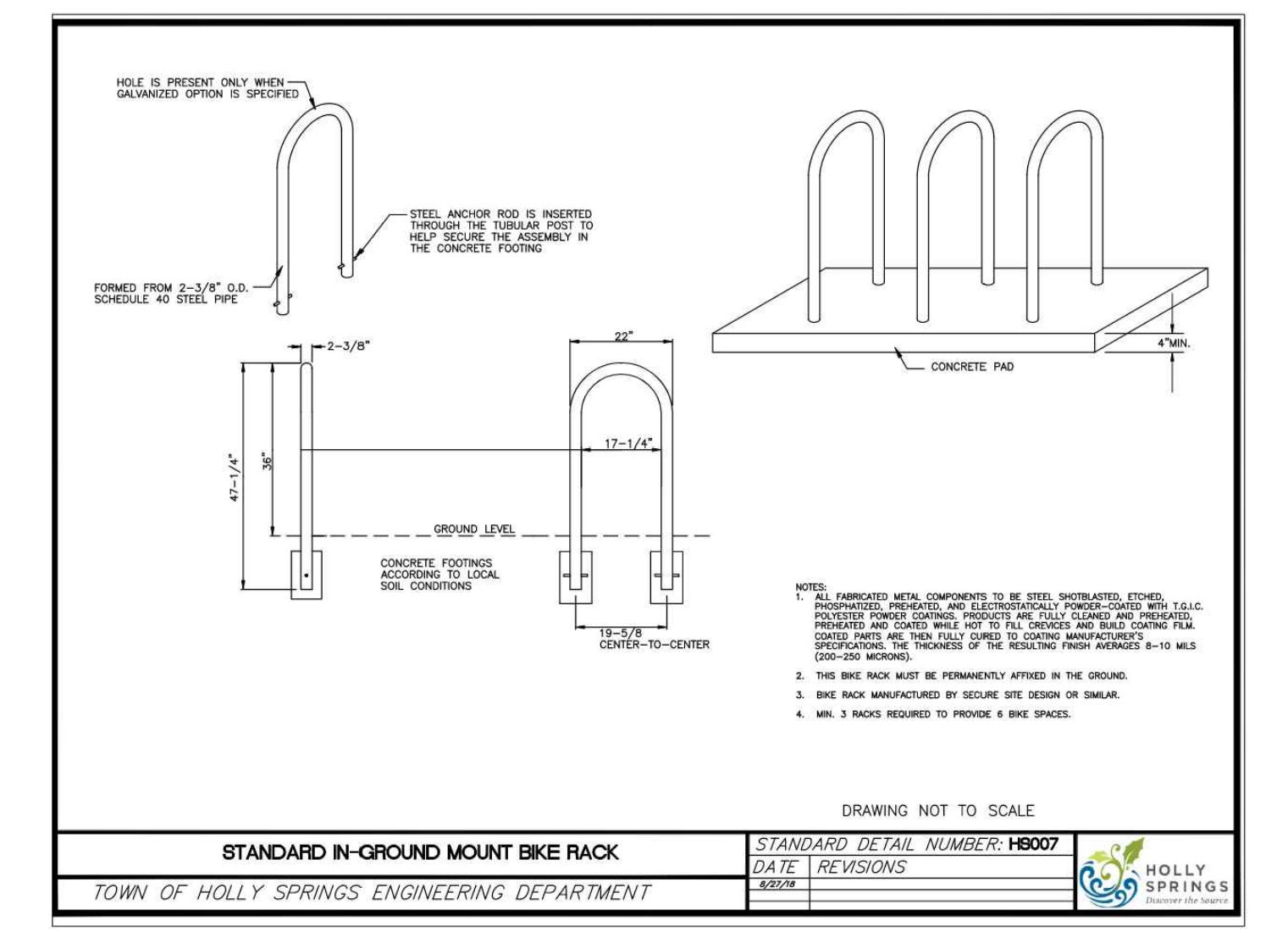
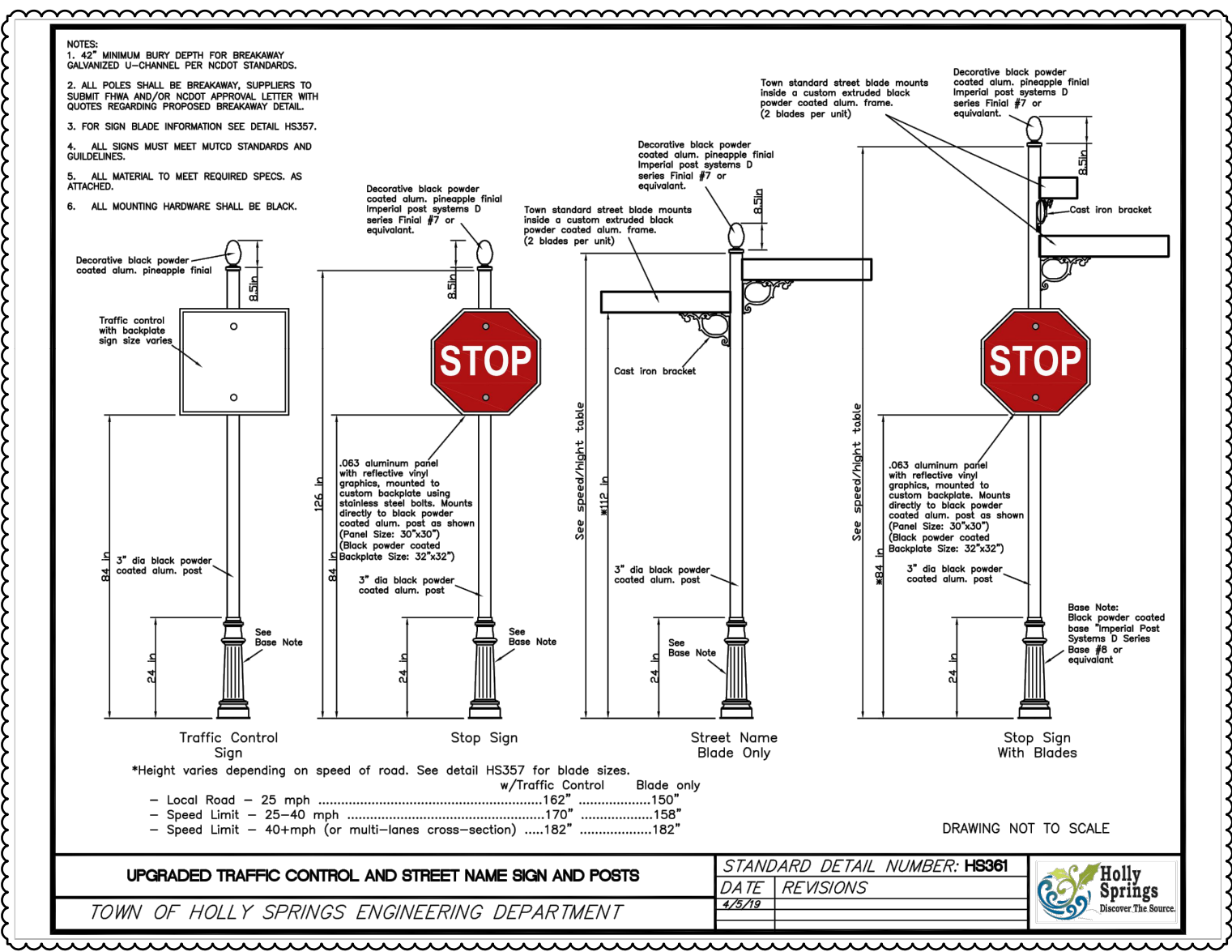
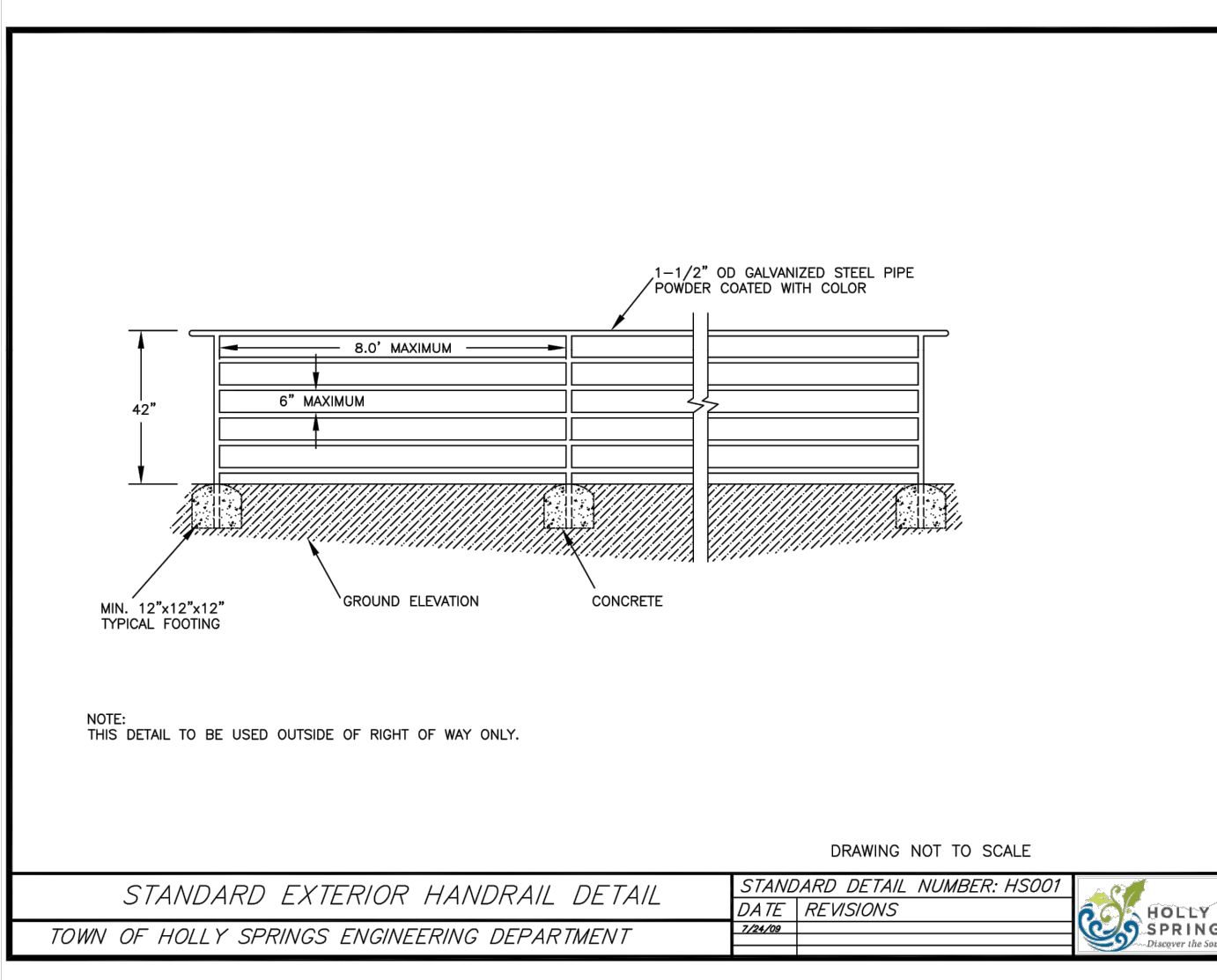
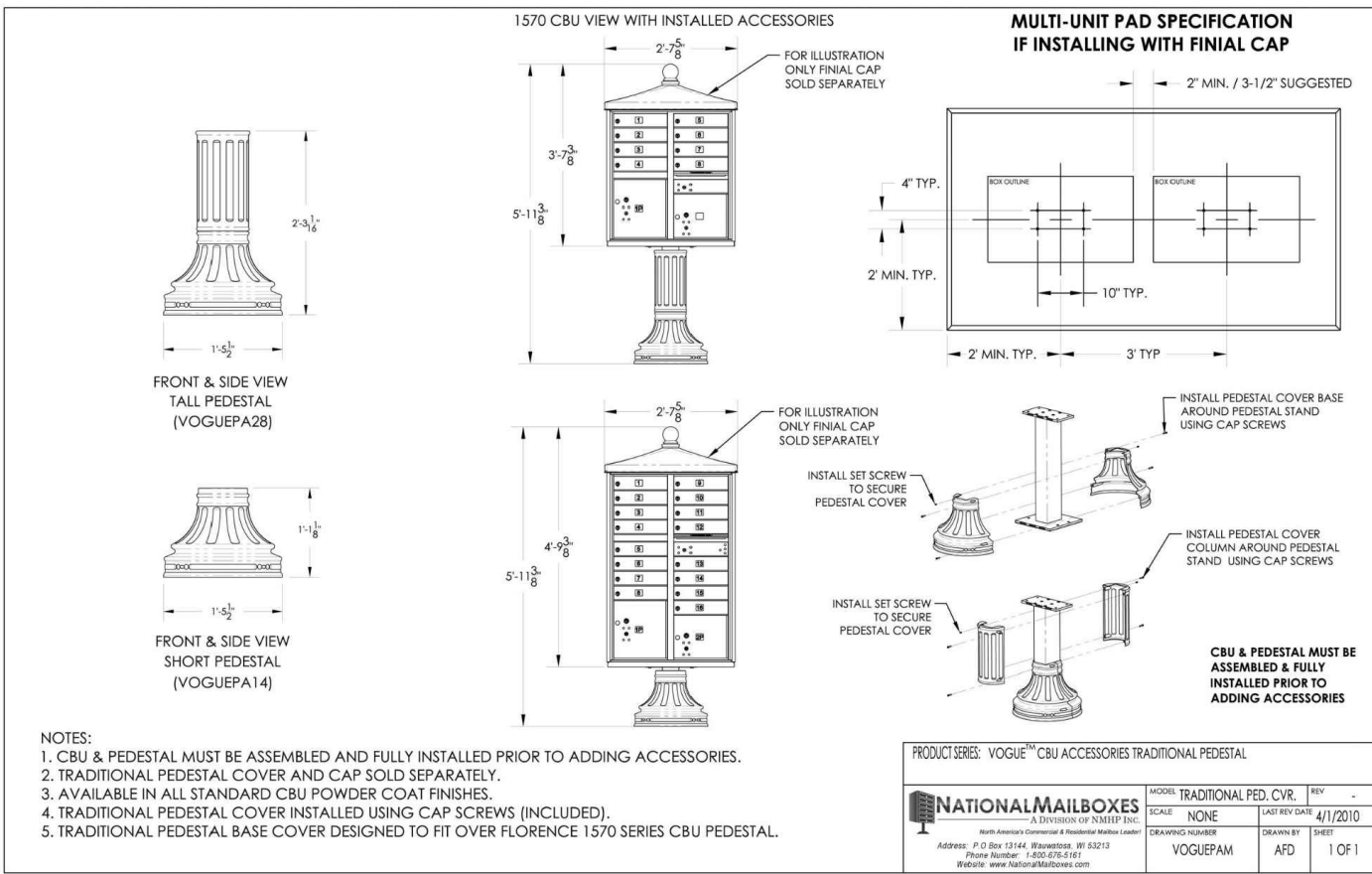


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CARY, NC 27511
919.576.9733
NCBELS C3847 | NCBOLA C683

SHEET:

UTILITY PLAN

C-400

[illegible]

PROJECT:

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:	C22001
DRAWN BY:	HN
REVIEWED BY:	MR
1ST SUBMITTAL:	2023.07.07
SCALE:	AS NOTED

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC



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SEALED: _____

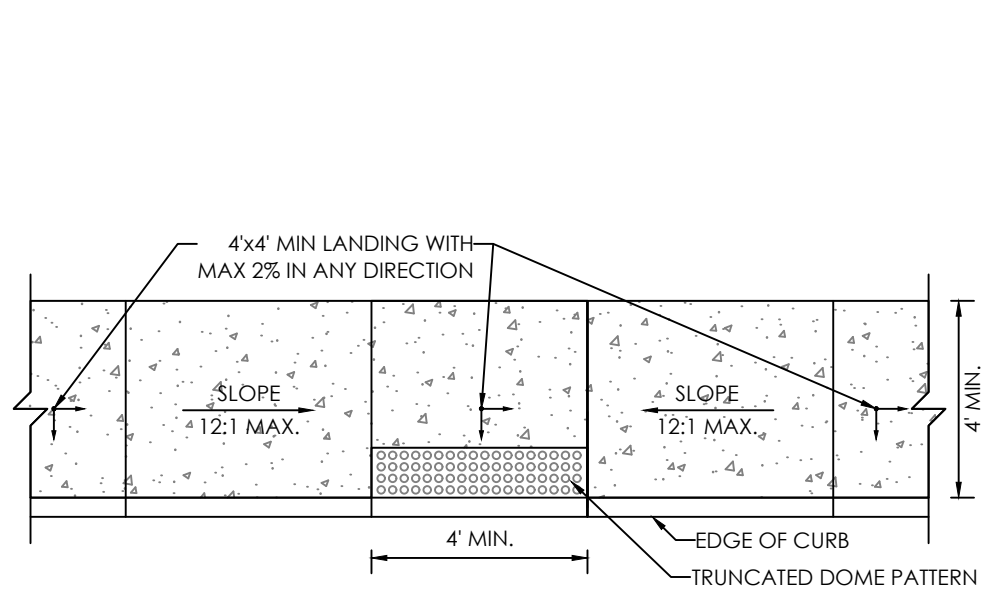


SHEET:

SITE DETAILS (1 OF 2)

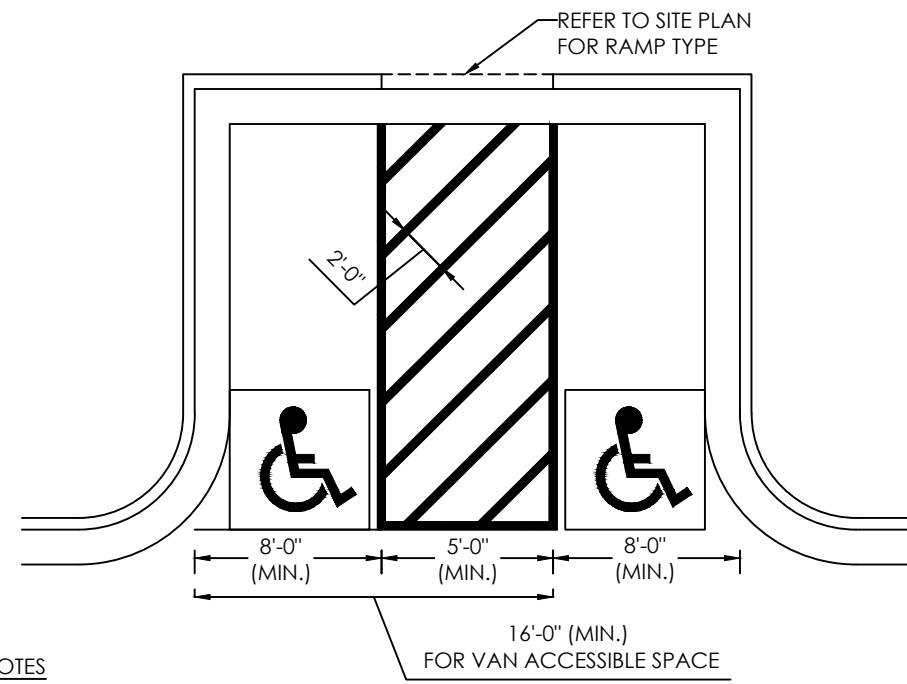
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NOTES:
ADA ACCESSIBLE RAMP CONSTRUCTION SHALL CONFORM TO CURRENT ADA ACCESSIBLE GUIDELINES.

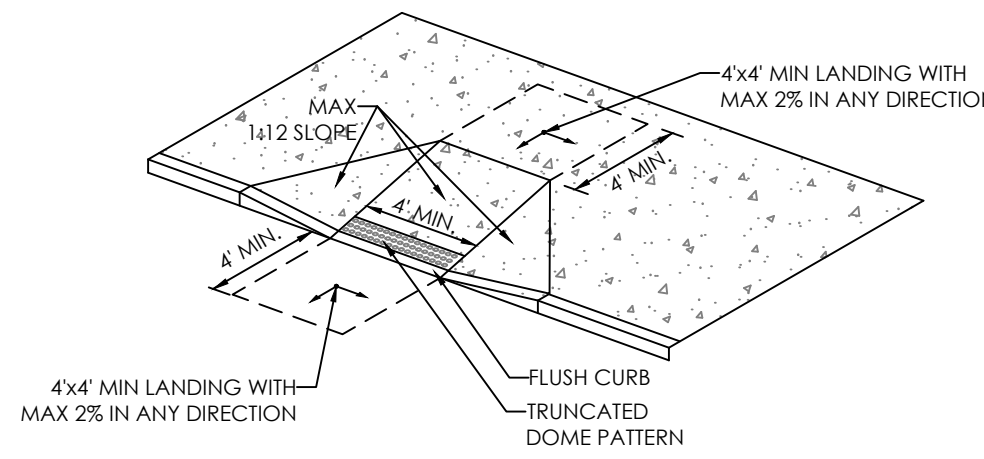
ADA ACCESSIBLE RAMP (TYPE 2)
NOT TO SCALE



NOTES

- ALWAYS FOLLOW ALL APPLICABLE GOVERNING AUTHORITY'S STANDARDS.
- ACCESSIBLE PARKING AND ACCESSIBLE ASILES SHALL NOT EXCEED 1:50 IN SLOPE IN ANY DIRECTION. IF ONLY ONE ACCESS ISLE IS INSTALLED, IT IS TO BE A VAN ACCESSIBLE. REFER TO SITE PLAN FOR SPECIFIC SPACE DIMENSIONS.
- PARKING STALL DIMENSIONING SHALL BE IN ACCORDANCE WITH APPLICABLE GOVERNING AUTHORITY'S AND ADA STANDARDS. IF DIFFERENT THAN THIS DETAIL, REFER TO DIMENSIONING SHOWN ON THE SITE LAYOUT PLAN AND NOTIFY THE ENGINEER.
- CONTRACTOR SHALL USE 4" WIDE WHITE REFLECTIVE PAINT FOR STRIPING ON ASPHALT PARKING LOTS, AND 4" WIDE YELLOW REFLECTIVE PAINT FOR STRIPING ON CONCRETE PARKING LOTS. APPLY SHERWIN-WILLIAMS SETFAST PREMIUM ALKYD ZONE MARKING PAINT A300 WHITE OR A303 YELLOW (OR APPROVED EQUAL) USING EITHER AIRLESS OR CONVENTIONAL LINE STRIPING EQUIPMENT. FOLLOW MIXING AND INSTALLATION INSTRUCTIONS PER MANUFACTURER.
- ADA SIGNS IN BOLLARDS AND BOLLARDS SHALL BE INSTALLED WHEN PARKING IS ADJACENT TO FLUSH CURBS, RAMPS, AND SIDEWALKS.

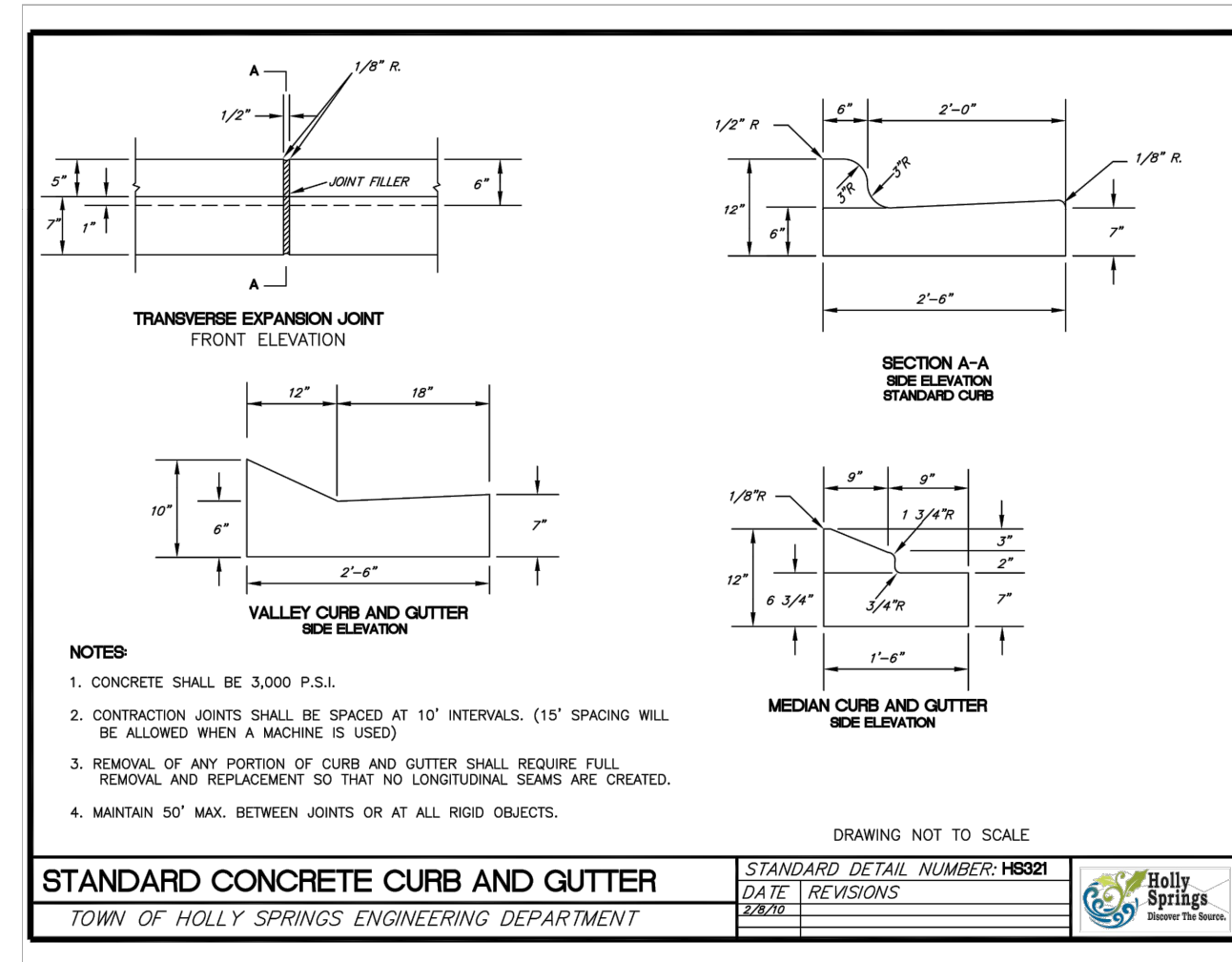
TYPICAL ADA STRIPING DETAIL
NOT TO SCALE



NOTES

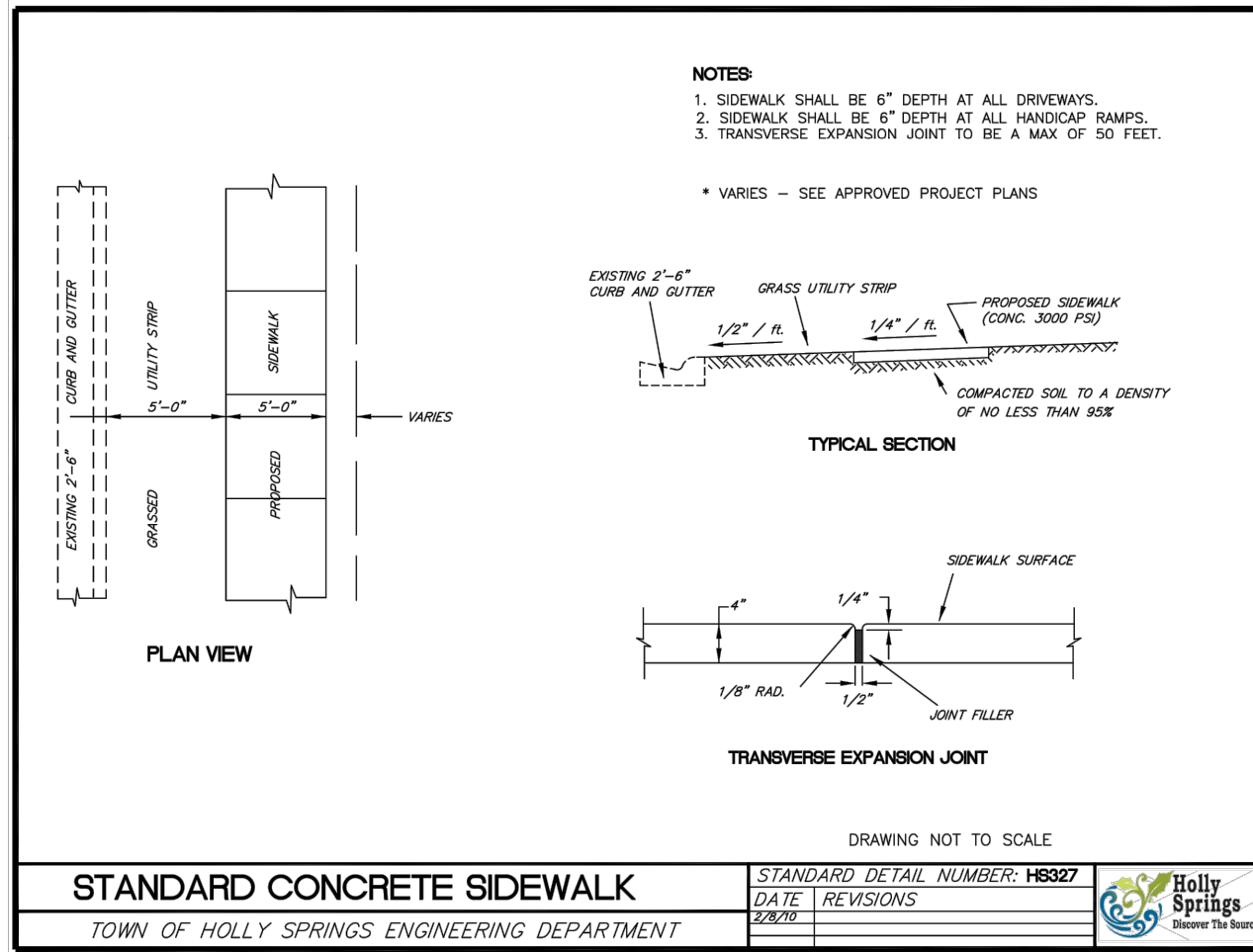
- ADA ACCESSIBLE RAMP CONSTRUCTION SHALL CONFORM TO CURRENT ADA ACCESSIBLE GUIDELINES.

ADA ACCESSIBLE RAMP (TYPE 1)
NOT TO SCALE



STANDARD CONCRETE CURB AND GUTTER
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT

STANDARD DETAIL NUMBER: HSB21
DATE: 2/28/20
REVISIONS:



STANDARD CONCRETE SIDEWALK
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT

STANDARD DETAIL NUMBER: HSB27
DATE: 2/28/20
REVISIONS:



FIGURE 2

PARKING LOT STALL DIMENSIONS										
DIMENSIONS FOR 45-DEGREE PARKING										
APPLICATION	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED
CUSTOMER	10	12	10	12	10	12	10	12	10	12
EMPLOYEE	10	12	10	12	10	12	10	12	10	12
STANDARD	10	12	10	12	10	12	10	12	10	12
MINIMUM	10	12	10	12	10	12	10	12	10	12
DIMENSIONS FOR 60-DEGREE PARKING										
APPLICATION	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED
CUSTOMER	10	12	10	12	10	12	10	12	10	12
EMPLOYEE	10	12	10	12	10	12	10	12	10	12
STANDARD	10	12	10	12	10	12	10	12	10	12
MINIMUM	10	12	10	12	10	12	10	12	10	12
DIMENSIONS FOR 90-DEGREE PARKING										
APPLICATION	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED	STANDARD MINIMUM	STANDARD RECOMMENDED
CUSTOMER	10	12	10	12	10	12	10	12	10	12
EMPLOYEE	10	12	10	12	10	12	10	12	10	12
STANDARD	10	12	10	12	10	12	10	12	10	12
MINIMUM	10	12	10	12	10	12	10	12	10	12

PROVIDE 4'-0" OF SPACING BETWEEN
ABUTTING PARKING BAYS

NOTE: C=85 FOR 90 DEGREE PARKING
D=118 FT (FACE TO CURB)
L=18 FT (FACE TO CURB)

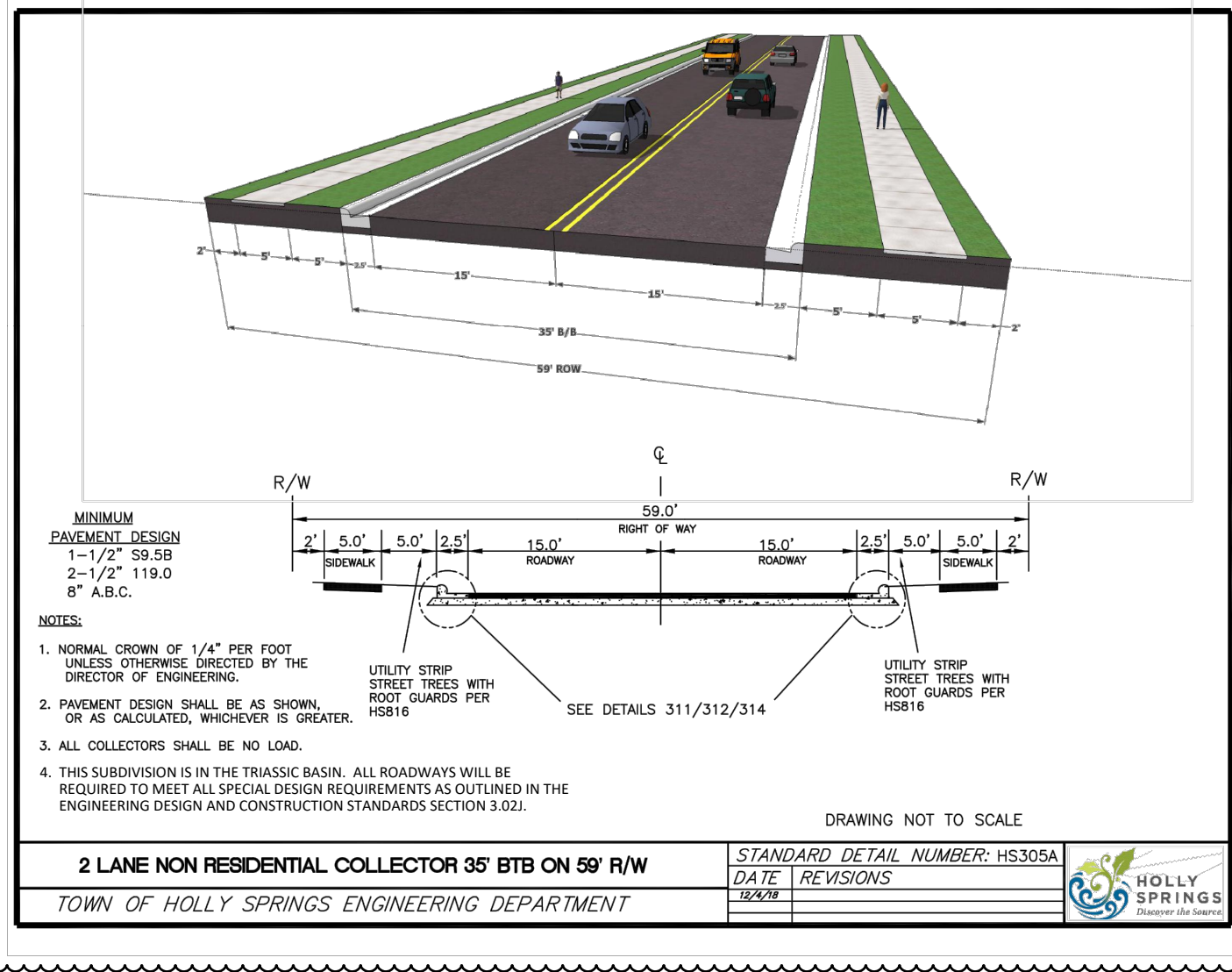
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PARKING LOT STALL DIMENSIONS

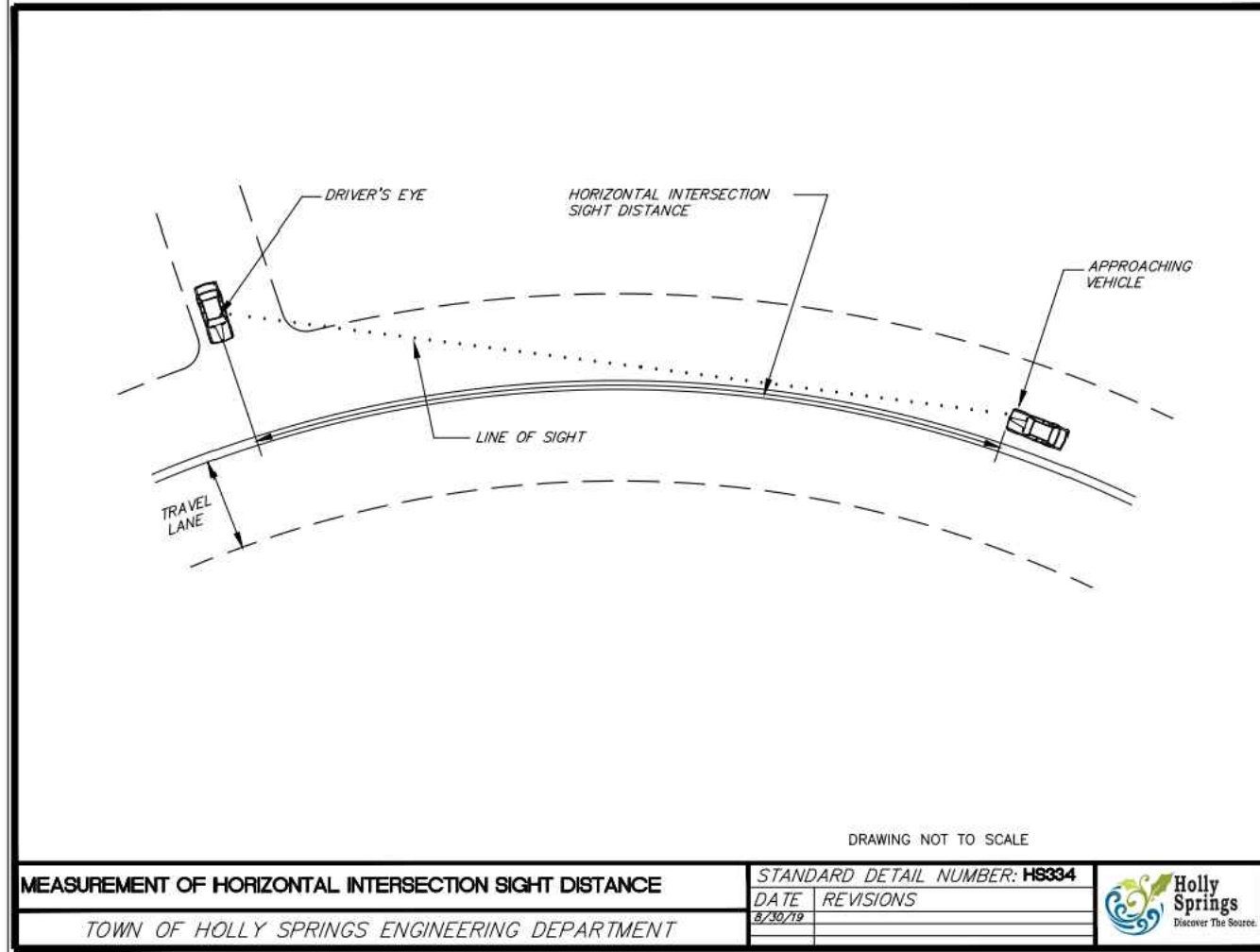
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT

STANDARD DETAIL NUMBER: HSP-001
DATE: 1/1/2019
2/2/20

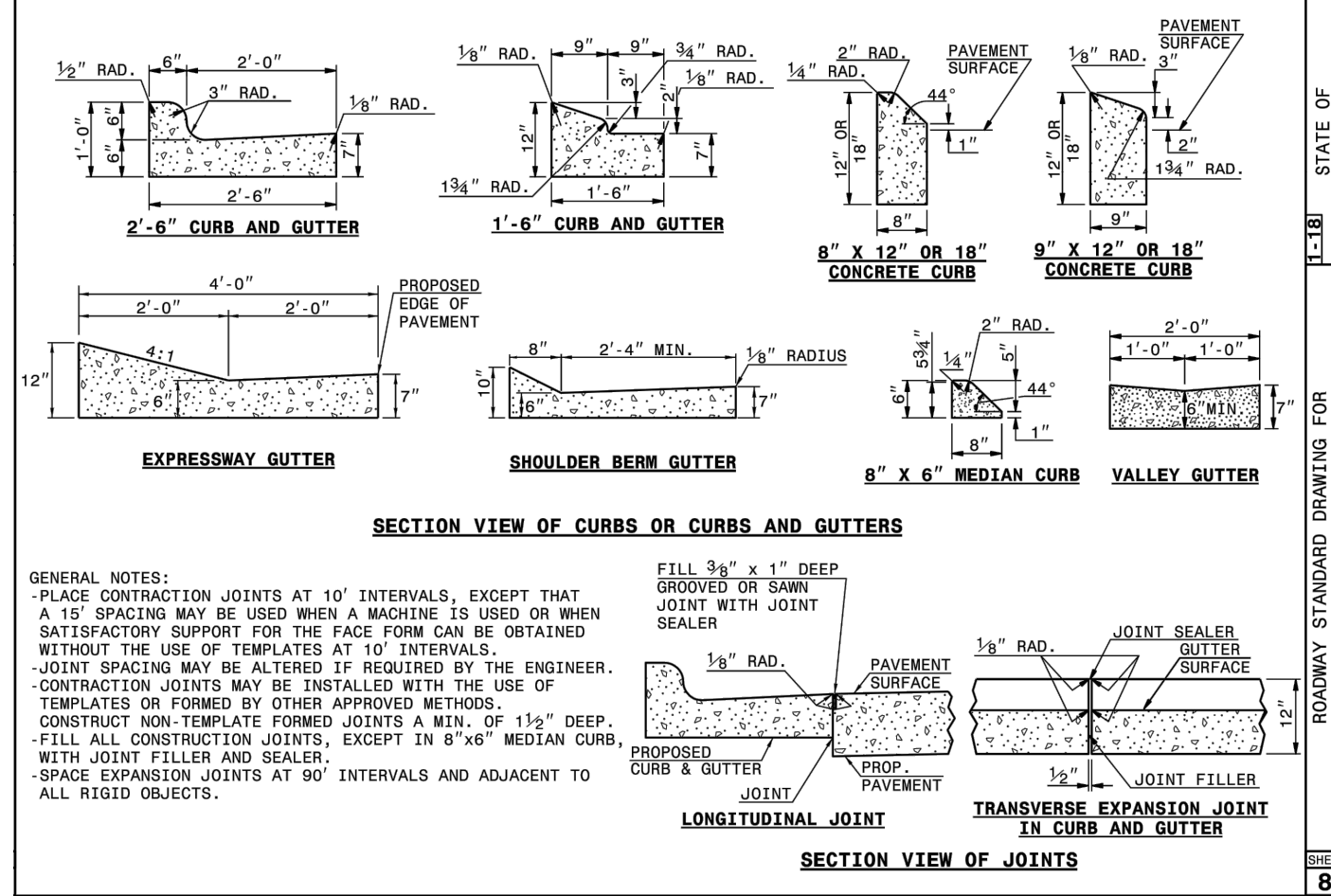
PARKING LOT STALL DIMENSIONS
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT



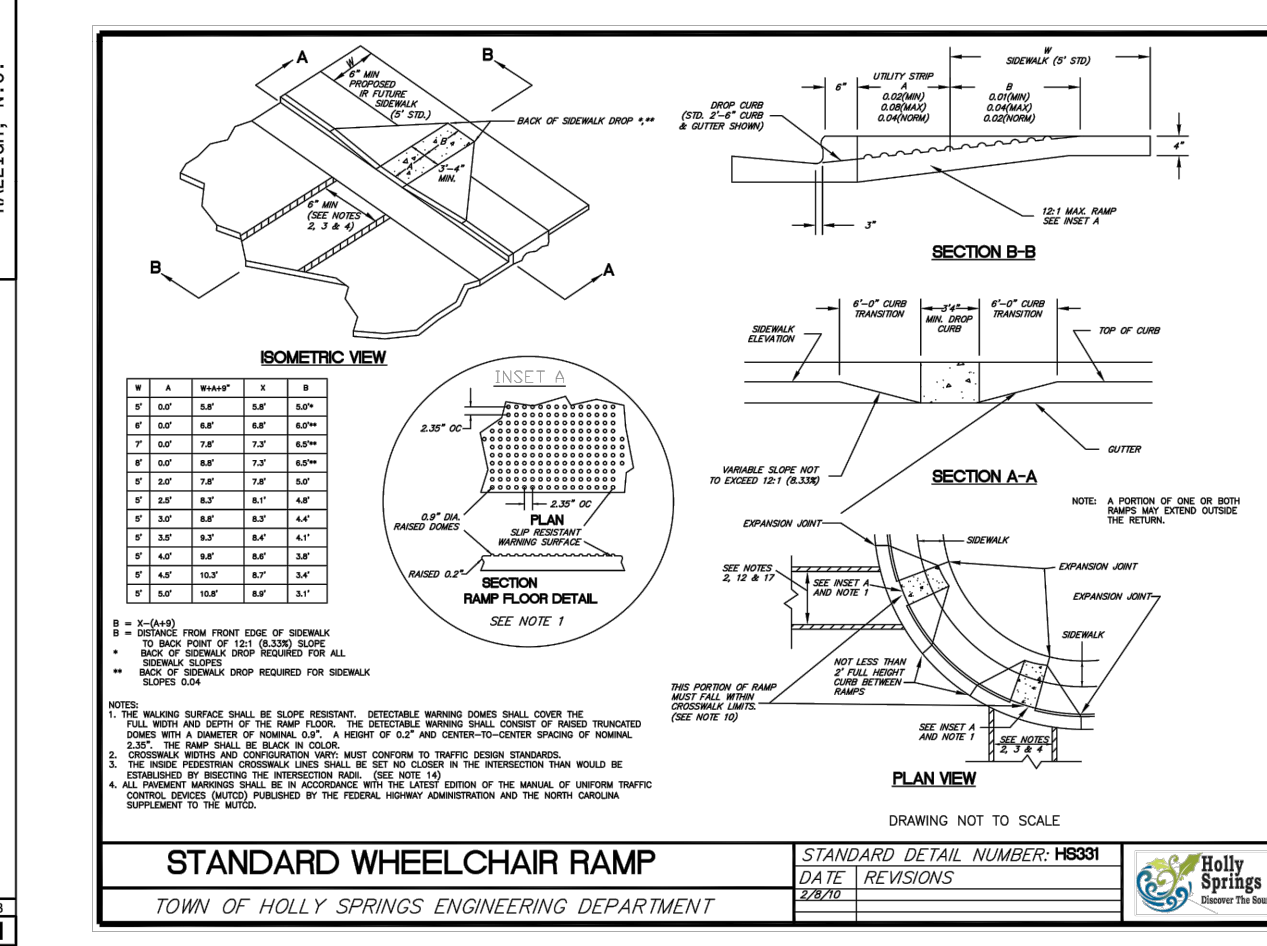
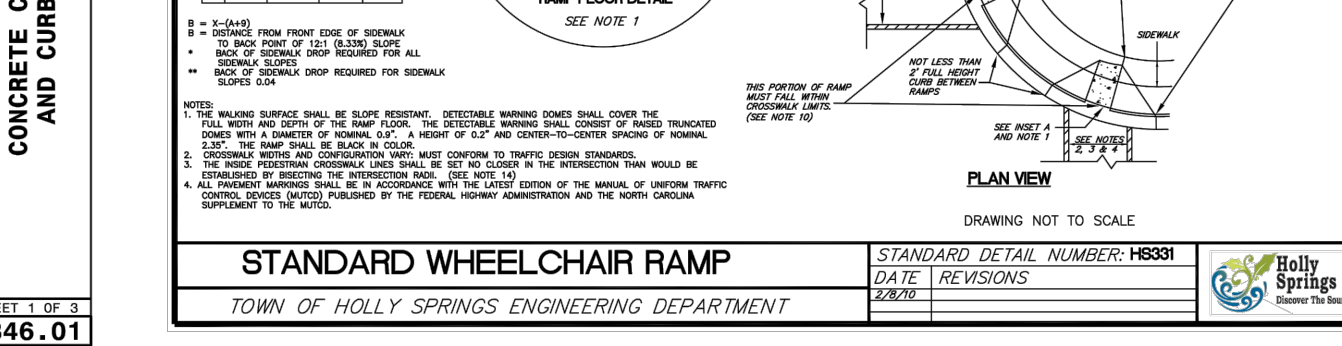
2 LANE NON RESIDENTIAL COLLECTOR 35' BTB ON 59' R/W
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT



MEASUREMENT OF HORIZONTAL INTERSECTION SIGHT DISTANCE
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT



SECTION VIEW OF CURBS OR CURBS AND GUTTERS
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT



STANDARD WHEELCHAIR RAMP
TOWN OF HOLLY SPRINGS ENGINEERING DEPARTMENT



PLAN REVISIONS			
#	DATE	REVISION	BY
1	2023.08.25	TOHS COMMENTS	MP
2	2023.10.20	TOHS COMMENTS	MP
3	2023.12.21	TOHS COMMENTS	MP

811
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ALWAYS CALL 811
BEFORE YOU DIG
It's fast. It's free. It's the law.

PROJECT:

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:
DRAWN BY:
REVIEWED BY:
1ST SUBMITTAL:
SCALE:

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:

underfoot
ENGINEERING
1149 EXECUTIVE CIRCLE
CARY, NC 27511
919.576.9733
NCBELS C3847 | NCBCOLA C683

SEALED:
MICHAEL A. ROSELLI
040768
ENGINEER
2023.12.20

SHEET:

SITE DETAILS (2 OF 2)

C-501

ALL CONSTRUCTION MUST BE PERFORMED IN ACCORDANCE WITH CURRENT
STANDARDS, SPECIFICATIONS AND DETAILS IN PLACE AT TIME OF PLAN APPROVAL

PERIMETER BUFFER TABLE		
SECTION	LENGTH (LF)	LANDSCAPE MATERIAL
N-1	105.46	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H) PORTION OF REQUIRED W-3 PLANTINGS PROVIDED WITHIN N-1.
N-2	100.00	TREE PRESERVATION: 14 NON PINES 2.5' TO 11" CAL, 6 EVERGREEN SHRUBS (2' H)
N-3	100.00	TREE PRESERVATION: 22 MIX (NON-PINE, DOGWOOD, PINE) & EVERGREEN SHRUBS (2'H)
N-4	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
W-1	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
W-2	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
W-3	73.59	2 CANOPY TREES (2.5' CAL), 5 EVERGREEN SHRUBS (2' H) PROPOSED DRIVEWAY ENTRANCE, PORTION OF W-3 PLANTINGS HAVE BEEN MOVED TO ALTERNATE LOCATION. [N-1]
S-1	25.60	1 CANOPY TREE (2.5' CAL), 3 EVERGREEN SHRUB (2' H)
S-2	100.00	3 CANOPY TREES (2.5' CAL), 10 EVERGREEN SHRUBS (2' H)
S-3	100.00	3 CANOPY TREES (2.5' CAL), 10 EVERGREEN SHRUBS (2' H)
S-4	100.00	3 CANOPY TREES (2.5' CAL), 10 EVERGREEN SHRUBS (2' H)
S-5	107.10	3 CANOPY TREES (2.5' CAL), 10 EVERGREEN SHRUBS (2' H)
E-1	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
E-2	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
E-3	100.00	2 CANOPY TREES (2.5' CAL), 6 EVERGREEN SHRUBS (2' H)
E-4	32.19	1 CANOPY TREE (2.5' CAL), 2 EVERGREEN SHRUBS (2' H)

LANDSCAPE COMPLIANCE CHART			
HOLLY SPRINGS, NC			
SECTION	REQUIREMENTS	REQUIREMENT CALCULATIONS	PROVIDED
5.3.1-A - PERIMETER BUFFER	TYPE A BUFFER - 5' WIDE BUFFER 2 DECIDUOUS TREES PER 100' 5 SHRUBS PER 100'	15 DECIDUOUS TREES 56 SHRUBS	15 DECIDUOUS TREES 59 SHRUBS
5.3.1-A - PERIMETER BUFFER - THOROUGHFARE	TYPE B BUFFER - 10' WIDE, 4 HIGH BUFFER 3 DECIDUOUS TREES PER 100' 40 % EVERGREEN 10 SHRUBS PER 100'	5 DECIDUOUS TREES 10 EVERGREENS TREES 43 SHRUBS	5 DECIDUOUS TREES 10 EVERGREEN TREES 43 SHRUBS
5.3.5 - STREET TREES	1 LARGE DECIDUOUS TREE SPACED EVERY 40' FROM CENTER OF TRUNK MIN. 40' FROM CENTER OF TRUNK MAX. PLACED WITHIN 5' OF RIGHT-OF-WAY ON PLAZA PROPERTY SIDE.	14 DECIDUOUS TREES	6 STREETWISE TRIDENT MAPLE 4 PIN OAK 4 OKAME CHERRY
5.3.3 - INTERIOR VEHICLE PARKING AREA	AT LEAST ONE INTERIOR LANDSCAPE ISLAND FOR 10 PARKING SPACES ISLAND MEASUREMENT MINIMUM 8'X17' 1 LARGE OR SMALL DECIDUOUS TREE OR 1 LARGE EVERGREEN, PLUS 4 SHRUBS/WEDGE PLANT	10 DECIDUOUS TREES 32 SHRUBS	10 DECIDUOUS TREES 58 SHRUBS
5.3.4 - FOUNDATION LANDSCAPING	ALONG ANY FACADE FACING STREET OR PARKING AREA, AS WELL AS 25% OF ADJACENT FACADE. 1 CANOPY TREE PER 75' OR 2 UNDERSTORY TREES PER 75'. 1 LARGE SHRUB PER 5', 1.5 MEDIUM SHRUB PER 5' OR 3 SMALL SHRUBS PER 5'. 5' MINIMUM WIDTH OF FOUNDATION LANDSCAPE AREA.	FOUNDATION PLANTINGS NORTH: 2 CANOPY TREES 22 LARGE SHRUBS SOUTH: 6 UNDERSTORY TREES 42 LARGE SHRUBS EAST: 3 UNDERSTORY TREES 24 LARGE SHRUBS WEST: 3 UNDERSTORY TREES 24 LARGE SHRUBS DUMPSTER ENCLOSURE: 16 SHRUB	FOUNDATION PLANTINGS NORTH: 2 CANOPY TREES* 22 LARGE SHRUBS* SOUTH: 4 UNDERSTORY TREES* 42 LARGE SHRUBS EAST: 3 UNDERSTORY TREES 27 LARGE SHRUBS WEST: 3 UNDERSTORY TREES 24 LARGE SHRUBS DUMPSTER ENCLOSURE: 19 SHRUB

EXISTING TREES TO PRESERVE		EXISTING TREES TO PRESERVE	
Point #	Description	Point #	Description
1	2.5 NON PINE	21	5 NON PINE
2	5 NON PINE	22	3 NON PINE
3	3 NON PINE	23	3 NON PINE
4	3 NON PINE	24	4 NON PINE
5	12 NON PINE	25	2.5 NON PINE
6	7 NON PINE	26	3 NON PINE
7	4 NON PINE	27	8 NON PINE
8	6 NON PINE	28	2.5 NON PINE
9	17 NON PINE	29	3 NON PINE
10	3 NON PINE	30	2.5 NON PINE
11	3 NON PINE	31	6 NON PINE
12	11 NON PINE	32	3 NON PINE
13	7 NON PINE	33	8 NON PINE
14	10 NON PINE	34	3 NON PINE
15	2.5 NON PINE	36	7 NON PINE
16	5 DOGWOOD	35	5 PINE
17	3 DOGWOOD	37	13 PINE
18	7 DOGWOOD		
19	7 DOGWOOD		
20	5 DOGWOOD		

TREE PRESERVATION NOTES

1. SPECIFIC TREE PRESERVATION AREAS ARE NOT PROPOSED AND ARE NOT REQUIRED AS PART OF THIS DEVELOPMENT.
2. AS A TREE PRESERVATION PLAN IS NOT REQUIRED, THIS SHEET SERVES AS AN EXISTING VEGETATION PLAN AND TO DEPICT THE EXTENTS OF EXISTING TREES TO BE RETAINED AND INTENTIONALLY PROPOSED TO BE PRESERVED FOR THE FUTURE. (SEE BUFFER PLANTING CREDIT)
3. AREA SHOWN AND USED IN PLACE OF A FULL SITE-SURVEY AND INCLUDES NUMBER OF TREES, SPECIES, AND DIAMETER AT BREAST HEIGHT (DBH).
4. AS A TREE PRESERVATION PLAN IS NOT REQUIRED, ADDITIONAL CALCULATIONS TYPICALLY REQUIRED OF THE TREE PRESERVATION PLAN ARE EXCLUDED.

BUFFER NOTES

1. THE NORTH BUFFER WILL BE SUPPLEMENTED AS NECESSARY IN SECTIONS N-2 AND N-3 TO MEET THE MINIMUM OPACITY REQUIREMENTS OF THE UDO.



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PROJECT:

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #:	C2200
DRAWN BY:	M
REVIEWED BY:	MA
1ST SUBMITTAL:	2023.07.0
SCALE:	1"=3'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC

PREPARED BY:



1149 EXECUTIVE CIRCLE
CARY, NC 27511
919.576.9733
NCBELS C3847 | NCBOLA C683

NCBELS C3847 | NCBOLA C683

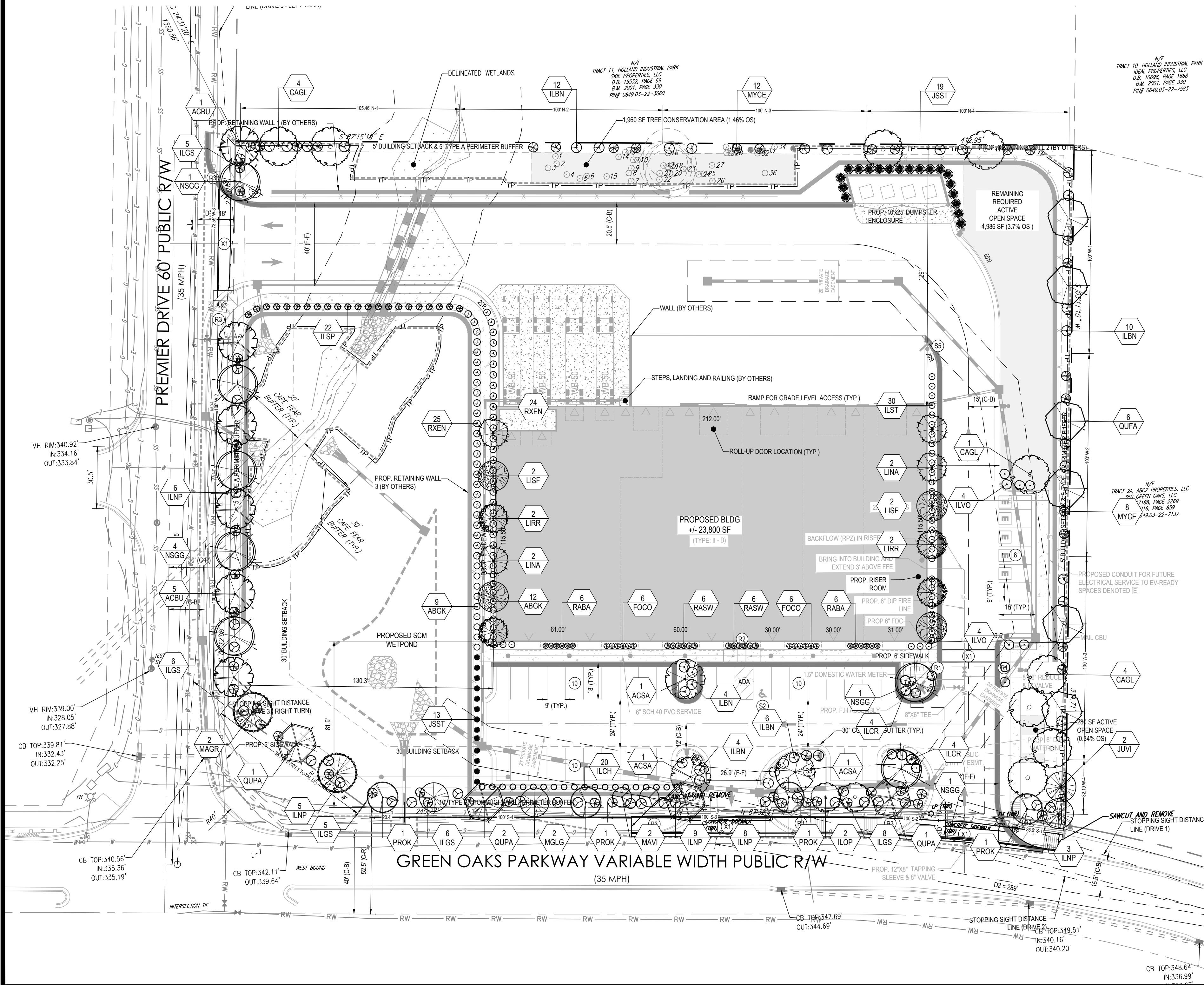
SEALER



SHEET:

LANDSCAPE PLAN

L-100



LANDSCAPE SCHEDULE								
KEY	QTY.		BOTANICAL NAME	COMMON NAME	CAL.	CONT.	SIZE	REMARKS
CANOPY TREES								
ACBU	7	18%	Acer buergerianum 'ABTIR'	Streetwise Trident Maple	2.5" CAL	8+B	12-14' HT	Full, Central Leader
ACCA	2	5%	Acer campestre	Hedge Maple	2.5" CAL	8+B	12-14' HT	Full, Central Leader
ACSA	3	8%	Acer saccharum	Sugar Maple	2.5" CAL	8+B	12-14' HT	Full, Central Leader
CAGL	9	24%	Carya glabra	Hickory 'Pignut'	2.5" CAL	8+B	12-14' HT	Full, Central Leader
NSGG	7	18%	Nyssa sylvatica 'Green Gable'	Black Gum	2.5" CAL	8+B	12-14' HT	Full, Central Leader
QUFA	6	16%	Quercus falcata	Southern Red Oak	2.5" CAL	8+B	12-14' HT	Full, Central Leader
QUPA	4	11%	Quercus palustris	Pin Oak	2.5" CAL	8+B	12-14' HT	Full, Central Leader
SUBTOTAL:	38							
UNDERSTORY TREES								
LINA	4	25%	Lagerstroemia indica x fauriei 'Natchez'	Natchez Crape Myrtle	2" CAL	8+B	8-10' HT	Full, 3-5 canes
LIRR	4	25%	Lagerstroemia indica 'Red Rocket'	Red Rocket Crape Myrtle	2" CAL	8+B	8-10' HT	Full, 3-5 stems
LISF	4	25%	Lagerstroemia indica 'Sarah's Favorite'	Sarah's Favorite Crape Myrtle	2" CAL	8+B	8-10' HT	Full, 3-5 stems
PROK	4	25%	Prunus x 'Okame'	Okame Cherry	2" CAL	8+B	8-10' HT	Full, Central Leader
SUBTOTAL:	16							
EVERGREEN TREES								
ILOP	2	20%	Ilex opaca	American Holly	2" CAL	8+B	8' HT	Full, Central Leader
JUVI	2	20%	Juniperus virginiana 'Brodie'	Eastern Red Cedar 'Brodie'	2" CAL	8+B	8' HT	Full, Central Leader
MAGR	2	20%	Magnolia grandiflora	Southern Magnolia	2" CAL	8+B	8' HT	Full, Central Leader
MAVI	2	20%	Magnolia virginiana	Sweet Bay Magnolia	2" CAL	8+B	8' HT	Full, Central Leader
MLGG	2	20%	Magnolia grandiflora 'Little Gem'	Little Gem Magnolia	2" CAL	8+B	8' HT	Full, Central Leader
SUBTOTAL:	10							
SHRUBS								
ABGK	21	5%	Abelia x grandiflora 'Kaleidoscope'	Kaleidoscope Abelia	N/A	#5 CONTAINER	24" HT	Full
FOCO	25	6%	Forsythia 'Couturos' GOLD TIDE	Forsythia	N/A	#5 CONTAINER	24" HT	Full
ILBN	36	9%	Ilex cornuta 'Burford nana'	Dwarf Burford Holly	N/A	#5 CONTAINER	24" HT	Full
ILCH	20	5%	Ilex crenata 'Hetzl'	Hetzl Holly	N/A	#5 CONTAINER	24" HT	Full
ILCR	13	3%	Ilex crenata 'Rotundifolia'	Roundleaf Japanese Holly	N/A	#5 CONTAINER	24" HT	Full
ILGS	30	8%	Ilex glabra 'Shamrock'	Shamrock Inkberry Holly	N/A	#5 CONTAINER	24" HT	Full
ILIA	6	2%	Ilex latifolia Thunb.	Latifolia Holly	N/A	#5 CONTAINER	24" HT	Full
ILNP	31	8%	Ilex cornuta 'Needlepoint'	Needlepoint Holly	N/A	#5 CONTAINER	24" HT	Full
ILSP	22	6%	Ilex crenata 'Sky Pencil'	Sky Pencil Holly	N/A	#5 CONTAINER	24" HT	Full
ILST	30	8%	Ilex crenata 'Soft Touch'	Soft Touch Holly	N/A	#5 CONTAINER	24" HT	Full
ILVO	8	2%	Ilex vomitoria 'Stokes Dwarf'	Stokes Dwarf Yaupon Holly	N/A	#5 CONTAINER	24" HT	Full
JJSF	32	8%	Juniperus scopulorum 'Skyrocket'	Skyrocket Juniper	N/A	#5 CONTAINER	24" HT	Full
LOCR	6	2%	Loropetalum chinense 'Ruby'	Ruby Loropetalum	N/A	#5 CONTAINER	24" HT	Full
MYCE	20	5%	Myrica cerifera	Wax Myrtle	N/A	#5 CONTAINER	24" HT	Full
PTVP	6	2%	Pittosporum tobira 'Variegata'	Variegated Pittosporum	N/A	#5 CONTAINER	24" HT	Full
RABA	18	5%	Rhapsolepis indica 'Balerina'	Dwarf Indian Hawthorn	N/A	#5 CONTAINER	24" HT	Full
RASW	12	3%	Rhapsolepis indica 'Snow White'	Snow White Hawthorne	N/A	#5 CONTAINER	24" HT	Full
RXEN	55	14%	Rhododendron x 'Encore'	Encore Azalea Variety	N/A	#5 CONTAINER	24" HT	Full
SUBTOTAL:	388							
FOR THE PURPOSE OF PLANTING DIVERSITY PERCENTAGES (UDO 5.2.2.B) THIS TABLE CONTAINS ALL PLANTING MATERIAL. SEE SHEET L-101 FOR SPECIFIC AMENITY AREA PLANTINGS.								

• FOR THE PURPOSE OF PLANTING DIVERSITY PERCENTAGES (UDO 5.2.2.B) THIS TABLE CONTAINS ALL PLANTING MATERIAL. SEE SHEET L-101 FOR SPECIFIC AMENITY AREA PLANTINGS.



03

NOT TO SCALE



NOT TO SCALE

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PROJECT

370 GREEN OAKS DEVELOPMENT PLAN

370 GREEN OAKS PARKWAY
HOLLY SPRINGS, NC

PROJECT #: C2200
DRAWN BY: M
REVIEWED BY: MA
1ST SUBMITTAL: 2023.07.0
SCALE: 1"=3'

PRELIMINARY
NOT FOR CONSTRUCTION

PREPARED FOR:

FOCUS DESIGN
BUILDERS, LLC



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CARY, NC 27511
919.576.9733
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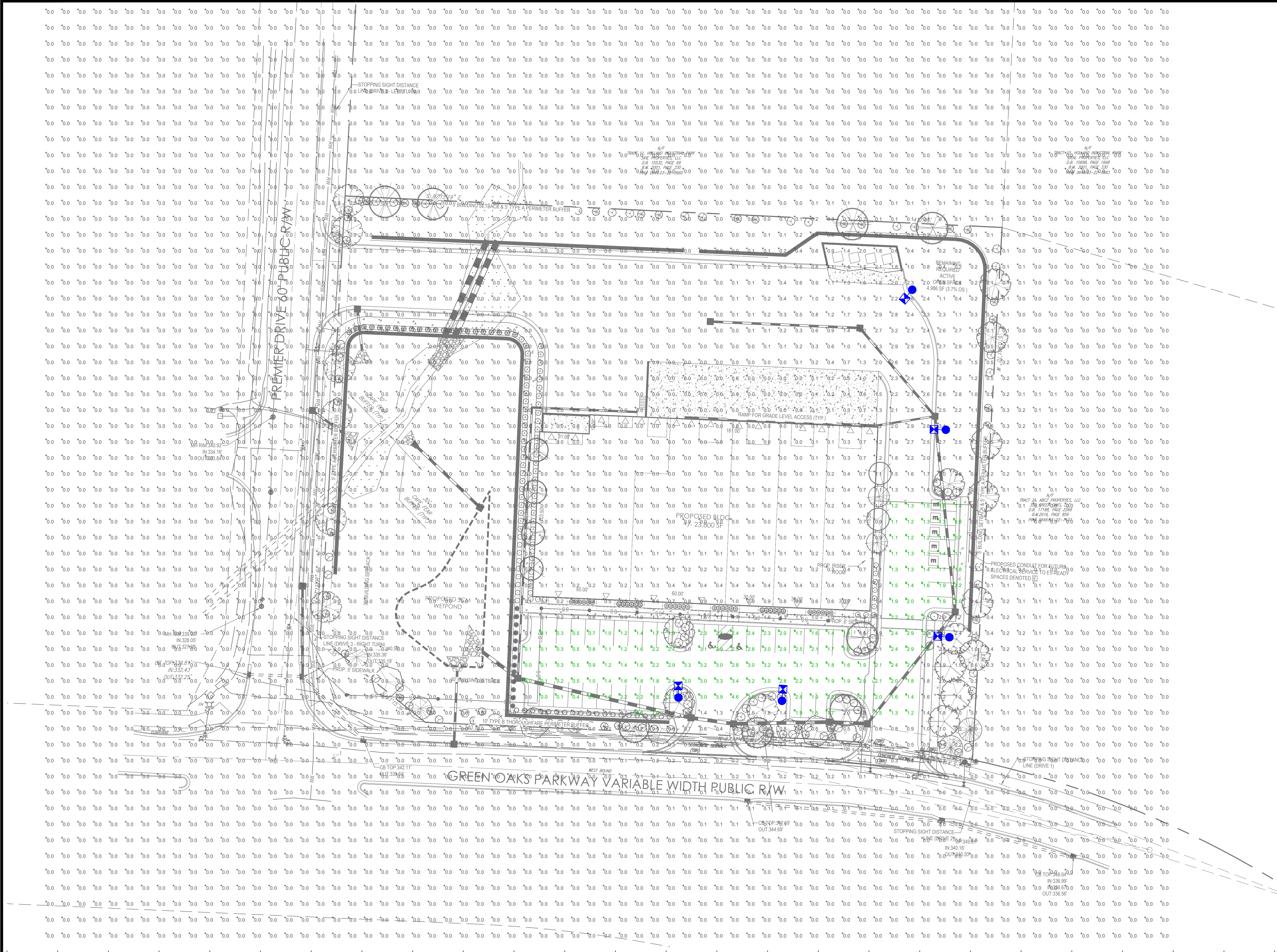
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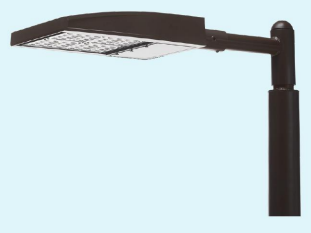
SHEET

LANDSCAPE NOTES & DETAILS

L-101



Outdoor Lighting



SHOEBOX LED
(Meets Dark Sky Criteria)

LED
(Light-emitting diode)

Mounting height
25', 30', 35'

Color
Black | Bronze | Gray | White

Pole
Fiberglass (1 or 2 fixtures per pole)
Decorative tapered metal
Decorative square metal

Applications
Neighborhoods
Roadways
Shopping centers

Light source: LED (4x4x16)

Wattage: 150 | 220 | 420 | 530 watts

Light pattern:IES Type V | Type IV (forward throw) | Type II

IESNA cutoff classification: Full cutoff

BLG rating: 150W Type III = BSU003 / Type IV = BSU004 / Type V = BSU003
220W Type III = BSU003 / Type IV = BSU004 / Type V = BSU003
420W Type IV = BSU005 / Type V = BSU005
530W Type IV = BSU005 / Type V = BSU005

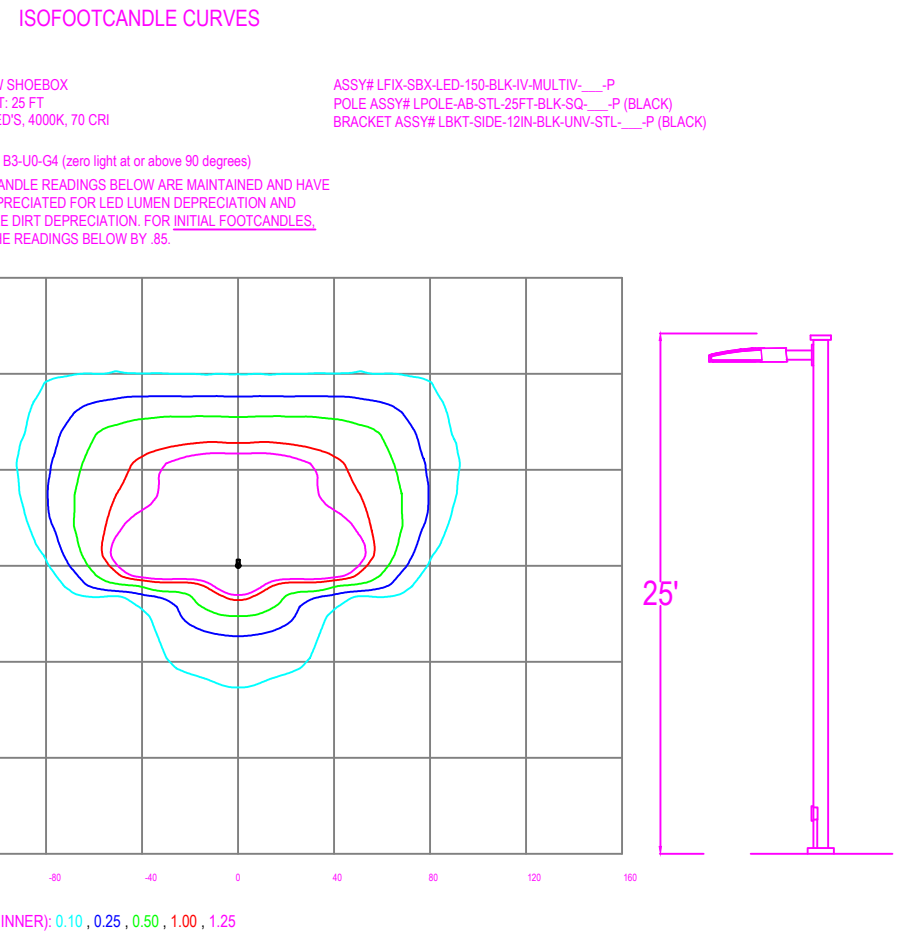
Color temperature: 4,000K

POLE AVAILABLE	MOUNTING HEIGHT	COLOR
Round tapered decorative metal*	30'	Black, Bronze
Decorative square metal*	25' and 30'	Black, Bronze, Gray, White
Fiberglass	25' and 30'	Black (1 or 2 fixtures per pole) Gray (1 or 2 fixtures per pole)

FEATURES	BENEFITS
Turnkey operation	Provides hassle-free installation and service
Little or no installation cost	Frees up capital for other projects
Design services by lighting professionals included	Meets industry standards and lighting ordinances
Maintenance, electricity & warranty included	Eliminates high and unexpected repair bills
One low monthly cost on your electric bill	Convenience and savings for you

For additional information, email us at 000000@dukeenergy.com

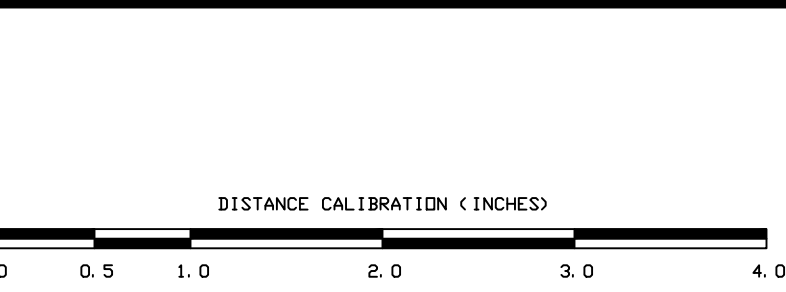
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Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Parking	✕	1.8 fc	4.6 fc	0.0 fc	N/A	N/A

Schedule						
Symbol	Label	Quantity	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor
✕	A	5	LED 150W Shoebox - Type IV - 4000K	48	385	0.85

NO.	DATE	REVISION	BY



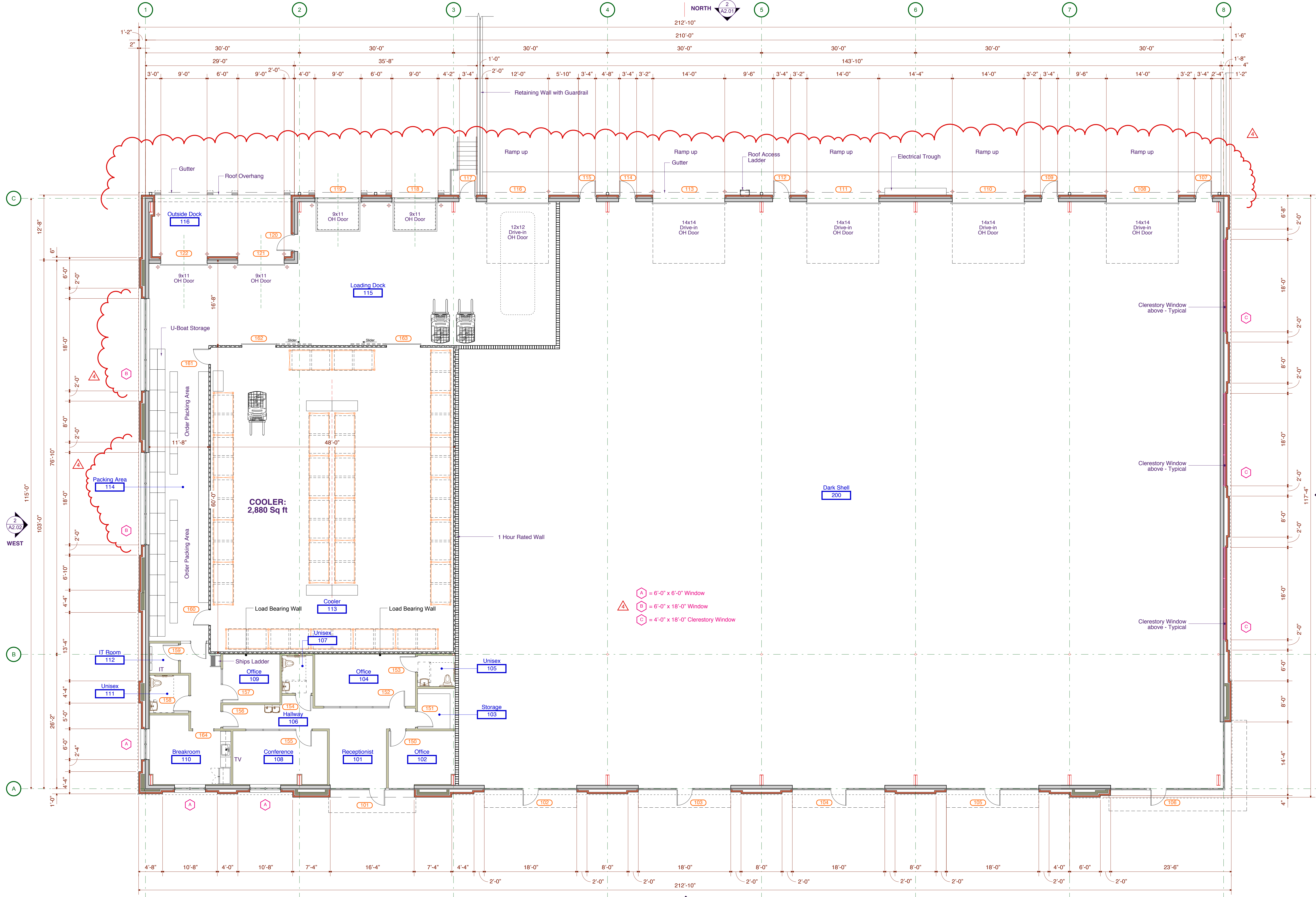


DUKE ENERGY
PROGRESS

PROPRIETARY & CONFIDENTIAL

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370 GREEN OAKS PARKWAY		
Holly Springs, NC		
SITE LIGHTING ARRANGEMENT		
Designed by	DUKE ENERGY PROGRESS LIGHTING SOLUTIONS	
Reviewed by	N. Johnson	Scale 1" = 30'
Date	06/29/2023	Size Drawing size "D"
Description	LED Shoebox	
Drawing No.	23-0294A	Sht. 1 OF 1



D'Andrea Provisions South Building

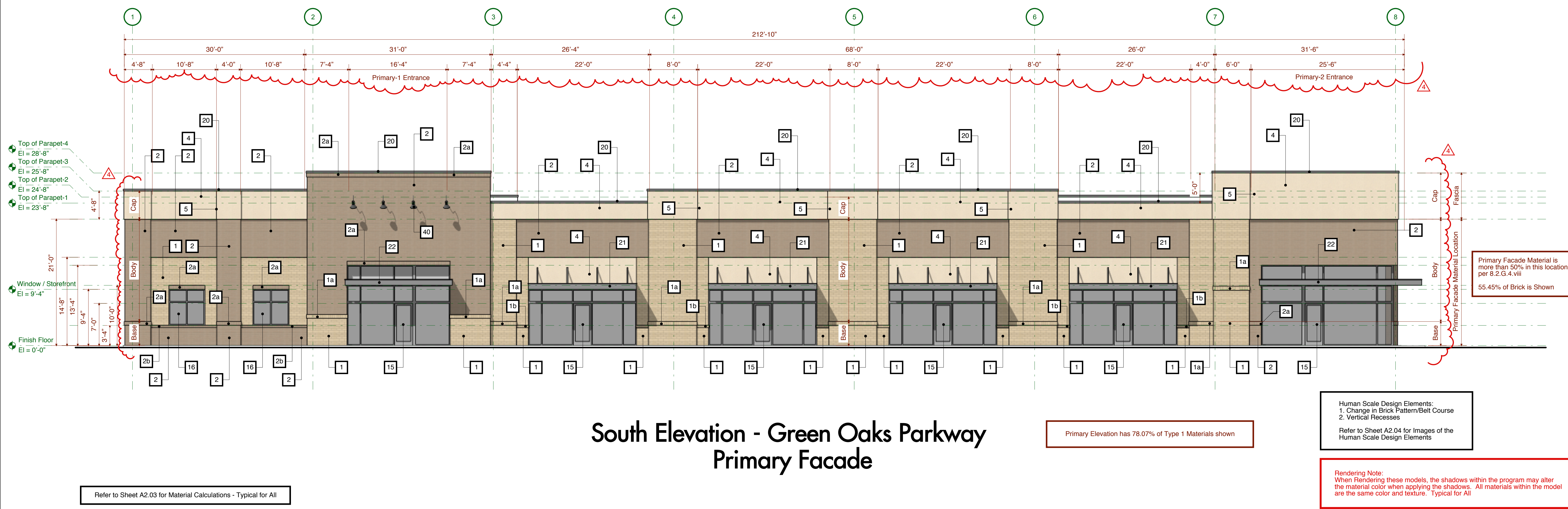
PROJECT:	2021-27
DATE ISSUED:	01.04.24
REVISIONS:	DATE
A Site Comments	11.21.32

DRAWN BY: JMM
CHECK BY: JMM
Overall Floor Plan

PROJECT:	2021-27
DATE ISSUED:	01.04.24
REVISIONS:	DATE
Site Comments	11.21.32

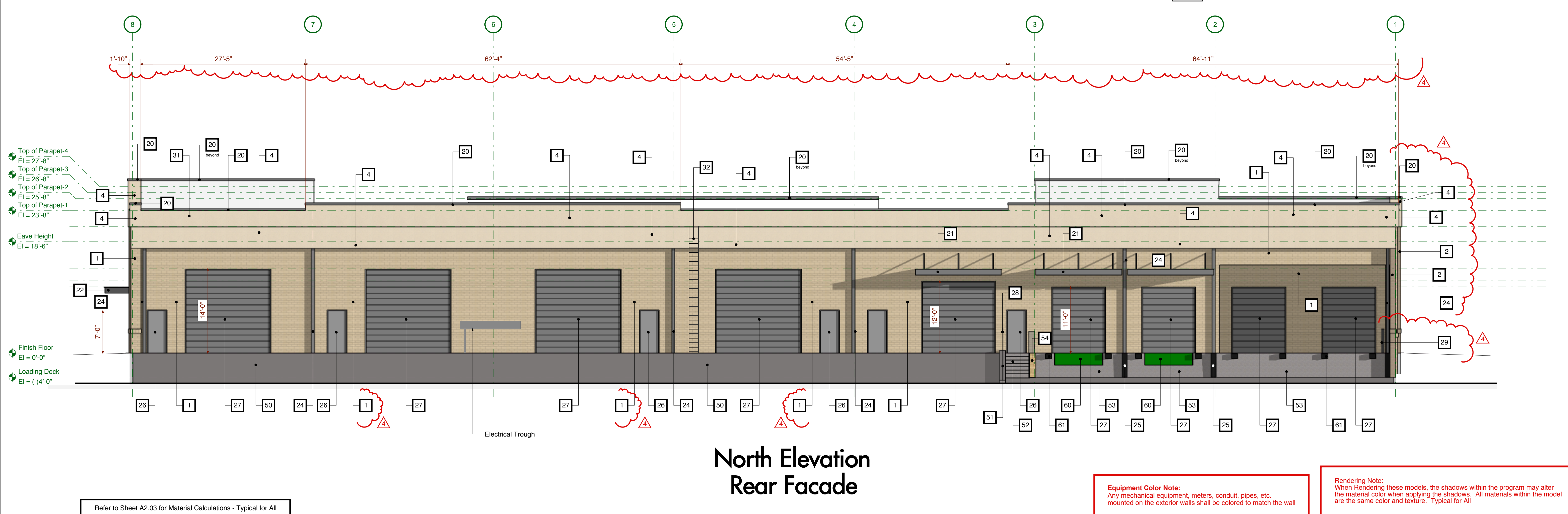
DRAWN BY: JMM
CHECK BY: JMM

Overall Elevations



South Elevation - Green Oaks Parkway
Primary Facade

1 Overall Elevation
Scale: 1/8" = 1'-0"

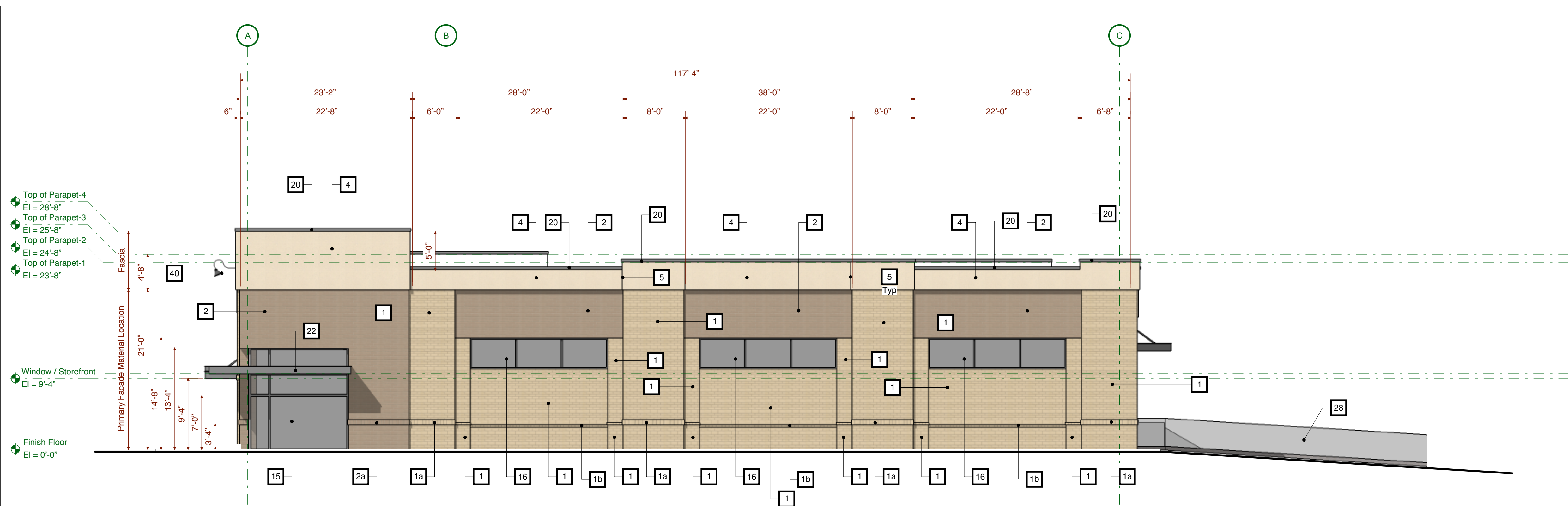


North Elevation
Rear Facade

2 Overall Elevation
Scale: 1/8" = 1'-0"

Equipment Color Note:
Any mechanical equipment, meters, conduit, pipes, etc. mounted on the exterior walls shall be colored to match the wall

Rendering Note:
When Rendering these models, the shadows within the program may alter the material color when applying the shadows. All materials within the model are the same color and texture. Typical for All



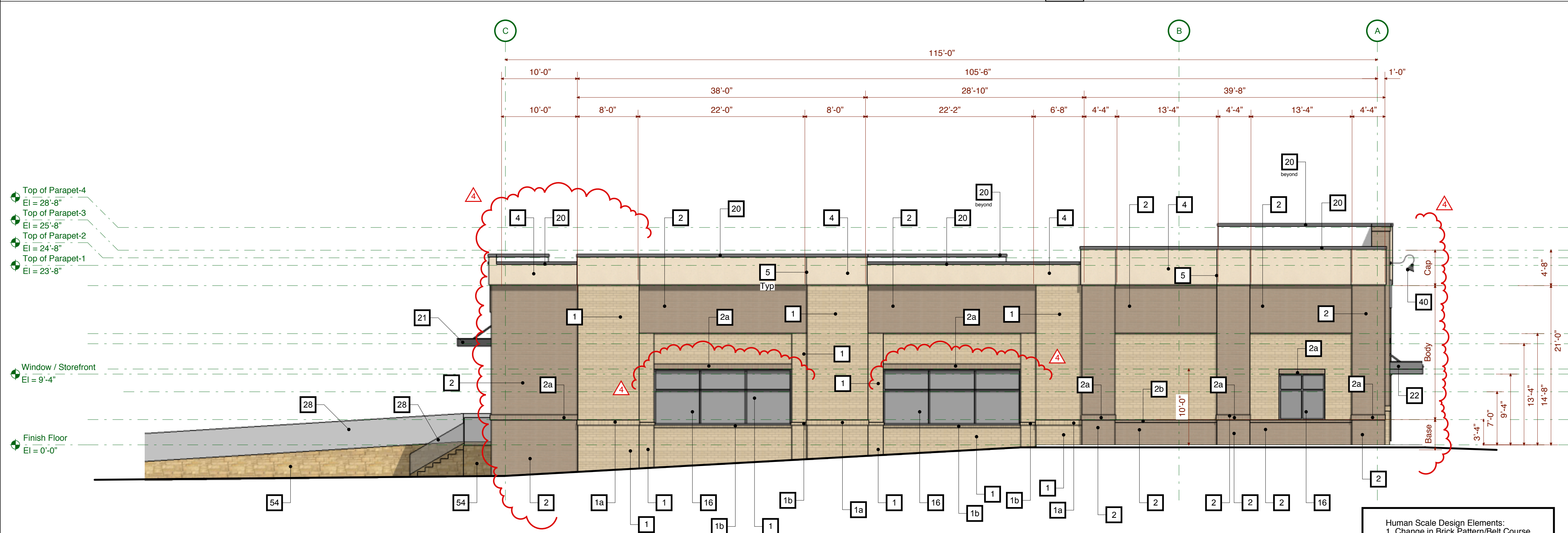
East Elevation

Refer to Sheet A2.03 for Material Calculations - Typical for All

Rendering Note:
When Rendering these models, the shadows within the program may alter the material color when applying the shadows. All materials within the model are the same color and texture. Typical for All

1 Overall Elevation

Scale: 1/8" = 1'-0"



West Elevation - Premier Drive
Primary Facade

Refer to Sheet A2.03 for Material Calculations - Typical for All

Primary Elevation has 85.34% of Type 1 Materials shown

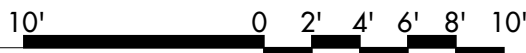
Equipment Color Note:
Any mechanical equipment, meters, conduit, pipes, etc. mounted on the exterior walls shall be colored to match the wall

Rendering Note:
When Rendering these models, the shadows within the program may alter the material color when applying the shadows. All materials within the model are the same color and texture. Typical for All

Human Scale Design Elements:
1. Change in Brick Pattern/Belt Course
2. Vertical Recesses
Refer to Sheet A2.04 for: Images of the Human Scale Design Elements

2 Overall Elevation

Scale: 1/8" = 1'-0"



Material Legend

- 1 Brick Veneer: Color-1: Glen-Gery: Dolomite Grey Smooth Brick
- 1a Brick Veneer-Solider: Color-1: Glen-Gery: Dolomite Grey Smooth Brick
- 1b Brick Veneer-Rowlock: Color-1: Glen-Gery: Dolomite Grey Smooth Brick
- 2 Brick Veneer: Color-2: Glen-Gery: Pearl River Smooth
- 2a Brick Veneer-Solider: Color-2: Glen-Gery: Pearl River Smooth
- 2b Brick Veneer-Rowlock: Color-2: Glen-Gery: Pearl River Smooth
- 3 Not Used
- 4 EIFS Veneer: Color: Dryvit: Outsulation System: Color #403 Doeskin
- 5 EIFS Veneer Reveal: 1" Reveal
- 6 Not Used
- 7 PEMB Exterior Column: Gray (at Loading Dock behind wall)
- 8 Not Used
- 15 Aluminum Storefront Door/Entrance: Clear Anodized Aluminum
- 16 Aluminum Storefront (Window): Clear Anodized Aluminum
- 17 Not Used
- 18 Not Used
- 19 Not Used
- 20 Prefinish Aluminum Cap Flashing: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 21 Prefinish Aluminum Canopy: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 22 Prefinish Aluminum Trimmed Canopy (Built Cantilevered Canopy): Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 23 Prefinish Aluminum Gutter: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 24 Prefinish Aluminum Downspout: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 25 Painted Metal Downspout Boot: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 26 Painted Man Door and Door Trim: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 27 Prefinish Aluminum Overhead Door (OHD): Color: Manufacturer's Gray
- 28 Painted Metal Railing and Guardrails: Color: Sherwin Williams: SW 6258 Tricorn Black
- 29 Painted Metal Bollards: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 30 Not Used
- 31 Not Used
- 32 Roof Top Access Ladder: Color: Sherwin Williams: SW 7019 Gauntlet Gray
- 33 Not Used
- 40 Exterior Signage Light Fixture
- 41 Not Used
- 50 Concrete Ramp
- 51 Concrete Ramp Retaining Wall
- 52 Concrete Steps and Landing
- 53 Concrete Loading Dock Retaining Wall:
- 54 Concrete Ramp Retaining Wall and Concrete Landing facing West will have simulated Stone Pattern cast into concrete
- 60 Dock Leveler: Color: Manufacturer Green - standard
- 61 Dock Bumper: Color: Manufacturer Black - standard

Brick Veneer: Color-1: Glen-Gery: Dolomite Grey Smooth Brick



Brick Veneer: Color-2: Glen-Gery: Pearl River Smooth



EIFS Veneer: Color: Dryvit: Outsulation System: Color #403 Doeskin



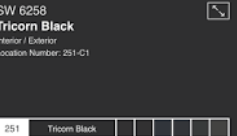
Aluminum Storefront: Clear Anodized Aluminum



Prefinish Aluminum Trim, Cap Flashing, etc.: Color: Sherwin Williams: SW 7019 Gauntlet Gray



Railing and Guardrails: Color: Sherwin Williams: SW 6258 Tricorn Black



PROJECT:	2021-27
DATE ISSUED:	01.04.24
REVISIONS:	DATE
Site Comments	11.21.32
Site Comments	01.04.24

DRAWN BY: JMM
CHECK BY: JMM

Overall Elevations



2021-27 Boar's Head Provisions - Holly Springs UDO											
Section 8.2 Building Design Standards											
Building Type: Industrial and Warehouse Building											
Building Scale: Small Building (any building less than or equal to 25,000 SF)											
	Materials	Type	Front Elevation: South - Green Oaks Parkway		Rear Elevation: North		Side-1 Elevation: East		Side-2 Elevation: West - Premier Drive		
Masonry											
Brick-1	Glen-Gery: Dolomite Grey Smooth Brick	UDO Type-1	1,288.39	23.51%	2,468.00	47.48%	1,335.53	46.00%	1,234.00	40.96%	
Brick-2	Geln-Gery: Pearl River Smooth	UDO Type-1	1,749.71	31.93%			693.31	23.88%	1,037.00	34.42%	
Sub total			3,038.10	55.45%							
EIFS											
EIFS-1	Dryvit: Colot #403 Doeskin	UDO Type-2	1,088.97	19.87%	1,280.00	24.62%	461.06	15.88%	442.00	14.67%	
Sub total											
Storefront											
SF-1	Kanveer: Clear Anodized Aluminum	UDO Type-1	1,240.03	22.63%			399.00	13.74%	300.00	9.96%	
Sub total											
Canopy											
CA-1	Match Sherwin Williams: SW 7019 Gauntlet Gray	UDO Type-1	112.32	2.05%			14.37	0.49%			
Sub total											
Door, OHD	Man Door and Overhead Doors on rear of building				1,450.00	27.90%					
Simulated Stone	Concrete Retaining Wall and Stair to have Simulated Stone Pattern will be cast into the concrete and painted	UDO Type-4							250.31	this SF is not calculated in the façade calculations	
Sub total											
			5,479.42	100.00%	5,198.00	100.00%	2,903.27	100.00%	3,013.00		
Gross Area			5,479.42		5,198.00		2,903.27		3,013.00		
Cap			1,008.42	18.40%	NA		461.06	15.88%	391.24	14.82%	
Body			3,799.02	69.33%	NA		2,054.56	70.77%	1,904.72	72.14%	
Base			671.98	12.26%	NA		387.65	13.35%	344.31	13.04%	
			5,479.42	100.00%			2,903.27	100.00%	2,640.27	100.00%	
Transparency	Finish Floor to vertical elevation of 10'-0"										
Wall Surface			1,209.53	56.84%					876.00	74.49%	
Glass			918.47	43.16%					300.00	25.51%	
Total			2,128.00	100.00%					1,176.00	100.00%	

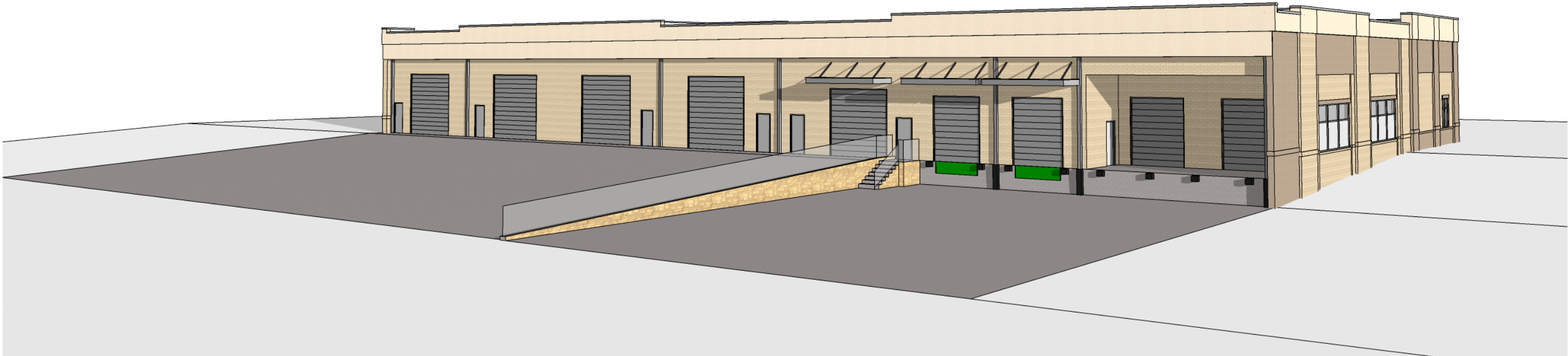


West Elevation - Premier Drive
Primary Facade

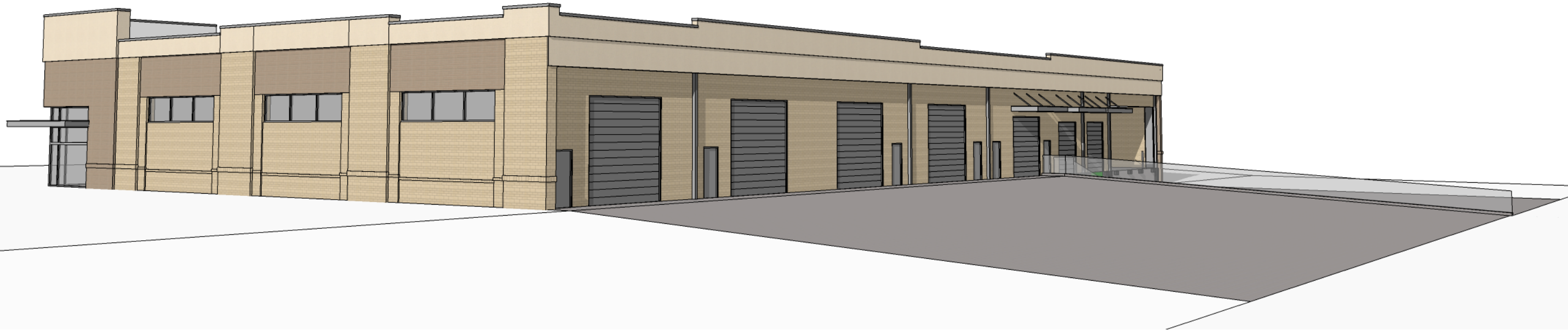
South Elevation - Green Oaks Parkway
Primary Facade



South Elevation - Green Oaks Parkway
Primary Facade



North Elevation
Rear Facade



North Elevation
Rear Facade

McGAHEY DESIGN

123 Raleigh Street, Fuquay-Varina, North Carolina 27526
919.321.0123 + 919.422.0265 info@mcgahaydesign.com

McGAHEY DESIGN, P.A.
REGISTERED ARCHITECT
53338
FOLLY-VARINA, NC

JOY MORRIS McGAHEY
REGISTERED ARCHITECT
9903
FOLLY-VARINA, NC

1.4.24

FOCUS DESIGN BUILDERS LLC

D’Andrea Provisions
South Building

PROJECT: 2021-27
DATE ISSUED: 01.04.24

REVISIONS: DATE

Site Comments

11.21.32

DRAWN BY: JMM
CHECK BY: JMM

Schedules & Images

A2.03

Page 126 of 412



1 Image
Not to Scale



2 Image
Not to Scale

Human Scale Design Elements:
1. Change in Brick Pattern/Belt Course
2. Vertical Recesses



3 Human Scale Image
Not to Scale

Human Scale Design Elements:
1. Change in Brick Pattern/Belt Course
2. Vertical Recesses



4 Human Scale Image
Not to Scale



5 Image
Not to Scale



6 Image
Not to Scale

UTILITY ALLOCATION REQUEST

On July 1, 2023 a new [Water Resources Management Policy \(WRMP\)](#) was adopted by the Town.

Submit this form via CityView with your first Sewer Study Submittal. All Preliminary plan reviews, which includes all Special Studies, must be submitted concurrently to be deemed a complete submittal. Staff will review for completeness and reach out to the applicant if more information is needed.

Refer to the Town's [Engineering Design & Construction Standards](#) as well as State Standards, when providing the following information.

Do not submit Utility Allocation Request until you have had your sewer scoping meeting or have been provided with direction from staff.

CONTACT INFORMATION	
Date: 2024.04.24	Scoping Meeting Date:
Applicant Name: PHIL D'ANDREA	
Company: D'ANDREA REALTY GROUP LLC	
Address: PO BOX 1381, FUQUAY-VARINA, NC 27526	
Phone:	E-Mail: PHILDBH1@GMAIL.COM
Engineering Firm Preparing Report: UNDERFOOT ENGINEERING INC	
Professional Engineer Working on Project: MIKE ROSELLI, PE	
PROJECT INFORMATION	
Project Name: 370 GREEN OAKS	
PIN(s): 0649-22-3243	Address: 370 GREEN OAKS PKWY, HS, NC 27540
Provide a brief project description: COMMERCIAL BUILDING AND PARKING LOT	
Does this project require Annexation: ☐ Yes ☒ No	
Proposed Land Use: OFFICE / WAREHOUSE BUILDING	
Current Zoning: BRT	Proposed Zoning: BRT
Total number of Residential Units: Type: ☐ Townhome ☐ Condo ☐ Apartment N/A	
Type of Non-Residential: OFFICE / WAREHOUSE BUILDING	Area of Non-Residential (SF) ((by type): 11,900 OFFICE + 11,900 WAREHOUSE
Anticipated Build Out Year: 2024	
Is Project expected to be phased: ☐ Yes ☒ No If yes, provide timeline:	
ESTIMATED SEWER FLOW (INCLUDE THE CALCULATIONS AND METHODOLOGY USED BASED ON STATE 15A NCAC 02T .0114 RULE AND ATTACH TO THIS FORM):	
+OFFICE FLEX SPACE: 25 GAL/PERSON X 29 EMPLOYEES = 725 GPD	
Residential Sewer Flow (GPD):	Non-Residential Sewer Flow (GPD): +725
What is the site's access to existing public utility infrastructure? ☒ Direct access via existing right-of-way or easements ☐ Existing utility infrastructure is within 1000' ☐ Existing utility infrastructure is further than 1000'	
Per the WRMP, what is the project anticipated Priority Level? ☒ 1 ☐ 2 ☐ 3	

UTILITY ALLOCATION REQUEST

Per the WRMP, all projects must meet the criteria for Level 1 before being considered by Town Council.

- Priority Level 2 projects must commit to 2 Allocation Elements and Priority Level 3 projects must commit to 3 Allocation Elements to move up to Level 1 status.

Level 2 and Level 3 projects should complete the following table:

Allocation Elements			
Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)
☐	Public Infrastructure Improvements (Chose Option A, B, or C) <i>Please note that any improvements found to be required by a Sewer Study or Fire Flow Analysis can not also be used as a committed allocation element.</i>		
	Option A (both required)		
	Vegetated wetland in lieu of wet ponds	☐	
	Include stormwater control devices within parking lot islands	☐	
	Option B		
	Provide structured parking so as to minimize impervious surface area	☐	
	Option C (choose 1)		
	Take pump station offline	☐	
	Install oversize utilities	☐	
	Install 1000' of basin wide water/sewer infrastructure	☐	
☐	Sustainable Design (Choose 1)		
	Earn LEED Certification	☐	
	Earn National Green Building Standards Certifications, or equivalent as determined by Director	☐	

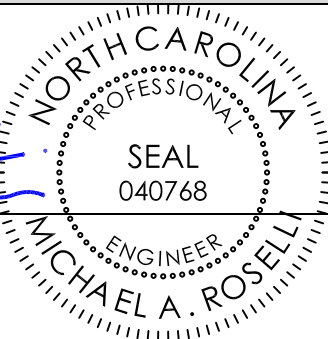
UTILITY ALLOCATION REQUEST

Allocation Elements			
Committed Element (check if provided)	Element Category	Elements Component Provided (check if provided)	Location of Committed Element (Plan Sheet Number, Design Guidelines, Zoning Conditions, etc.)

☐	Work Force Housing (housing at 60-80% Area Median Income) (Choose 1)		
	5% of the units for detached or attached dwellings	☐	
	10% of the units for apartment dwellings	☐	
☐	Open Space/Tree Preservation (Choose 1)		
	Increase of at least 25% Active Recreation Space	☐	
	Increase of at least 100% for Urban Civic Space	☐	
	Increase of at least 25% of required area for Tree Preservation Areas	☐	
	Preservation of at least 10% of Specimen Trees on site.	☐	
	Total Committed Elements		



PE Signature



2024.04.24

Date

PE Seal



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 14.

Consent Agenda

Title: Sugg Farm Nature Play & Sensory Trail Design Construction Contract

Strategic Priority Area: Vibrant Community

Staff Resource: LeeAnn Plumer, Parks & Recreation, Matt Beard, Parks & Recreation

Action(s):

Authorize the Town Manager to enter into a contract with Bienenstock Natural Playgrounds, LLC for an amount not to exceed \$500,000 for the design and construction of a nature play area and sensory trail at Sugg Farm Park.

Explanation:

- The Town issued a Request for Qualifications (RFQ) for design and construction of a universally designed nature play space and a 1,500 ft sensory trail near the south section of Sugg Farm Park. The Town received responses from three (3) firms.
- Bienenstock Natural Playgrounds, Inc. was selected to best meet the goals of the unique and accessible play space. Bienenstock and their partners (Davis Landscaping and Merrick & Co.) will conduct public engagement for the design concepts prior to development and construction of the final amenities. Their approach will create sensory-rich spaces where children of all ages and abilities can connect to nature with trees, logs, stumps, boulders, water, plants and natural surfacing.
- Bienenstock and their partners have experience with similar projects in North Carolina, including outdoor play/classrooms with Durham Public Schools, Durham Academy, The Raleigh School, and with The Nest Schools.
- Staff anticipates that public outreach will begin later this summer and construction will begin in mid-2025 with an early 2026 completion.

Background:

- The Town received a \$500,000 Accessibility for Recreation (AFR) state grant for the design and construction of a community garden, nature play area, and sensory trail at Sugg Farm Park. The full project with funding match was approved as part of the Community Investment Plan in FY23.
- This project is in alignment with the 2012 Sugg Farm Master Plan.
- The Triangle Land Conservancy (TLC) has been involved and supportive of these land improvements at the park location.
- The community garden and parking lot are projected to be bid for construction this summer and will support the play area and trail.

Funding Source(s):

Capital Investment Plan - Park Reserves / Grant

Town Council Business Meeting
May 21, 2024

Attachment(s):

1. Town of Holly Springs Contract Bienenstock Natural Playgrounds
2. Exhibit A to Contract



CONTRACT FOR SERVICES **(Not Subject to QBS)**

THIS AGREEMENT dated _____, between the **Town of Holly Springs**, North Carolina, for itself and its Successors & Assigns (hereinafter called the "Town") and _____ (herein after called the "Contractor").

Town hereby desires to enter into a contract for services with the Contractor and the Contractor agrees to enter into this contract and perform the Services as set forth below, in the manner and time hereinafter described, and both parties do hereby agree as follows:

SERVICES OF CONTRACTOR

The services of the Contractor shall be performed in the manner as described in **Exhibit A** (the "Proposal") as attached hereto and incorporated by reference. Contractor agrees to employ such personnel as may be needed to deliver services in the manner and time prescribed herein. Such personnel shall be employees of the Contractor, said Contractor being an independent contractor of the Town.

TOWN'S RESPONSIBILITIES

The Town shall make available the facilities to the Contractor and shall not impede the work of the Contractor except as necessary. Any additional Town responsibilities shall be listed in **Exhibit A**.

BIDDING & BONDING COMPLIANCE

The Town shall comply with the bidding laws of the State of North Carolina. Failure to do so shall make this Contract void. The Town's Contract Manager for this Contract is:

Name, Dept.: _____
E-Mail: _____
Phone: _____

_____ The Contract Manager certifies that the Contractor was selected after solicitation of three (3) bids. The winning bidder was selected as the lowest responsive responsible bidder.

OR

_____ The total cost of the Contract is less than \$30,000.00, therefore, there were no bidding requirements.

OR

_____ Bidding does not otherwise apply. (Describe Reason).

Contractor shall timely pay all subcontractors, and failure to do so is a material breach of this agreement. For contracts for construction on Town property in excess of \$300,000.00 total, the Contractor shall provide a Payment and Performance Bond issued by a licensed North Carolina firm. Where subcontractors are employed for a substantial amount of work, the subcontractors must be approved by the Town.

Name of Bonding Company_____ (Attached as Exhibit)

OR

X Bond not required

Town Contract Manager

Printed Name:

Department Head/Supervisor

Printed Name:

PAYMENT

The Town shall pay the Contractor the contract sum in the following manner:

___ Payment: Upon satisfactory completion of the work described in **Exhibit A**, the Contractor shall invoice the Town with Net30 terms. Contract total not to exceed: \$_____.

X Payment on basis of Time and/or Materials as described in **Exhibit A**

___ Description of Alternative Payment Terms:

CONTRACT FOR NON-PROFESSIONAL SERVICES

TIME FOR RENDERING SERVICES

The times for rendering the services are set forth in **Exhibit A**, or as otherwise set forth below:

GENERAL CONSIDERATIONS

1. Standards of Performance.

- 1.1 The standard of care for all services performed or furnished by Contractor under this Agreement will be the care and skill ordinarily used by members of the Contractor's profession practicing under similar circumstances at the same time and in the same locality.
- 1.2 Contractor represents that, prior to submitting the quote and executing this Contract, Contractor became and remains thoroughly acquainted with all matters relating to the performance of this Contract, all applicable laws and all of the terms and conditions of this Contract. All Services under this Contract shall be coordinated under and performed to the satisfaction of the Town Contact. Town is authorized to withhold payment of any funds under this Contract until periodic performance of the Services has been inspected, accepted, and approved by the Town Contact.
- 1.3 Contractor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Town shall not be responsible for discovering deficiencies therein. Contractor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Town furnished information.
- 1.4 Contractor and Town shall comply with applicable Laws or Regulations and Town mandated standards. This Agreement is based on these requirements as of its Effective Date. Changes to these requirements after the Effective Date of this Agreement may be the basis for modifications to Town's responsibilities or to Contractor's scope of services, times of performance, or compensation.
- 1.5 Contractor is an independent contractor of the Town. The Town and the Contractor mutually agree to indemnify and hold harmless each party from any claims of negligence brought forth. Contractor is familiar with the property and its condition.

2. Term and Termination.

- 2.1 The term for this contract is until satisfactory completion of the services described in **Exhibit A**, or one (1) year, whichever is shorter.

2.2 The mutual obligations of the Parties contained in this Agreement may be terminated:

- 2.2.1 For cause by either party upon 30 days written notice in the event of a failure by the other party to perform in accordance with the terms hereof.
- 2.2.2 For failure to consistently satisfy the Standards of Performance in the opinion of the Town Contract.
- 2.2.3 Upon mutual agreement.

3. Controlling Law.

3.1 This agreement is to be governed by the law of the State in which the project is located.

3.2 Venue and jurisdiction are proper in the 10th Judicial District of North Carolina (Wake County).

4. Notices.

4.1 Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address below, or given personally, or by regular, registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of the receipt.

4.1.1 For the Town:

_____	(Name, Title)
_____	(Department)
P.O. Box 8	(Address)
Holly Springs, NC 27540	
_____	(Phone)
_____	(e-Mail)

4.1.2 For the Contractor/Vendor:

_____	(Name, Title)
_____	(Company)
_____	(Address)

_____	(Phone)
_____	(e-mail)

5. Severability.

5.1 Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Town and Contractor, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the

intention of the stricken provision.

6. Waiver.

6.1 Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

7. Attorney's Fees.

7.1 In the event of a breach of this Agreement, the substantially prevailing party shall be entitled to an award of reasonable attorney's fees and costs relating to compelling performance under this Agreement.

8. Insurance & Indemnification Requirement.

8.1 Contractor shall provide general liability insurance for a minimum of \$1,000,000 per occurrence, \$2,000,000 aggregate, and an umbrella policy of at least \$5,000,000 for the complete term of the contract. Additionally, the Contractor shall supply workman's compensation insurance coverage to all employees within the statutory limits. Contractor shall supply proof of coverage to the Town within 10 days of execution of this contract and shall list "Town of Holly Springs" as additional insured to all general liability policies for the duration of the contract term. A certificate of insurance shall be attached hereto as **Exhibit B**.

8.2 The Contractor agrees to waive any and all claims against the Town from itself or its employees arising from work performed by the Contractor pursuant to this Contract, except for claims related to non-payment of amounts. The Contractor shall protect, defend, indemnify and hold the Town and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of actions of every kind and character in connection with or arising out of this Agreement and/or the performance hereof, that are proximately caused by the negligence, willful or wanton conduct, or breach of contract relating to the Contractor's work in under this Agreement or any addendums or modifications thereto, except to the extent that the same are by the negligence or willful misconduct of the Town. For such claims, the Contractor/Licensee further agrees to investigate, handle, provide defense for and respond to, any such claims at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claims are groundless, false, or fraudulent.

9. E-Verify.

9.1 Contractor hereby agrees to comply with N.C.G.S. § 64-25, et. seq. regardless of Contractor's status as an independent contractor and not an employee with the Town. The E-Verify Affidavit shall be attached hereto as Exhibit C.

10. Prohibition Against Sex Offenders.

10.1 Contractor is being granted access to the Town's Park system and/or Town Facilities (collectively "Facility") during hours of operation. Contractor hereby agrees that it shall not employ or otherwise allow to perform any aspect of the Contract any person who is a registered sex offender for any scope of work requiring such employee or contractor of the Contractor to access any area of the Facility. Contractor shall have an affirmative duty to ensure compliance with this section by checking the state and national registry for sex offenders against any employee, agent, contractor, subcontractor, officer, director, or any person that shall in any way perform under this contract. Contractor shall check the registry initially and periodically during the term of the Contract as often as necessary to ensure compliance with this section at all times. Contractor additionally agrees to indemnify and hold the Town harmless for any act or omission that may arise out of the operation of the Contract, the ACP, or any parole agreement among the parties that arise from, directly or indirectly, the Contractor's failure to ensure compliance with this section. This indemnification includes a duty to provide a legal defense.

11. Independent Contractor.

11.1 Contractor's status shall be that of an independent contractor and not an agent, servant, employee, or representative of Town in the performance of the Services. Contractor shall exercise independent judgment in performing duties under this Contract and is solely responsible for setting working hours, scheduling or prioritizing the workflow and determining how the work is to be performed. No term or provision of this Contract or act of Contractor in the performance of this Contract shall be construed as making Contractor the agent, servant or employee of Town, or making Contractor or any of its employees eligible for the fringe benefits, such as retirement, insurance and worker's compensation, which Town provides its employees.

11.2 Contractor's Control Over Services Provided. Contractor shall retain the unqualified right of control over the means, manner and methods by which the Services are performed, and the right to perform such Services at the locations and times that Service Provider independently determines, as approved by the Town. Contractor shall be responsible for providing all equipment, materials and supplies that Contractor determines are needed to timely provide the Services.

11.3 Contractor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Town shall not be responsible for discovering deficiencies therein. Contractor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Town furnished information.

12. Non-Discrimination.

12.1 As a condition of this Contract, Contractor covenants that Contractor will take all necessary actions to insure that, in connection with any operations under this Contract, Contractor, its officers, employees and subcontractors, will not discriminate in the treatment or employment of any individual or groups of individuals on the grounds of race, color, religion, national origin, age, sex, sexual orientation, or handicap unrelated to job performance, either directly, indirectly or through contractual or other arrangements. Contractor shall also comply with all applicable requirements of the Americans with Disabilities Act, 42 U.S.C.A. §§12101-12213, as

amended. In this regard, Contractor shall keep, retain and safeguard all records relating to this Contract or work performed hereunder for a minimum period of three (3) years from final Contract completion, with full access allowed to authorized representatives of Town, upon request, for purposes of evaluating compliance with this and other provisions of the Contract.

13. Contractor's Employees.

13.1 Contractor agrees and consents that the Town is allowing access to the Contractor to both publicly used and private sensitive Town facilities. Contractor, and any employee, agent, subagent, volunteer, or any person authorized to act on behalf of the Contractor shall maintain a professional demeanor at all times during the interaction with the Town's patrons and visitors to Town facilities. Contractor shall refrain from other commercial or political activity while performing this contract on Town Facilities. Contractor shall undergo criminal background checks on all employees and subcontractors working at the direction of the Contractor in this contract, and shall exclude any employees from working in any Town facility any employees that:

- 1) had a conviction of a any felony within the past 10 years;
- 2) has a conviction in the past 10 years of any violent crime or crime involving theft or dishonesty; or
- 3) is currently a registered sex offender.

14. Assignment.

14.1 Contractor shall not sell, assign, transfer or convey this Contract, in whole or in part, without the prior written consent of the Town. As an express condition of consent to any assignment, Contractor shall remain liable for completion of the Contract work in the event of default by the successor contractor or assignee.

15. Right of Review and Audit.

15.1 Town may review any and all of the services performed by Contractor under this Contract. Town is granted the right to audit, at Town's election, all of Contractor's records and billings relating to the performance of this Contract. Contractor agrees to retain such records for a minimum of three (3) years following completion of this Contract. Any payment, settlement, satisfaction, or release made or provided during the course of performance of this Contract shall be subject to Town's rights as may be disclosed by an audit under this section.

16. Non-Appropriations.

16.1 No provision of this agreement shall be construed or interpreted as creating a pledge of the faith and credit of the town within the meaning of any constitutional debt limitation. No provision of this agreement shall be construed or interpreted as creating a delegation of governmental powers nor as a donation by or a lending of the credit of the town within the meaning of the constitution of the state. This agreement shall not directly or indirectly or contingently obligate the town to make any payments beyond those appropriated in the sole discretion of the town for any

fiscal year in which this agreement is in effect; provided, however, that any failure or refusal by the town to appropriate funds which results in the failure by the town to make any payment coming due hereunder will in no way obviate the occurrence of the event of default resulting from such nonpayment. No deficiency judgment may be rendered against the town in any action for breach of a contractual obligation under this agreement and the taxing power of the town is not and may not be pledged directly or indirectly or contingently to secure any moneys due under this agreement.

- 17. Modification.** The Contract may not be modified except by either a Change Order or an Amendment. Any Change Order or Amendment must be made in writing, utilizing the appropriate Town form, approved by the Town (and Town Council, if necessary) and executed with the same formalities as this original contract.
- 18. Full Agreement.** This Contract is the full agreement of the parties, and neither has, or is relying on any information not contained in this Contract or its Exhibits. The terms of this Contract supersede any conflicting terms which may be contained in any Exhibit attached hereto and incorporated by reference.
- 19. Exhibit List.** The following documents shall be attached hereto and incorporated by reference.

Exhibit A – Scope of Work/Proposal

Exhibit B – Certificate of Insurance

Exhibit C – E-Verify Affidavit

[Signature Page Follows]

TOWN OF HOLLY SPRINGS:

CONTRACTOR:

BY: _____
Randy J. Harrington, Town Manager

Signature: _____

Name: _____

Title: _____

WITNESS:

WITNESS:

Linda McKinney, Town Clerk

Title: _____

Contract Manager: _____ (initials)

P.O. Number (if applicable) _____

Approved by: Brettany DeVold _____ (initials)

Approved as to form:

John Schifano, Town Attorney

This instrument has been pre-audited in the manner
Prescribed by the Local Government Budget and Fiscal
Control Act

Tina Stroupe, Director of Finance

EXHIBIT A

EXHIBIT B

_____ **Insurance requirement waived**

Approved by: _____

Printed Name: _____

_____ **Certificate of Insurance attached**

EXHIBIT C

[illegible]

AFFIDAVIT OF CONTRACTOR'S COMPLIANCE WITH E-VERIFY

I, _____(the individual attesting below), being duly authorized by
and on behalf of _____ (the "Contractor") after first being duly sworn
hereby swears or affirms as follows:

1. Contractor understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Contractor understands that Contractors Must Use E-Verify. Each Contractor, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS §64-26(a).
3. Contractor is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
 - a. YES _____
 - b. NO _____
4. Contractor's subcontractors comply with E-Verify, and if Contractor is the winning bidder on this project Contractor will ensure compliance with E-Verify by any subcontractors subsequently hired by Contractor.

Dated: _____

Signature of Affiant: _____

Print or Type Name: _____



1452 Concession 4 West • Hamilton, ON, L0R 2B0 • Phone: 1-800-306-3319

LeeAnn Plumer
Phone: (919) 577-3127

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

Job Address:
2033 Grigsby Ave (Sugg Farm Park)
Holly Springs, NC 27540
Print Date: 2024-03-20

Design-Engagement-Build Proposal Holly Springs-Nature Play Area & Trail

Proposal for Design, Consulting and Build Services

This Playground Design & Construction Agreement (this "Agreement") is between Bienenstock Natural Playgrounds Inc. US ("Bienenstock") and The Town of Holly Springs (the "Client")

The following Appendices and Annexes attached to this proposal shall form part of this proposal.

Appendix 'A' – Community Engagement/Idea Jamming

This section outlines the obligations of the parties for community engagement

Appendix 'B' – Development & Consultation for Conceptual Design

This section outlines the design process

Appendix 'C' – Design Timeline

This section outlines the Design Timeline

Appendix 'D' – Survey Drawings.

This section outlines the requirements for the site survey.

Appendix 'E' – Installation Conditions

This section outlines the installation and construction

Appendix 'F' – Pricing

Annex '1.0' - Substantial Performance Form

This section is the attached substantial performance form for the construction of the playground.

This process has been developed to be completed via 3 meetings with a Senior Designer from Bienenstock. If at any time it is required that a representative from Bienenstock be present at a community forum or other engagement outside the scope of the design process in Appendix 'A', you are required to provide at least 3 weeks notice prior to the date of the requested visit. The fees and disbursements for the additional visit are not included in the fees and disbursements set out in Appendix 'F' and will be covered under a separate written contract between you and Bienenstock.

Bienenstock's hourly rates for services rendered are as follows:

Principal Designer: \$250.00

Lead Designer: \$200.00

Computer Renderer: \$175.00

The terms of this proposal shall not be modified, amended or supplemented by any terms and conditions in any Client purchase order or acceptance documentation, and any such modified, amended or supplemental terms and conditions shall be of no force or effect.

EXHIBIT A TO CONTRACT

Bienenstock's total liability, if any, for any damages suffered by the Client, or any other party claiming on behalf of or through the Client, whether in contract, tort, warranty, or otherwise, shall be limited to direct money damages actually incurred, and shall not exceed the amount of money actually paid to Bienenstock by the Client for the services giving rise to such claim. In no event shall Bienenstock be liable for any loss of profit or loss of opportunity whether direct or indirect, and in no event shall Bienenstock be liable for any indirect or consequential damages.

Except as expressly provided in this proposal, Bienenstock disclaims all warranties, legal, expressed or implied, including but not limited to any expressed or implied warranty of merchantability, of fitness for the intended use thereof or non-infringement all of which are hereby expressly excluded.

The parties agree to use their best efforts to carry out their obligations under this proposal, but in the event of strike, lock-out, accident, fire, delay in manufacturing, delay of carriers, acts of God, government action, state of war, epidemic, pandemic (including but not limited to COVID19) or any other causes beyond their control (a "force majeure"), neither party shall incur liability to the other due to the delay in performance or inability to perform, other than the Client's obligations to pay Bienenstock as provided in this proposal which must be completed as provided. The parties shall complete performance of their obligations after the cause delaying or preventing performance has been eliminated or limited to such extent as to allow performance of their obligations.

This Agreement is governed by the laws of the State of North Carolina and, each of the parties hereto irrevocably attorns to the exclusive jurisdiction of the courts of the State of North Carolina without regard to conflicts of laws principles. The parties agree that the United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement and its application is strictly excluded.

This proposal may be executed in any number of counterparts, each of which will be deemed to be an original upon receipt, and all of which taken together will be deemed to constitute one and the same instrument. This proposal may be executed by electronic signature and/or transmitted in electronic form and the parties to this proposal consent thereto. Execution and/or transmission in electronic form shall be binding to the same extent as an original signed signature page.

Thank you for the opportunity to submit this proposal. Should you have any questions or concerns, please feel free to contact my team at 1-800306-3319.

Appendix 'A'

Section 1.0: Community Engagement/Idea Jamming

Bienenstock will work with the Town of Holly Spring and the project team to identify key stakeholders that understand the community and the organizations that can help support this design consultation process. Bienenstock will lead (1) community engagement day (Idea Jamming Session). We will attend a kick-off meeting for the project, (3) idea jamming/community engagement planning meetings pre-engagement day, as well as (1) review meeting post engagement.

Deliverables

- 1 Video conference kick-off meeting with Senior Designer
- Attend & lead planning meetings (3)
- Help with survey questions and review of survey results
- Presentation boards with renderings of nature precedent imagery (digital format)
- Idea Jamming/Community Engagement Day (1)
- Loose Part Play materials (for two activities to help with engagement for the kids)
- Printed Idea Jamming Cards to collect feedback
- Natural Playground FAQ document for the public
- 2 facilitators from Bienenstock
- Prepare a report based on community feedback
- Attend design team review meeting (1)

Appendix 'B'**Section 1.0: Development & Consultation for Conceptual Design**

The design process will include three meetings with a Steering Committee (formed of ten or less stakeholder representatives to develop the conceptual design and preliminary cost estimates for your natural playground.

The designer will utilize a three-dimensional computer rendered model to present each revision of the conceptual design to the Steering Committee. Preliminary cost estimating will be based upon the conceptual design created through this process. Please note that estimates based upon conceptual designs are intended to assist the Steering Committee's decision-making process and are not exact construction budgets.

At the conclusion of the design development phase of the project, Bienenstock will provide the Steering Committee with 2D computer rendered images captured from the 3D concept, video fly through, and a black and white layout plan in PDF format.

Deliverables

- 3 Video conference design meetings
- 1 Concept design with 3 design iterations (3rd being the final concept)
- 3D Computer model renders of a single design - in jpeg format
- 1 Video fly through of the final design
- Layout plan - in pdf format
- Cost estimate
- 1x Estimate - High Level detailed breakdown of pricing (Concept 2 presentation)*
- 1x Estimate - Final detailed breakdown of pricing (final deliverables)*

*All pricing in estimates are only valid for 60 days from date of issue. Prices subject to change. Contingency is added into every estimate to account for future pricing fluctuation.

Please note that deliverables will be provided in electronic format only, unless otherwise noted.

Section 2.0: Development of Construction Drawings

Upon completion of the design process and receipt of final approval on the design, Bienenstock will produce a single set of construction drawings.

Deliverables

- 1x Full set of construction drawings based off concept design
 - Title Page
 - General Notes
 - Site Plan
 - Layout Plan
 - Grading Plan
 - Drainage Plan
 - Vegetation Plan
 - ASTM Playground Compliant Installation Details

Please note that deliverables will be provided in electronic format only, unless otherwise noted.

Appendix 'C'

Section 1.0: Design Timeline

Please refer to ProjectGantt.pdf for full project schedule

A Topographic Survey for the area(s) to be designed needs to be secured, please see Appendix 'D'. This document will show the existing conditions for the area(s) to be designed and the immediate surroundings.

Meeting 1: Design Consultation/Kick-off Meeting

Format: video conference

Duration: Up to 2hrs

Designer will present a natural playground presentation to the Steering Committee outlining the benefits of nature play as well as various natural playground component ideas. Discuss site constraints, design wishlist, parameters and any curriculum needs. Information gathered at this meeting along with the results of the community engagement report will inform development of the concept design.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes.

Concept Development

Format: Internal

Duration: 4 weeks

Bienenstock will internally prepare concept 1 based on the wish list provided by the client and the results of the community engagement report.

The development of concept one will start after submission of the community engagement report.

Meeting 2: Concept Presentation

Format: video conference

Duration: Up to 1.5 hrs

Presenting 1st concept development to the Steering Committee utilizing 3D rendered images of the concept. Discuss high-level pricing.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes. Client requested changes made after 1 business day of the receipt of the draft minutes will require a change order and additional costs.

Concept Development

Format: Internal

Duration: 2 weeks

Bienenstock will internally prepare concept 2 based on the feedback provided by the client in the meeting minutes.

Meeting 3: Revised Concept Presentation

Format: video conference

Duration: Up to 2 hours Present

the final (95% complete) 3D models

of the natural playground design,

and preliminary cost estimates to

the Steering Committee. Discuss the

next steps and any minor

changes. Note - All pricing in

estimates are only valid for 60 days

from date of issue. Prices subject to

change.

Contingency is added into every estimate to account for future pricing fluctuation.

Signed meeting minutes to be sent to Bienenstock within 1 business day from receipt of the draft minutes. If minutes are not returned, Bienenstock will proceed based on the draft minutes.

Concept Development

Format: Internal

Duration: 1-2 weeks

Bienenstock will internally prepare the final concept iteration based on the feedback provided by the client in the meeting minutes. Bienenstock will issue the final deliverables via electronic submission.

Submit Appendix A Section 1.0: Deliverables (electronic submission)

Construction Drawing Development

Format: Internal

Duration: 10-11 weeks

Bienenstock will internally prepare the construction drawings for our team to construct the playground once final approval is received on the design deliverables.

Product Manufacturing

Format: Internal

Duration: 10 - 12 weeks

Bienenstock will begin manufacturing the components outlined in the final estimate within the correct window prior to the build start date. Manufacturing won't begin until final approval & invoice has been received. Please note that production can happen at the same time as the preparation of the Construction Drawing Package.

Appendix 'D'

Section 1.0 - Survey Drawings

A topographic survey for the area(s) to be designed and immediate surroundings. This drawing shall be procured by Bienenstock Natural Playgrounds and provided in AutoCAD dwg format and shall include, at a minimum, the following data:

- Property lines and easements (if applicable)
- Drainage
- Services and utilities
- Contour lines at 200mm or 6" intervals, spot elevations and finished floor levels
- Location and size of all trees and large shrubs
- Building footprints - including doors, windows and significant roof overhangs (if applicable)
- Location and height of fences and walls (if applicable)
- Site furnishings and play equipment (if applicable)
- Surfacing changes

Bienenstock must review the survey prior to starting the design process to ensure it has all the requirements.

Survey must be completed within the 12 months from the start of the design process unless construction was done during that period.

An additional survey may be required if changes to the site occur between the start of the design development and the start of construction. Additional design fees will incur if the site is altered after the design development.

The cost for the survey will be incorporated into the overall build budget for the project as shown in Appendix 'F'.

Appendix 'E'

Section 1.0 - Installation Conditions

1. Contract pricing is based upon a total contract value outlined in Appendix 'F'

1. At the conclusion of the design phase (Appendix 'A') Bienenstock will provide a cost estimate outlining how the contract value is being allocated.

2. Alterations & Change Orders

1. Any alterations or deviations to Appendix 'A' involving extra costs shall be based upon a written change order or amendment to this Agreement ("Change Order") executed by Bienenstock and the Client. All extra costs are over and above the Price and may require re-scheduling.

2. Any changes to the scope of work will require the issuance of a Change Order which will be based on the rates as set out in Appendix 'F'.

3. If any Change Order requires Bienenstock to stop work or the Client, at any time, requests that Bienenstock stop work and return at a later date, remobilization fees will be applied over and above the Price. Prior to any such Change Order, Bienenstock shall indicate to the Client the amount of the remobilization fees in writing as part of the Change Order.

3. Installation:

1. Prior to construction commencement, the site will be free of all encumbrances. This includes:

1. All Children
2. All Toys
3. All Garbage/Non-playground Related Disposals

4. Site Access

1. The client agrees to an on-site Pre-Construction meeting before the scheduled start date with Bienenstocks Site Supervisor to review the site access strategy and the staging area.

2. Pricing shared during this process will be based upon the staging area indicated in the drawings during the design phase.

3. The Client agrees to provide Bienenstock with a timeline of drop off and pick up and other scheduled arrivals or departures that may affect Bienenstock's timing of deliveries.

1. Definitions**1. Site Access:**

1. The location(s) that Bienenstock will access the playground(s).

2. Staging Area:

1. The fenced-in (by Bienenstock) location that Bienenstock installers will use to store their equipment and materials for the duration of the contract.

2. This will be accessible to delivery vehicles and directly accessible to/from the construction site.

5. Playground Maintenance/Maintenance Program

1. The client agrees to create and implement a regular maintenance program that at minimum, meets the requirements as identified in the ASTM F1487-21 Playground Standard.

2. The Client is solely responsible for ensuring it has complied with the maintenance requirements as identified in the ASTM F148721 Playground Standard.

3. Bienenstock will provide the Client with an operations & maintenance manual that will advise the client of all maintenance requirements for all components, surfacing and vegetation (the "Operations & Maintenance Manual").

6. Vegetation

1. All vegetation (including sod) is warranted for 1 year from the date of installation only when an irrigation system has been installed and the mulch surfaces are maintained in accordance with this Agreement. Bienenstock agrees to water the vegetation during the installation.
2. If an irrigation system is not installed the client agrees to water all vegetation according to the Operations & Maintenance Manual.
3. Client shall approve the type and source of vegetation prior to installation.

7. Mulch Surfaces

1. The Client acknowledges that the mulch will need a top up after the first year to maintain compliance and transition points between surfaces. This also ensures that root compaction does not occur.
2. The Client acknowledges it is required to complete the mulch top up at its sole cost.
3. If mulch levels are not maintained, the vegetation warranty is void. See Operations and Maintenance Manual for maintenance instructions.

8. Play Components & Construction Start

1. Client shall approve the design in writing prior to Bienenstock's purchase of any equipment or materials for Construction.
2. All play components are to be used according to their intended use as described on the manufacturers' signs and in the Operations & Maintenance Manual.
3. Bienenstock does hereby warrant the play components supplied to the Client for a period of 1 year from the date of substantial performance of the work at each location for the play components for any manufacturing defect. This warranty is voided if: (i) any party other than Bienenstock modify the play components from their original manufactured condition, (ii) the play components are not properly installed or maintained in accordance with the manufacturer's specifications; This warranty does not cover damage caused by force of nature or act of any third party. The obligation under this warranty is limited to the repair or replacement, at Bienenstock's option, provided that prompt notice of any defect is given by the Client to Bienenstock in writing within the applicable warranty period and that upon the Client's return of the defective Component to Bienenstock, properly packed and with transportation charges prepaid by the Client, an inspection thereof shall reveal to Bienenstock's satisfaction that the Client's claim is valid under the terms of this warranty. The Client shall assume all responsibility and expense for dismantling, removal, re-installation and shipping in connection with the foregoing. The warranty is void if the Client does not perform the required yearly maintenance as per the provided Operations & Maintenance Manuals.
4. Start dates can be affected by external factors such as material availability, union strikes, force majeure etc. Schedules provided by Bienenstock are approximate and are based on prevailing market conditions at the time of Bienenstock's preparation of any schedules. Bienenstock shall provide a project schedule to the Client indicating start and completion of construction ("Milestones"). In the event that either of these Milestones are delayed by 90 days or more, Bienenstock shall inform the Client in writing.
5. The Parties, after completion of the design and planning, shall determine any changes in the F(1)(e) Actual Construction/Installation costs, subject to the maximum amount listed in that section, and shall agree in writing on any new amount prior to construction.

9. Payments

1. Bienenstock will communicate any delays to the Client with the anticipated change to the start date if external factors affect the installation commencement timing.
2. Appendix 'D' outlines the progress payments.
3. Substantial Performance is defined when Form 7003 (Annex 1.0) is issued to the Client by Bienenstock.
 1. This indicates the installation is at least 97% complete (This is based upon the contract value in Appendix 'F' and the value of all completed work.) or the Client is able to/is using the playground.

2. Receipt of Form 7003 (Annex 1.0) issued by Bienenstock to the Client indicates the Client may take possession of the space.
3. **The 30 Day hold back period will begin as of the date indicated in this document and the final payment will be due at the end of the 30 days.**
4. **A warranty certificate will be issued once the hold back period has expired and the holdback payment has been received.**

10. Limitation of Liability

1. The terms of this Agreement shall not be modified, amended or supplemented by any terms and conditions in any Client purchase order or acceptance documentation, and any such modified, amended or supplemental terms and conditions shall be of no force or effect, without the mutual written consent of the Parties. Bienenstock's total liability, if any, for any damages suffered by the Client, or any other party claiming on behalf of or through the Client, whether in contract, tort, warranty, or otherwise, shall be limited to the higher of applicable insurance or the amount of money actually paid to Bienenstock by the Client for the services giving rise to such claim. In no event shall Bienenstock be liable for any loss of profit or loss of opportunity whether direct or indirect, and in no event shall Bienenstock be liable for any indirect or consequential damages.

11. Disclaimer of Warranties

1. Except as expressly provided in this Agreement, Bienenstock disclaims all warranties, legal, expressed or implied, including but not limited to any expressed or implied warranty of merchantability, of fitness for the intended use thereof or non-infringement all of which are hereby expressly excluded shall Bienenstock be liable for any indirect or consequential damages.

12. Force Majeure

1. The parties agree to use their best efforts to carry out their obligations under this Agreement, but in the event of strike, lock-out, accident, fire, delay in manufacturing, delay of carriers, acts of God, government action, state of war, epidemic, pandemic (including but not limited to COVID-19) or any other causes beyond their control (a "force majeure"), neither party shall incur liability to the other due to the delay in performance or inability to perform, other than the Client's obligations to pay Bienenstock as provided in this Agreement which must be completed as provided. The parties shall complete performance of their obligations after the cause delaying or preventing performance has been eliminated or limited to such extent as to allow performance of their obligations.

13. Governing Law

1. This Agreement is governed by the laws of the State of North Carolina and, each of the parties hereto irrevocably submits to the exclusive jurisdiction of the courts of the State of North Carolina without regard to conflicts of laws principles. The parties agree that the United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement and its application is strictly excluded.

14. Counterparts and Electronic Execution

1. This Agreement may be executed in any number of counterparts, each of which will be deemed to be an original upon receipt, and all of which taken together will be deemed to constitute one and the same instrument. This Agreement may be executed by electronic signature and/or transmitted in electronic form and the parties to this proposal consent thereto. Execution and/or transmission in electronic form shall be binding to the same extent as an original signed signature page.

15. The client understands that Bienenstock will be scheduling private and/or public locates as well as a site visit prior to construction. Based on information gathered from the locates and the site visit, decisions may have to be made that will affect the layout and Bienenstock's scope of work in which case, Bienenstock will issue an updated layout and change order. Bienenstock will not proceed without a signed confirmation from the client that changes to the layout and Bienenstock scope have been approved.

Appendix 'F'

Section 1.0: Pricing

Description	Qty/Unit	Unit Price	Price
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EXHIBIT A TO CONTRACT

(a) Survey Cost to be included in Build Budget	1 ALLOW	\$0.00	\$0.00
(b) Community Engagement/Idea Jamming	1 ALLOW	\$5,000.00	\$5,000.00
(c) Development & Consultation for Conceptual Design	1 ALLOW	\$20,000.00	\$20,000.00
(d) Construction Documents	1 ALLOW	\$15,000.00	\$15,000.00
(e) Overall Playground Build Maximum (Line item to be adjusted upon Actual Construction/Installation costs)	1 ALLOW	\$418,500.00	\$418,500.00

Total Project Budget: \$458,500

This proposal does not cover any fees from unforeseen costs associated with site plan approval applications, permitting, variances, etc.

A separate contract with upset limits will be required for us to proceed beyond the scope of this proposal. Additional work required beyond the listed deliverables will be billed out at a blended rate of \$200.00/hr.

Applicable Sales Tax is extra and will be charged on all invoices.

Except as otherwise expressly provided for in this proposal, all dollar amounts referred to in this Agreement are stated in the lawful currency of the United States of America (USD).

This proposal is valid for 15 days from the issue date.

Section 2.0: Payment Schedule

Please note that due to the major fluctuations in the marketplace, if the deposit payment/payment for your order is not received by BNP within two weeks of signing this contract, this contract becomes null and void and a new contract with updated pricing will be provided to the client.

All invoices issued after the deposit is received must be paid within 2 weeks or a 15% late fee will be applied.

Payment Terms:

- Payment 1: 50% + Applicable Sales Tax of pricing components of Section. 1.0(a) through (c) within 14 days of execution of contract
- Payment 2: 50% + Applicable Sales Tax of pricing components of Section. 1.0(a) through (c) upon completion of pricing components of Section. 1.0(a) through (c).
- Payment 3: 100% + Applicable Sales Tax of total pricing components of Section. 1.0(c) and (d) upon completion of those components.
- Payment 4: 10% + Applicable Sales Tax of approved Overall Playground Build estimate (Section 1.0(e)) prior to construction to serve as a materials deposit.
- Payment 5: 40% + Applicable Sales Tax of approved Overall Playground Build estimate upon certification by Bienenstock of 50% completion of the build/installation
- Payment 6: 45% + Applicable Sales Tax of approved Overall Playground Build estimate upon certification by Bienenstock of

substantial completion.

Payment 7: 5% retainage of Build estimate paid upon final completion of all work by Bienenstock.

*Please note that due to the major fluctuations in the marketplace, if the deposit payment/payment for your order is not received by BNP within two weeks of signing this contract, this contract becomes null and void and a new contract with updated pricing will be provided to the client.

**Exact construction dates will be confirmed once receipt of Payment 2 is received.

Payments to be couriered to 305 W. Magnolia St. #207. Ft. Collins, CO. 80251

All checks can be made to: Bienenstock Natural Playgrounds Inc.

Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. Bienenstock is authorized to do the work as specified. Payments will be made as outlined above.

Dated this _____ day of _____, 2024.

Bienenstock Natural Playgrounds Inc. US

Per: John El-Raheb, CEO

By signing this proposal, the Client agrees to all its terms and conditions including such terms and conditions as set out in the appendices attached to this proposal.

Annex 1.0

Section 1.0: Form 7003 - Substantial Performance

Date: _____
MMMM DD YYYY

This document has been issued to indicate that on the date above, the installation of

_____, project has reached substantial performance. The final payment (30 Day Hold Back Payment) of this contract is due on _____. (MMMM DD, YYYY)

Note: As per the Playground Construction Agreement, Substantial Performance is reached when the installation is at least 97% complete

(This is based upon the contract value in Appendix 'F' and the value of all completed work.) or the Client is able to/is using the playground.

Bienenstock Natural Playgrounds Inc. US

Bienenstock Playgrounds Rep. (Name) _____

Bienenstock Rep. Signature_____

(I have authority to bind the corporation)

Approval Deadline: Apr 4, 2024

I confirm that my action here represents my electronic signature and is binding.

Signature:

Date:

Print Name:



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 15.

Consent Agenda

Title: Interlocal Agreement with Wake County Public Schools for Offsite Sidepath Improvements at Rex Rd. Elementary School

Strategic Priority Area: Community Safety
Vibrant Community

Staff Resource: Matt Beard, Parks & Recreation, LeeAnn Plumer, Parks & Recreation

Action(s):

Authorize the Town Manager to enter into an Interlocal Agreement (ILA) with Wake County Public School System for the reimbursement of an offsite sidepath improvement at Rex Road Elementary School, not to exceed \$198,433.

Explanation:

- Wake County Public Schools is developing an elementary school at 6125 Rex Road for the benefit of Holly Springs and Wake County students.
- During the development approval process for the elementary school, the Town recommended an off-site sidepath of approximately 965 linear feet to provide a pedestrian and bicycle friendly safe route to school from the adjacent neighborhoods. The sidepath - the only walkable or bikable connection from the school to adjacent neighborhoods - is viewed by staff as a strategic, and critical multi-modal option for the area and offers an opportunity to help alleviate some motorist congestion around the school while also providing an important addition to the Town's greenway and sidepath connectivity.
- The ILA outlines the roles and responsibilities of the Town and Wake Co. for the development and construction of this sidepath improvement.
- The Town is seeking to reimburse Wake Co. for the off-site improvements which are estimated at \$146,465 with a 15% contingency for the construction and \$30,000 for property easement acquisition fees.

Background:

- This off-site improvement of the Sidepath is consistent with the Town's Comprehensive Transportation Plan and Greenway's Master Plan for system connectivity.
- A conceptual design for the offsite Sidepath was included in the documents provided to the Town Council at the time of the Rex Rd. Elementary Rezoning approval.

Funding Source(s):

Parks and Recreation Reserves

Attachment(s):

1. ILA Rex Rd
2. RexRdElementary_SidepathExhibit

NORTH CAROLINA
WAKE COUNTY

**INTERLOCAL AGREEMENT
FOR INFRASTRUCTURE PROVISION
TO SUPPORT PUBLIC SCHOOL FACILITIES
IN HOLLY SPRINGS, NC**

This Interlocal Agreement For Infrastructure Provision to Support Public School Facilities in Holly Springs, NC (“Agreement”) is made and entered into this _____ day of _____, 2024, by and between the TOWN OF HOLLY SPRINGS, a Municipal Corporation of the State of North Carolina (hereinafter referred to as “Town”) and the WAKE COUNTY BOARD OF EDUCATION, a body corporate, (hereinafter referred to as “Board”)(Town and Board are hereinafter collectively referred to as “the Parties”).

WITNESSETH:

WHEREAS, the Parties recognize that joint cooperation and action between the Board and Town shall ensure that the best facilities and services are provided to the citizens of Wake County with the least expenditure of public funds; and

WHEREAS, Board and Town are mutually interested in quality education programs and supportive public infrastructure for Wake County students and citizens; and

WHEREAS, the Board is in the process of developing an elementary school project, together with supporting off-site public infrastructure on a tract of land consisting of 40.81 located at 6125 Rex Road, in the Town of Holly Springs, Wake County, North Carolina and identified as having Wake County PIN 0637-38-9731, and depicted on Exhibit A attached hereto which is incorporated herein by reference (“Board Property”); and

WHEREAS, during the Town’s approval process, the Town requested that the Board construct sidepaths along the frontage of the Board Property and certain adjacent property owners. The Board agreed to construct such sidepaths and request reimbursement for the costs associated therewith; and

WHEREAS, as Board and Town mutually agree that installation of sidepath improvements will promote pedestrian safety is warranted; and

WHEREAS, Board and Town desire to enter into this Agreement to bind themselves to certain terms, conditions and obligations regarding design, construction, and fiscal responsibilities for the sidepath improvements as included in the Board’s approved site plan; and

WHEREAS, Board and Town are authorized to enter into this Agreement pursuant to the provisions of N.C.G.S. 115C, Article 13; N.C.G.S. 115C-518; N.C.G.S. 160A- 460 et. seq., N.C.G.S. 160A-274 and N.C.G.S. §160A-320

NOW, THEREFORE, for and in consideration of the mutual exchange of the covenants and agreements hereinafter set forth, the sufficiency of which is hereby acknowledged, Board and Town agree as follows:

- 1. Term**
The term of this Agreement shall last until the end of any warranty period for the construction of the contemplated sidepaths. The construction phase of the elementary school project is currently ongoing and will reach final completion in August of 2024.
- 2. Effective Date**
This Agreement shall be effective upon the date of execution by all parties.
- 3. Board Obligations For Offsite Road Improvements Provision**
 - a. Design and Construction of Offsite Public Road Improvements**
The Board will design and obtain appropriate approvals and permits for the construction of onsite and offsite public sidepath improvements.

Board shall pay or cause to be paid all applicable review and development fees relating to the sidepath improvements project, and shall advance all design and construction costs therefor, subject to such reimbursements to Board from the Town as stated herein..

b. Compliance with Public Bidding Requirements

Board shall comply with public procurement laws per North Carolina General Statutes as necessary and appropriate for the offsite road improvements.

4. Town Obligations Related to Offsite Road Improvements Provision

a. Cost Contribution

Town has agreed to provide a monetary contribution to the Board to help offset the costs of provision of the onsite and offsite sidepath improvements. Board shall pay the costs of the design and construction of the offsite road improvement costs described hereabove directly to its contractors in accordance with its customary commercial practices, which costs are estimated by Board's contractor to be \$146,465 plus a 15% contingency. The maximum amount of Town's reimbursement for all costs advanced by the Board or paid for by the Board is \$168,434.

In addition, the Board will be responsible for acquiring necessary offsite easements for the installation of the sidepath on property adjacent to the Board property. The Town shall pay all costs of acquiring the sidepath easement on all adjacent properties included in the approved plan including, but not limited to, the costs of the easement and legal or court costs if the Board is required to institute eminent domain proceedings to comply with the Town's requirements. The parties understand that all costs of acquiring the sidepath easement(s) are less than \$30,000. The Board agrees to inform the Town in writing if these cost increase by more than 25%.

Upon the completion of the construction and installation of the sidepath improvements (as evidenced by final acceptance of such Infrastructure by the applicable governmental authorities after expiration of the one-year developer warranty) Board shall provide a reimbursement contribution request to Town. Town shall make payment within forty-five (45) days after its receipt of such reimbursement contribution request. Town and Board shall each provide to the other such certifications and supporting documentation as is reasonably required to facilitate payment of the reimbursement contribution.

5. Execution of Necessary Documentation

In support of the provision of the offsite sidepath improvements described herein, Town and Board shall execute such documentation as may be needed to achieve the purposes of this Agreement at no additional cost to Town or Board.

6. Coordination of Efforts

Town and Board shall continue their collaborative efforts to coordinate the timing and impacts of the offsite road improvements in support of efficient cost-effective development and timely Town acceptance for maintenance.

7. Notices

All notices, requests and other communications hereunder shall be deemed to have been fully given, by either Party to the other, when made in writing and either a) deposited in the United States mail (sent certified, return receipt requested); b) personally delivered; c) transmitted by overnight courier for next business day delivery, d) by facsimile or e) by electronic mail but, in the case of electronic mail, only if receipt is confirmed by responsive electronic mail from the recipient, to the addresses of Board and Town set forth below or to such other addresses as the Parties may, from time to time, designate by written notice.

To Town: Town of Holly Springs
 Attn: Randy Harrington
 128 S. Main Street
 P.O. Box 8
 Holly Springs, NC 27540
 Email. randy.harrington@hollyspringsnc.gov

w/copy to: John Schifano, Esq., Town Attorney
 128 S. Main Street
 P.O. Box 8
 Holly Springs, NC 27540
 Email. John.schifano@hollyspringsnc.gov

To Board: Wake County Board of Education

c/o Wake County Public School System
Attn: Superintendent
5625 Dillard Drive
Cary, North Carolina 27518

w/copy to: Wake County Public School System
Facilities, Design and Construction
Attn: Mark Strickland
111 Corning Road, Suite 190
Cary, North Carolina 27518
Email: mrstrickland@wcpss.net

& w/copy to: Kenneth C. Haywood, Esq.
Howard, Stallings Law Firm
5410 Trinity Road, Suite 210, Raleigh, NC 27607
Post Office Box 12347, Raleigh, NC 27605
Email: KHaywood@howardstallings.com

8. Entire Agreement

This Agreement constitutes the entire understanding between the parties with respect to the subject matter and supersedes any prior negotiations, representations, agreements, and understandings. To the extent that there is any conflict between the terms of this Agreement and any prior understanding or agreement between the parties, the terms of this Agreement, including its attachments, shall control.

9. Amendments

This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.

10. Additional Documents

The parties agree to take all necessary action to enter into, execute and deliver any and all written documents necessary to carry out the intent and terms of this Agreement

11. Assignment

Neither this Agreement nor the performance of any obligation herein can be assigned without the express written consent of the parties hereto, which consent will not be unreasonably withheld or delayed. It is mutually understood and specifically agreed that this Agreement is binding on Board's successors and assigns, provided Town consents to such assignment if necessary and appropriate hereunder. Notwithstanding the foregoing, Board shall have the right to assign this agreement to Wake County as may be necessary to support the intended school development upon reasonable notice but without necessity of the written agreement by Town.

12. Governing Law

This Agreement shall be interpreted and construed in accordance with the laws of the State of North Carolina.

13. Agreement in Counterparts

This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument. Delivery by facsimile or by electronic transmission in portable document format (PDF) of an executed counterpart of this Agreement is as effective as delivery of an originally executed counterpart of this Agreement.

14. Severability.

If any provision herein is deemed void or unenforceable by a court of competent jurisdiction, such provision shall be severed from this Agreement and the remaining provisions shall be valid, enforceable and binding between the parties.

(The balance of this page is left intentionally blank. Signatures appear on the subsequent page.)

IN TESTIMONY WHEREOF, this Agreement has been executed by the Parties hereto, in duplicate originals, all as of the date of the last notary signature below.

TOWN OF HOLLY SPRINGS

By: _____
Randy Harrington, Town Manager

ATTEST:

Linda McKinney, Town Clerk

Date: _____

STATE OF NORTH CAROLINA

COUNTY OF WAKE

I, _____, a Notary Public in and for the aforesaid County and State do hereby certify that Linda McKinney, with whom I am personally acquainted, who, being by me duly sworn, says that she is the Town Clerk and that Randy Harrington, Town Manager of the Town of Holly Springs, the municipal corporation described in and which executed the foregoing; and that said instrument is the act and deed of said municipal corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal, this the ____ day of _____, 2024.

My commission expires: _____

Notary Public
Print Name: _____

WAKE COUNTY BOARD OF EDUCATION

By: _____
J. Christopher Heagarty, Chair

Attest:

Robert P. Taylor, Secretary

Date: _____

STATE OF NORTH CAROLINA

COUNTY OF WAKE

I, _____, a Notary Public of Wake County, North Carolina, certify that Robert P. Taylor, personally appeared before me this day and acknowledged that he is Secretary of The Wake County Board of Education and that by authority duly given and as the act of said Board, the foregoing instrument was signed in its name by its Chair and attested by himself as its Secretary.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal, this the ____ day of _____, 2024.

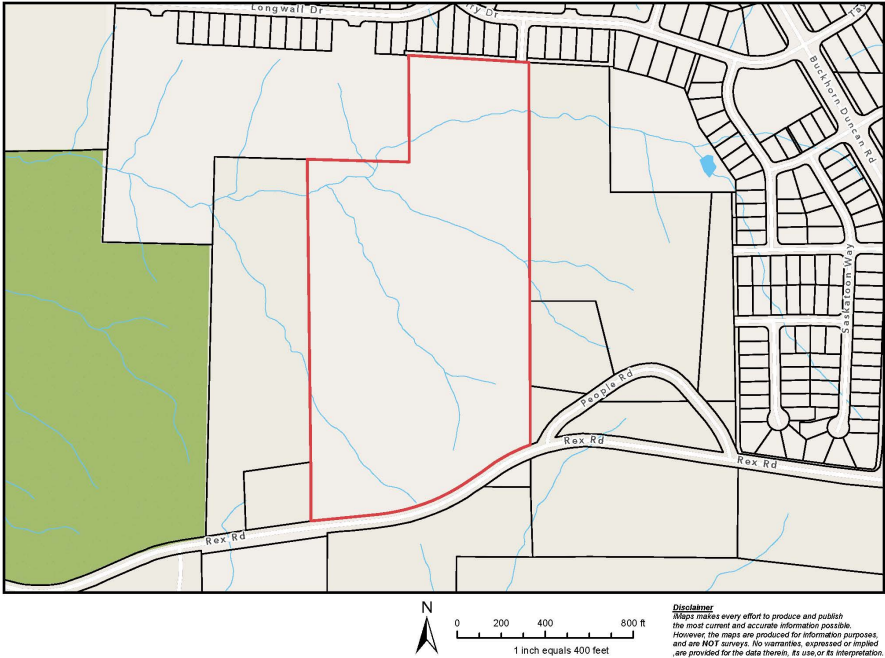
Notary Public

My Commission Expires:

This instrument has been preaudited in the manner required by the School Budget and Fiscal Control Act (G.S. 155C-441(a)).

Trisha C. Posey, Finance Officer

Exhibit A:
Illustrative Vicinity Map of Board Property





ARCHITECT OF RECORD

VINES ARCHITECTURE, INC.
819 WEST HARGETT STREET, SUITE 102
RALEIGH, NC 27603
T: 919 755 1975 F: 888 800 5946 www.vinesarc.com

This drawing and all prints of it are the property of Vines Architecture, Inc. Prints are to be returned to Vines Architecture, Inc. upon completion of use of which they were issued. Reproductions of this drawing without the written consent of Vines Architecture, Inc. is not permitted.

CONSULTANTS

DEWBERRY
2610 WYCLIFF ROAD, SUITE 410
RALEIGH, NC 27607
T: 919.881.9939
WWW.DEWBERRY.COM
NC License No. F-0929

CLH DESIGN
400 REGENCY FOREST DRIVE, SUITE 120
CARY, NC 27518
T: 919.319.6716
WWW.CLHDESIGNPA.COM

MUD
715 DEVEREUX STREET
RALEIGH, NC 27607
T: 215.265.9628
WWW.READYSETMUD.COM

LYNCH MYKINS
301 N. WEST STREET, SUITE 105
RALEIGH, NC 27603
T: 919.782.1833
WWW.LYNCHMYKINS.COM

PALACIO COLLABORATIVE
4819 EMPEROR BOULEVARD, SUITE 400
DURHAM, NC 27703
T: 919.605.8952
WWW.PALACIOCOLLABORATIVE.COM

KRM FOOD SERVICE
9116 LANIGAN STREET
CHARLOTTE, NC 28277
T: 704.724.1045
WWW.KRMFOODSERVICE.COM

REI ENGINEERS
9121 ANSON WAY, SUITE 100
RALEIGH, NC 27615
T: 919.845.1450
WWW.REIENGINEERS.COM

GLIMMER & GLOW
4711 HOPE VALLEY ROAD, SUITE 4F-611
DURHAM, NC 27707
T: 919.425.8945
WWW.GLIMMER-GLOW.COM

REVISIONS

SEALS



E-52 REX ROAD
ELEMENTARY

OWNER

WCPSS

WAKE COUNTY PUBLIC SCHOOL SYSTEM
5625 DILLARD DRIVE
CARY, NC 27518

SHANE WEBSTER, PROJECT MANAGER

PHASE	DEVELOPMENT PLAN SUB #4
DATE	09.02.2022
VA PROJECT ID	E52 - REX RD.
VA PROJECT #	ELEMENTARY SCHOOL
SCO ID #	2021006
	-

DRAWING TITLE

OVERALL SITE
PLAN

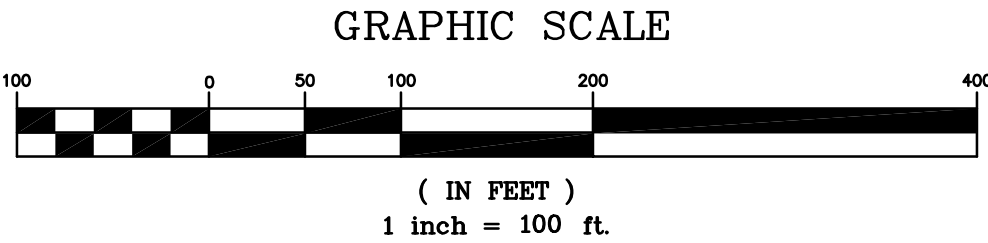
DRAWING NUMBER

C-01.00



PARCEL LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S 54°13'01" W	82.08
L2	S 56°07'06" W	79.25
L3	S 84°15'31" W	232.67
L4	S 84°50'11" W	71.20
L5	N 0°14'47" W	267.38
L6	N 0°41'01" W	1376.18
L7	S 88°31'48" E	464.56
L8	N 0°21'38" W	485.11
L9	S 86°37'17" E	546.99
L10	S 0°13'36" E	1085.82
L11	S 0°17'23" E	384.13
L12	S 0°05'57" E	268.20
L13	S 0°16'03" E	64.31
L14	S 0°07'48" E	127.63
L15	N 89°40'57" W	213.11
L16	N 54°47'28" E	106.45
L17	S 83°07'40" W	299.28
L18	N 88°29'46" W	421.87
L19	S 87°01'21" E	366.77
L20	N 89°47'49" E	60.07
L21	S 81°39'46" E	259.89
L22	S 2°00'36" E	317.80

PARCEL CURVE TABLE				
Curve #	Radius	Length	Bearing	Delta
C1	831.82	178.96	S 63°26'48" W	127°19'36"
C2	879.27	431.48	S 70°13'10" W	28°07'00"
C3	771.82	141.87	N 62°39'20" E	10°31'54"





Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 16.

Consent Agenda

Title: 120 N Main Public Art Design

Strategic Priority Area: Growth Management & Economic Vitality
Vibrant Community

Staff Resource: Cheryl Caines, Development Services

Action(s):

- Approve 120 N Main Street project public art design.

Explanation:

- The 120 N Main Street development is located at the SE corner of N Main Street and Earp Street.
- The (former) Village District Area Plan identified the site as an opportune location for public art, a fountain or other elements to create activity on the street and establish visual landmarks in the downtown.
- The Development Plan conditions of approval required Town Council approval of the final detailed design specifications, including public art, of the area at Main and Earp.
- The proposed design includes an internally illuminated public art piece and decorative pavers used to create a design in the plaza hardscape.
- The proposed design is included as an attachment.
- Staff recommends approval of the design.

Background:

- On March 21, 2023, Town Council approved the Development Plan for a mixed-use building at 120 N Main Street (22-DP-02).
- The applicant for 120 N Main has submitted Civil Construction Documents and needs Town Council approval of the design before permits can be issued.
- The property zoning has changed three times to reflect the changes to the downtown zoning district name.
- Prior to the current plan approval, a Development Plan, Special Exception Use and Variances had been approved for a bank (United Community Bank) on June 19, 2018. The bank development plan approval expired and the development was not constructed.
- The property is the former location of the Nathan Burns House, identified in the 2016 survey of Holly Springs as a potential historic structure. The home likely served as a boarding house for the Holly Springs Academy after fire destroyed their dormitory in 1850. A demolition permit was granted in August 2017.

Funding Source(s):

Town Council Business Meeting
May 21, 2024

N/A

Attachment(s):

1. 120NMain_PublicArtDesign_Plans

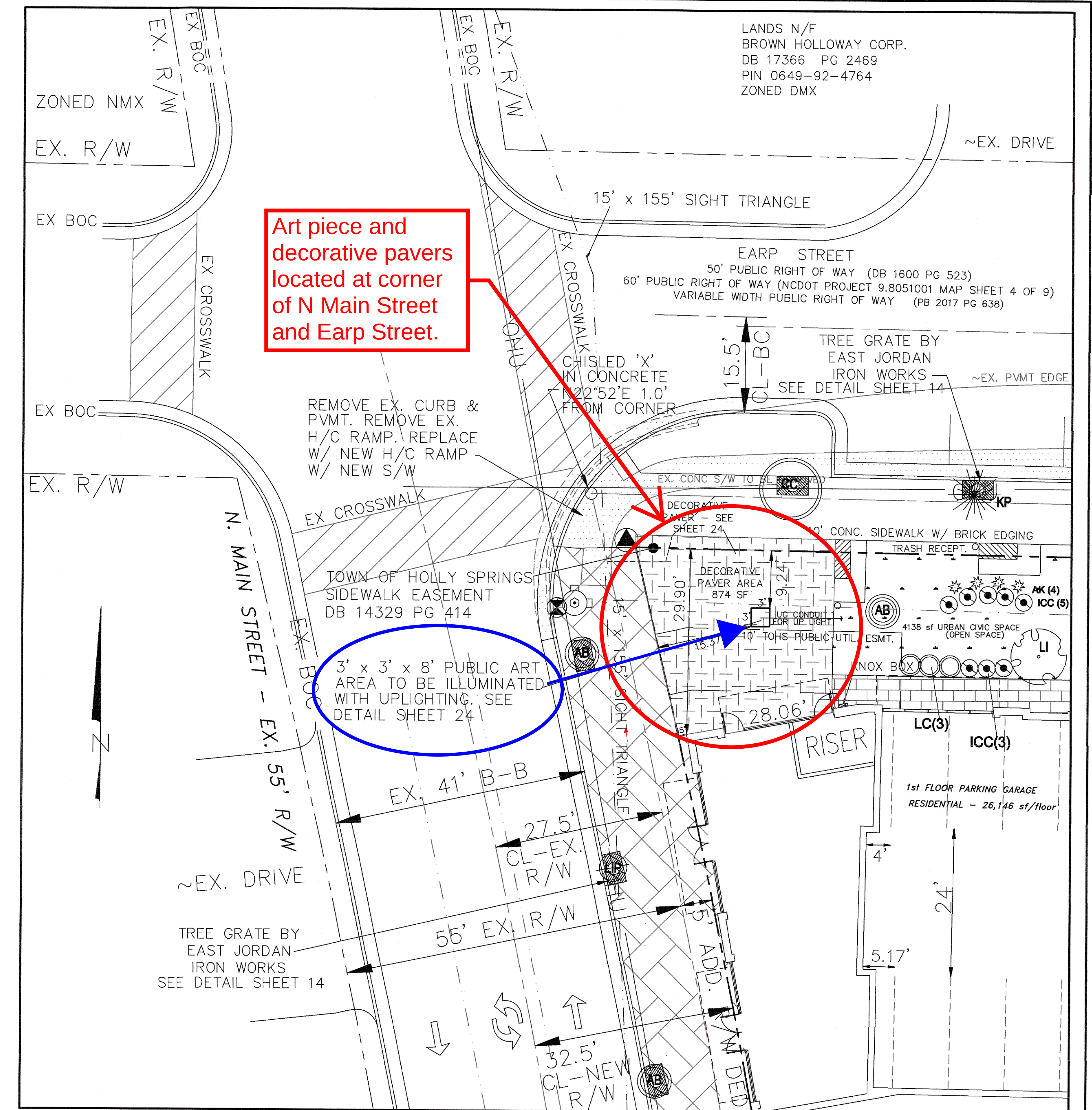
SCULPTURE FOR HOLLY SPRINGS
MATERIAL - LASER-CUT STEEL WITH RUST PATINA
INTERIOR LIGHTING ELEMENT

3'

3'

8'

MAX DOWDLE - NCPUBLICART.COM



DETAIL OF PUBLIC ART WORK LOCATION (NTS)

ART WORK AND DETAILS FOR PUBLIC ART AREA

120 NORTH MAIN

120 N. MAIN STREET – HOLLY SPRINGS, NC



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 17.

Consent Agenda

Title: 2720 Woodfield Dead End Rd. - Voluntary Annexation A23-08

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Aaron Prichard, Development Services

Action(s):

Adopt Resolution 24-13 directing the Town Clerk to investigate the sufficiency of annexation petition A23-08 and setting the public hearing for June 4, 2024.

Explanation:

- The Town has received a petition for voluntary annexation of 1.97 +/- acres located at 2720 Woodfield Dead End Road adjacent to Carolina Springs.
- The owner of the property is Woodfield Estate, LLC.
- The parcel is being annexed in order to extend town utility services to an existing home on the property.
- Staff requested feedback from all departments and there were no issues with this annexation.
- The requested action is to set the public hearing, and to verify that the petition meets the statutory requirements for annexation.

Background:

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

Funding Source(s):

N/A

Attachment(s):

1. Resolution of Sufficiency A23-08
2. A23_08 Map



Resolution No. 24-13

Date Adopted: May 21, 2024

Annexation No.: A23-08

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

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

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

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

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

Commencing at NGS monument "Lawrence" having North Carolina State Plane NAD 83 (Epoch 2011) grid coordinates of North 710,995.85 and East 2,041,779.93 (us ft), thence South 42°54'30" West for a distance of 8,368.17 feet to a point in the centerline of Woodfield Dead End Road (60' Wide) and the point of beginning;

- 1) thence South 88°14'25" East for a distance of 31.39 feet to a 1/2" iron pipe bent found at the easterly right-of-way of Woodfield Dead End Road (60' Wide);
- 2) thence continuing South 88°14'25" East for a distance of 564.47 feet to a 1/2" iron pipe found;
- 3) thence South 00°28'56" West for a distance of 149.18 feet to a 1 1/2" iron pipe found;
- 4) thence North 88°14'25" West for a distance of 521.95 feet to a 1/2" iron pipe found at the easterly right-of-way of Woodfield Dead End Road (60' Wide);
- 5) thence continuing North 88°14'25" West for a distance of 31.39 feet to a point at the center of the right-of-way of Woodfield Dead End Road (60' Wide);
- 6) thence along the centerline of Woodfield Dead End Road (60' Wide) North 15°19'36" West for a distance of 156.03 feet to the point and place of beginning.

said parcel having an area of 85,697 square feet, 1.97 acres, more or less.

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

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

Section 2. Subject to the Town Clerk's satisfactory result of her investigation, a public hearing on the question of annexation of the area described herein will be held at the Town Hall Council Chambers, located at 128 S. Main Street, at 7 p.m. (or as soon thereafter as is practicable) on Tuesday, June 4, 2024.

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

Adopted this, the 21st day of May, 2024.

ATTEST:

Sean Mayefskie, Mayor

Linda McKinney, Town Clerk





Annexation Information

Annexation Number

A23-08

Total Acres

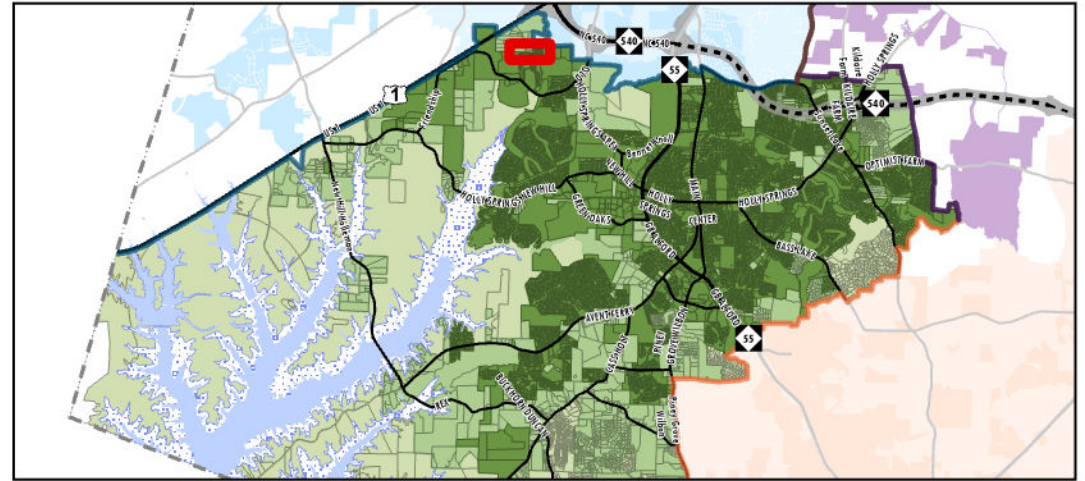
1.967 ac

Property Address

2720 Woodfield Dead End Rd

Contiguous to Town Limits

☒ Yes ☐ No



Town Location Map



Property Location Map



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 18.

Consent Agenda

Title: Sewer Pump Station and Water System Equipment Sole Sourcing

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sara Emig, Utilities and Infrastructure, Seann Byrd, Utilities and Infrastructure

Action(s):

- Approve Pete Duty & Associates, Inc. as sole source for Sulzer / ABS brand pumps.
- Approve Pete Duty & Associates, Inc. contract in the amount of \$80,907.00 for purchase of a pump.
- Approve ClearWater, Inc. as sole source for Fairbanks brand pumps and Badger magnetic flow meters for future purchases.

Explanation:

- For resiliency in events such as pump failure or required maintenance, a back-up pump needs to be purchased for the Twelve Oaks Pump Station.
- Sole-source purchasing is utilized and available when (1) performance or price competition is not available; (2) product is available from only one source; or (3) standardization or compatibility is the overriding consideration.
- In building resiliency and improvements in monitoring of the utility assets, purchases of pumps and flow meters are relatively frequent. In order to avoid frequent, repetitive agenda items for sole source contract approvals, staff is requesting approval of these vendors, as sole sources for the items indicated.
- Sole-source approval for Sulzer / ABS brand pumps is requested due to the fact that Sulzer / ABS pumps are available in our region through a single contractor, Pete Duty & Associates, Inc. Several pump stations in the Town's collection system require Sulzer / ABS pumps. Staff recommends a sole-source service provider for Sulzer / ABS pumps.
- Sole-source approval for Fairbanks brand pumps is requested due to the fact that Fairbanks pumps are available in our region through a single contractor, ClearWater, Inc. Several pump stations in the town's collection system require Fairbanks pumps. Staff recommends a sole-source service provider for Fairbanks pumps.
- Badger magnetic flow meters are installed at all of the town's water towers and most of the pump stations. These meters are connected and programmed to communicate with the SCADA system for utility system data monitoring. Other brand meters cannot be successfully programed to communicate with the SCADA system when Badger meter language is already in the program. ClearWater is the only vendor in this regional area that sells Badger Meters. Therefore, staff recommends a sole source for Badger magnetic flow meters.
- Additional reasons for sole source approval of sewer pumps:
 - To keep adherence to the specific design specifications of sewer pump stations and

associated water forcemains. Pumps for these systems are not freely interchangeable due to the specific volume of sewer needed for conveyance, length and size of pipe, and the change in elevations encountered

- The maintenance and cost efficiency of having one pump repair kit per pump station rather than multiple repair kits for different manufacturers

Background:

- Pump Stations require a specific brand of pumps based on the pump station design and volume of flow.
- Pump Stations within the town's collection system use primarily Sulzer / ABS pumps or Fairbanks pumps.
- Badger magnetic flow meters are utilized to monitor the town's water towers and pump stations and communicate information to the SCADA system.

Funding Source(s):

- Operating Budget – Utility Fund – Utilities & Infrastructure

Attachment(s):

1. Contract for PURCHASE OF ASSETS - Informal - Pete Duty & Associates
2. Sole-Source Exception Memo (PeteDuty)
3. Sole-Source Exception Memo (ClearWater-Fairbanks)
4. Sole-Source Exception Memo (ClearWater-Badger)



CONTRACT TO PURCHASE ASSET(S) UNDER \$30,000

THIS AGREEMENT dated _____, between the Town of Holly Springs, North Carolina, for itself and its Successors & Assigns (hereinafter called the "Town") and **Pete Duty & Associates, Inc.** (herein after called the "Vendor").

Town hereby desires to enter into a contract for the purchase of certain assets with the Vendor and the Vendor agrees to enter into this contract and deliver the assets to the Town as set forth below or as stated in **Exhibit A**, in the manner and time hereinafter described, and both parties do hereby agree as follows:

SERVICES OF VENDOR

The assets to be purchased are described in **Exhibit A** (the "Quote") as attached hereto and incorporated by reference. Vendor agrees to employ such personnel as may be needed to secure, make, and deliver the assets in the manner and time prescribed herein. Such personnel shall be employees of the Vendor and said Vendor shall be an independent Vendor of the Town.

TOWN'S RESPONSIBILITIES

The Town shall make available the facilities to the Vendor, as necessary to complete delivery and/or installation of assets, and shall not impede the work of the Vendor, except as necessary. Any additional Town responsibilities shall be listed in **Exhibit A**.

BIDDING COMPLIANCE

The Town shall comply with the bidding laws of the State of North Carolina. Failure to do so shall make this Contract void. The Town's Contract Manager for this Contract is:

Terry Foster, Utilities & Infrastructure
Email: terry.foster@hollyspringsnc.gov
Phone: (919) 567-4738

(Name, Department)

_____ There are no applicable bidding requirements for this purchase. The total cost was less than \$30,000.00. The Contract Manager certifies that s/he sourced the purchase and selected the best price and best quality option.

CONTACT MANAGER

OR

_____ The Contract Manager certifies that they have obtained three quotes for this purchase and has chosen the lowest responsive and responsible bidder.

CONTACT MANAGER

OR

 X An exception to bidding requirements has been utilized, which was: Sole Source Exemption, pursuant to G.S. 143-129(e)(6)

CONTACT MANAGER

SUPERVISOR/DEPARTMENT HEAD

PAYMENT

The Town shall pay the Vendor the contract sum in the following manner:

 X The Vendor shall provide the Town with an invoice upon the receipt of the goods described in Exhibit A, which the Town shall have thirty (30) days to pay. Total not to exceed: **\$80,907.00 exclusive of freight.**

OR

 Description of Alternative Payment Terms:

TIME AND MANNER FOR PURCHASE OF ASSETS

The times and manner for the purchase of the assets subject to this Contract are set forth in **Exhibit A**, or as otherwise set forth below:

All ownership terms shall be F.O.B. 128 S. Main Street, Holly Springs, NC 27540. The Town's Contract Administrator hereby directs the Vendor to deliver to:

GENERAL CONSIDERATIONS

1. Standards of Performance.

- 1.1** The standard of care for all services performed or furnished by Vendor under this Agreement will be the care and skill ordinarily used by members of the Vendor's profession practicing under similar circumstances at the same time and in the same locality.
- 1.2** Vendor represents that, prior to submitting the Bid and executing this Contract, Vendor became and remains thoroughly acquainted with all matters relating to the performance of this Contract, all applicable laws and all of the terms and conditions of this Contract. All Services under this Contract shall be coordinated under and performed to the satisfaction of the Town Contact. Town is authorized to withhold payment of any funds under this Contract until complete delivery and/or installation of assets as described in Exhibit A.
- 1.3** Vendor shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Town shall not be responsible for discovering deficiencies therein. Vendor shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in Town furnished information.
- 1.4** Vendor and Town shall comply with applicable Laws or Regulations and Town mandated standards. This Agreement is based on these requirements as of its Effective Date. Changes to these requirements after the Effective Date of this Agreement may be the basis for modifications to Town's responsibilities or to Vendor's scope of services, times of performance, or compensation.
- 1.5** Vendor is an independent Vendor of the Town. The Town and the Vendor mutually agree to indemnify and hold harmless each party from any claims of negligence brought forth. Vendor is familiar with the property and its condition.

2. Warranty.

- 2.1** Vendor knows and understands the purpose to which the assets are being purchased by the Town. Vendor hereby warrants that the materials that are the subject of this contract are fit for the purpose intended by the Town, and agrees to warrant good craftsmanship for a period of not less than 1 year, or any term longer

stated in **Exhibit A**. In the event of any contradictory language in **Exhibit A**, this language shall apply.

3. Term and Termination.

3.1 The term for this contract is until the receipt of the good(s) described in **Exhibit A**, or one (1) year, whichever is shorter.

3.2 The mutual obligations of the Parties contained in this Agreement may be terminated:

3.2.1 For cause by either party upon 30 days written notice in the event of a failure by the other party to perform in accordance with the terms hereof.

3.2.2 For failure to consistently satisfy the Standards of Performance in the opinion of the Town Contract.

3.2.3 Upon mutual agreement.

4. Controlling Law.

4.1 This agreement is to be governed by the law of the State in which the project is located.

4.2 Venue and jurisdiction are proper in the 10th Judicial District of North Carolina (Wake County).

5. Notices.

5.1 Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address below, or given personally, or by regular, registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of the receipt.

5.1.1 For the Town:

Terry Foster, Water Facility Oper.	(Name, Title)
Utilities & Infrastructure	(Department)
P.O. Box 8	(Address)
Holly Springs, NC 27540	
(919) 567-4738	(Phone)
Terry.foster@hollyspringsnc.gov	(e-mail)

5.1.2 For the Vendor/Vendor:

Scott Stephens,	(Name, Title)
Pete Duty & Associates, Inc.	(Company)
2219 Leah Drive	(Address)
Hillsborough, NC 27278	
(919) 245-5070	(Phone)
sstephens@peteduty.com	(e-mail)

6. Severability.

6.1 Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Town and Vendor, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

7. Waiver.

7.1 Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

8. Attorney's Fees.

8.1 In the event of a breach of this Agreement, the substantially prevailing party shall be entitled to an award of reasonable attorney's fees and costs relating to compelling performance under this Agreement.

9. Insurance & Indemnification Requirement.

9.1 If the Vendor is to provide installation services on Town property or for Town assets, then Vendor shall provide general liability insurance for a minimum of \$1,000,000 per occurrence, \$2,000,000 aggregate, or an umbrella policy for at least \$5,000,000 for the complete term of the contract. Additionally, the Vendor shall supply workman's compensation insurance coverage to all employees within the statutory limits. Vendor shall supply proof of coverage to the Town within 10 days of execution of this contract and shall list "Town of Holly Springs" as additional insured to all general liability policies for the duration of the contract term. If this requirement is triggered, then the Vendor shall provide a Certificate of Insurance, naming the Town as an additional insured entity for so long as required to complete the installation, which Certificate is attached as **Exhibit B**.

10. Prohibition Against Sex Offenders.

10.1 In the event that Vendor or its employees are being granted access to the Town's Park system and/or Town Facilities (collectively "Facility") during hours of operation. Vendor hereby agrees that it shall not employ or otherwise allow to perform any aspect of the Contract any person who is a registered sex offender for any scope of work requiring such employee or Vendor of the Vendor to access any area of the Facility. Vendor shall have an affirmative duty to ensure compliance with this section by checking the state and national registry for sex offenders against any employee, agent, Vendor, subcontractor, officer, director, or any person that shall in any way perform under this contract. Vendor shall check the registry initially and periodically during the term of the Contract as often as necessary to ensure compliance with this section at all times. Vendor additionally agrees to indemnify and hold the Town harmless for any act or omission that may arise out of the operation of the Contract, the ACP, or any parole agreement among the parties that arise from, directly or

indirectly, the Vendor's failure to ensure compliance with this section. This indemnification includes a duty to provide a legal defense.

11. Independent Vendor.

- 11.1** Vendor's status shall be that of an independent Vendor and not an agent, servant, employee, or representative of Town in the performance of the Services. Vendor shall exercise independent judgment in performing duties under this Contract and is solely responsible for setting working hours, scheduling or prioritizing the workflow and determining how the work is to be performed. No term or provision of this Contract or act of Vendor in the performance of this Contract shall be construed as making Vendor the agent, servant or employee of Town, or making Vendor or any of its employees eligible for the fringe benefits, such as retirement, insurance and worker's compensation, which Town provides its employees.
- 11.2** Vendor's Control Over Services Provided for Installation. Vendor shall retain the unqualified right of control over the means, manner and methods by which the Installation is performed, and the right to perform such services at the locations and times as required to complete said installation of asset(s), and as approved by the Town. Vendor shall be responsible for providing all equipment, materials and supplies that Vendor determines are needed to timely complete the Installation.
- 11.3** The Vendor agrees to waive any and all claims against the Town from itself or its employees arising from materials supplied, delivery by the Vendor and work performed by the Vendor pursuant to this Contract and to protect, defend, indemnify and hold the Town and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind in character and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of actions of every kind and character in connection with or arising directly or indirectly out of this Agreement and/or the performance hereof. The Vendor/Licensee further agrees to investigate, handle, provide defense for and respond to, any such claims at its sole expense and agrees to bear all other costs and expenses related thereto, even if such claims are groundless, false, or fraudulent.

12. Non-Discrimination.

- 12.1** As a condition of this Contract, Vendor covenants that Vendor will take all necessary actions to insure that, in connection with any operations under this Contract, Vendor, its officers, employees and subcontractors will not discriminate in the treatment or employment of any individual or groups of individuals on the grounds of race, color, religion, national origin, age, sex, sexual orientation, or handicap unrelated to job performance, either directly, indirectly or through contractual or other arrangements. Vendor shall also comply with all applicable requirements of the Americans with Disabilities Act, 42 U.S.C.A. §§12101-12213, as amended. In this regard, Vendor shall keep, retain and safeguard all records relating to this Contract or work performed hereunder for a minimum period of three (3) years from final Contract completion, with full access allowed to authorized representatives of Town, upon request, for purposes of evaluating compliance with this and other provisions of the Contract.

13. Vendor's Employees.

13.1 Vendor agrees and consents that the Town is allowing access to the Vendor to both publicly used and private sensitive Town facilities. Vendor, and any employee, agent, subagent, volunteer, or any person authorized to act on behalf of the Vendor shall maintain a professional demeanor at all times during the interaction with the Town's patrons and visitors to Town facilities. Vendor shall refrain from other commercial or political activity while performing this contract on Town Facilities. Vendor shall undergo criminal background checks on all employees and subcontractors working at the direction of the Vendor in this contract, and shall exclude any employees from working in any Town facility any employees that:

- 1) had a conviction of a any felony within the past 10 years;
- 2) has a conviction in the past 10 years of any violent crime or crime involving theft or dishonesty; or
- 3) is currently a registered sex offender.

14. Assignment.

14.1 VENDOR shall not sell, assign, transfer or convey this Contract, in whole or in part, without the prior written consent of the Town. As an express condition of consent to any assignment, VENDOR shall remain liable for completion of the Contract work in the event of default by the successor Vendor or assignee.

15. Right of Review and Audit.

15.1 Town may review any and all of the services performed by Vendor under this Contract. Town is granted the right to audit, at Town's election, all of Vendor's records and billings relating to the performance of this Contract. Vendor agrees to retain such records for a minimum of three (3) years following completion of this Contract. Any payment, settlement, satisfaction, or release made or provided during the course of performance of this Contract shall be subject to Town's rights as may be disclosed by an audit under this section.

16. Non-Appropriations.

16.1 No provision of this agreement shall be construed or interpreted as creating a pledge of the faith and credit of the town within the meaning of any constitutional debt limitation. No provision of this agreement shall be construed or interpreted as creating a delegation of governmental powers nor as a donation by or a lending of the credit of the town within the meaning of the constitution of the state. This agreement shall not directly or indirectly or contingently obligate the town to make any payments beyond those appropriated in the sole discretion of the town for any fiscal year in which this agreement is in effect; provided, however, that any failure or refusal by the town to appropriate funds which results in the failure by the town to make any payment coming due hereunder will in no way obviate the occurrence of the event of default resulting from such nonpayment. No deficiency judgment may be rendered against the town in any action for breach of a contractual obligation under this agreement and the taxing power of the town is not and may not be

pledged directly or indirectly or contingently to secure any moneys due under this agreement.

17. Full Agreement. This Contract is the full agreement of the parties, and neither has, or is relaying on any information not contained in this Contract or its Exhibits. The terms of this Contract supersede any conflicting terms which may be contained in any Exhibit attached hereto and incorporated by reference.

18. Exhibit List. The following documents shall be attached hereto and incorporated by reference.

Exhibit A – Quote or Purchase Agreement

Exhibit B – Certificate of Insurance, if installation

Exhibit C – Warranty, if applicable

[Signature Page Follows]

TOWN OF HOLLY SPRINGS:

VENDOR:

BY: _____
Randy J. Harrington, Town Manager

Signature: _____

Name: _____

Title: _____

WITNESS:

WITNESS:

Linda McKinney, Town Clerk

Title: _____

Contract Manager: _____

P.O. Number (if applicable) _____

Approved by: Brettany DeVold _____ (initials)

Approved as to form:

John Schifano, Town Attorney

This instrument has been pre-audited in the manner
Prescribed by the Local Government Budget and Fiscal
Control Act

Tina Stroupe, Director of Finance

CONTRACT TO PURCHASE ASSET(S)

EXHIBIT A

CONTRACT TO PURCHASE ASSET(S)

Proposal



2219 Leah Drive
Hillsborough, NC 27278
Phone (919)245-5070
Fax (919)245-5071

May 3, 2024

TO: Holly Springs Utilities
ATTN: Terry Foster
SUBJECT: Twelve Oaks

Pete Duty & Associates, Inc. is pleased to offer the following Sulzer/ABS equipment for the above referenced project.

(1)- XFP150M-CB2-PE1250/4 6" 168HP 460v/3ph submersible sewage pumps for pumping 1752GPM @ 235'TDH

- full monitoring with Klixon temp sensors on motor, upper and lower bearings
- moisture sensors in the motor chamber, seal chamber, and cable connection chamber
- closed looping cooling system
- PE rated motor
- Cast iron lifting hoop
- High Head Seal

Lead Time 8 weeks

PRICE: \$ 80,907.00

Our price does not include freight or sales tax where applicable. Our terms are net 30 for equipment delivered and services performed.

PAYMENT: Our payment terms are net 30 from date of invoice. A minimum of 90% of the contract price must be paid prior to our start-up procedure. The remaining 10% of the contract price is due 10 days from start-up or 90 days from delivery of equipment (whichever comes first). If the start-up will occur longer than 90 days from delivery, then a start-up fee of \$750 may be retained until 10 days after start-up.

Respectfully submitted,

Pete Duty and Associates, Inc.

Date of Acceptance_____

Accepted By:_____

By **Scott Stephens**

Note: This proposal may be withdrawn by us if not accepted within 60_ days.

STANDARD TERMS AND CONDITIONS OF SALE

- A. Offer and Acceptance. This purchase order is an offer by Buyer to purchase the Equipment described herein (the "Equipment") and is subject to acceptance by Pete Duty & Associates' duly authorized representative at its home or branch office. Any acceptance of this offer is limited to acceptance of the express terms and conditions hereof. These terms and conditions shall govern the contract for sale of the Equipment to Buyer, and if Buyer proposes any additional or different terms, these terms and conditions shall prevail. Pete Duty & Associates objects to the inclusion of any such additional or different terms.
- B. Warranty. The Equipment is warranted only to the extent provided by the manufacturer in its limited warranty, if any, pertaining thereto, a copy of which is available at Buyer's request. Pete Duty & Associates, however, EXTENDS NO WARRANTY OF ANY KIND WITH RESPECT TO THE EQUIPMENT, AND ANY AND ALL SUCH WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.
- C. Time of Shipment. Pete Duty & Associates will use reasonable diligence to meet the scheduled shipment dates provided herein, which are estimates and not guarantees of when the Equipment will actually be shipped. In no event shall Pete Duty & Associates be liable for any loss or damage of any kind to any person, incidental or consequential, due to delays in shipments. Buyer's acceptance of delivery shall constitute a waiver of any claim of damage for delay.
- D. Force Majeure. Pete Duty & Associates shall not be liable for damages of any kind caused by delays in shipment, delivery or any other nonperformance of the contract directly or indirectly resulting from or contributed to by any circumstances beyond Pete Duty & Associates' control, including without limitation, accident to Pete Duty & Associates' plant or Equipment, riots, wars or national emergencies, labor disputes of every kind however caused, embargoes, non-delivery by suppliers, inability to obtain supplies through normal sources of supplies, delays of carriers or postal authorities or governmental restrictions, prohibitions or diversions. The occurrence of any such circumstance shall operate to extend Pete Duty & Associates' time of performance hereunder for a period not less than the period of such delay.
- E. Cancellation. Any cancellation of this contract must be in writing signed by Buyer and Pete Duty & Associates. Upon such cancellation, Buyer agrees to pay Pete Duty & Associates immediately all costs and expenses incurred by Pete Duty & Associates in connection with the contract. Such costs and expenses shall include without limitation Pete Duty & Associates' cost of labor applied to the contract, overhead, costs of any materials applied to or ordered for the contract and any charges imposed upon Pete Duty & Associates by its suppliers or subcontractors.
- F. Remedies Upon Breach. If Buyer breaches this contract, Pete Duty & Associates shall be entitled, in addition to any other remedy at law or equity, to recover all costs and expenses incurred by Pete Duty & Associates in connection with the contract. Such costs and expenses shall include, without limitation, Pete Duty & Associates' costs of labor applied to the contract, overhead, costs of any materials applied to or ordered for the contract, and any charges imposed order by its suppliers or subcontractors. If Pete Duty & Associates breaches this contract, Buyer's exclusive remedy shall be to terminate this contract by written notice thereof to Pete Duty & Associates, and to receive a refund of the invoice price, if previously paid, of any Equipment that has not been shipped or otherwise identified to the contract as of the date of such termination. Notwithstanding such termination of the contract, however, Buyer shall immediately pay Pete Duty & Associates the invoice price of any Equipment that has been so shipped or so identified to the contract, if not previously paid, and shall be entitled to receive such Equipment from Pete Duty & Associates upon Pete Duty & Associates' receipt of such payment. In no event, shall Pete Duty & Associates be liable for any additional damages of any kind, including without limitation incidental or consequential damages.
- G. Costs of Collection and Enforcement. Buyer shall pay all of Pete Duty & Associates' costs, including reasonable attorney's fees, of collecting any amount not paid when due hereunder or of otherwise enforcing the terms and conditions of this contract.
- H. Governing Law. This contract shall be governed by North Carolina law. Any action by Buyer seeking to enforce the provisions hereof shall be brought and maintained in a state or federal court of competent jurisdiction located in Orange County, North Carolina. Pete Duty & Associates may, in its sole discretion, bring and/or maintain any action seeking to enforce the provisions hereof in any state or federal court of competent jurisdiction located in Orange County, North Carolina. Buyer, its successors and assigns hereby submit themselves to the personal jurisdiction of any state or federal court of competent jurisdiction located in said county.
- I. General Provisions. Any cause of action arising under this contract must be commenced within six months after such cause of action accrues. Pete Duty & Associates has the right the correct any stenographical or clerical errors in any of the writings issued by it. The terms and conditions stated herein constitute the complete and exclusive statement of the terms and conditions of the sale of the Equipment under this contract and there are no other promises, conditions, understandings, representations or warranties of any kind. This contract may be modified only by a writing signed by Pete Duty & Associates. The failure of Pete Duty & Associates to enforce any right hereunder will not be construed as a waiver of its right to performance in the future.

EXHIBIT B

 X **Insurance requirement waived**

Approved by: _____

Printed Name: John Schifano

 Certificate of Insurance attached

EXHIBIT C

Warranty Information: Manufacturer's warranty from Sulzer/ABS.

SOLE-SOURCE EXCEPTION MEMORANDUM

*For exemption from the requirements of General Statute Chapter 143 Article 8 Public Contracts.
Applicable to the purchase of apparatus, supplies, materials, or equipment only.*

Chapter 143 Article 8 of the North Carolina General Statutes requires competitive bidding for informal and formal purchases.

Alternatively, G.S. 143-129(e)(6) permits an exception to the requirements of Article 8 for purchases of apparatus, supplies, materials, or equipment if one of the below conditions are met:

- (i) performance or price competition for a product are not available;
- (ii) a needed product is available from only one source of supply; or
- (iii) standardization or compatibility is the overriding consideration.

Use of the exception under G.S. 143-129(e)(6) requires Town Council approval of the sole-source purchase(s) prior to the award of the contract/purchase.

Justification to apply G.S. 143-129(e)(6) sole-source exception:

Vendor: Pete Duty & Associates, Inc.

2219 Leah Drive, Hillsborough, NC 27278

Purchase: Sulzer / ABS brand pumps

- Sulzer / ABS pumps are available in our region through a single contractor, Pete Duty & Associates, Inc. Several pump stations in the Town's collection system require Sulzer / ABS pumps to keep adherence to the specific design specifications of the pump stations and associated forcemains. Pumps for these systems are not freely interchangeable due to the specific volume of sewer needed for conveyance, length and size of pipe, and the change in elevations encountered.

Authorization to apply the G.S. 143-129(e)(6) sole-source exception for the above referenced purchase:

Agenda Item #: _____

Date Approved by Town Council: _____

Linda McKinney, Town Clerk

SOLE-SOURCE EXCEPTION MEMORANDUM

*For exemption from the requirements of General Statute Chapter 143 Article 8 Public Contracts.
Applicable to the purchase of apparatus, supplies, materials, or equipment only.*

Chapter 143 Article 8 of the North Carolina General Statutes requires competitive bidding for informal and formal purchases.

Alternatively, G.S. 143-129(e)(6) permits an exception to the requirements of Article 8 for purchases of apparatus, supplies, materials, or equipment if one of the below conditions are met:

- (i) performance or price competition for a product are not available;
- (ii) a needed product is available from only one source of supply; or
- (iii) standardization or compatibility is the overriding consideration.

Use of the exception under G.S. 143-129(e)(6) requires Town Council approval of the sole-source purchase(s) prior to the award of the contract/purchase.

Justification to apply G.S. 143-129(e)(6) sole-source exception:

Vendor: ClearWater Sales, Inc.

1939 Tate Blvd SE, Hickory NC 28602

Purchase: Fairbanks brand pumps

- Fairbanks pumps are available in our region through a single contractor, ClearWater Sales, Inc. Several pump stations in the Town's collection system require Fairbanks pumps to keep adherence to the specific design specifications of the pump stations and associated forcemains. Pumps for these systems are not freely interchangeable due to the specific volume of sewer needed for conveyance, length and size of pipe, and the change in elevations encountered.

Authorization to apply the G.S. 143-129(e)(6) sole-source exception for the above referenced purchase:

Agenda Item #: _____

Date Approved by Town Council: _____

Linda McKinney, Town Clerk

SOLE-SOURCE EXCEPTION MEMORANDUM

*For exemption from the requirements of General Statute Chapter 143 Article 8 Public Contracts.
Applicable to the purchase of apparatus, supplies, materials, or equipment only.*

Chapter 143 Article 8 of the North Carolina General Statutes requires competitive bidding for informal and formal purchases.

Alternatively, G.S. 143-129(e)(6) permits an exception to the requirements of Article 8 for purchases of apparatus, supplies, materials, or equipment if one of the below conditions are met:

- (i) performance or price competition for a product are not available;
- (ii) a needed product is available from only one source of supply; or
- (iii) standardization or compatibility is the overriding consideration.

Use of the exception under G.S. 143-129(e)(6) requires Town Council approval of the sole-source purchase(s) prior to the award of the contract/purchase.

Justification to apply G.S. 143-129(e)(6) sole-source exception:

Vendor: ClearWater Sales, Inc.

1939 Tate Blvd SE, Hickory NC 28602

Purchase: Badger magnetic flow meters

- Badger magnetic flow meters are installed at all the town's water towers and most of the pump stations. These meters are connected and programmed to communicate with the SCADA system for utility system monitoring. Other brand meters cannot be successfully programed to communicate with the SCADA system when Badger meter language is already in the program. ClearWater is the only vendor in this regional area that sells Badger Meters.

Authorization to apply the G.S. 143-129(e)(6) sole-source exception for the above referenced purchase:

Agenda Item #: _____

Date Approved by Town Council: _____

Linda McKinney, Town Clerk



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 19.

Consent Agenda

Title: Middle Creek Greenway Change Order

Strategic Priority Area: Vibrant Community
Community Safety

Staff Resource: Tim Athy, Utilities and Infrastructure, Matt Beard, Parks & Recreation, LeeAnn Plumer, Parks & Recreation

Action(s):

- Approve construction change orders for Fred Smith Company (FSC) in the amount of \$318,622 for the construction of the Middle Creek Greenway to account for additional construction items not included in the contract plans and specifications and additional construction work associated with the removal and replacement of substandard soil.
- Award and authorize the Town Manager to sign and execute the FSC construction contract change orders in the amount of \$318,622.
- Authorize the Town Manager to sign and execute any additional contracts that may be necessary to finish the project that is within the approved project budget, project scope and current and prior Council actions.

Explanation:

- The Middle Creek Greenway (MCG) is an approximately 2.9-mile trail following the path of Middle Creek between the Arbor Creek and Woodcreek neighborhoods connecting from Sunset Lake Road to Holly Springs Road, providing a regional connection via the Town of Apex's MCG.
- The MCG is now approaching its final stage of construction and as the finish line draws near, certain elements have unfurled unexpected cost overruns.
- The change orders submitted by Fred Smith Company (FSC) request the Town to reimburse the contractor for additional costs incurred resulting from the need for additional on-site construction work to include storm piping in areas of heavy stormwater flow, building concrete wing walls to direct tributary flows into storm pipe and additional work for excavation and removal and replacement of existing substandard soil.

Background:

- The Town Council approved the design contract with SEPI in February 2020 for the amount of \$482,000. Two change orders were approved for additional private easement surveys and for the addition of the Linksland connection, adding \$113,810 to the design cost.
- The project was bid for construction and was awarded to Fred Smith Company for the amount of \$4,987,525. Town Council approved this action in February 2022.

Town Council Business Meeting
May 21, 2024

- The construction funding source is a portion of the remaining 2011 parks and recreation bond funds and park fee-in lieu funding.
- The current total project budget was previously approved at \$6,857,428.
- The capital project ordinance in Agenda Item #10 increases the budget by \$400,000 to account for the \$318,622 Fred Smith Company change order and \$81,378 in construction contingency, bringing the project cost to \$7,257,428.

Funding Source(s):

- Community Investment Plan - Parks and Recreation Reserves

Attachment(s):

1. MC_Greenway_CO-07_Undercut_Borrow
2. MC_Greenway_CO-08_Wing_Walls

CHANGE ORDER

CHANGE ORDER NO.: RCO-07

DATE: 3/5/2024

Project: 21-012

Contractor: Fred Smith Company

Engineer/Architect: Martin White/TranSystems

CONTRACTOR is directed to make the following changes in the Contract Documents.

Description: Undercut Excavation and Borrow Material, This item is needed due to unseen soil conditions that required additional undercut and material to stabilize the trail. The undercut has exceeded the contract amount and required additional fill material not accounted for in the contract quantities.

Attachments: See Attached

CHANGE IN CONTRACT SUM OR PRICE:	CHANGE IN CONTRACT TIME OR TIMES:
Original Contract Price \$ <u>4,987,525.16</u>	Original Contract Times Substantial Completion: <u>480 days</u> Ready for final payment: _____ days or dates
Net change from previous Change Orders No. _____ to No. _____: \$ _____	Net change from previous Change Orders No. _____ to No. _____: _____ days
Contract Sum or Price prior to this Change Order \$ <u>4,987,525.16</u>	Contract Times with all approved Change Orders Substantial Completion: _____ Ready for final payment: _____ days or dates
Net Increase (decrease) of this Change Order \$ <u>\$310,545.84</u>	Net Increase (decrease) of this Change Order <u>60</u> days
Contract Sum or Price with all approved Change Orders \$ <u>5,380,911.47</u>	Contract Times with all approved Change Orders Substantial Completion: <u>540 days</u> Ready for final payment: _____ days or dates

RECOMMENDED:

APPROVED:

ACCEPTED:

By: _____
Director of Engineering
(Authorized Signature)

Date: _____

By: _____
Town Manager
(Authorized Signature)

Date: _____

By: _____
Contractor
(Authorized Signature)

Date: _____

CHANGE ORDER NO.: 07

Page of

The adjustment in Contract Sum or Price and/or Contract Time or Times stated in this Change Order shall comprise the total price and/or time adjustment due or owed the CONTRACTOR for the work or changes defined in this Change Order. By executing the Change Order, the CONTRACTOR acknowledges and agrees that the stipulated price and/or time adjustments include the costs and delays for all work contained in the Change Order, including costs and delays associated with the interruption of schedules, extended overheads, delay, and cumulative impacts or ripple effect on all other non-affected work under this Contract. Signing of the Change Order constitutes full and mutual accord and satisfaction for the adjustment in Contract Sum or Price or Contract Time or Times as a result of increases or decreases in costs and time of performance caused directly and indirectly from the change, subject to the current scope of the entire work as set forth in the Contract Documents. Acceptance of the waiver constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Contract, and that CONTRACTOR waives all rights to file a claim on this Change Order after it is properly executed.

IN WITNESS WHEREOF, the undersigned have caused the execution hereof:

CONTRACTOR: _____

ATTEST:

By: _____

Name: _____

Title: _____

Secretary

Address: _____

[Corporate Seal]

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____

Date: _____

Title: _____

OWNER: TOWN OF HOLLY SPRINGS

Approval as to form and legal sufficiency:

By: _____

By: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Distribution:



March 5, 2024

Town of Holly Springs
Utilities & Infrastructure
128 S Main St
Holly Springs, NC 27540

Attn: Mr. Tim Athy

RE: TOHS# 21-012- Arbor Creek Greenway

Subj: RCO-07-R1- Undercut and Borrow overruns

Mr. Athy,

Due to the overrun of the undercut and the borrow on the job, FSC would like to request the following change order. In the original contract there was 2250 CY of undercut, FSC has performed 6683 CY with more to be performed. The borrow overran due to the additional undercut, as well as the unforeseen soil conditions on the job. FSC has imported 16400 CY of material on this job so far, we only planned to import 4810 CY, we are requesting the undercut overrun of 4429.41 CY, with additional to be imported. FSC would like to request the following items be added and removed from the contract via change order:

#	Description	Qty	Unit	Unit Price	Extention
6	UNDERCUT (Overrun)	4429.41	CY	\$ 89.78	\$ 397,672.43
6	UNDERCUT ORIGNAL PRICE	4429.41	CY	\$ (52.28)	\$ (231,569.55)
Overall Increase:					\$ 166,102.88

#	Description	Qty	Unit	Unit Price	Extention
	BORROW	4429.41	CY	\$ 32.61	\$ 144,443.06
Overall Increase:					\$ 144,443.06

We would request that 60 additional days be added to the contract as well, this is due to the additional work required for the additional borrow and undercut. We feel that we have provided sufficient backup and information to support this request, but if you have any questions or concerns, please do not hesitate to call me at (919) 520-4154.

Respectfully,
Fred Smith Company



Brian Conrad
Project Manager

Cc: 1812213 File
David Yates, Fred Smith Company
Sarah MacDonagh, Fred Smith Company

Backup:

LI #	Description	Qty	Unit	Original Unit Price	Total Original Cost	Overrun Quantity	Revised Unit Price	Total Revised Cost	Difference
6	UNDERCUT (Overrun)	4429.41	CY	\$ 52.28	\$ 231,569.55	4429.41	\$ 89.78	\$ 397,672.43	\$ 166,102.88
	BORROW					4429.41	\$ 32.61	\$ 144,443.06	\$ 144,443.06

The borrow price included here is the cost of the material, the trucking and the excavator and operator to load the material. I also have the included below the dates and the number of truck loads of material imported, this equates to about 20 loads per day.

CHANGE ORDER

CHANGE ORDER NO.: RCO-08DATE: 3/6/2024Project: 21-012Contractor: Fred Smith CompanyEngineer/Architect: Martin White/TranSystems

CONTRACTOR is directed to make the following changes in the Contract Documents.

Description: Raising Headwall This item is needed due to the headwall details, pipe location, and slope of trail at the single 48" RCP at Lockley Rd. will not sufficiently retain the slope and the wing walls need to raised to match the slope at this locatio.

Attachments: See Attached

CHANGE IN CONTRACT SUM OR PRICE:	CHANGE IN CONTRACT TIME OR TIMES:
Original Contract Price \$ <u>4,987,525.16</u>	Original Contract Times Substantial Completion: _____ Ready for final payment: _____ days or dates
Net change from previous Change Orders No. _____ to No. _____: \$ _____	Net change from previous Change Orders No. _____ to No. _____: _____ days
Contract Sum or Price prior to this Change Order \$ <u>4,987,525.16</u>	Contract Times with all approved Change Orders Substantial Completion: _____ Ready for final payment: _____ days or dates
Net Increase (decrease) of this Change Order \$ <u>\$8,076.04</u>	Net Increase (decrease) of this Change Order _____ days
Contract Sum or Price with all approved Change Orders \$ <u>5,691,457.31</u>	Contract Times with all approved Change Orders Substantial Completion: _____ Ready for final payment: _____ days or dates

RECOMMENDED:**APPROVED:****ACCEPTED:**

By: _____
Director of Engineering
(Authorized Signature)

Date: _____

By: _____
Town Manager
(Authorized Signature)

Date: _____

By: _____
Contractor
(Authorized Signature)

Date: _____

CHANGE ORDER NO.: 07

Page of

The adjustment in Contract Sum or Price and/or Contract Time or Times stated in this Change Order shall comprise the total price and/or time adjustment due or owed the CONTRACTOR for the work or changes defined in this Change Order. By executing the Change Order, the CONTRACTOR acknowledges and agrees that the stipulated price and/or time adjustments include the costs and delays for all work contained in the Change Order, including costs and delays associated with the interruption of schedules, extended overheads, delay, and cumulative impacts or ripple effect on all other non-affected work under this Contract. Signing of the Change Order constitutes full and mutual accord and satisfaction for the adjustment in Contract Sum or Price or Contract Time or Times as a result of increases or decreases in costs and time of performance caused directly and indirectly from the change, subject to the current scope of the entire work as set forth in the Contract Documents. Acceptance of the waiver constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Contract, and that CONTRACTOR waives all rights to file a claim on this Change Order after it is properly executed.

IN WITNESS WHEREOF, the undersigned have caused the execution hereof:

CONTRACTOR: _____

ATTEST:

By: _____

Name: _____

Title: _____

Secretary

Address: _____

[Corporate Seal]

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____

Date: _____

Title: _____

OWNER: TOWN OF HOLLY SPRINGS

Approval as to form and legal sufficiency:

By: _____

By: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Distribution:



March 5, 2024

Town of Holly Springs
Utilities & Infrastructure
128 S Main St
Holly Springs, NC 27540

Attn: Mr. Tim Athy

RE: TOHS# 21-012- Arbor Creek Greenway

Subj: RCO-08-Raising Headwalls at Single 48" Pipe

Mr. Athy,

Due to building the wingwalls at the Single 48" pipe per plan, the wingwall ends need to be raised 3 to 4 feet to match existing grades at the ends. This amounts to only a small amount of concrete. Approximately 2.75 CY of concrete, but involves approximately 2 days of work between forming, drilling, tying reinforcing steel, pouring, and patching and rubbing wall. FSC would like to request the following items be added to the contract via change order:

#	Description	Qty	Unit	Unit Price	Extention
1	Raising Wingwall at Single 48"	2.75	CY	\$2,936.74	\$ 8,076.04

We feel that we have provided sufficient backup and information to support this request, but if you have any questions or concerns, please do not hesitate to call me at (919) 520-4154.

Respectfully,
Fred Smith Company

Brian Conrad
Project Manager

Cc: 1812213 File
David Yates, Fred Smith Company
Sarah MacDonagh, Fred Smith Company



Holly Springs Planning Board

Planning Board Meeting Agenda Cover Sheet

Agenda Item#: 20.

Public Hearings

Title: Holly Springs Operations Campus Rezoning 23-REZ-07 - Legislative Public Hearing

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Cheryl Caines, Development Services, Catherine Jacobs, Development Services

Action(s):

- Conduct Legislative Public Hearing.
- Adopt Ordinance RZ24-04 to adopt the statement of compatibility and approve the Rezoning and Comprehensive Plan Amendment.
- Approve Utility Allocation Request for Holly Springs Operations Campus.

Explanation:

- The Town has received a Rezoning request for rezoning from RR Rural Residential to HI-CD Heavy Industrial Conditional District to allow construction the Town Operations Facilities and Campus on a 30.95 acre site at the intersection of Bumgardner Road and a future public collector road yet to be named. The future road is being constructed by the NC Department of Transportation along a portion of the site frontage.
- If the rezoning is adopted, the rezoning also has the effect of also amending the Future Land Use map.

Staff Recommendation: Approve

Planning Commission Recommendation: Approve (9-0)

A summary of the Planning Board discussion is in the staff report.

Background:

- The parcel was zoned R-30 (reassigned to RR Rural Residential) on January 17, 2006, when the property was added to the Town's Extra Territorial Jurisdiction (ETJ).
- The Town Operations Campus will be located adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park. The first phase of the Operations Campus will include an administration building, warehousing, additional offices and a yard waste convenience center.
- Phase 1A Construction is scheduled from April 2024 to October 2024.
- Phase 1B Construction is planned for July 2024 with an anticipated Notice to Proceed in August 2024 with an estimated completion in March of 2026.

Funding Source(s):

Planning Board Meeting
May 21, 2024

N/A

Attachment(s):

1. 23REZ07_HSTownOps_TCStaffReport_052124
2. 23REZ07_HSTownOps_Ordinance
3. 23REZ07_HSTownOps_Application
4. 23REZ07_HSTownOps_Plans
5. 23REZ07_HSTownOps_DevDesign Manual



Project Type: Zoning Map Amendment (Rezoning)

Concurrent Applications:

☒ 23-CPA-05

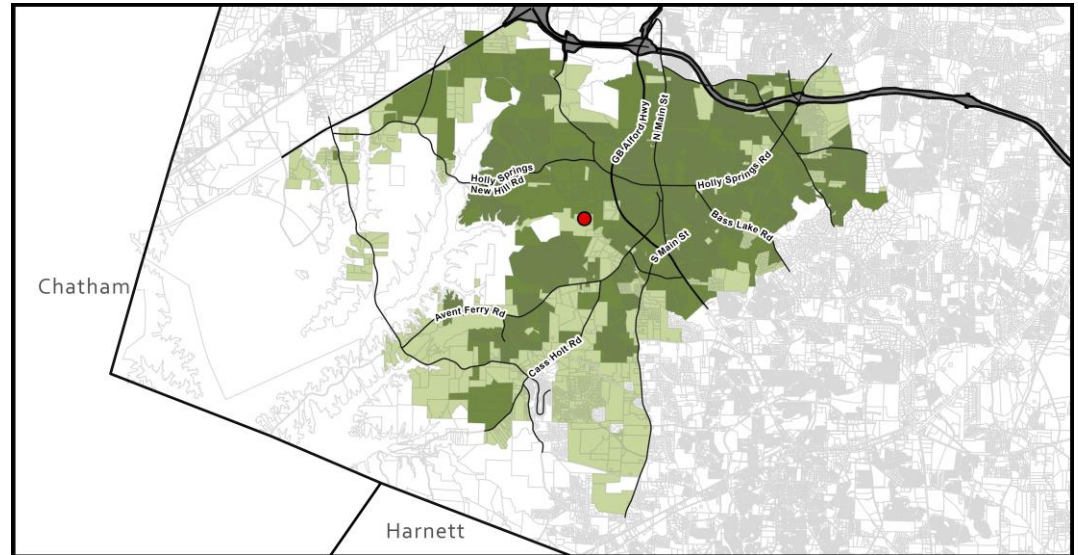
Applicant / Petitioner:

Rachel Watson/CLH Design
(See Petition)

Property Address:

0 Irving Pkwy.

Property Area: 30.95 ac.



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

Project Summary:

A rezoning of 30.95 acres from RR Rural Residential to HI-CD Heavy Industrial Conditional Zoning District location south of the intersection of Green Oaks Parkway and Bumgardner Road.

Requested Action:

Legislative Decision: The Town Council must hold a Legislative public hearing to receive public comments regarding the proposal and make a determination on whether or not to approve the policy or modification.

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Case Summary

Current Zoning:

RR Rural Residential

☐ Conditional Zoning District

Proposed Zoning:

HI Heavy Industrial

☒ Conditional Zoning District



Aerial Photograph

Growth Strategy Map:

Places to Preserve

Small Area Plan Designation:

N/A

Future Land Use Plan Designation:

Natural Area

Staff Analysis:

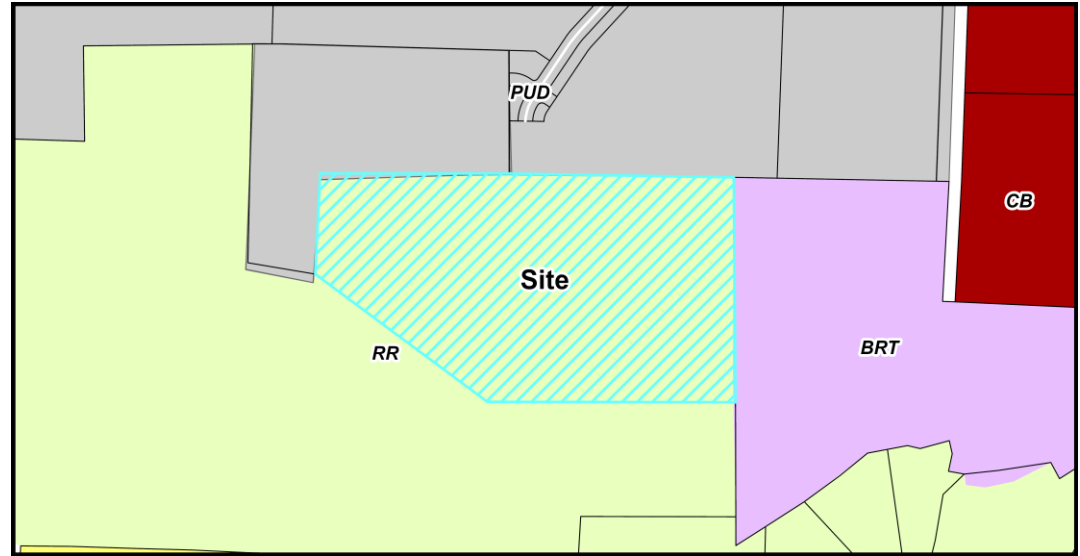
The requested Zoning Map Amendment is: ☐ Consistent with Adopted Plans ☒ Inconsistent with Adopted Plans

The site was subdivided from a large, undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utley Creek Water Reclamation Facility) and gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road) and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations. The proposed rezoning is reasonable and in the public interest as it will provide a community facility to better serve the entire Town of Holly Springs.

Staff Recommendation: ☒ Approve ☐ Deny

**Current Zoning Information**

Parcel #	Zoning	Area
0649206441	RR	30.95 ac.
Total Area		30.95 ac

**Adjacent Property Current Zoning Information**

Subject Property	Zoning	Existing Land Use
	RR Rural Residential	Vacant
North	PUD Planned Unit Development	Vacant/Distribution Center
South	RR Rural Residential	Vacant
East	BRT Business & Research Technology	Wastewater Treatment Facility
West	PUD Planned Unit Development	Vacant

Parcel Rezoning History

Rezoning Number: 06-01 (Establish ETJ)

Original Zoning: Wake County

Approved Zoning: R-30 (Reassigned to RR with new UDO)

Approval Date: January 17, 2006



Land Use & Character Information

Growth Strategy Map: Places to Preserve

Future Land Use: Natural Area

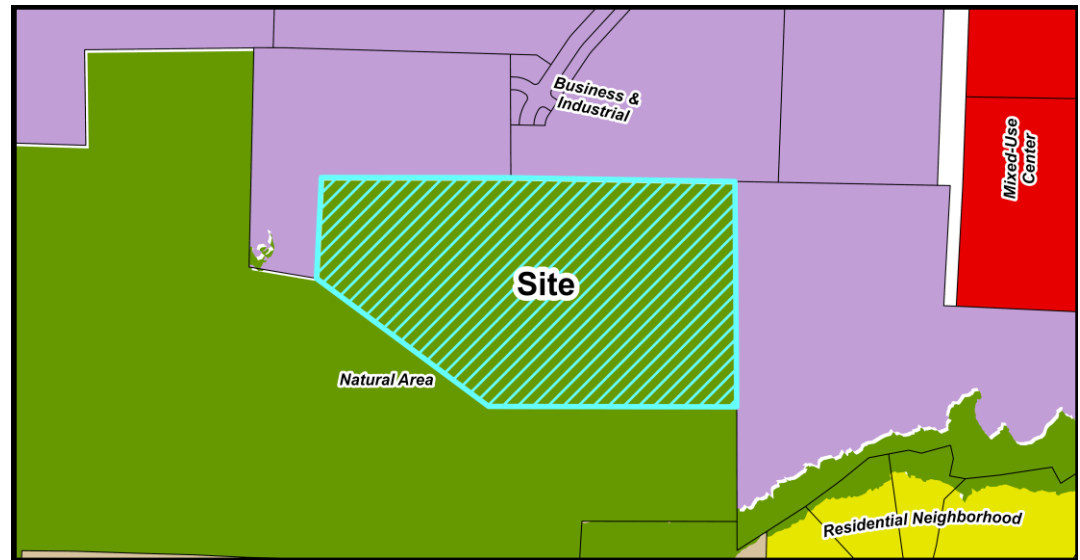
Small Area Plan: N/A

The Requested Zoning Map Amendment is:

☐ Consistent with adopted plans

☒ Inconsistent with adopted plans

If a Zoning Map Amendment is adopted and the action is deemed inconsistent with adopted plans, 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	Summary
☐ Establish Mixed-Use Activity Centers Throughout Holly Springs	Mixed-use and walkable development
☐ Suburban Remix	Activate neighborhood centers
☐ Suburban Retrofit	Redevelop existing centers into mixed-use, multi-modal, activated centers
☐ Context-Sensitive Infill Development Choices	Infill around single use residential areas
☒ Transitions	Complement existing development and avoid incompatibilities
☐ Increase Home & Neighborhood Choices in Holly Springs	Variety of integrated housing products
☐ Increase Diversity & Affordability of Housing in Holly Springs	Adequate supply of affordable housing
☒ 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 Preserve

Places to preserve in Holly Springs safeguard environmentally sensitive lands and provide meaningful opportunities to link residents with nature. They generally include permanent conservation areas, one hundred-year floodplains, and land inside the high lake level and buffer area (260 feet) for the Shearon Harris Nuclear Power Plant. Future development is discouraged in these locations to protect natural areas throughout the community, with the exception of single dwelling detached homes on very large lots and cross-town trails and greenways that provide attractive, viable travel corridors for walking and biking.

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 include:

- Large parcels with no discernible blocks.
- Prioritize preservation of open space, topography, and natural resources.
- Single dwelling residential houses are permitted.
- Rural road character and primarily auto-oriented transportation network. May have some trails or bike paths.

Small Area Plan: N/A

Historic Structures: ☒ None

Future Land Use Staff Analysis:

The requested Zoning Map Amendment is: ☐ Consistent ☒ Inconsistent

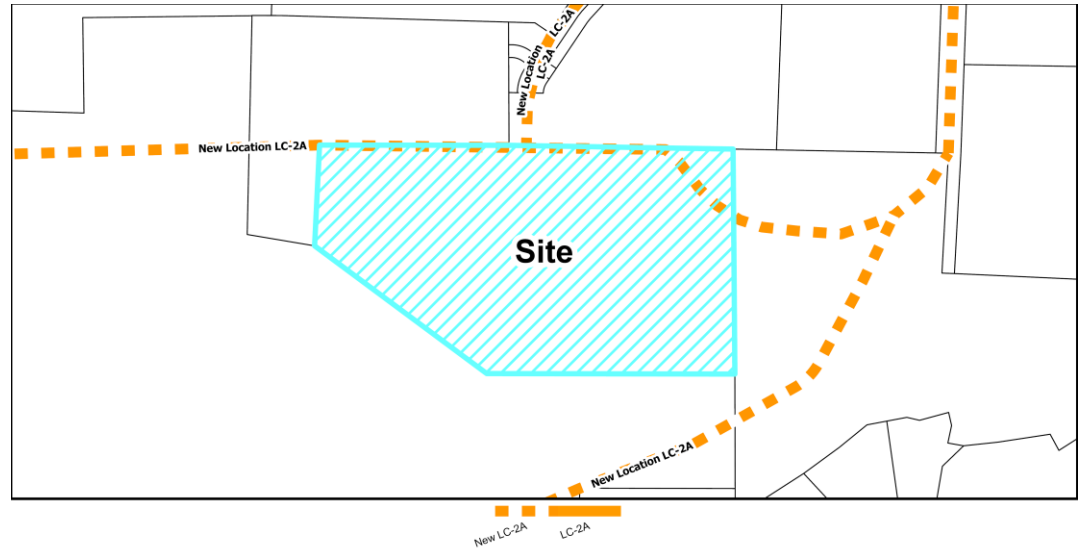
The site was subdivided from a large, undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utle Creek Water Reclamation Facility), gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road), and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations.



Transportation Information

Comprehensive Transportation Plan

Road Widening along Project Frontage	☐ Required
	☒ Not Required
New Location Roadways	☒ Required
	☐ Not Required
Hotspot/Safety Study Location	☐ Yes ☒ No



Roadway Map

Comprehensive Transportation Plan Summary

Road Widening along Project Frontage:

The project parcel does not have property frontage along any existing roadways.

New Location Roadways:

There are two new CTP roadways affecting this property. The first is the southern extension of the existing Bumgardner Drive to the property and the second is an east/west connector known as the Southern Access Road. The design and construction of the Southern Access Road is an NCDOT project and will not be part of this development.

Hotspot/Safety Study Location:

There are no Hot Spot Studies impacting this project.

Improvement Prioritization:

n/a



Transportation Information (cont.)

Traffic Study Policy

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

Traffic Study Summary

A Traffic Impact Analysis (TIA) and associated Transportation Mitigation Agreement was completed with this rezoning petition. This development will be required to adhere to and construct all recommended improvements within the approved TIA as follows:

Bumgardner Drive at Green Oaks Parkway:

- Provide an exclusive northbound left-turn with 100 feet of storage and appropriate taper.

Transportation Staff Analysis:

The requested Zoning Map Amendment is: ☒ Consistent ☐ Inconsistent

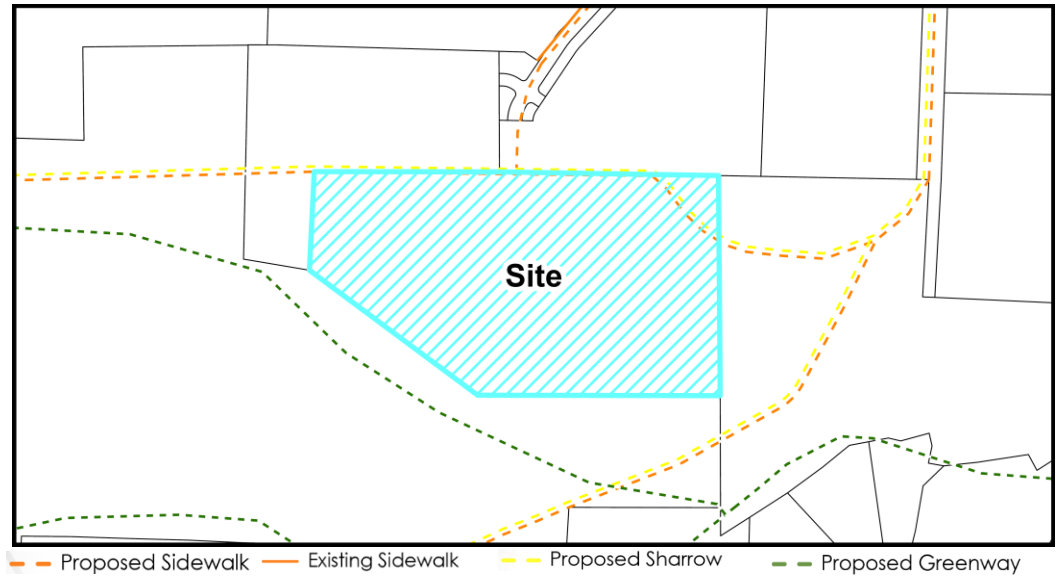
The Traffic Study and associated mitigation improvements are consistent with the Comprehensive Plan.



Parks, Recreation, & Greenways Information

Park Search Area

☐ Yes

☒ No


Active Transportation Map

Required Active Transportation Improvements

☒ Greenway

☐ Sidepath

The Comprehensive Transportation Plan's Active Transportation Plan shows a Greenway in the vicinity of this project. This project will link a 10' Greenway path from the public parking area near the future Southern Access Road to the current Town of Holly Springs Utley Creek Phase 2 Greenway project, providing an accessible parking area and direct access to the future Greenway corridor.

Parks, Recreation, & Greenways Summary

This project is non-residential and not subject to any Parkland Dedication requirements. The proposed development meets all Greenway development standards of the Town's UDO.

Parks, Recreation, & Greenways Staff Analysis:

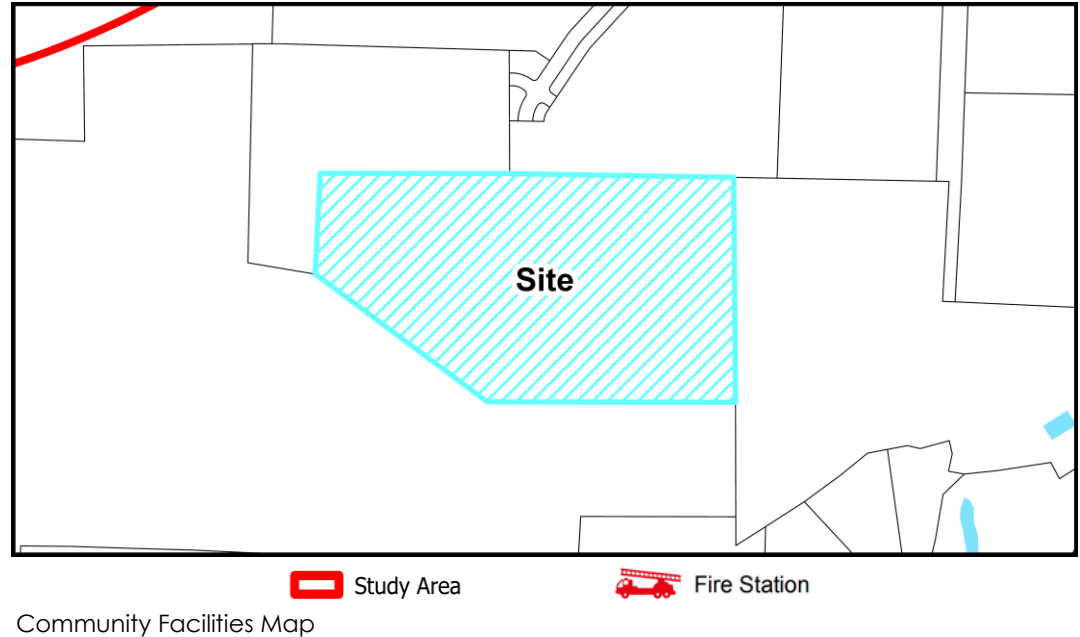
The requested Zoning Map Amendment is: ☒ Consistent ☐ Inconsistent

The requested amendment is consistent with the Comprehensive Plan as it provides the greenway connection through this area of town shown on the Comprehensive Transportation Plan's Active Transportation Plan.



Community Facilities Information

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 Staff Analysis:

The requested Zoning Map Amendment is: ☒ Consistent ☐ Inconsistent

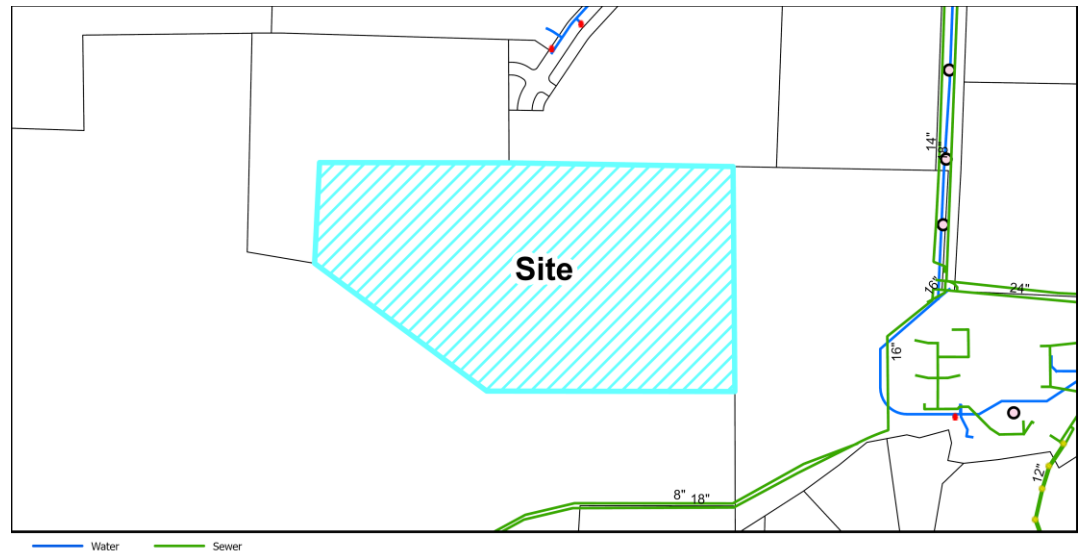
The project location is within existing service areas for the Town's public safety departments and does not exist within one of the search areas for a new public safety station shown on the Community Facilities Map. The proposed civic building uses will not have an impact on the school system.



Infrastructure & Utility Information

Utility Availability

Water	☒ Yes	☐ No	☐ Study Required
Sanitary Sewer	☐ Yes	☒ No	☒ Study Required
Reclaim	☒ Yes	☐ No	☐ Study Required



Utility Map

Infrastructure & Utility Summary

Water:

The project is required to tie to and extend Town water facilities to serve the proposed development. Watermain extensions are proposed along the extension of Bumgardner Drive and along the Southern Access Road (by others) across the width of the property in accordance with the Town's Long-Range Water plan. These waterlines will be installed by the developer in accordance with Town Policies.

Sanitary Sewer:

While not currently available to the property, sewer service will be provided via an onsite private pump station and forcemain to tie into the existing sanitary sewer infrastructure located in Green Oaks Parkway. This development will discharge to the existing Holly Springs Business Park Pump Station. Easement acquisition and construction associated with the forcemain route are included as part of this development.

A downstream sewer study, including a pump station capacity analysis for the existing pump station, was completed with this rezoning. The study concludes the existing downstream sewer infrastructure and the existing pump station have adequate capacity to support the park.

Reclaim:

This project is located within the Town's Reclaim Water Service Area. The project is required to tie to and extend Town reclaimed water facilities to serve the proposed development. Watermain extensions are proposed along the extension of Bumgardner Drive and along the Southern Access Road (by others) across the width of the property. These waterlines will be installed by the developer in accordance with Town Policies.

**Infrastructure & Utility Information (cont.)****Water Resource Management (WRMP) Policy**

- | | | | |
|---|--|---------------------|---|
| ☒ WRMP Applicable | ☒ Tier 1 | Allocation Elements | ☐ Public Infrastructure Improvements |
| ☐ WRMP Not Applicable | ☐ Tier 2 | | ☐ Sustainable Design |
| | ☐ Tier 3 | | ☐ Work Force Housing |
| | | | ☐ Open Space/Tree Preservation |

Water Resource Management Policy Summary

This development is subject to the Water Resource Management Policy and has provided a Utility Allocation Request. All utility allocation requests must be approved by the Town Council.

Utility Allocation Summary

Priority Level: Priority Level 1

Allocation Assignment: Operational Reserves

Allocation Requested: 17,450 gallons per day

Staff Determination: There is sufficient allocation remaining in the Operational Reserves assignment to support this project for the proposed build out year of 2027.

Infrastructure & Utility Staff Analysis:

The requested Zoning Map Amendment is: ☒ Consistent ☐ Inconsistent

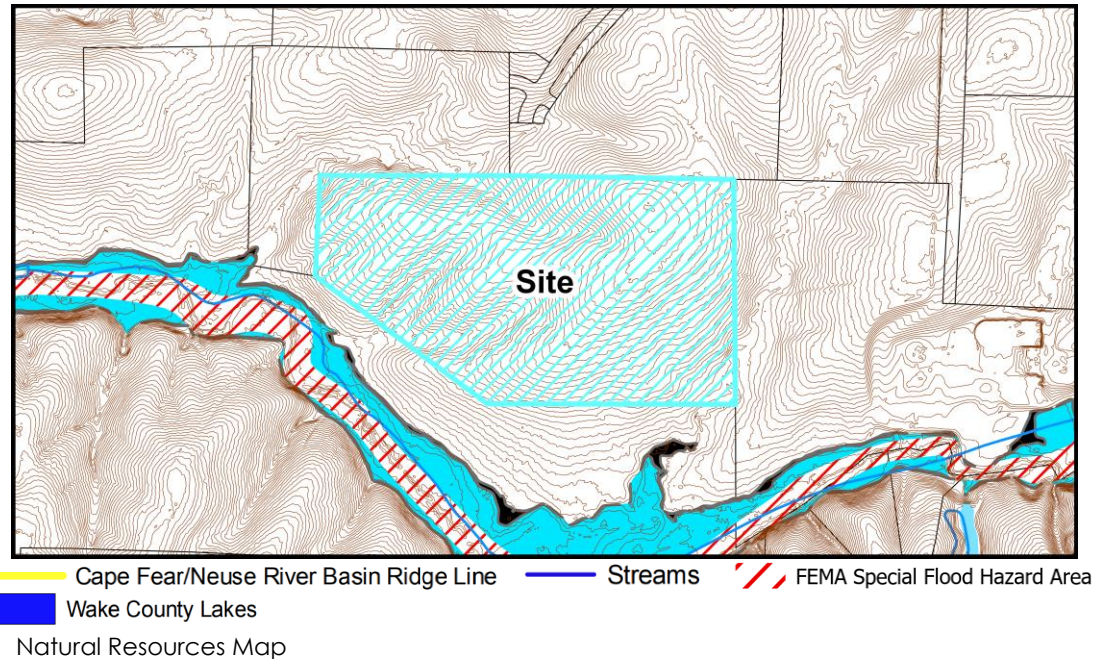
The proposed utility connections and extensions are consistent with the Comprehensive Plan.



Natural Resources & Open Space Information

Total Required Open Space*	.78 ac.
Tree Preservation Area	0% or 0 ac.
Active Recreation Area	2% or .52 ac.
Urban Civic Space	0% or 0 ac.
Flexible Space	1% or .26 ac.

*(Based on 26.19 acres after Southern Access Road right-of-way dedication)



Natural Resources & Open Space Summary

Open Space:

The project is providing tree preservation in the stream buffer in the site's SE corner, outdoor space for staff recreation and breaks, walking paths with benches, and a greenway trailhead to meet the open space requirements. A greenway connection is also proposed along the western and southern property lines as required by the Parks, Recreation, & Greenways Master Plan.

Stormwater:

The project is located within the Cape Fear River Basin proposing to treat all new impervious surfaces onsite with Stormwater Control Measures. There are several jurisdictional features located on and adjacent to the site such as wetlands, a stream and Riparian buffers.

Natural Resources Staff Analysis:

The requested Zoning Map Amendment is: ☒ Consistent ☐ Inconsistent

Any and all permits required to construct this development must be obtained prior to Civil Construction Drawing approval. This has been designed in a way to minimize impacts to the existing environmental features and is consistent with the Comprehensive Plan.



Conditional Zoning District Information

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 Modified Standards Summary

Development Standards (UDO Section 2):

Perimeter Buffer (width)	UDO Standard	Proposed Standard
Adjacent to Residential Use Districts	150 ft	20 ft
Adjacent to Commercial & Mixed-Use Districts	150 ft	20 ft
Adjacent to Employment/Campus Use Districts	100 ft	20 ft
Adjacent to Planned Unit Development Districts	N/A	25 ft

Building Height	UDO Standard	Proposed Standard
Maximum Building Height with CD Zoning	--	50 ft

**Permitted Uses (UDO Section 3):**

	UDO Standard	Proposed Standard
Civic Building	PS	PS
Office Use	P	P
Vehicle Service (Major) a. Fleet Maintenance & Wash Area	P	P
Fueling Station (Town Fleet Vehicles Only)	A	A
Warehousing	P	P
Neighborhood Recycling Collection Point a. Yard Waste Collection Area	P	P

Landscaping (UDO Section 5):

Perimeter Buffer	UDO Standard	Proposed Standard
Perimeter Buffer abutting PUD (Western Property Line)	Type A	25 ft modified Type A (includes 20' Duke Access Easement)
Thoroughfare Buffer (Northern Property Line)	Type A	20 ft modified Type A (additional shrubs)
Interior Vehicle Parking Area	One landscape island for 10 parking spaces	One landscape island for 25 parking spaces

Building, Site & Subdivision Lot Standards (UDO Section 8):

Building & Site Design Standards	UDO Standard	Proposed Standard
Building Materials	Type 3 Materials: high quality, smooth finish metal panel or similar Note N5: Limited to 10% of the building facade	Type 3 Materials: high quality, smooth finish metal panel or similar Note N5: Shall be permitted same as Type 2 Materials
Loading	Off-street loading shall be located on the rear or interior side of the building	Off-street loading shall be allowed on the front, street elevation of the Operations building

**Additional Standards****Streets, Utilities & Other Infrastructure (UDO Section 7)**

Sidewalks, Sidepaths, and Greenways	UDO Standard	Proposed Standard
Greenway Easement	30 ft unless otherwise approved by Town Council	20 ft

Greenway easement width standards cannot be modified through the Conditional District Rezoning process, however, the UDO allows Town Council to approve an easement less than 30 feet. The applicant has requested to reduce the easement to 20 ft to preserve an existing cemetery and allow adequate room for planting buffers.

Signs (UDO Section 9)

	UDO Standard	Proposed Standard
Waiver of Signs: Logo Signs	5 ft max in any dimension	12 ft 6 in

A waiver of sign regulation may be requested in conjunction with a Conditional District Rezoning upon making the following findings:

1. The proposed Signs are harmonious to the buildings and sites which they occupy;
2. The proposed Signs will not create a hazard to motorists or pedestrians resulting from the sign location, size or configuration;
3. The proposed Signs will not increase the total combined Sign Surface Area allowed for the Front Sign Zone and Building Signs on the Lot, Outlot, Integrated Center, Business Park, industrial park, Subdivision or Building served by the proposed Signs;
4. The proposed Signs will result in an overall pattern of signs for the Lot, Outlot, Integrated Center, Business Park, industrial park, Subdivision or Building which is equivalent to or superior to that achievable under the applicable regulations;
5. The proposed Signs will be compatible with and will enhance the use or value of area properties;
6. The proposed Signs are consistent with the intent of the Comprehensive Plan; and,
7. The proposed Signs are consistent with the intent and purpose of this UDO.

Conditional Zoning District Standards Staff Analysis

The applicant must demonstrate that the proposed zone map change and property owner offered conditions (if any) or unique conditions associated with this request support the Town's comprehensive plan objectives and/or policies 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:

☒ Consistent with Adopted Plans ☐ Inconsistent with Adopted Plans



The site was subdivided from a large, undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utley Creek Water Reclamation Facility), gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road), and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations.



Decision-Making Information

Zoning Map Amendment (Rezoning) Staff Analysis

The site was subdivided from a large, undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utley Creek Water Reclamation Facility), gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road), and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations. The proposed rezoning is reasonable and in the public interest as it will provide a community facility to better serve the entire Town of Holly Springs.

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: 8/1/2023

Summary of Issues: No issues and no attendees.

Planning Board Action

Planning Board Meeting Date: 4/23/2024

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.



The Planning Board discussed the following issues and concerns:

- Concern with the applications consistency with Conditional District Design Goals.
- Lack of tree preservation.
- Reduction in buffer width requirements for this application and with Conditional Districts in general. Members questioned if the buffer width requirements for employment districts need to be reduced.
- Traffic concerns with limited connectivity for the site.

Planning Board Recommendation:

The Planning Board adopted the following Comprehensive Plan Consistency Statement:

The site was subdivided from a large, undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utley Creek Water Reclamation Facility) and gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road) and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations. The proposed rezoning is reasonable and in the public interest as it will provide a community facility to better serve the entire Town of Holly Springs.

The Planning Board voted in favor of the motion (9 - 0)

Recommend **approval** of Zoning Map Amendment 23-REZ-07 to change the zoning of 30.95 acres of Wake County PIN #0649206441 from RR: Rural Residential to HI-CD: Heavy Industrial Conditional Zoning District, thereby modifying the Future Land Use Map from Natural Area to Business & Industrial, as submitted by CLH Design.

The Planning Board voted in favor of the motion (9 - 0)



Town Council Consideration & Action

Legislative Public Hearing

Prior to the Legislative Public Hearing:

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

Town Council Decision Type: 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.

Potential Zoning Map Amendment Petition Motions

- Adopt Ordinance #RZ24-04 to adopt the statement of compatibility and approve rezoning.
- Approve Utility Allocation Request.



Ordinance No. RZ24-04

Date Submitted: May 21, 2024

Date Adopted: May 21, 2024

**AN ORDINANCE TO AMEND SECTIONS OF THE CODE OF ORDINANCES
TO MODIFY APPENDIX A: UNIFIED DEVELOPMENT ORDINANCE: OFFICIAL ZONING
MAP AND ADOPT THE COMPATIBILITY STATEMENT REQUIRED BY
NORTH CAROLINA GENERAL STATUTES 160D-605**

WHEREAS, the Town of Holly Springs Town Council adopted Vision Holly Springs: Town of Holly Springs Comprehensive Plan in November 2007; and

WHEREAS, the Town of Holly Springs Town Council has maintained and updated Vision Holly Springs: Town of Holly Springs Comprehensive Plan by adopting Section 1: Land Use & Character Plan in 2019; Section 2: Comprehensive Transportation Plan in 2022, and Section 3: Parks, Recreation and Greenways Master Plan in 2021; and

WHEREAS, the Town of Holly Springs has received a request to modify the Official Zoning Map for 30.95 acres of Wake County PINs 0649206441 from RR Rural Residential to HI-CD Heavy Industrial Conditional Zoning District; and

WHEREAS, the Vision Holly Springs: Town of Holly Springs Comprehensive Plan designates said parcels on the Future Land Use Map as Natural Area; and

WHEREAS, the requested zoning district proposes land uses that are inconsistent with the adopted Vision Holly Springs: Town of Holly Springs Comprehensive Plan but that are complementary and appropriate for the area, and

WHEREAS, the Holly Springs Planning Board reviewed this request at a Public Meeting on April 23, 2024 and recommended approval by a vote of 9-0; and

WHEREAS, in accordance with NCGS § 160D-601, the Town of Holly Springs held a legislative hearing on May 21, 2024 to consider the proposed changes to the Official zoning map; and

WHEREAS, the Town Council has considered a Waiver of Sign Regulations requested concurrently with the Conditional Zoning District and has made positive findings of fact (Exhibit A) in support of said Waiver; and

WHEREAS, after considering the recommendation of the Holly Springs Planning Board and the public input offered in a public hearing before the Town Council, the Town Council adopts the following plan consistency statement:

While amending the Official Zoning Map to the HI-CD District is technically inconsistent with Vision Holly Springs: Town of Holly Springs Comprehensive Plan, the site was subdivided from a large,

undeveloped Duke Energy parcel that extends west to Harris Lake. Lands inside the high lake level and buffer area for Shearon Harris Nuclear Power Plant on Harris Lake are designated Natural Area on the Future Land Use Map, along with parks, conservation areas, and 100-year floodplains. While the requested zoning district is technically inconsistent with the current designation of Natural Area, this site is adjacent to the Holly Springs Business Park and the Town's wastewater facility (Utley Creek Water Reclamation Facility) and gains access from streets within the Business Park (Green Oaks Parkway and Bumgardner Road) and is well suited for industrial development. The proposed Conditional Zoning District allows a development pattern that reinforces the Town's goals outlined in Section 1 of the Comprehensive Plan, Land Use & Character Plan as it concentrates employment uses in the business park, utilizes existing infrastructure, and helps provide better services to our residents by consolidating Town operations., and

WHEREAS, the Town of Holly Springs Town Council finds the proposed amendment to the Official Zoning Map is reasonable and in the public interest as it will provide a community facility to better serve the entire Town of Holly Springs; and

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

Part 1: Amend Unified Development Ordinance Section 1.7 Official Zoning Map with the following rezoning request: #23-REZ-07 to change the zoning of PIN #0649206441 from RR Rural Residential to HI-CD Heavy Industrial Conditional Zoning District.

The properties are subject to all conditions listed in the Conditional Zoning District Master Plan dated February 16, 2024 and Development and Design Manual dated March 14, 2024 by CLH Design.

Part 2: The Zone Map Amendment hereby amends Vision Holly Springs Comprehensive Plan Section 1: Land Use & Character Plan, *Future Land Use Map* to change the Future Land Use Map Designation of said parcels from Natural Area to Business & Industrial (23-CPA-05).

Part 3: REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of the Town Code of Ordinances of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Part 4: SEVERABILITY

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

Part 5: INCLUSION IN CODE

It is the intention of the Town Council entered as hereby ordained, that the provisions of this Ordinance shall become and be made part of the Town Code of Ordinances of the Town of Holly Springs, North Carolina; that the Section(s) of this Ordinance may be renumbered or relettered to accomplish such

intention, and that the word "Ordinance" may be changed to "Section, or "Article" or other word.

Part 6: EFFECTIVE DATE

The provisions of this ordinance shall become effective May 21, 2024, in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of May, 2024.

Town of Holly Springs by

Sean Mayefskie, Mayor

ATTEST:

Linda McKinney, Town Clerk



ORDINANCE EXHIBIT A

WAIVER OF SIGN REGULATIONS FINDINGS OF FACT SUBMITTED BY APPLICANT

1. The proposed signs are harmonious with the buildings and sites they occupy: The logo changes are integral to the design of the buildings and are the Town's adopted logo. The size has been adapted by our design team to be appropriate to the massing of the buildings and to be recognizable from the campus entrances and roadways.
2. The proposed signs will not create a hazard to motorists or pedestrians resulting from the sign location, size or configuration: As wall signs located well away from roadways and sidewalks, the logos will have no effect on pedestrians or motorists.
3. The proposed signs will not increase the total combined sign surface area allowed for the front sign zone, interior sign zone and building signs on the lot, out lot, integrated center, business park, industrial park, subdivision or building served by the proposed signs: The combined sign surface area in all cases is less than the allowable.
4. The proposed signs will result in an overall pattern of signs for the lot, out lot, integrated center, business park, industrial park, subdivision or building which is equivalent or superior to that achievable under the applicable regulations: The logos are to be used on both buildings to unify their designs on the campus. The logos are an integral part of the overall composition using similar adjacent materials. By including the Town logo as a major component, the design enhances the visibility of the Town's centrality in providing Public Works services to the community.
5. The proposed signs will be compatible with and will enhance the use or value of area properties: As a Business & Industrial property, the signage communicates the Town's active participation in the community. The content, scope, and scale of the signage is appropriate to the location and surrounding properties.
6. The proposed signs are consistent with the intent of the Comprehensive Plan: In keeping with the Statement of Comprehensive Plan & Future Land Use Compatibility, the signage supports the proposed Business and Industrial Use with HI-CD zoning by communicating the campus use as part of the Town's overall growth strategy.
7. The proposed signs are consistent with the intent and purpose of the UDO: The logos and the entire signage package are consistent with the ten purpose and intent statements of the UDO, section 9.1. The package clearly communicates the campus identity and purpose with consistent, restrained elements in a campus signage composition that enhances the community image for a facility that is essential to future growth.

REZONING, COMPREHENSIVE PLAN/ UDO AMENDMENT PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule: www.hollyspringsnc.us/2170/Development-Services



Petition Type (check one- each request must be on separate petitions)

- ☒ Zoning Map Change: ☐ General Use District **or** ☒ Conditional Zoning District
☒ Comprehensive Plan Amendment (check all that apply)
☐ Text Amendment ☒ Future Land Use Map Amendment
☐ Area/Corridor Plan Map Amendment / Name: _____
☐ UDO Amendment (UDO Section: _____)

Project Information

Project Name: Holly Springs Operations Campus

Project Location: 0 Irving Parkway

Use street address. If none, use the closest intersection

- ☐ Within Corporate Limits ☒ Within Holly Springs ETJ ☐ Pending Annexation
 PIN: 0649206441 Real Estate ID: 0481411

Project Acreage: (Rounded to nearest tenth) 30.9 Partial Parcel: ☒ No ☐ Yes

Sketch Plan Review (Pre-Submittal) Meeting Date: _____

If the Sketch Plan Review (Pre-Submittal) Meeting Date is not within 8 weeks of the submittal date, another Sketch Plan Review (Pre-Submittal) Meeting is required prior to submittal.

Petition Request

Current Zoning: RR Rural Residential Proposed Zoning: HI CD - Heavy Industrial Conditional District

Current Future Land Use Designation: Natural Area

Proposed Future Land Use Designation: Business & Industrial

Area Plan Designation (if applicable): _____

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

Project Applicant/Contact

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

Is the applicant applying on behalf of the property owner(s)? ☐ Yes ☒ No If yes, please complete the Affidavit of Property Owner Consent form and attach. If applicant contact is not the Owner or representing the Owner(s), please complete Property Owner Notification Affidavit and attach.

Name Zak Pierce Company CLH design, p.a.

Mailing Address 400 Regency Forest Drive, STE 120,

City Cary State NC Zip 27540

Telephone # (919) 319-6717 E-Mail zpierce@clhdesignpa.com

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

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

Property Owner(s) if different than Applicant/Contact -REQUIRED attach additional sheets if necessary

Name Randy Harrington Company Holly Springs

Mailing Address PO Box 8

City Holly Springs State NC Zip 27540

Telephone # (919) 557-3924 E-Mail randy.harrington@hollyspringsnc.gov

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

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

Owner's Authorization

Owner's Signature(s)

PIN/REID
0649206441

Date

8/16/2023

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 type or print legibly in blue or black ink

Project Information:

Project Name: Holly Springs Operations Campus

Proposed Zoning District: HI CD Heavy Industrial Conditional District

Proposed Land Use/Density: Business & Industrial

Future Land Use Plan Map Designation: Natural Area

Future Land Use Plan Designation Land Use/Density: Natural Area

For DS Use only

Project # _____

Date Received: _____

Plan Consistency Statement:

In accordance with NCGS § 160D-605 prior to adopting or rejecting any zoning amendment, the Town Council shall adopt a statement of zoning consistency or inconsistency. Please include as much detailed information about the proposed zoning change and developer offered conditions (if any) or unique conditions associated with this request that support the Town's comprehensive plan objectives and/or policies and why the proposed zoning change is reasonable and in the public interest. If the proposed zoning amendment is not in compliance with the comprehensive plan, the Town Council is required to determine why the proposed zoning change is reasonable and in the public interest if approved. Please provide detailed documentation to assist the Council in making their determination. *Attach Additional Sheets as needed*

Petitioner's Response

Executive Summary

The Town of Holly Springs is proposing an Operations Campus to serve the growing community. The campus is adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park and includes a convenience center for residents to drop off yard waste, greenway, trailhead, construction laydown yard, office and meeting space for Public Works teams including administration, solid waste collection, and other accessory uses to support Town operations. Staff from Utilities & Infrastructure and other administrative departments also will be based on the campus. The site is within the Holly Springs Business Park. The current zoning of Rural Residential does not allow for uses consistent with business parks. Heavy Industrial Conditional District will allow for efficient use of the site within the Holly Springs Business Park.

Section 1: Future Land Use & Community Character

The Future Land Use of the surrounding parcels is 'Business and Industrial'. The current Future Land Use designation is 'Natural Area'. The proposed Future Land Use of 'Business and Industrial' for this project will be consistent with the surrounding development in the Holly Springs Business Park. The proposed zoning is HI CD (Heavy Industrial Conditional District). The surround adjacent uses include a water treatment plant to the east, industrial to the north, and vacant uses to the south and west. This site is within the Holly Springs Business Park. The site will be buffered around the perimeter. The buildings are proposed to face the Southern Access Road while the parking is towards the rear of the site, screened from the street. Exterior gathering spaces have been designed for staff use during breaks and work functions. While the streets and road network are auto-oriented, there will be a proposed trailhead and greenway on-site.

Section 2: Transportation / Comprehensive Transportation Plan

The comprehensive transportation plan identifies a thoroughfare along the northern property line of this site. The road is currently called the Southern Access Road NCDOT is currently designing this road. The proposed site design will accommodate the installation of this road and is proposing two driveways to connect to this road along. This project also proposes to extend Bumgardner Road to complete the connection from the Southern Access Road to Green Oaks Parkway.

Section 3: Parks, Recreation & Open Space/Beyond the Green: A Parks & Recreation Master Plan

The project proposes to include a section of greenway that is identified on the 'Parks, Recreation, and Greenways Master Plan > Proposed Greenway Trails' document in the comprehensive plan.

Section 4: Community Facilities

The proposed project will include a convenience center for residents to drop off yard waste when they have excessive amounts or want to dispose of waste ahead of their scheduled collection day.

Section 5: Infrastructure and Utilities

A public domestic water main and reclaimed water main will be extended from the existing Bumgardner Road to the project site. These water mains will also be provided within the Southern Access Road right of way across the project site frontage and be stubbed for future project extensions to serve the expected growth of the Town. The project proposes to connect to the existing Town sanitary sewer system. A sewer study is required and any improvements recommended by the study will be designed and constructed with this development.

Section 8: Natural Resources

An environmental engineering consultant performed a stream and wetland delineation in our project boundary. No on-site streams or wetlands will be impacted. The extension of Bumgardner Road does cross a stream. This crossing has been permitted through the State and USACE.

Plan Consistency Response Prepared by:

Preparer's Signature(s)



Date

August 18, 2023



CLH design, p.a.
400 Regency Forest Drive
Suite 120
Cary, NC 27518
P: 919.319.6716

January 19, 2024

PROJECT: Holly Springs Operations Campus
RE: Conditional Zoning District Design Goals per UDO 2.4.3.A

The Town of Holly Springs is proposing an Operations Campus to serve the growing community. The campus is adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park and includes a convenience center for residents to drop off yard waste, office and meeting space for Public Works teams including administration, solid waste collection, street repairs, and concrete. Staff from Utilities & Infrastructure and other administrative departments will also be based on the campus.

The Conditional Zoning District as proposed by Applicant is consistent with the Town's CD Design Goals as set forth in UDO Section 2.4.3.A. Modifications to the UDO will allow advanced utilization of this site while not adversely impacting the natural features and surrounding development. Optimizing the space on site will provide the ability to keep their growing community clean and functioning efficiently. In support thereof, Applicant offers the following supporting information to demonstrate that the project and development therein will incorporate and/or achieve the following design goals:

1. UDO 2.4.3.A.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

- a. The site is heavily wooded with challenging topography and multiple streams and wetland features. The site plan has been intentionally and thoughtfully prepared to let these valuable site characteristics drive the design and avoids or limits disturbances to these natural resources. Bumgardner Road extension crosses the existing creek perpendicularly to limit disturbances. The proposed site design avoids the stream and wetlands at the southeast corner of the site.

2. UDO 2.4.3.A.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;

The primary objective of this development is to conserve the natural integrity of the Utley Creek corridor situated to the south, while also skillfully harmonizing with the established land use patterns within the Holly Springs Business Park.

3. UDO 2.4.3.A.3: Development of pedestrian oriented communities; development of traditional style neighborhoods;

Both Town staff members and visitors are presented with a thoughtful and sustainable option, allowing them to bypass the need for vehicular transportation and instead, seamlessly access this site via alternative means. The prospect of a forthcoming greenway connector to the Utley Creek Greenway presents an exciting avenue for individuals to immerse themselves in a scenic and eco-friendly journey, connecting with nature while traversing to their destination. Alternatively, those who prefer a more direct route can rely on the well-maintained sidewalks along Green Oaks Parkway and Bumgardner Road, ensuring safe and convenient pedestrian passage. This foresighted approach not only encourages reduced carbon emissions and promotes healthier modes of transportation but also reflects the Town's commitment to fostering accessible and environmentally conscious infrastructure.

4. UDO 2.4.3.A.4: Development of communities that are visually and functionally connected to one another

No public streets are proposed on site. NCDOT will be constructing the Southern Access Road along the northern boundary. This development will connect to this new road. A section of greenway is planned along the southern boundary of the site which will connect to the collective Town greenway system.

There are no plans for public streets within the site. Instead, the North Carolina Department of Transportation (NCDOT) is slated to oversee the construction of the Southern Access Road, running along the northern boundary. This upcoming thoroughfare will serve as a pivotal link to this development, seamlessly integrating it with the broader road network. On a complementary note, a dedicated stretch of greenway is envisioned along the southern edge of the site. This greenway section is designed to seamlessly dovetail into the Town's expansive greenway system, thereby fostering enhanced connectivity and accessibility for residents and visitors alike.

5. UDO 2.4.3.A.5: Protection of significant watershed areas in order to preserve water quality;

Situated outside of a substantial watershed area, this site benefits from its unique positioning that is conducive to safeguarding water quality. Recognizing the paramount importance of maintaining pristine water conditions, a comprehensive strategy is being orchestrated within the site design. This strategy entails the seamless integration of a multitude of stormwater control measures, each meticulously tailored to effectively manage and mitigate the potential impact of stormwater runoff.

6. UDO 2.4.3.A.6: Creativity and imagination in the process of development;

This innovative project showcases a remarkable blend of creativity and efficiency, ingeniously harmonizing various Town facilities and operational components within a single, strategically chosen parcel of land. The project not only optimizes the utilization of space but also fosters a synergistic environment where different functions can coexist and collaborate with the ability to modify the UDO standards. Modifying the perimeter buffers and landscape island placements affords the opportunity to efficiently position Town maintenance equipment and materials to effectively serve the Town's infrastructure and citizens. This approach underscores a forward-thinking perspective that seeks to enhance the overall functionality and accessibility of the Town's services while fostering a sense of unity and connectivity among its various operations. Phasing the installation of electric vehicle charging stations allows the Town to use valuable resources responsibly and install them when demand warrants. As a result, this endeavor stands as a testament to the Town's commitment to progressive urban planning, smart resource allocation, and a vision for a more streamlined and cohesive community.

7. UDO 2.4.3.A.7: Unique architecture or sustainable design

The goals of the Town of Holly Springs Operations Campus are intended to consolidate the functions of various town public services into a more secluded part of the town. Combining these departments inherently creates efficiencies in the building distribution and overall campus design.

The total flat roof area will make approximately 50,000 square feet available for photovoltaic solar collectors and rainwater harvesting.

Using reflective white roofing membrane throughout will lower the building heating load and reduce the project heat island effect. The extensive use of skylights and shaded insulating curtain wall glass systems will provide natural light throughout the project, lowering lighting loads and enhancing the well-being of occupants.

Using smooth finish metal panels provides a durable, long lasting material that will save the Town's valuable maintenance and financial resources.

Interior and exterior common spaces within the site, a pedestrian link to a nearby greenway, a fitness area, and other amenities are provided.

8. UDO 2.4.3.A.8: Efficient, aesthetic and desirable use of open space;

The scope of this project encompasses the establishment of designated parking areas alongside a carefully designed greenway segment, constructed to adhere to Town specifications. Serving a dual purpose, this greenway segment is poised to serve as a trailhead, fulfilling the crucial role of facilitating seamless pedestrian connectivity across various parts of the Town. The proposed easement width is narrowed in order to support the development of new planting buffers, to preserve the existing cemetery, and to allow for placement of the greenway in the most desirable location. Visitors to the administration building will be offered a walking path and benches around the vegetated rain garden. Staff will have access to a private courtyard with picnic tables and fixed cornhole boards.

9. UDO 2.4.3.A.9: Variety in housing types and physical development patterns

The site does not include any plans for housing development.

10. UDO 2.4.3.A.10: Special considerations for property with a unique history or outstanding physical features

The outstanding physical features of the site are its environmental site characteristics (forested areas, topography, stream and wetlands). The site plan has been intentionally and thoughtfully prepared to let the valuable environmental site characteristics drive the design and avoids or limits disturbances to these natural resources. The proposed greenway alignment and grading will preserve the existing cemetery.



CLH design, p.a.
400 Regency Forest Drive
Suite 120
Cary, NC 27518
P: 919.319.6716

August 18, 2023

PROJECT NAME: Holly Springs Operations Campus
RE: Statement of Comprehensive Plan & Future Land Use Compatibility

Current Zoning District: Rural Residential
Proposed Zoning District: Heavy Industrial (HI) Conditional Zoning District (CD)
Proposed Land Use/Density: Employment / Campus Use District
(Office, Civic Building, Warehouse, Outdoor Storage Areas, Yard Waste Convenience Center, Vehicle Wash Area, Vehicle Fleet Maintenance)
Proposed Future Land Use Map Designation: Business & Industrial

Compatibility Statement

The proposed rezoning aligns with the planned growth of the Town and the goals of the Comprehensive Plan. The site is situated within the Holly Springs Business Park. The site is currently zoned Rural Residential but does not immediately adjoin any residential lots. The property to the southwest is owned by Duke Energy. The property to the west and north is the Planned Unit Development (PUD) of the Holly Springs Business Park. To the west is the water treatment plant on land that is zoned Business Research Technology (BRT). The proposed HI-CD zoning for this site compliments the surrounding uses.

The project proposes a Comprehensive Plan Amendment to change the Future Land Use designation from Natural Area to Business and Industrial. Utley Creek is not located on the proposed site. The Natural Area designation encompasses the buffered area between the proposed site and Utley Creek.

Buildings face the proposed Southern Access Road. The building types are primarily office and industrial. Parking is provided off-site in surface parking lots at the rear of the property and screened from view from the Southern Access Road. These design strategies align with the Comprehensive Plan.

The rezoning and comprehensive plan amendment will allow the Town of Holly Springs to construct the Operations Campus to serve the growing community. The campus is adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park and includes a convenience center for residents to drop off yard waste, office and meeting space for Public Works teams including administration, solid waste collection, street repairs, and concrete. Staff from Utilities & Infrastructure and other administrative departments will also be based on the campus.

In summary, the proposed Rezoning and Comprehensive Plan Amendment align seamlessly with the Town's growth strategy. Located within the Holly Springs Business Park, the transition to HI-CD zoning complements the area's character. These changes position Holly Springs for sustained success, fostering essential facilities and accommodating future growth.

**WAIVER/FLEXIBILITY/ALTERNATE
COMPLIANCE PETITION**

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:
www.hollyspringsnc.us/2170/Development-Services

**Waiver/Flexibility/Alternate Compliance Type (check one)**

- ☐ UDO Chapter 4- Design Flexibility for Tree Protection Area Requirements
- ☐ UDO Chapter 5- Alternate Landscape Plan Approval
- ☐ UDO Chapter 8- Historic Preservation Incentives
- ☒ UDO Chapter 9- Waiver of Sign Regulations
- ☐ UDO Chapter 11- Waiver of Voluntary Annexation

For Ds Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final**Project Information**

Identify the project associated with this Waiver/Flexibility/Alternate Compliance request

PLRZ202300216/23REZ07

Associated Project Name: Holly Springs Operations Campus Associated Project Number: PLD202300258/23-DP-12

Waiver/ Flexibility /Alternate Compliance Request

Specific Request: (provide additional sheets if necessary)

Request waiver of Section 9.4.C.1.a – Calculation of Sign Area Copy for Wall Signs (logos) to increase the size of
 four (4) wall sign logos. Please see the attached.

Contact Information**Waiver/ Flexibility/Alternate Compliance Contact**

Name Paul Bonsall, AIA Company ADW Architects, P.A.

Mailing 2815 Coliseum Centre Drive, Suite 500

City Charlotte State NC Zip 28217

Telephone (704) 562-3402 E-Mail pbonsall@adwarchitects.com

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

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

UDO CHAPTER 9: WAIVER OF SIGN REGULATIONS FINDINGS



Please print responses in blue or black ink or typewrite.

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

Findings of Fact

(1) The Proposed Signs are Harmonious with the buildings and sites they occupy:

The logo changes are integral to the design of the buildings and are the Town's adopted logo. The size has been adapted by our design team to be appropriate to the massing of the buildings and to be recognizable from the campus entrances and roadways.

For DS Use only

Project # _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

(2) The Proposed Signs will not create a hazard to motorists or pedestrians resulting from the sign location, size or configuration:

As wall signs located well away from roadways and sidewalks, the logos will have no effect on pedestrians or motorists.

(3) The Proposed Signs will not increase the total combined sign surface area allowed for the front sign zone, interior sign zone and building signs on the lot, out lot, integrated center, business park, industrial park, subdivision or building served by the proposed signs:

The combined sign surface area in all cases is less than the allowable.

Please see the attached sign surface area calculations.

(4) The Proposed Signs will result in an overall pattern of signs for the lot, out lot, integrated center, business park, industrial park, subdivision or building which is equivalent or superior to that achievable under the applicable regulations:

The logos are to be used on both buildings to unify their designs in the campus. The logos are an integral part of the overall composition using similar adjacent materials. By including the Town logo as a major component the design enhances the visibility of the Town's centrality in providing Public Works services to the community.

Please see the elevations attached to the Comprehensive Plan Development Review submittal.

(5) The proposed signs will be compatible with and will enhance the use or value of area properties.

As a Business and Industrial Use property, the signage communicates the Town's active participation in the community. The content, scope, and scale of the signage is appropriate to the location and the surrounding properties.

(6) **The proposed signs are consistent with the intent of the Comprehensive Plan:**

In keeping with the *Statement of Comprehensive Plan & Future Land Use Compatibility*, the signage supports the proposed Business and Industrial Use with HI-CD zoning by communicating the campus use as a part of the Town's overall growth strategy.

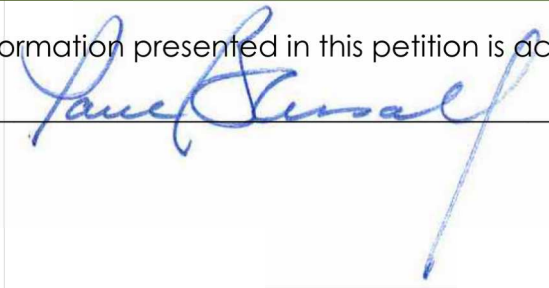
(7) **The proposed signs are consistent with the intent and purpose of this UDO:**

The logos and the entire signage package are consistent with the ten purpose and intent statements in the UDO, section 9.1. The package clearly communicates the campus identity and purpose with consistent, restrained elements in a campus signage composition that enhances the community image for a facility that is essential to future growth.

Certificate of Completion

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

Signature: _____ Date: February, 15, 2024

A handwritten signature in blue ink, appearing to read "Paul Gussal", is written over a horizontal line. The signature is contained within a light blue rectangular box.

Request for Waiver for Exterior Signage per Section 9.2.D of the UDO.

We are seeking relief from the maximum size of logos as described in Section 9.4.C.1.a of the UDO. We feel that the request satisfies the conditions 1 through 7 of Section 9.2.D.

As it pertains to the logos in particular, we submit the following:

1. Given the distance from public spaces, the 60" restriction creates logos that are too small and complex to be adequately recognized as the Town logo.
2. The size of the requested logo is proportional to the massing of the buildings.
3. The presence of the logo on the buildings is important to the branding goals of Town.

Administration Building

North Elevation (6,337 s.f.) Signage 316.85 sf (5%) allowable by UDO.

One (1) Wall Sign Town Logo	73.17 sf	max dimension: 12'-6" (60" UDO max.)
One (1) Wall Sign "Operations Campus"	5.74 sf	7" high x 9'-10" long
One (1) Wall Sign "HOLLY SPRINGS"	<u>8.19 sf</u>	10" high x 9'-10" long
	87.1 sf	Total Signage Area < allowable

West Elevation (4,917 s.f.) Signage 147.51 sf (3%) allowable by UDO.

One (1) Wall Sign Town Logo	73.17 sf	max dimension: 12'-6" (60" UDO max.)
One (1) Wall Sign "Operations Campus"	5.74 sf	7" high x 9'-10" long
One (1) Wall Sign "HOLLY SPRINGS"	<u>8.19 sf</u>	10" high x 9'-10" long
	87.1 sf	Total Signage Area < allowable

South Elevation (6,620 s.f.) Signage 198.6 sf (3%) allowable by UDO.

One (1) Wall Sign Town Logo	73.17 sf	max dimension: 12'-6" (60" UDO max.)
One (1) Wall Sign "Operations Campus"	5.74 sf	7" high x 9'-10" long
One (1) Wall Sign "HOLLY SPRINGS"	8.19 sf	10" high x 9'-10" long
One (1) Canopy Sign "ADMINISTRATON BUILDING - 1001"	<u>18.00 sf</u>	9" high x 24' long

105.10 sf Total Signage Area < allowable

Operations Building (4,354 s.f.) Signage 130.62 sf (3%) allowable by UDO

West Elevation

One (1) Wall Sign Town Logo	43.94 sf	max dimension: 9'-4" (60" UDO max.)
One (1) Wall Sign "Operations Campus"	2.44 sf	4" high x 7'-4" long
One (1) Wall Sign "HOLLY SPRINGS"	3.67 sf	6" high x 7'-4" long
One (1) Canopy Sign "OPERATONS BUILDING - 1002"	<u>18.00 sf</u>	9" high x 24' long
	68.05 sf	Total Signage Area < allowable

Site Signage Two signs of 24 sf maximum each for Front Sign Zone per UDO.

Two (2) Ground Signs

East Entrance 24 sf allowable

One (1) Ground Sign "HOLLY SPRINGS"	7.78 sf	10" high x 9'-4" long
One (1) Ground Sign "Operations Campus"	4.67 sf	7" high x 8'-0" long
One (1) Ground Sign "1000"	<u>1.17 sf</u>	7" high x 2'-0" long
	13.62 sf	Total Signage Area < allowable

West Entrance 24 sf allowable

One (1) Ground Sign "HOLLY SPRINGS"	7.78 sf	10" high x 9'-4" long
One (1) Ground Sign "Operations Campus"	4.67 sf	7" high x 8'-0" long
One (1) Ground Sign "1000"	<u>1.17 sf</u>	7" high x 2'-0" long
	13.62 sf	Total Signage Area < allowable

NEIGHBORHOOD MEETING REPORT



Before submitting an application, the Petitioner must hold at least one (1) neighborhood meeting and submit to Development Services a written summary report of the neighborhood meeting. For more information, refer to UDO Section 11.5.

☒ Neighborhood Meeting Date: August 1, 2023
Time: 4:00 pm
Location: Virtual

Notification of Owners:

1. The Petitioner or Petitioner's 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, owner of land within a **500 foot radius** of the subject property. Mailing notices shall include surrounding property owners and property owners' associations (or equivalent). 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 the address of the property itself.
2. The Notice shall include the date, time, and location of the Neighborhood Meeting; the name of the Petitioner; 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 deposited in the mail not less than ten (10) days nor more than 25 days before the date of the Neighborhood Meeting.

For DS Use only

Project # _____

Date Received: _____

☐ Complete ☐ Incomplete

Prior to mailing the written notices, the applicant shall notify the Town of the scheduled meeting date and time.

☒ Date of Notification Mailing: July 17, 2023

Conduct of Meetings:

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: No neighbors attended the meeting.

Attach Additional Sheets as needed

Changes made to the Petition by the Petitioner as a result of the meeting:

n/a

Attach Additional Sheets as needed

Additional attachments required for the report:

- ☒ A listing of those persons and organizations that were sent notification about the Neighborhood Meeting.
- ☒ A copy of the signed attendance list that includes names and addresses of those in attendance.

no neighbors attended the meeting.

Neighborhood Meeting Report Prepared by:

Preparer's Signature(s)

Date

8/4/2023

July 17, 2023

Dear Property Owner,

On behalf of the Town of Holly Springs, I would like to invite you to participate in a neighborhood information meeting concerning the development of the proposed Holly Springs Operations Campus. The proposed site is located south of Green Oaks Parkway at the end of Bumgardner Road. The meeting participation options are as follows:

1. **An online virtual meeting to be held on Tuesday, August 1, 2023 at 4:00pm.** If you do not already have the necessary software installed on your home computing device, you may find it here:

<https://us02web.zoom.us/j/82919265644?pwd=eDFqMUNNSVU3V1I1UnkrMTZGd2NGUT09>

Meeting ID: 829 1926 5644

Passcode: 5R4Wzv

2. **A toll-free conference call in number for the virtual meeting is available.** Simply dial 1-646-931-3860 enter in Meeting ID: 829 1926 5644 Passcode: 456451 about five (5) minutes prior to the aforementioned date and time.

If you encounter any technical difficulties, please contact Zak Pierce at 919-319-6716 or via email at zpierce@clhdesignpa.com.

The project seeks to rezone the property from RR (Rural Residential) to either SP (Special District) or HI (Heavy Industrial). The project also seeks to amend the Town's Comprehensive Plan to change the land use designation from 'Natural Area' to 'Business & Industrial'.

Per Town of Holly Springs ordinance requirements, we are notifying you of this meeting because your property is located within the written notification area for neighborhood meetings for development projects. While this meeting is not a public hearing, it is an opportunity for you to meet with the owners and/or applicants to hear about their intention to develop the land. You are encouraged to ask questions and express concerns so that we may help you to more fully understand the proposed project.

Town Planning staff will not attend this meeting. If you have any questions about this neighborhood information meeting, or if you are unable to attend and would like to leave comments for our consideration, please feel free to contact me at 919-319-6716 or zpierce@clhdesignpa.com.

Sincerely,



Zak Pierce, PLA, ASLA, LEED AP
CEO
CLH design, p.a.

PARCEL_PK	REID	PIN_EXT	DEED_ACR	PLANNING	OWNER	ADDR1	ADDR2	ADDR3	SITE_ADDRESS	FULL_STREET_NAME	ZIPNUM
485887	371952	0	14.36	HS	301 GREEN 351 GREEN HOLLY SPRINGS NC 27540-6179				351 GREEN OAKS PKWY	GREEN OAKS PKWY	27540
410594	36550	0	15	HS	301 GREEN 351 GREEN HOLLY SPRINGS NC 27540-6179				301 GREEN OAKS PKWY	GREEN OAKS PKWY	27540
94035	5476	0	14.46	HS	SEQIRUS II 475 GREEN HOLLY SPRINGS NC 27540-7976				0 HOLLY SPRINGS NEW HILL RD	HOLLY SPRINGS NEW HILL RD	27540
351311	352005	0	2.56	HS	SUTTON, C 4034 BERN HOLLY SPRINGS NC 27540-6946				4034 BERMAN EDGE RD	BERMAN EDGE RD	27540
5728	32286	0	35	HS	HOLLY SPR TOWN ATT PO BOX 8			HOLLY SPRINGS NC 27540-0008	150 TREATMENT PLANT RD	TREATMENT PLANT RD	27540
526725	239448	0	1323.42	WC	DUKE ENEL TAX DEPT · 550 S TRYON ST			CHARLOTTE NC 28202-4200	0 AVENT FERRY RD	AVENT FERRY RD	27540
155667	296759	0	10	HS	KEOGH, BF 4042 BERN HOLLY SPRINGS NC 27540-6946				4042 BERMAN EDGE RD	BERMAN EDGE RD	27540
516908	490436	0	0.08	HS	FERGUSON 12500 JEFF NEWPORT NEWS VA 23602-4314				201 BUMGARDNER DR	BUMGARDNER DR	27540
516906	14412	0	16.53	HS	FERGUSON 12500 JEFF NEWPORT NEWS VA 23602-4314				100 BUMGARDNER DR	BUMGARDNER DR	27540
516907	490435	0	0.54	HS	FERGUSON 12500 JEFF NEWPORT NEWS VA 23602-4314				101 BUMGARDNER DR	BUMGARDNER DR	27540
516909	490437	0	0.16	HS	FERGUSON 12500 JEFF NEWPORT NEWS VA 23602-4314				200 BUMGARDNER DR	BUMGARDNER DR	27540
516910	490438	0	0.32	HS	FERGUSON 12500 JEFF NEWPORT NEWS VA 23602-4314				104 BUMGARDNER DR	BUMGARDNER DR	27540
507006	481411	0	30.95	HS	TOWN OF PO BOX 8 HOLLY SPRINGS NC 27540-0008				0 IRVING PKWY	IRVING PKWY	27540
351312	352006	0	3.23	HS	DAY, JERE 4030 BERN HOLLY SPRINGS NC 27540-6946				4030 BERMAN EDGE RD	BERMAN EDGE RD	27540

Property Select



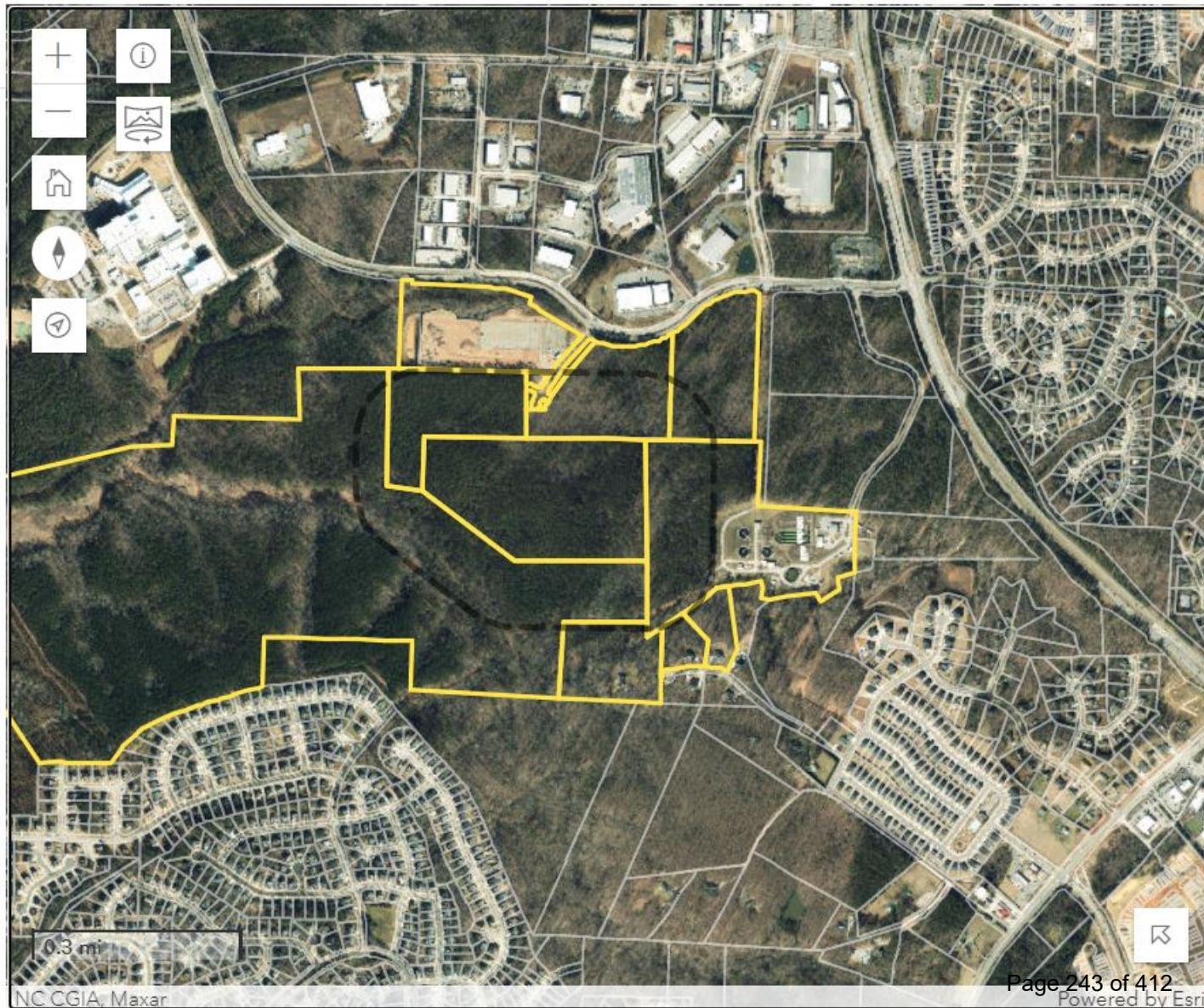
Draw a polygon on the map by clicking each point and double clicking to finish

Cancel

Buffer distance

500

ft



AFFIDAVIT OF OWNER CONSENT



If the Owner(s) of the subject property is giving authorization for another person to apply for a General Use or Conditional Zoning District on their property, this affidavit must be completed and signed by all record owners of the subject property.

The persons listed below do hereby appear before a Notary Public and swear or affirm that they are the legal owners of the described property, and further give authorization to

Zak Pierce of CLH design, p.a.
(Name of Representative) (Name of Company)

to submit a Petition for Zoning Map Change for my (our) property from

RR: Rural Residential to HI: Heavy Industrial
(Current Zoning District) (Proposed Zoning District)

and to offer additional use and/or standard restrictions as a part of the request for a Conditional Zoning District.

For DS Use only

Project # _____

Date Received: _____

Signature of Owner(s):

Randy J. McKinney

Wake County PIN/REID:

0649206441/0481411

State of NC

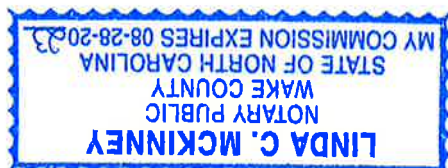
County of Wake

Sworn to and subscribed before me the 16th day of August, 2023.

Notary Public in and for the State of North Carolina. My Commission expires: _____

Linda C. McKinney / Linda C. McKinney
Notary Public Printed

Seal



TOWN OF HOLLY SPRINGS OPERATIONS CAMPUS - PHASE 1B

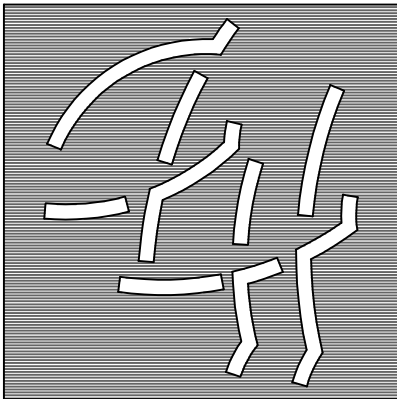
CONDITIONAL DISTRICT MASTER PLAN

REZONING AND COMPREHENSIVE PLAN AMENDMENT

#23-REZ-07/PLRZ202300216

FEBRUARY 16, 2024

adwarchitects
environmentsforlife.



CLH DESIGN, P.A.
400 Regency Forest Drive
Suite 120
Cary, North Carolina 27518
Phone: (919)319-6716
Fax: (919)319-7516
LA: C-106, PE: C-1595

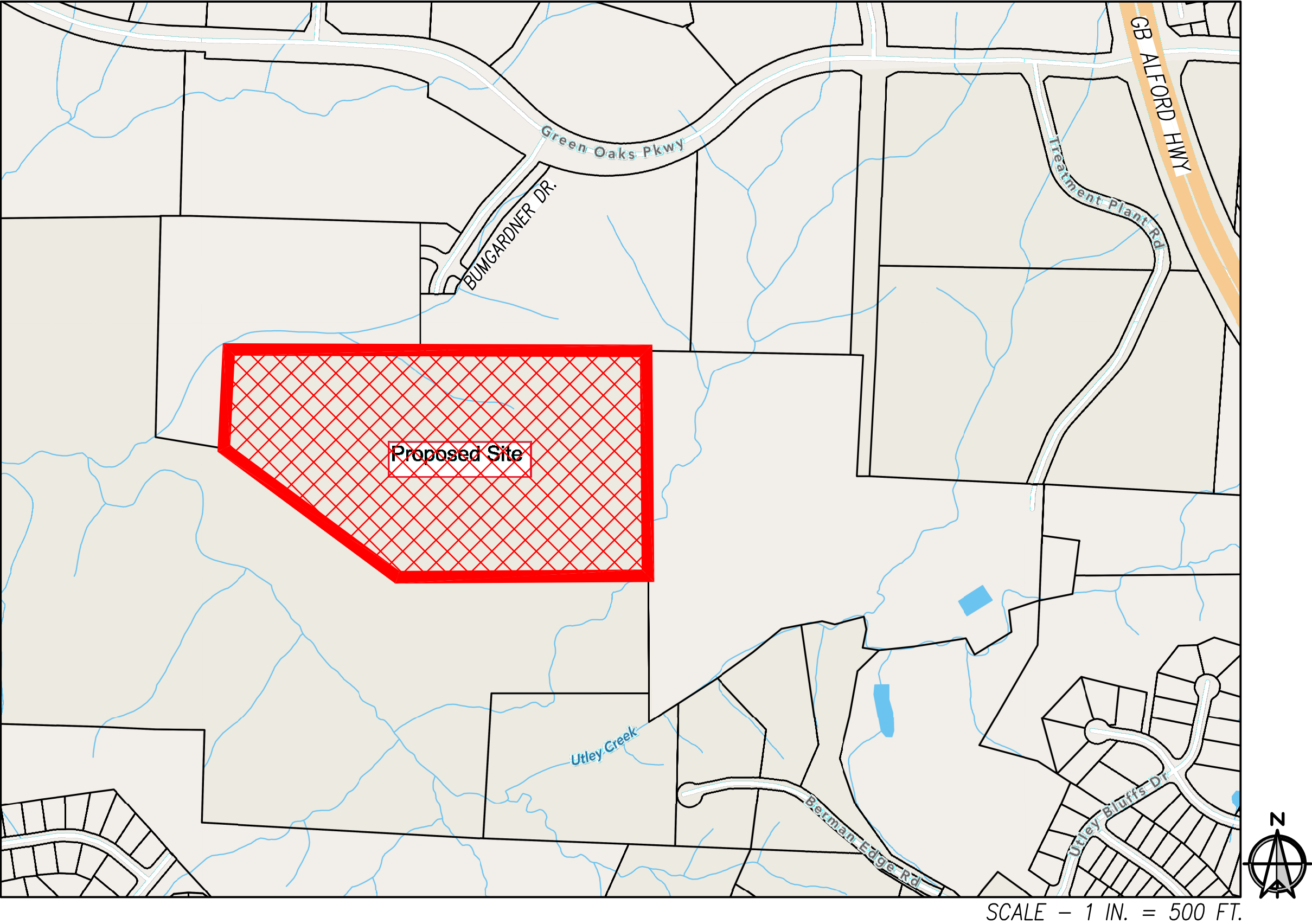
SITE DATA:

PROJECT:	TOWN OF HOLLY SPRINGS - PHASE 1B
PROJECT NUMBER:	#23-REZ-07/PLRZ202300216
OWNER:	TOWN OF HOLLY SPRINGS
OWNER CONTACT:	KIMBERLY KEYES - SENIOR PROJECT MANAGER
	125 S. MAIN ST.
	HOLLY SPRINGS, NC 27540
	PHONE: 919-557-2929
LANDSCAPE ARCHITECT/CIVIL ENGINEER:	CLH DESIGN, PA
DESIGNER CONTACT:	ZAK PERCE - PLA, ASLA, LEED AP
	400 REGENCY FOREST DR., SUITE 120
	CARY, NC 27518
	PHONE: 919-319-6716
	FAX: 919-319-7516
ARCHITECT:	ADW ARCHITECTS
DESIGNER CONTACT:	PAUL BONSALL - AIA
	2815 COLISEUM CENTER
	CHARLOTTE, NC 28217
	PHONE: 704-749-5568
PROJECT ADDRESS:	0 IRVING PARKWAY
	HOLLY SPRINGS, NC 27540
HOLLY SPRINGS PROJECT NO.:	PRTU2023000871 & PRDC202301694
PIN NUMBER:	0649206441
WAKE CO REAL ID:	0481411
EXISTING USE:	VACANT, WOODED
PROPOSED USE:	CIVIC BUILDING
TRACT AREA:	30.95 ACRES

DRAWING INDEX:

C-0.0	COVER
C-0.1	CONCEPT PLAN
C-0.2	TRANSPORTATION AND MOBILITY PLAN
C-0.3	OPEN SPACE AND PRESERVATION PLAN
C-0.4	LANDSCAPING PLAN
C-0.5	UTILITIES PLAN

VICINITY MAP



TOWN OF HOLLY SPRINGS
OPERATIONS CAMPUS - PHASE 1B
#23-REZ-07/PLRZ202300216

C-0.0



HOLLY SPRINGS,
NORTH CAROLINA

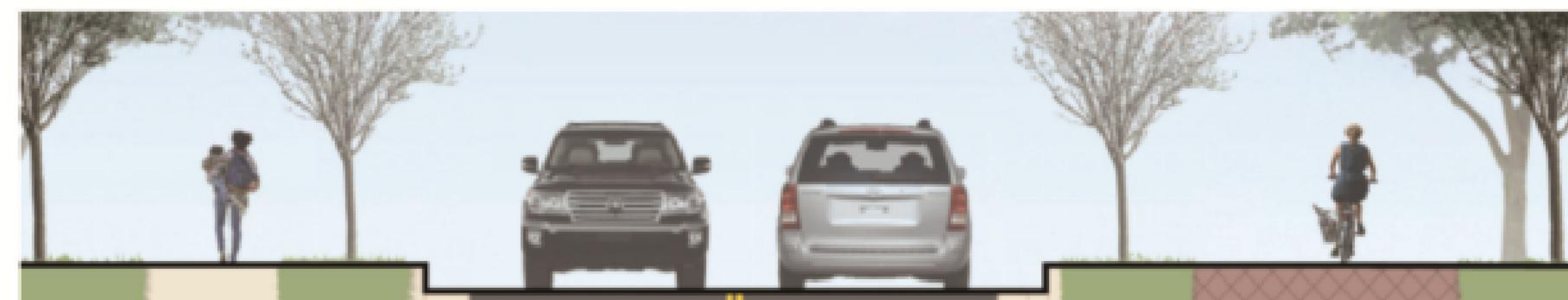
DATE	8.18.2023
ADW PROJECT NO	21028
CLH PROJECT NO	22-137
REVISIONS	
NUM.	DATE
DESCRIPTION:	

PRELIMINARY PLANS FOR REVIEW ON 7

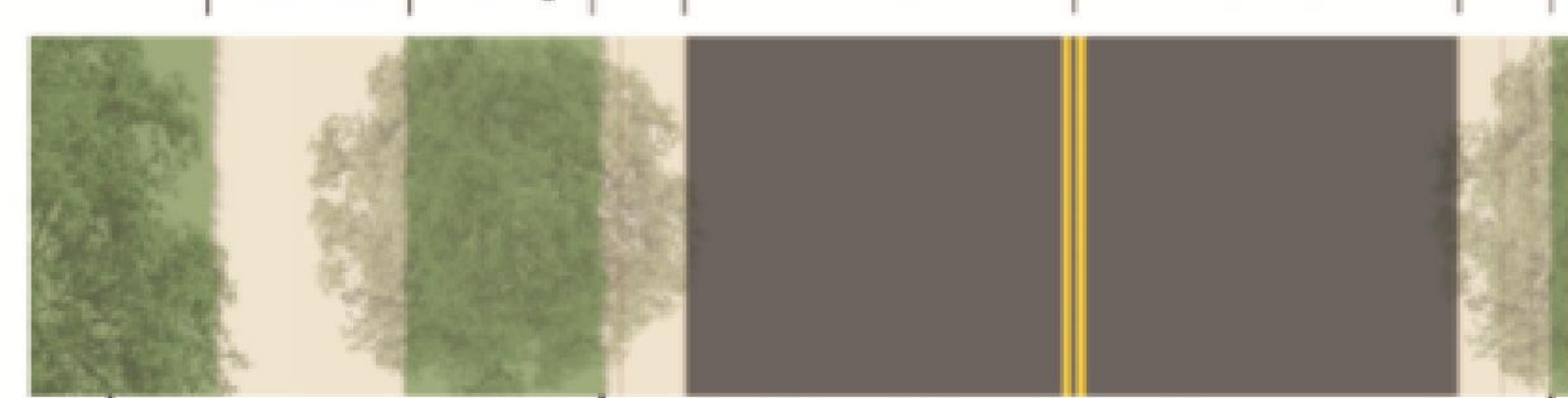
SEAL OVERALL
CONCEPT PLAN

SHEET NUMBER **C-0.1**

LC-2A Alt 2 Minimum



5' Sidewalk 5' Planting 2.5' C+G 10' Travel Lane 10' Travel Lane 2.5' C+G 5' Planting 10' Sidewalk



B/B per Land Use
RURAL 29' SUBURBAN 33' URBAN 25' B&I 29'

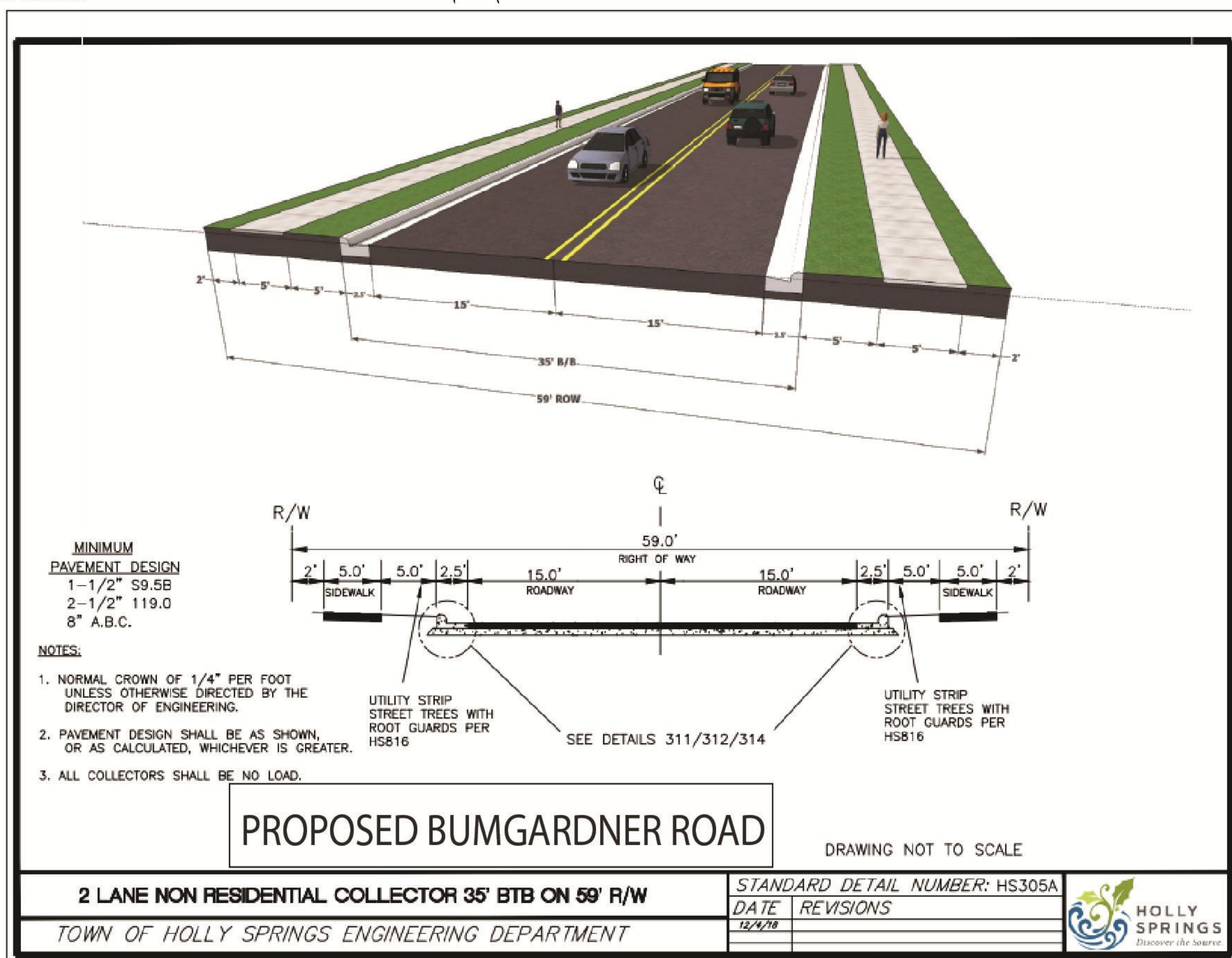
Minimum ROW

L-2A	Design Elements	Element Included	Minimum Dimension	Land Use Character Area			
				Rural	Suburban	Urban	Business & Industrial
	Right-of-Way (ROW)	Yes	65'	29'	65'	25'	55'
	Back of Curb to Back of Curb (B/B)	Yes	25'	29'	33'	25'	29'
	Travel Lanes	2 Lanes	10'	12'	14'	10'	12'
	Center Turn Lane	No	-	-	-	-	-
	Median	No	-	-	-	-	-
	Curb and Gutter (C+G)	2 Sides	2.5'	2.5'	2.5'	2.5'	2.5'
	Paved Shoulder	No	-	-	-	-	-
	Planting	2 Sides	5'	6'	6'	8'	5'
	On-Street Parking	Varies	-	-	Informal Parking	-	-
	Sidewalk	0-1 Side*	10'	10'	10'	10'	10'
	Sidewalk	1-2 Sides*	5'	5'	6'	5'	5'
	Bicycle Facility	Sharrow / Wide Outside Lane*	-	-	Included in Travel Lane	-	-

PROPOSED SOUTHERN ACCESS ROAD

PROPOSED SOUTHERN ACCESS ROAD

PROPOSED BUMGARDNER ROAD EXTENSION TO MATCH EXISTING CROSS-SECTION



PROPOSED DRIVEWAY

PROPOSED DRIVEWAY

PROPOSED BUILDING

PROPOSED BUILDING

ALL RECOMMENDED IMPROVEMENTS IN THE TIA WILL BE DESIGNED AND CONSTRUCTED WITH THIS DEVELOPMENT.

NO PUBLIC STREETS PROPOSED WITHIN SPECIAL DISTRICT

HEAVY INDUSTRIAL (HI)

PROPOSED TOWN GREENWAY

LEGEND

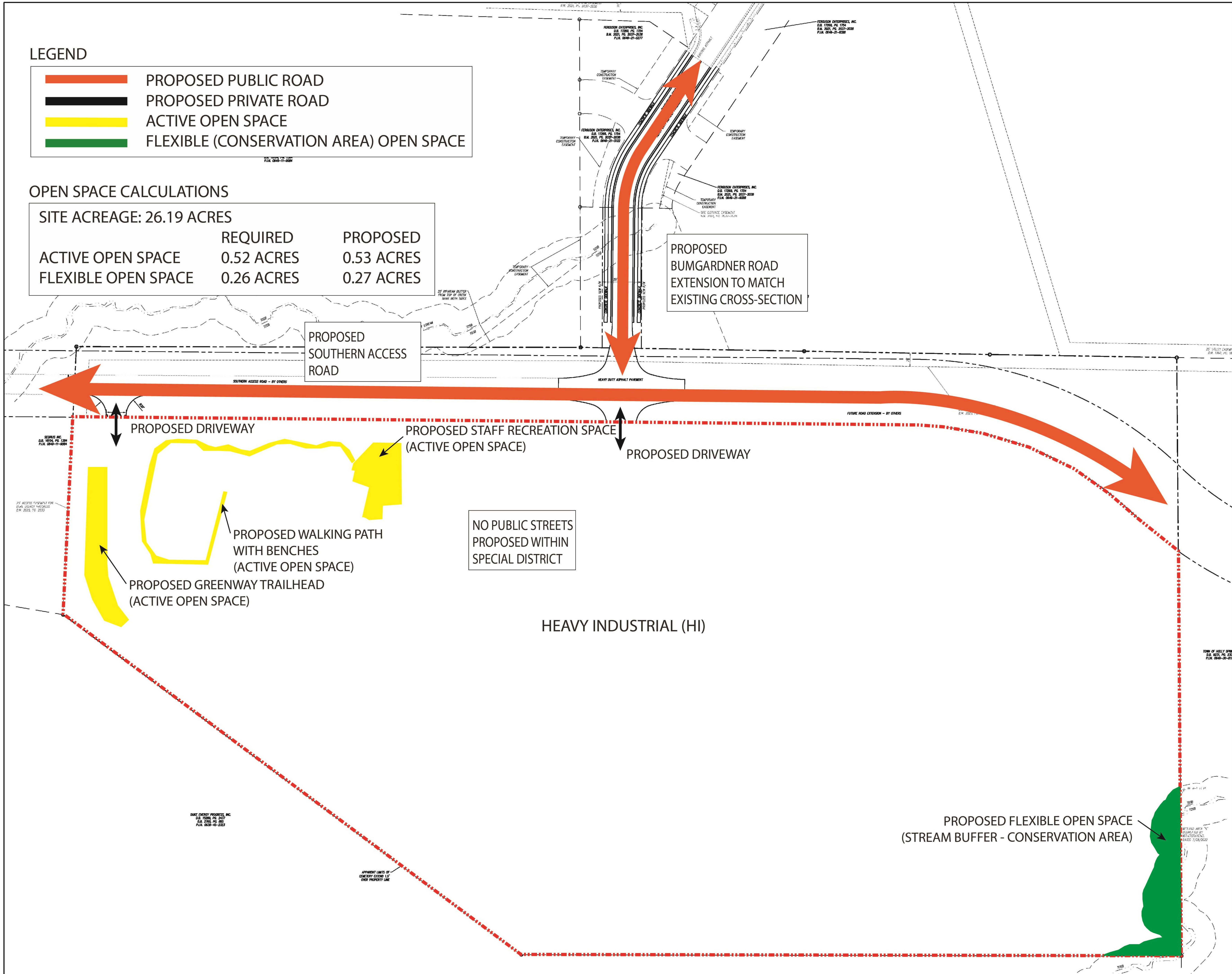
- PROPOSED PUBLIC ROAD
- FUTURE FULL BUILD-OUT PUBLIC ROAD
- PROPOSED PRIVATE ROAD
- PROPOSED SIDEWALK
- PROPOSED GREENWAY
- PROPOSED BUILDING

LEGEND

	PROPOSED PUBLIC ROAD
	PROPOSED PRIVATE ROAD
	ACTIVE OPEN SPACE
	FLEXIBLE (CONSERVATION AREA) OPEN SPACE

OPEN SPACE CALCULATIONS

SITE ACREAGE: 26.19 ACRES		
ACTIVE OPEN SPACE	REQUIRED 0.52 ACRES	PROPOSED 0.53 ACRES
FLEXIBLE OPEN SPACE	REQUIRED 0.26 ACRES	PROPOSED 0.27 ACRES



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA

SCHEMATIC DESIGN

DATE	8.18.2023	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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PRELIMINARY PLANS
FOR REVIEW ONLY

SEAL
OPEN SPACE AND PRESERVATION PLAN

SHEET NUMBER
C-0.3

	PROPOSED PUBLIC ROAD
	PROPOSED PRIVATE ROAD
	EXISTING DUKE ACCESS EASEMENT
	PERIMETER BUFFER



HOLLY SPRINGS,
NORTH CAROLINA

DATE	8.18.2023
ADW PROJECT NO	21028
CLH PROJECT NO	22-137
REVISIONS	
NUM.	DATE
DESCRIPTION:	

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PRELIMINARY PLANS
FOR REVIEW ONLY

SEAL

LANDSCAPING
PLAN

SHEET NUMBER **C-0.4**

HOLLY SPRINGS
OPERATIONS
CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

SCHEMATIC DESIGN

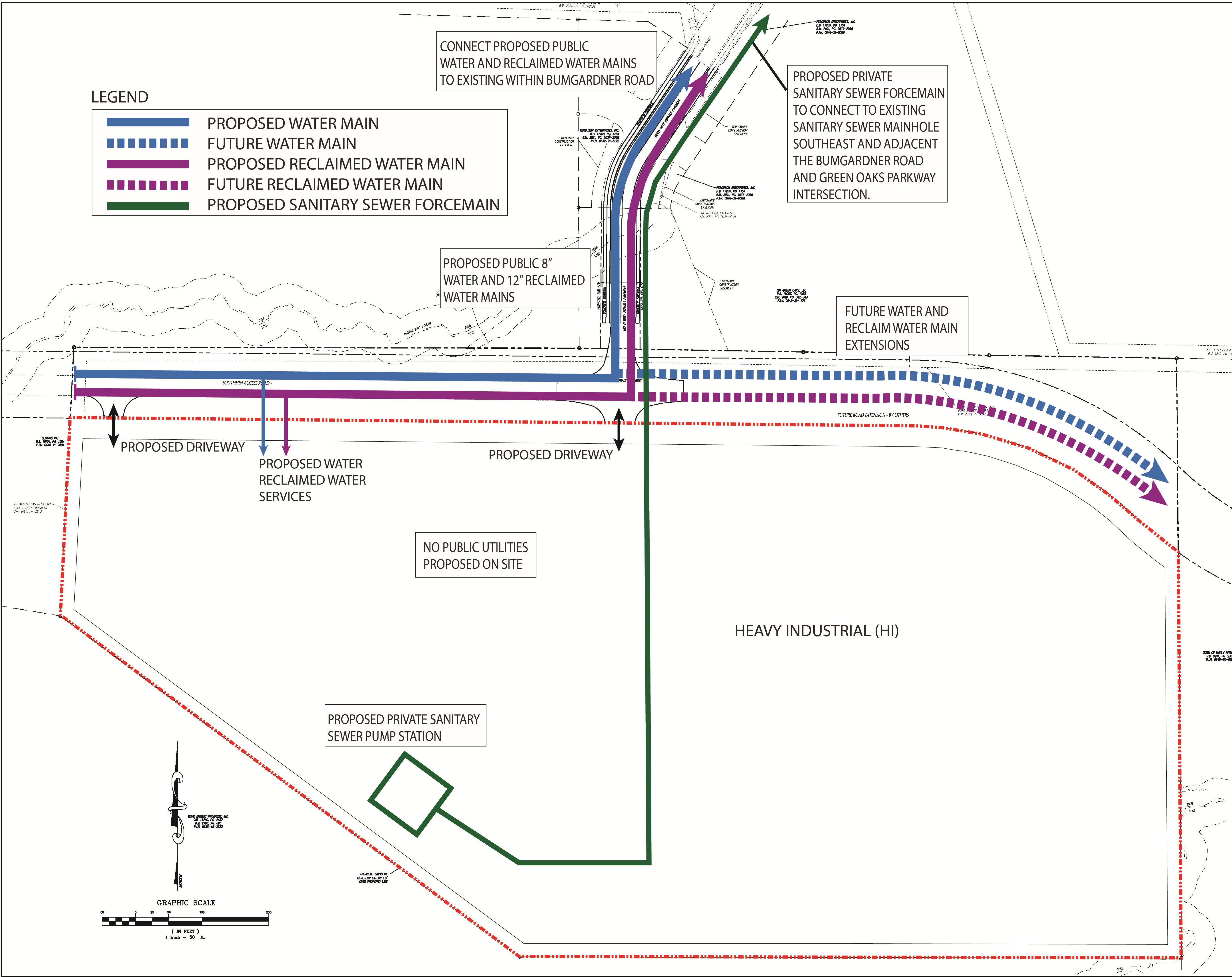
DATE	8.18.2023	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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OTHER COMPANY OR AGENCY WITHOUT THE CONSENT OF ADW
ARCHITECTS, P.A.

PRELIMINARY PLANS
FOR REVIEW ONLY

SEAL
UTILITY PLAN

SHEET NUMBER
C-0.5





CLH design, p.a.
400 Regency Forest Drive
Suite 120
Cary, NC 27518
P: 919.319.6716

March 14, 2024

PROJECT: Holly Springs Operations Campus
RE: Development and Design Manual per UDO 11.6.1.B.3

HI HEAVY INDUSTRIAL (CONDITIONAL ZONING DISTRICT ONLY)

Heavy Industrial Districts may only be established or expanded using the Conditional Zoning District (CD) process. The Heavy Industrial District accommodates the development of manufacturing and processing facilities or facilities which may require substantial amounts of outdoor storage or outdoor operations including both large-scale, single tenant office and industrial buildings and smaller, multi-tenant office and industrial buildings. Permitted uses in this district tend to generate heavy traffic and require extensive community facilities. These districts are heavily separated from adjacent uses by large tree preservation areas or planted buffers but maintain great flexibility in internal operations within the district.

1. Land Use

- a. The Town of Holly Springs is proposing an Operations Campus to serve the growing community. The campus is adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park and includes a convenience center for residents to drop off yard waste, office and meeting space for Public Works teams including administration, solid waste collection, street repairs, and concrete. Staff from Utilities & Infrastructure and other administrative departments also will be based on the campus.
- b. Future Land Use Map
 - i. Existing: Natural Area
 - ii. Proposed: Business & Industrial
- c. Zoning Map
 - i. Existing: Rural Residential (RR)
 - ii. Proposed: Heavy Industrial- Conditional Zoning District (HI-CD)
- d. Proposed Uses
 - i. Primary Use
 1. Civic Building
 - ii. Accessory Use
 1. Office Use
 2. Warehouse

3. Outdoor Storage Area for Vehicles, Equipment and Materials
4. Yard Waste Convenience Center
5. Fueling Station (*for Town Fleet Vehicles only*)
6. Vehicle Service (Major)
 - a. Vehicle Wash Area
 - b. Vehicle Fleet Maintenance

2. UDO Section 2: Districts

a. 2.2 District Standards (Table 2.2.3-A)

i. Perimeter Buffer

Perimeter Buffers	Required	Proposed
Adjacent to Residential Use Districts	150-ft	20-ft ¹
Adjacent to Commercial & Mixed Use Districts	150-ft	20-ft
Adjacent to Employment/Campus Use Districts	100-ft	20-ft
Adjacent to Planned Unit Development Districts	N/A	25-ft ²

1. The 20-ft perimeter buffer shall be located behind the 20-ft Town Greenway Easement when the greenway is adjacent to the property line.
2. Comprised of a 20-ft Duke Energy Access Easement and a 5-ft planted buffer along the western property line.

ii. Building Height

1. This project proposes a maximum building height of 50-ft.

3. UDO Section 3: Use Provisions

a. Permitted Uses (Table 3.2-A)

- i. This project proposes the following uses on this property. Note some uses may be in future phases.
 1. Civic Building
 2. Office Use
 3. Vehicle Service (Major)
 - a. Fleet Maintenance and Wash Area
 4. Fueling Station
 5. Warehouse
 6. Neighborhood Recycling Collection Point
 - a. Yard Waste Collection Area

4. UDO Section 5: Landscaping

a. 5.3.1 Perimeter Buffer

i. Table 5.3.1-B Required Perimeter Buffer

1. 25-ft wide perimeter buffer when abutting PUD property has an existing 20-ft Duke Energy Access easement along the property line. The remaining 5-ft will be planted to Type A buffer standards.

Modified Buffers	Required Perimeter Buffer	Required	Proposed
A-1	Buffer when abutting PUD property determined by Administrator.	5 ft. Type A	25-ft with 20' Duke Energy Access Easement and 5-ft Type A Plantings
A-2	Northern Property Line – Buffer when abutting PUD property determined by Administrator.	20 ft. Type A. 2 Canopy Trees. 5 shrubs	20-ft. 2 Understory Trees. 10 shrubs

- ii. Type C Perimeter Buffer may be placed adjacent to the greenway easement where the greenway easement is located along the site perimeter.

b. 5.3.3.A Interior Vehicle Parking Area

- i. One Interior landscape island for 25 parking spaces around the Administration and Operations buildings.
- ii. Interior landscape islands shall not be required in open gravel storage lots south and southeast of the citizen's yard waste center.

5. UDO Section 7: Streets, Utilities and Other Infrastructure

a. 7.6.6.B Greenways

- i. The proposed greenway easement is reduced to 20 feet in order to support the development of new planting buffers, to preserve the existing cemetery, and to allow for placement of the Greenway in the most desirable location.

6. UDO Section 8: Building, Site & Subdivisions Lot Design Standards

a. 8.2.G.2.a.ii Façade Standards

i. Table 8.2.A – Type 3 Materials for Commercial/Mixed Use Building Types

1. The use of smooth finish metal panels (Type 3 material) shall be permitted the same as a Type 2 material on Commercial/Mixed-Use and Industrial and Warehouse building types.

UDO Standard	Modified Standard
Type 3 Materials: high quality, smooth finish metal panel or similar material determined by the Administrator.	Type 3 Materials: high quality, smooth finish metal panel or similar material determined by the Administrator.
N5: Limited to 10% of the building facade	N5: Shall be permitted same as Type 2 Materials

b. 8.4.C.2 Off-street Loading

- i. Off-street loading shall be allowed on the front, street-side elevation of the Operations Building to allow for efficient use of the site and building.



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 21.

Public Hearings

Title: Holly Springs Operations Campus Development Plan 23-DP-12 - Quasi-Judicial Public Hearing

Strategic Priority Area: Growth Management & Economic Vitality
Organizational Excellence

Staff Resource: Cheryl Caines, Development Services, Catherine Jacobs, Development Services

Action(s):

- Conduct Quasi-Judicial Public Hearing.
- Adopt Resolution 24-12 to make and accept the Findings of Fact for consideration of and to approve Development Plan 23-DP-12 for Holly Springs Operations Campus with the conditions stated in the attachment.

Explanation:

- The Town has received a Development Plan request for the development of the Town Operations Campus on a 30.95 acre site at the intersection of Bumgardner Drive and a future public collector road yet to be named.
- The future road (currently identified as Southern Access Road) is being constructed by the NC Department of Transportation along a portion of the site frontage.

Staff Recommendation: Approve

Planning Board Recommendation: Approve

A summary of the Planning Board discussion is in the staff report.

Background:

- The parcel was zoned R-30 (reassigned to RR Rural Residential) on January 17, 2006, when the property was added to the Town's Extra Territorial Jurisdiction (ETJ).
- The Town Operations Campus will be located adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park. The first phase of the Operations Campus will include an administration building, warehousing, additional offices and a convenience center yard waste facility.
- Phase 1A Construction is scheduled from April 2024 to October 2024.
- Phase 1B Construction is planned for July 2024 with an anticipated Notice to Proceed in August 2024 with an estimated completion in March 2026.

Funding Source(s):

Town Council Business Meeting
May 21, 2024

N/A

Attachment(s):

1. 23DP12_HSTownOps_TCStaffReport_052124
2. 23DP12_HSTownOps_Resolution
3. 23DP12_HSTownOps_Application
4. 23DP12_HSTownOps_Plans



Project Type: Development Plan

Concurrent Applications:

☐ n/a

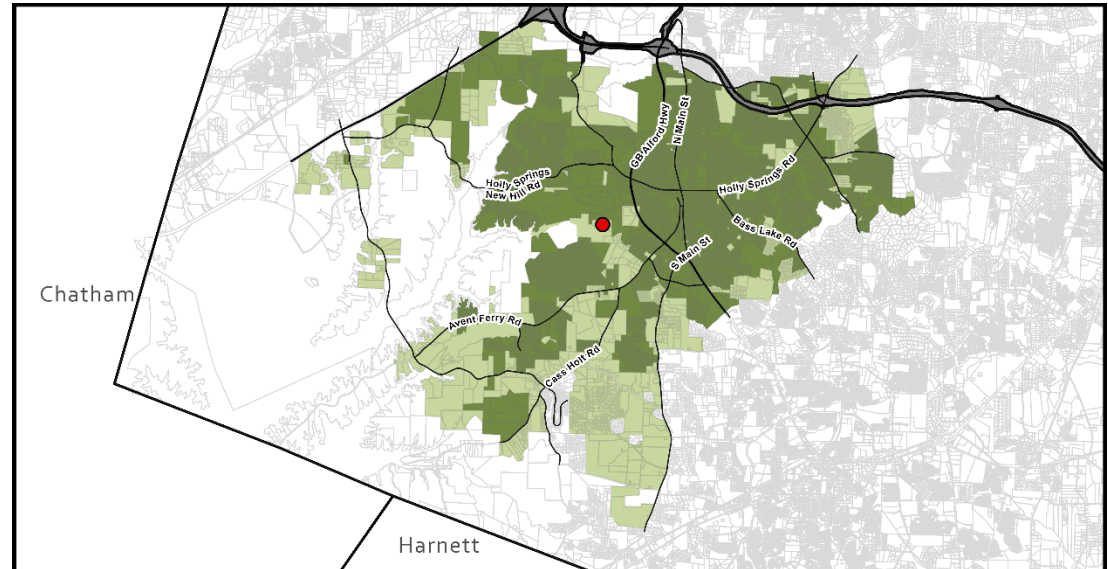
Applicant / Petitioner:

Rachel Watson / CLH Design (See Petition)

Property Address:

0 Irving Pkwy.

Property Area: 30.95 ac.



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

Project Summary:

A Development Plan for a Town administration and operations facility south of the intersection of Green Oaks Parkway and Bumgartner Road.

Requested Action:

Quasi-Judicial Decision: The Town Council must hold a quasi-judicial hearing to collect facts and then make a decision based on the written and oral evidence presented and adopted town policies and procedures.

Table of Contents:

Case Summary	Page 2
Current Zoning Information	Page 3
Land Use & Character Information	Page 4
Transportation Information	Page 6
Parks, Recreation & Greenways Information	Page 8
Community Facilities Information	Page 9
Infrastructure & Utility Information	Page 10
Natural Resources Information	Page 12
Development Standards	Page 13
Decision-Making Information	Page 17



Case Summary

Current Zoning:

HI Heavy Industrial

☒ Conditional Zoning District

Current Major Subdivision Plan:

None



Aerial Photograph

Growth Strategy Map:

Places to Enhance

Small Area Plan Designation:

N/A

Future Land Use Plan Designation:

Business & Industrial

Staff Analysis:

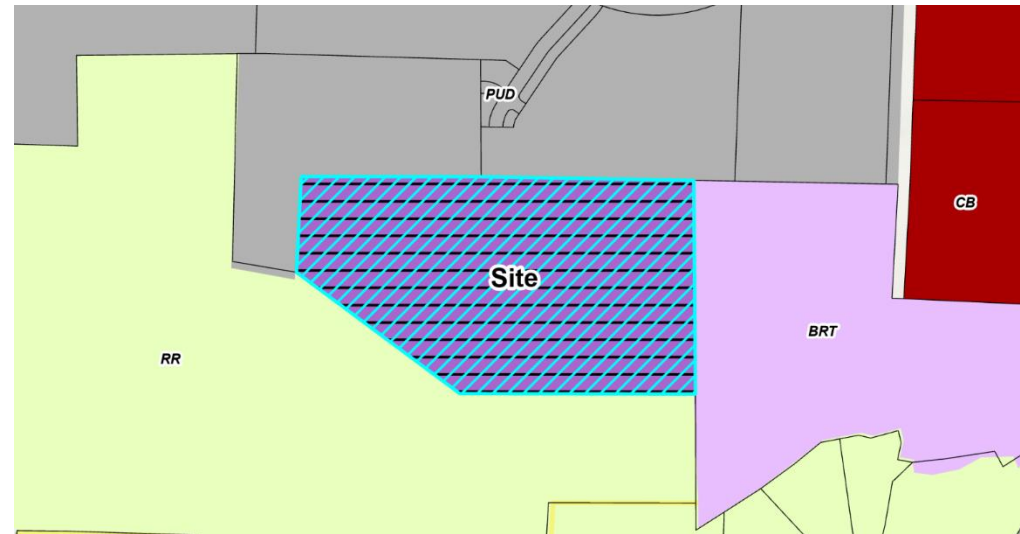
The requested Plan is: ☒ Consistent with Adopted Plans /Ordinances ☐ Inconsistent with Adopted Plans/Ordinances

The Development Plan complies with minimum requirements specified in Town adopted land development plans, policies, and ordinances.

Staff Recommendation: ☒ Approve ☐ Deny

**Current Zoning Information**

Parcel #	Zoning	Area
0649206441	HI Heavy Industrial	26.19 ac.
Total Area		26.19 ac.



Current Zoning Map

Adjacent Property Current Zoning Information

	Zoning	Existing Land Use
Subject Property	HI Heavy Industrial	Vacant
North	PUD Planned Unit Development	Vacant/Distribution Center
South	RR Rural Residential	Vacant
East	BRT Business & Research Technology	Wastewater Treatment Facility
West	PUD Planned Unit Development	Vacant

Parcel Rezoning History

Rezoning Number: 06-01 (Establish ETJ)
 Original Zoning: Wake County
 Approved Zoning: R-30 (Reassigned to RR with new UDO)
 Approval Date: January 17, 2006

Rezoning Number: 23-REZ-07
 Original Zoning: RR Rural Residential
 Approved Zoning: HI-CD Heavy Industrial Conditional Zoning District
 Approval Date: Pending Town Council Consideration on 5/21/24

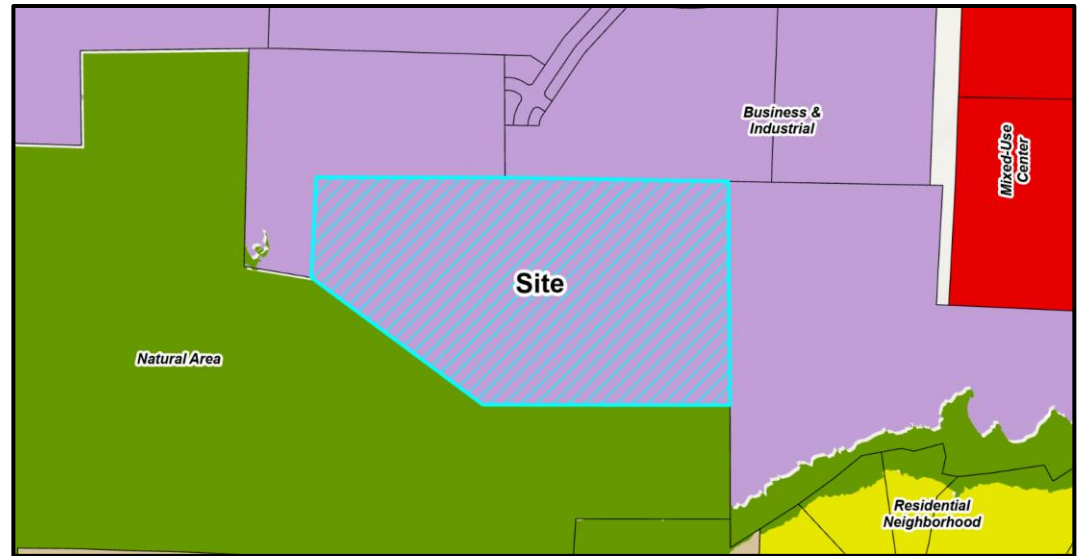


Land Use & Character Information

Growth Strategy Map: Places to Enhance

Future Land Use: Business & Industrial

Small Area Plan: N/A



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	Summary
☐ Establish Mixed-Use Activity Centers Throughout Holly Springs	Mixed-use and walkable development
☐ Suburban Remix	Activate neighborhood centers
☐ Suburban Retrofit	Redevelop existing centers into mixed-use, multi-modal, activated centers
☐ Context-Sensitive Infill Development Choices	Infill around single use residential areas
☒ Transitions	Complement existing development and avoid incompatibilities
☐ Increase Home & Neighborhood Choices in Holly Springs	Variety of integrated housing products
☐ Increase Diversity & Affordability of Housing in Holly Springs	Adequate supply of affordable housing
☒ 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 multidwelling) 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: Business & Industrial

Business & Industrial Centers provide opportunities to concentrate employment clusters throughout the town. They support both large-scale, single tenant office and industrial buildings and smaller, multi-tenant office and industrial buildings that are clustered and may support and serve one another. Business & Industrial Centers are typically buffered from surrounding development by tree preservation areas or landscaped areas, with the type and size of the buffer a function of the activities being performed on the site.

Key Characteristics:

- Large blocks and may not have discernible structure.
- Parking is off-street surface lots or parking decks screened from view from the street.
- Preservation of resources is not prioritized.
- Not typically designed as walkable but may include formal open spaces for the use by employees.
- Building placement and lot size varies depending on scale or use, but buildings should face the street where possible.
- Building types are primarily office and industrial.,
- Streets are auto-oriented and with sidewalks providing internal connectivity within development sites and to adjacent uses.

Small Area Plan: N/A

Historic Structures: ☒ None

Future Land Use Staff Analysis:

The requested Development Plan is: ☒ Consistent ☐ Inconsistent

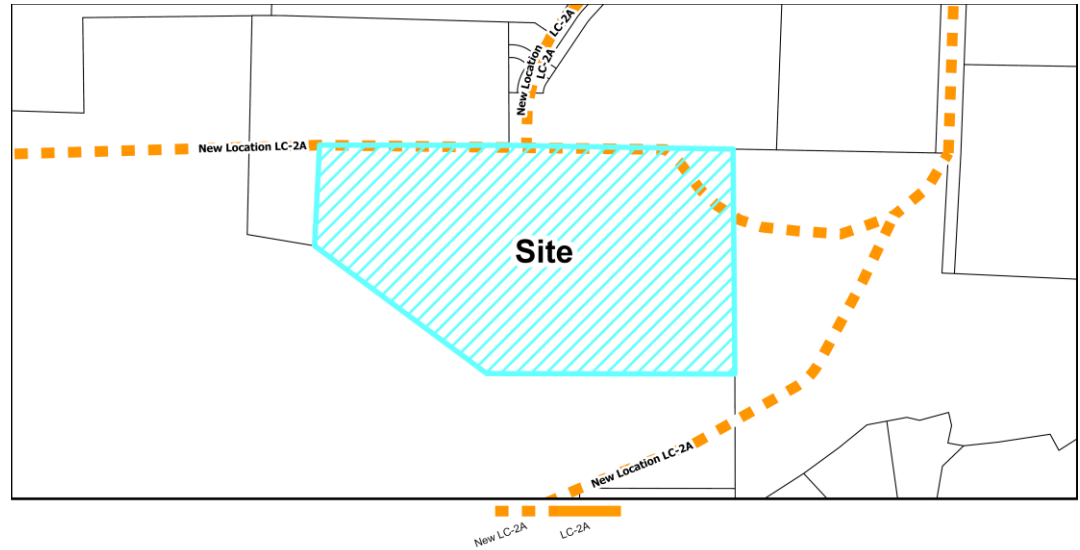
The proposed development is consistent with the Future Land Use Plan. Proposed uses concentrate employment uses and are compatible with the surrounding area.



Transportation Information

Comprehensive Transportation Plan

Road Widening along Project Frontage	☐ Required
	☒ Not Required
New Location Roadways	☒ Required
	☐ Not Required
Hotspot/Safety Study Location	☐ Yes ☒ No



Roadway Map

Comprehensive Transportation Plan Summary

Road Widening along Project Frontage:

The project parcel does not have property frontage along any existing roadways.

New Location Roadways:

There are two new CTP roadways affecting this property. The first is the southern extension of the existing Bumgardner Drive to the property and the second is an east/west connector known as the Southern Access Road. The design and construction of the Southern Access Road is an NCDOT project and will not be part of this development.

Hotspot/Safety Study Location:

There are no Hot Spot Studies impacting this project.

Improvement Prioritization:

n/a



Transportation Information (cont.)

Traffic Study Policy

- ☒ Traffic Study Required ☐ Tier 1
 ☐ Tier 2
 ☒ Tier 3
 ☐ Transportation Verification Memo

Traffic Study Summary

A Traffic Impact Analysis (TIA) and associated Transportation Mitigation Agreement was completed with the rezoning petition. This development will be required to adhere to and construct all recommended improvements within the approved TIA as follows:

Bumgardner Drive at Green Oaks Parkway:

- Provide an exclusive northbound left-turn with 100 feet of storage and appropriate taper.

Transportation Staff Analysis:

The requested Development Plan is: ☒ Consistent ☐ Inconsistent

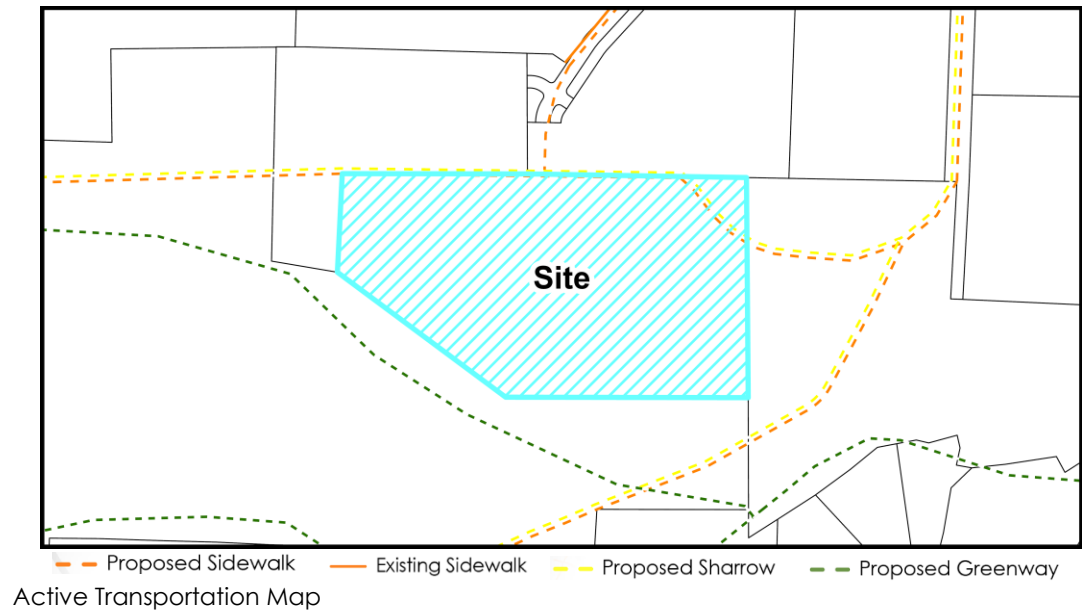
The mitigation improvements shown on the Development Plan are consistent with the Comprehensive Plan as well as the Traffic Study and Transportation Mitigation Agreement associated with the site's rezoning.



Parks, Recreation & Greenways Information

Park Search Area

☐ Yes

☒ No


Required Active Transportation Improvements

☒ Greenway

☐ Sidewalk

The Comprehensive Transportation Plan's Active Transportation Plan shows a Greenway in the vicinity of this project. This project will link a 10' Greenway path from the public Parking area near the future Southern Access Road to the current Town of Holly Springs Utley Creek Phase 2 Greenway project, providing an Accessible parking area and direct access to the future Greenway corridor.

Parks, Recreation, & Greenways Summary

This project is non-residential and not subject to any Parkland Dedication requirements. The proposed development meets all Greenway development standards of the Town's UDO.

Parks, Recreation, & Greenways Staff Analysis:

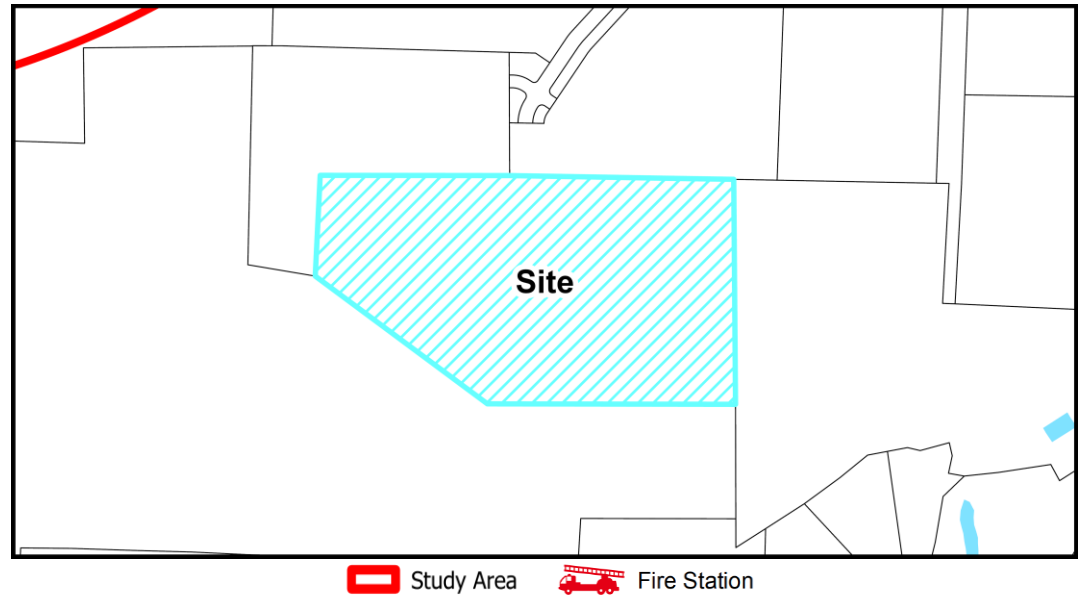
The requested Development Plan is: ☒ Consistent ☐ Inconsistent

The requested amendment is consistent with the Comprehensive Plan as it provides the greenway connection through this area of town shown on the Comprehensive Transportation Plan's Active Transportation Plan.



Community Facilities Information

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 Development Plan is: ☒ Consistent ☐ Inconsistent

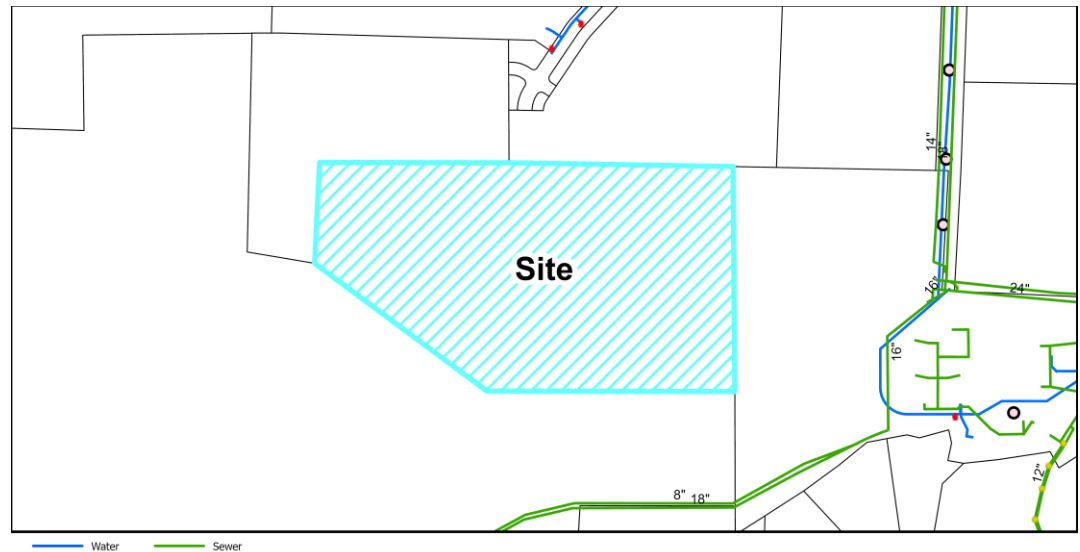
The project location is within existing service areas for the Town's public safety departments and does not exist within one of the search areas for a new public safety station shown on the Community Facilities Map. The proposed civic building uses will not have an impact on the school system.



Infrastructure & Utility Information

Utility Availability

Water	☒ Yes ☐ No ☒ Study Required
Sanitary Sewer	☐ Yes ☒ No ☒ Study Required
Reclaim	☒ Yes ☐ No ☒ Study Required



Utility Map

Infrastructure & Utility Summary

Water:

The project is required to tie to and extend Town water facilities to serve the proposed development. Watermain extensions are proposed along the extension of Bumgardner Drive and along the Southern Access Road (by others) across the width of the property in accordance with the Town's Long-Range Water plan. These waterlines will be installed by the developer in accordance with Town Policies. A Fire Flow Analysis was completed with this Development Plan and it confirmed adequate water pressure within the Town's system with the addition of this development.

Sanitary Sewer:

While not currently available to the property, sewer service will be provided via an onsite private pump station and forcemain to tie into the existing sanitary sewer infrastructure located in Green Oaks Parkway. This development will discharge to the existing Holly Springs Business Park Pump Station. Easement acquisition and construction associated with the forcemain route are included as part of this development. A downstream sewer study, including a pump station capacity analysis for the existing pump station, was completed with the rezoning. The study concluded the existing downstream sewer infrastructure and the existing pump station have adequate capacity to support the park.

Reclaim:

This project is located within the Town's Reclaim Water Service Area. The project is required to tie to and extend Town reclaimed water facilities to serve the proposed development. Watermain extensions are proposed along the extension of Bumgardner Drive and along the Southern Access Road (by others) across the width of the property. These waterlines will be installed by the developer in accordance with Town Policies.

**Infrastructure & Utility Information (cont.)****Water Resource Management (WRMP) Policy**

- | | | | |
|---|--|---------------------|---|
| ☒ WRMP Applicable | ☒ Tier 1 | Allocation Elements | ☐ Public Infrastructure Improvements |
| ☐ WRMP Not Applicable | ☐ Tier 2 | | ☐ Sustainable Design |
| | ☐ Tier 3 | | ☐ Work Force Housing |
| | | | ☐ Open Space/Tree Preservation |

Water Resource Management Policy Summary

This development is subject to the Water Resource Management Policy and has provided a Utility Allocation Request. All utility allocation requests must be approved by the Town Council. The Utility Allocation Request will be considered with the project rezoning request (23-REZ-07).

Utility Allocation Summary

Priority Level: Priority Level 1

Allocation Assignment: Operational Reserves

Allocation Requested: 17,450 gallons per day

Staff Determination: Sufficient allocation remaining in the Operational Reserves assignment to support this project for the proposed build out year of 2027

Infrastructure & Utility Staff Analysis:

The requested Development Plan is: ☒ Consistent ☐ Inconsistent

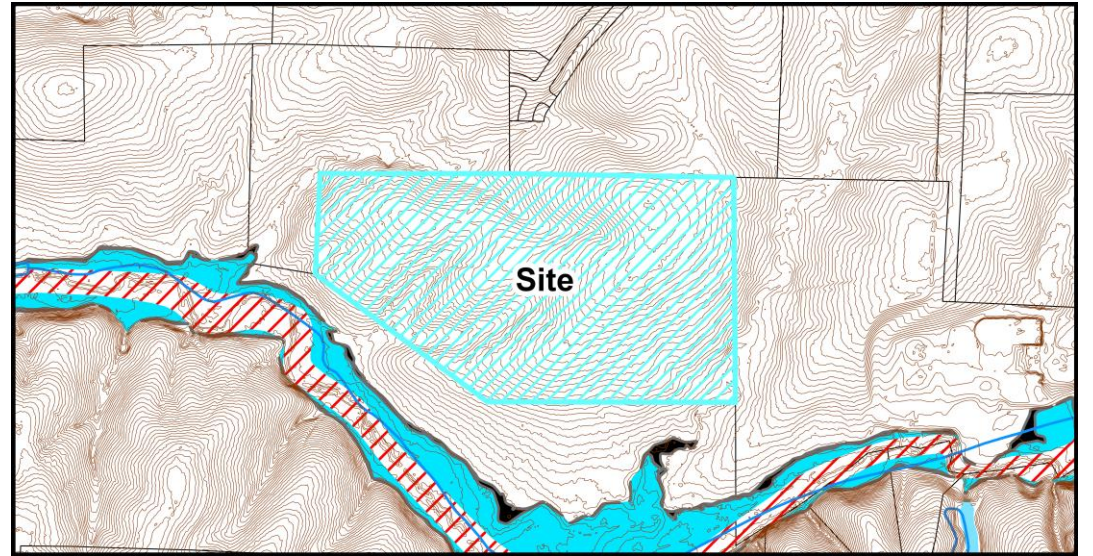
The proposed utility connections and extensions are consistent with the Comprehensive Plan as well as the Engineering Studies associated with the site's rezoning and Development Plan Petitions.



Natural Resources & Open Space Information

On-site Private Open Space 3% (34,847 sq ft)

Tree Preservation Area	0%
Active Recreation Area	2% (23,086 sq ft)
Urban Civic Space	0%
Flexible Space	1% (11,761 sq ft)



— Cape Fear/Neuse River Basin Ridge Line

— Streams



FEMA Special Flood Hazard Area

Wake County Lakes

Natural Resources Map

Natural Resources & Open Space Summary

Open Space:

The project is providing tree preservation in the stream buffer in the site's SE corner (flexible space), outdoor space for staff recreation and breaks, walking paths with benches, and a greenway trailhead to meet the open space requirements. A greenway connection is also proposed along the western and southern property lines as required by the Parks, Recreation, & Greenways Master Plan.

Stormwater:

The project is located within the Cape Fear River Basin proposing to treat all new impervious surfaces onsite with Stormwater Control Measures. There are several jurisdictional features located onsite such as wetlands, a stream and Riparian buffers.

Natural Resources & Open Space Staff Analysis:

The requested Development Plan is: ☒ Consistent ☐ Inconsistent

Any and all permits required to construct this development must be obtained prior to Civil Construction Drawing approval. This has been designed in a way to minimize impacts to the existing environmental features and is consistent with the previously approved Rezoning for the Holly Springs Operations Campus.



Development Standards

The following is a summary of how the proposed development satisfies the applicable 2022 Holly Springs Unified Development Ordinance (UDO) and 22-REZ-07 Holly Springs Operations Campus Conditional Zoning District.

Development Standards Summary

Development Standards (UDO Section 2 & Rezoning):

Building Placement	Standard	Proposed
Thoroughfare Setback (front)	30 ft	45 ft
Side – Corner Setback	30 ft	228 ft
All Other Setbacks (Side and Rear)	5 ft	258 ft

Building Height	Standard	Proposed
Maximum Building Height	50 ft	32' 8"

Open Space and Conservation (UDO Section 4):

Minimum On-Site Private Open Space	Standard	Proposed
Total Minimum Required:	3% (34,224 sq ft)	3% (34,847 sq ft)
Tree Preservation	0%	-
Active Recreation Area	2% (22,816 sq ft)	2% (23,086 sq ft)
Flexible Space	1% (11,408 sq ft)	1% (11,761 sq ft)

Landscaping (UDO Section 5):

	Standard	Proposed
Perimeter Buffers		
Thoroughfare Buffer (North)	20' Type A-2	20' Type A-2
West	25' Type A-1	25' Type A-1
East	20' Type A	20' Type A
South	20' Type C	20' Type C
Foundation (per lineal ft of building facade)		
Trees	1 canopy tree / 75 ft. or 2 understory trees / 75 ft.	1 canopy tree / 75 ft. and 2 understory trees / 75 ft. ¹
Shrubs	Large: 1 / 5 ft Medium 1.5 / 5 ft Small: 3 / 5 ft	1 / 5 ft large shrubs ¹



¹ Operations building foundation landscaping has been relocated to north and east of the building along the site fence line per Administrative Alternate Landscape Plan.

Interior Vehicle Parking Area

	1 landscape island with one tree and 4 shrubs/25 parking spaces	1 landscape island with one tree and 4 shrubs/25 parking spaces
--	---	---

Street Trees

	Thoroughfare: Trees on private property within 5 ft of the right-of-way	Street trees provided on property within 5 ft of the right-of-way
--	---	---

Parking (UDO Section 6):

	Standard	Proposed
Vehicle Parking Locations	Unrestricted	Parking proposed mostly to the rear of buildings; some parking between Operations building and street
Minimum Parking ²	95 spaces Administration 80 spaces Operations	127 spaces Administration 80 spaces Operations
Bike Parking	21 spaces	22 spaces
EV Parking	5% EVSE: 10 spaces 15% EVSE Ready: 31 spaces	EVSE: 14 spaces EVSE Ready: 38 spaces

²Study provided to demonstrate required parking. Parking does not include areas provided for Town vehicles & equipment.

Building, Site and Subdivision Design (UDO Section 8):

	Proposed
Building Design Administration Building – Medium Sized, Commercial/Mixed Use Building Standards Operations Building – Medium Sized, Industrial & Warehouse Building Standards	
Building Materials	Administration and Operations Building - proposed materials include two styles of modular thin brick, metal panels, aluminum/wood composite materials, and aluminum curtainwalls and trim. Façade facing areas with vehicle and pedestrian traffic include glazing features. A trellis system is provided on an interior facing façade between the administration and operations building where windows cannot be provided. The mix of materials provides a variety of textures and colors.
Horizontal Variation	Horizontal variations are provided to discern a building base, middle, and top. Administration Building - the base is predominantly a darker brick veneer with soldier course below the first story windows. Brick veneer, metal panels, and a wider aluminum cap create a building top.



	Operations Building – a darker brick veneer is provided for the base. Metal and wood panels create a building top.
Vertical Variation	Distinct building bays are created through material changes, façade articulation, and garage bay openings. - Administration Building – vertical variations provided every 50 ft or less per standard. - Operations Building – vertical variations provided every 75 ft or less per alternative standard. Canopies are provided as an additional human scale design element to allow the alternative standard.
Roof Expression	Breaks or changes in roofline are provided to create a varied roof expression. - Administration Building - roofline variation provided every 100 ft or less per alternative standard. Vertical recesses and pedestrian scale light fixtures provided as additional human scale design elements to allow the alternative standard. - Operations Building – roofline variation provided every 60 ft or less per standard.
Site Design	
Off-street Loading	Off-street loading is proposed on the front and rear sides of the Operations building as is allowed per the Conditional District Rezoning (23-REZ-07). Additional landscaping is provided along the street to minimize visual impacts.
Pedestrian Access & Circulation	Sidewalks provide connections to the public street (future collector), through the parking lot, and to the greenway.

Development Standards Staff Analysis

The applicant must demonstrate that the proposed Development Plan complies with minimum requirements specified in Town adopted land development policies and ordinances.

Staff has reviewed the application and has determined the proposed Development Plan is:

☒ Consistent with Adopted Plans ☐ Inconsistent with Adopted Plans

The Development Plan is consistent with the Town's adopted plans for the following reasons:

- The land uses proposed are compatible with the surrounding area including employment uses in the Holly Springs Business Park and the Town's Utley Creek Water Reclamation Facility.
- Perimeter buffers and screening are provided to mitigate any off-site or visual impacts.



- Open space is being provided by a walking path open to all visitors near the Administration building, recreation and break space for employees, and tree preservation/conservation areas around Utley Creek where it crosses the site in the far SE corner. In addition, a greenway connection and trailhead are also provided through the site in-line with the Comprehensive Plan.
- Public streets and utilities are being constructed to serve the site and adjacent areas for future development and connectivity.
- The design of the project furthers the goals of the Comprehensive Plan by concentrating employment uses in the business park, utilizing existing infrastructure, and providing better services to residents by consolidating Town operations.



Decision-Making Information

Development Plan Staff Analysis

The Development Plan complies with minimum requirements specified in Town adopted land development policies and ordinances.

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: 9/20/2023

Summary of Issues: No meeting attendees.

Planning Board Action

Planning Board Meeting Date: 4/23/2024

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 proposed Development Plan is consistent with the technical standards of Town of Holly Springs Unified Development Ordinance.

The Planning Board discussed the following issues and concerns:

- Lack of tree preservation/canopy preservation.
- Reduction in buffer width requirements for this application.
- Traffic concerns with limited connectivity for the site.
- Questions about noise, yard waste collection facility, which departments will be relocated to the site, capacity for future staff, greenway connectivity, and access/maintenance of the existing family cemetery on-site.



Planning Board Recommendation:

Recommend that the Town Council **approve** Development Plan 23-DP-12 for Holly Springs Operations Campus as submitted by CLH Design, dated Revised 3/14/2024 with staff recommended conditions.

The Planning Board voted in favor of the motion (9 - 0)

Town Council Consideration & Action

Quasi-Judicial Public Hearing

Prior to the Quasi-Judicial Public Hearing:

- Mailed notice will be sent to all property owners within 500 feet of the project.
- Posted notice will be made with a public hearing sign on the property.

Town Council Decision: Quasi-Judicial Decision

Quasi-Judicial Decision:

Quasi-Judicial decisions are determined by the presentation of factual evidence as to whether the proposed Development Plan satisfies the applicable development standards. The Town Council must hold a Quasi-Judicial public hearing to collect facts and then make a decision based on the written and oral evidence presented. A Quasi-Judicial decision must be made on facts and evidence and cannot be based on opinions or hearsay. Anyone who presents facts and evidence during the Quasi-Judicial public hearing must be sworn in under oath and may be subject to cross-examination. These criteria shall be used to evaluate whether the proposal will cause significant adverse impacts on adjacent properties:

1. Criterion 1: The land uses and development intensity of the proposed project will not have significant adverse impacts on adjacent properties and are consistent with the character of the Zoning District and the land uses authorized therein.
2. Criterion 2: The proposed project provides for the preservation, improvement, and/or enhancement of open spaces and provides sufficient land dedicated for public park space or an equivalent fee-in-lieu.
3. Criterion 3: The proposed layout of streets, lots, utilities, water metering, and public improvements, and their relation to the topography of the land, reflect a design which can be economically served by the Town with public services and facilitates the use and future development of adjacent properties.



4. Criterion 4: The proposed building or site design enhances the public realm, maximizes natural surveillance and visibility, facilitates pedestrian access and circulation, and reinforces the Town's character.
5. Criterion 5: The design of the project furthers the goals and policies of the Comprehensive Plan.

Potential Development Plan Petition Motion

Adopt Resolution 24-12 to make and accept Findings of Fact for and to approve Development Plan 23-DP-12.



Resolution No. 24-12

Date Adopted: May 21, 2024

Effective Date: May 21, 2024

**RESOLUTION OF THE TOWN OF HOLLY SPRINGS TOWN COUNCIL
MAKING FINDINGS OF FACT FOR
AND TO APPROVE WITH CONDITIONS
DEVELOPMENT PLAN (23-DP-12);
FOR HOLLY SPRINGS OPERATIONS CAMPUS**

WHEREAS, the Town of Holly Springs Town Council adopted *Town of Holly Springs Unified Development Ordinance* ("UDO") in March 2022; and

WHEREAS, pursuant to NCGS §§160D 403 and Chapter 11 of the Town of Holly Springs UDO, the Town Council of Holly Springs ("Town Council") has the authority to grant approval of Development Plans if competent and substantial evidence is presented by the Petitioner which allows the Town Council to find as a fact that conditions either currently exist or may exist after implementation of conditions by the Town Council. Such findings are each of the following:

Development Plan Findings of Fact:

The Town Council shall consider the following review criteria in determining whether to approve, approve with conditions, or deny a Development Plan.

Criterion 1: The land uses and development intensity of the proposed project will not have significant adverse impacts on adjacent properties and are consistent with the character of the Zoning District and the land uses authorized therein.

Criterion 2: The proposed project provides for the preservation, improvement, and/or enhancement of open spaces and provides sufficient land dedicated for public park space or an equivalent fee-in-lieu.

Criterion 3: The proposed layout of streets, lots, utilities, water metering, and public improvements, and their relation to the topography of the land, reflect a design which can be economically served by the Town with public services and facilitates the use and future development of adjacent properties.

Criterion 4: The proposed building or site design enhances the public realm, maximizes natural surveillance and visibility, facilitates pedestrian access and circulation, and reinforces the Town's character.

Criterion 5: The design of the project furthers the goals and policies of the Comprehensive Plan.

Office of the Mayor

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Email: sean.mayefskie@hollyspringsnc.us

WHEREAS, the Town Council has heard sworn testimony and has accepted and entered the Applicant's findings of fact into the minutes (Exhibit A), have received site plans, and have considered conditions of approval (Exhibit B) for the following requested Development Plan:

Development Plan (23-DP-12): A Town Operations Facility near Green Oaks Pkwy & Bumgardner Rd, Wake County PIN 0649206441 in the HI-CD Heavy Industrial Conditional Zoning District.

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

THEREFORE, BE IT RESOLVED by the Town Council to make and accept the Findings of Fact and to approve with conditions (Exhibit B) Development Plan (23-DP-12) for Holly Springs Operations Campus; as submitted by CLH Design.

Adopted by the Holly Springs Town Council on this, the 21st day of May, 2024.

Town of Holly Springs by

Sean Mayefskie, Mayor

ATTEST:

Linda McKinney, Town Clerk



Office of the Mayor

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RESOLUTION EXHIBIT A

DEVELOPMENT PLAN FINDINGS OF FACT SUBMITTED BY APPLICANT

Criterion 1: The land uses and development intensity of the proposed Project will not have significant adverse impacts on adjacent properties and are consistent with the character of the Zoning District and the land uses authorized therein.

- The existing land use is Natural Area and the proposed land use will be Business & Industrial which complements adjacent facilities.
- The proposed rezoning aligns with the planned growth of the Town and the goals of the Comprehensive Plan. The site is situated within the Holly Springs Business Park. The site is currently zoned Rural Residential but does not immediately adjoin any residential lots. The property to the southwest is owned by Duke Energy. The property to the west and north is the Planned Unit Development (PUD) of the Holly Springs Business Park. To the west is the water treatment plant on land that is zoned Business Research Technology (BRT). The proposed HI-CD zoning for this site compliments the surrounding uses.

Criterion 2: The proposed Project provides for the preservation, improvement, and/or enhancement of Open Spaces and provides sufficient land dedicated for public park space or an equivalent fee-in-lieu.

- An existing stream and wetland system is preserved on the southeastern edge of the project site. The proposed greenway will cross this stream/wetland area and will create an enhanced user experience and create access to natural features
 - The existing stream /wetland is part of the open space/tree conservation requirement for the project site.
- On the western side of the Citizen's Convenience Center and the Gravel Laydown Area, there is an existing wooded area that preserved during this phase of the project
- Town of Holly Springs staff members have access to walkways that meander around a proposed constructed stormwater wetland
- Overall the project proposes enhancement of natural and open space through landscape perimeter buffers, constructed wetlands and preservation of existing vegetation and streams/wetlands.

Criterion 3: The proposed layout of Streets, Lots, utilities, water metering, and public improvements, and their relation to the topography of the land, reflect a design which can be economically served by the Town with public services and facilitates the use and future development of adjacent properties.

- Proposed extension of Bumgardner Road to connect to the project site. On-site there will be no public streets but provide roads will connect to the Administration Building, Operations Building, Citizens Convenience Center, and Gravel Laydown area.
 - The Operations Building and Gravel Laydown area will be accessed by authorized personnel only.
- The existing site conditions drive the proposed site plan and limits/avoids disturbances of environmental and natural features
 - The site is heavily wooded with challenging topography and multiple streams and wetland features

Criterion 4: The proposed Building or site design enhances the public realm, maximizes natural surveillance and visibility, facilitates pedestrian access and circulation, and reinforces the Town's character.

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- Enhances public realm
 - The Town of Holly Springs is proposing an Operations Campus to serve the growing community. The campus is adjacent to the Utley Creek Water Reclamation Facility in the Holly Springs Business Park and includes a convenience center for residents to drop off yard waste, office and meeting space for Public Works teams including administration, solid waste collection, street repairs, and concrete. Staff from Utilities & Infrastructure and other administrative departments will also be based on the campus.
- Maximizes natural surveillance and visibility
 - The Operations Building and associated parking area/ loading area is secured through a fencing/gate system for authorized personnel only
- Facilitates pedestrian access and circulation
 - The Operations Campus project will provide greenway access and sidewalk connections to be used by both Town staff and visitors
- Reinforces the Town's character
 - Holly Springs is rapidly growing. The Operations Campus reflects the need for public services for the growing community and the need for additional facilities for Town staff.

Criterion 5: The design of the Project furthers the goals and policies of the Comprehensive Plan.

- Land Use and Character Plan
 - The Operations Campus is appropriately sited in the existing Holly Springs Business Park and the proposed land use and zoning which correspond to adjacent developed parcels
- Comprehensive Transportation Plan
 - The project is proposing a Bumgardner Road extension to match the existing cross section which is a 2 Lane Non-Residential Collector
 - A traffic impact analysis (TIA) has been completed and this project will design and be constructed to the recommended improvements as indicated in the TIA.
- Parks, Recreation and Greenways Master Plan
 - The proposed greenway for the will connect to the Utley Creek Greenway
 - There will be additional passive recreational opportunities for Town staff and visitors such as a pedestrian pathway around a proposed constructed wetland
- Community Facilities
 - With the increased population growth of Holly Springs and the potential for future development, the Operations Campus provides a public service facility for the community. The Operations Campus also provides facilities for Town staff such as Utilities & Infrastructure and other administrative departments.
- Infrastructure and Utilities
 - There will be a private pump station serving the Operations Campus site
 - Utilities will be extended from Green Oaks Parkway to the project site
- Natural Resources
 - The outstanding physical features of the site are its environmental site characteristics (forested areas, topography, stream and wetlands). The site plan has been intentionally and thoughtfully prepared to let the valuable environmental site characteristics drive the design and avoids or limits disturbances to these natural resources. The proposed greenway alignment and grading will preserve the existing cemetery.

Office of the Mayor

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RESOLUTION EXHIBIT B

DEVELOPMENT PLAN CONDITIONS OF APPROVAL

CONDITIONS:

1. All conditions of approval for Holly Springs Operations Campus Conditional Zoning District apply to this plan except for any condition that describes a fee or a fee-in-lieu to be paid shall now comply with the current amounts due pursuant to the Town's current annual budget or any unexpired development agreement.
2. The following must be submitted with the first Construction Drawing submittal:
 - a. A point-by-point photometric plan for all site lighting (not including public right-of-way street and pedestrian lights) in conformance with lighting levels specified in UDO Section 7.02 shall be submitted to and approved by Development Services.
 - b. Provide bike parking space dimensions per UDO Section 6.5.3.E. & G.
 - c. Show all locations and screening for ground mounted mechanical equipment, utility boxes, HVAC, etc.
 - d. Show final location of the flag poles on site and landscape plan sheets.
 - e. Provide a decorative crosswalk detail that finalizes the exact colors, materials, and patterns to be used.
 - f. Provide screening from the greenway path for the proposed pump station.
3. Prior to Construction Drawing Approval, the following items must be addressed:
 - a. Street Tree locations shall be shown with approved lighting fixture locations shall be positioned as to not interfere with any lighting fixtures or any site distance triangles.
4. Sign permits are required prior to sign Installation for permanent signage.
5. ALL recommendations from the TIA and as a result of Town and NCDOT review associated with this project, must be incorporated into the plans no later than with your next submittal to avoid delays in your development review. This must be finalized prior to this project being scheduled for Planning Board and Town Council.
6. The Build-out analysis in the Traffic Impact Analysis (TIA) associated with this development, included a mix of background improvements and recommended development mitigations. If the assumed background projects do not occur, it should be the developer's sole responsibility to construct all of the background improvements included in the TIA unless additional analysis can be provided to demonstrate the background mitigations are not warranted by the subject development.
7. If build out exceeds the anticipated time frame in the approved TIA, an update of the TIA will be required prior to or with the Development Plan for the associated phase. Recommended improvements will be required to be completed prior to plat approval of that phase.
8. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1st construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum.
9. Off-site right-of-way dedication will be required in the form of a recorded plat prior to receiving construction drawing approval.
10. A Deed of Easement is required to be executed for public vehicular & public pedestrian access between the property owners at the time of plat.
11. All Special Studies must be finalized prior to being scheduled for Planning Board.
12. Provide documentation in the form of a recorded plat of any required offsite sewer easements prior to first construction drawing submittal – this will become a condition of plan approval.
13. The revised sewer study must be completed and finalized prior to first Civil Construction Drawing approval.

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RESOLUTION EXHIBIT C

TOWN COUNCIL'S FINDINGS OF FACT

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

The Town Council made the following additional findings:

X No additional findings

RESOLUTION EXHIBIT D

ADDITIONAL CONDITIONS OF APPROVAL

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

X No additional conditions of approval

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DEVELOPMENT PETITION

The current Filing Fees can be found on-line in the Town of Holly Springs Fee Schedule:

www.hollyspringsnc.us/2170/Development-Services



Petition Type:

- ☐ **Major Subdivision** (check all that apply)
- ☐ Residential ☐ Non-residential
- ☐ New ☐ Major Amendment* ☐ Minor Amendment*

- ☒ **Development Plan** (check all that apply)
- ☐ Residential ☒ Non-residential
- ☒ New ☐ Major Amendment* ☐ Minor Amendment*

- ☐ **Special Use Permit**
- ☐ New

* Specify purpose of amendment on Certificate of Plan Revisions

For DS Use only

Project # _____

Fees Paid: \$ _____

Date Received: _____

☐ Initial ☐ Revised ☐ Final

Project Information:

Project Name: Holly Springs Operations Campus - Phase 1b

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

PUD/Master Plan/Subdivision n/a Shopping Center/Lot# n/a

Project Location: 0 Irving Parkway

Use street address. If none, use the closest intersection

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

PIN: 0649206441 Real Estate ID: 0481411

Project Acreage (rounded to nearest tenth): 30.9 Partial Parcel: ☒ No ☐ Yes (additional fee)

Current Zoning: RR (rezoning to HI) Proposed Use (see UDO Table 3.2.A): Civic Buildings, Office, Warehouse

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

Waivers Requested: ☒ No ☐ Yes- Specify UDO Section Number(s): _____

If yes, complete and attach appropriate Waiver Petition(s) from Waiver Packet

Sketch Plan Review (Pre-Submittal) Meeting Date: 8/10/2023

If the Sketch Plan Review (Pre-Submittal) Meeting Date is not within 8 weeks of the submittal date, another Sketch Plan Review (Pre-Submittal) Meeting is required prior to submittal.

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

Project Applicant/Contact

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

Name Zak Pierce Company CLH design, p.a.

Mailing Address 400 Regency Forest Drive - STE 120

City Cary State NC Zip 27518

Telephone # (919) 319-6716 E-Mail zpierce@clhdesignpa.com

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

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

Design Professional if different than Applicant/Contact

Name _____ Company _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone # () _____ E-Mail _____

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

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

Developer

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

Architect

Name Paul Bonsall, AIA Company ADW Architects
Mailing Address 2815 Colliseum Center Drive STE 500
City Charlotte State NC Zip 28217
Telephone # (704) 379-1919 E-Mail pbonsall@ADWArchitects.com
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Landscape Architect

Name Rachel Watson Company CLH design, p.a.
Mailing Address 400 Regency Forest Drive - STE 120
City Cary State NC Zip 27518
Telephone # (919) 319-6716 E-Mail rwatson@clhdesignpa.com
How would you like to receive staff review comments? ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☐ E-Mail ☐ US Mail- Certified

Other: _____ (any other contact that should receive comments and correspondence for this project)

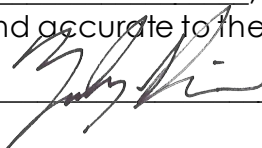
Name _____ Company _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone # (_____) _____ Alternate Telephone # (_____)
Fax # (_____) _____ E-Mail _____
How would you like to receive staff review comments? ☐ Fax ☐ E-Mail ☐ US Mail
How would you like to receive Official Action Notices?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

Property Owner - Required

Name Randy Harrington Company Town of Holly Springs
Mailing Address PO Box 8
City Holly Springs State NC Zip 27540
Telephone # (919) 557-3924 E-Mail randy.harrington@hollyspringsnc.gov
How would you like to receive staff review comments? ☒ E-Mail ☐ US Mail
How would you like to receive Official Action Notices? ☒ E-Mail ☐ US Mail- Certified

Certificate of Submittal Completion

I, Zak Pierce, certify that the information provided on this petition, plans and checklist are complete and accurate to the best of my knowledge.

Signature:  Date: 9-22-2023

Parking Study for the

Town of Holly Springs Operations Campus Phase 1

March 14, 2024

Introduction:

The project is a 31-acre campus that will combine an **Operations Building** that provides storage, parking, maintenance, and support for the Town's various Public Works, Utilities and Infrastructure, and Information Technology departments with an **Administration Building** that accommodates the office needs of the Town's Development Services and Utilities and Infrastructure departments.

Methodology:

Parking for the **Administration Building** is based on the numbers of actual staff that are allocated space in the building for Phase 1 of the project. There will be very few visitors to the building during business hours. There will also be instances during off-hours where the Multi-Purpose Room(s) will be used. The parking for those functions is based on the net capacity of those rooms. Note that the provided parking spaces exceed the required number of spaces to allow for future growth.

Parking for the **Operations Building** has Four components distributed between paved areas adjacent to the Operations Building and more remote gravel parking areas:

1. Staff Parking
2. Town Vehicles
3. Equipment
4. Large Town Trucks

The quantity of *Operations Staff Parking* is determined by the number of personnel that have been anticipated by the Town to be working from the facility for the next 15 years. Note that most of the Operations Personnel do not work in the building at assigned work stations.

The number of *Town Vehicles* are determined from a list of existing vehicles and other equipment.

The quantity of pieces of *Equipment* is determined from a list of existing vehicles and other equipment.

The number of *Large Town Trucks* are determined from a list of existing vehicles and other equipment that cannot fit within a standard 10' x 20' parking space, but have been assigned to 12' x 40' spaces.

Executive Summary:**Total Spaces:****Parking Required:**

Administration Building: 95 spaces (staff)

Operations Building:

256 spaces (staff, town vehicles, equipment)

35 spaces (large town trucks)

Parking Provided:

Administration Building: 127 spaces (staff)

Operations Building:

(Staff, town vehicles, equipment): 126 spaces (paved)

130 spaces (gravel)

(Large town trucks): 21 spaces (paved)

33 spaces (gravel)

Phase 1 Project Requirements:**Administration Building**

Town Personnel 95 spaces required

Operations Building

Staff Parking Required 80 spaces

Town Vehicles, Trucks, and Equipment Spaces per Department

Engineering	15	all 10 x 20
Development Services	8	all 10 x 20
Public Utilities – Admin	1	10 x 20
Public Works – Distributions	27	(12) 12 x 40, (15) 10 x 20
Public Works – General	1	(1) 10 x 20

Public Works – Streets	35	(8) 10 x20 vehicles, (15) 10 x 20 equipment, (12) 12 x 40
Public Works – Powell Bill	8	(3) 10 x 20 vehicles, (2) 10 x 20 equipment, (3) 12 x 40
Public Works – Solid Waste	28	(6) 10 x 20 vehicles, (22) 12 x 40
Public Works – Collections	13	(4) 10 x 20 vehicles, (4) 10 x 20 equipment, (5) 12 x 40
Meters/Cross Connections	4	all 10 x 20
Facilities Maintenance	4	all 10 x 20
Trucks/Equipment Totals:		
10 x 20 Town Vehicles	69	
10 x 20 Equipment	21	
12 x 40 Large Town Trucks	54	

Electric Vehicle (EV) Parking Spaces: For serving Phase 1 Staff Parking only:

Administration Building: 127 Total Spaces require 5% EVSE spaces per UDO Section 6.6, which will translate to 6 spaces served by 3 chargers. See below for breakdown of provided Electric Vehicle (EV) Parking Spaces for the Administration Building:

Provided

6 Spaces – EVSE 5% of 127 Spaces

8 Spaces – EV-R (Electric Vehicle Ready, Wiring & Breaker Only)

10 Spaces- EV-RCO (Electric Vehicle Ready, Conduit Only)

18 Spaces Total for Electric Vehicle Ready – 14% of 127 Spaces

Operations Building: The Town proposes to provide EV spaces only for Staff parking spaces on the paved areas around the Operations Building. 80 Total Spaces require 5% EVSE spaces per the UDO Section 6.6, which will translate to 4 spaces served by 2 chargers. The 76 remaining spaces require 15% EV-R spaces per the UDO, which translates to 12 spaces served by 6 chargers. See below for breakdown of provided Electric Vehicle (EV) Parking Spaces for the Operations Building:

Provided

8 Spaces – EVSE 10% of 80 Spaces

4 Spaces – EV-R (Electric Vehicle Ready, Wiring & Breaker Only)

16 Spaces – EV-RCO (Electric Vehicle Ready, Conduit Only)

20 Spaces Total for Electric Vehicle Ready 25% of 80 Spaces

NEIGHBORHOOD MEETING REPORT



Before submitting an application, the Petitioner must hold at least one (1) neighborhood meeting and submit to Development Services a written summary report of the neighborhood meeting. For more information, refer to UDO Section 11.5.

☒ Neighborhood Meeting Date: 9/20/2023
Time: 4:00pm
Location: Virtual (Microsoft Teams)

Notification of Owners:

1. The Petitioner or Petitioner's 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, owner of land within a **500 foot radius** of the subject property. Mailing notices shall include surrounding property owners and property owners' associations (or equivalent). 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 the address of the property itself.
2. The Notice shall include the date, time, and location of the Neighborhood Meeting; the name of the Petitioner; 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 deposited in the mail not less than ten (10) days nor more than 25 days before the date of the Neighborhood Meeting.

For DS Use only

Project # _____

Date Received: _____

☐ Complete ☐ Incomplete

Prior to mailing the written notices, the applicant shall notify the Town of the scheduled meeting date and time.

☒ Date of Notification Mailing: 9/7/2023

Conduct of Meetings:

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:

No neighbors attended the meeting.

Attach Additional Sheets as needed

Changes made to the Petition by the Petitioner as a result of the meeting:

N/A

Attach Additional Sheets as needed

Additional attachments required for the report:

- ☒ A listing of those persons and organizations that were sent notification about the Neighborhood Meeting.
- ☒ A copy of the signed attendance list that includes names and addresses of those in attendance.

Neighborhood Meeting Report Prepared by:

Preparer's Signature(s)

Date

9/22/2023

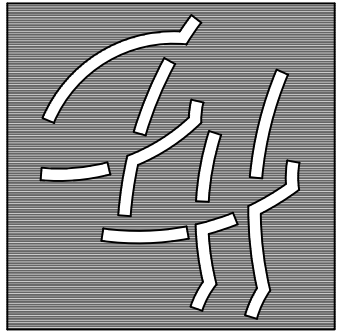
TOWN OF HOLLY SPRINGS OPERATIONS CAMPUS - PHASE 1B

DEVELOPMENT PLAN - SUBMITTAL #5

23-DP-12/PLDP202300258

23-REZ-07/PLRZ202300216

MARCH 14, 2024



CLH DESIGN, P.A.
400 Regency Forest Drive
Suite 120
Cary, North Carolina 27518
Phone: (919)319-8716
Fax: (919)319-7516
LA: C-106, PE: C-1595

adwarchitects
environmentsforlife.

SITE DATA:

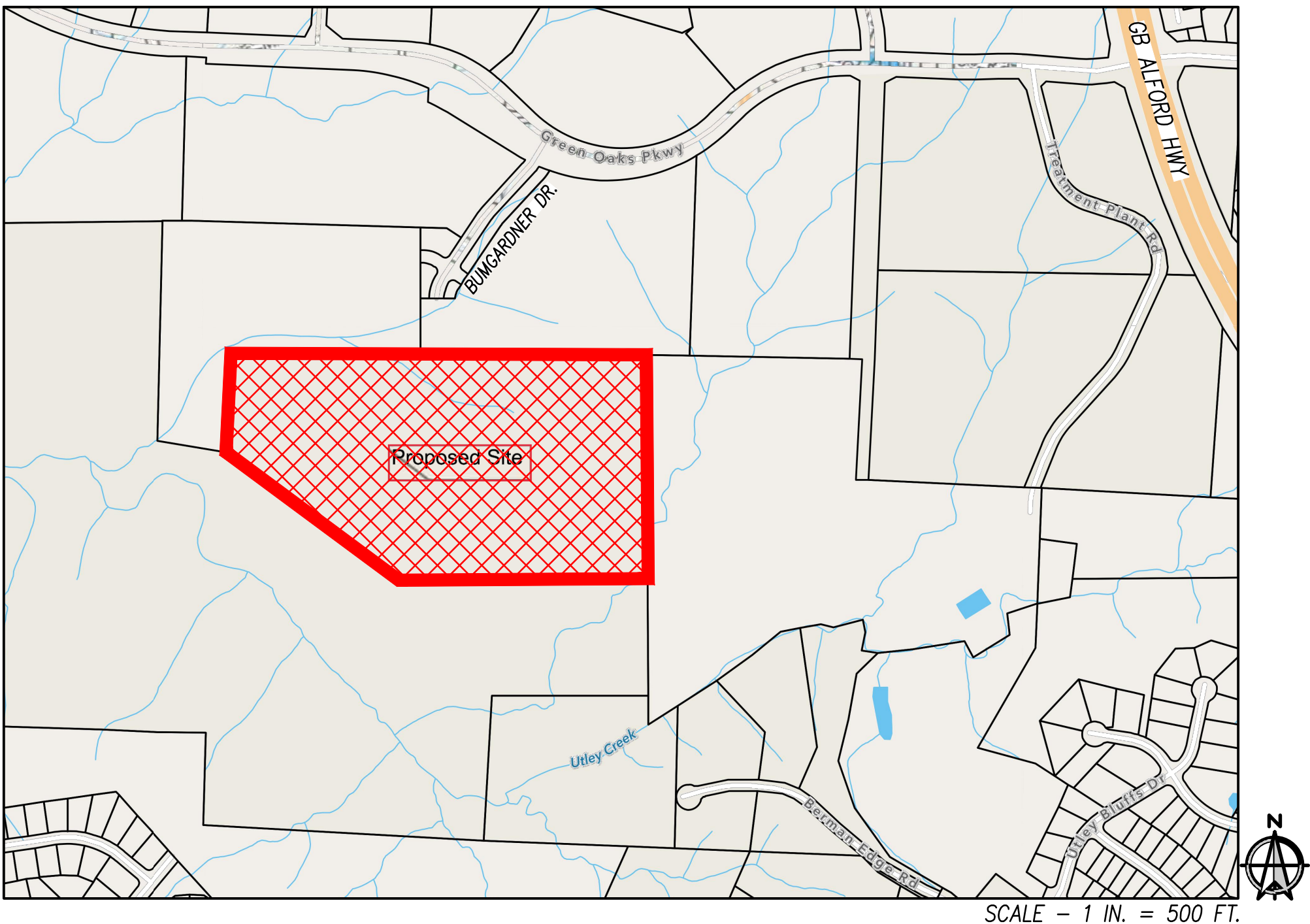
PROJECT:	TOWNS OPERATIONS CENTER - PHASE 1B
OWNER:	TOWN OF HOLLY SPRINGS
OWNER CONTACT:	KIMBERLY KEYES - SENIOR PROJECT MANAGER 128 S. MAIN ST. HOLLY SPRINGS, NC 27540 PHONE: 919-507-2829
LANDSCAPE ARCHITECT/CIVIL ENGINEER:	CLH DESIGN, P.A.
DESIGNER CONTACT:	ZAK PIERCE - PLA, ASLA, LEED AP 400 REGENCY FOREST DR., SUITE 120 CARY, NC 27518 PHONE: 919-319-6716
ARCHITECT:	ADW ARCHITECTS
DESIGNER CONTACT:	PAUL BOWSHALL - AIA 2815 COLISEUM CENTER CHARLOTTE, NC 28217 PHONE: 704-749-3568
PROJECT ADDRESS:	0 IRVING PARKWAY HOLLY SPRINGS, NC 27540
HOLLY SPRINGS PROJECT NO.:	
PIN NUMBER:	0649206441
WAKE CO REAL ID:	0481411
ZONING:	HEAVY INDUSTRIAL - CONDITIONAL ZONING DISTRICT
EXISTING USE:	VACANT, WOODED
PROPOSED USE:	OPERATIONS CENTER
TRACT AREA:	26.19 ACRES (1,140,836 SF)
DISTURBED AREA:	12 ACRES
BUILDING GFA:	42,258 SF (ADMIN BUILDING) 38,769 SF (OPERATIONS BUILDING)
BUILDING HEIGHT PERMITTED:	50' PER THE CONDITIONAL ZONING DISTRICT
BUILDING HEIGHT PROPOSED:	33' (ADMIN BUILDING) 26' 11-1/2" (OPERATIONS BUILDING)
BUILDING SETBACKS:	FRONT - 30' REAR - 5' SIDE - 5'
CONSTRUCTION TYPE:	II-B
PROPOSED SEWER FLOW:	17,500 GPD FULL BUILD-OUT (SEE SEWER STUDY FOR CALCULATIONS)
PROPOSED FIRE FLOW:	1,500 GPM
PROPOSED IMPERVIOUS SURFACE AREA:	405,143 SF ON-SITE
OPEN SPACE REQUIREMENTS:	
ACTIVE OPEN SPACE REQUIRED:	1,140,836 * .02 = 22,816 SF (2% OF TOTAL SITE)
ACTIVE OPEN SPACE PROVIDED:	23,086 SF
FLEXIBLE OPEN SPACE REQUIRED:	1,140,836 * .02 = 22,816 SF (2% OF TOTAL SITE)
FLEXIBLE OPEN SPACE PROVIDED:	11,761 SF
TOWN OF HOLLY SPRINGS PARKING REQUIREMENTS:	
PARKING REQUIRED:	ADMINISTRATION BUILDING: 95 SPACES (STAFF) OPERATIONS BUILDING: 256 SPACES (STAFF, TOWN VEHICLES, EQUIPMENT) 35 SPACES (LARGE TOWN TRUCKS)
PARKING PROVIDED:	ADMINISTRATION BUILDING: 127 SPACES (STAFF) OPERATIONS BUILDING: (STAFF, TOWN VEHICLES, EQUIPMENT): 126 SPACES PAVED 130 SPACES GRAVEL (LARGE TOWN TRUCK): 21 SPACES PAVED 33 SPACES GRAVEL
TOTAL H/C STAFF SPACES REQ'D:	ADMINISTRATION BUILDING: 127 STAFF SPACES (5 H/C SPACES) OPERATIONS BUILDING: 80 STAFF SPACES (4 H/C SPACES)
TOTAL H/C STAFF SPACES PROVIDED:	ADMINISTRATION BUILDING: 5 H/C SPACES OPERATIONS BUILDING: 4 H/C SPACES
EV CHARGER STAFF SPACES REQUIRED:	ADMINISTRATION BUILDING: 127 STAFF SPACES 6 SPACES- EVSE 5% OF 127 SPACES 19 SPACES- EVSE-READY 15% OF 127 SPACES OPERATIONS BUILDING: 80 STAFF SPACES 4 SPACES- EVSE 5% OF 80 SPACES 12 SPACES- EVSE-READY 15% OF 80 SPACES
EV CHARGER STAFF SPACES PROVIDED:	ADMINISTRATION BUILDING: 127 STAFF SPACES 6 SPACES- EVSE 5% OF 127 SPACES 8 SPACES- EV-R (ELECTRIC VEHICLE READY, WIRING & BREAKER ONLY) 10 SPACES- EV-RCD (ELECTRIC VEHICLE READY, CONDUIT ONLY) 18 SPACES TOTAL FOR ELECTRIC VEHICLE READY- 14% OF 127 SPACES OPERATIONS BUILDING: 80 STAFF SPACES 8 SPACES- EVSE 10% OF 80 SPACES 4 SPACES- EV-R (ELECTRIC VEHICLE READY, WIRING & BREAKER ONLY) 16 SPACES- EV-RCD (ELECTRIC VEHICLE READY, CONDUIT ONLY) 20 SPACES TOTAL FOR ELECTRIC VEHICLE READY- 25% OF 80 SPACES
BIKE SPACES REQUIRED:	21 (CALCULATED FROM ADMIN BLDG. (127 SPACES) AND OPS BUILDING (80)
BIKE SPACES PROVIDED:	22 SPACES (11 BIKE RACKS)
NOTE:	PLAN SUBJECT TO REVISIONS DURING CONSTRUCTION DRAWING APPROVAL PROCESS

DRAWING INDEX:

SITE - CIVIL	
C-0.0	COVER
C-0.1	OVERALL PLAN
C-1.1	STAKING PLAN AREA 1
C-1.2	STAKING PLAN AREA 2
C-1.3	STAKING PLAN AREA 3
C-1.4	STAKING PLAN AREA 4
C-2.0	EXISTING CONDITIONS & DEMOLITION PLAN OVERALL
C-2.1	EXISTING CONDITIONS & DEMOLITION PLAN AREA 1
C-2.2	EXISTING CONDITIONS & DEMOLITION PLAN AREA 2
C-2.3	EXISTING CONDITIONS & DEMOLITION PLAN AREA 3
C-2.4	EXISTING CONDITIONS & DEMOLITION PLAN AREA 4
C-3.0	GRADING & DRAINAGE PLAN OVERALL
C-3.1	GRADING & DRAINAGE PLAN AREA 1
C-3.2	GRADING & DRAINAGE PLAN AREA 2
C-3.3	GRADING & DRAINAGE PLAN AREA 3
C-3.4	GRADING & DRAINAGE PLAN AREA 4
C-4.0	LANDSCAPE OVERALL PLAN
C-4.1	LANDSCAPE PLAN AREA 1
C-4.2	LANDSCAPE PLAN AREA 2
C-4.3	LANDSCAPE PLAN AREA 3
C-4.4	LANDSCAPE PLAN AREA 4
C-4.5	PLANT SCHEDULE & LANDSCAPE CALCULATIONS
C-5.0	UTILITY OVERALL PLAN
C-5.1	UTILITY PLAN AREA 1
C-5.2	UTILITY PLAN AREA 2
C-5.3	UTILITY PLAN AREA 3
C-5.4	UTILITY PLAN AREA 4
C-8.0	STAKING DETAILS
C-8.1	STAKING DETAILS
C-8.2	STAKING DETAILS
C-8.3	STAKING DETAILS
C-8.4	LANDSCAPING DETAILS
C-8.5	PUMP STATION DETAILS
ARCHITECTURAL	
ADMINISTRATION BUILDING	
DR200	UDO COMPLIANCE
DR201	UDO COMPLIANCE
OPERATIONS BUILDING	
DR200	UDO COMPLIANCE
DR201	UDO COMPLIANCE
DR202	OVERALL BUILDING SITE PERSPECTIVE VIEW
DR300	BUILDING SITE PERSPECTIVE VIEWS
DR301	OVERALL BUILDING SITE PERSPECTIVE VIEW
A202	MISCELLANEOUS DETAILS
A406	DUMPSTER ENCLOSURE PLANS, ELEVATIONS AND DETAILS

SURVEY MONUMENT AND CONTROL POINT:	1. BASIS OF BEARINGS: NC STATE PLANE GRID COORDINATES, NAD83 (2011) VERTICAL DATUM: NAVD 88 POSITIONAL ACCURACY: 0.05' (H), 0.07' (V) CLASS OF SURVEY: A DATE OF SURVEY: JUNE 21, 2022 DATUM/EPOCH: NAD83/NSRS2011 GEOID MODEL: 2016 COMBINED GRID FACTOR: 0.999720433 UNITS: US SURVEY FEET 2. ALL TOPO INFORMATION OBTAINED FROM THE USE OF UNMANNED AIRCRAFT SYSTEMS (UAS) EQUIPPED WITH LIDAR AND POSITIONED WITH GPS RESOLVED FROM DOUBLE OCCUPIED VRS AVERAGED GPS GROUND CONTROL NAILS IN NAD83 2011 STATE PLANE COORDINATES. FLIGHT DATA OBTAINED AT 100 FT. OF ALTITUDE. UAS DATA CHECKED TO CONTROL AND GROUND GPS CHECK POINTS SPREAD THROUGH THE SITE.
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VICINITY MAP



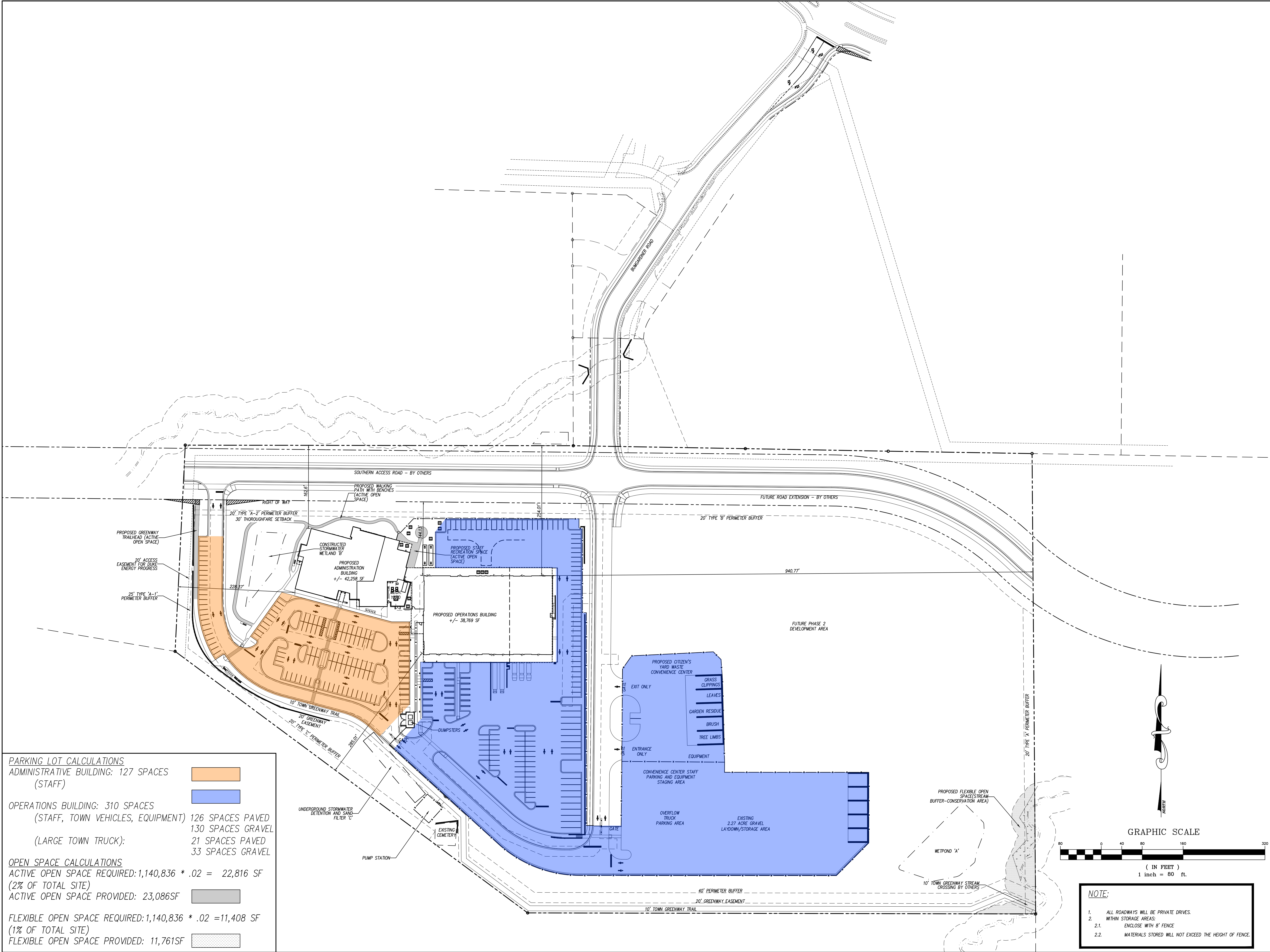
TOWN OF HOLLY SPRINGS OPERATIONS CAMPUS - PHASE 1B

TOWN OF HOLLY SPRINGS
FACILITIES DESIGN AND CONSTRUCTION

C-0.0

CLH PROJECT NO.

22-137



PARKING LOT CALCULATIONS	
ADMINISTRATIVE BUILDING: 127 SPACES (STAFF)	
OPERATIONS BUILDING: 310 SPACES (STAFF, TOWN VEHICLES, EQUIPMENT)	
(LARGE TOWN TRUCK):	
126 SPACES PAVED	
130 SPACES GRAVEL	
21 SPACES PAVED	
33 SPACES GRAVEL	
OPEN SPACE CALCULATIONS	
ACTIVE OPEN SPACE REQUIRED: 1,140,836 * .02 = 22,816 SF (2% OF TOTAL SITE)	
ACTIVE OPEN SPACE PROVIDED: 23,086SF	
FLEXIBLE OPEN SPACE REQUIRED: 1,140,836 * .02 = 11,408 SF (1% OF TOTAL SITE)	
FLEXIBLE OPEN SPACE PROVIDED: 11,761SF	



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

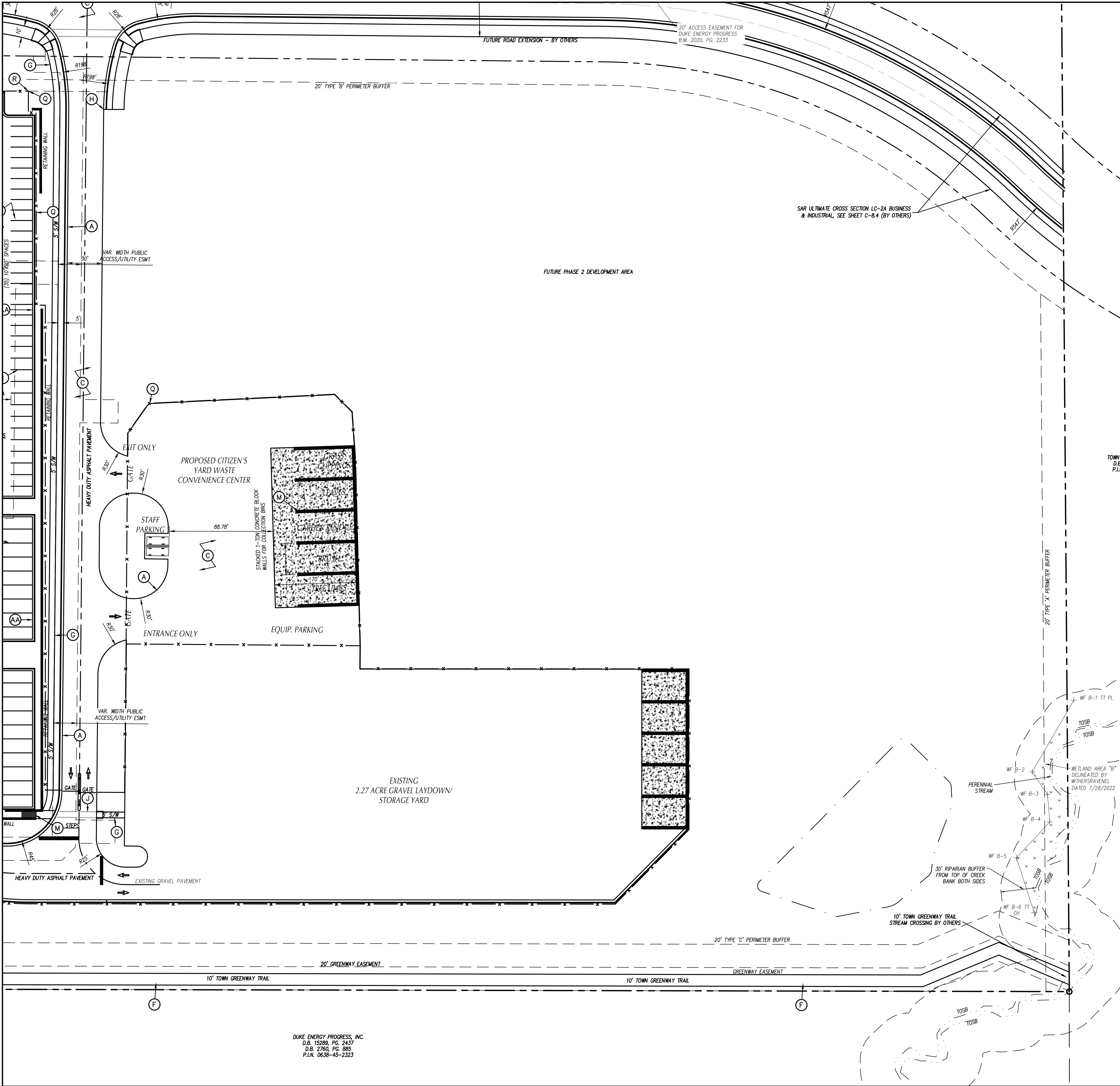
DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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SEAL

SHEET NAME OVERALL SITE PLAN
SHEET NUMBER C-0.1



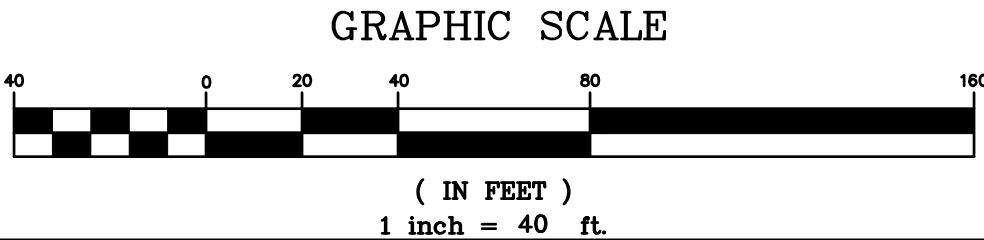
- GENERAL NOTES
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND NCDOT STANDARDS AND SPECIFICATIONS.
 2. ALL DIMENSIONS ARE TO FACE OF CURB OR FACE OF BUILDING WALL, UNLESS OTHERWISE SHOWN.
 3. CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL DIMENSIONS SHOWN AND CONTACT THE ARCHITECT IF ANY DISCREPANCIES OCCUR.
 4. CONSTRUCTION STAKE OUT IS THE RESPONSIBILITY OF THE CONTRACTOR.
 5. ANY PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES".
 6. NO WORK SHALL BE PERFORMED ON RIGHT-OF-WAYS OR ADJACENT PROPERTIES UNTIL THE OWNER NOTIFIES CONTRACTOR IN WRITING OF PROCUREMENT OF APPROPRIATE PERMITS, EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY.
 7. ELECTRIC VEHICLE NOMENCLATURE:
EYSE - ELECTRIC VEHICLE SUPPLY EQUIPMENT
EYSE/AC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP ACCESSIBLE
EYSE/VAC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP VAN ACCESSIBLE
EY-R - ELECTRIC VEHICLE READY, WIRING & BREAKER ONLY
EY-RCO - ELECTRIC VEHICLE READY, CONDUIT ONLY

- KEY NOTES
- (A) 30" CURB AND GUTTER, SEE DETAIL SHEET C-8.2
 - (AA) 24" CURB AND GUTTER, SEE DETAIL SHEET C-8.4
 - (B) CONCRETE PAVEMENT, SEE DETAIL SHEET C-8.0
 - (BB) TRANSITION FROM 30" CURB AND GUTTER TO 24" CURB AND GUTTER
 - (C) "HEAVY" DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0
 - (D) "LIGHT" DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0
 - (E) STAMPED CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1
 - (F) ASPHALT GREENWAY TRAIL, SEE DETAIL SHEET C-8.1
 - (G) CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1
 - (H) STANDARD METHOD OF ENDING CURB & GUTTER, SEE DETAIL SHEET C-8.2
 - (I) PAVEMENT MARKING, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.
 - (J) STANDARD CROSSWALK, SEE TRAFFIC CONTROL NOTES ON THIS SHEET. SEE DETAIL SHEET C-8.1
 - (K) TRAFFIC SIGN, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.
 - (L) CURB RAMP, SEE DETAIL SHEET C-8.1 & C-8.3
 - (M) SEE ARCHITECTURAL PLANS FOR CANOPY, SCREEN/STRUCTURAL WALLS, BUILDING COLUMNS, LOADING DOCK, RAMPS, STAIRS, HANDRAILS, GUARDRAILS, BOLLARDS, AND MECHANICAL SERVICE YARD.
 - (N) BENCH, SEE SPECIFICATIONS.
 - (O) OUTDOOR TABLE, SEE SPECIFICATIONS.
 - (P) BIKE RACK, SEE DETAIL SHEET C-8.1
 - (Q) 8" VINYL COATED CHAIN LINK FENCE, SEE DETAIL SHEET C-8.0
 - (R) 8" ORNAMENTAL FENCE, SEE DETAIL SHEET C-8.2
 - (S) GREENWAY BENCH, SEE DETAIL SHEET C-8.2
 - (T) DECORATIVE CROSSWALK, SEE DETAIL SHEET C-8.4
 - (U) CULVERT HEADWALL

- TRAFFIC CONTROL NOTES
1. ALL SITE SIGNAGE SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDOT STANDARDS.

SIGN	MUTCD STD.	SIZE	NOTES
STOP	R1-1	30"x30"	SEE DETAIL SHEET C8.3
DO NOT ENTER (ONE)	RS-1	30"x30"	SEE DETAIL SHEET C...
 2. ALL SIGNS SHALL BE MOUNTED WITH 7'-FT MIN. VERTICAL CLEARANCE TO THE BOTTOM OF THE SIGN ON 3" DIA. POWDER COATED ALUMINUM POST SET IN 3'-FT DEEP x 12"-IN DIA. CONCRETE FOOTING.
 3. ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE MUTCD AND NCDOT STANDARDS AND THE PROJECT SPECIFICATIONS.

MARKING	NCDOT STD.	SIZE	COLOR
PARKING SPACES	-	4'-IN	WHT.
STOP BAR	-	24'-IN	WHT.
CROSSWALK	1205.07(STANDARD)	8'-IN	WHT.
DIRECTIONAL ARROWS	1205.08	STD.	WHT.
 4. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC TYPE EXCEPT FOR PARKING SPACE LINES WHICH SHALL BE ALKYD-RESIN TYPE PAINT.
 5. ALL SIGNAGE SHALL BE FIELD STAKED AND THE LOCATIONS APPROVED BY CLH DESIGN PRIOR TO SIGN INSTALLATION.
 6. COORDINATE FIRE LANE MARKINGS WITH TOWN OF HOLLY SPRINGS FIRE MARSHAL.
 7. ALL SIGNS SHALL USE PRISMATIC SHEETING THAT MEETS MINIMUM REFLECTIVITY STANDARDS FOUND IN THE LATEST EDITION OF THE MUTCD.



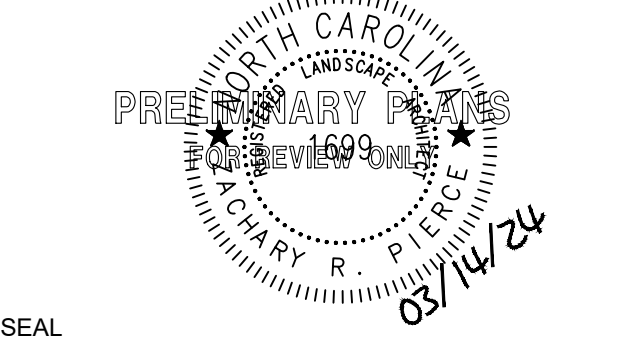
HOLLY SPRINGS OPERATIONS CAMPUS

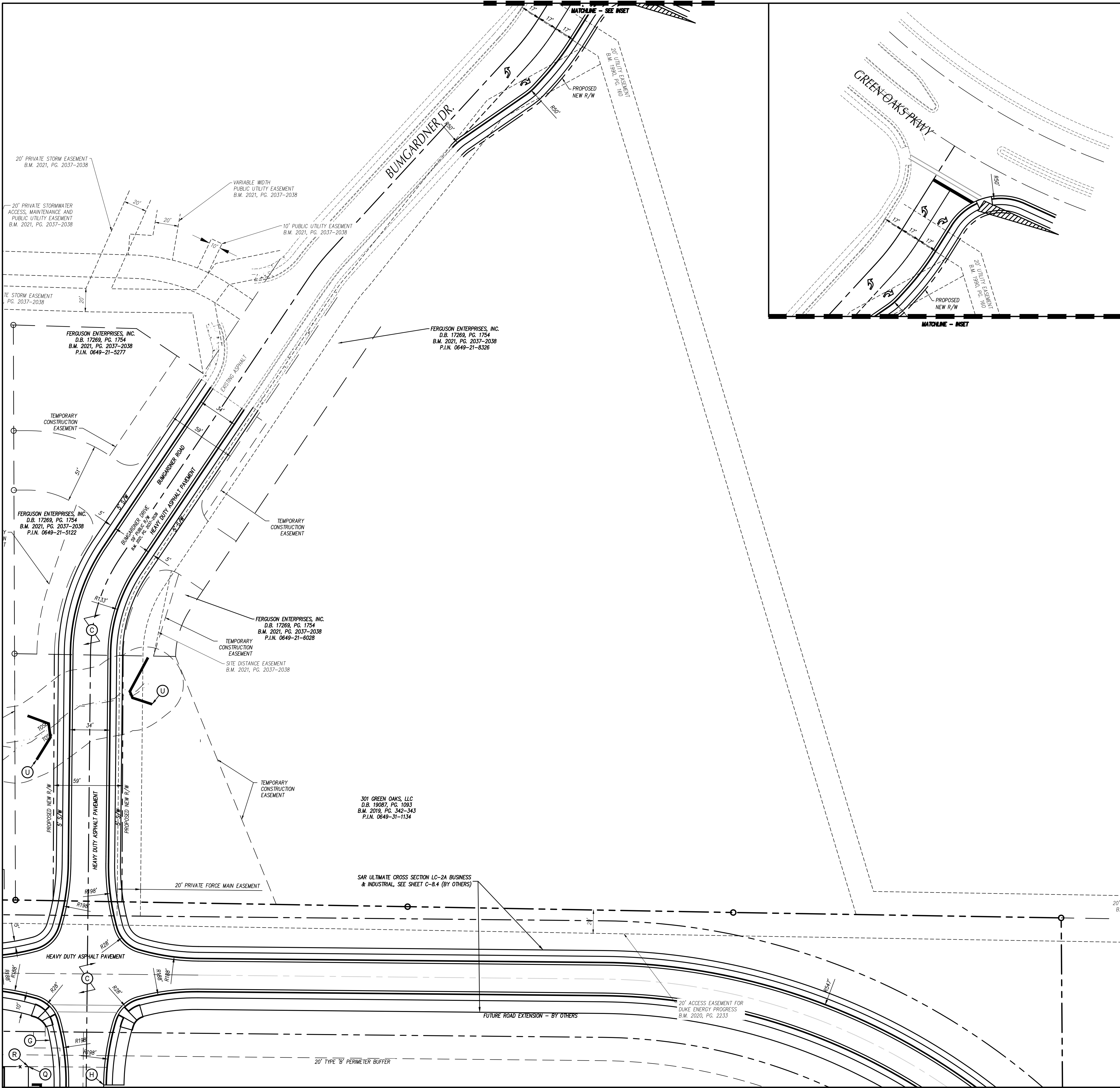
PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA DEVELOPMENT PETITION SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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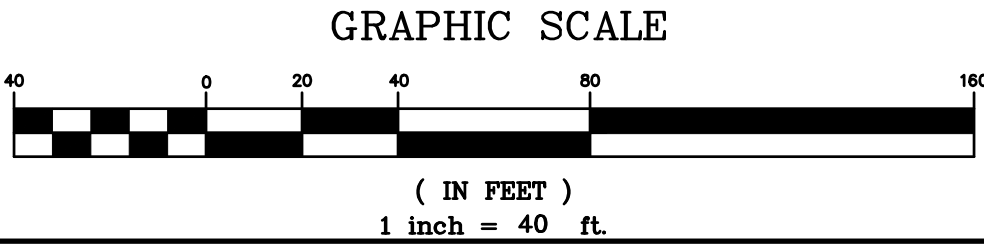
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 6. NO WORK SHALL BE PERFORMED ON RIGHT-OF-WAYS OR ADJACENT PROPERTIES UNTIL THE OWNER NOTIFIES CONTRACTOR IN WRITING OF PROCUREMENT OF APPROPRIATE PERMITS, EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY.
 7. ELECTRIC VEHICLE NOMENCLATURE:
EYSE - ELECTRIC VEHICLE SUPPLY EQUIPMENT
EYSE/AC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP ACCESSIBLE
EYSE/VAC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP VAN ACCESSIBLE
EY-R - ELECTRIC VEHICLE READY, WIRING & BREAKER ONLY
EY-RCO - ELECTRIC VEHICLE READY, CONDUIT ONLY

- KEY NOTES
- (A) 30" CURB AND GUTTER, SEE DETAIL SHEET C-8.2
 - (AA) 24" CURB AND GUTTER, SEE DETAIL SHEET C-8.4
 - (B) CONCRETE PAVEMENT, SEE DETAIL SHEET C-8.0
 - (BB) TRANSITION FROM 30" CURB AND GUTTER TO 24" CURB AND GUTTER
 - (C) 'HEAVY' DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0
 - (D) 'LIGHT' DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0
 - (E) STAMPED CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1
 - (F) ASPHALT GREENWAY TRAIL, SEE DETAIL SHEET C-8.1
 - (G) CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1
 - (H) STANDARD METHOD OF ENDING CURB & GUTTER, SEE DETAIL SHEET C-8.2
 - (I) PAVEMENT MARKING, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.
 - (J) STANDARD CROSSWALK, SEE TRAFFIC CONTROL NOTES ON THIS SHEET. SEE DETAIL SHEET C-8.1
 - (K) TRAFFIC SIGN, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.
 - (L) CURB RAMP, SEE DETAIL SHEET C-8.1 & C-8.3
 - (M) SEE ARCHITECTURAL PLANS FOR CANOPY, SCREEN/STRUCTURAL WALLS, BUILDING COLUMNS, LOADING DOCK, RAMPS, STAIRS, HANDRAILS, GUARDRAILS, BOLLARDS, AND MECHANICAL SERVICE YARD.
 - (N) BENCH, SEE SPECIFICATIONS.
 - (O) OUTDOOR TABLE, SEE SPECIFICATIONS.
 - (P) BIKE RACK, SEE DETAIL SHEET C-8.1
 - (Q) 8" VINYL COATED CHAIN LINK FENCE, SEE DETAIL SHEET C-8.0
 - (R) 8" ORNAMENTAL FENCE, SEE DETAIL SHEET C-8.2
 - (S) GREENWAY BENCH, SEE DETAIL SHEET C-8.2
 - (T) DECORATIVE CROSSWALK, SEE DETAIL SHEET C-8.4
 - (U) CULVERT HEADWALL

- TRAFFIC CONTROL NOTES
1. ALL SITE SIGNAGE SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDOT STANDARDS.

SIGN	MUTCD STD.	SIZE	NOTES
STOP	R1-1	30"x30"	SEE DETAIL SHEET C8.3
DO NOT ENTER (ONE)	RS-1	30"x30"	SEE DETAIL SHEET C...
 2. ALL SIGNS SHALL BE MOUNTED WITH 7'-FT MIN. VERTICAL CLEARANCE TO THE BOTTOM OF THE SIGN ON 3" DIA. POWDER COATED ALUMINUM POST SET IN 3'-FT DEEP x 12"-IN DIA. CONCRETE FOOTING.
 3. ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE MUTCD AND NCDOT STANDARDS AND THE PROJECT SPECIFICATIONS.

MARKING	NCDOT STD.	SIZE	COLOR
PARKING SPACES	-	4'-IN	WHT.
STOP BAR	-	24'-IN	WHT.
CROSSWALK	1205.07(STANDARD)	8'-IN	WHT.
DIRECTIONAL ARROWS	1205.08	STD.	WHT.
 4. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC TYPE EXCEPT FOR PARKING SPACE LINES WHICH SHALL BE ALKYD-RESIN TYPE PAINT.
 5. ALL SIGNAGE SHALL BE FIELD STAKED AND THE LOCATIONS APPROVED BY CLH DESIGN PRIOR TO SIGN INSTALLATION.
 6. COORDINATE FIRE LANE MARKINGS WITH TOWN OF HOLLY SPRINGS FIRE MARSHAL.
 7. ALL SIGNS SHALL USE PRISMATIC SHEETING THAT MEETS MINIMUM REFLECTIVITY STANDARDS FOUND IN THE LATEST EDITION OF THE MUTCD.



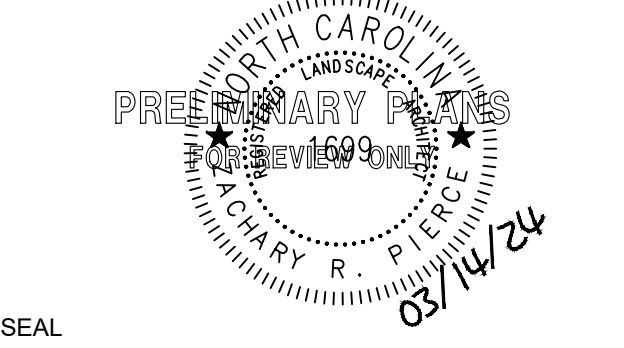
HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA DEVELOPMENT PETITION SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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SEAL

SHEET NAME	STAKING PLAN AREA 2
SHEET NUMBER	C-1.2

www.adwarchitects.com



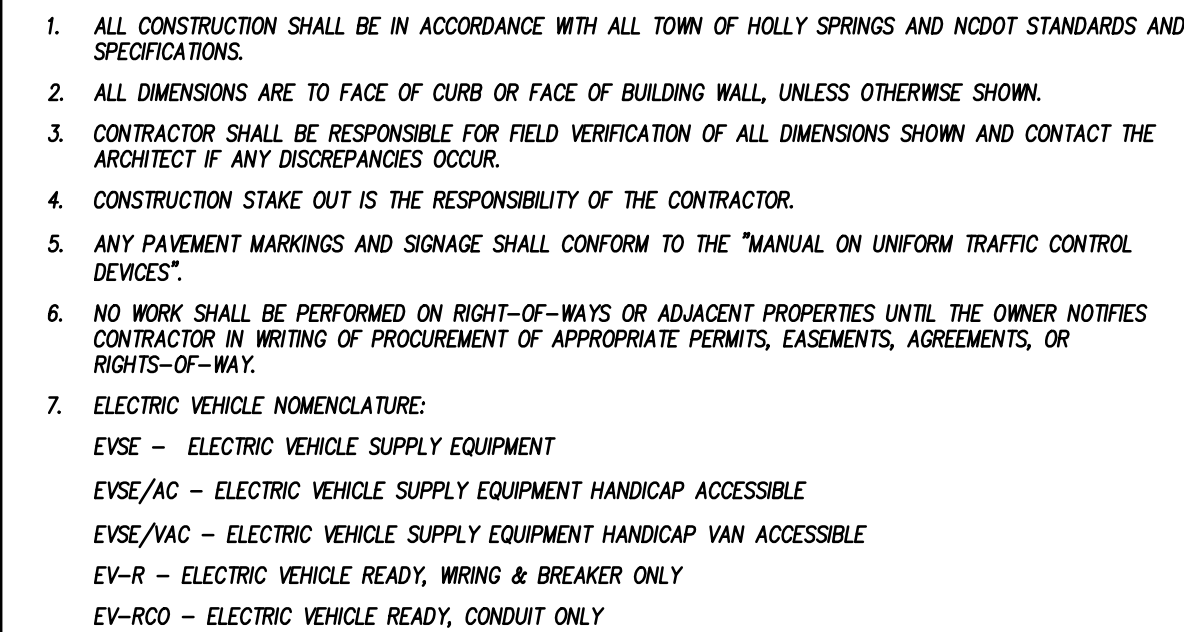
PHASE 1 B

DEVELOPMENT
PETITION
SUBMITTAL #5

NUM.	DATE	DESCRIPTION:
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 NORTH CAROLINA
 LANDSCAPE ARCHITECTURE
 PRELIMINARY PLANS
 FOR REVIEW ONLY
 1699
 CHARLES R. PIERCE

SHEET NUMBER C-1.3



(A) 30" CURB AND GUTTER, SEE DETAIL SHEET C-8.2

(AA) 24" CURB AND GUTTER, SEE DETAIL SHEET C-8.4

(B) CONCRETE PAVEMENT, SEE DETAIL SHEET C-8.0

(BB) TRANSITION FROM 30" CURB AND GUTTER TO 24" CURB AND GUTTER

(C) HEAVY DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0

(D) LIGHT DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0

(E) STAMPED CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1

(F) ASPHALT GREENWAY TRAIL, SEE DETAIL SHEET C-8.1

(G) CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1

(H) STANDARD METHOD OF ENDING CURB & GUTTER, SEE DETAIL SHEET C-8.2

(I) PAVEMENT MARKING, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.

(J) STANDARD CROSSWALK, SEE TRAFFIC CONTROL NOTES ON THIS SHEET. SEE DETAIL SHEET C-8.1

(K) TRAFFIC SIGN, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.

(L) CURB RAMP, SEE DETAIL SHEET C-8.1 & C-8.3

(M) SEE ARCHITECTURAL PLANS FOR CANOPY, SCREEN/STRUCTURAL WALLS, BUILDING COLUMNS, LOADING DOCK, RAMPS, STAIRS, HANDRAILS, GUARDRAILS, BOLLARDS, AND MECHANICAL SERVICE YARD.

(N) BENCH, SEE SPECIFICATIONS.

(O) OUTDOOR TABLE, SEE SPECIFICATIONS.

(P) BIKE RACK, SEE DETAIL SHEET C-8.1

(Q) 8' VINYL COATED CHAIN LINK FENCE, SEE DETAIL SHEET C-8.0

(R) 8' ORNAMENTAL FENCE, SEE DETAIL SHEET C-8.2

(S) GREENWAY BENCH, SEE DETAIL SHEET C-8.2

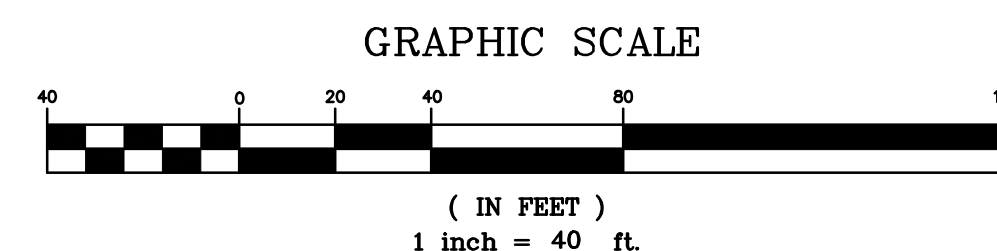
(T) DECORATIVE CROSSWALK, SEE DETAIL SHEET C-8.4

(U) CULVERT HEADWALL

1. ALL SITE SIGNAGE SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDDOT STANDARDS:

SIGN	MUTCD STD.	SIZE	NOTES
STOP	R1-1	30"x30"	SEE DETAIL SHEET CB.3
DO NOT ENTER (ONE)	RS-1	30"x30"	SEE DETAIL SHEET C...
2. ALL SIGNS SHALL BE MOUNTED WITH 7"-FT MIN. VERTICAL CLEARANCE TO THE BOTTOM OF THE SIGN ON 3" DIA. POWDER COATED ALUMINUM POST SET IN 3'-FT DEEP x 12"-IN DIA. CONCRETE FOOTING.
3. ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH MUTCD AND NCDDOT STANDARDS AND THE PROJECT SPECIFICATIONS.

MARKING	NCDDOT STD.	SIZE	COLOR
PARKING SPACES	-	4'-IN	WHT.
STOP BAR		24'-IN	WHT.
CROSSWALK	1205.07(STANDARD)	8'-IN	WHT.
DIRECTIONAL ARROWS	1205.08	STD.	WHT.
4. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC TYPE EXCEPT FOR PARKING SPACE LINES WHICH SHALL BE ALKYD-RESIN TYPE PAINT.
5. ALL SIGNAGE SHALL BE FIELD STAKED AND THE LOCATIONS APPROVED BY CLM DESIGN PRIOR TO SIGN INSTALLATION.
6. COORDINATE FIRE LANE MARKINGS WITH TOWN OF HOLLY SPRINGS FIRE MARSHAL.
7. ALL SIGNS SHALL USE PRISMATIC SHEETING THAT MEETS MINIMUM REFLECTIVITY STANDARDS FOUND IN THE LATEST EDITION OF THE MUTCD.

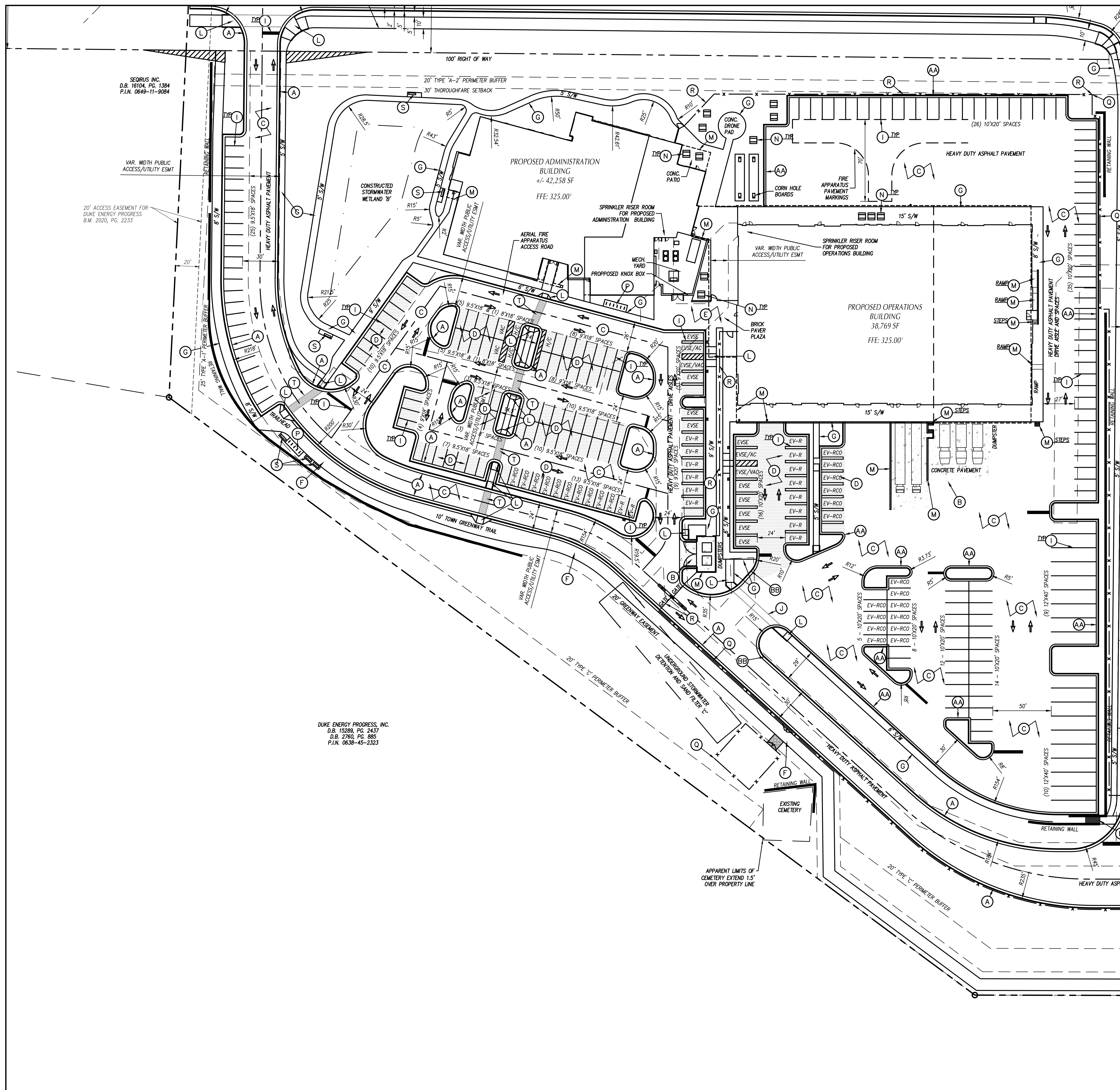


PHASE 1B

DEVELOPMENT
PETITION
SUBMITTAL #5

NUM.	DATE	DESCRIPTION:
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SHEET NUMBER C-1.4



1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND NCDOT STANDARDS AND SPECIFICATIONS.
2. ALL DIMENSIONS ARE TO FACE OF CURB OR FACE OF BUILDING WALL, UNLESS OTHERWISE SHOWN.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF ALL DIMENSIONS SHOWN AND CONTACT THE ARCHITECT IF ANY DISCREPANCIES OCCUR.
4. CONSTRUCTION STAKE OUT IS THE RESPONSIBILITY OF THE CONTRACTOR.
5. ANY PAVEMENT MARKINGS AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES".
6. NO WORK SHALL BE PERFORMED ON RIGHT-OF-WAYS OR ADJACENT PROPERTIES UNTIL THE OWNER NOTIFIES CONTRACTOR IN WRITING OF PROCUREMENT OF APPROPRIATE PERMITS, EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY.
7. ELECTRIC VEHICLE NOMENCLATURE:
 - EYSE - ELECTRIC VEHICLE SUPPLY EQUIPMENT
 - EYSE/AC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP ACCESSIBLE
 - EYSE/VAC - ELECTRIC VEHICLE SUPPLY EQUIPMENT HANDICAP VAN ACCESSIBLE
 - EY-R - ELECTRIC VEHICLE READY, WIRING & BREAKER ONLY
 - EY-RCO - ELECTRIC VEHICLE READY, CONDUIT ONLY

(A) 30" CURB AND GUTTER, SEE DETAIL SHEET C-8.2

(AA) 24" CURB AND GUTTER, SEE DETAIL SHEET C-8.4

(B) CONCRETE PAVEMENT, SEE DETAIL SHEET C-8.0

(BB) TRANSITION FROM 30" CURB AND GUTTER TO 24" CURB AND GUTTER

(C) "HEAVY" DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0

(D) "LIGHT" DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET C-8.0

(E) STAMPED CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1

(F) ASPHALT GREENWAY TRAIL, SEE DETAIL SHEET C-8.1

(G) CONCRETE SIDEWALK, SEE DETAIL SHEET C-8.1

(H) STANDARD METHOD OF ENDING CURB & GUTTER, SEE DETAIL SHEET C-8.2

(I) PAVEMENT MARKING, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.

(J) STANDARD CROSSWALK, SEE TRAFFIC CONTROL NOTES ON THIS SHEET. SEE DETAIL SHEET C-8.1

(K) TRAFFIC SIGN, SEE TRAFFIC CONTROL NOTES ON THIS SHEET.

(L) CURB RAMP, SEE DETAIL SHEET C-8.1 & C-8.3

(M) SEE ARCHITECTURAL PLANS FOR CANOPY, SCREEN/STRUCTURAL WALLS, BUILDING COLUMNS, LOADING DOCK, RAMPS, STAIRS, HANDRAILS, GUARDRAILS, BOLLARDS, AND MECHANICAL SERVICE YARD.

(N) BENCH, SEE SPECIFICATIONS.

(O) OUTDOOR TABLE, SEE SPECIFICATIONS.

(P) BIKE RACK, SEE DETAIL SHEET C-8.1

(Q) 8" VINYL COATED CHAIN LINK FENCE, SEE DETAIL SHEET C-8.0

(R) 8" ORNAMENTAL FENCE, SEE DETAIL SHEET C-8.2

(S) GREENWAY BENCH, SEE DETAIL SHEET C-8.2

(T) DECORATIVE CROSSWALK, SEE DETAIL SHEET C-8.4

(U) CULVERT HEADWALL

1. ALL SITE SIGNAGE SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND NCDDOT STANDARDS.

SIGN	MUTCD STD.	SIZE	NOTES
STOP	R1-1	30"x30"	SEE DETAIL SHEET C8.3
DO NOT ENTER (ONE)	RS-1	30"x30"	SEE DETAIL SHEET C....

2. ALL SIGNS SHALL BE MOUNTED WITH 7-F'T MIN. VERTICAL CLEARANCE TO THE BOTTOM OF THE SIGN ON 3" DIA. POWDER COATED ALUMINUM POST SET IN 3-F'T DEEP x 12-IN DIA. CONCRETE FOOTING.

3. ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE MUTCD AND NCDDOT STANDARDS AND THE PROJECT SPECIFICATIONS.

MARKING	NCDDOT STD.	SIZE	COLOR
PARKING SPACES	-	4'-IN	WHT.
STOP BAR	-	24'-IN	WHT.
CROSSWALK	1205.07(STANDARD)	8'-IN	WHT.
DIRECTIONAL ARROWS	1205.08	STD.	WHT.

4. ALL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC TYPE EXCEPT FOR PARKING SPACE LINES WHICH SHALL BE ALKYD-RESIN TYPE PAINT.

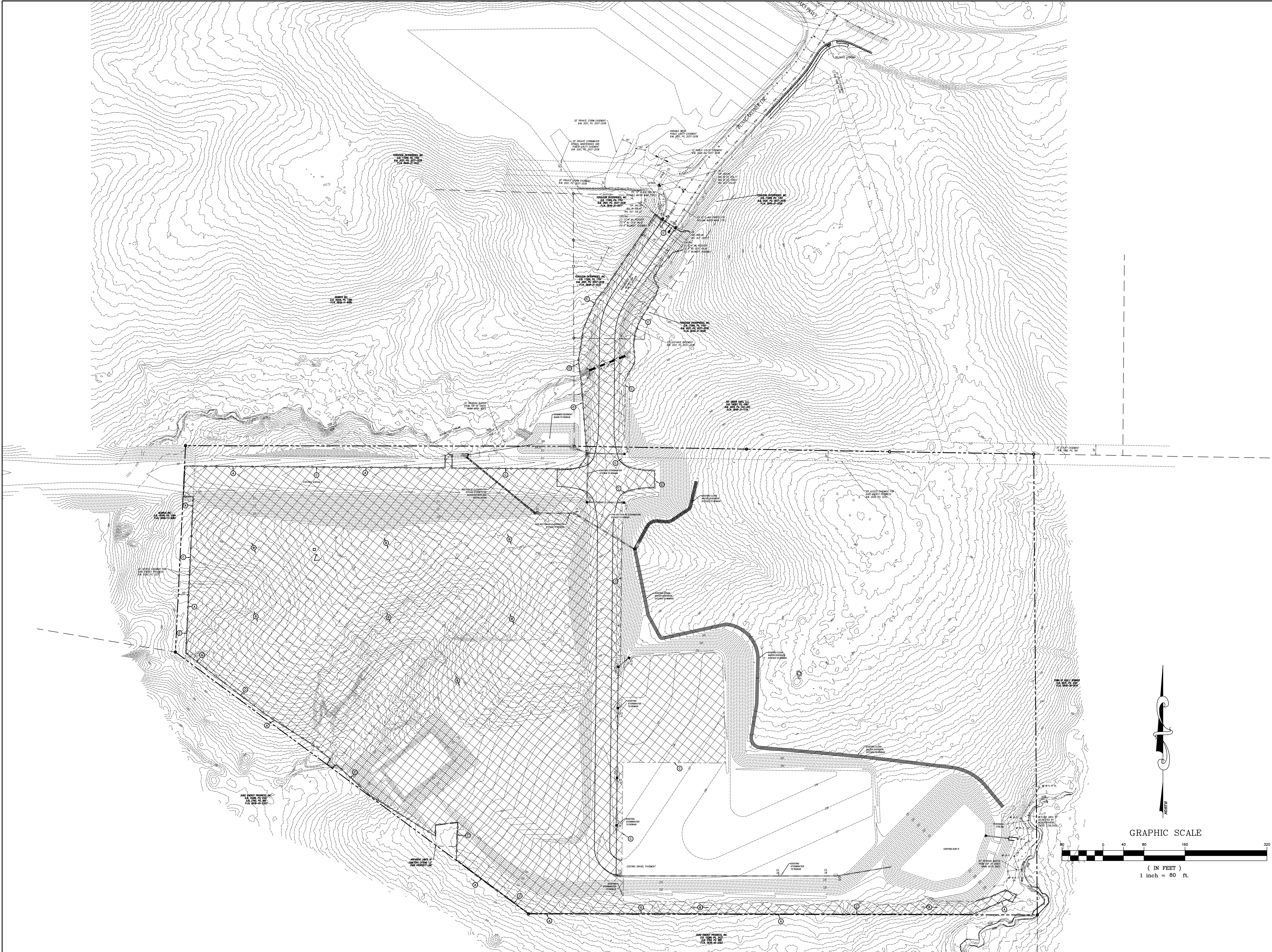
5. ALL SIGNAGE SHALL BE FIELD STAKED AND THE LOCATIONS APPROVED BY CLH DESIGN PRIOR TO SIGN INSTALLATION.

6. COORDINATE FIRE LANE MARKINGS WITH TOWN OF HOLLY SPRINGS FIRE MARSHAL.

7. ALL SIGNS SHALL USE PRISMATIC SHEETING THAT MEETS MINIMUM REFLECTIVITY STANDARDS FOUND IN THE LATEST EDITION OF THE MUTCD.

A horizontal bar chart showing the percentage of respondents for each age group. The x-axis is labeled with percentages: 40, 0, 20, 40, 80, and 100. The bars are black and white, representing different age groups.

(IN FEET)
1 inch = 40 ft



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

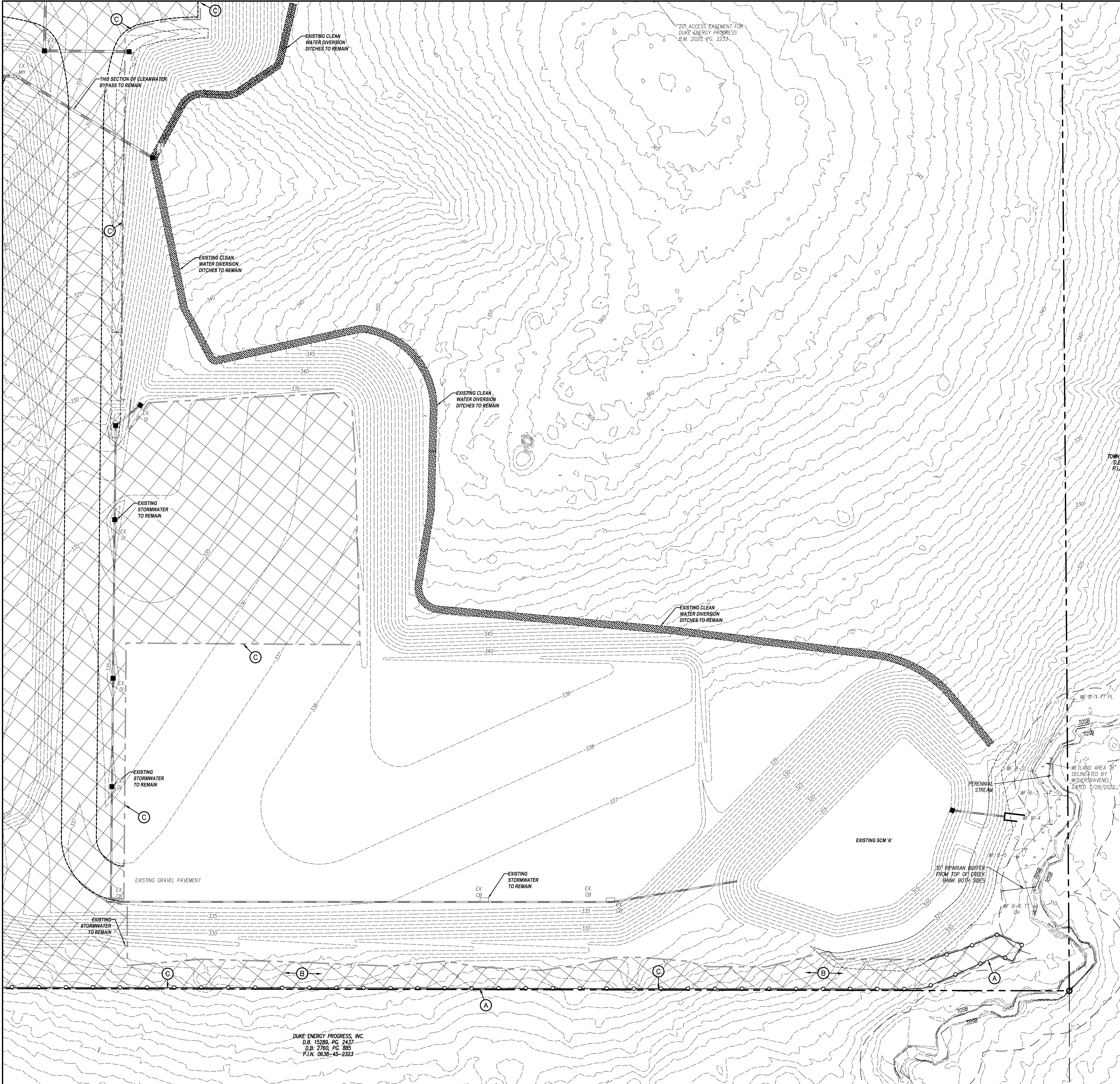
HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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LEGEND

CONSTR./CLEARING LIMITS	---	CLEARING AND GRUBBING.	XXXXXX
TREE PROTECTION FENCE	○-○-○		

KEY NOTES

- (A) TEMPORARY TREE PROTECTION FENCE, SEE DETAIL SHEET C-50
- (B) CLEAR AND GRUB, STRIP TOPSOIL WITHIN CONSTRUCTION LIMITS
- (C) PHASE 1B CONSTRUCTION LIMITS

- GENERAL NOTES**
- ALL EXISTING STRUCTURES AND UTILITIES SHALL BE REMOVED AS NEEDED TO ALLOW NEW CONSTRUCTION. IN GENERAL, FEATURES INDICATED IN BOLD ON THIS PLAN SHALL BE REMOVED.
 - ALL PAVEMENT OR CONCRETE TO BE REMOVED SHALL BE SAW CUT TO PROVIDE A STRAIGHT AND UNIFORM JOINT FOR NEW PAVEMENT, SIDEWALK, OR CURB AND GUTTER, ETC. ANY EXISTING PAVEMENT, SIDEWALK, CURB AND GUTTER, ETC. THAT MUST BE REMOVED TO ALLOW NEW CONSTRUCTION SHALL BE REMOVED AND REPAIRED PER THE SPECIFICATIONS AND DETAILS OR TO MATCH PRE-CONSTRUCTION CONDITIONS (WHETHER OR NOT SHOWN ON THE DRAWINGS TO BE REMOVED).
 - ALL UTILITIES OR STRUCTURES NOT INDICATED FOR REMOVAL OR MODIFICATION ARE TO REMAIN AND BE PROTECTED FROM DAMAGE.
 - ALL WASTE MATERIAL GENERATED FROM DEMOLITION ACTIVITIES SHALL BE DISPOSED OF OFF-SITE IN ACCORDANCE WITH ALL APPLICABLE RULES AND REGULATIONS.
 - EXISTING SITE BOUNDARY AND TOPOGRAPHIC SURVEY INFORMATION WAS TAKEN FROM SURVEY BY WITHERSRAVENEL PERFORMED 7/20/2022. THESE PLANS DO NOT ASSUME ANY LIABILITY FOR ANY EXISTING INFORMATION BOTH SHOWN AND NOT SHOWN ON THE SURVEY AND ANY CHANGES TO THE EXISTING CONDITIONS THAT MAY HAVE OCCURRED AFTER THE SURVEY WAS ISSUED. CONTRACTOR SHALL VERIFY ALL EXISTING SITE CONDITIONS PRIOR TO CONSTRUCTION.
 - INSTALL TREE PROTECTION FENCING PRIOR TO BEGINNING CLEARING OPERATIONS. CLEAR AND GRUB ALL AREAS AS SHOWN AND REQUIRED TO PERMIT INSTALLATION OF NEW CONSTRUCTION PER SPECIFICATIONS AND DRAWINGS. EXISTING TREES, SHRUBS OR OTHER LANDSCAPE MATERIAL WHICH WILL CONFLICT WITH NEW CONSTRUCTION SHALL BE REMOVED (WHETHER OR NOT SHOWN ON THE DRAWINGS). ALL CONTRACTORS SHALL VISIT THE SITE AND OBSERVE EXISTING CONDITIONS PRIOR TO BIDDING.
 - TO MINIMIZE DAMAGE TO EXISTING TREES NEAR THE INTERIOR EDGE OF CLEARING LIMITS, THE CONTRACTOR SHALL CUT 2-FT DEEP TRENCHES ALONG THE LIMITS OF DISTURBANCE, SO AS TO CUT, RATHER THAN TEAR ROOTS.
 - PRIOR TO DEMOLISHING EXISTING STRUCTURES, MAKE AN INSPECTION FOR ANY HAZARDOUS MATERIALS. CONTACT ARCHITECT IMMEDIATELY IF ANY HAZARDOUS MATERIALS ARE DISCOVERED. CAP AND REMOVE UTILITY SERVICES, FUEL TANKS AND SEPTIC SYSTEMS. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.
 - VERIFY ALL ILLUSTRATED UNDERGROUND ELEMENTS/UTILITIES. EXERCISE REASONABLE EFFORTS TO PROTECT ANY UNKNOWN UNDERGROUND ELEMENTS/UTILITIES. NOTIFY THE ARCHITECT IMMEDIATELY IF UNKNOWN ELEMENTS/UTILITIES ARE DISCOVERED THAT WOULD NECESSITATE MODIFICATION TO THE PROPOSED DESIGN.
 - CONTACT UTILITY LOCATING SERVICE AT LEAST 48-HRS PRIOR TO EXCAVATION.
 - PROTECT ALL ADJACENT PROPERTIES, THE GENERAL PUBLIC AND ALL OF THE OWNER'S FACILITIES. SHOULD DAMAGES OCCUR, REPAIR IMMEDIATELY AS DIRECTED BY THE ARCHITECT. AREAS TO BE PROTECTED, REPAIRED AND CLEANED SHALL ALSO INCLUDE ANY STAGING AREAS, ACCESS ROUTES AND OTHER EXISTING IMPROVEMENTS WITHIN THE CONSTRUCTION LIMITS THAT ARE TO REMAIN.
 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND/OR NCDOT STANDARDS AND SPECIFICATIONS.
 - ALL EXISTING VAULTS, MANHOLES, STORM DRAIN STRUCTURES, CLEANOUTS, ETC. SHALL BE ADJUSTED AS NEEDED TO MATCH FINISH GRADE.
 - THIS SITE IS NOT LOCATED WITHIN SPECIAL FLOOD HAZARD AREAS AS DETERMINED BY FEMA AND DEPICTED ON F.I.E.M. MAPS 3720064900K and 3720064900K, BOTH DATED JULY 19, 2022 AS BEING WITHIN ZONE "X-OTHER AREA".
 - NO WORK SHALL BE PERFORMED ON RIGHT-OF-WAYS OR ADJACENT PROPERTIES UNTIL THE OWNER NOTIFIES CONTRACTOR IN WRITING OF PROCUREMENT OF APPROPRIATE PERMITS, EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY.

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)

1 inch = 40 ft.

SEAL

ADW ARCHITECTS

environmentforlife

architecture planning interiors

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charlotte, north carolina 28217
tj 704 379 1919
tj 704 379 1920
www.adwarchitects.com

CLH DESIGN, P.A.

400 Regency Forest Drive
Suite 120
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Phone: (919)319-6716
Fax: (919)319-7516
LA: C-106, PE: C-1695

HOLLY SPRINGS

North Carolina

HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA

DEVELOPMENT PETITION SUBMITTAL #5

DATE 03.14.2024

ADW PROJECT NO 21028

CLH PROJECT NO 22-137

REVISIONS

NUM.	DATE	DESCRIPTION:
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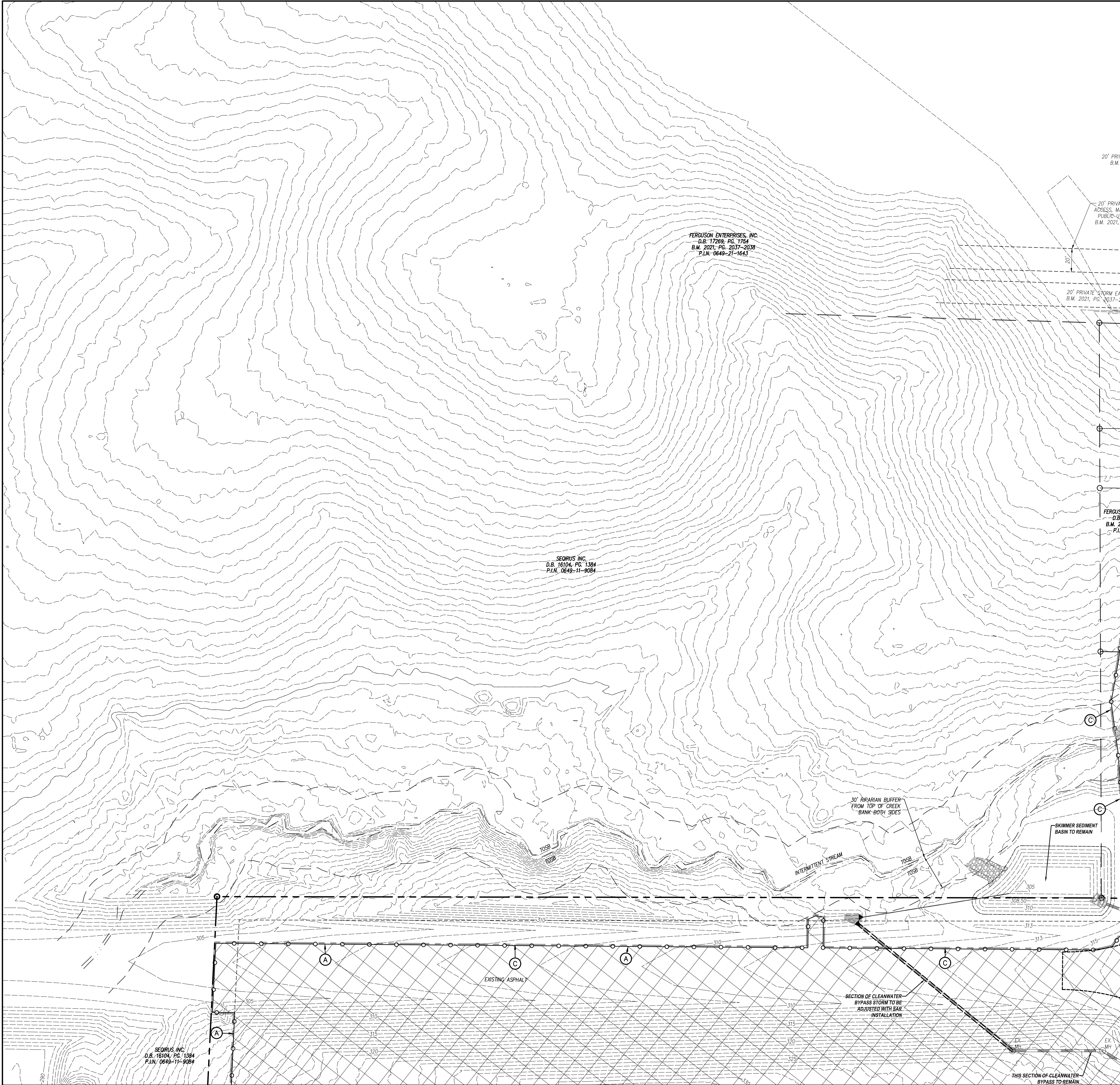
PRIMARY REVIEW

03/14/24

SEAL

SHEET NAME EXISTING CONDITIONS & DEMOLITION PLAN - AREA 1

SHEET NUMBER C-21



LEGEND

CONSTR./CLEARING LIMITS CLEARING AND GRUBBING. TREE PROTECTION FENCE

KEY NOTES

- (A) TEMPORARY TREE PROTECTION FENCE, SEE DETAIL SHEET C-5.0
- (B) CLEAR AND GRUB, STRIP TOPSOIL WITHIN CONSTRUCTION LIMITS
- (C) PHASE 1B CONSTRUCTION LIMITS

- GENERAL NOTES**
- ALL EXISTING STRUCTURES AND UTILITIES SHALL BE REMOVED AS NEEDED TO ALLOW NEW CONSTRUCTION. IN GENERAL, FEATURES INDICATED IN BOLD ON THIS PLAN SHALL BE REMOVED.
 - ALL PAVEMENT OR CONCRETE TO BE REMOVED SHALL BE SAW CUT TO PROVIDE A STRAIGHT AND UNIFORM JOINT FOR NEW PAVEMENT, SIDEWALK, OR CURB AND GUTTER, ETC. ANY EXISTING PAVEMENT, SIDEWALK, CURB AND GUTTER, ETC. THAT MUST BE REMOVED TO ALLOW NEW CONSTRUCTION SHALL BE REMOVED AND REPAIRED PER THE SPECIFICATIONS AND DETAILS OR TO MATCH PRE-CONSTRUCTION CONDITIONS (WHETHER OR NOT SHOWN ON THE DRAWINGS TO BE REMOVED).
 - ALL UTILITIES OR STRUCTURES NOT INDICATED FOR REMOVAL OR MODIFICATION ARE TO REMAIN AND BE PROTECTED FROM DAMAGE.
 - ALL WASTE MATERIAL GENERATED FROM DEMOLITION ACTIVITIES SHALL BE DISPOSED OF OFF-SITE IN ACCORDANCE WITH ALL APPLICABLE RULES AND REGULATIONS.
 - EXISTING SITE BOUNDARY AND TOPOGRAPHIC SURVEY INFORMATION WAS TAKEN FROM SURVEY BY WITHERSRAVEL PERFORMED 7/20/2022. THESE PLANS DO NOT ASSUME ANY LIABILITY FOR ANY EXISTING INFORMATION BOTH SHOWN AND NOT SHOWN ON THE SURVEY AND ANY CHANGES TO THE EXISTING CONDITIONS THAT MAY HAVE OCCURRED AFTER THE SURVEY WAS ISSUED. CONTRACTOR SHALL VERIFY ALL EXISTING SITE CONDITIONS PRIOR TO CONSTRUCTION.
 - INSTALL TREE PROTECTION FENCING PRIOR TO BEGINNING CLEARING OPERATIONS. CLEAR AND GRUB ALL AREAS AS SHOWN AND REQUIRED TO PERMIT INSTALLATION OF NEW CONSTRUCTION PER SPECIFICATIONS AND DRAWINGS. EXISTING TREES, SHRUBS OR OTHER LANDSCAPE MATERIAL WHICH WILL CONFLICT WITH NEW CONSTRUCTION SHALL BE REMOVED (WHETHER OR NOT SHOWN ON THE DRAWINGS). ALL CONTRACTORS SHALL VISIT THE SITE AND OBSERVE EXISTING CONDITIONS PRIOR TO BIDDING.
 - TO MINIMIZE DAMAGE TO EXISTING TREES NEAR THE INTERIOR EDGE OF CLEARING LIMITS, THE CONTRACTOR SHALL CUT 2'-FT DEEP TRENCHES ALONG THE LIMITS OF DISTURBANCE, SO AS TO CUT, RATHER THAN TEAR ROOTS.
 - PRIOR TO DEMOLISHING EXISTING STRUCTURES, MAKE AN INSPECTION FOR ANY HAZARDOUS MATERIALS. CONTACT ARCHITECT IMMEDIATELY IF ANY HAZARDOUS MATERIALS ARE DISCOVERED. CAP AND REMOVE UTILITY SERVICES, FUEL TANKS AND SEPTIC SYSTEMS. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS.
 - VERIFY ALL ILLUSTRATED UNDERGROUND ELEMENTS/UTILITIES. EXERCISE REASONABLE EFFORTS TO PROTECT ANY UNKNOWN UNDERGROUND ELEMENTS/UTILITIES. NOTIFY THE ARCHITECT IMMEDIATELY IF UNKNOWN ELEMENTS/UTILITIES ARE DISCOVERED THAT WOULD NECESSITATE MODIFICATION TO THE PROPOSED DESIGN.
 - CONTACT UTILITY LOCATING SERVICE AT LEAST 48-HRS PRIOR TO EXCAVATION.
 - PROTECT ALL ADJACENT PROPERTIES, THE GENERAL PUBLIC AND ALL OF THE OWNER'S FACILITIES. SHOULD DAMAGES OCCUR, REPAIR IMMEDIATELY AS DIRECTED BY THE ARCHITECT. AREAS TO BE PROTECTED, REPAIRED AND CLEANED SHALL ALSO INCLUDE ANY STAGING AREAS, ACCESS ROUTES AND OTHER EXISTING IMPROVEMENTS WITHIN THE CONSTRUCTION LIMITS THAT ARE TO REMAIN.
 - ALL CONSTRUCTION TO BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND/OR NCDOT STANDARDS AND SPECIFICATIONS.
 - ALL EXISTING VAULTS, MANHOLES, STORM DRAIN STRUCTURES, CLEANOUTS, ETC. SHALL BE ADJUSTED AS NEEDED TO MATCH FINISH GRADE.
 - THIS SITE IS NOT LOCATED WITHIN SPECIAL FLOOD HAZARD AREAS AS DETERMINED BY FEMA AND DEPICTED ON F.I.R.E.M. MAPS 3720064900K and 3720064900K, BOTH DATED JULY 19, 2022 AS BEING WITHIN ZONE "X-OTHER AREA".
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GRAPHIC SCALE

(IN FEET)

1 inch = 40 ft.

SEAL

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LA: C-106, PE: C-1595

HOLLY SPRINGS

North Carolina

HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA

DEVELOPMENT PETITION SUBMITTAL #5

DATE 03.14.2024

ADW PROJECT NO 21028

CLH PROJECT NO 22-137

REVISIONS

NUM.	DATE	DESCRIPTION:
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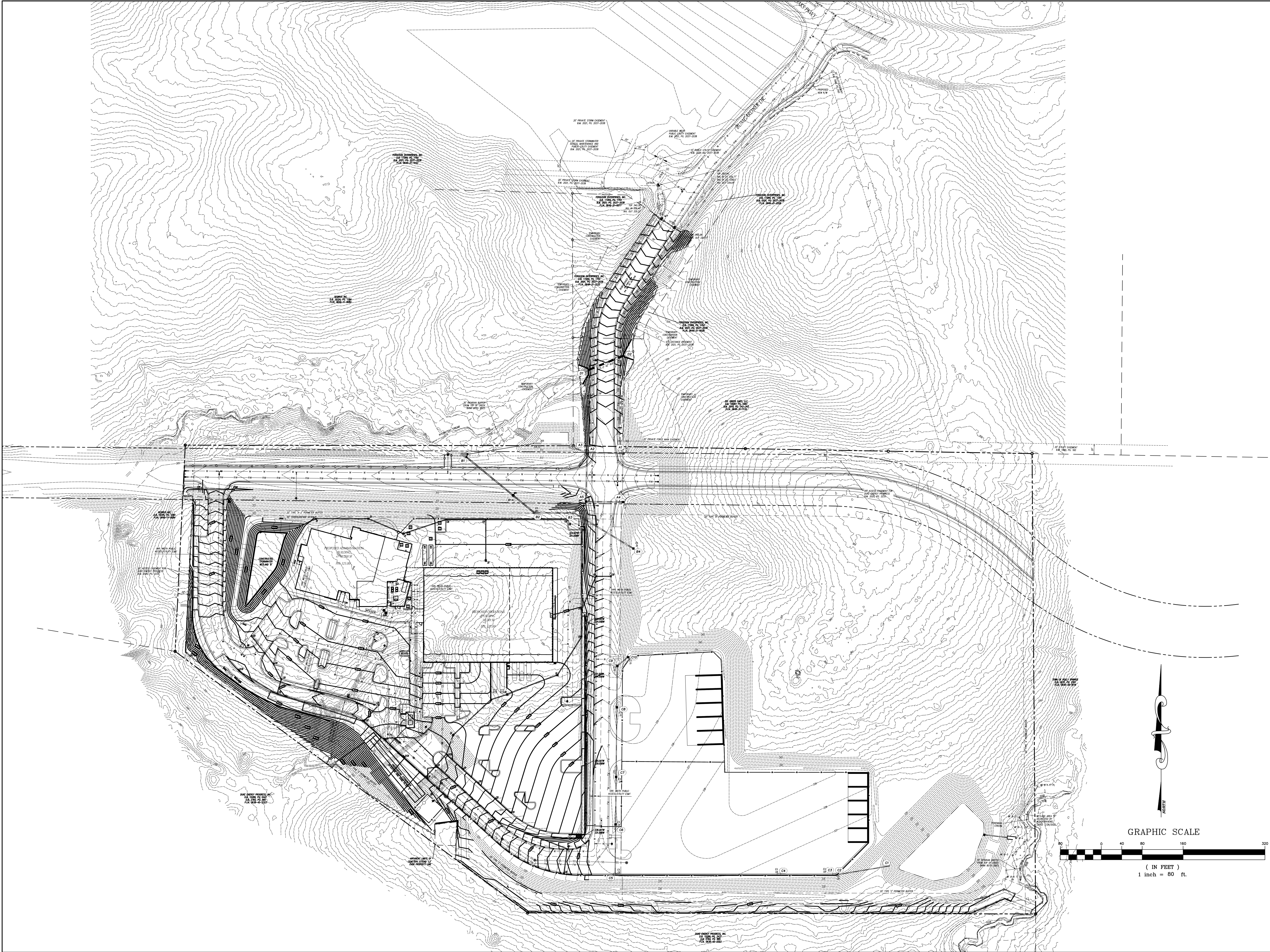
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PRIMARY REVIEW

03/14/24

SHEET NAME EXISTING CONDITIONS & DEMOLITION PLAN - AREA 3

SHEET NUMBER C-2.3



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

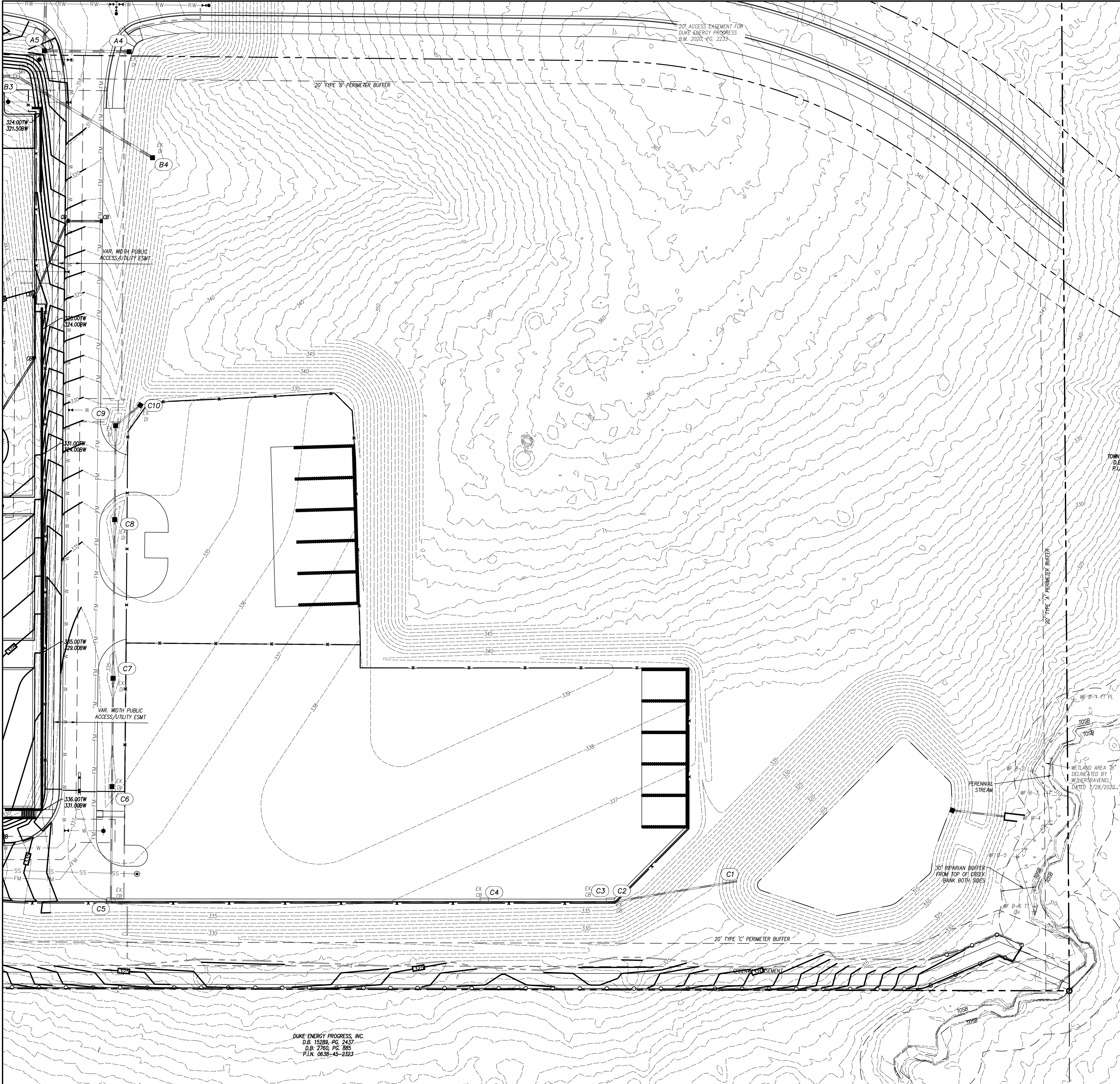
DEVELOPMENT
PETITION
SUBMITTAL #5

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SEAL



GRADING LEGEND

	EXISTING CONTOURS
	FINAL CONTOURS
	STORM STRUCTURE NUMBER
	PROPOSED STORM DRAIN PIPE
	TREE PROTECTION FENCE
	CONSTRUCTION LIMITS

TYP. GRADE DESIGNATIONS AT SITE WALLS

270.50TW	270.55
269.50BW	

- GENERAL NOTES**
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND NCDOT STANDARDS AND SPECIFICATIONS.
 - ALL SPOT ELEVATIONS INDICATED AT CURB AND GUTTER AND ARE DENOTED TO TOP OF CURB, UNLESS OTHERWISE SHOWN.
 - TOTAL ADDITIONAL DEDUDED AREA = 10 AC
 - CONTRACTOR SHALL ADJUST ALL EXISTING VAULTS, MANHOLES, STORM DRAIN STRUCTURES, CLEANOUTS, ETC. AS NEEDED TO MATCH FINISH GRADE.
 - ALL BACKFILL, COMPACTION, SOILS TESTING, ETC. SHALL BE PERFORMED BY THE OWNERS INDEPENDENT TESTING LABORATORY. (SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION)
 - ALL STORM DRAIN PIPES SHALL BE PROTECTED WITH STONE FILTER PROTECTION AFTER STOPPAGE OF WORK EACH DAY.
 - EXISTING VEGETATION WITHIN TREE PROTECTION AREAS SHALL REMAIN UNDISTURBED, UNLESS NOTED OTHERWISE.
 - ANY AND ALL LANDSCAPING AND EXISTING TREES & SHRUBS TO REMAIN WHICH ARE DAMAGED DURING DEMOLITION OR CONSTRUCTION SHALL BE REPLACED BY THE CONTRACTOR UTILIZING A LICENSED LANDSCAPE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
 - THE GRADING CONTRACTOR SHALL COMPLY WITH ALL STATE CODES IN OBSERVING EROSION CONTROL MEASURES BOTH ON AND OFF-SITE.
 - THE GRADING CONTRACTOR SHALL MAINTAIN ALL EROSION CONTROL DEVICES AFTER EACH RAINFALL EVENT OR AS DIRECTED BY STATE AUTHORITIES OR THE ARCHITECT.
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 - CONTRACTOR SHALL VERIFY ALL EXISTING ELEVATIONS WHERE NEW CONSTRUCTION JOIN OR CONNECT TO EXISTING PAVEMENT, CURB AND OTHER RIGID STRUCTURES. NOTIFY ARCHITECT IF DISCREPANCIES OCCUR.

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HOLLY SPRINGS
North Carolina

HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

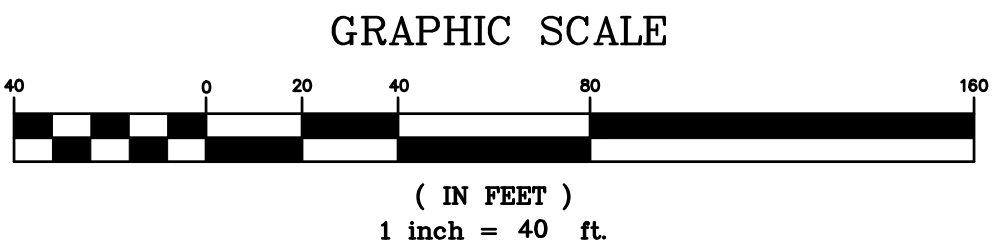
HOLLY SPRINGS,
NORTH CAROLINA
DEVELOPMENT
PETITION
SUBMITTAL #5

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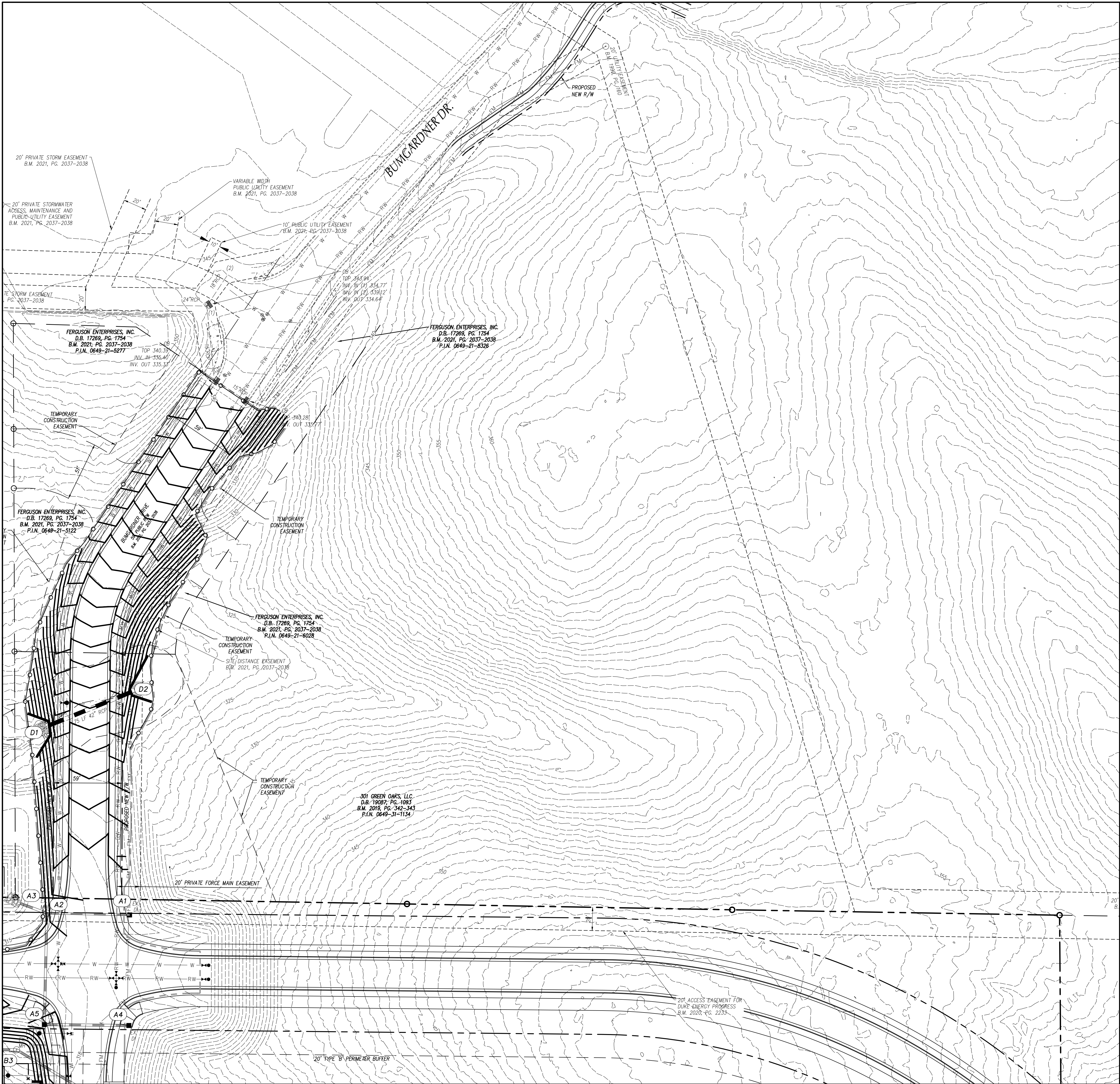
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SEAL

CHARITY R. PIERCE
03/14/24



SHEET NAME GRADING & STORM DRAINAGE
PLAN - AREA 1
SHEET NUMBER C-3.1



GRADING LEGEND

	EXISTING CONTOURS
	FINAL CONTOURS
	STORM STRUCTURE NUMBER
	PROPOSED STORM DRAIN PIPE
	TREE PROTECTION FENCE
	CONSTRUCTION LIMITS

TYP. GRADE DESIGNATIONS AT SITE WALLS

270.50TW	270.55
269.50BW	

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GRAPHIC SCALE

(IN FEET)

1 inch = 40 ft.

40 0 20 40 80 160

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HOLLY SPRINGS
North Carolina

HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

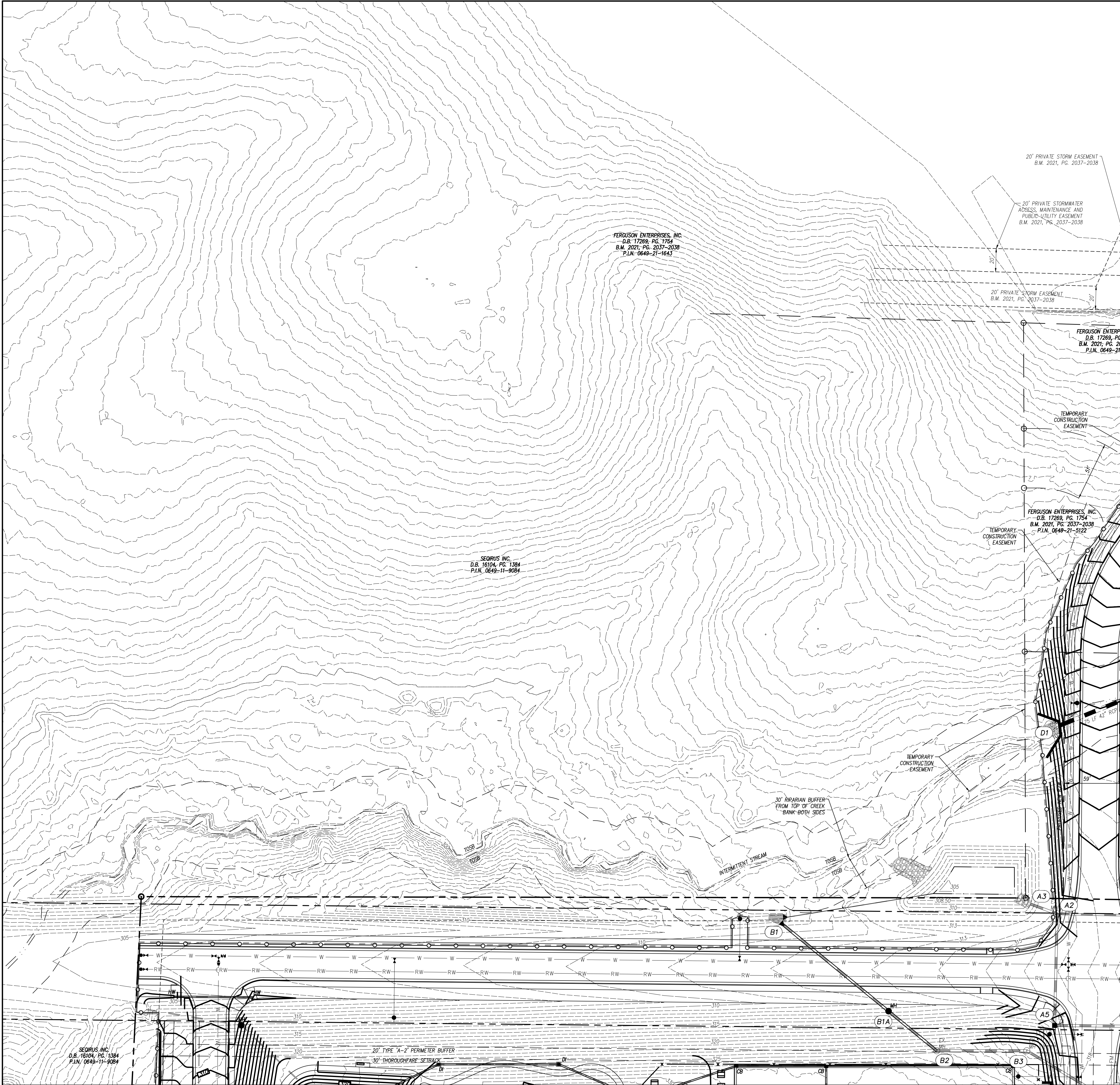
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SEAL

SHEET NAME	GRADING & STORM DRAINAGE PLAN - AREA 2
SHEET NUMBER	C-32



GRADING LEGEND

EXISTING CONTOURS

FINAL CONTOURS

STORM STRUCTURE NUMBER

PROPOSED STORM DRAIN PIPE

TREE PROTECTION FENCE

CONSTRUCTION LIMITS

TYP. GRADE DESIGNATIONS AT SITE WALLS

- GENERAL NOTES
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF HOLLY SPRINGS AND NCDOT STANDARDS AND SPECIFICATIONS.

2. ALL SPOT ELEVATIONS INDICATED AT CURB AND GUTTER AND ARE DENOTED TO TOP OF CURB, UNLESS OTHERWISE SHOWN.

3. TOTAL ADDITIONAL DEDUDED AREA = 10 AC

4. CONTRACTOR SHALL ADJUST ALL EXISTING VAULTS, MANHOLES, STORM DRAIN STRUCTURES, CLEANOUTS, ETC. AS NEEDED TO MATCH FINISH GRADE.

5. ALL BACKFILL, COMPACTION, SOILS TESTING, ETC. SHALL BE PERFORMED BY THE OWNERS INDEPENDENT TESTING LABORATORY. (SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION)

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7. EXISTING VEGETATION WITHIN TREE PROTECTION AREAS SHALL REMAIN UNDISTURBED, UNLESS NOTED OTHERWISE.

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HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

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SEAL

03/14/24

SEAL

GRAPHIC SCALE

40

0

20

40

80

160

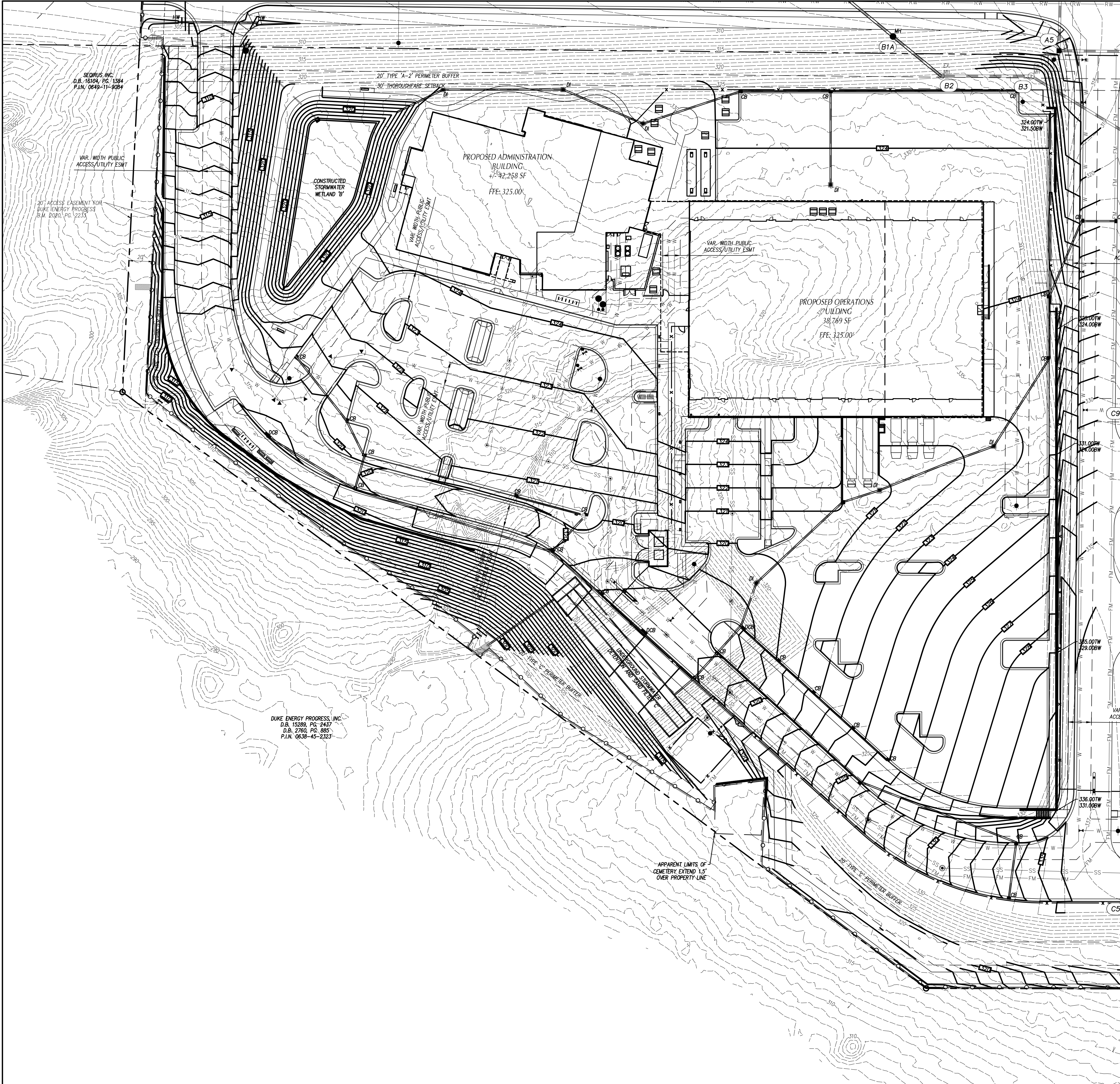
(IN FEET)

1 inch = 40 ft.

SHEET NAME GRADING & STORM DRAINAGE

PLAN - AREA 3

SHEET NUMBER C-3.3



GRADING LEGEND

	EXISTING CONTOURS
	FINAL CONTOURS
	STORM STRUCTURE NUMBER
	PROPOSED STORM DRAIN PIPE
	TREE PROTECTION FENCE
	CONSTRUCTION LIMITS

TYP. GRADE DESIGNATIONS AT SITE WALLS

270.50TW	270.55
269.50BW	

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HOLLY SPRINGS OPERATIONS CAMPUS

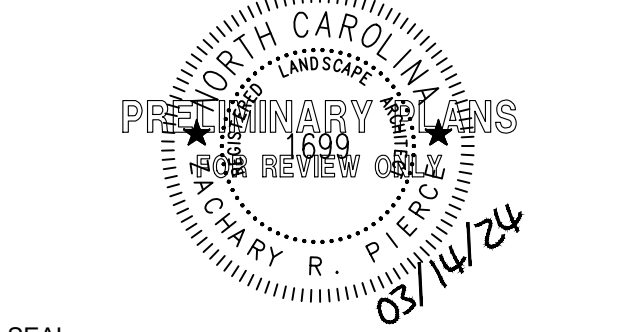
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

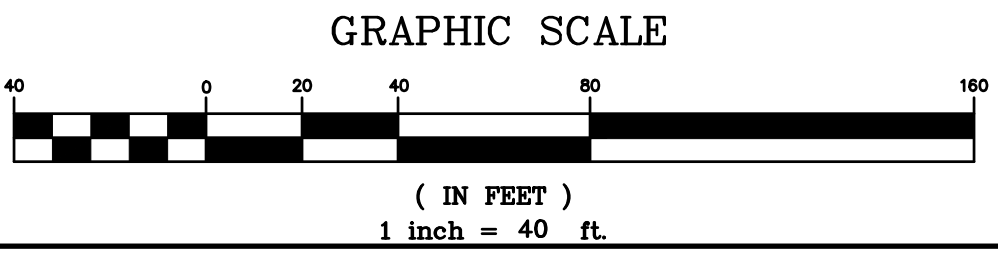
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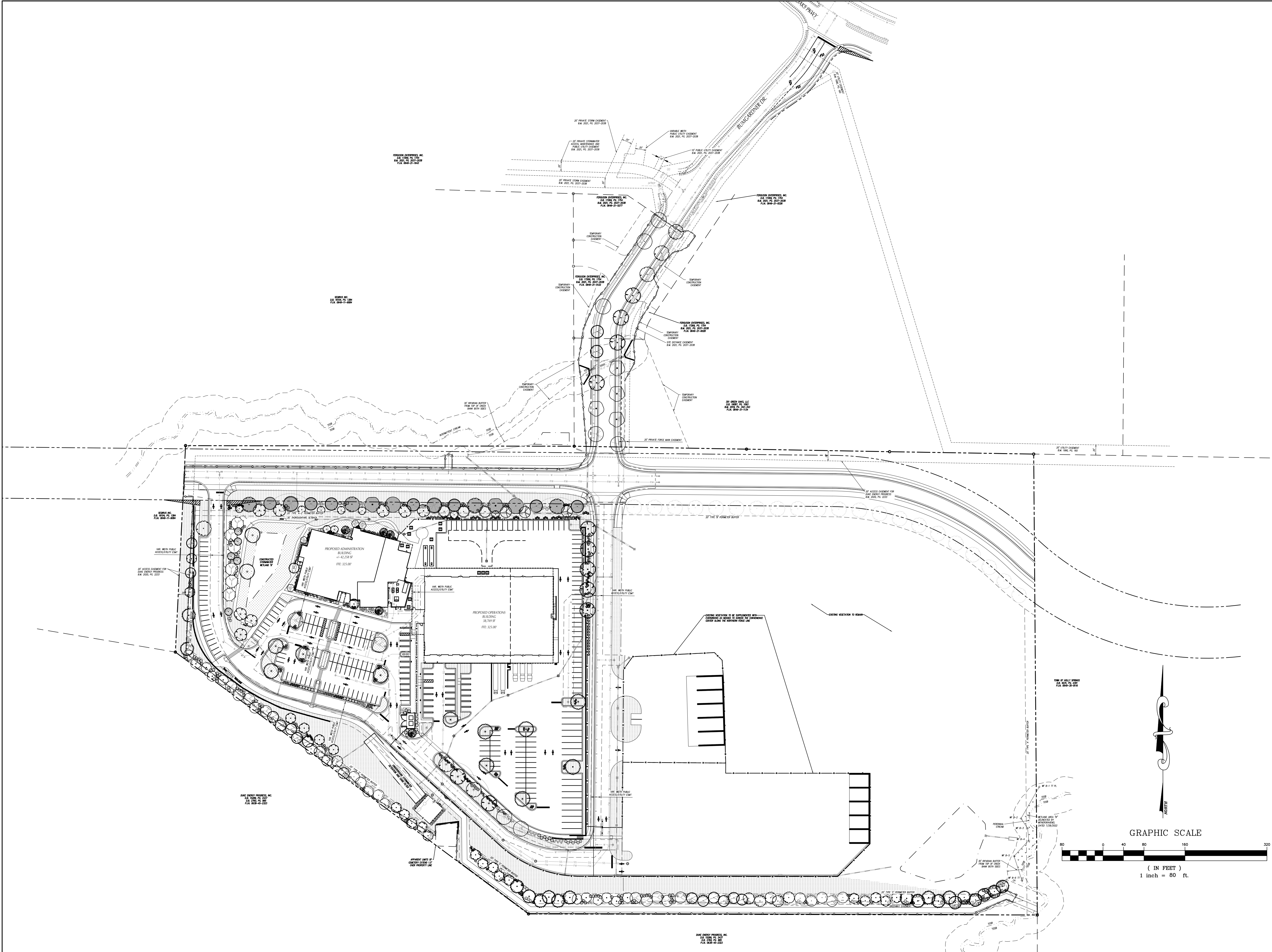
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SEAL	
SHEET NAME	GRADING & STORM DRAINAGE PLAN - AREA 4
SHEET NUMBER	C-34





HOLLY SPRINGS OPERATIONS CAMPUS

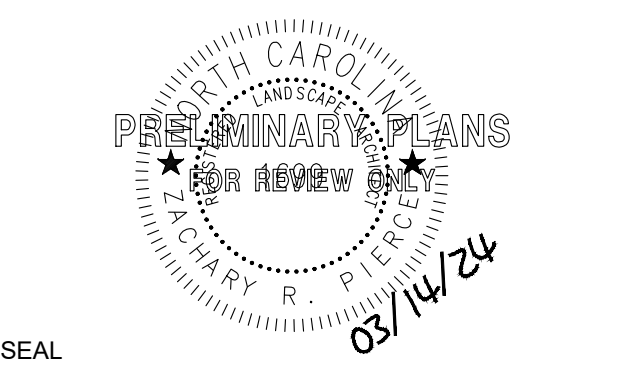
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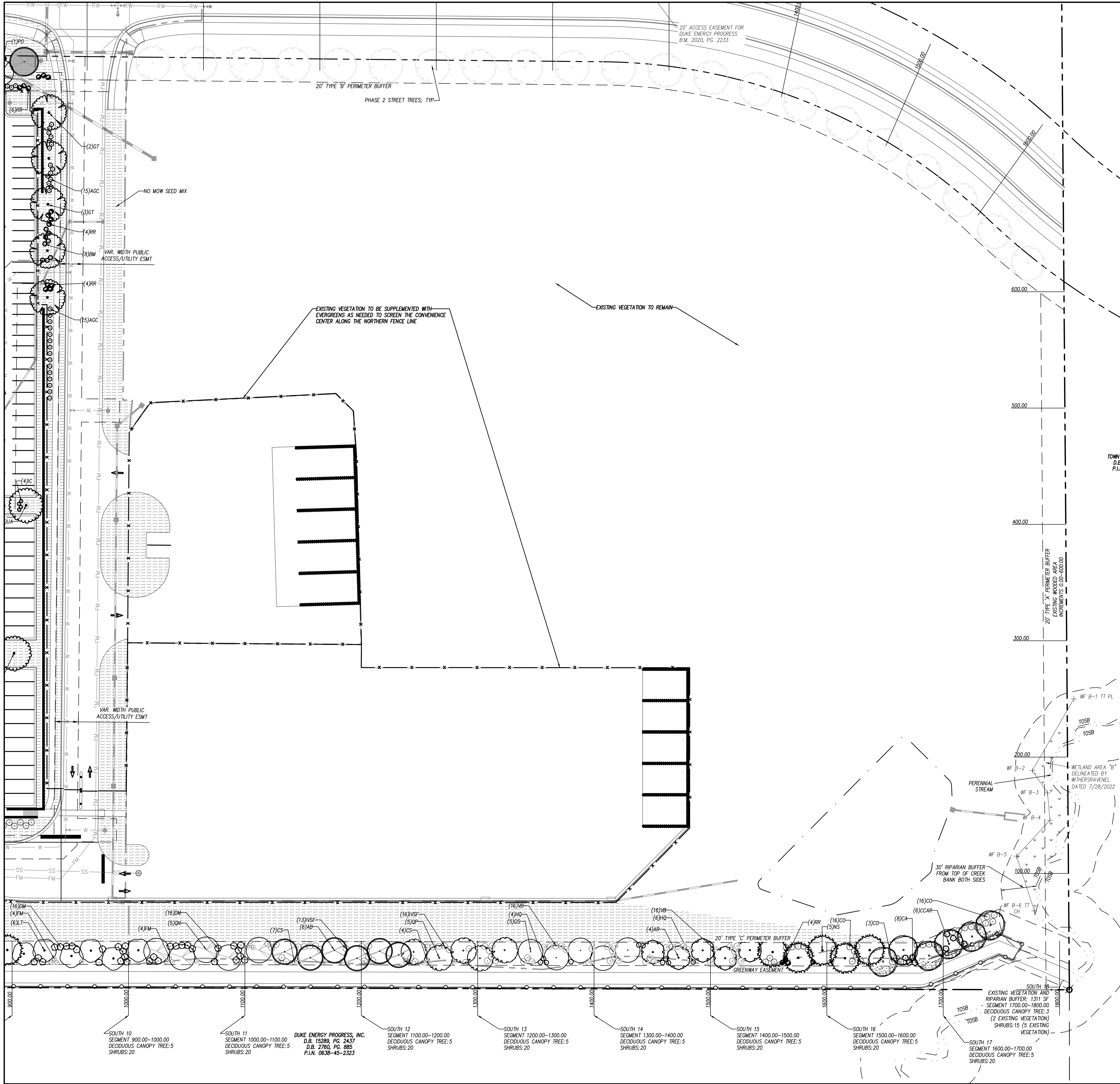
HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

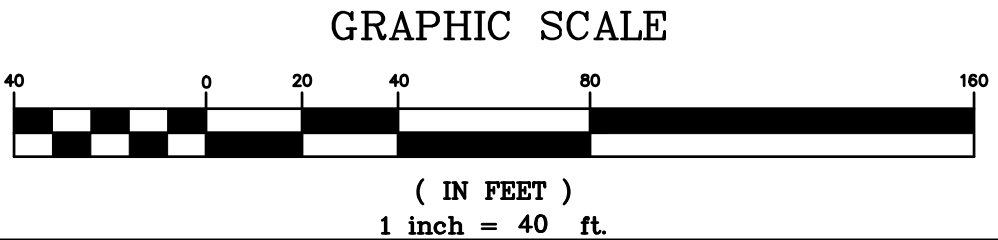
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- GENERAL NOTES-LANDSCAPING
1. LOCATE ALL EXISTING UTILITIES PRIOR TO INSTALLATION OF PLANT MATERIAL. NOTIFY OWNER OF ANY DISCREPANCIES BETWEEN FIELD CONDITIONS AND THOSE SHOWN ON THE PLAN.
 2. VERIFICATION OF TOTAL QUANTITIES AS SHOWN ON THE PLANT LIST SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND THE TOTAL QUANTITIES SHALL BE AS SHOWN ON THE PLAN.
 3. ALL PLANT MATERIAL SHALL CONFORM WITH THE STANDARDS SET FORTH BY THE AMERICAN ASSOCIATION OF NURSERMEN AND THE WRITTEN SPECIFICATIONS.
 4. ALL PLANT MATERIAL (SHRUBS/TREES) SHALL BE A MINIMUM DISTANCE OF 4 1/2 FEET FROM BACK OF CURB, EXCEPT ALONG ANY NEW WALLS ADJACENT TO PARKING WHERE CURB STOPS WILL BE USED. ALL PLANTING BEDS TO BE MULCHED WITH A MINIMUM OF 3" OF MULCH.
 5. ALL PLANT GROUPINGS SHALL BE MULCHED AS ONE BED. 3" OF DYED BROWN DOUBLE SHREDDED HARDWOOD MULCH SHALL BE USED AROUND ALL PLANTINGS WITH THE EXCEPTION OF BUFFER PLANTINGS.
 6. APPLY PRE-EMERGENT HERBICIDE TO ALL NEW PLANTING BEDS AT MANUFACTURER'S RECOMMENDED RATE PRIOR TO INSTALLATION OF MULCH.
 7. ESTABLISH POSITIVE DRAINAGE IN ALL PLANTING BEDS AND AWAY FROM BUILDINGS.
 8. DO NOT INSTALL PLANT MATERIAL IN IMPERVIOUS SOILS. (I.e. HOLES WHICH, WHEN FILLED WITH WATER, DO NOT COMPLETELY DRAIN WITHIN TWO HOURS.) SEE SPECIFICATIONS FOR TOPSOIL REQUIREMENTS.
 9. LAWN AREAS SHALL BE SEEDED WITH RIVERA OR SUNSTAR BERMUDA GRASS 95% COVERAGE (BASED ON A PER SQUARE YARD SAMPLE) SHALL BE ATTAINED PRIOR TO FINAL INSPECTION. SEE DETAIL SHEET FOR RATES AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
 10. CONTACT THE LANDSCAPE ARCHITECT FOR INSPECTION 48 HOURS IN ADVANCE OF THE SCHEDULED SITE VISIT AND AT THE FOLLOWING INTERVALS:
 - 10.1. REVIEW OF GRADING PRIOR TO PLANT AND LAWN INSTALLATION
 - 10.2. REVIEW OF PLANT MATERIAL PRIOR TO INSTALLATION.
 - 10.3. ONE SUBSTANTIAL COMPLETION MEETING FOR PLANT INSTALLATION.
 - 10.4. ONE FINAL INSPECTION FOR ALL SEEDING/PLANTING OPERATIONS.
 11. THE TREE PROTECTION FENCE SHALL BE MAINTAINED ON THE SITE UNTIL ALL SITE WORK IS COMPLETED AND THE FINAL SITE INSPECTION PRIOR TO THE CERTIFICATE OF OCCUPANCY (CO) IS SCHEDULED. THE FENCING SHALL BE REMOVED PRIOR TO FINAL SITE INSPECTION FOR THE CO.
 12. LANDSCAPE SUB-CONTRACTOR (UNDER GC CONTRACT) SHALL BE RESPONSIBLE FOR WATERING ALL PLANTS AND LAWN AREAS AT HIS COST FROM HIS OWN WATER SOURCE INCLUDING DURING PERIODS OF DROUGHT UNTIL THE PLANTS AND LAWN MEET FINAL COMPLETION. PLANT MATERIALS OR AREAS OF GRASS WHICH PERISH SHALL BE RE-ESTABLISHED BY THE CONTRACTOR AT NO EXPENSE TO THE OWNER.
 13. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING ALL EQUIPMENT & SUBCONTRACTORS AWAY FROM SEEDED AREAS. IF DAMAGE OCCURS, THROUGH NO FAULT OF THE OWNER, AREAS SHALL BE REGRADED AND RESEEDED IMMEDIATELY AT NO ADDITIONAL COST TO THE OWNER. CONTRACTOR SHALL WATER AND MAINTAIN THOSE AREAS UNTIL THEY ARE AT 95% COVERAGE AT FINAL COMPLETION.
 14. SUBSTITUTIONS OF PLANT MATERIAL SHALL ONLY BE ACCEPTED 60 DAYS PRIOR TO COMMENCEMENT OF PLANTING OPERATIONS. SUBSTITUTION REQUESTS MUST BE IN WRITING AND WILL ONLY BE ACCEPTED FOR LACK OF AVAILABILITY REASONS WHICH CAN BE SUBSTANTIATED OR FOR SUPERIOR STOCK SUBSTITUTIONS. SUBSTITUTIONS WILL REQUIRE TOWN OF HOLLY SPRINGS DEVELOPMENT SERVICES APPROVAL.
 15. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT TO REVIEW GRADING ONE WEEK PRIOR TO SEEDING. IF THE LANDSCAPE CONTRACTOR AND LANDSCAPE ARCHITECT FIND GRADING UNACCEPTABLE FOR FINAL SEEDING, LANDSCAPE CONTRACTOR SHALL BRING IT TO THE ATTENTION OF THE GENERAL CONTRACTOR. LANDSCAPE CONTRACTOR SHALL NOT PROCEED WITHOUT APPROVAL BY LANDSCAPE ARCHITECT.
 16. IF CONFLICTS OCCUR BETWEEN WRITTEN SPECIFICATIONS AND THE DRAWINGS, THE WRITTEN SPECIFICATIONS SHALL PREVAIL.
 17. GENERAL LAWN AREAS SHALL BE SEEDED WITH RIVERA OR SUNSTAR BERMUDA. SEE PLANTING PLAN FOR LIMITS.
 18. ALL 3:1 SLOPES SHALL BE STABILIZED WITH 'NO-MOW' NATURALIZED SEED MIX AND EROSION CONTROL MATTING.
 19. ALL FOUNDATION SHRUBS AND TREES TO BE PLANTED A MINIMUM OF 5'-FT FROM BUILDING WALL. NOTIFY LANDSCAPE ARCHITECT FOR ANY DISCREPANCIES.
 20. INSTALL PERMANENT SEEDING ALONG ALL ROADSIDE DITCHES AND CHANNELS WITHIN CONSTRUCTION LIMITS OF PROJECT. SEE EROSION CONTROL PLANS FOR ADDITIONAL INFORMATION.



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HOLLY SPRINGS OPERATIONS CAMPUS

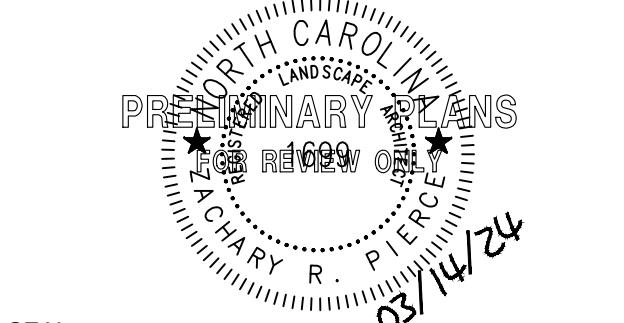
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
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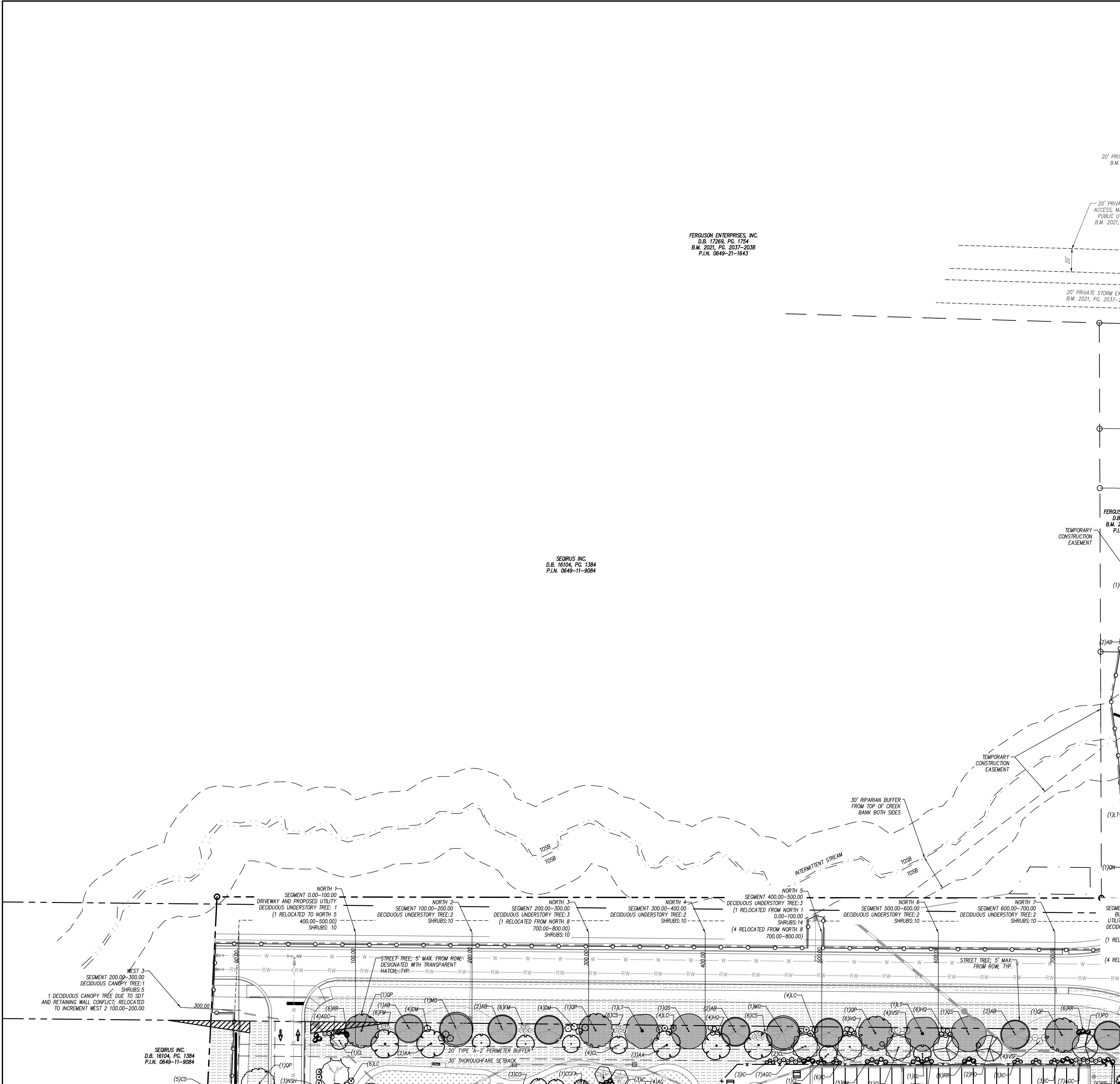
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SEAL

SHEET NAME LANDSCAPE PLAN - AREA 1

SHEET NUMBER C4.1



- GENERAL NOTES-LANDSCAPING
1. LOCATE ALL EXISTING UTILITIES PRIOR TO INSTALLATION OF PLANT MATERIAL. NOTIFY OWNER OF ANY DISCREPANCIES BETWEEN FIELD CONDITIONS AND THOSE SHOWN ON THE PLAN.
 2. VERIFICATION OF TOTAL QUANTITIES AS SHOWN ON THE PLANT LIST SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND THE TOTAL QUANTITIES SHALL BE AS SHOWN ON THE PLAN.
 3. ALL PLANT MATERIAL SHALL CONFORM WITH THE STANDARDS SET FORTH BY THE AMERICAN ASSOCIATION OF NURSERMEN AND THE WRITTEN SPECIFICATIONS.
 4. ALL PLANT MATERIAL (SHRUBS/TREES) SHALL BE A MINIMUM DISTANCE OF 4 1/2 FEET FROM BACK OF CURB, EXCEPT ALONG ANY NEW WALLS ADJACENT TO PARKING WHERE CURB STOPS WILL BE USED. ALL PLANTING BEDS TO BE MULCHED WITH A MINIMUM OF 3" OF MULCH.
 5. ALL PLANT GROUPINGS SHALL BE MULCHED AS ONE BED. 3" OF DYED BROWN DOUBLE SHREDED HARDWOOD MULCH SHALL BE USED AROUND ALL PLANTINGS WITH THE EXCEPTION OF BUFFER PLANTINGS.
 6. APPLY PRE-EMERGENT HERBICIDE TO ALL NEW PLANTING BEDS AT MANUFACTURER'S RECOMMENDED RATE PRIOR TO INSTALLATION OF MULCH.
 7. ESTABLISH POSITIVE DRAINAGE IN ALL PLANTING BEDS AND AWAY FROM BUILDINGS.
 8. DO NOT INSTALL PLANT MATERIAL IN IMPERVIOUS SOILS. (I.e. HOLES WHICH, WHEN FILLED WITH WATER, DO NOT COMPLETELY DRAIN WITHIN TWO HOURS.) SEE SPECIFICATIONS FOR TOPSOIL REQUIREMENTS.
 9. LAWN AREAS SHALL BE SEEDED WITH RIVERA OR SUNSTAR BERMUDA GRASS 95% COVERAGE (BASED ON A PER SQUARE YARD SAMPLE) SHALL BE ATTAINED PRIOR TO FINAL INSPECTION. SEE DETAIL SHEET FOR RATES AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
 10. CONTACT THE LANDSCAPE ARCHITECT FOR INSPECTION 48 HOURS IN ADVANCE OF THE SCHEDULED SITE VISIT AND AT THE FOLLOWING INTERVALS:
 - 10.1. REVIEW OF GRADING PRIOR TO PLANT AND LAWN INSTALLATION.
 - 10.2. REVIEW OF PLANT MATERIAL PRIOR TO INSTALLATION.
 - 10.3. ONE SUBSTANTIAL COMPLETION MEETING FOR PLANT INSTALLATION.
 - 10.4. ONE FINAL INSPECTION FOR ALL SEEDING/PLANTING OPERATIONS.
 11. THE TREE PROTECTION FENCE SHALL BE MAINTAINED ON THE SITE UNTIL ALL SITE WORK IS COMPLETED AND THE FINAL SITE INSPECTION PRIOR TO THE CERTIFICATE OF OCCUPANCY (CO) IS SCHEDULED. THE FENCING SHALL BE REMOVED PRIOR TO FINAL SITE INSPECTION FOR THE CO.
 12. LANDSCAPE SUB-CONTRACTOR (UNDER GC CONTRACT) SHALL BE RESPONSIBLE FOR WATERING ALL PLANTS AND LAWN AREAS AT HIS COST FROM HIS OWN WATER SOURCE INCLUDING DURING PERIODS OF DROUGHT UNTIL THE PLANTS AND LAWN MEET FINAL COMPLETION. PLANT MATERIALS OR AREAS OF GRASS WHICH PERISH SHALL BE RE-ESTABLISHED BY THE CONTRACTOR AT NO EXPENSE TO THE OWNER.
 13. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING ALL EQUIPMENT & SUBCONTRACTORS AWAY FROM SEEDED AREAS. IF DAMAGE OCCURS, THROUGH NO FAULT OF THE OWNER, AREAS SHALL BE REGRADED AND RESEEDED IMMEDIATELY AT NO ADDITIONAL COST TO THE OWNER. CONTRACTOR SHALL WATER AND MAINTAIN THOSE AREAS UNTIL THEY ARE AT 95% COVERAGE AT FINAL COMPLETION.
 14. SUBSTITUTIONS OF PLANT MATERIAL SHALL ONLY BE ACCEPTED 60 DAYS PRIOR TO COMMENCEMENT OF PLANTING OPERATIONS. SUBSTITUTION REQUESTS MUST BE IN WRITING AND WILL ONLY BE ACCEPTED FOR LACK OF AVAILABILITY REASONS WHICH CAN BE SUBSTANTIATED OR FOR SUPERIOR STOCK SUBSTITUTIONS. SUBSTITUTIONS WILL REQUIRE TOWN OF HOLLY SPRINGS DEVELOPMENT SERVICES APPROVAL.
 15. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT TO REVIEW GRADING ONE WEEK PRIOR TO SEEDING. IF THE LANDSCAPE CONTRACTOR AND LANDSCAPE ARCHITECT FIND GRADING UNACCEPTABLE FOR FINAL SEEDING, LANDSCAPE CONTRACTOR SHALL BRING IT TO THE ATTENTION OF THE GENERAL CONTRACTOR. LANDSCAPE CONTRACTOR SHALL NOT PROCEED WITHOUT APPROVAL BY LANDSCAPE ARCHITECT.
 16. IF CONFLICTS OCCUR BETWEEN WRITTEN SPECIFICATIONS AND THE DRAWINGS, THE WRITTEN SPECIFICATIONS SHALL PREVAIL.
 17. GENERAL LAWN AREAS SHALL BE SEEDED WITH RIVERA OR SUNSTAR BERMUDA. SEE PLANTING PLAN FOR LIMITS.
 18. ALL 3:1 SLOPES SHALL BE STABILIZED WITH 'NO-MOW' NATURALIZED SEED MIX AND EROSION CONTROL MATTING.
 19. ALL FOUNDATION SHRUBS AND TREES TO BE PLANTED A MINIMUM OF 5'-FT FROM BUILDING WALL. NOTIFY LANDSCAPE ARCHITECT FOR ANY DISCREPANCIES.
 20. INSTALL PERMANENT SEEDING ALONG ALL ROADSIDE DITCHES AND CHANNELS WITHIN CONSTRUCTION LIMITS OF PROJECT. SEE EROSION CONTROL PLANS FOR ADDITIONAL INFORMATION.



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

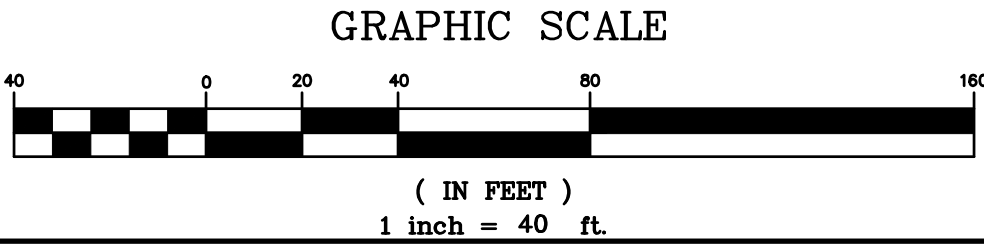
DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

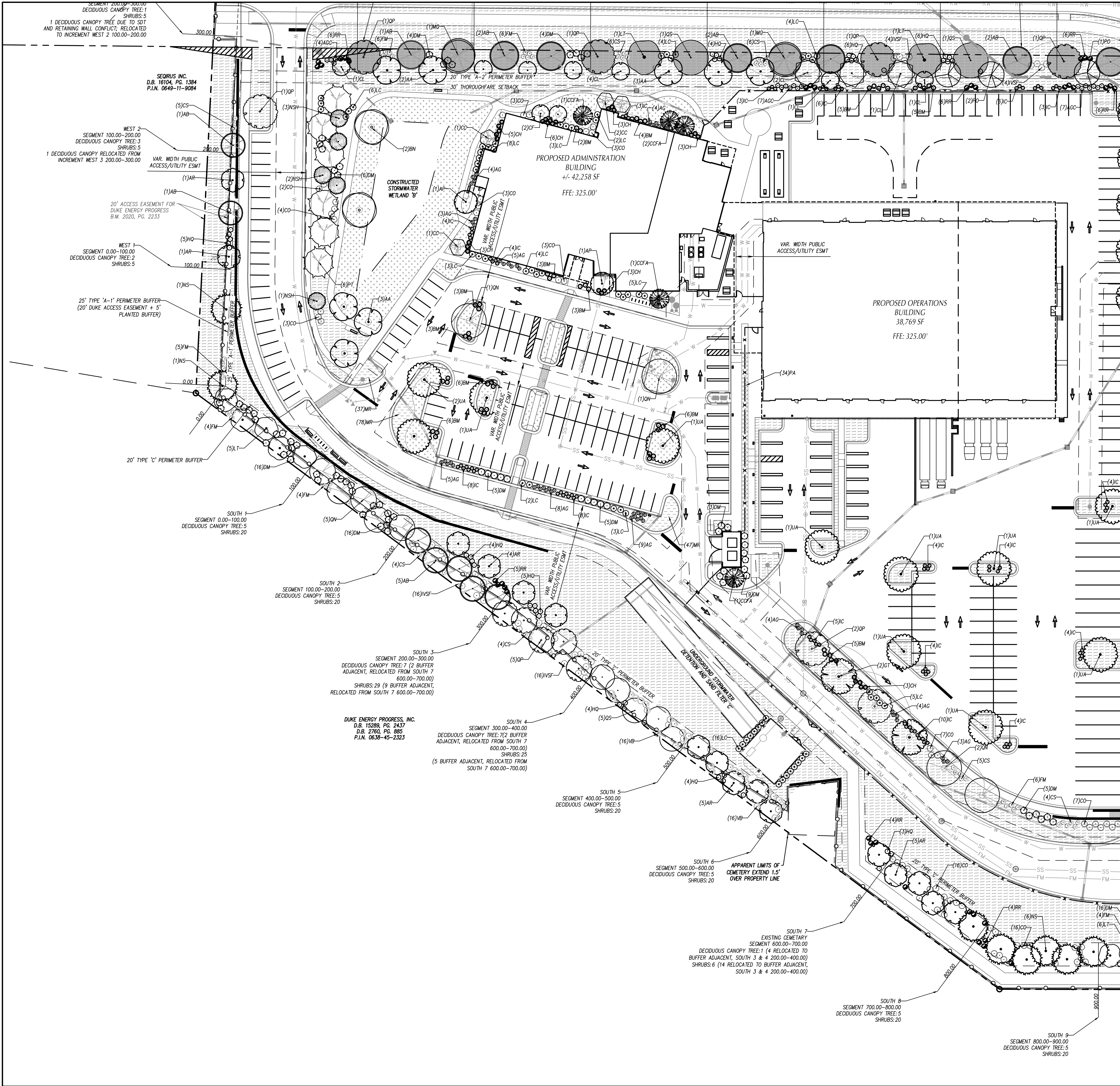
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PRELIMINARY PLANS
FOR REVIEW ONLY

SEAL

SHEET NAME LANDSCAPE PLAN - AREA 3
SHEET NUMBER C-4.3





- GENERAL NOTES-LANDSCAPING
1. LOCATE ALL EXISTING UTILITIES PRIOR TO INSTALLATION OF PLANT MATERIAL. NOTIFY OWNER OF ANY DISCREPANCIES BETWEEN FIELD CONDITIONS AND THOSE SHOWN ON THE PLAN. THE RESPONSIBILITY OF THE CONTRACTOR AND THE TOTAL QUANTITIES SHALL BE AS SHOWN ON THE PLAN.
 2. ALL PLANT MATERIAL SHALL CONFORM WITH THE STANDARDS SET FORTH BY THE AMERICAN ASSOCIATION OF NURSERMEN AND THE WRITTEN SPECIFICATIONS.
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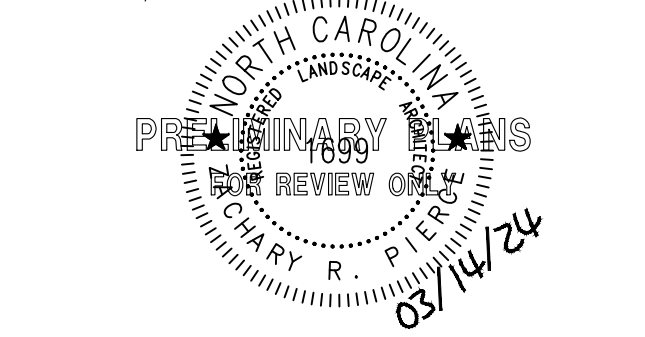
HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

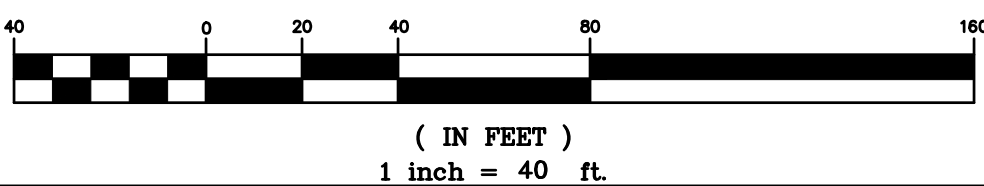
HOLLY SPRINGS,
NORTH CAROLINA
DEVELOPMENT
PETITION
SUBMITTAL #5

DATE	03.14.2024	
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GRAPHIC SCALE



PLANT SCHEDULE						
TREES (CANOPY)	%	QTY	BOTANICAL / COMMON NAME	CONT.	CAL	SIZE
AB	3.25 %	22	<i>Acer buergeranum</i> / Trident Maple	B&B, STRAIGHT TRUNK, FULL CROWN	2.0" CAL	10' HT MIN.
AR	12.65 %	21	<i>Acer rubrum</i> 'October Glory'/ October Glory Red Maple	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
BN	1.20 %	2	<i>Betula Nigra</i> 'Dura Heat'/ River Birch	B&B, STRAIGHT TRUNK, FULL CROWN	B&B, STRAIGHT TRUNK, FULL CROWN	12' HT MIN.
CCAR	3.61 %	6	<i>Carpinus caroliniana</i> / American Hornbeam	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
GT	6.62 %	11	<i>Quedisia tricanthos intermis</i> 'Shademaster'/ Shademaster Honeysuckle	B&B, STRAIGHT TRUNK, FULL CROWN	1.5" CAL	8' HT MIN.
LT	10.24 %	17	<i>Liriodendron tulipifera</i> / Tulip Tree	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	10' HT MIN.
MG	1.20 %	2	<i>Magnolia grandiflora</i> Kay Parris'/ Kay Parris Magnolia	B&B	1.5" CAL	8' HT MIN.
NS	7.83 %	13	<i>Nyssa sylvatica</i> / Black Gum	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
PT	3.61 %	6	<i>Pinus Toeda</i> / Loblolly Pine	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
QN	12.04 %	20	<i>Quercus nuttallii</i> / Nuttall Oak	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
QP	12.04 %	20	<i>Quercus phellos</i> / Willow Oak	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	10' HT MIN.
QS	9.03 %	15	<i>Quercus shumardii</i> / Shumard Oak	B&B, STRAIGHT TRUNK, FULL CROWN	2.5" CAL	12' HT MIN.
UA	6.62 %	11	<i>Ulmus americana</i> 'Princeton'/ American Elm	B&B, STRAIGHT TRUNK, FULL CROWN	2.0" CAL	
TREES (UNDERSTORY)	%	QTY	BOTANICAL / COMMON NAME	CONT.	CAL	SIZE
AA	21.05 %	8	<i>Almelanchier arborea</i> / Serviceberry	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
AP	5.26 %	2	<i>Acer palmatum</i> 'Bloodgood'/ Bloodgood Japanese Maple	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
CL	23.6 8 %	9	<i>Carpinus Caroliniana</i> 'Colynal'/ Collynair American Hornbeam	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
CC	10.52 %	4	<i>Cercis Canadensis</i> 'Hearts of Gold'/ Hearts of Gold Redbud			
CF	5.26 %	2	<i>Cornus Florida</i> 'Cherokee Princess'/ Cherokee Princess Dogwood	B&B, STRAIGHT TRUNK, FULL CROWN	2" CAL	8' HT MIN.
CCFA	13.15 %	5	<i>Cercis canadensis</i> 'Forest Pansy' / Redbud	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
NSH	13.15 %	5	<i>Ilex x 'Nellie Stevens</i> /Nellie Stevens Holly	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
PO	7.89 %	3	<i>Prunus x 'Okame'</i> / Okame Cherry	B&B, STRAIGHT TRUNK, FULL CROWN	1" CAL	8' HT MIN.
SHRUBS	%	QTY	BOTANICAL / COMMON NAME	CONT.	CAL	SIZE
AG	5.74 %	50	<i>Abelia x grandiflora</i> 'Kaleidoscope'/ Kaleidoscope Glossy Abelia	FULL PLANTS, MATCHING; 4" O.C.		15" HT MIN.
AGC	5.51 %	48	<i>Abelia x grandiflora</i> 'Canyon Creek'/ Canyon Creek Abelia	FULL PLANTS, MATCHING; 4" O.C.		15" HT MIN.
BM	6.78 %	59	<i>Buxus microphylla</i> / Japanese Boxwood	FULL PLANTS, MATCHING; 4" O.C.		15" HT MIN.
CA	.91 %	8	<i>Clethra alnifolia</i> 'Hummingbird'/ Hummingbird Clethra	FULL PLANTS, MATCHING; 4" O.C.		15" HT MIN.
CH	3.21 %	28	<i>Caphlataxus harringtonia</i> 'Duke Wee'/ Duke Gardens Plum Yew	#3 CONT., FULL SPACE AS SHOWN		18" HT MIN.
CO	11.14 %	97	<i>Chamaecyparis obtusa</i> / Hinoki Cypress	FULL PLANTS, MATCHING; 4" O.C.		18" HT MIN.
CS	5.40 %	47	<i>Cornus sericea</i> 'Bailey'/Bailey's Red Twig Dogwood	FULL PLANTS, 8" O.C.		15" HT MIN.
DM	12.18 %	106	<i>Distylum myricoides</i> 'Athena Tower' / Anthen's Tower Distylum			
FM	4.48 %	39	<i>Fothergilla major</i> 'Mt Airy'/ Mt. Airy Fothergilla	FULL PLANTS, MATCHING; 4" O.C.		18" HT MIN.
HQ	5.51 %	48	<i>Hydrangea quercifolia</i> 'Pee Wee'/ Pee Wee Oakleaf Hydrangea	FULL PLANTS, MATCHING; 4" O.C.		18" HT MIN.
IC	9.65 %	84	<i>Ilex cornuta</i> 'Carissa'/ Carissa Holly	#3 CONT.;FULL, SPACE AS SHOWN		18" HT MIN.
IVSF	8.62 %	75	<i>Ilex vomitoria</i> 'Shadows Female'/ Shadow's Female Yaupon Holly			
LC	7.47 %	65	<i>Loropetalum chinensis</i> 'Purple Diamond'/ Purple Diamond Loropetalum			
RR	5.97 %	52	<i>Rhododendron x 'Roblex</i> /Autumn Lily Encore Azalea	FULL PLANTS, SPACE AS SHOWN		18" HT MIN.
VB	7.35 %	64	<i>Viburnum x burkwoodii</i> / Burkwood Viburnum			
ORNAMENTAL GRASSES AND GROUNDCOVER	%	QTY	BOTANICAL / COMMON NAME	CONT.	CAL	SIZE
MR	82.63 %	162	<i>Muhlenbergia reverchonii</i> / Rose Muhly	FULL PLANTS MATCHING; 3" O.C.		3 GAL CONT.
PA	17.34 %	34	<i>Pennisetum alopecuroides</i> 'Cassian'/ Cassian Dwarf Fountain Grass	FULL PLANTS MATCHING; 5" O.C.		1 GAL CONT.
+			SOD			
SEED			SEED			

LANDSCAPE CALCULATIONS

STREET TREE REQUIREMENTS:

1 TREE EVERY 40' MIN. ON AVERAGE.

PROPOSED SOUTHERN ACCESS ROAD (ROAD DESIGN BY OTHERS)–1529LF APROX. WEST OF BUMGARDNER – TREES REQUIRED 17, PROVIDED 17 EAST OF BUMGARDNER (PHASE 2) – TREES REQUIRED 21, PROVIDED 21

FOUNDATION LANDSCAPING REQUIREMENTS:

ADMINISTRATION BUILDING (476 LINEAR FEET)

REQUIRED: 12 UNDERSTORY TREES
95 SHRUBS

PROVIDED: 12 UNDERSTORY TREES
95 SHRUBS

OPERATIONS BUILDING (502 LINEAR FEET)

REQUIRED: 6 CANOPY TREES
100 SHRUBS

PROVIDED (RELOCATED NORTH AND EAST OF OPERATIONS BUILDING ALONG FENCE LINE)
5 CANOPY TREES – EAST
2 UNDERSTORY TREES – NORTH
100 SHRUBS – NORTH AND EAST

DUMPSTER ENCLOSURE (62 LINEAR FEET)

REQUIRED: 12 LARGE SHRUBS
PROVIDED: 12 LARGE SHRUBS
1 UNDERSTORY TREE

PROPOSED PRIVATE PUMPSTATION (80 LINEAR FEET)

REQUIRED: 16 LARGE SHRUBS
PROVIDED: 16 LARGE SHRUBS

FENCING AT OUTDOOR STORAGE

RELOCATED TO EXISTING WOODED AREA

INTERIOR PARKING LANDSCAPING:

ADMINISTRATION BUILDING: 127 PARKING SPACES (1 ISLAND / 25 PARKING SPACES)

TOTAL TREES REQUIRED: 5
TOTAL TREES PROVIDED: 6
TOTAL SHRUBS REQUIRED: 20
TOTAL SHRUBS PROVIDED: 24

OPERATIONS BUILDING – 139 PARKING SPACES (1 ISLAND / 25 PARKING SPACES)

TOTAL TREES REQUIRED: 6
TOTAL TREES PROVIDED: 7
TOTAL SHRUBS REQUIRED: 24
TOTAL SHRUBS PROVIDED: 24

PERIMETER BUFFER CALCULATIONS

NORTH– 20' TYPE 'A–2' PERIMETER BUFFER

STREET TREES EXCLUDED FROM PERIMETER BUFFER CALCULATIONS
873 LINEAR FEET OF EXISTING VEGETATION
INCREMENTS 800.00 (BUMGARDNER DRIVE)–1600.00+93.66

NORTH 1 (PROPOSED DRIVEWAY AND UTILITY ROUTING)

DECIDUOUS UNDERSTORY TREE: 1
(1 RELOCATED TO NORTH 5 400.00–500.00)
SHRUBS: 10

NORTH 2

DECIDUOUS UNDERSTORY TREE: 2
SHRUBS: 10

NORTH 3

DECIDUOUS UNDERSTORY TREE: 3
(1 RELOCATED FROM NORTH 8 700.00–800.00)
SHRUBS: 10

NORTH 4

DECIDUOUS CANOPY TREE: 2
SHRUBS: 10

NORTH 5

DECIDUOUS CANOPY TREE: 3
(1 RELOCATED FROM NORTH 1 0.00–100.00)
SHRUBS: 14
(4 RELOCATED FROM NORTH 8 700.00–800.00)

NORTH 6

DECIDUOUS CANOPY TREE: 2
SHRUBS: 10

NORTH 7

DECIDUOUS CANOPY TREE: 2
SHRUBS: 10

NORTH 8 (BUMGARDNER DRIVE/SAR INTERSECTION, UTILITES AND SIDEWALK)

DECIDUOUS CANOPY TREE: 1
(1 RELOCATED TO NORTH 3 200.00–300.00)
SHRUBS: 6
(4 RELOCATED TO NORTH 5 400.00–500.00)

EAST– 20' TYPE 'A' PERIMETER BUFFER

583 LINEAR FEET OF EXISTING WOODED AREA
INCREMENTS 0.00–600.00

WEST– 25' TYPE 'A–1' PERIMETER BUFFER (20' DUKE ACCESS EASEMENT + 5' PLANTED BUFFER)

WEST 1
DECIDUOUS CANOPY TREE: 2
SHRUBS 5

WEST 2

DECIDUOUS CANOPY TREE: 3
SHRUBS 5
1 DECIDUOUS CANOPY RELOCATED FROM INCREMENT WEST 3 200.00–300.00

WEST 3

DECIDUOUS CANOPY TREE: 1
SHRUBS 5
1 DECIDUOUS CANOPY TREE DUE TO SDT AND RETAINING WALL CONFLICT;
RELOCATED TO INCREMENT WEST 2 100.00–200.00

SOUTH– 20' TYPE 'C' PERIMETER BUFFER

SOUTH 1
DECIDUOUS CANOPY TREE: 5
SHRUBS 20

SOUTH 2

DECIDUOUS CANOPY TREE: 5
SHRUBS 20

SOUTH 3

DECIDUOUS CANOPY TREE: 7 (2 BUFFER ADJACENT,
RELOCATED FROM SOUTH 7 600.00–700.00)
SHRUBS: 29 (9 BUFFER ADJACENT, RELOCATED
FROM SOUTH 7 600.00–700.00)

SOUTH 4

DECIDUOUS CANOPY TREE: 7 (2 BUFFER ADJACENT,
RELOCATED FROM SOUTH 7 600.00–700.00)
SHRUBS: 25 (5 BUFFER ADJACENT, RELOCATED
FORM SOUTH 7 600.00–700.00)

SOUTH 5

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 6

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 7

(EXISTING CEMETERY)
DECIDUOUS CANOPY TREE: 1 (4 RELOCATED TO BUFFER
ADJACENT; SOUTH 3 & 4 200.00–400.00)
SHRUBS: 6 (14 RELOCATED TO BUFFER ADJACENT,
SOUTH 3 & 4 200.00–400.00)

SOUTH 8

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 9

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 10

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 11

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 12

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 13

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 14

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 15

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 16

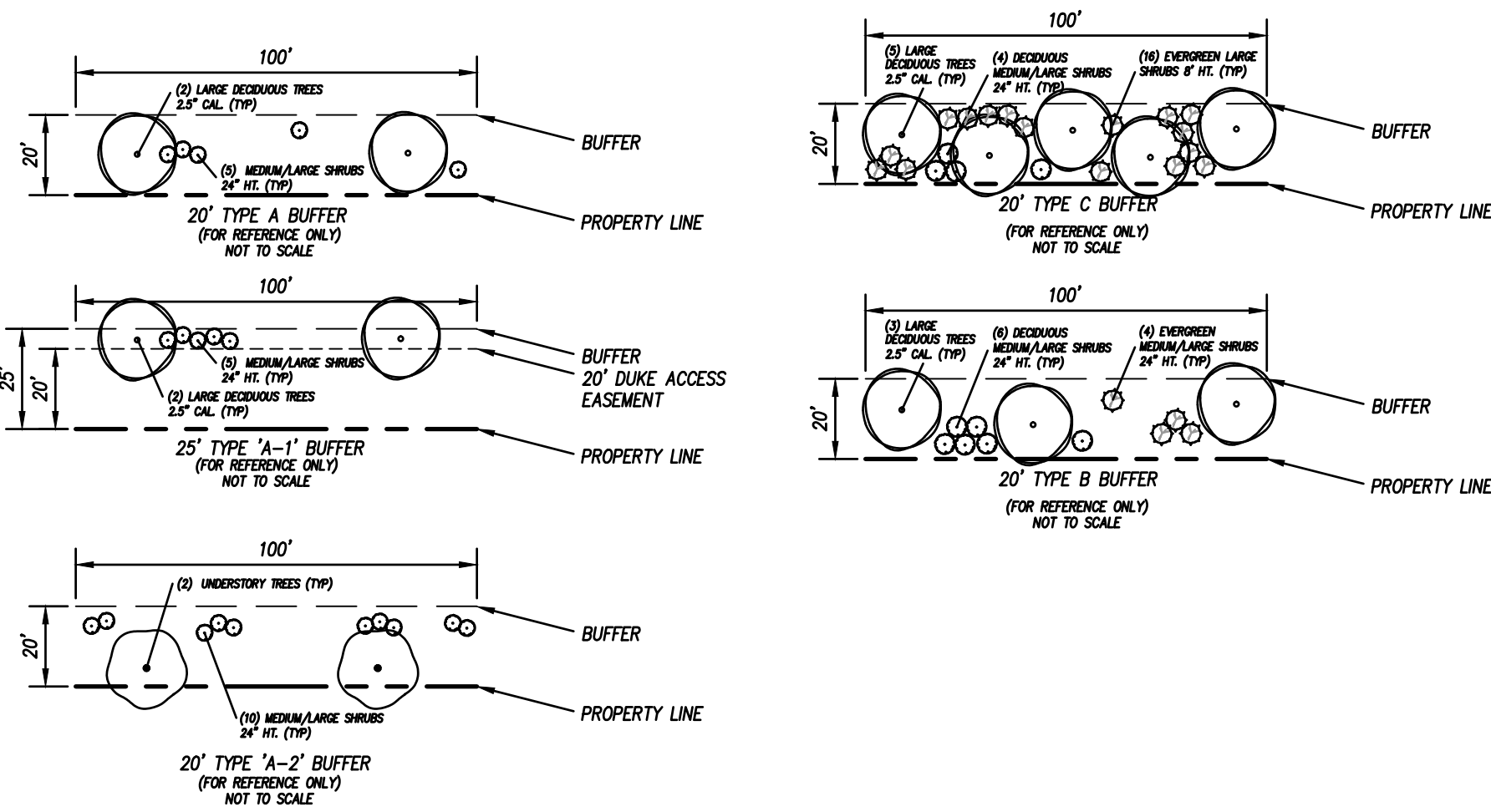
DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 17

DECIDUOUS CANOPY TREE: 5
SHRUBS: 20

SOUTH 18

EXISTING VEGETATION AND RIPARIAN BUFFER: 1311 SF
DECIDUOUS CANOPY TREE: 3 (2 EXISTING VEGETATION)
SHRUBS: 15 (5 EXISTING VEGETATION)



PERIMETER BUFFER DETAILS

HOLLY SPRINGS OPERATIONS CAMPUS

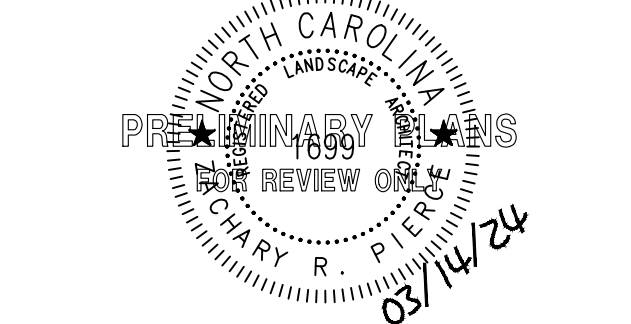
PHASE 1B

HOLLY SPRINGS, NORTH CAROLINA

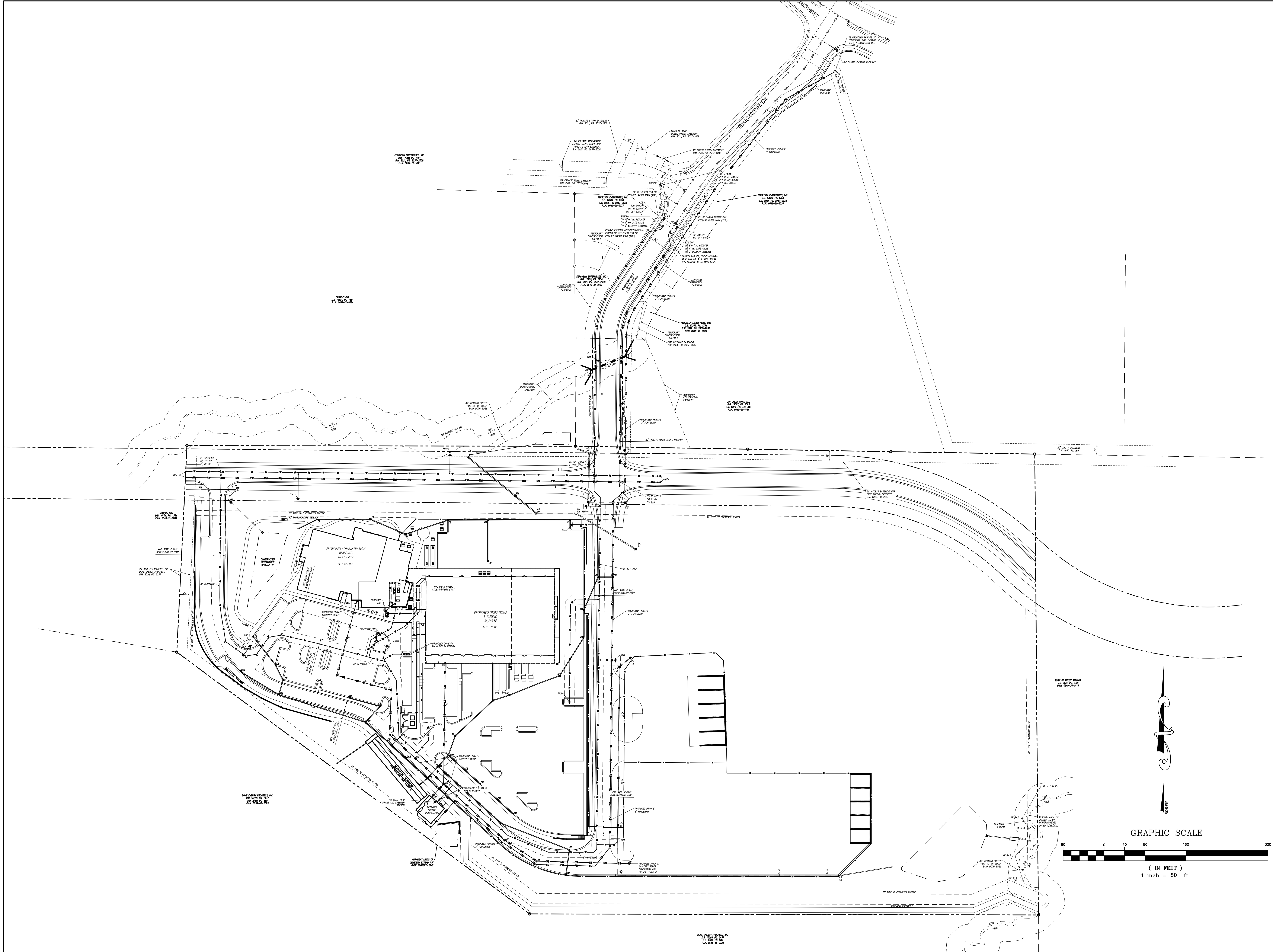
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SEAL



HOLLY SPRINGS OPERATIONS CAMPUS

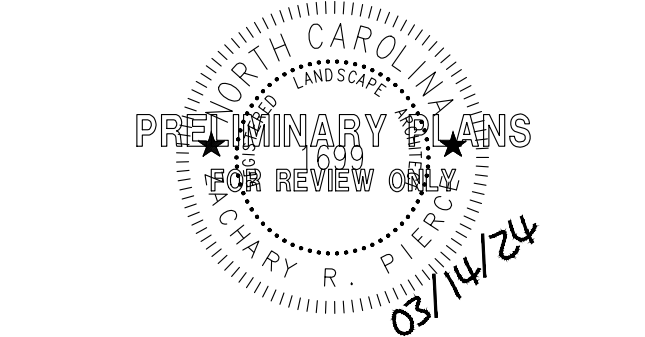
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

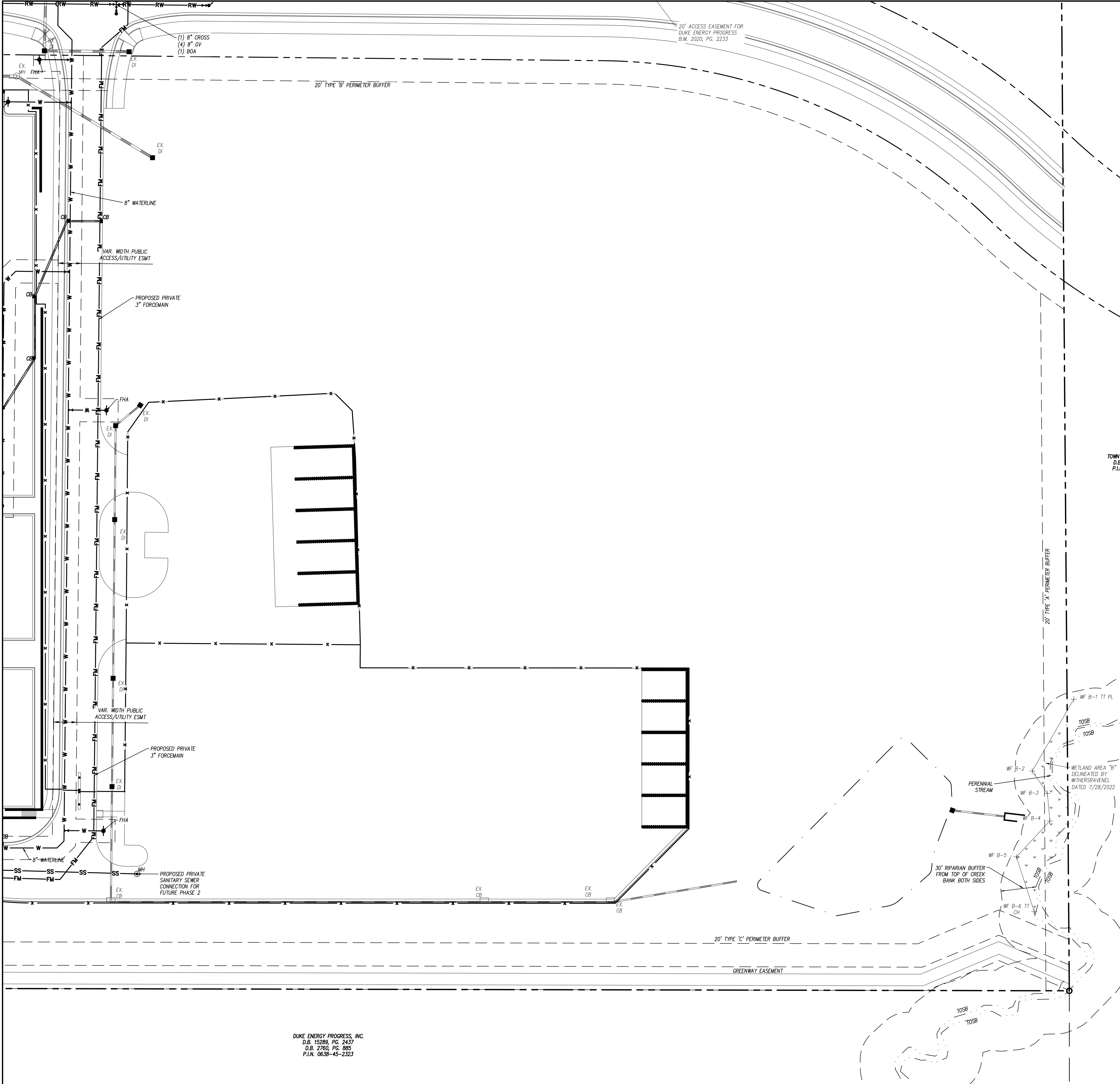
DEVELOPMENT
PETITION
SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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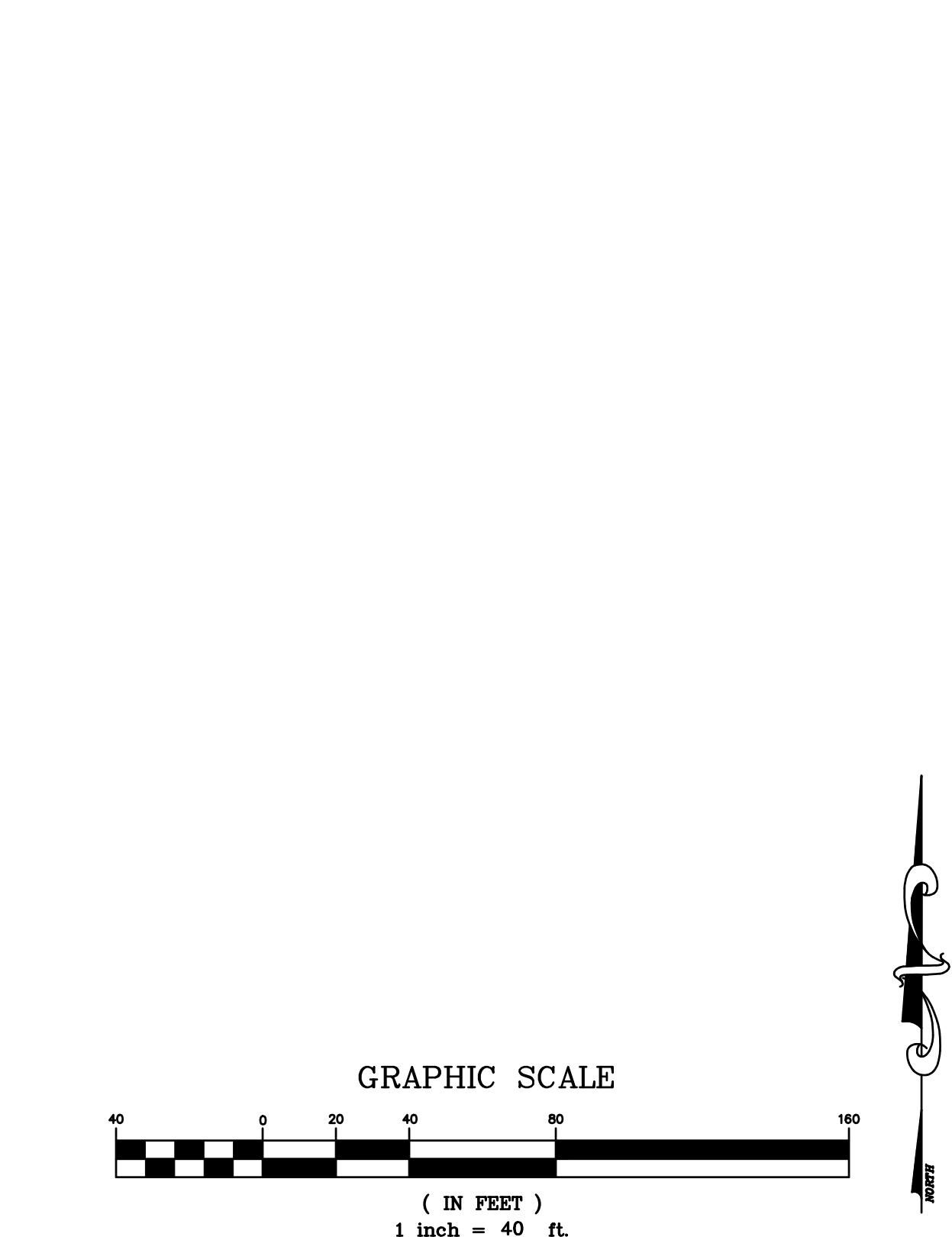


SEAL



UTILITY LEGEND		
	EXISTING	PROPOSED
CHILLED WATER	-----CW-----	—CW—
ELECTRICAL (OVERHEAD)	-----E-----	—E—
ELECTRICAL (UNDERGROUND)	-----UE-----	—UE—
FOUNDATION DRAIN	-----FD-----	—FD—
GAS	-----G-----	—G—
SANITARY SEWER	-----SS-----	—SS—
TELEPHONE (OVERHEAD)	-----T-----	—T—
TELEPHONE (UNDERGROUND)	-----UT-----	—UT—
WATER	-----W-----	—W—
ROOF DRAIN	-----RD-----	—RD—
FIRE PROTECTION	-----FP-----	—FP—
STORM DRAIN	=====	=====
TREE PROTECTION FENCING, SEE EROSION CONTROL PLANS		
LIGHT POLE	☆ LP	★
UTILITY POLE	⊙ PP	⬤
MANHOLE	⊙ MH	●
CLEAN OUT	⊙ CO	⊙
DROP INLET,CATCH BASIN	□ DI, CB	■
FIRE HYDRANT	⊙ FH	⬤
WATER VALVE	⊙ WV	⬤
POST INDICATOR VALVE (PIV)		⬤
FIRE DEPARTMENT CONNECTION (FDC)		⬤
THRUST BLOCKING		⬤
SANITARY SEWER STRUCTURE IDENTIFICATION		1

- GENERAL NOTES-UTILITY
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF CARY AND NCDOT STANDARDS, SPECIFICATIONS AND DETAILS.
 - INSTALL WATERMAINS WITH A COVER OF NO LESS THAN 3'-FT.
 - INSTALL SEWER MAINS WITH A COVER OF NO LESS THAN 3'-FT TO FINISH GRADE IN NON-TRAFFIC AREAS, 4'-FT TO FINISH GRADE IN TRAFFIC AREAS.
 - INSTALL ALL UTILITIES TO PROVIDE REQUIRED CLEARANCES AS INDICATED IN THE SPECIFICATIONS.
 - WATERLINES AND SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM HORIZONTAL CLEARANCE OF 10'-FT.
 - SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM VERTICAL CLEARANCE OF 24-IN TO STORM DRAINAGE PIPES.
 - COORDINATE AND SCHEDULE INSTALLATION OF ALL UTILITIES WITH OTHER PRIME CONTRACTORS, UTILITY COMPANIES AND OTHER TRADES INCLUDING BUT NOT LIMITED TO: NATURAL GAS, ELECTRICITY, TELEPHONE AND CATV.
 - VERIFY EXISTING CONDITIONS AND CONNECTIONS TO EXISTING UTILITIES PRIOR TO CONSTRUCTION. NOTIFY ARCHITECT IF ANY DISCREPANCIES ARE DISCOVERED.
 - CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGES DURING CONSTRUCTION AND SHALL MAKE REPAIRS AT NO EXPENSE TO THE OWNER.
 - ALL CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE NCSBC AND OSHA REQUIREMENTS.
 - THE CONTRACTOR SHALL PROVIDE AN AS-BUILT SURVEY OF ALL UTILITY AND STORM DRAINAGE IMPROVEMENTS FOLLOWING CONSTRUCTION.
 - CONTRACTOR SHALL PHASE DEMOLITION AND NEW CONSTRUCTION TO ENSURE UNINTERRUPTED ACCESS AND UTILITY SERVICE TO ADJACENT FACILITIES. COORDINATE SHORT-TERM, OFF-HOUR, TEMPORARY SHUT-DOWNS WITH THE OWNER.
 - SEE GENERAL NOTES ON EXISTING CONDITIONS AND DEMOLITION PLAN FOR REQUIREMENTS FOR REMOVAL AND PATCHING OF PAVEMENT FOR UTILITY INSTALLATION.
 - ALL ROOF DRAINS SHALL BE 6" PVC (SCH 40) @ 1.04% MIN. SLOPE UNLESS INDICATED OTHERWISE. USE DUCTILE IRON WHEN COVER IS LESS THAN 24-IN.
 - ALL SANITARY SEWER SERVICES SHALL BE 4" PVC (SCH 40) @ 1.04% MIN. SLOPE UNLESS INDICATED OTHERWISE. USE DUCTILE IRON WHEN COVER IS LESS THAN 24-IN.
 - ALL CONDENSATE LINES SHALL BE CONNECTED TO STORM DRAINAGE SYSTEM.
 - NO WORK SHALL BE PERFORMED ON RIGHT-OF-WAYS OR ADJACENT PROPERTIES UNTIL THE OWNER NOTIFIES CONTRACTOR IN WRITING OF PROCUREMENT OF APPROPRIATE PERMITS, EASEMENTS, AGREEMENTS, OR RIGHTS-OF-WAY.



HOLLY SPRINGS OPERATIONS CAMPUS

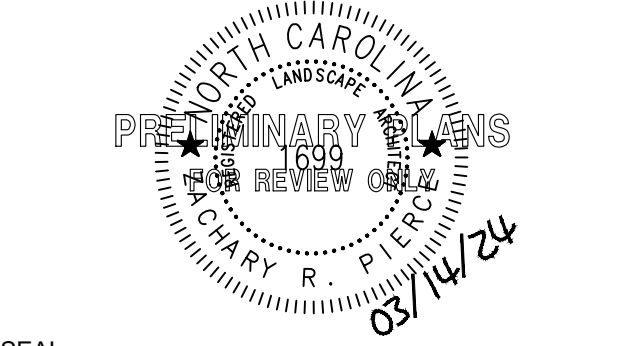
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT PETITION SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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SEAL	
SHEET NAME	UTILITY PLAN - AREA 1
SHEET NUMBER	C-5.1



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT PETITION SUBMITTAL #5

DATE 03.14.2024
ADW PROJECT NO 21028
CLH PROJECT NO 22-137
REVISIONS
NUM. DATE DESCRIPTION:

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SEAL

SHEET NAME UTILITY PLAN - AREA 2
SHEET NUMBER C-52

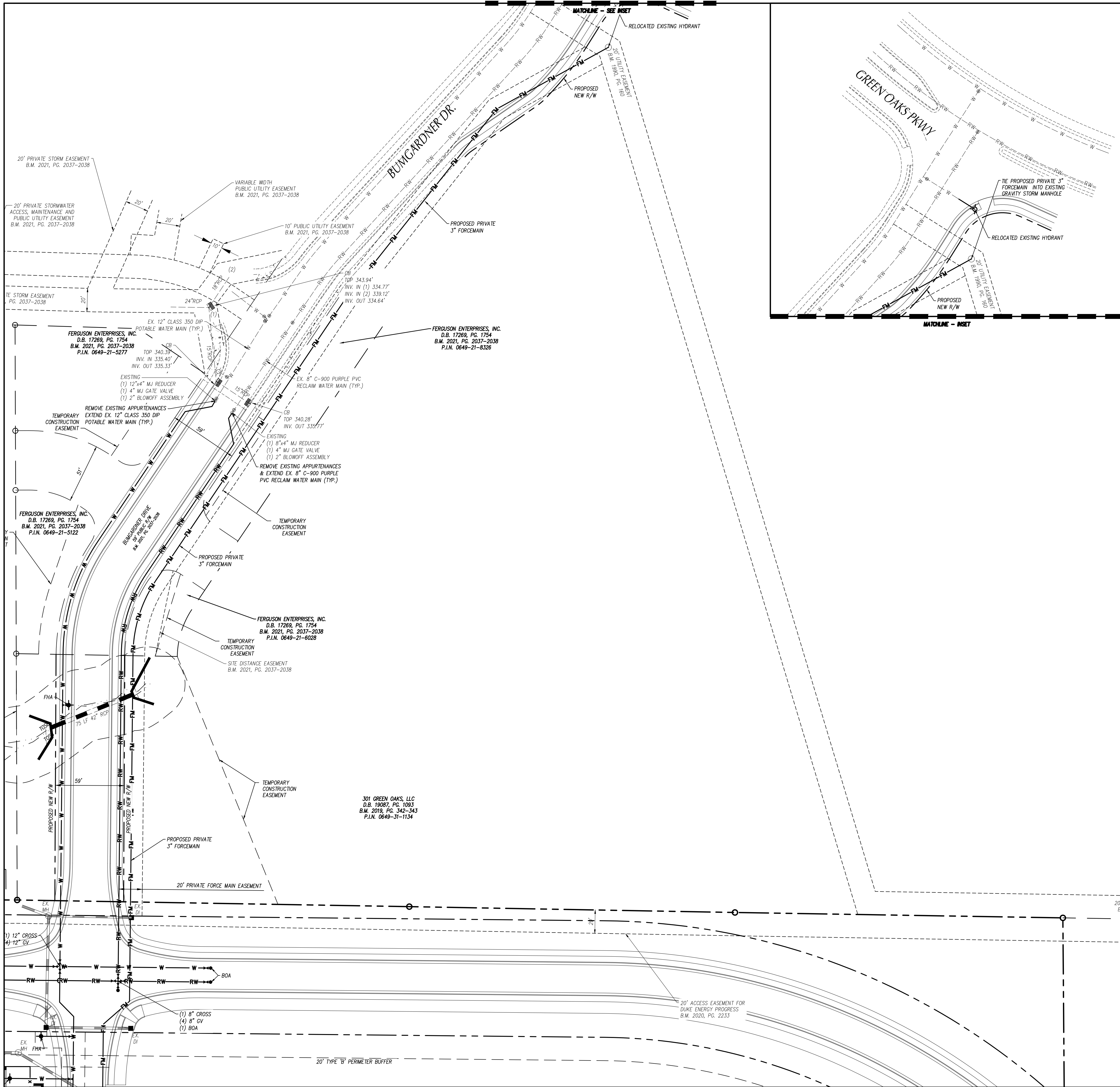
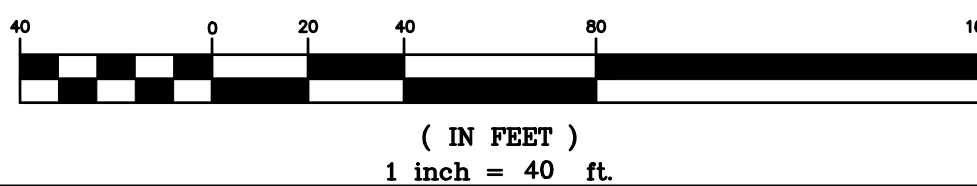
UTILITY LEGEND

	EXISTING	PROPOSED
CHILLED WATER	---CW---	CW
ELECTRICAL (OVERHEAD)	---E---	E
ELECTRICAL (UNDERGROUND)	---UE---	UE
FOUNDATION DRAIN	---FD---	FD
GAS	---G---	G
SANITARY SEWER	---SS---	SS
TELEPHONE (OVERHEAD)	---T---	T
TELEPHONE (UNDERGROUND)	---UT---	UT
WATER	---W---	W
ROOF DRAIN	---RD---	RD
FIRE PROTECTION	---FP---	FP
STORM DRAIN	==SD==	SD
TREE PROTECTION FENCING, SEE EROSION CONTROL PLANS		
LIGHT POLE	☆ LP	★
UTILITY POLE	⊙ PP	⊙
MANHOLE	⊙ MH	●
CLEAN OUT	⊙ CO	⊙
DROP INLET,CATCH BASIN	□ DI, CB	■
FIRE HYDRANT	⊙ FH	⊙
WATER VALVE	⊙ WV	⊙
POST INDICATOR VALVE (PIV)		⊙
FIRE DEPARTMENT CONNECTION (FDC)		⊙
THRUST BLOCKING		⊙
SANITARY SEWER STRUCTURE IDENTIFICATION		1

GENERAL NOTES-UTILITY

- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF CARY AND NCDOT STANDARDS, SPECIFICATIONS AND DETAILS.
- INSTALL WATERMAINS WITH A COVER OF NO LESS THAN 3'-FT.
- INSTALL SEWER MAINS WITH A COVER OF NO LESS THAN 3'-FT TO FINISH GRADE IN NON-TRAFFIC AREAS, 4'-FT TO FINISH GRADE IN TRAFFIC AREAS.
- INSTALL ALL UTILITIES TO PROVIDE REQUIRED CLEARANCES AS INDICATED IN THE SPECIFICATIONS.
- WATERLINES AND SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM HORIZONTAL CLEARANCE OF 10'-FT.
- SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM VERTICAL CLEARANCE OF 24-IN TO STORM DRAINAGE PIPES.
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GRAPHIC SCALE





HOLLY SPRINGS OPERATIONS CAMPUS

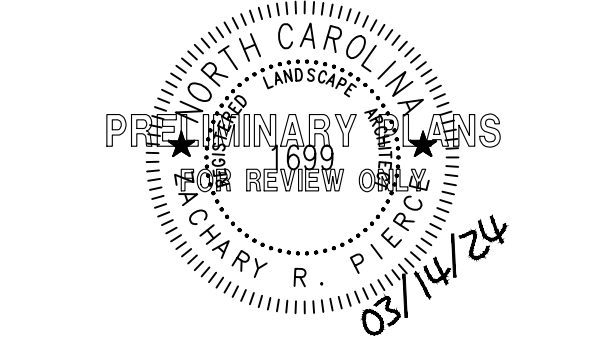
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
NUM.	DATE	DESCRIPTION:

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SEAL

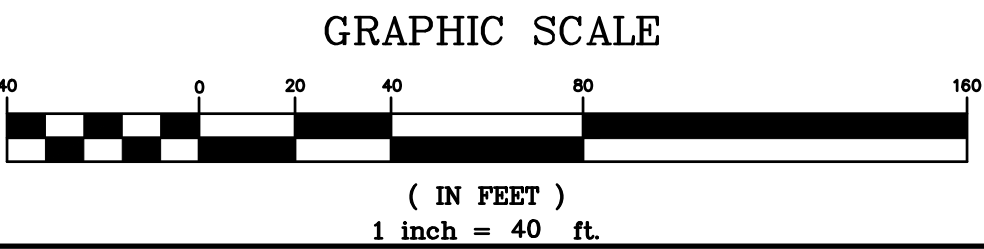
SHEET NAME *UTILITY PLAN - AREA 3*

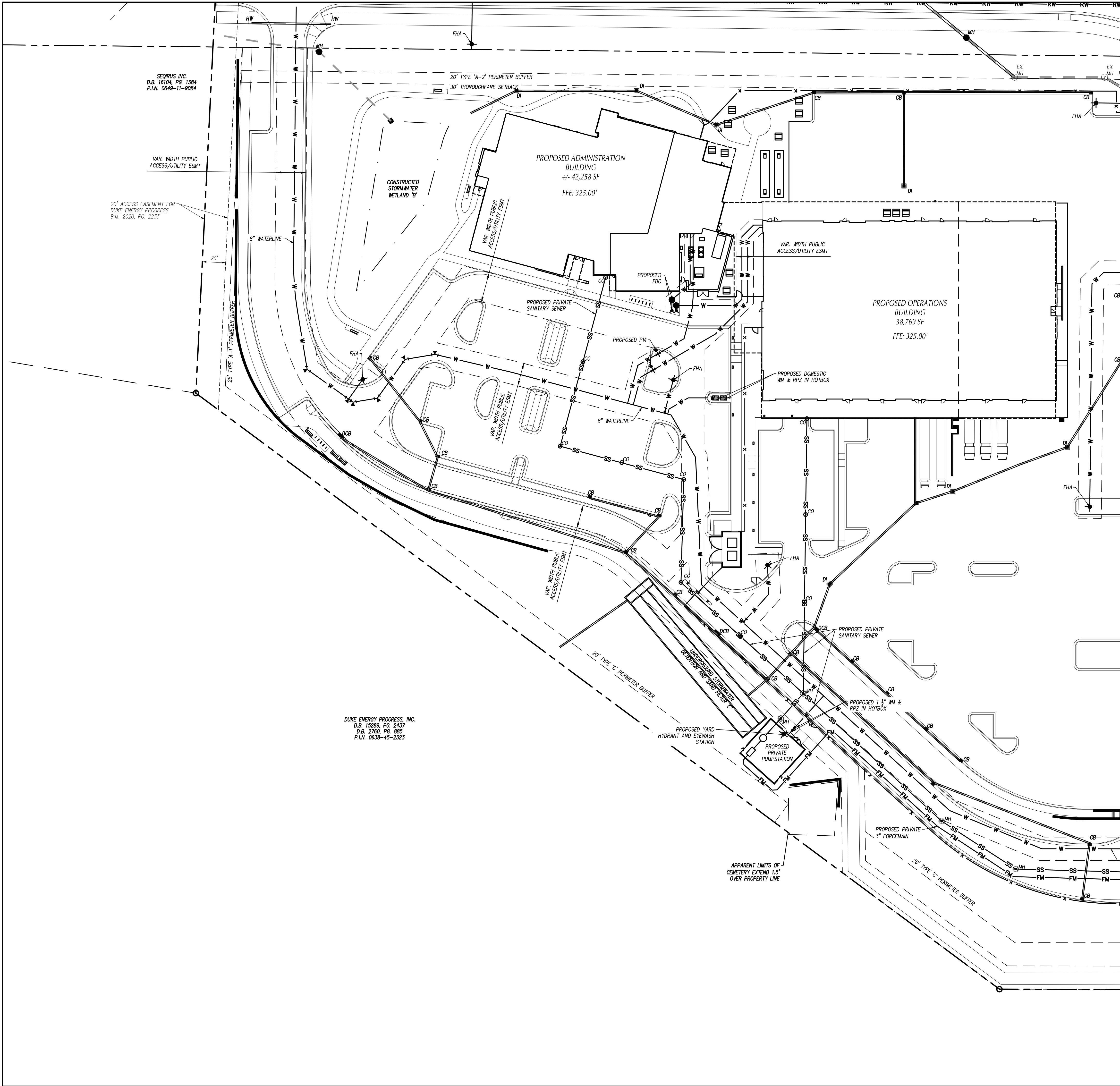
SHEET NUMBER *C-5.3*

UTILITY LEGEND	
EXISTING	PROPOSED
CHILLED WATER	----
ELECTRICAL (OVERHEAD)	-----E-----
ELECTRICAL (UNDERGROUND)	-----UE-----
FOUNDATION DRAIN	-----FD-----
GAS	-----G-----
SANITARY SEWER	-----SS-----
TELEPHONE (OVERHEAD)	-----T-----
TELEPHONE (UNDERGROUND)	-----UT-----
WATER	-----W-----
ROOF DRAIN	-----RD-----
FIRE PROTECTION	-----FP-----
STORM DRAIN	=====
TREE PROTECTION FENCING, SEE EROSION CONTROL PLANS	-----○-----○-----
UTILITY POLE	☆ LP
UTILITY POLE	⊗ PP
MANHOLE	○ MH
CLEAN OUT	⊙ CO
DROP INLET,CATCH BASIN	□ DI, CB
FIRE HYDRANT	⊕ FH
WATER VALVE	⊙ WV
POST INDICATOR VALVE (PIV)	⊕
FIRE DEPARTMENT CONNECTION (FDC)	⊕
THRUST BLOCKING	⊕
SANITARY SEWER STRUCTURE IDENTIFICATION	1

GENERAL NOTES-UTILITY

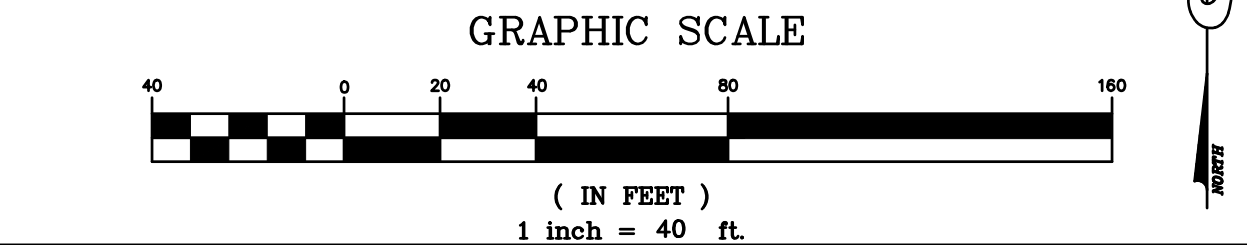
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL TOWN OF CARY AND NCDOT STANDARDS, SPECIFICATIONS AND DETAILS.
2. INSTALL WATERMANS WITH A COVER OF NO LESS THAN 3'-FT.
3. INSTALL SEWER MAINS WITH A COVER OF NO LESS THAN 3'-FT TO FINISH GRADE IN NON-TRAFFIC AREAS, 4'-FT TO FINISH GRADE IN TRAFFIC AREAS.
4. INSTALL ALL UTILITIES TO PROVIDE REQUIRED CLEARANCES AS INDICATED IN THE SPECIFICATIONS.
5. WATERLINES AND SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM HORIZONTAL CLEARANCE OF 10'-FT.
6. SEWER MAINS SHALL BE INSTALLED WITH A MINIMUM VERTICAL CLEARANCE OF 24"-IN TO STORM DRAINAGE PIPES.
7. COORDINATE AND SCHEDULE INSTALLATION OF ALL UTILITIES WITH OTHER PRIME CONTRACTORS, UTILITY COMPANIES AND OTHER TRADES INCLUDING BUT NOT LIMITED TO: NATURAL GAS, ELECTRICITY, TELEPHONE AND CATV.
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13. SEE GENERAL NOTES ON EXISTING CONDITIONS AND DEMOLITION PLAN FOR REQUIREMENTS FOR REMOVAL AND PATCHWORK OR PAYMENT FOR UTILITY INSTALLATION.
14. ALL ROOF DRAINS SHALL BE 6" PVC (SCH 40) @ 1.04% MIN. SLOPE UNLESS INDICATED OTHERWISE. USE DUCTILE IRON WHEN COVER IS LESS THAN 24"-IN.
15. ALL SANITARY SEWER SERVICES SHALL BE 4" PVC (SCH 40) @ 0.04% MIN. SLOPE UNLESS INDICATED OTHERWISE. USE DUCTILE IRON WHEN COVER IS LESS THAN 24"-IN.
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UTILITY LEGEND		
	EXISTING	PROPOSED
CHILLED WATER	---CW---	CW
ELECTRICAL (OVERHEAD)	---E---	E
ELECTRICAL (UNDERGROUND)	---UE---	UE
FOUNDATION DRAIN	---FD---	FD
GAS	---G---	G
SANITARY SEWER	---SS---	SS
TELEPHONE (OVERHEAD)	---T---	T
TELEPHONE (UNDERGROUND)	---UT---	UT
WATER	---W---	W
ROOF DRAIN	---RD---	RD
FIRE PROTECTION	---FP---	FP
STORM DRAIN	==SD==	SD
TREE PROTECTION FENCING, SEE EROSION CONTROL PLANS		
LIGHT POLE	☆ LP	★
UTILITY POLE	⊙ PP	⊙
MANHOLE	⊙ MH	⊙
CLEAN OUT	⊙ CO	⊙
DROP INLET,CATCH BASIN	□ DI, CB	■
FIRE HYDRANT	⊙ FH	⊙
WATER VALVE	⊙ WV	⊙
POST INDICATOR VALVE (PIV)		⊙
FIRE DEPARTMENT CONNECTION (FDC)		⊙
THRUST BLOCKING		⊙
SANITARY SEWER STRUCTURE IDENTIFICATION		⊙

- GENERAL NOTES-UTILITY
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HOLLY SPRINGS OPERATIONS CAMPUS

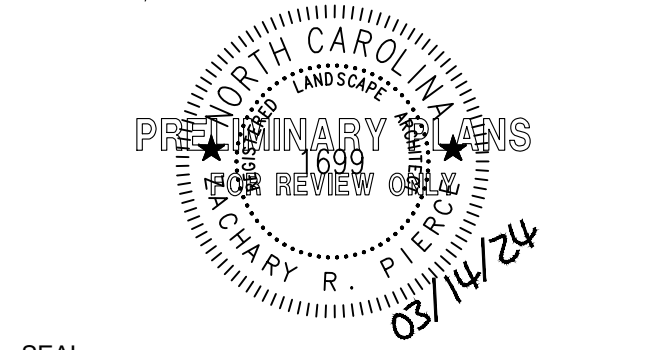
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

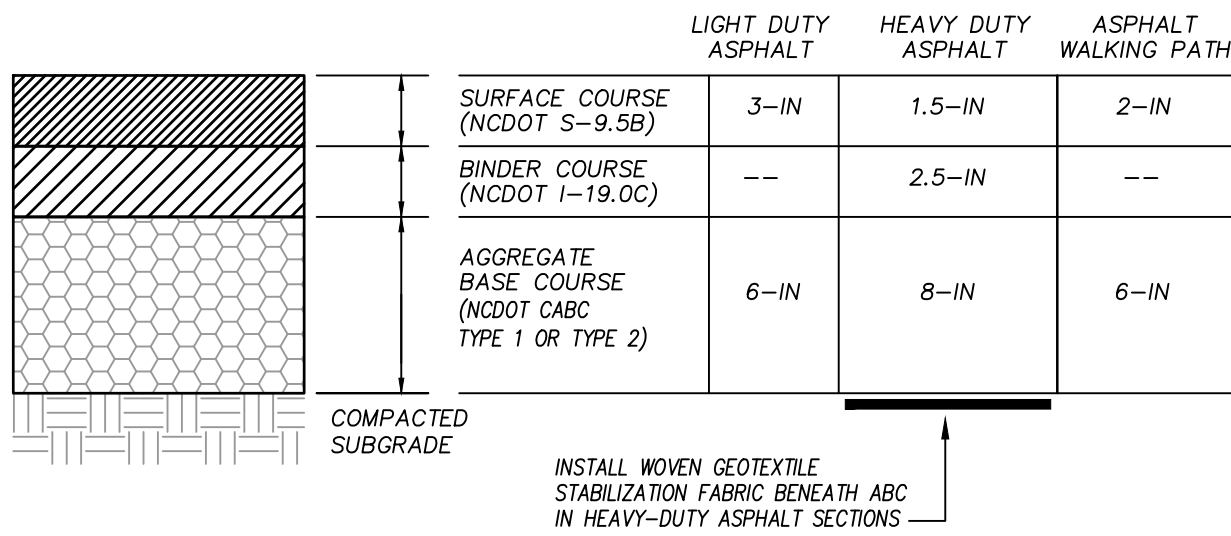
DEVELOPMENT
PETITION
SUBMITTAL #5

DATE	03.14.2024	
ADW PROJECT NO	21028	
CLH PROJECT NO	22-137	
REVISIONS		
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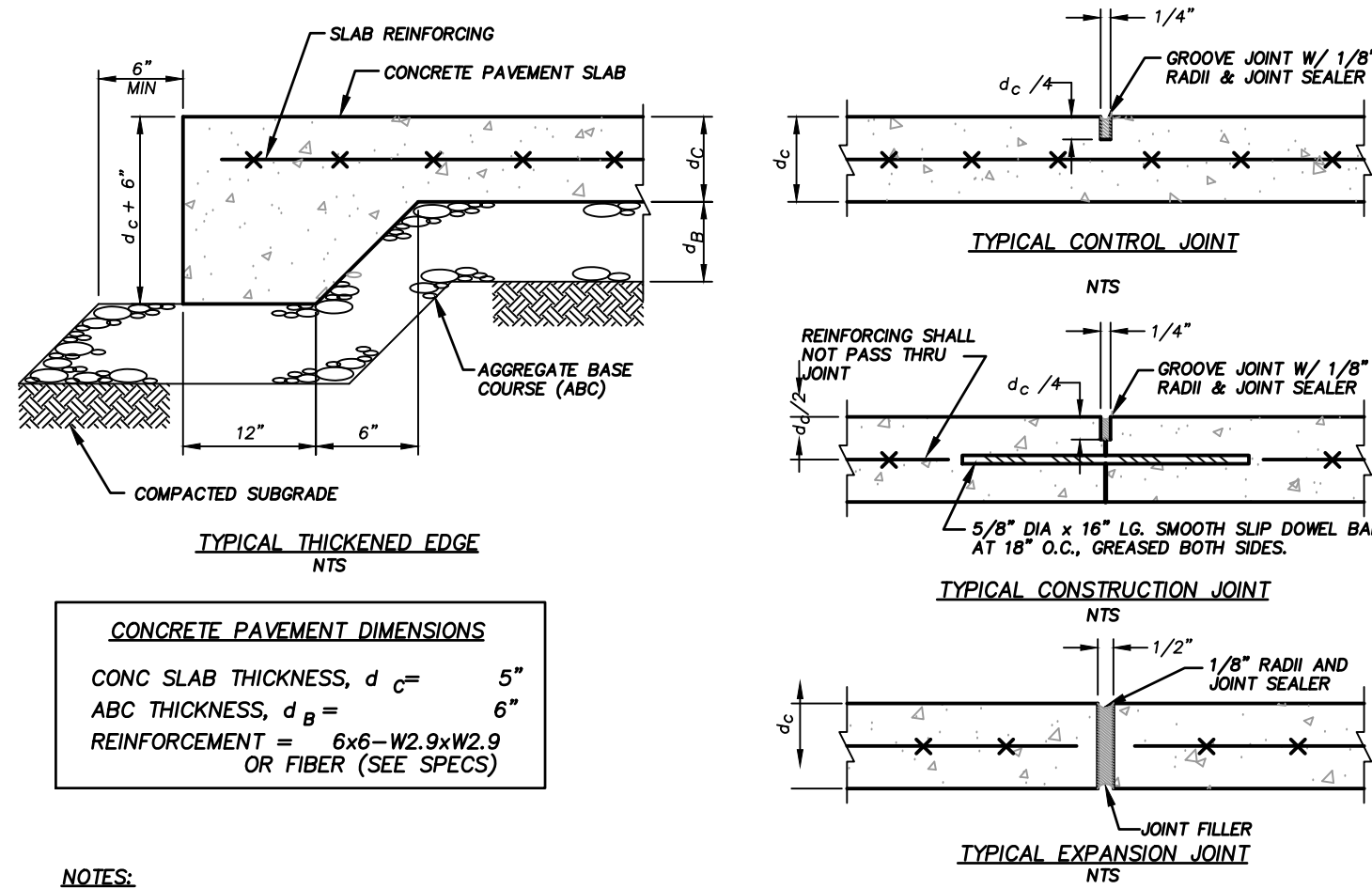
SEAL	
SHEET NAME	UTILITY PLAN - AREA 4
SHEET NUMBER	C-54



- SEE SPECIFICATIONS FOR PROFFROLLING, COMPACTION & TESTING REQUIREMENTS.
- DETAIL IS FOR ON-SITE PAVING OPERATIONS ONLY.
- THE CONTRACTOR MAY CHOOSE TO INSTALL INTERMEDIATE COURSES OF PAVEMENT TO STABILIZE THE SITE DURING CONSTRUCTION AT NO ADDITIONAL COST.
- THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE ADEQUATE THICKNESS REQUIRED FOR INTERMEDIATE PAVING. INCREASES IN THE DESIGN PAVEMENT SECTION TO FACILITATE INTERMEDIATE PAVING SHALL BE PROVIDED AT NO ADDITIONAL COST.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY DAMAGES TO SUBGRADE, INSTALLED BASE COURSE AND/OR INTERMEDIATE PAVING PRIOR TO PLACING SUBSEQUENT PAVEMENT LIFTS AT NO ADDITIONAL COST.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING PAVEMENT DURING ALL PHASES OF WORK. THE FINAL SURFACE OF PAVEMENT SHALL BE FREE OF ALL DEFECTS OR DAMAGE.

ASPHALT PAVEMENT

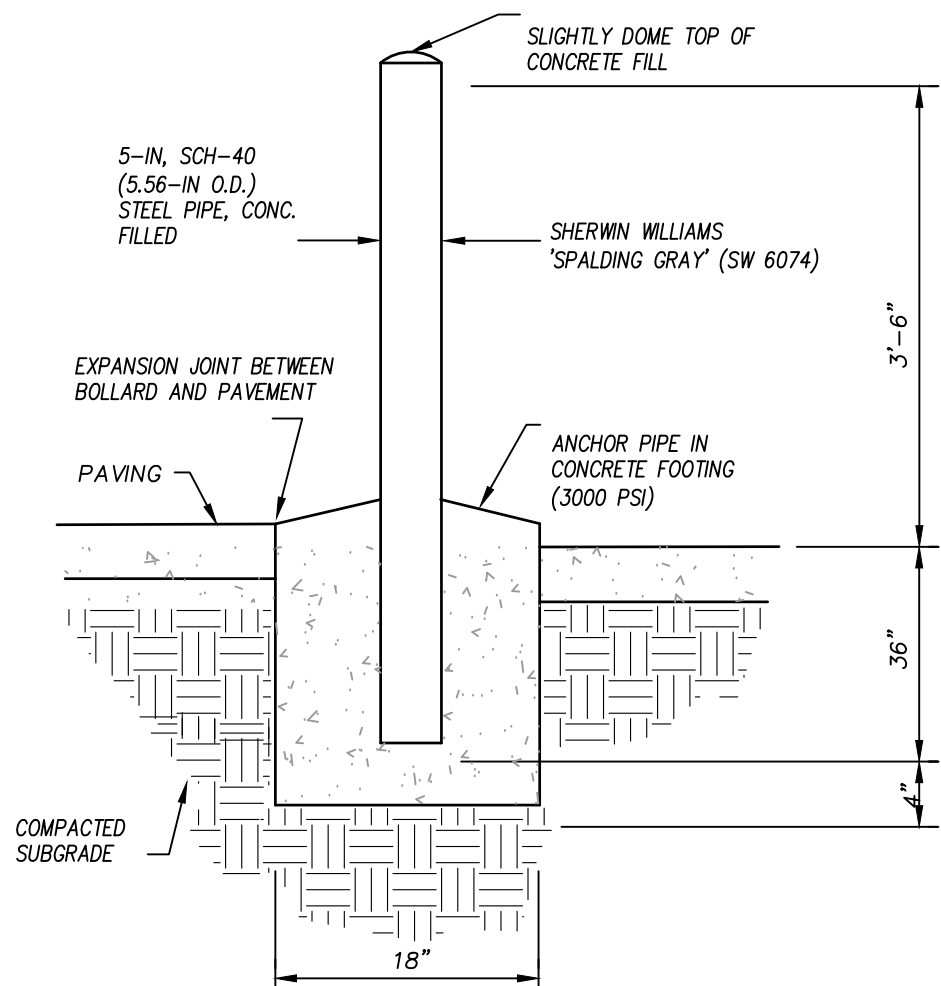
N.T.S.



- NOTES:**
- ALL CONCRETE SHALL HAVE A 28-DAY COMPRESSIVE STRENGTH OF 4000 PSI (ASTM C39).
 - CONTRACTION JOINTS SHALL BE SPACED AT 12 FT O.C.E.W. MAX. OR AS INDICATED ON THE PLAN.
 - EXPANSION JOINTS SHALL BE SPACED AT 50 FT O.C.E.W. MAX. OR AS INDICATED ON THE PLAN AND WHERE CONCRETE PAVEMENT ABUTS ANY RIGID OBJECT.
 - INSTALL THICKENED EDGE AT ALL EDGES OF CONCRETE PAVEMENT.

CONCRETE PAVEMENT

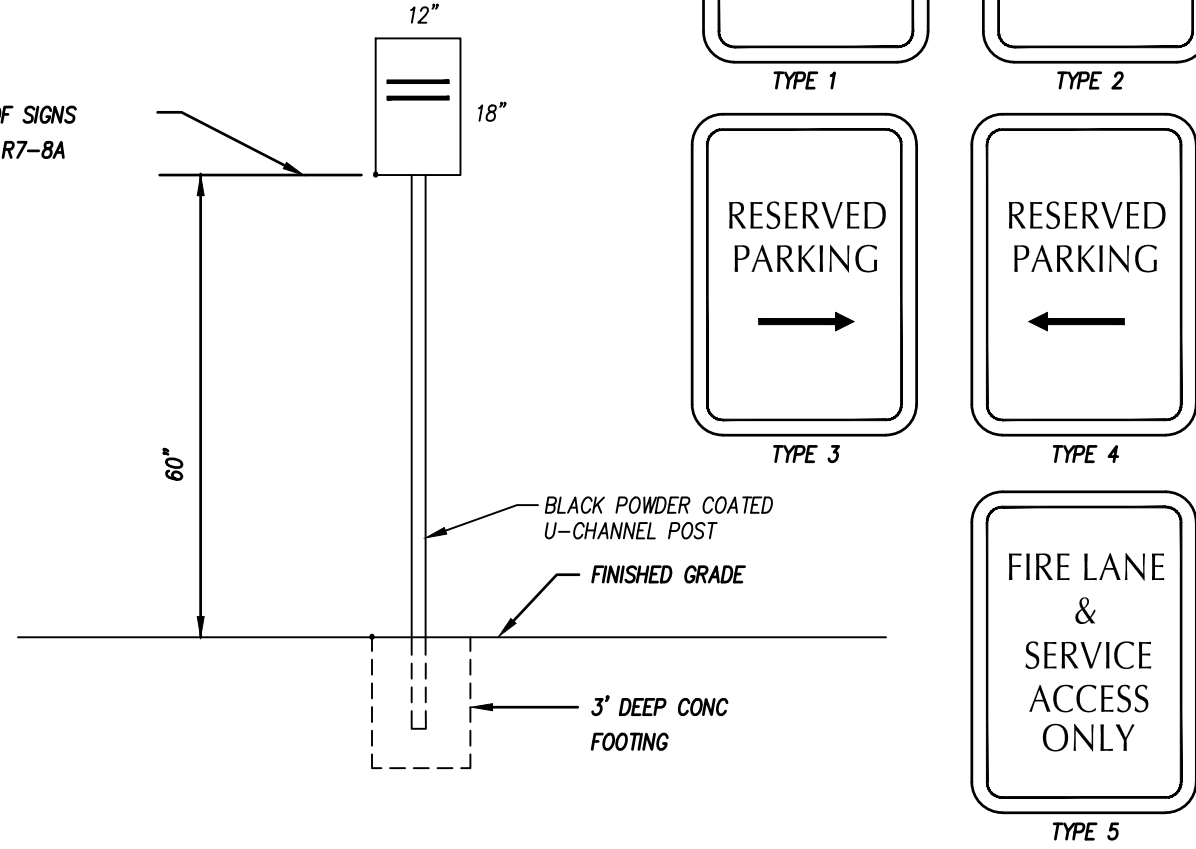
N.T.S.



STEEL BOLLARD

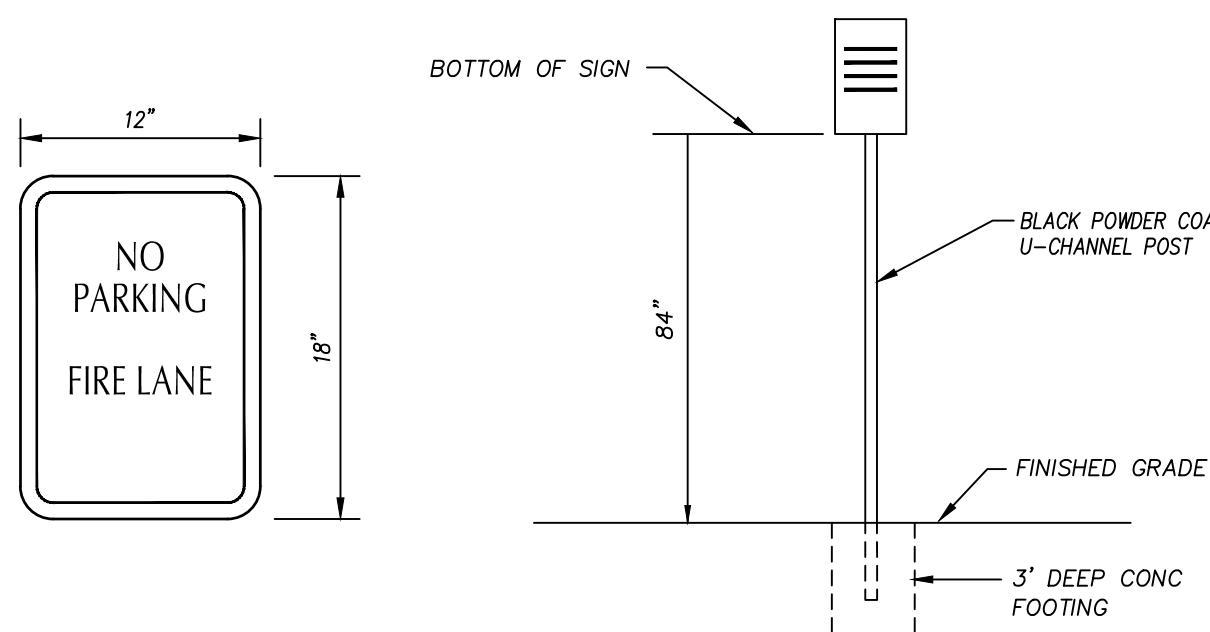
N.T.S.

BOTTOM OF SIGNS
R7-8 OR R7-8A



SPECIAL PARKING SIGNAGE

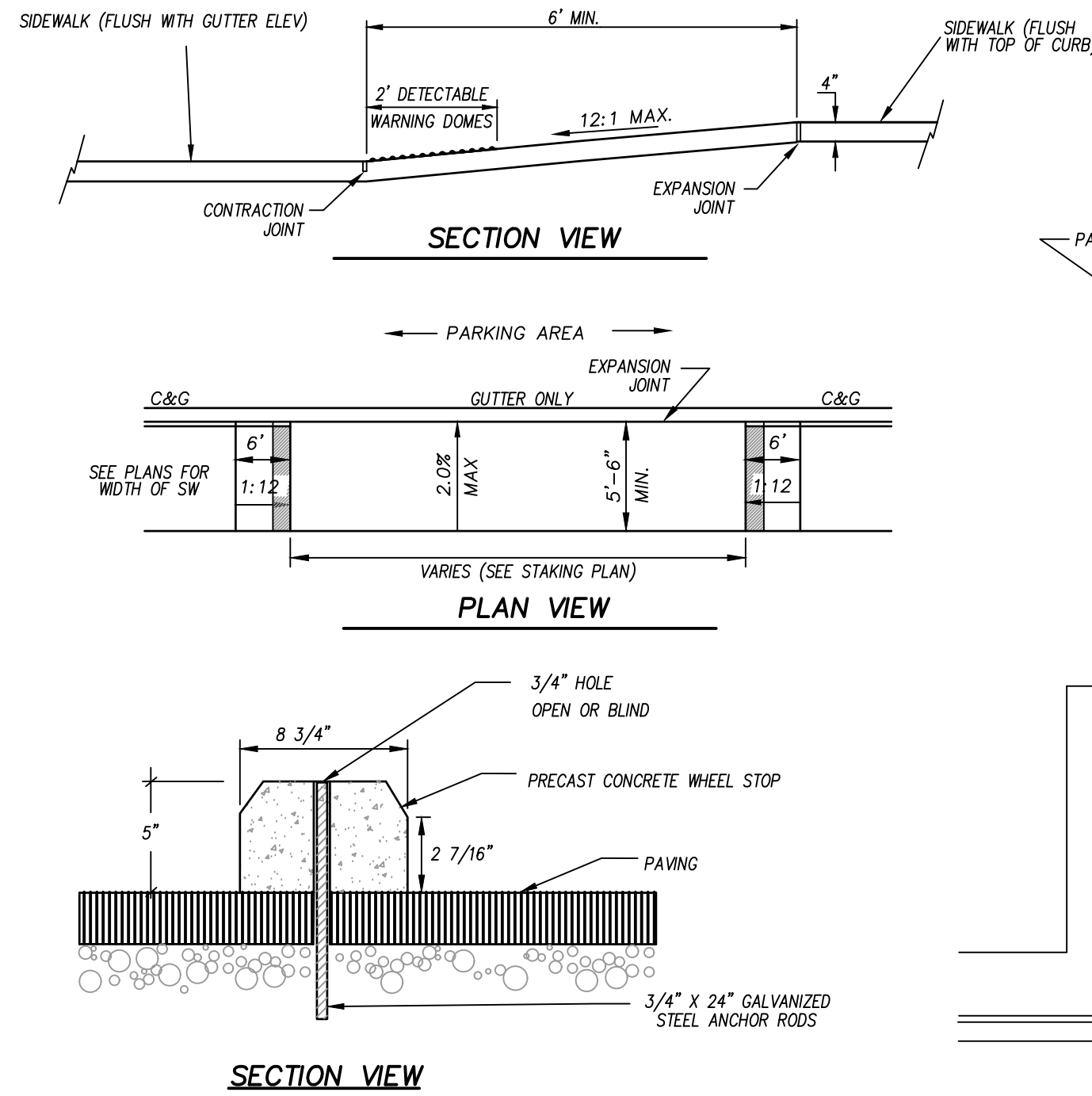
N.T.S.



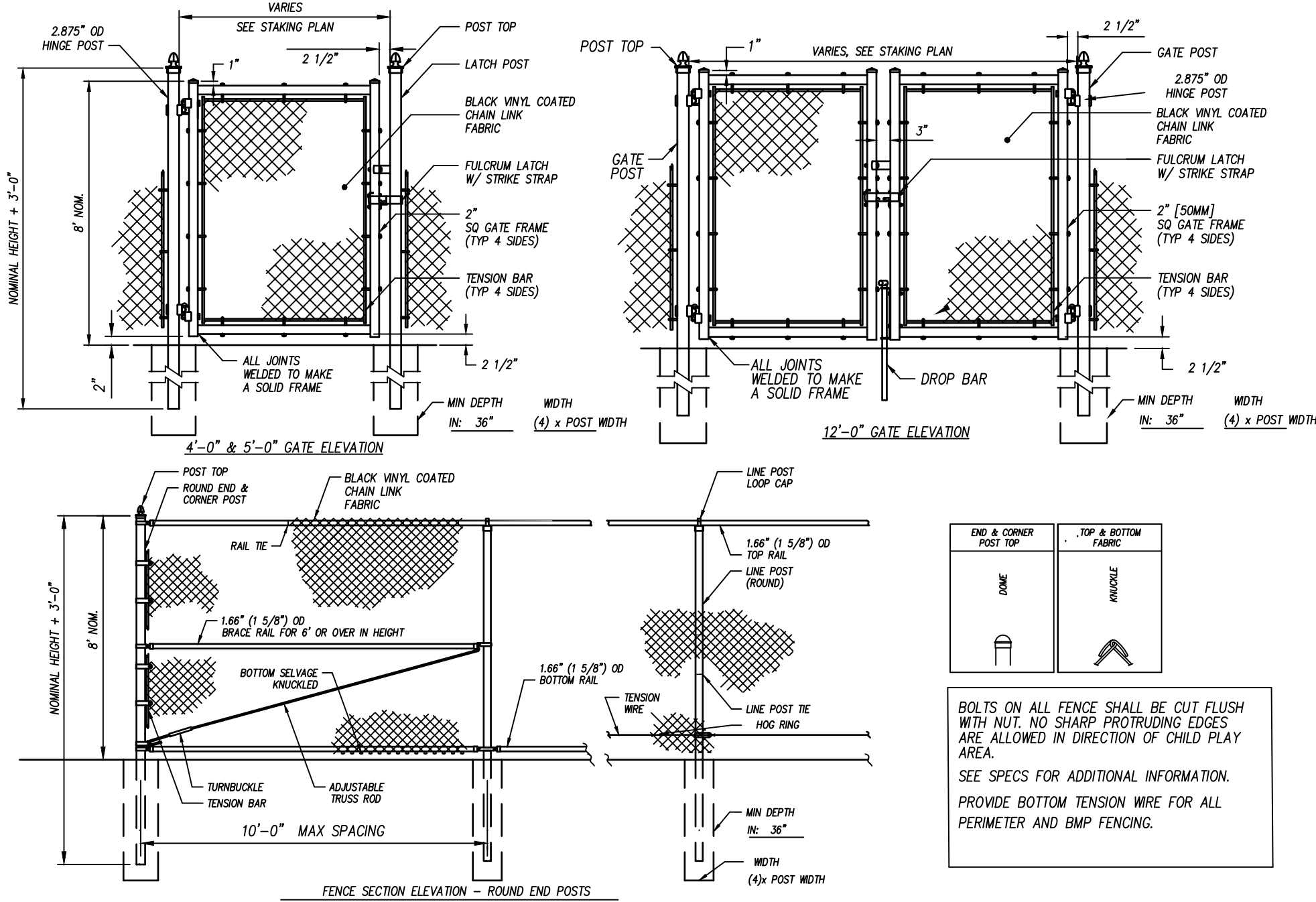
- NOTES:**
- ALL FIRE LANE SIGNS AND SIGN LOCATIONS SHALL CONFIRM TO THE NORTH CAROLINA FIRE CODE APPENDIX D, SECTION D103.6.
 - SIGNS SHALL HAVE A MINIMUM DIMENSION OF 12 INCHES WIDE BY 18 INCHES HIGH.
 - LETTERS SHALL BE RED.
 - SIGN BACKGROUND SHALL BE A REFLECTIVE WHITE.

FIRE LANE SIGNAGE

N.T.S.

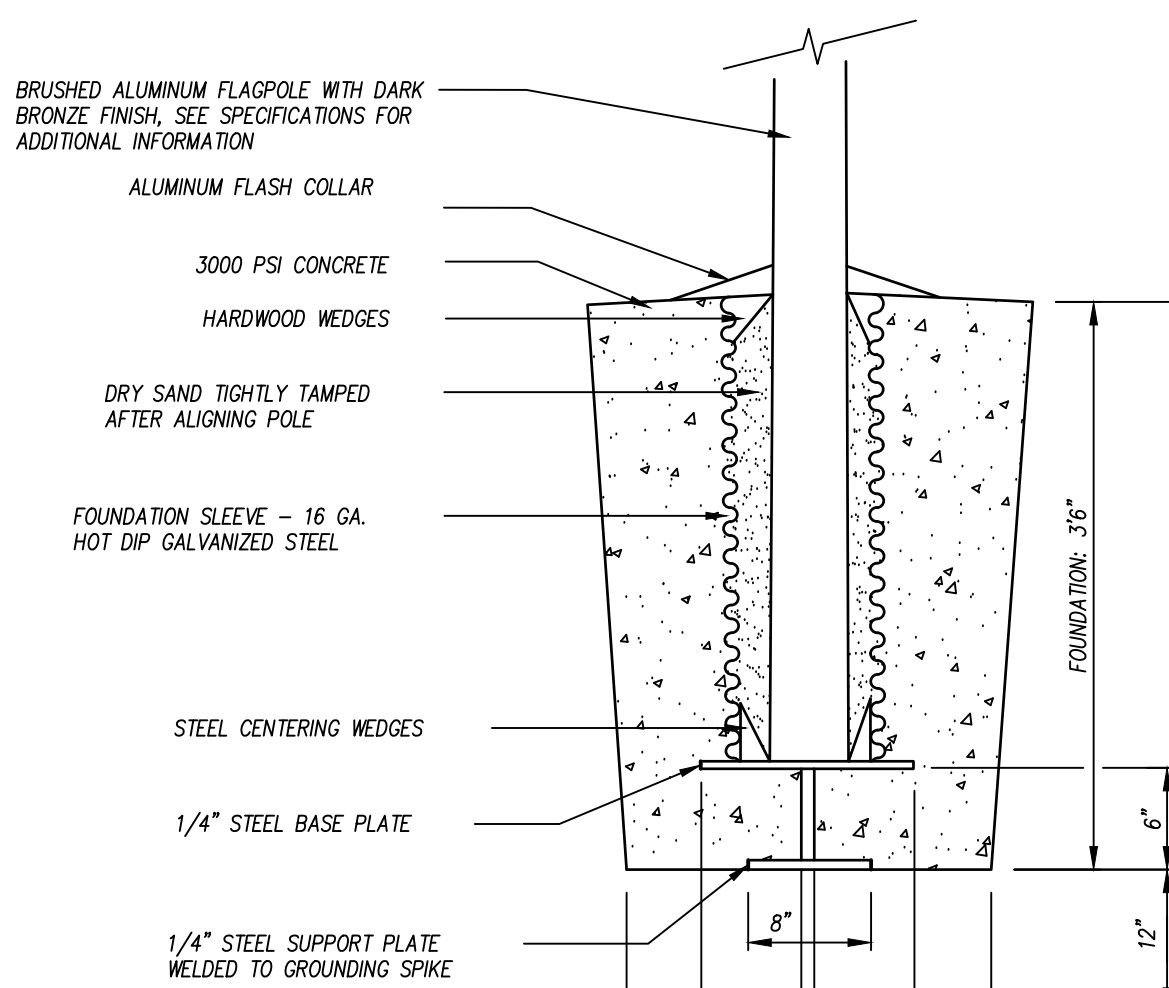


SECTION VIEW



VINYL COATED CHAIN LINK FENCE AND GATE

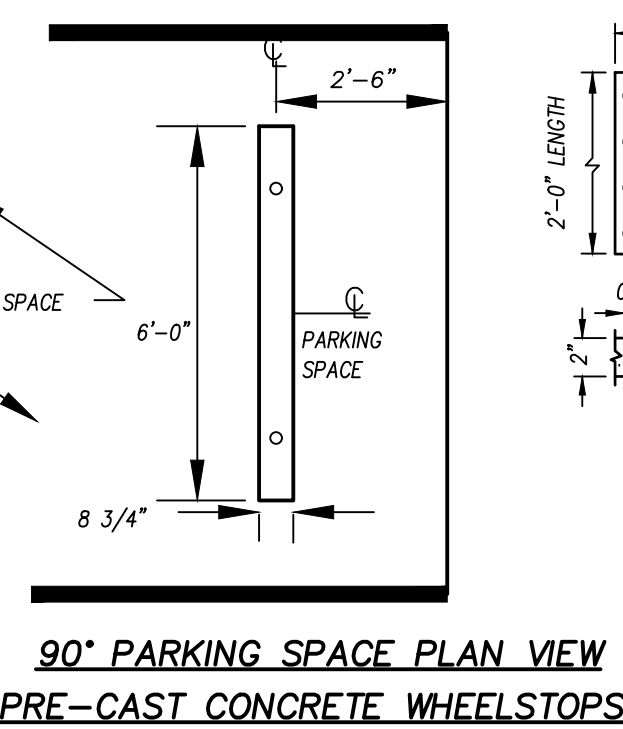
N.T.S.



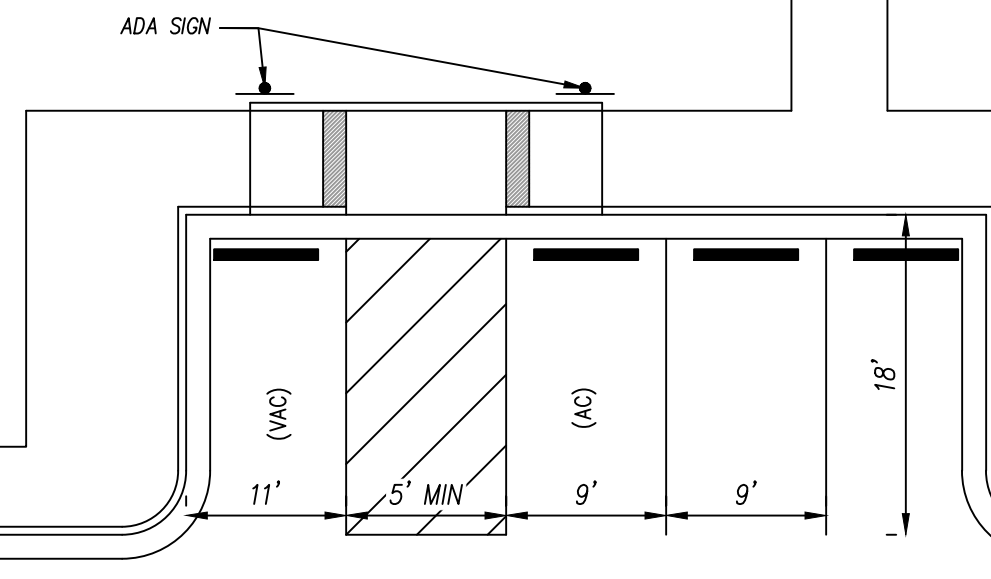
- NOTES:**
- INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
 - FLAGPOLE SHALL BE SEAMLESS, TAPERED ALUMINUM TUBING, DARK BRONZE FINISH. MANUFACTURER'S STANDARD 6" BUTT AND 3-1/2" TOP DIAMETER. PROVIDE COMPLETE WITH INTERNAL CAM CLEAT SYSTEM, INTERNAL HAYLARD, TRUCK, COLLAR AND 8" DIAMETER LED BEACON DOWNLIGHTING. INSTALL PER MANUFACTURER.

FLAG POLE BASE DETAIL

N.T.S.



90° PARKING SPACE PLAN VIEW
PRE-CAST CONCRETE WHEELSTOPS



ACCESSIBLE PARKING LAYOUT

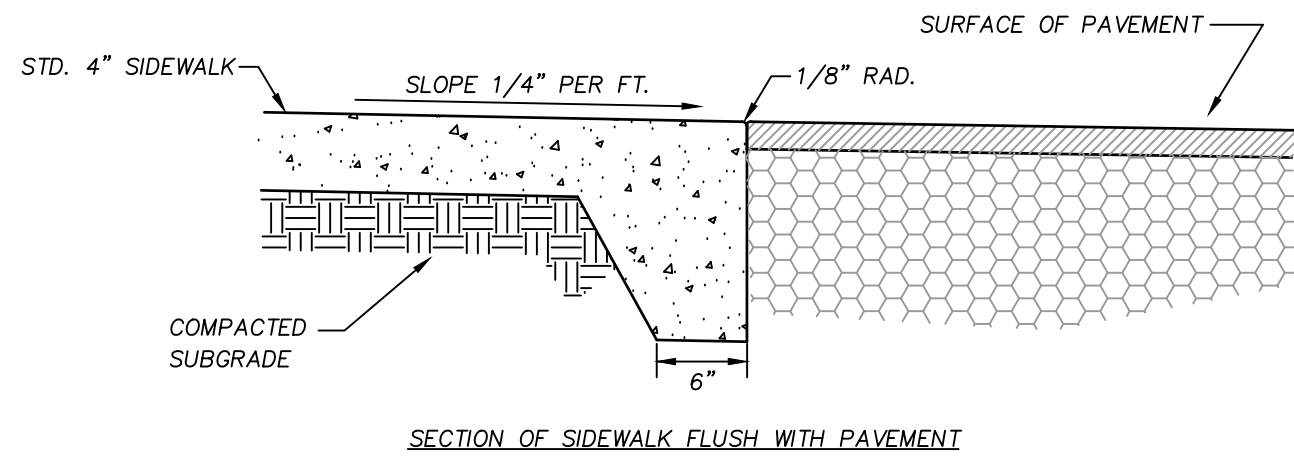
ACCESSIBLE PARKING

W	A	W+A+9"	X	B
5'	0.0	5.8	5.8	5.0*
6'	0.0	6.8	6.8	6.0**
7'	0.0	7.8	7.8	6.5**
8'	0.0	8.8	7.3	6.5**
9'	2.0	7.8	7.8	5.0*
10'	2.5	8.3	8.1	4.8*
11'	3.0	8.8	8.3	4.4*
12'	3.5	9.3	8.4	4.1*
13'	4.0	9.8	8.6	3.8*
14'	4.5	10.3	8.7	3.4*
15'	5.0	10.8	8.9	3.1*

$B = X - (A + 9")$
 $B =$ DISTANCE FROM FRONT EDGE OF SIDEWALK TO BACK POINT OF 12:1 (8.33%) SLOPE.
 * BACK OF SIDEWALK DROP REQUIRED FOR ALL SIDEWALK SLOPES.
 ** BACK OF SIDEWALK DROP REQUIRED FOR SIDEWALK SLOPE 0.04.

TYPICAL CONCRETE SIDEWALK FLUSH WITH PAVEMENT

N.T.S.



SECTION OF SIDEWALK FLUSH WITH PAVEMENT

N.T.S.

DATE 03.14.2024

ADW PROJECT NO 21028

CLH PROJECT NO 22-137

REVISIONS

NUM. DATE DESCRIPTION:

ALL SIGNS SHALL BE PROVIDED AND INSTALLED IN ACCORDANCE WITH LATEST MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES SPECIFICATIONS AND REQUIREMENTS

NOTE: MAXIMUM PENALTY (\$250) IS ESTABLISHED BY LEGISLATURE VIA GENERAL STATUTE 20-37.6

RESERVED PARKING

MAXIMUM PENALTY \$250

R7-8D

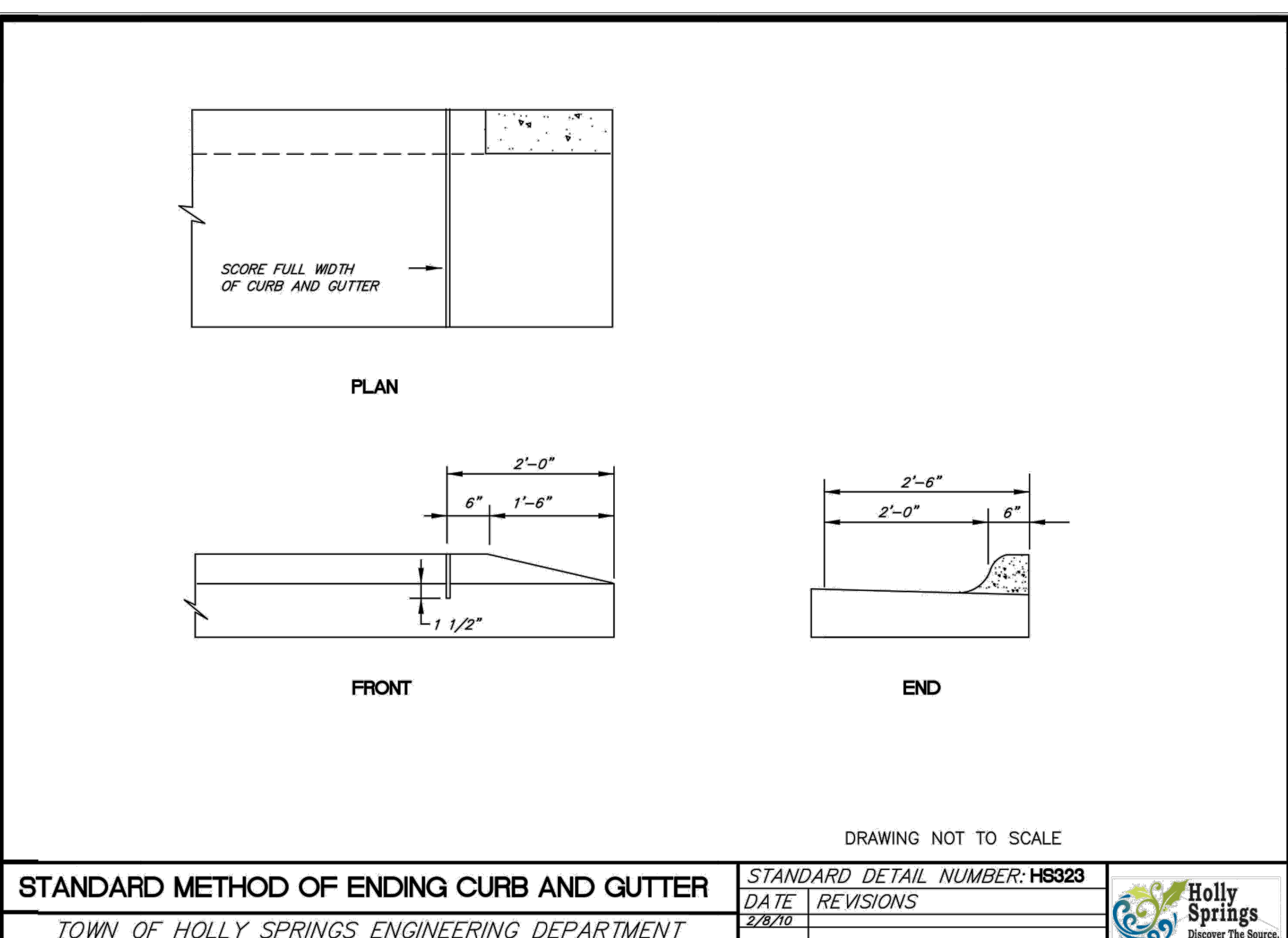
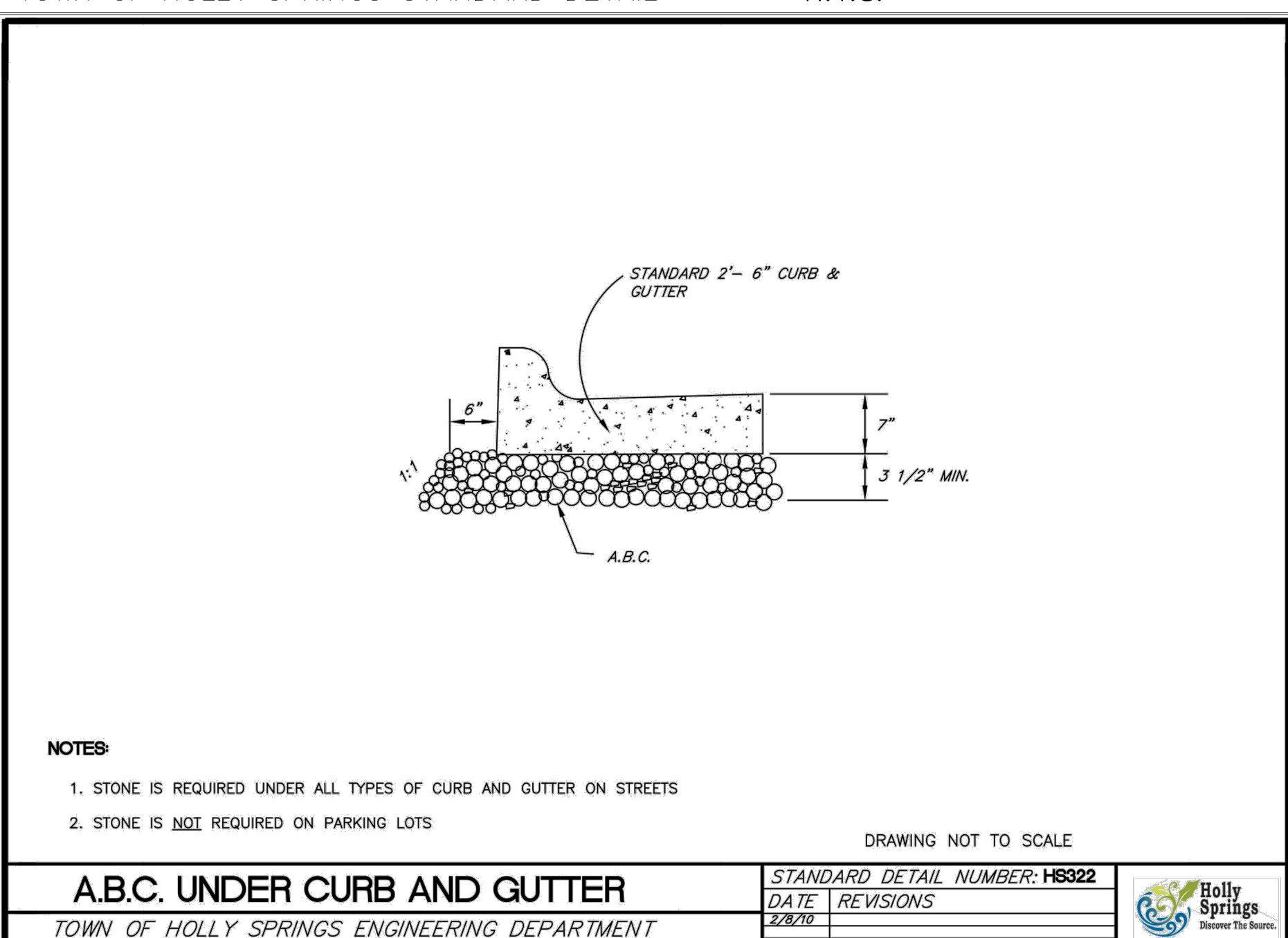
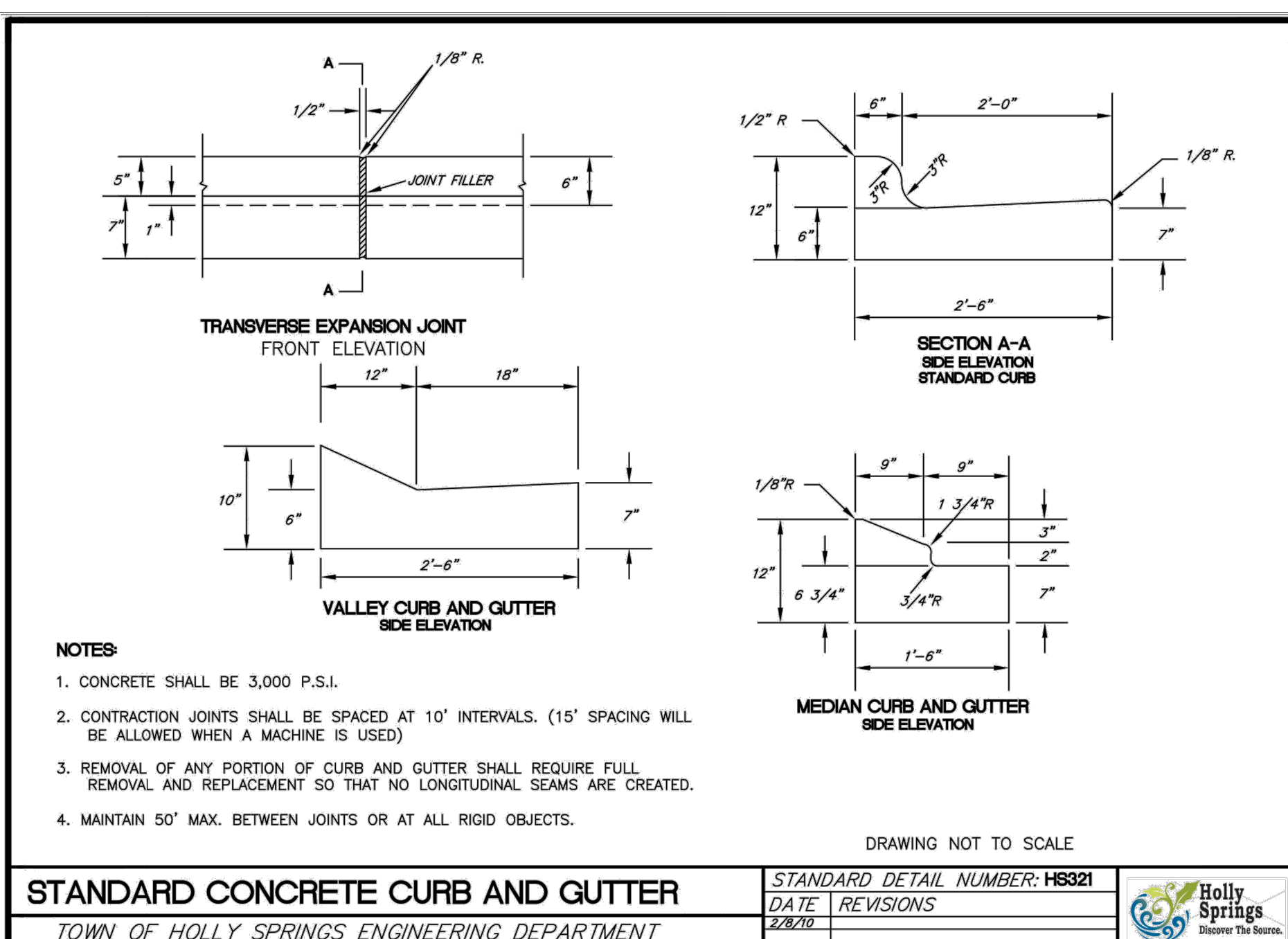
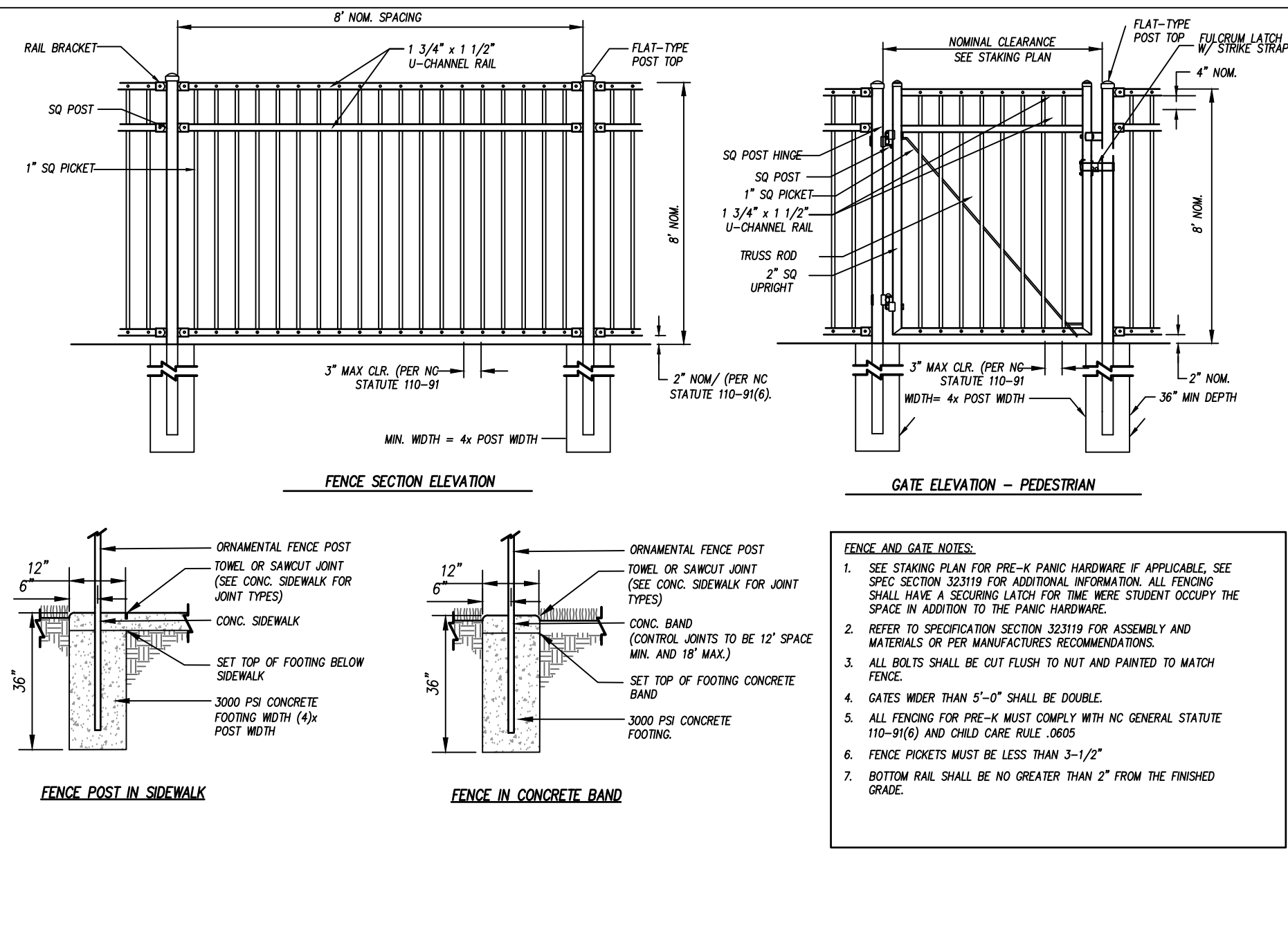
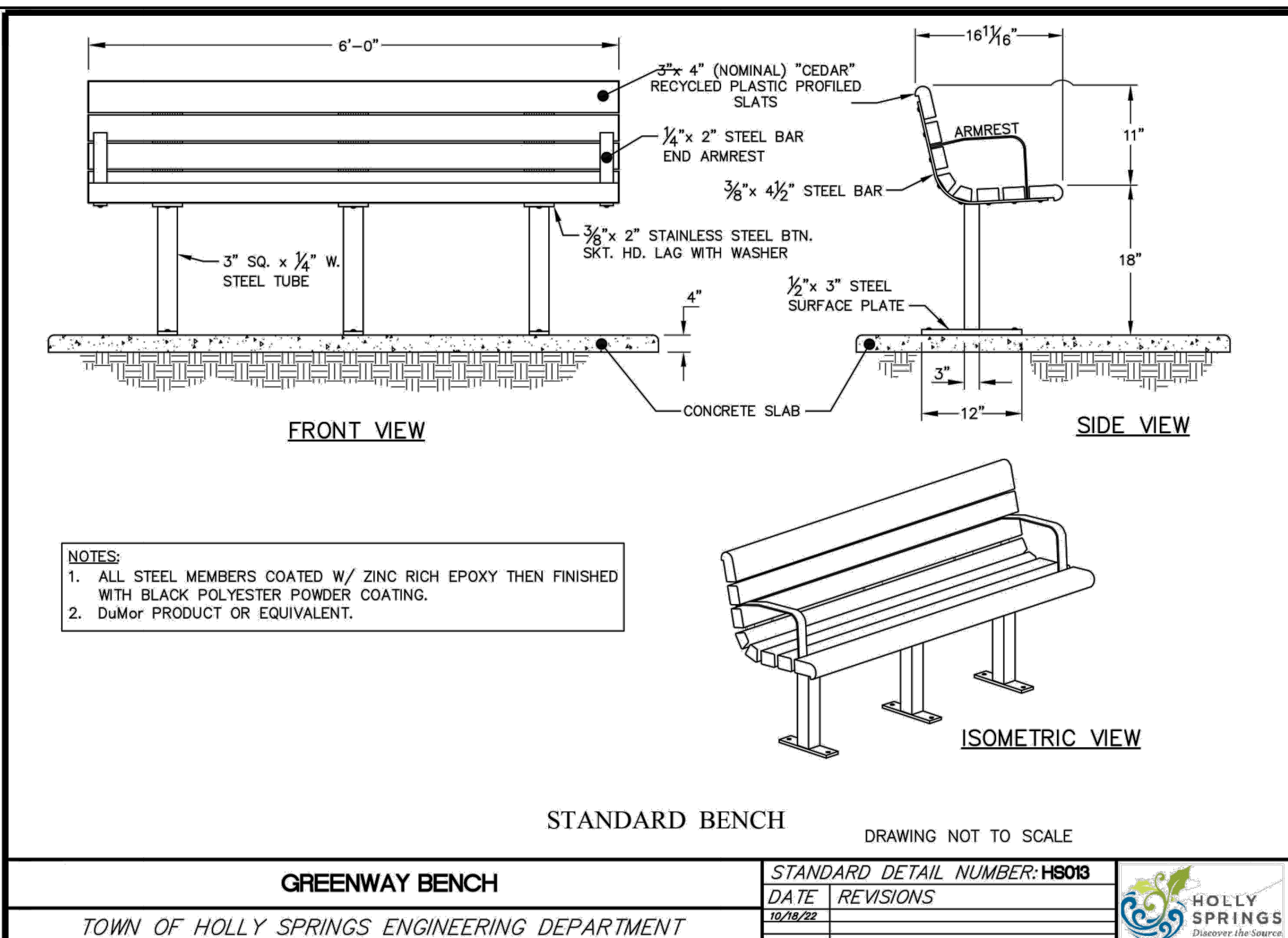
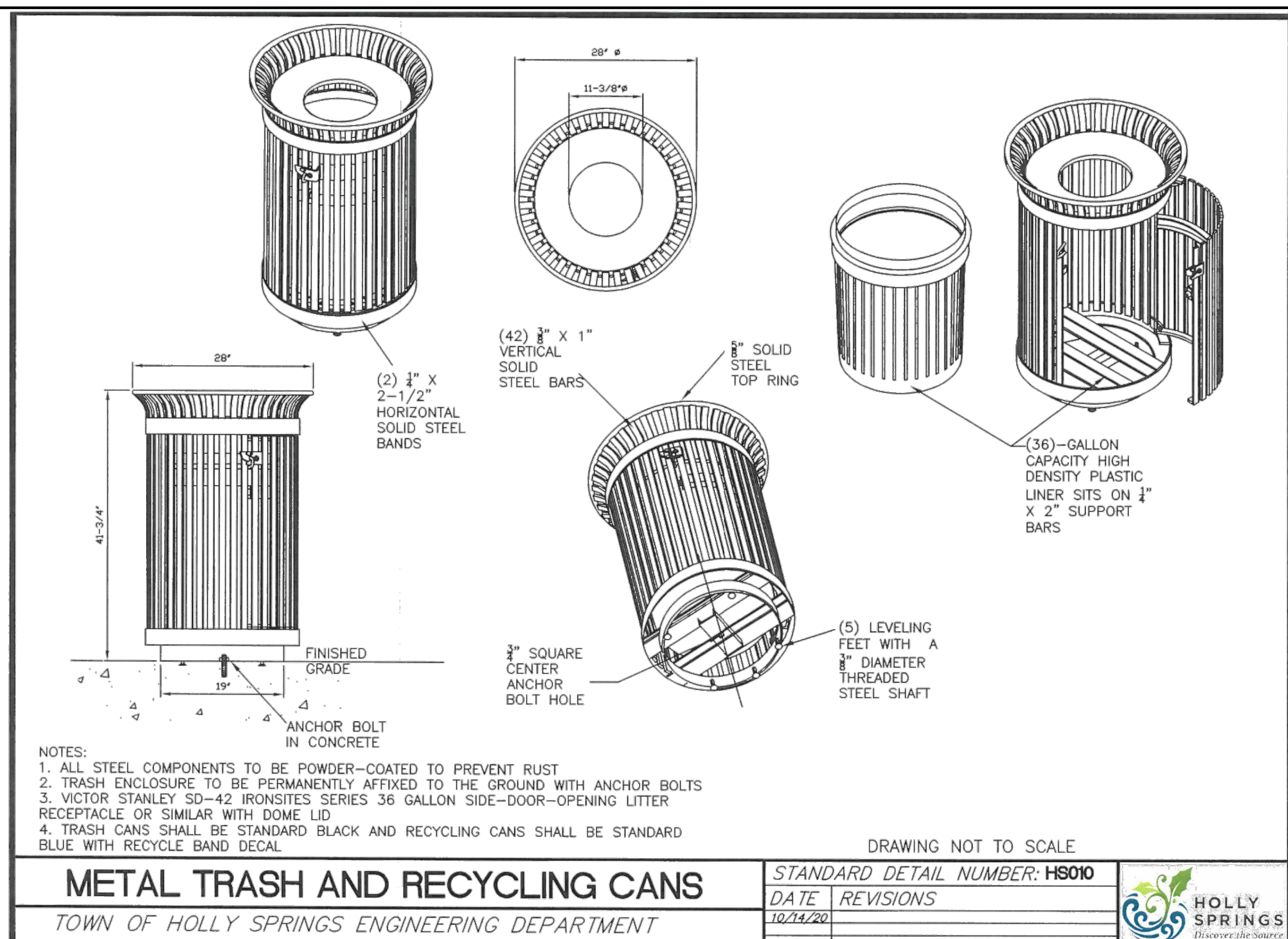
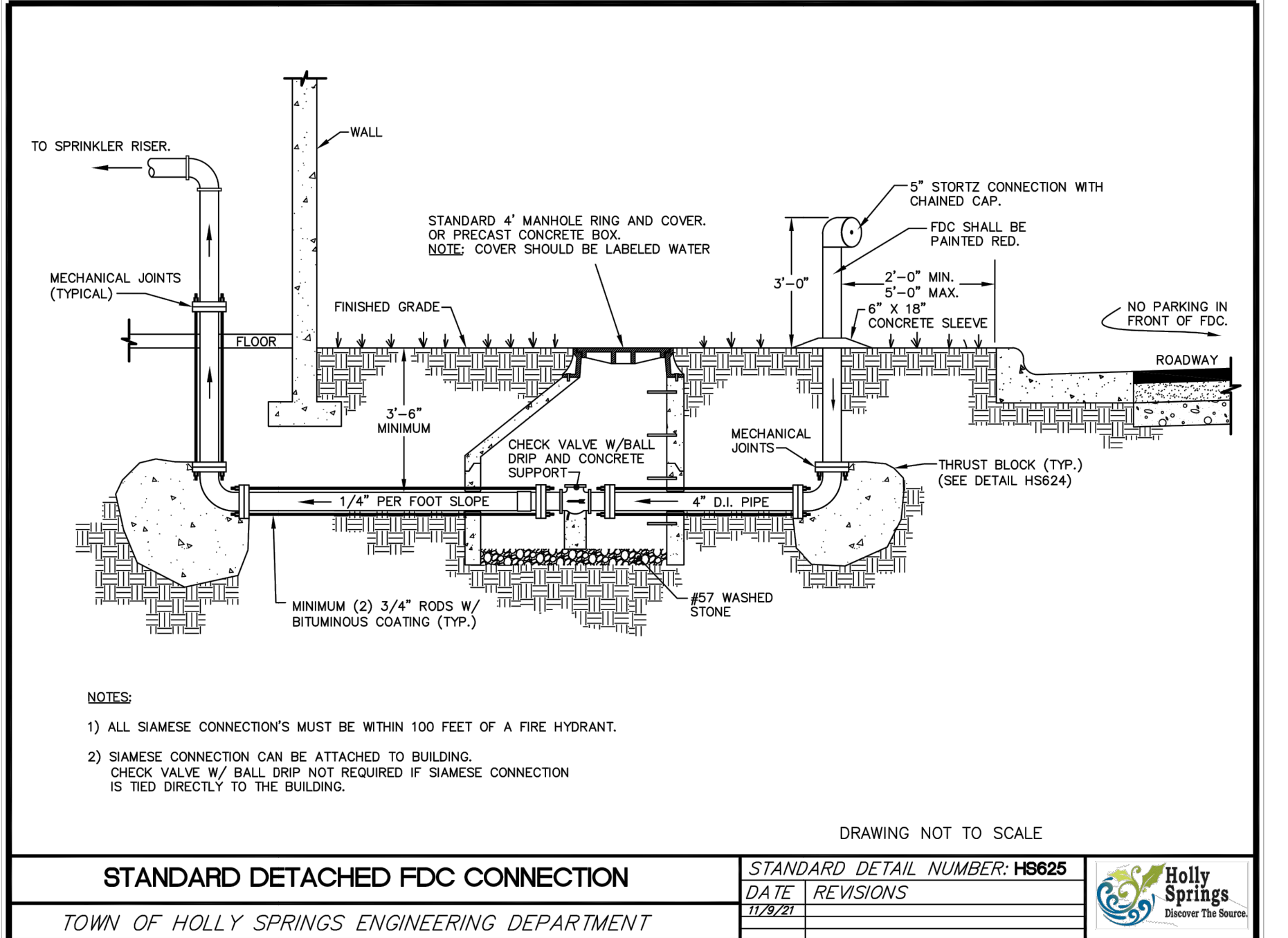
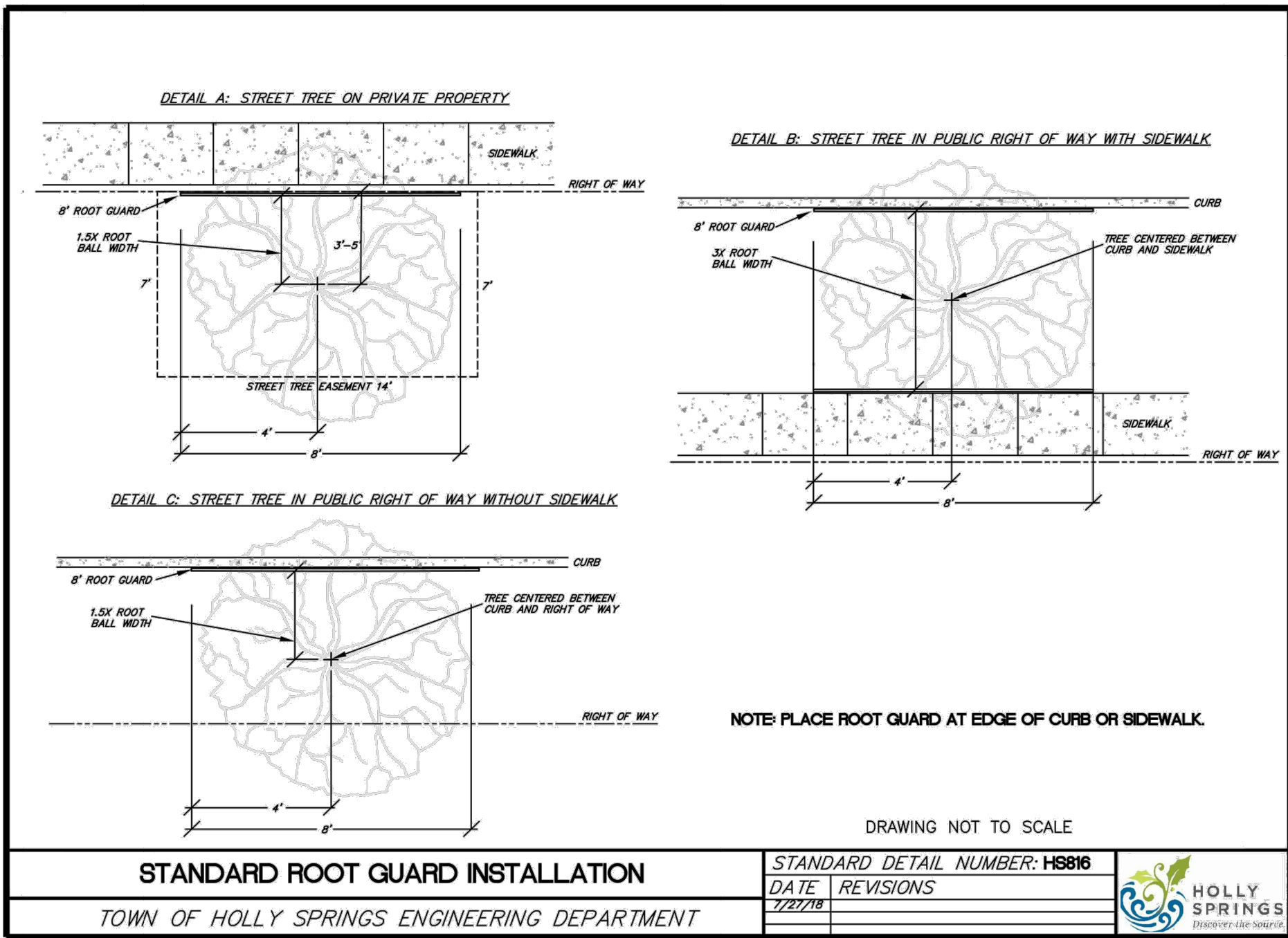
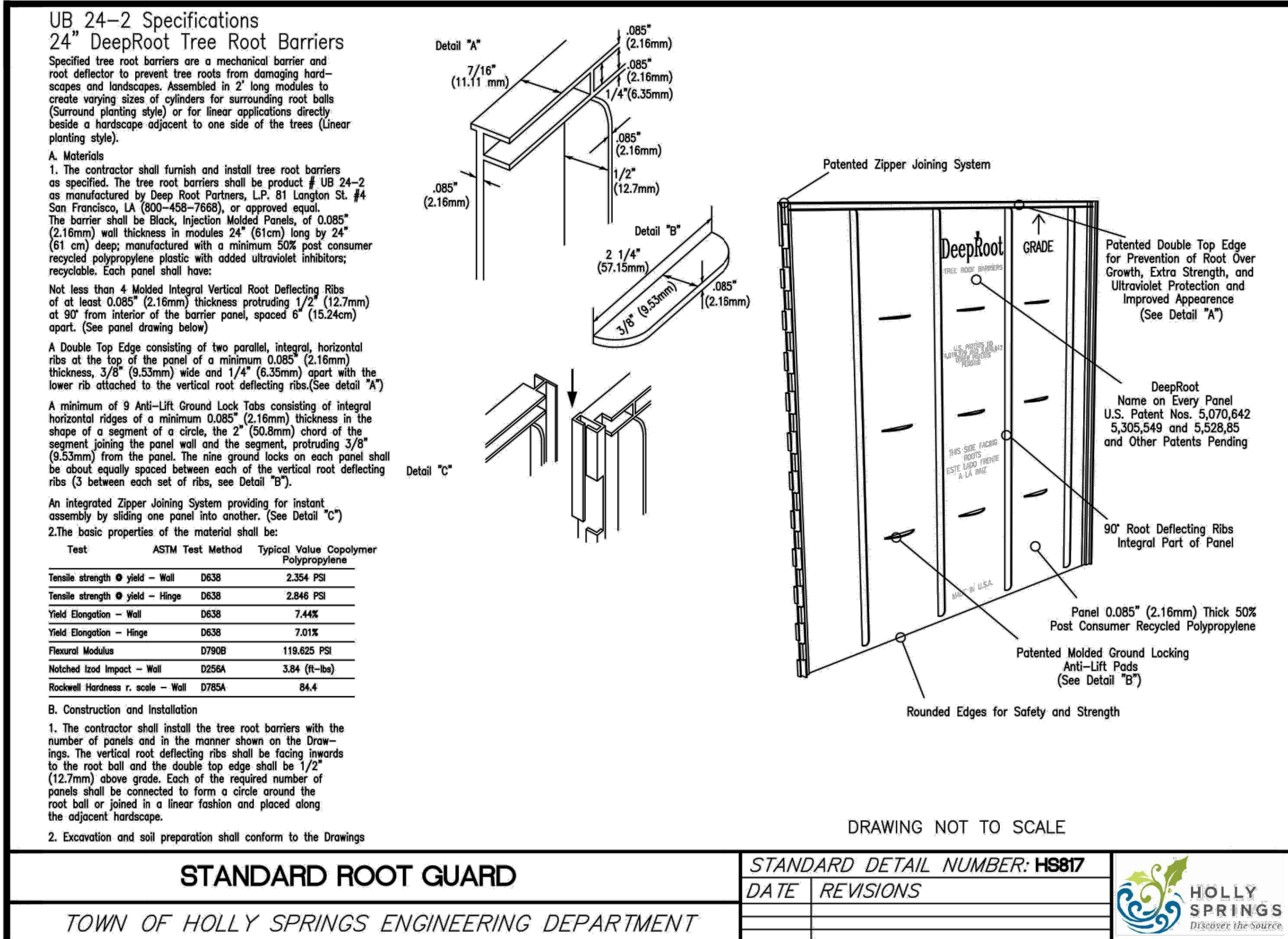
VAN ACCESSIBLE

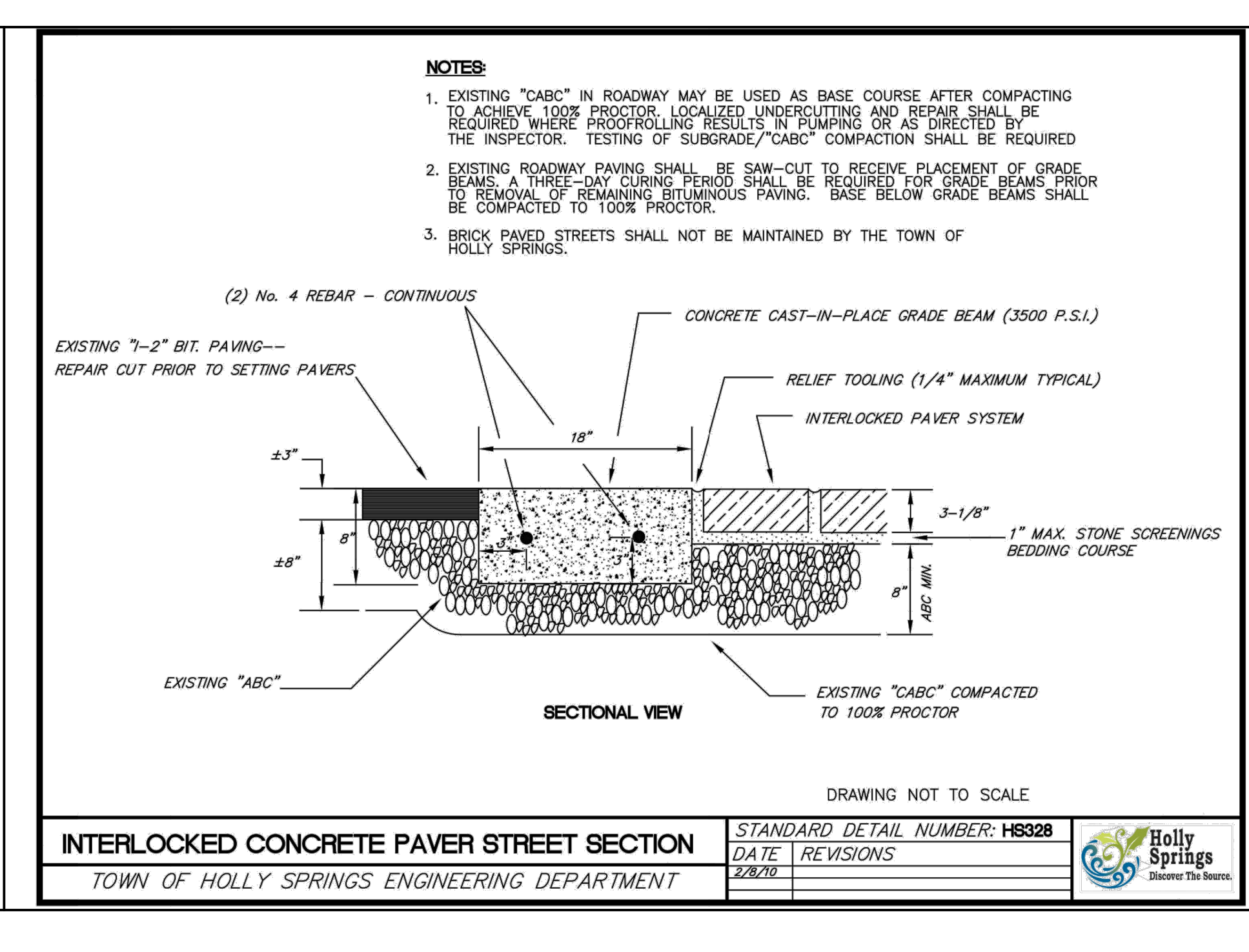
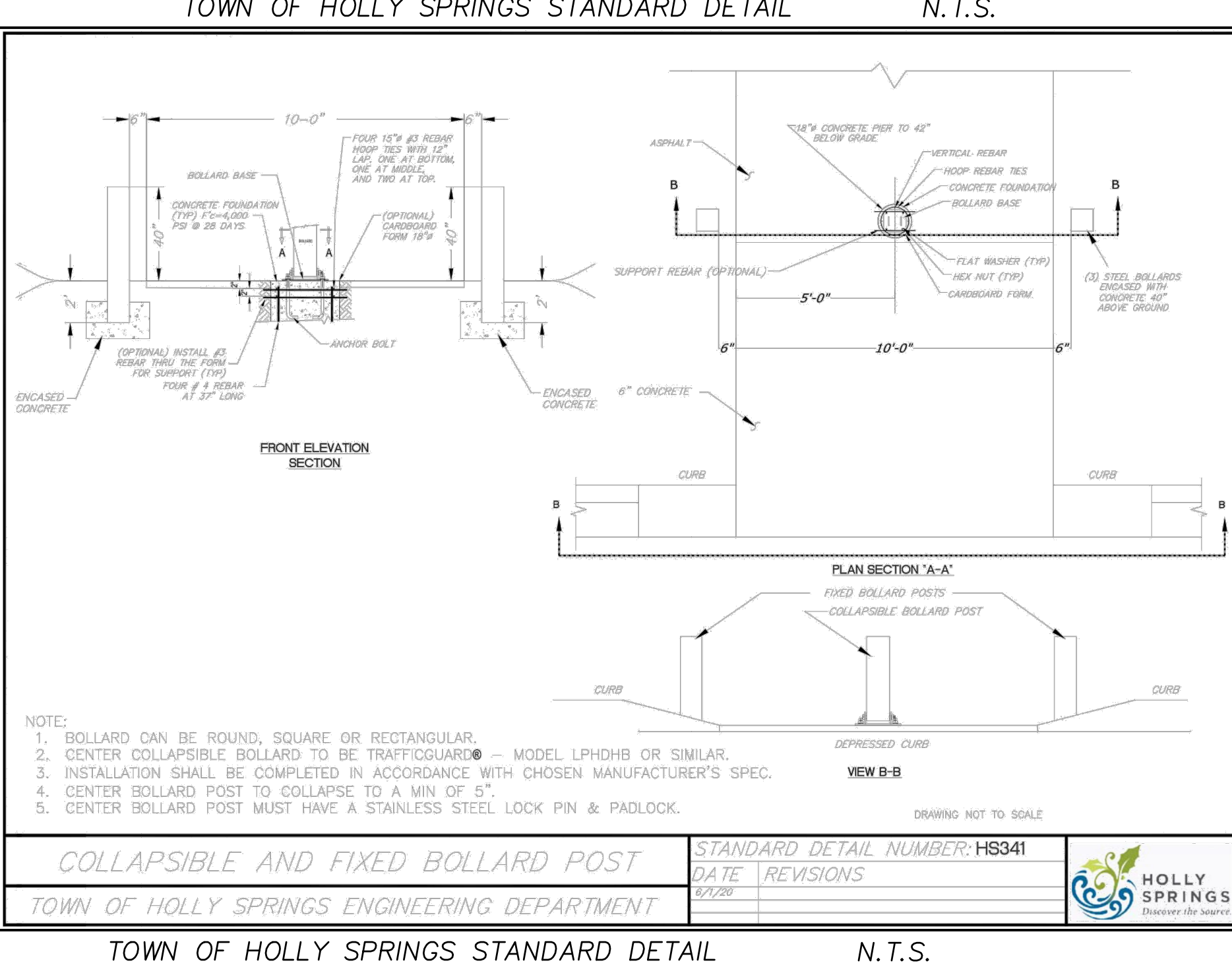
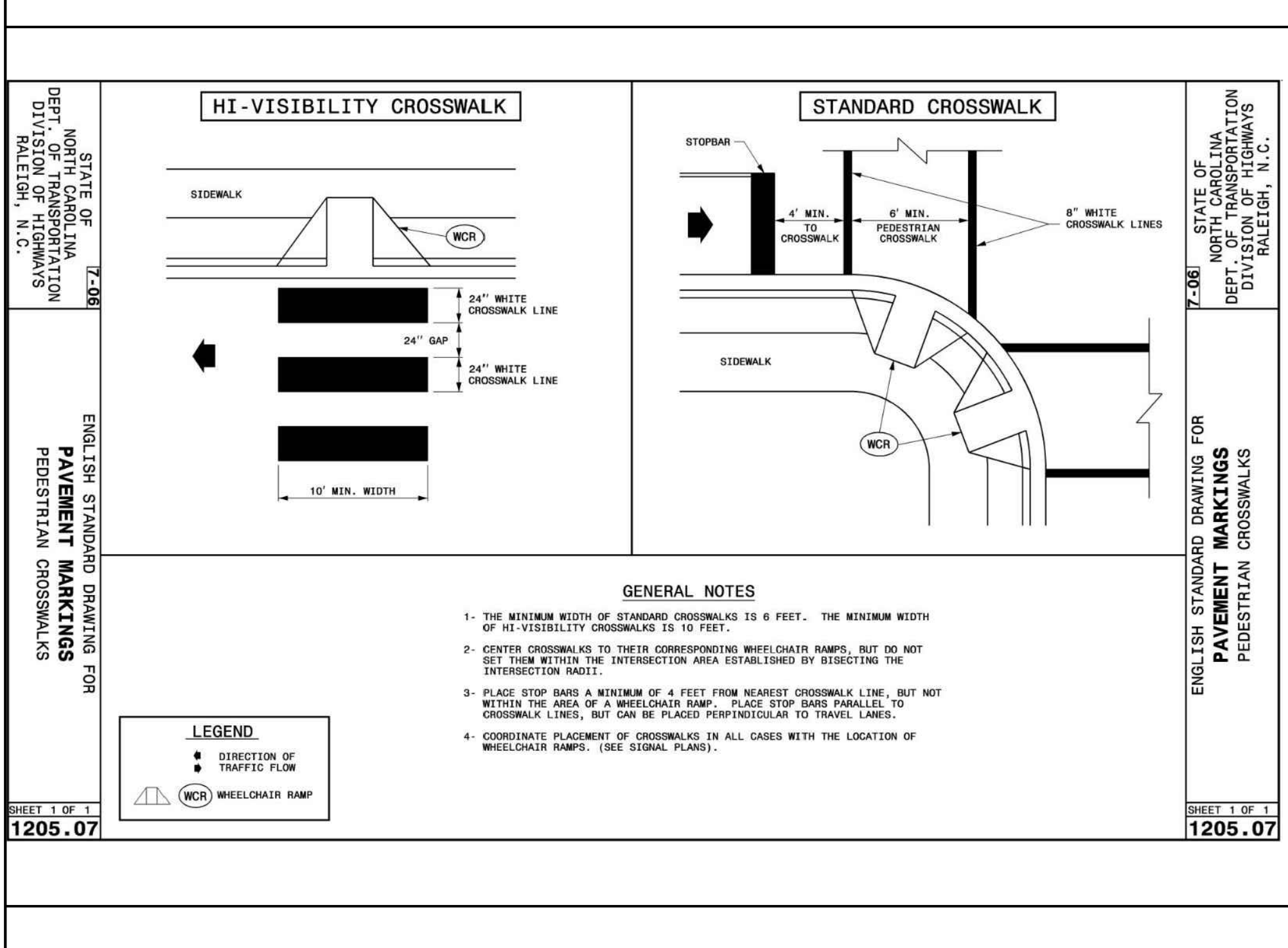
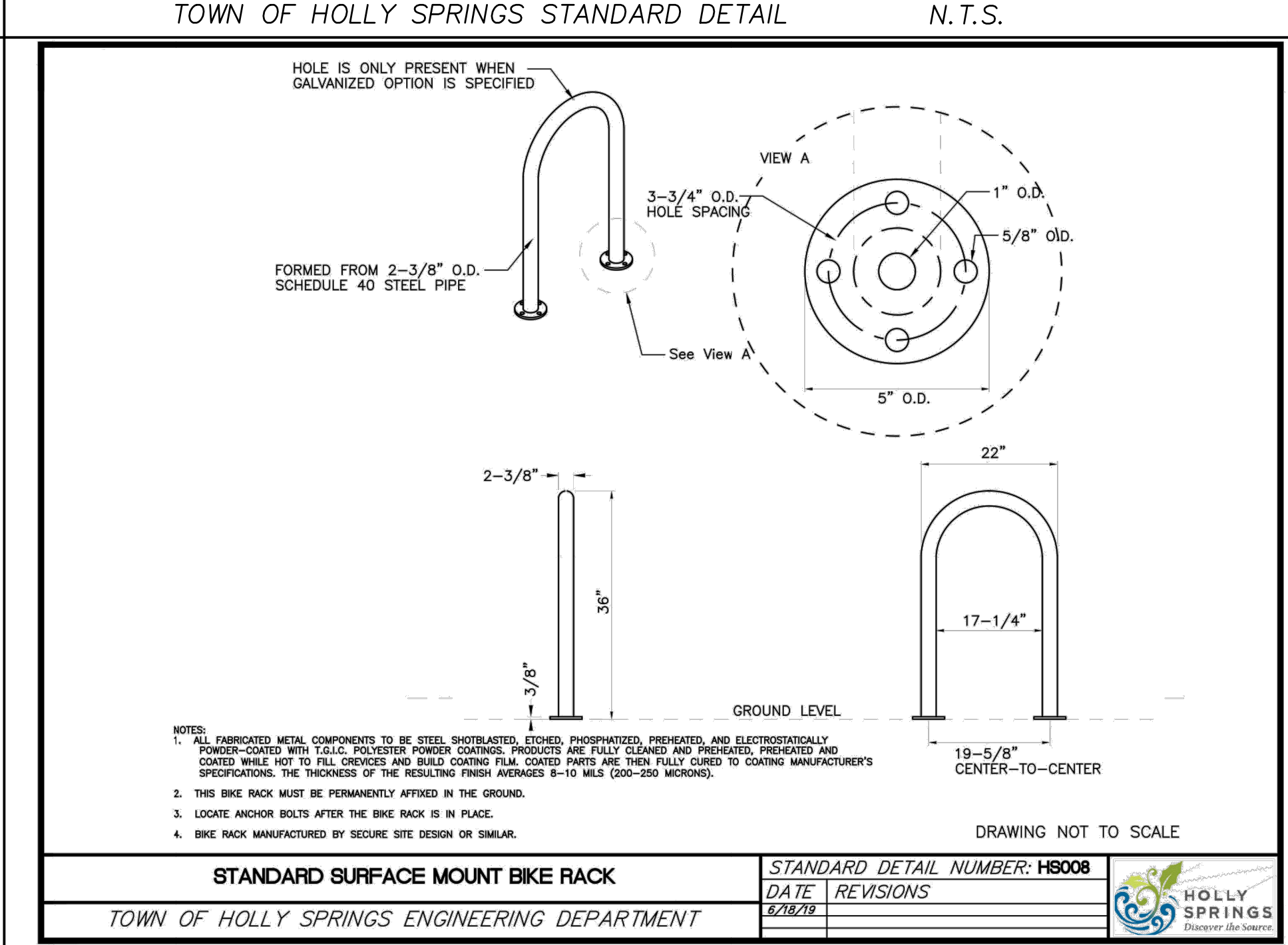
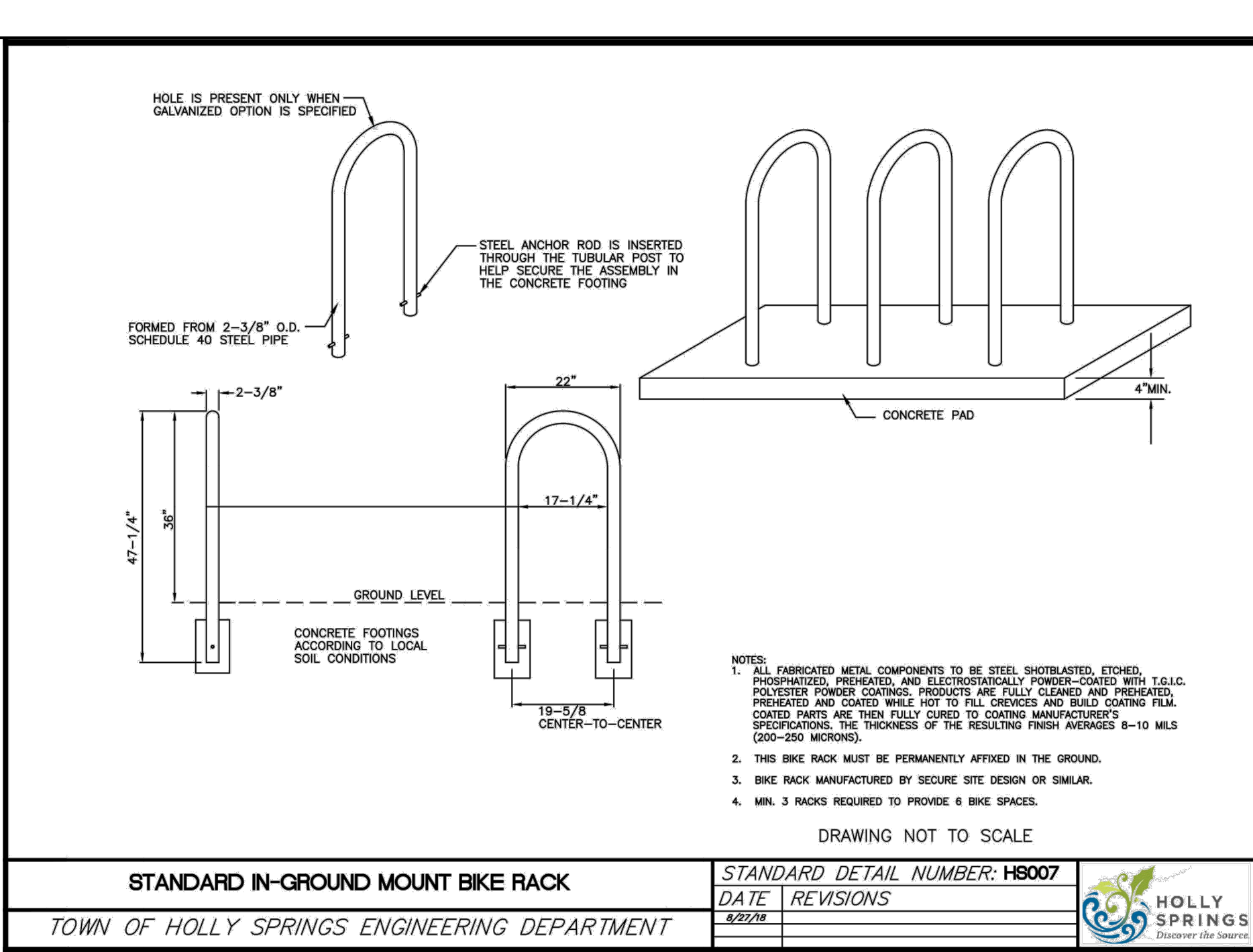
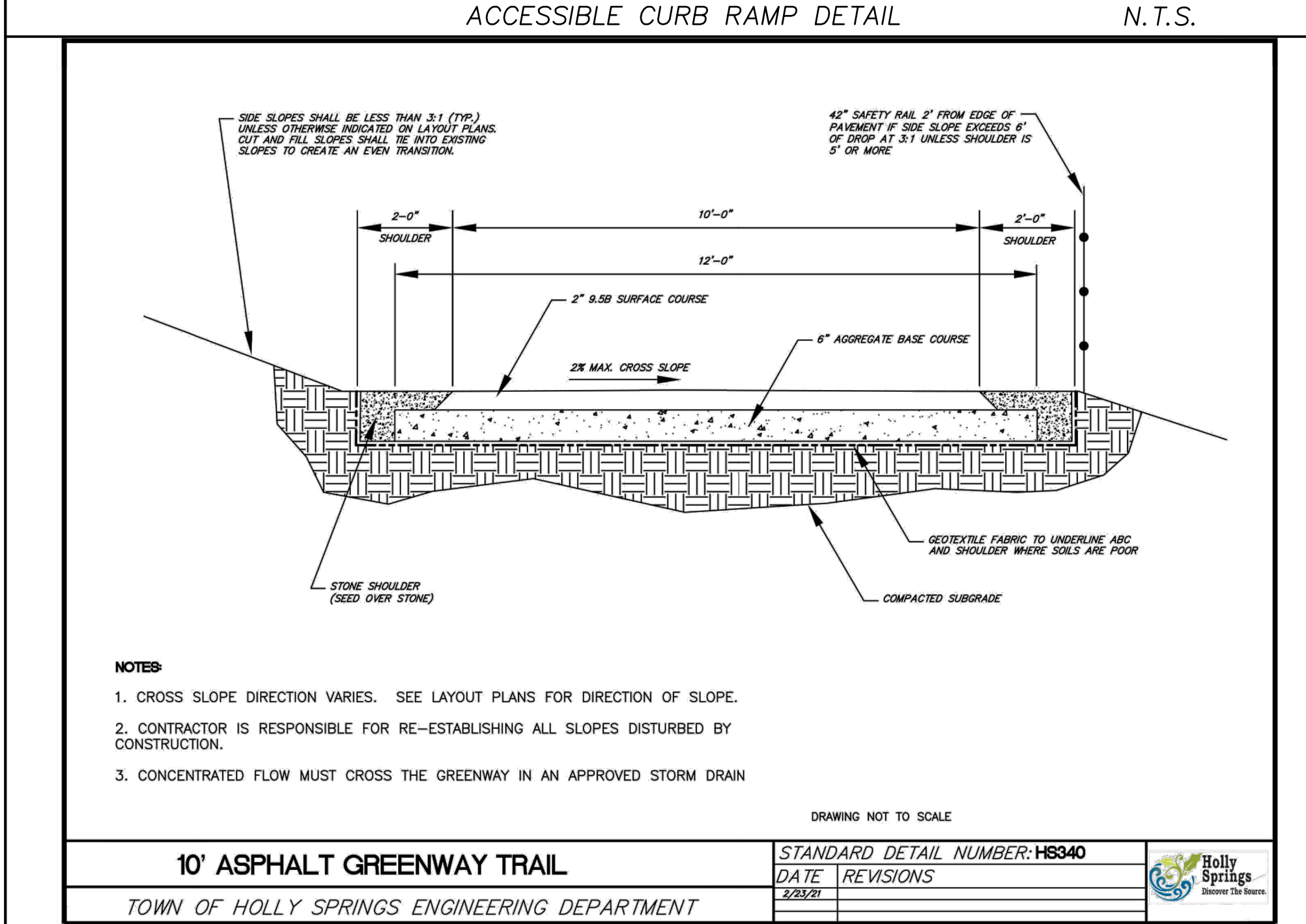
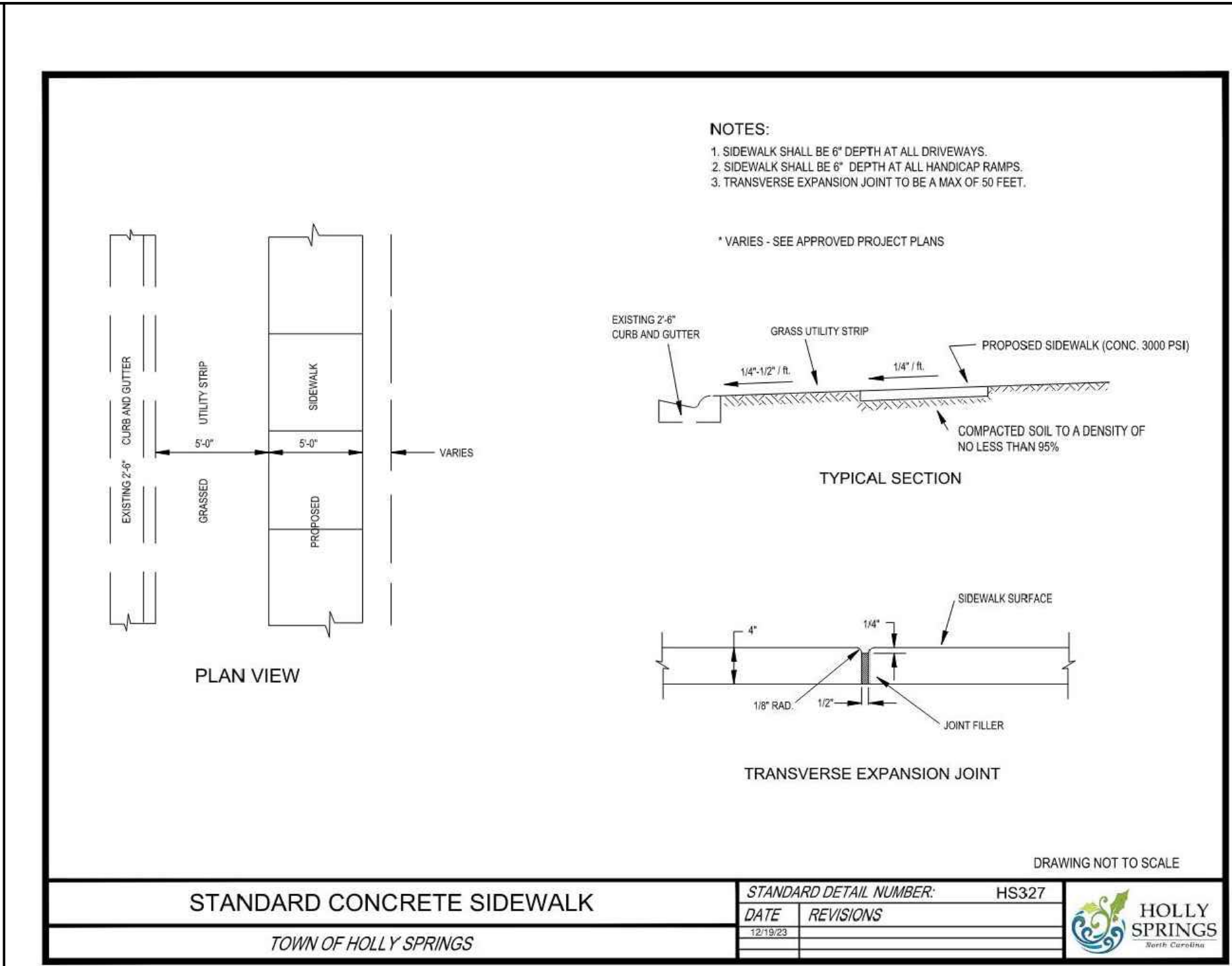
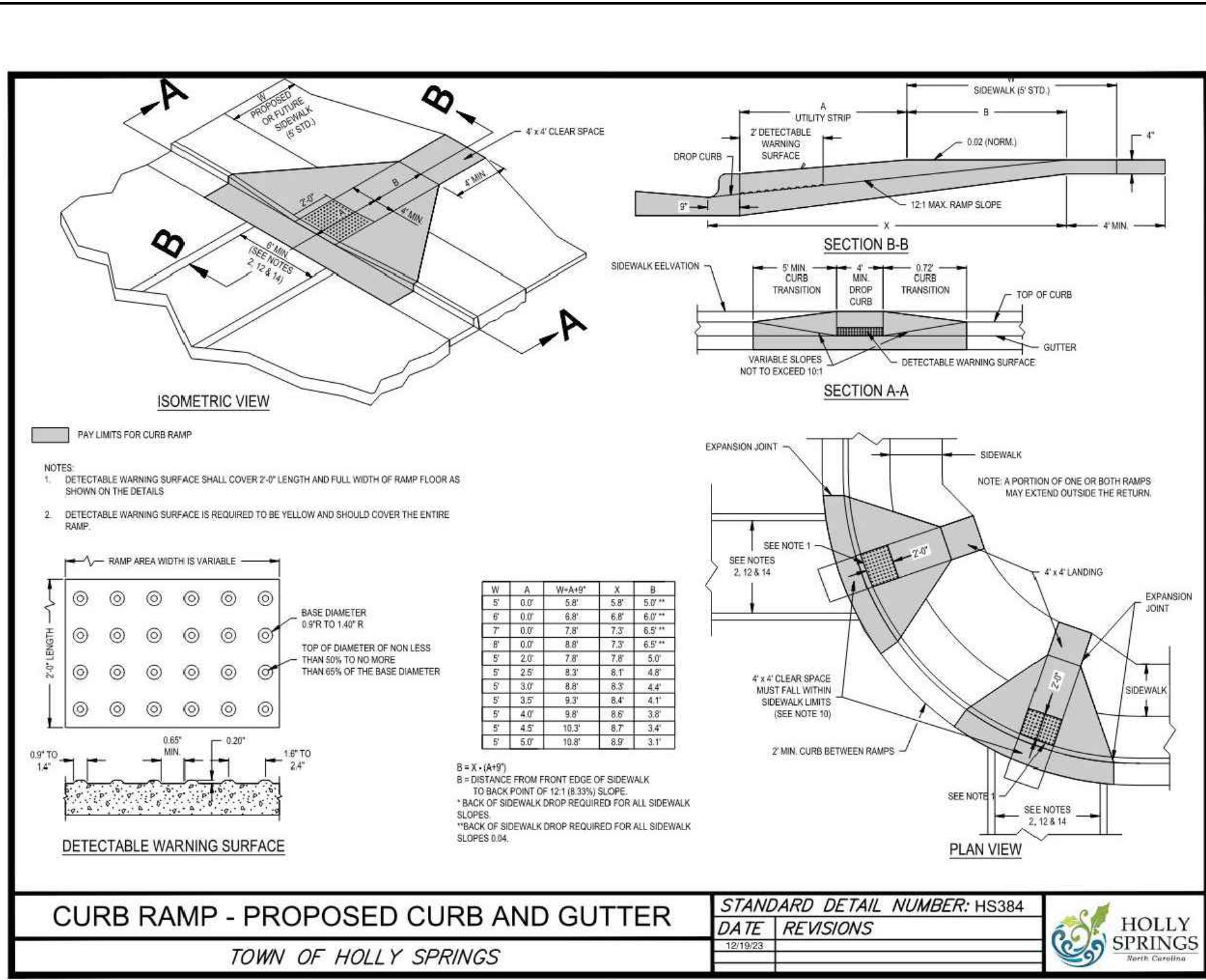
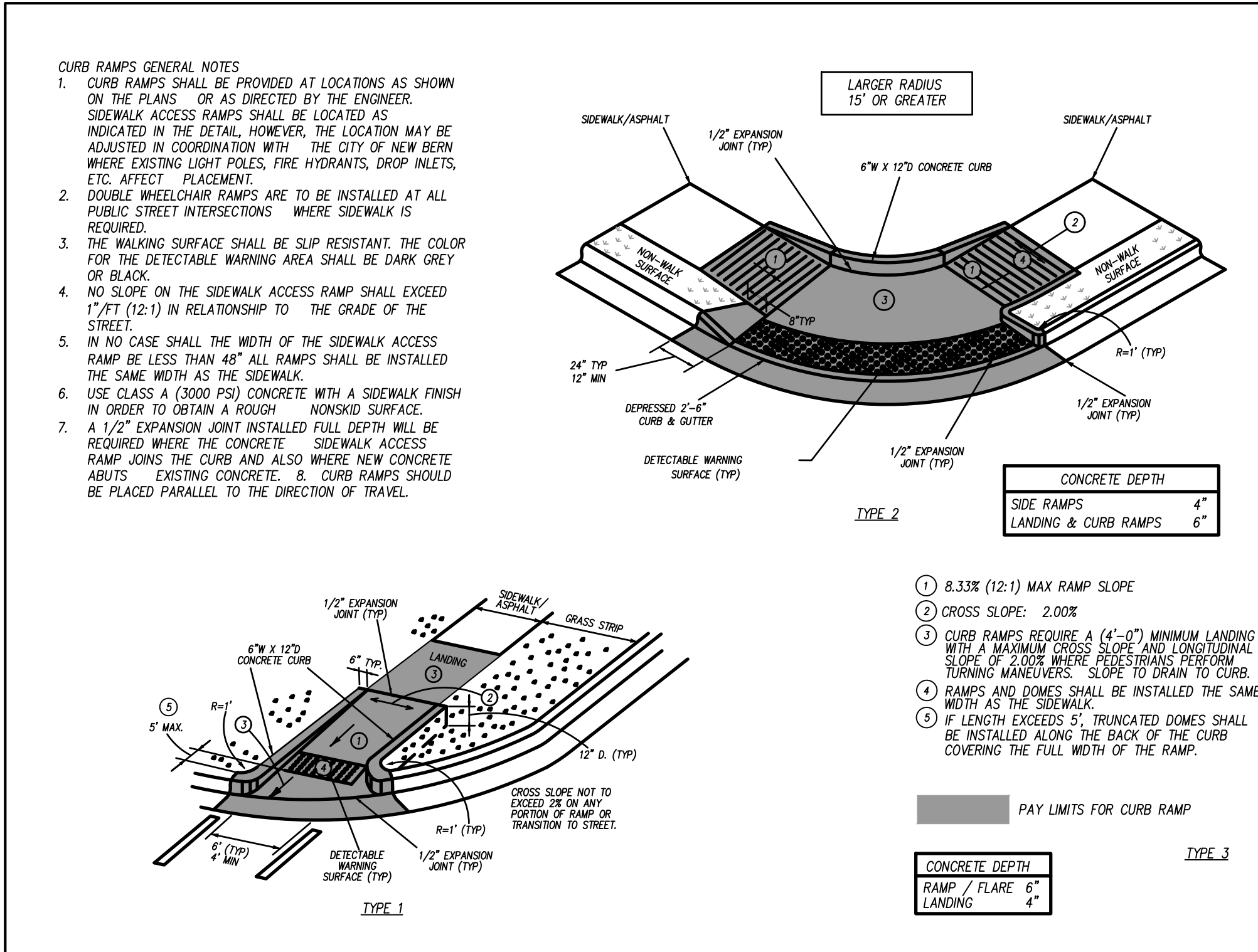
R7-8a VAN ACCESSIBLE

SEAL

SHEET NAME STAKING DETAILS

SHEET NUMBER C-8.0





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architecture planning interiors

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400 Regency Forest Drive
Suite 120
Cary, North Carolina 27518
Phone: (919)319-6716
Fax: (919)319-7616
LA: C-106, PE: C-1595



HOLLY SPRINGS OPERATIONS CAMPUS

PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

DATE 03.14.2024
ADW PROJECT NO 21028
CLH PROJECT NO 22-137
REVISIONS
NUM. DATE DESCRIPTION:

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SHEET NAME STAKING DETAILS
SHEET NUMBER C-8.1

HOLLY SPRINGS OPERATIONS CAMPUS

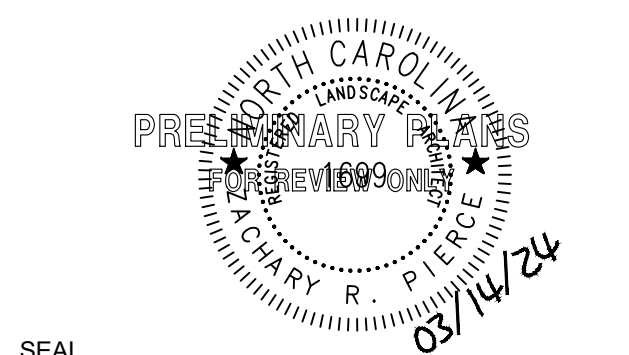
PHASE 1B

HOLLY SPRINGS,
NORTH CAROLINA

DEVELOPMENT
PETITION
SUBMITTAL #5

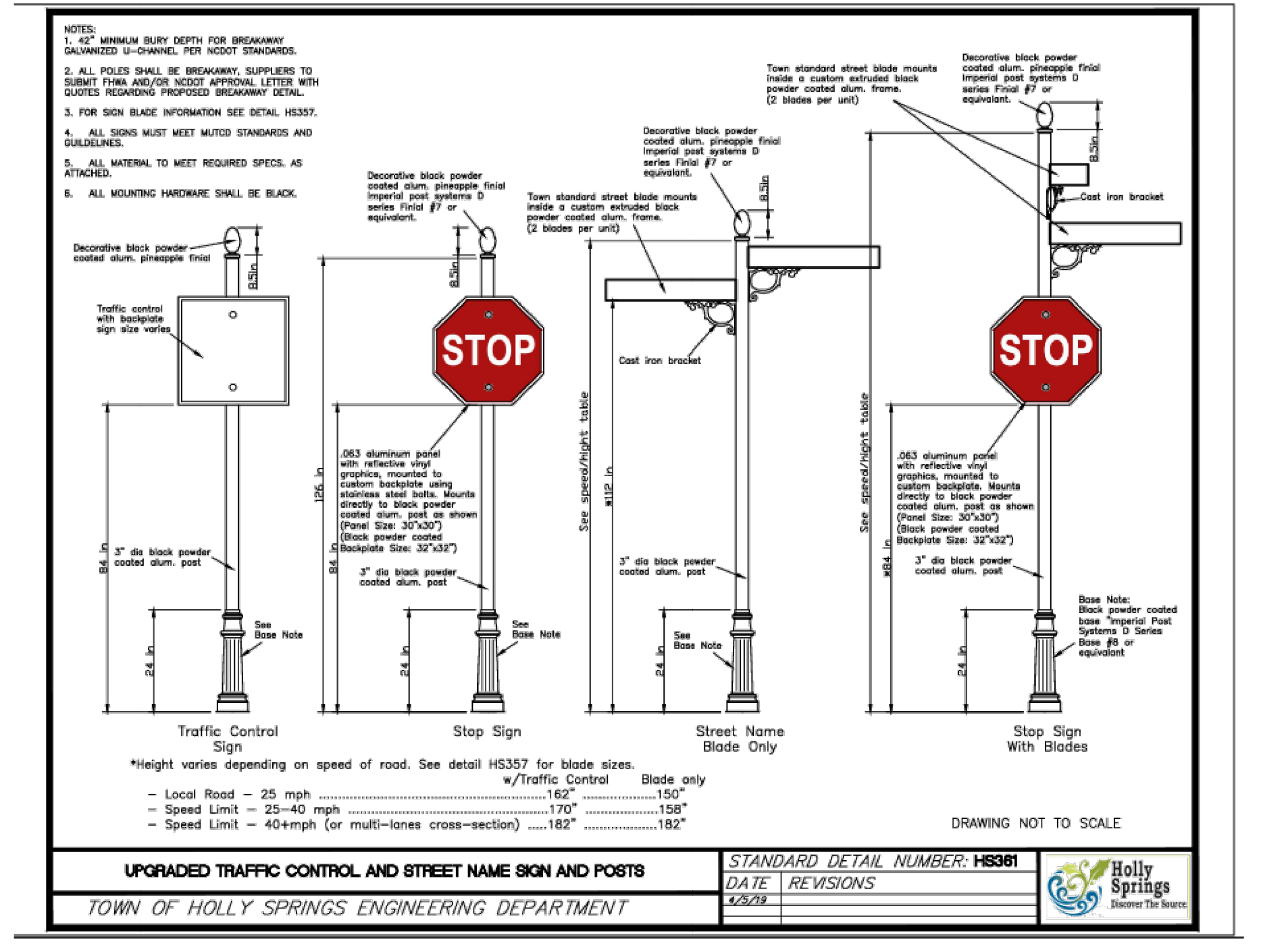
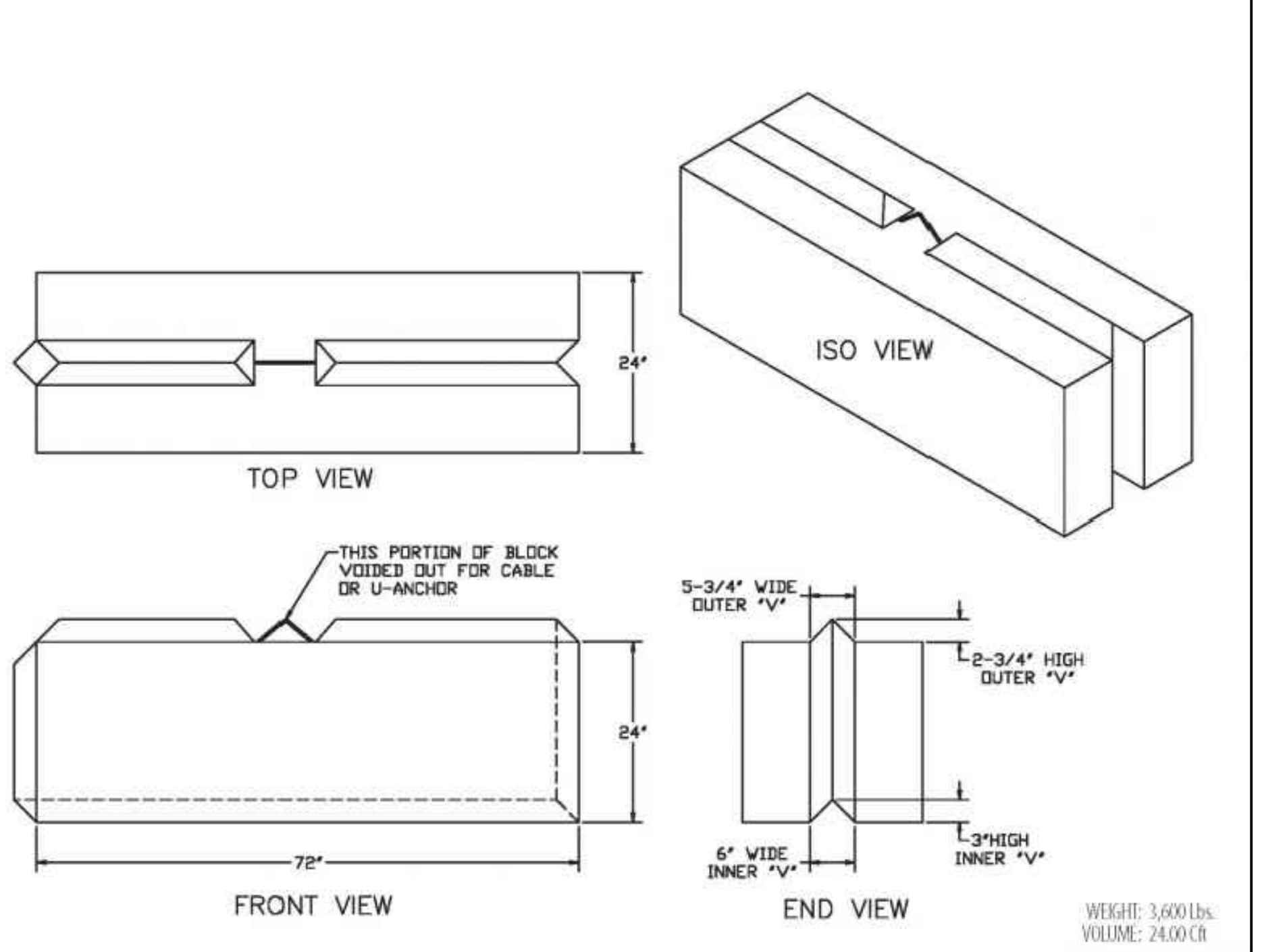
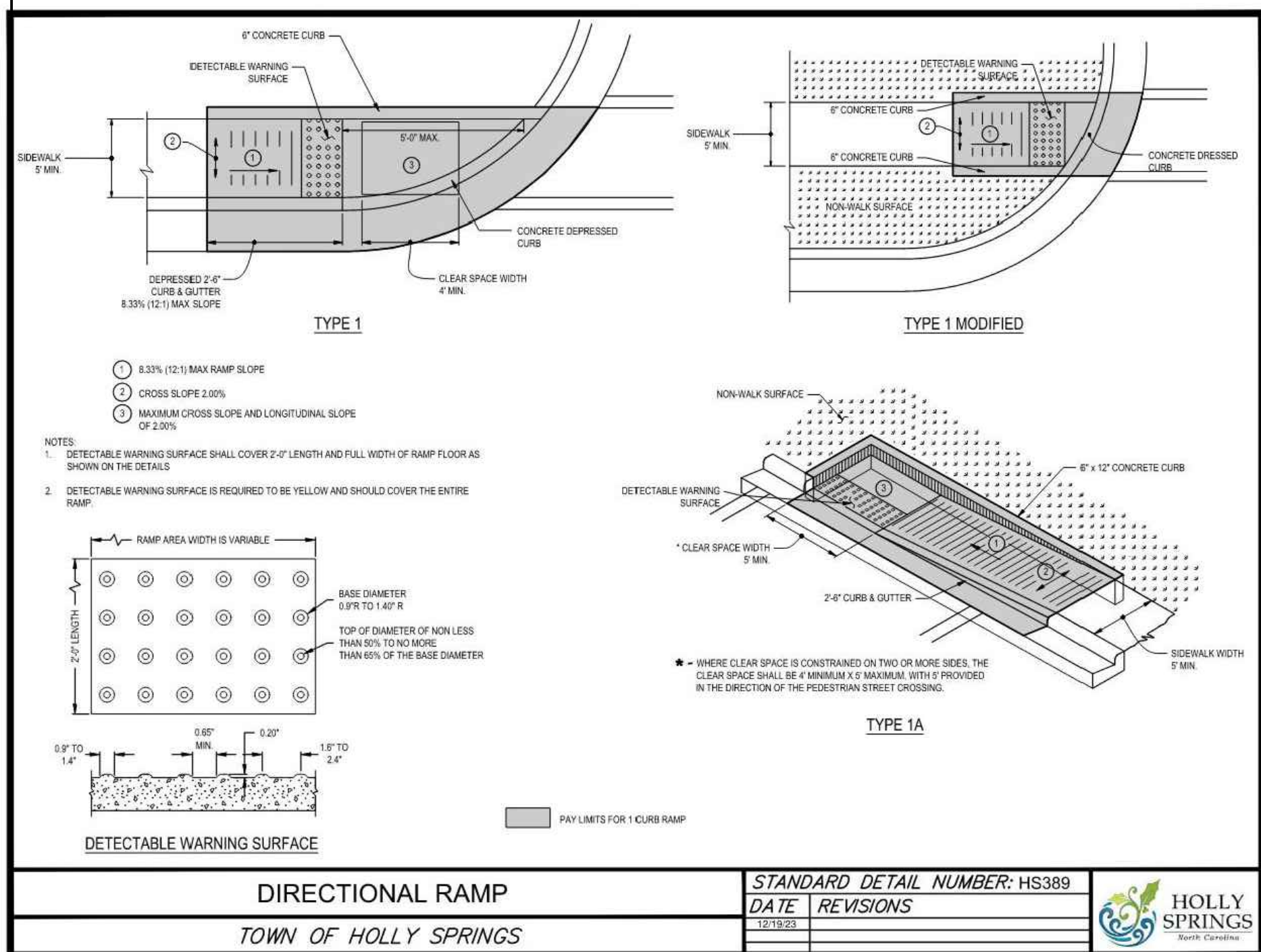
DATE	03.14.2024
ADW PROJECT NO	21028
CLH PROJECT NO	22-137
REVISIONS	
NUM.	DATE
DESCRIPTION:	

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SEAL 051

SHEET NAME	STAKING DETAILS
SHEET NUMBER	C-8.3

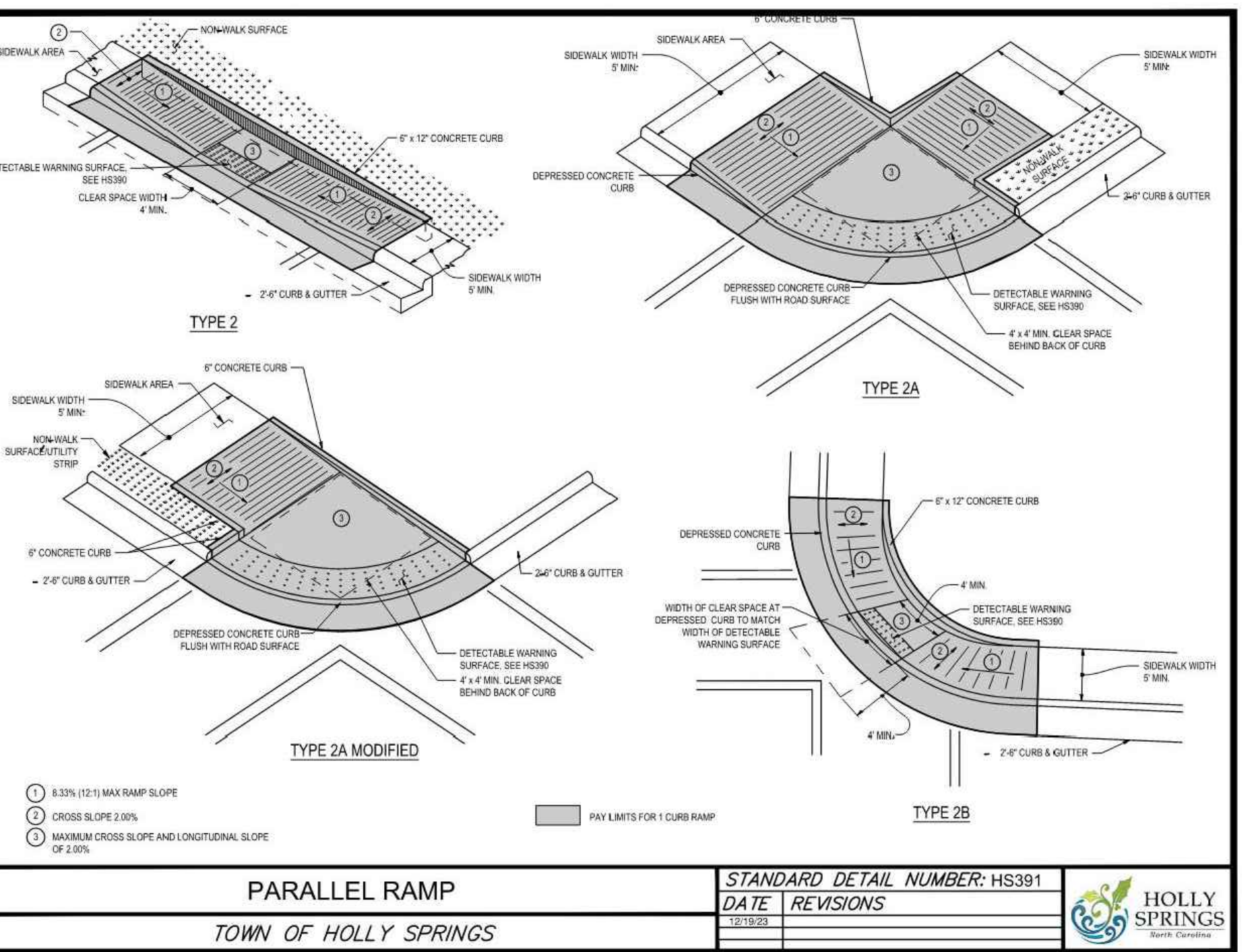
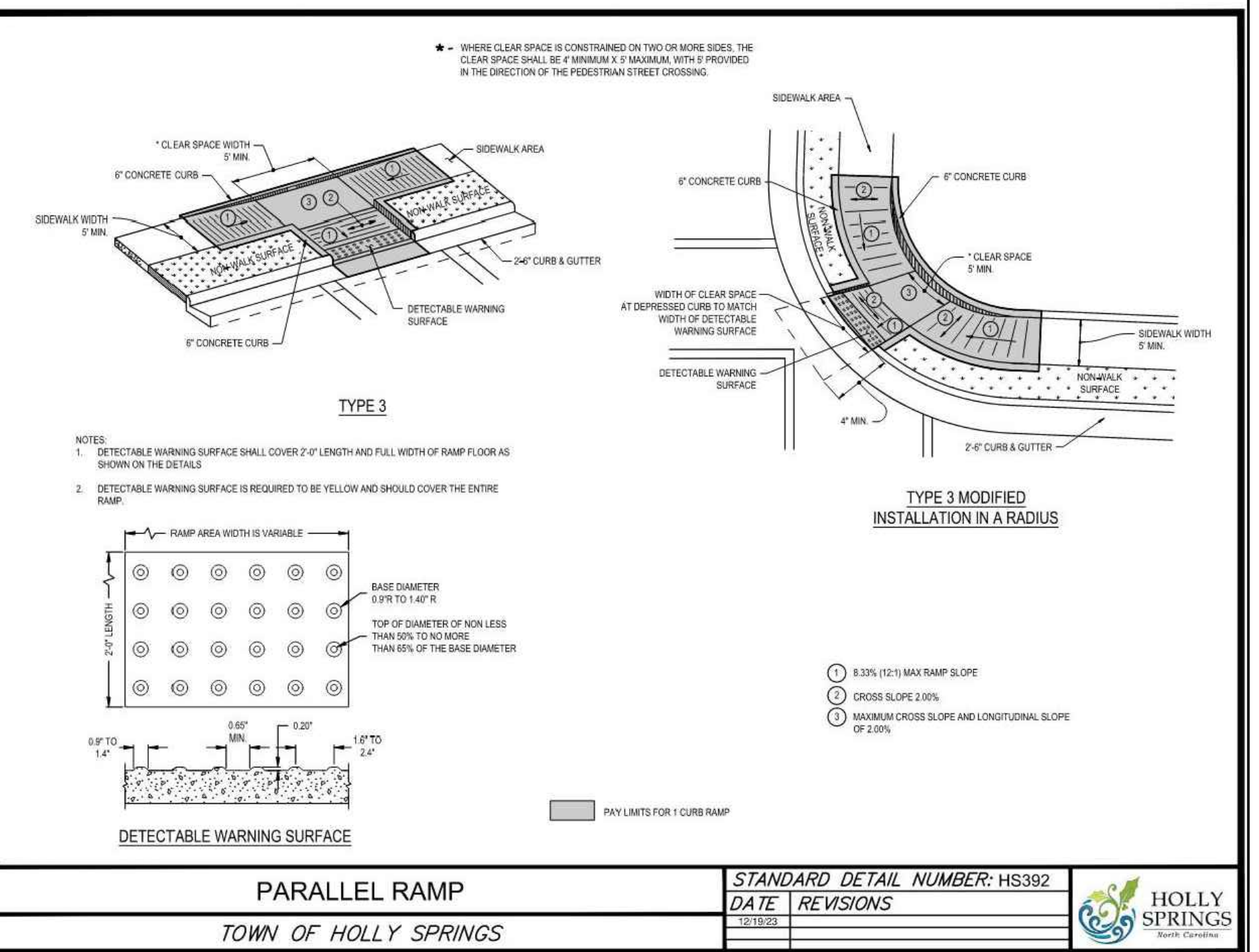
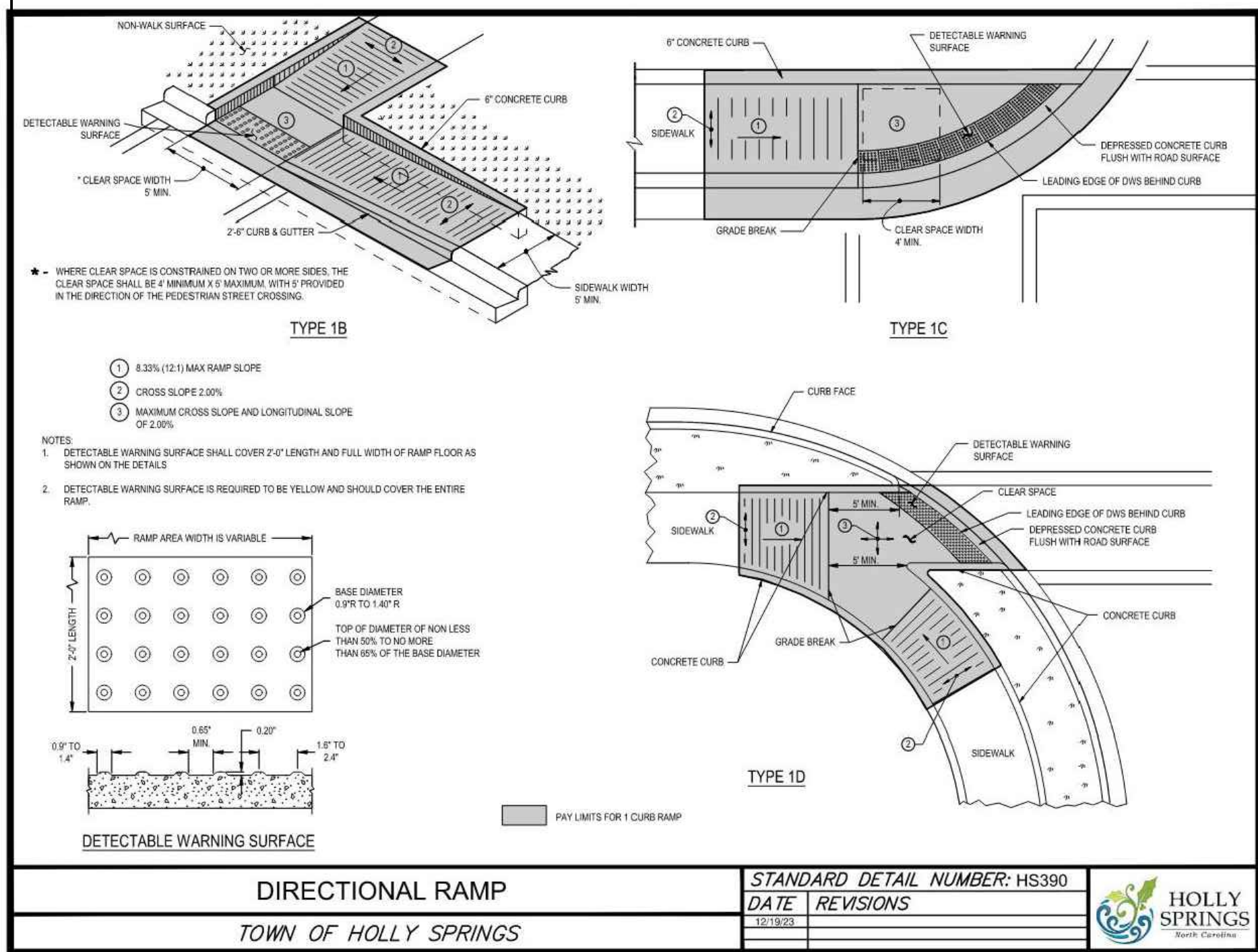


CONCRETE BIN BLOCK DETAIL

N.T.S.

TOWN OF HOLLY SPRINGS STANDARD DETAIL

N.T.S.



PHASE 1B

DEVELOPMENT
PETITION
SUBMITTAL #5

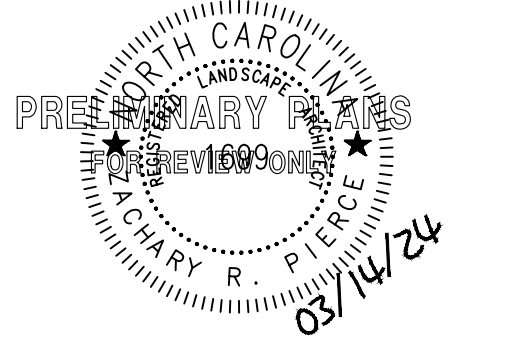
DATE	03.14.2024
ADW PROJECT NO	21028
CLH PROJECT NO	22-137
REVISIONS	
NUM.	DATE
DESCRIPTION:	

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SEAL 051

SHEET NAME *PUMP STATION DETAIL*

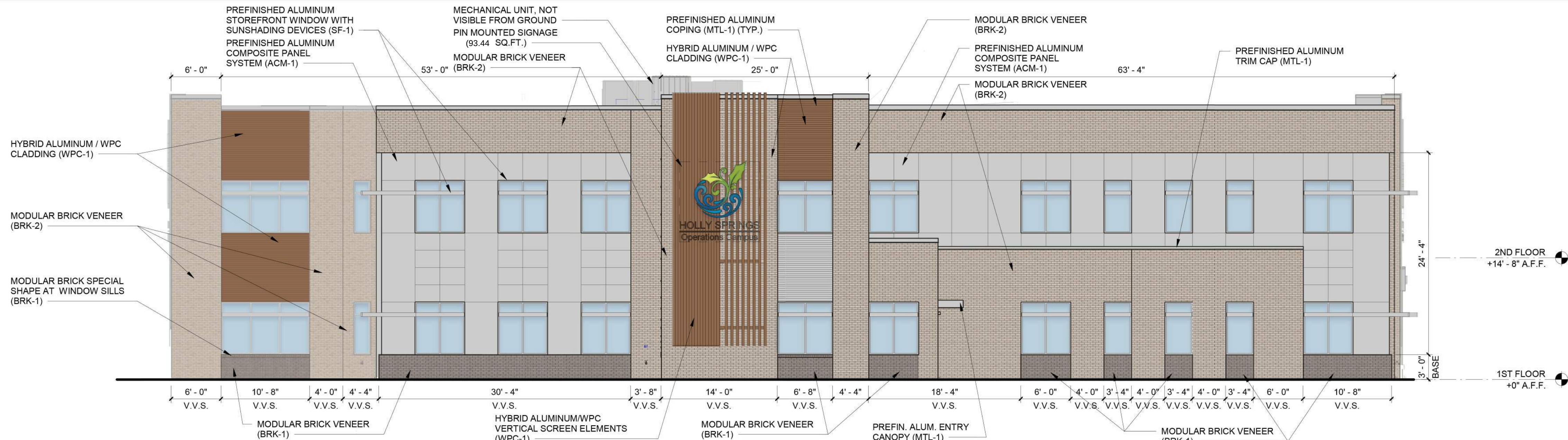
SHEET NUMBER *C-8.5*



COMMERCIAL MIXED-USE BUILDING STANDARDS
MEDIUM SCALE BUILDING

FACADE MATERIALS	
OVERALL FACADE:	4,917 S.F.
MINUS WINDOWS + DOORS	- 828 S.F.
NET FACADE AREA	4,089 S.F.
MATERIAL	
BRICK (TYPE 1)	2,385 S.F.
	58.3 %
METAL PANEL	1,550 S.F.
	38.0 %

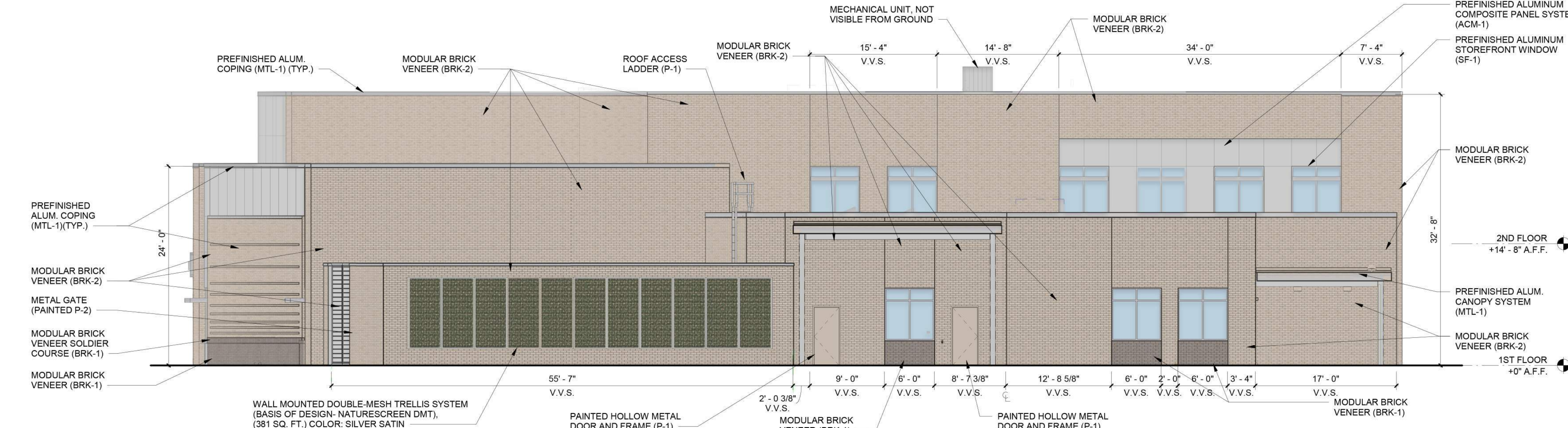
NOTE: GAS METER, SPRINKLER ALARM BELL, AND ANY PIPE OR CONDUIT MOUNTED ON EXTERIOR WALL TO BE PAINTED TO MATCH ADJACENT WALL.



PLAN WEST ELEVATION - UDO 1/8" = 1'-0" 4

FACADE MATERIALS	
OVERALL FACADE:	4,317 S.F.
MINUS WINDOWS + DOORS	- 342 S.F.
NET FACADE AREA	3,975 S.F.
MATERIAL	
BRICK (TYPE 1)	3,727 S.F.
	93.7 %
METAL PANEL	108 S.F.
	2.7 %

NOTE: GAS METER, SPRINKLER ALARM BELL, AND ANY PIPE OR CONDUIT MOUNTED ON EXTERIOR WALL TO BE PAINTED TO MATCH ADJACENT WALL.

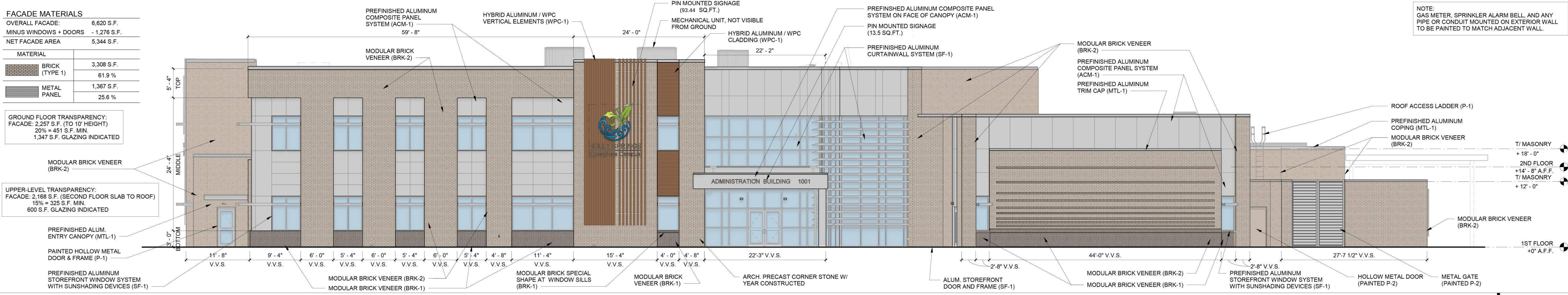


PLAN EAST ELEVATION - UDO 1/8" = 1'-0" 3

FACADE MATERIALS	
OVERALL FACADE:	6,620 S.F.
MINUS WINDOWS + DOORS	- 1,276 S.F.
NET FACADE AREA	5,344 S.F.
MATERIAL	
BRICK (TYPE 1)	3,308 S.F.
	61.9 %
METAL PANEL	1,367 S.F.
	25.6 %

GROUND FLOOR TRANSPARENCY:
FACADE: 2,257 S.F. (TO 10' HEIGHT)
20% = 451 S.F. MIN.
1,347 S.F. GLAZING INDICATED

UPPER-LEVEL TRANSPARENCY:
FACADE: 2,168 S.F. (SECOND FLOOR SLAB TO ROOF)
15% = 325 S.F. MIN.
600 S.F. GLAZING INDICATED

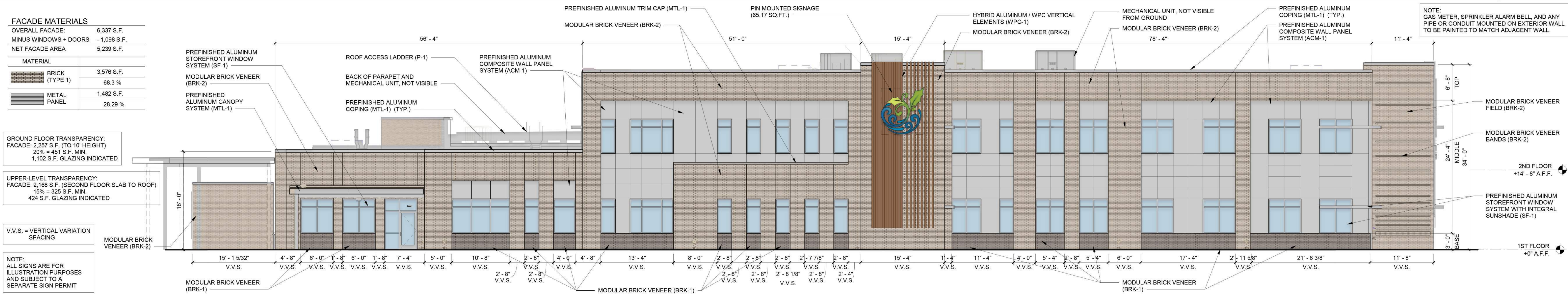


PLAN SOUTH ELEVATION - UDO 1/8" = 1'-0" 2

FACADE MATERIALS	
OVERALL FACADE:	6,337 S.F.
MINUS WINDOWS + DOORS	- 1,098 S.F.
NET FACADE AREA	5,239 S.F.
MATERIAL	
BRICK (TYPE 1)	3,576 S.F.
	68.3 %
METAL PANEL	1,482 S.F.
	28.29 %

GROUND FLOOR TRANSPARENCY:
FACADE: 2,257 S.F. (TO 10' HEIGHT)
20% = 451 S.F. MIN.
1,102 S.F. GLAZING INDICATED

UPPER-LEVEL TRANSPARENCY:
FACADE: 2,168 S.F. (SECOND FLOOR SLAB TO ROOF)
15% = 325 S.F. MIN.
424 S.F. GLAZING INDICATED



PLAN NORTH ELEVATION - UDO 1/8" = 1'-0" 1



Holly Springs
Operations
Campus

Administration
Building

Holly Springs, NC

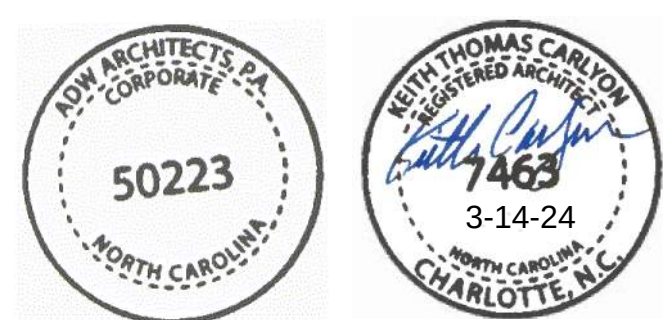
NOT FOR
CONSTRUCTION

UDO COMPLIANCE

DATE: 3.14.24
PROJECT NO: 21028

REVISIONS
NO: DATE: DESCRIPTION:

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SHEET NUMBER

DR200

ADMINISTRATION BUILDING	Commercial and Mixed-Use Building Standards
Plan North Elevation	Medium Scale Building
Façade Materials- Commercial/Mixed Use (8.2.G.4.a.vii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Façade Materials- Commercial/Mixed Use -Alternate Compliance (8.2.G.4.a.x.a)	10% reduction in primary façade material- additional Public Realm Standard: #14 Pedestrian scale light fixtures (Section 8.3.B)
Façade Materials- Commercial/Mixed Use-Vertical Variations (8.2.G.4.b.iii.b)	50' maximum.
Façade Materials- Commercial/Mixed Use-Roof Expression (8.2.G.4.c.ii.b)	Alternate Maximum line (100')-additional human scale design element along subject façade: g. Vertical recesses
Façade Materials- Commercial/Mixed Use-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials- Commercial/Mixed Use-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iii.a)	Required: 451 sq. ft. min.(20%); Provided: 1,102 sq. ft.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iii.b)	Required: 325 sq. ft. min. (15%); Provided: 424 sq. ft.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency-Alternate Compliance (8.2.G.4.d.iii.c)	Not required.
Human Scale Elements (8.2.4.e.i)	Minimum (2): b. Change in brick pattern / belt course, k. Shading devices. Alternate compliance: g. vertical recesses.
Public Realm Standard Options (8.3.B)	Minimum (1): 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public. 14. Pedestrian scale light fixtures along sidewalks and pedestrian areas.

Plan South Elevation	
Façade Materials- Commercial/Mixed Use (8.2.G.4.a.vii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Façade Materials- Commercial/Mixed Use -Alternate Compliance (8.2.G.4.a.x.a)	10% reduction in primary façade material- additional Public Realm Standard: #14 Pedestrian scale light fixtures (Section 8.3.B)
Façade Materials- Commercial/Mixed Use-Vertical Variations (8.2.G.4.b.iii.b)	50' maximum.
Façade Materials- Commercial/Mixed Use-Roof Expression (8.2.G.4.c.ii.b)	Alternate Maximum line (100')- additional human scale design element along subject façade: g. Vertical recesses
Façade Materials- Commercial/Mixed Use-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials- Commercial/Mixed Use-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iii.a)	Required: 451 sq. ft. min.(20%); Provided: 1,347 sq. ft.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iii.b)	Required: 325 sq. ft. min. (15%); Provided: 600 sq. ft.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency-Alternate Compliance (8.2.G.4.d.iii.c)	Not required.
Human Scale Elements (8.2.4.e.i)	Minimum (2): b. Change in brick pattern / belt course, k. Shading devices. Alternate compliance: g. vertical recesses.
Public Realm Standard Options (8.3.B)	Minimum (1): 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public. 14. Pedestrian scale light fixtures along sidewalks and pedestrian areas.

Plan East Elevation	
Façade Materials- Commercial/Mixed Use (8.2.G.4.a.vii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Façade Materials- Commercial/Mixed Use -Alternate Compliance (8.2.G.4.a.x.a)	10% reduction in primary façade material- additional Public Realm Standard: #14 Pedestrian scale light fixtures (Section 8.3.B)
Façade Materials- Commercial/Mixed Use-Vertical Variations (8.2.G.4.b.iii.b)	50' maximum.
Façade Materials- Commercial/Mixed Use-Roof Expression (8.2.G.4.c.ii.b)	Alternate Maximum line (100')- additional human scale design element along subject façade: h. Horizontal extensions (canopy)
Façade Materials- Commercial/Mixed Use-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction. Wall mounted trellis system used (381 sq. ft. on face of mechanical yard enclosure wall).
Façade Materials- Commercial/Mixed Use-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iii.a)	Not required.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iii.b)	Not required.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency-Alternate Compliance (8.2.G.4.d.iii.c)	Not required.
Human Scale Elements (8.2.4.e.i)	Minimum (2): b. Change in brick pattern / belt course, k. Shading devices; Alternate compliance: h. Horizontal extensions (canopy).
Public Realm Standard Options (8.3.B)	Minimum (1): 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public. 14. Pedestrian scale light fixtures along sidewalks and pedestrian areas.

Plan West Elevation	
Façade Materials- Commercial/Mixed Use (8.2.G.4.a.vii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Façade Materials- Commercial/Mixed Use -Alternate Compliance (8.2.G.4.a.x.a)	10% reduction in primary façade material- additional Public Realm Standard: #14 Pedestrian scale light fixtures (Section 8.3.B)
Façade Materials- Commercial/Mixed Use-Vertical Variations (8.2.G.4.b.iii.b)	50' maximum.
Façade Materials- Commercial/Mixed Use-Roof Expression (8.2.G.4.c.ii.b)	Alternate Maximum line (100')- additional human scale design element along subject façade: g. Vertical recesses.
Façade Materials- Commercial/Mixed Use-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials- Commercial/Mixed Use-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iii.a)	Not required.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iii.b)	Not required.
Façade Materials- Commercial/Mixed Use-Façade Activation-Upper Floor Transparency-Alternate Compliance (8.2.G.4.d.iii.c)	Not required.
Human Scale Elements (8.2.4.e.i)	Minimum (2): b. Change in brick pattern / belt course, k. Shading devices; Alternate compliance: g. Vertical recesses.
Public Realm Standard Options (8.3.B)	Minimum (1): 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public. 14. Pedestrian scale light fixtures along sidewalks and pedestrian areas.

EXTERIOR FINISH MATERIALS:



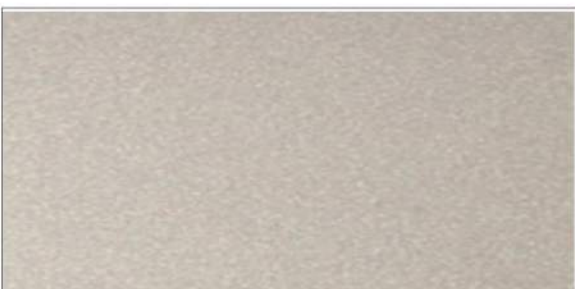
BRICK-1 MODULAR BRICK VENEER (TYPE 1 MATERIAL)
TO MATCH TAYLOR CLAY #321 'GRAY WIRECUT'



BRICK-2 MODULAR BRICK VENEER (TYPE 1 MATERIAL)
TO MATCH TAYLOR CLAY #319 'GRAY WIRECUT'



WPC-1: ALUMINUM/WOOD-PLASTIC COMPOSITE (TYPE 3 MATERIAL)
TO MATCH GEOLAM 'TEAK' (WOOD PATTERN/COLOR)



ACM-1: ALUMINUM COMPOSITE PANEL (TYPE 3 MATERIAL)
SMOOTH FINISH, COLOR TO MATCH ALPOLIC CMX CHMPGN MTLC #083120



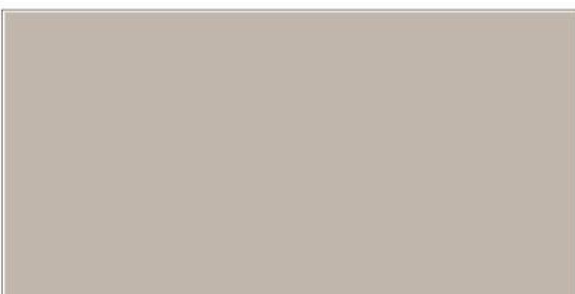
MTL-1: PREFINISHED ALUMINUM TRIM
COLOR TO MATCH PAC CLAD 'SILVERSMITH' (ALUM. GUTTERS, DOWNSPOUTS, COPINGS, CANOPIES, LOUVERS, MECHANICAL UNIT SCREEN WALLS)



SF-1: PREFINISHED ALUMINUM STOREFRONT & CURTAINWALL
COLOR TO MATCH EFCO 'WARM SILVER'



P-1: HOLLOW METAL DOORS & FRAMES
COLOR TO MATCH SHERWIN WILLIAMS 'VERSATILE GRAY' (SW 6072)



P-2: BOLLARDS
COLOR TO MATCH SHERWIN WILLIAMS 'SPALDING GRAY' (SW 6074)



Holly Springs
Operations
Campus

Administration
Building

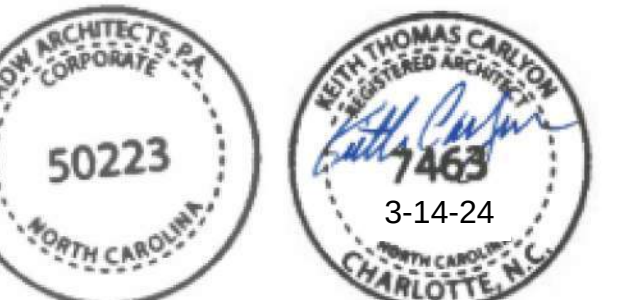
Holly Springs, NC

NOT FOR
CONSTRUCTION

UDO COMPLIANCE

DATE: 3-14-24
PROJECT NO: 21028
REVISIONS
NO: DATE: DESCRIPTION:

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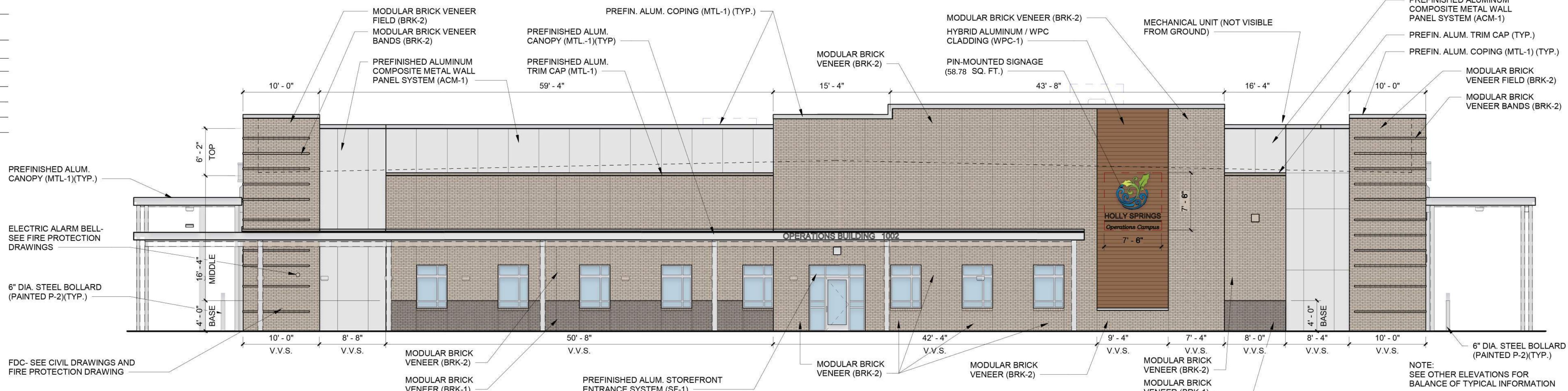


SHEET NUMBER

DR201

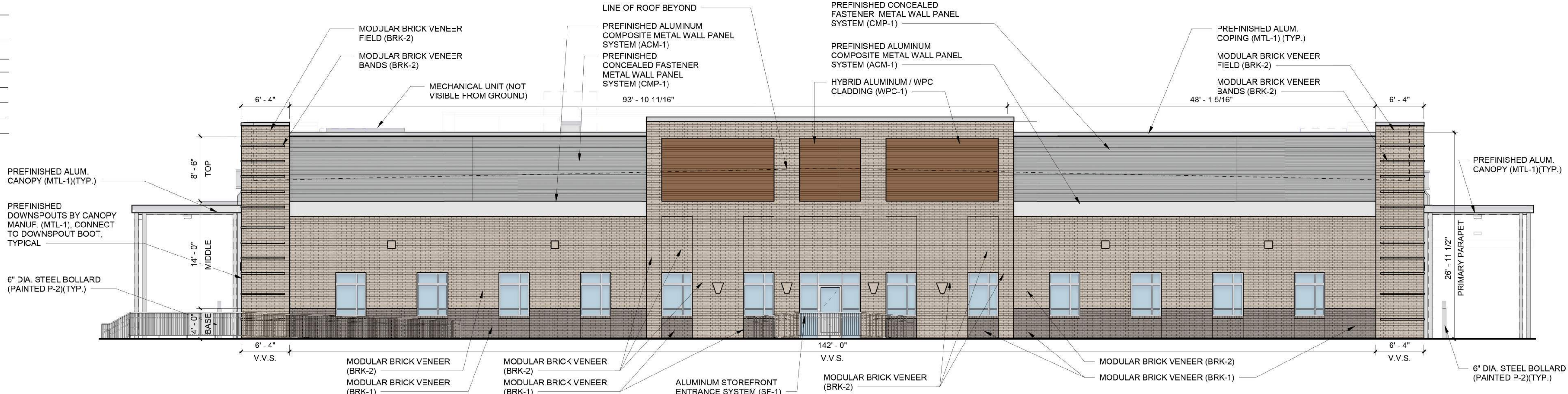
INDUSTRIAL AND WAREHOUSE BUILDING STANDARDS
MEDIUM SCALE BUILDING

FACADE MATERIALS	
OVERALL FACADE:	4,354 S.F.
MINUS WINDOWS + DOORS	- 248 S.F.
NET FACADE AREA	4,106 S.F.
MATERIAL	
BRICK (TYPE 1)	2,981 S.F. 72.5 %
METAL PANEL	1,074 S.F. 26.1 %
GROUND FLOOR TRANSPARENCY: FACADE: 1,547 S.F. (TO 10' HEIGHT) 10% = 155 S.F. (MIN.) 248 S.F. GLAZING INDICATED	



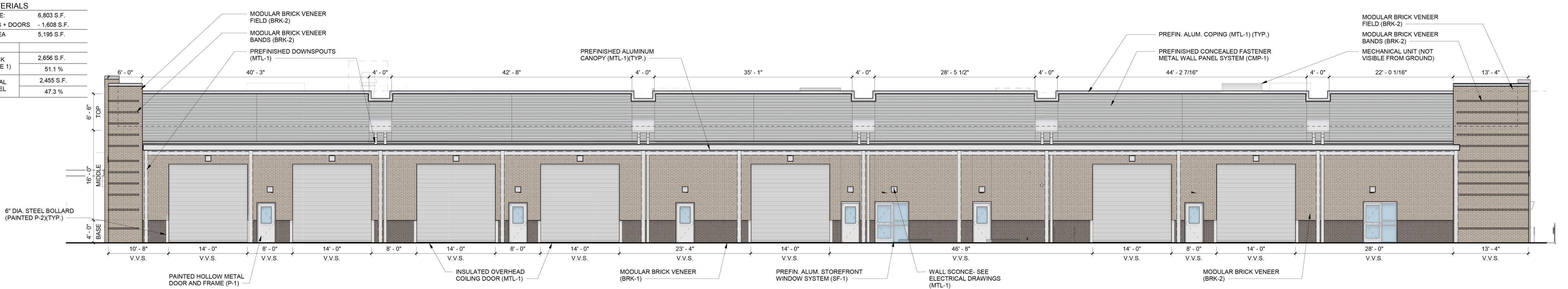
PLAN WEST ELEVATION - UDO | 1/8" = 1'-0" 4

FACADE MATERIALS	
OVERALL FACADE:	4,246 S.F.
MINUS WINDOWS + DOORS	- 340 S.F.
NET FACADE AREA	3,906 S.F.
MATERIAL	
BRICK (TYPE 1)	2,548 S.F. 65.2 %
METAL PANEL	1,307 S.F. 33.5 %



PLAN EAST ELEVATION - UDO | 1/8" = 1'-0" 3

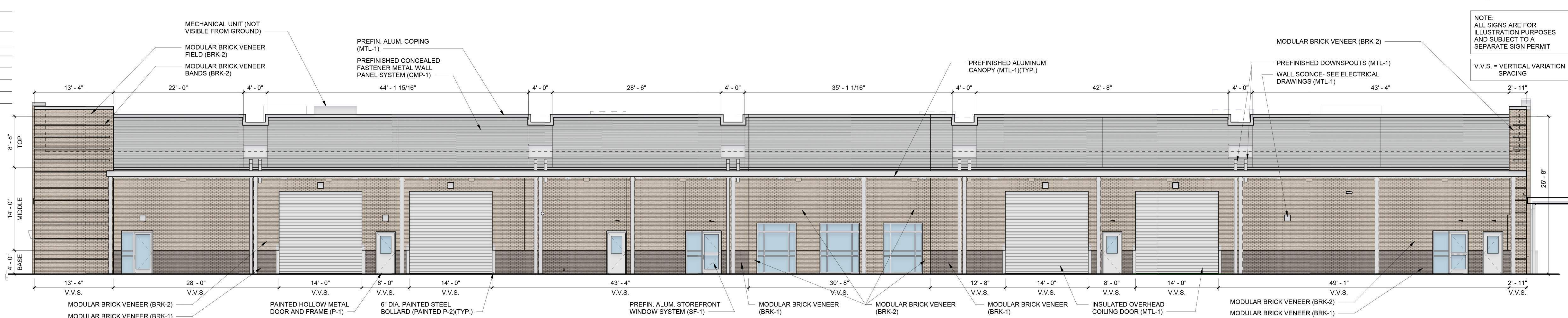
FACADE MATERIALS	
OVERALL FACADE:	6,803 S.F.
MINUS WINDOWS + DOORS	- 1,608 S.F.
NET FACADE AREA	5,195 S.F.
MATERIAL	
BRICK (TYPE 1)	2,656 S.F. 51.1 %
METAL PANEL	2,455 S.F. 47.3 %



PLAN SOUTH ELEVATION - UDO | 1/8" = 1'-0" 2

FACADE MATERIALS	
OVERALL FACADE:	6,799 S.F.
MINUS WINDOWS + DOORS	- 1,215 S.F.
NET FACADE AREA	5,584 S.F.
MATERIAL	
BRICK (TYPE 1)	3,009 S.F. 53.9 %
METAL PANEL	2,491 S.F. 44.6 %

GROUND FLOOR TRANSPARENCY:
FACADE: 2,520 S.F. (TO 10' HEIGHT)
10% = 252 S.F. (MIN.)
281 S.F. GLAZING INDICATED



PLAN NORTH ELEVATION - UDO | 1/8" = 1'-0" 1



Holly Springs
Operations
Campus

Operations Building

Holly Springs, NC

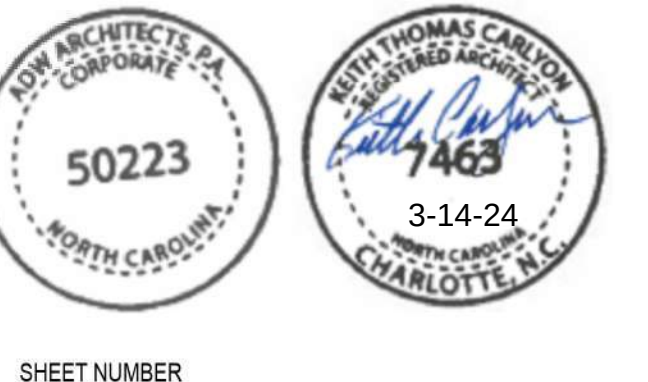
NOT FOR
CONSTRUCTION

UDO COMPLIANCE

DATE: 3.14.24
PROJECT NO: 21028

REVISIONS
NO: DATE: DESCRIPTION:

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SHEET NUMBER

DR200

OPERATIONS BUILDING	Industrial & Warehouse Building Standards
Plan North Elevation	Medium Scale Building
Façade Materials-Industrial & Warehouse (8.2.G.4.a.viii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Alternate Compliance (8.2.G.4.a.x.a)	Not required.
Façade Materials-Industrial & Warehouse-Vertical Variations (8.2.G.4.b.iii.b)	Alternate maximum line (75')- additional human scale design element along subject façade: h. horizontal extensions (canopies)
Façade Materials-Industrial & Warehouse-Roof Expression (8.2.G.4.c.ii.b)	60' maximum
Façade Materials-Industrial & Warehouse-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iv.a)	Required: 252 sq. ft. min.(10%); Provided: 281 sq. ft. (11.2%)
Façade Materials-Industrial & Warehouse-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iv.b)	Not applicable.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency-Alternate Compliance (8.2.G.4.d.iv.c)	
Human Scale Elements (8.2.4.e.i)	Minimum (2); b. Change in brick pattern / belt course, k. Shading devices. Alternate compliance: h. Horizontal extensions (canopy)
Public Realm Standard Options (8.3.B)	Minimum (1); 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public.

Plan South Elevation	
Façade Materials-Industrial & Warehouse (8.2.G.4.a.viii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Alternate Compliance (8.2.G.4.a.x.a)	Not required.
Façade Materials-Industrial & Warehouse-Vertical Variations (8.2.G.4.b.iii.b)	Alternate maximum line (75')- additional human scale design element along subject façade: h. horizontal extensions (canopies)
Façade Materials-Industrial & Warehouse-Roof Expression (8.2.G.4.c.ii.b)	60' maximum
Façade Materials-Industrial & Warehouse-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iv.a)	Not required.
Façade Materials-Industrial & Warehouse-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iv.b)	Not required.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency-Alternate Compliance (8.2.G.4.d.iv.c)	
Human Scale Elements (8.2.4.e.i)	Minimum (2); b. Change in brick pattern / belt course, k. Shading devices. Alternate compliance: h. Horizontal extensions (canopy)
Public Realm Standard Options (8.3.B)	Minimum (1); 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public.

Plan East Elevation	
Façade Materials-Industrial & Warehouse (8.2.G.4.a.viii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Alternate Compliance (8.2.G.4.a.x.a)	Not required.
Façade Materials-Industrial & Warehouse-Vertical Variations (8.2.G.4.b.iii.b)	50' maximum.
Façade Materials-Industrial & Warehouse-Roof Expression (8.2.G.4.c.ii.b)	60' maximum.
Façade Materials-Industrial & Warehouse-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iv.a)	Not required.
Façade Materials-Industrial & Warehouse-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iv.b)	Not required.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency-Alternate Compliance (8.2.G.4.d.iv.c)	
Human Scale Elements (8.2.4.e.i)	Minimum (2); b. Change in brick pattern / belt course, k. Shading devices.
Public Realm Standard Options (8.3.B)	Minimum (1); 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public.

Plan West Elevation	
Façade Materials-Industrial & Warehouse (8.2.G.4.a.viii)	Proposing through CD Rezoning the use of smooth finish metal panel (Type 3 material) as a Type 2 material. Panel includes Aluminum Composite Metal (ACM) panel. Additional Public Realm Standard: #3 Ground floor open space with no fencing or barriers that is permanently open and accessible to the public.
Alternate Compliance (8.2.G.4.a.x.a)	Not required.
Façade Materials-Industrial & Warehouse-Vertical Variations (8.2.G.4.b.iii.b)	Alternate maximum line (75')- additional human scale design element along subject façade: h. horizontal extensions (canopies).
Façade Materials-Industrial & Warehouse-Roof Expression (8.2.G.4.c.ii.b)	60' maximum.
Façade Materials-Industrial & Warehouse-Façade Activation-Blank Walls (8.2.G.4.d.i.a)	Blank walls may not exceed 20' in any direction.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency (8.2.G.4.d.iv.a)	Required: 155 sq. ft. min. (10%); Provided: 248 sq. ft.
Façade Materials-Industrial & Warehouse-Façade Activation-Upper Floor Transparency (8.2.G.4.d.iv.b)	Not applicable.
Façade Materials-Industrial & Warehouse-Façade Activation-Ground Floor Transparency-Alternate Compliance (8.2.G.4.d.iv.c)	
Human Scale Elements (8.2.4.e.i)	Minimum (2); b. Change in brick pattern / belt course, k. Shading devices. Alternate compliance: h. Horizontal extensions (canopy)
Public Realm Standard Options (8.3.B)	Minimum (1); 1. Provide a private courtyard facing onto a public right-of-way. Alternate compliance: 3. Provide ground floor open space with no fencing or barriers that is permanently open and accessible to the public.

EXTERIOR FINISH MATERIALS:



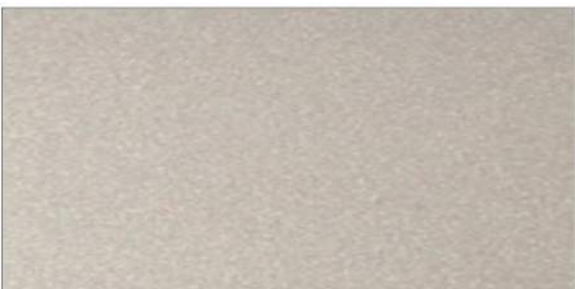
BRICK-1 MODULAR BRICK VENEER (TYPE 1 MATERIAL)
TO MATCH TAYLOR CLAY #321 'GRAY WIRECUT'



BRICK-2 MODULAR BRICK VENEER (TYPE 1 MATERIAL)
TO MATCH TAYLOR CLAY #319 'GRAY WIRECUT'



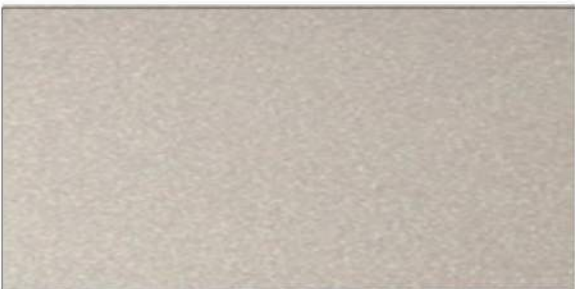
WPC-1: ALUMINUM/WOOD-PLASTIC COMPOSITE (TYPE 3 MATERIAL)
TO MATCH GEOLAM 'TEAK' (WOOD PATTERN/COLOR)



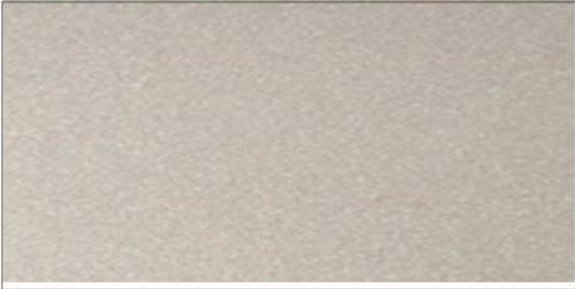
ACM-1: ALUMINUM COMPOSITE PANEL (TYPE 3 MATERIAL)
SMOOTH FINISH, COLOR TO MATCH ALPOLIC CMX CHMPGN MTLK #083120



CMP-1: CONCEALED FASTENER METAL PANEL (TYPE 3 MATERIAL)
SMOOTH FINISH, COLOR TO MATCH ATAS TITANIUM (35)



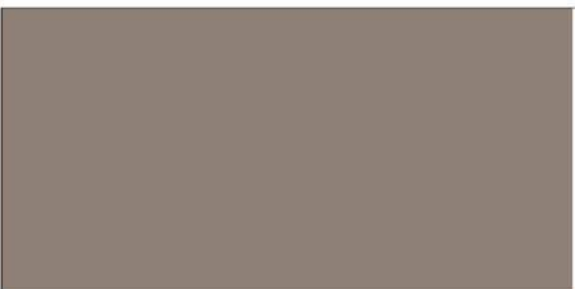
MTL-1: PREFINISHED ALUMINUM TRIM
COLOR TO MATCH PAC CLAD 'SILVERSMITH' (ALUM. GUTTERS, DOWNSPOUTS, COPINGS, CANOPIES, LOUVERS, MECHANICAL UNIT SCREEN WALLS, COILING METAL DOORS, WALL SCONCES)



SF-1: PREFINISHED ALUMINUM STOREFRONT & CURTAINWALL
COLOR TO MATCH EFCO 'WARM SILVER'



P-1: HOLLOW METAL DOORS & FRAMES
COLOR TO MATCH SHERWIN WILLIAMS 'VERSATILE GRAY' (SW 6072)



P-2: BOLLARDS
COLOR TO MATCH SHERWIN WILLIAMS 'SPALDING GRAY' (SW 6074)



Holly Springs
Operations
Campus

Operations Building

Holly Springs, NC

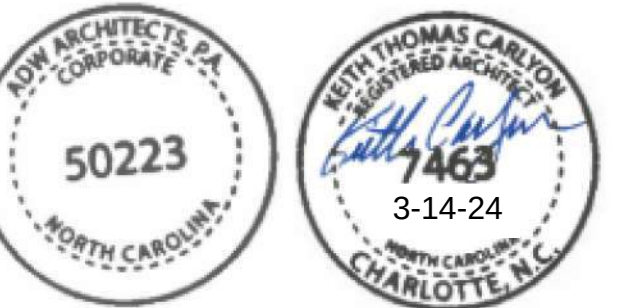
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UDO COMPLIANCE

DATE: 3-14-24
PROJECT NO: 21028

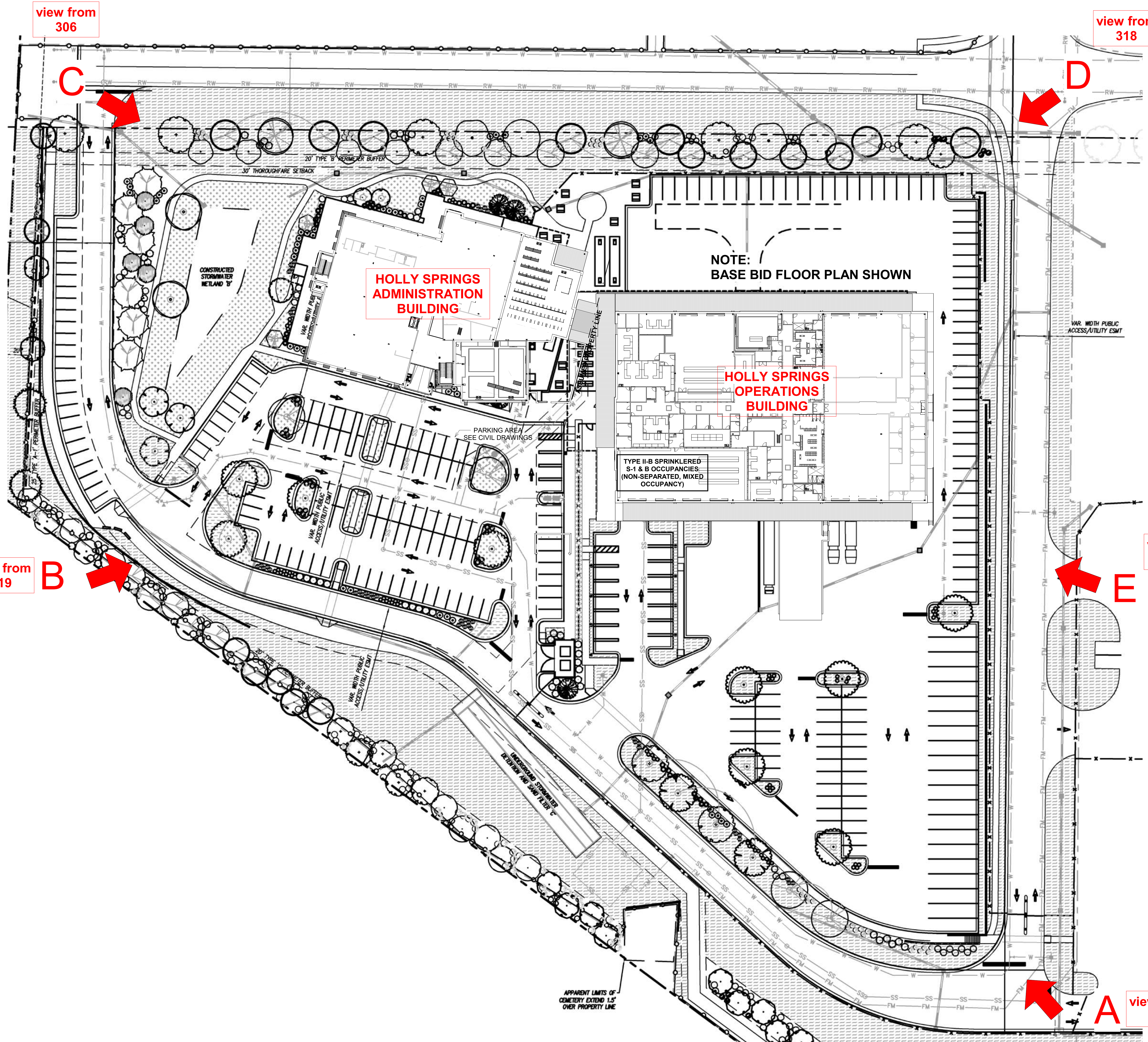
REVISIONS
NO: DATE: DESCRIPTION:

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SHEET NUMBER

DR201



Holly Springs Operations Campus

Operations Building

Holly Springs, NC

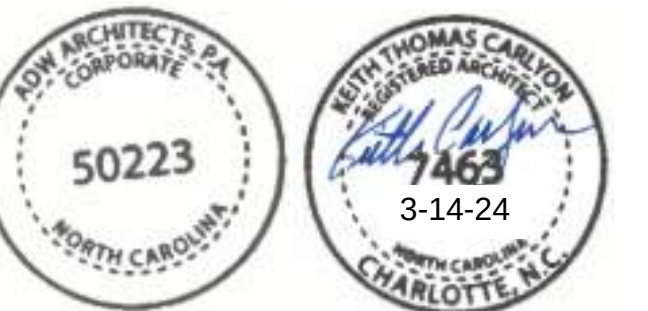
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OVERALL BUILDING SITE
PERSPECTIVE VIEW

DATE: 3-14-24
PROJECT NO: 21028

REVISIONS
NO: DATE: DESCRIPTION:

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SHEET NUMBER

DR202



Holly Springs
Operations
Campus

Operations Building

Holly Springs, NC

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BUILDING SITE
PERSPECTIVE VIEWS

DATE: 3-14-24
PROJECT NO: 21028

REVISIONS

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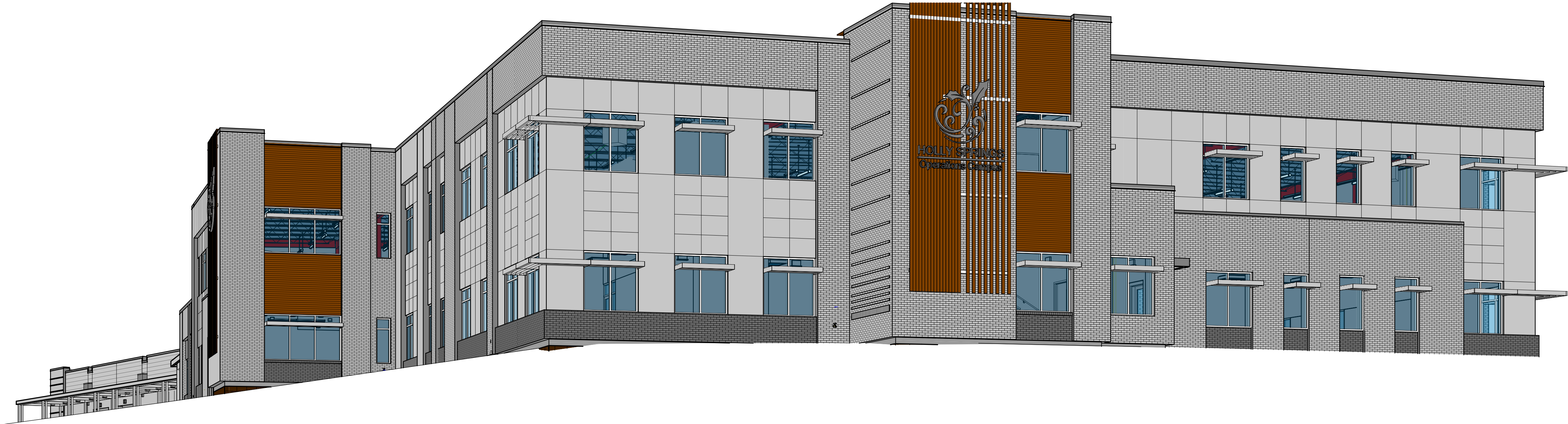


SHEET NUMBER

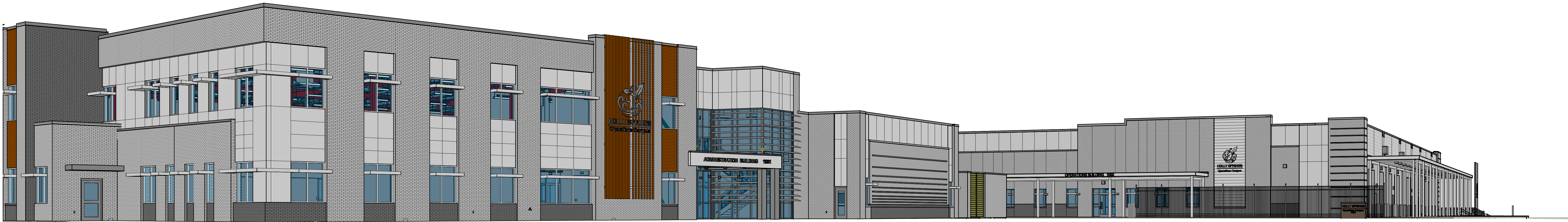
DR300



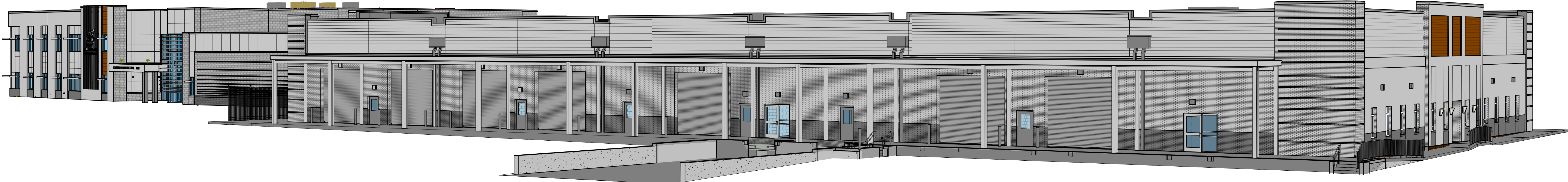
SITE PERSPECTIVE VIEW "D"



SITE PERSPECTIVE VIEW "C"



SITE PERSPECTIVE VIEW "B"



SITE PERSPECTIVE VIEW "A"



Holly Springs Operations Campus

Operations Building

Holly Springs, NC

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OVERALL BUILDING SITE
PERSPECTIVE VIEW

DATE: 3-14-24
PROJECT NO: 21028

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SHEET NUMBER

DR301



SITE PERSPECTIVE VIEW "E"



Holly Springs Operations Campus

Operations Building

Holly Springs, NC

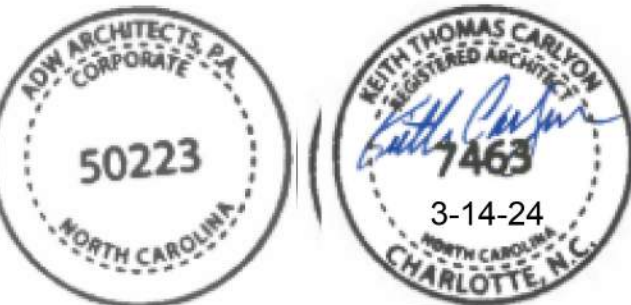
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MISCELLANEOUS DETAILS

DATE: 3-14-24
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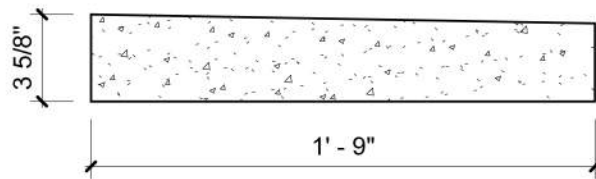


SHEET NUMBER

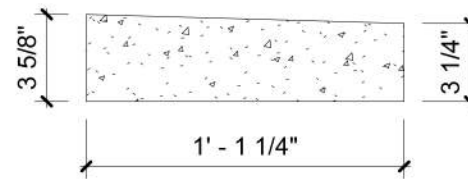
A202

PRECAST GENERAL NOTES

- ALL ITEMS SHALL BE ARCHITECTURAL PRECAST CONCRETE AND SHALL BE FINISHED ON ALL SIDES WHICH ARE VISIBLE U.N.O.
- PROVIDE CUSTOM SHAPES AS SHOWN IN LONGEST LENGTH POSSIBLE. ARCHITECTURAL PRECAST SHALL BE MANUFACTURED IN SIZES DESIGNED TO MINIMIZE THE NUMBER OF JOINTS. MANUFACTURER SHALL PROVIDE SHOP DRAWINGS INDICATING JOINT LOCATIONS AND ANCHORING DETAILS AS RECOMMENDED BY MANUFACTURER, BUT NOT LESS THAN THOSE INDICATED OR SPECIFIED.
- ARCHITECTURAL PRECAST SHALL HAVE A SMOOTH FINISH & CUSTOM COLOR TO MATCH BRICK VENEER (BRK-2). SUBMIT SAMPLES FOR ARCHITECT'S APPROVAL PRIOR TO BUILDING MOCK-UP WALL.
- FASTEN COPINGS WITH MINIMUM 2 STAINLESS STEEL DOWELS PER PIECE TO CMU OF CONCRETE BELOW PER MANUFACTURER'S RECOMMENDATIONS.
- NOT USED.
- ADDITIONAL SUPPORT OR BLOCKING SHALL BE PROVIDED IF REQUIRED, WHETHER SHOWN OR NOT AT NO ADDITIONAL COST TO THE PROJECT.
- PROVIDE SPECIAL CORNER UNITS WHERE MASONRY RETURNS.
- CAREFUL HANDLING & SETTING OF PRECAST MATERIALS IS CRITICAL TO OBTAINING PROFESSIONAL RESULTS. ON-SITE PERSONNEL MUST BE FAMILIAR WITH THE PRECAST CONCRETE INSTITUTE'S RECOMMENDATIONS AND INSTALLATION GUIDELINES.
- SEE WALL SECTIONS FOR FLASHING LOCATIONS & DETAILS.
- RAKE MORTAR JOINT BACK AND INSTALL CUSTOM COLOR MATCHING SEALANT AT ALL JOINTS.

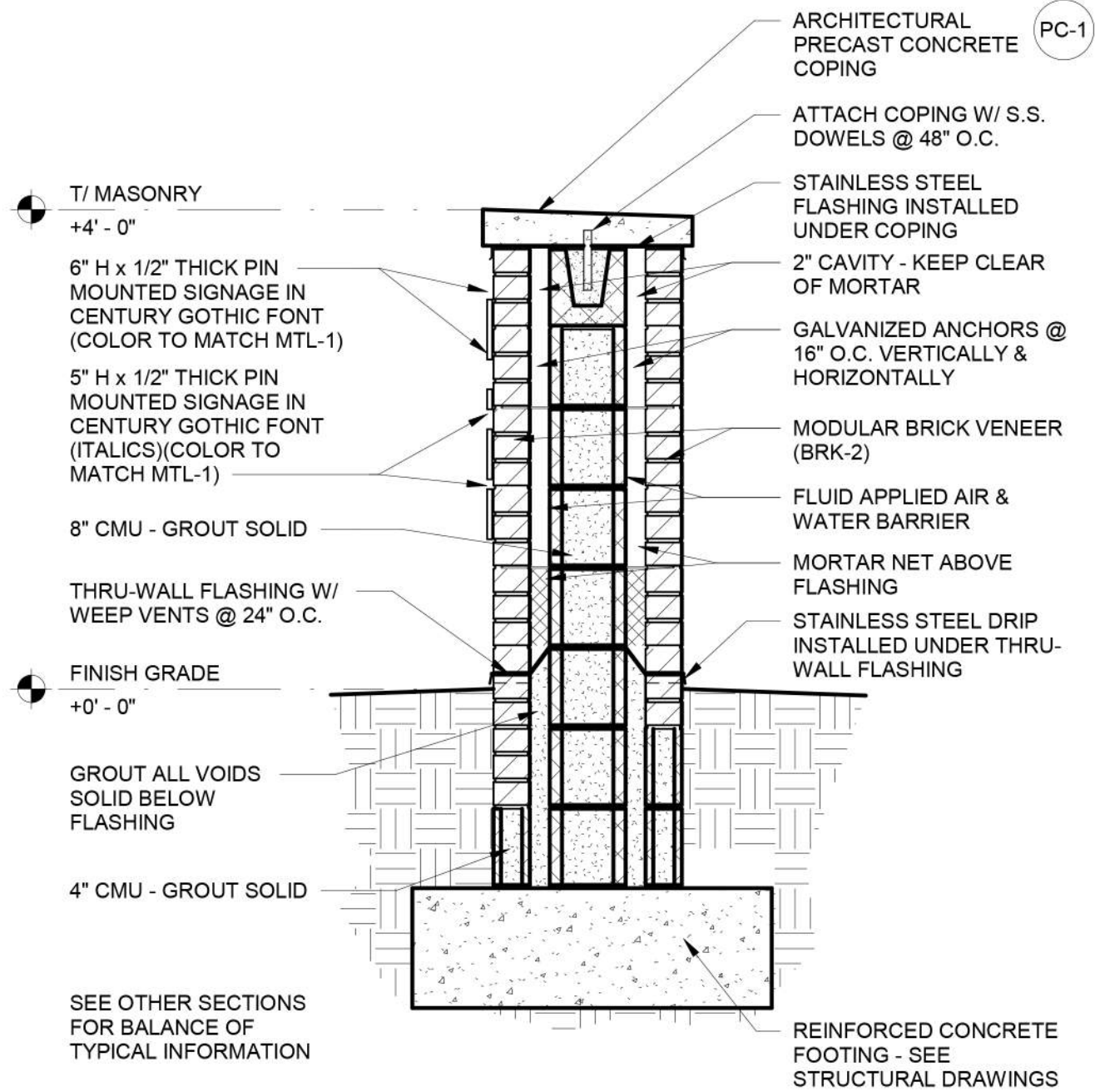


PC-1
COPING
(MONUMENT SIGN)

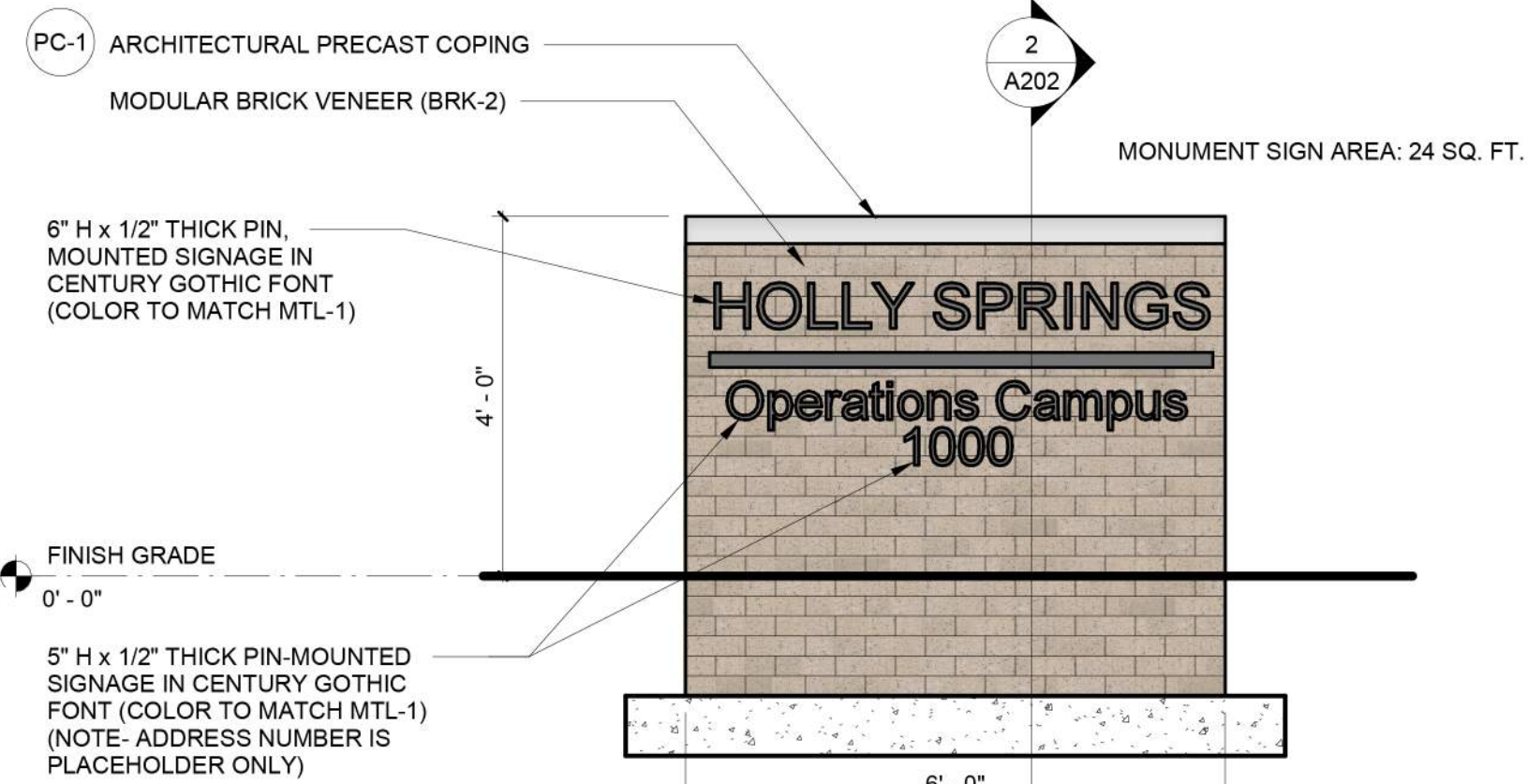


PC-2
COPING
(DUMPSTER ENCLOSURE)

PRECAST NOTES AND DETAILS | 1 1/2" = 1'-0" 3



SECTION AT SIGNAGE | 3/4" = 1'-0" 2



MONUMENTAL SIGN ELEVATION | 1/2" = 1'-0" 1



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 22.

Public Hearings

Title: Outdoor Advertising Signs UDO Text Amendment 24-UDO-03 - Legislative Public Hearing

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Sean Ryan, Development Services, John Schifano, Town Attorney

Action(s):

- Conduct Legislative Public Hearing.
- Adopt Ordinance 24-14 to adopt the statement of compatibility and approve Unified Development Ordinance (UDO) Text Amendments.

Explanation:

- The Town Attorney has recommended a UDO Text Amendment to update the table of permitted uses to include Outdoor Advertising Signs as a permitted use.
- The proposed amendment adds Outdoor Advertising Signs and additional development standards to UDO Chapter 3.

Staff Recommendation: Approve

Planning Board Recommendation: Approve (5-4)

A summary of the Planning Board discussion is in the staff report.

Background:

- The UDO regulates the location, number, and size of various sign types, and currently excludes off-premise signs as an allowable use.
- NC General Statute 136-129, a statute regulating primary and interstate highways, states that in areas zoned industrial or commercial, those roadway systems need to comply with NCDOT regulations contained in the NC Administrative Code. Municipalities may set regulations on outdoor advertising that is consistent with the federal Highway Beautification Act of 1965 and customary use. Staff is of the opinion that these regulations will meet this standard.

Funding Source(s):

N/A

Attachment(s):

1. 24UDO03_OutdoorAdvertising_TC05212024
2. 24UDO03_OutdoorAdvertising_ORD_TC05212024



Project Type: Unified Development Ordinance (UDO) Text Amendment

Applicant / Petitioner:
Town of Holly Springs

Amendment Overview

A proposed UDO text amendment to modify the table of permitted uses to add Outdoor Advertising Sign uses and additional standards. Detailed language of the proposed amendment can be found in the attached draft ordinance.

Requested Action:

Legislative Decision: The Town Council must hold a Legislative public hearing to receive public comments regarding the proposal and make a determination on whether or not to approve the Unified Development Ordinance (UDO) Text Amendment.

Table of Contents:

Unified Development Ordinance (UDO) Text Amendment Information	Page 2
Decision-Making Information	Page 3



Unified Development Ordinance (UDO) Text Amendment Information

The proposed amendments table below provides a summary of the proposed changes to the Town of Holly Springs Unified Development Ordinance (UDO) and an explanation of why the change is needed.

Purpose of Amendment Key	
Legal Compliance	Change made to comply with North Carolina General Statutes or other legal change.
Clarification or Correction	Change made to provide clarification on UDO intent, prevent misinterpretations, or correct grammatical errors.
Minor Change	Minor changes made to further achieve goals and policies outlined in the Comprehensive Plan or changes made to better implement the established policy based on resident, business, and development community feedback.
Major Change	Major changes to support a specific town policy or substantially change current UDO regulations.

List of Amendments		
Ordinance Part	Purpose of Amendment	Amendment Summary
1	Legal Compliance	Add Outdoor Advertising Sign to permitted use table in the RMX and HI districts.
2	Legal Compliance	Provides additional standards for location, dimensions, prohibited features, and spacing.
3	Legal Compliance	Defines Outdoor Advertising Sign



Decision-Making Information

Unified Development Ordinance (UDO) Text Amendment Staff Analysis

The proposed UDO text amendment implements the character-based land use approach outlined in Section 1: Land Use & Character Plan which identifies that, in order to protect the character and authenticity of the Town, the community should focus on identifying, preserving, and perpetuating desirable development patterns, while making deliberate changes to areas that do not meet the community's expectations for character.

The proposed allowable zoning districts for Outdoor Advertising Signs are high intensity commercial and industrial zoning districts that are most compatible with Outdoor Advertising Signs and the standards on the location, size, design features, and spacing of such signs are reasonable and in the public interest to limit the impacts of Outdoor Advertising Signs on the community.

The proposed UDO Amendment is reasonable and in the public interest since it allows for the commercial use of private property adjacent to roads and highways for Outdoor Advertising, while maintaining the Town's ability to control and regulate such signs, in accordance with the community's expectations for character. The UDO text amendment will promote the safety, health, welfare and convenience and enjoyment of travel on and protection of the public investment in highways within the State and Town, prevent unreasonable distraction of operators of motor vehicles and prevent interference with the effectiveness of traffic regulations and promote safety on the highways, attract tourists and promote the prosperity, economic well-being and general welfare of the State and Town, preserve and enhance the natural scenic beauty of the highways and areas in the vicinity of the State highways, promote the reasonable, orderly and effective display of such signs, displays and devices, and secure the right of validly permitted outdoor advertising to be clearly viewed by the traveling public.

Staff Recommendation: ☒ Approve ☐ Deny

Planning Board Action

Planning Board Meeting Date: 4/23/2024

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 Unified Development Ordinance (UDO) Text Amendments are consistent with the Vision of Holly Springs Comprehensive Plan and are reasonable and in the public interest.



The Planning Board discussed the following issues and concerns:

- Why the amendment is required
- The purpose of the amendment
- The proposed size of allowed signs
- The proposed locations for allowed signs
- How other communities regulate such signs

Planning Board Recommendation:

The Planning Board adopted the following Comprehensive Plan Consistency Statement:

The proposed UDO text amendment implements the character-based land use approach outlined in Section 1: Land Use & Character Plan which identifies that, in order to protect the character and authenticity of the Town, the community should focus on identifying, preserving, and perpetuating desirable development patterns, while making deliberate changes to areas that do not meet the community's expectations for character. The proposed allowable zoning districts for Outdoor Advertising Signs are high intensity commercial and industrial zoning districts that are most compatible with Outdoor Advertising Signs and the standards on the location, size, design features, and spacing of such signs are reasonable and in the public interest to limit the impacts of Outdoor Advertising Signs on the community. The proposed UDO Amendment is reasonable and in the public interest since it allows for the commercial use of private property adjacent to roads and highways for Outdoor Advertising, while maintaining the Town's ability to control and regulate such signs, in accordance with the community's expectations for character. The UDO text amendment will promote the safety, health, welfare and convenience and enjoyment of travel on and protection of the public investment in highways within the State and Town, prevent unreasonable distraction of operators of motor vehicles and prevent interference with the effectiveness of traffic regulations and promote safety on the highways, attract tourists and promote the prosperity, economic well-being and general welfare of the State and Town, preserve and enhance the natural scenic beauty of the highways and areas in the vicinity of the State highways, promote the reasonable, orderly and effective display of such signs, displays and devices, and secure the right of validly permitted outdoor advertising to be clearly viewed by the traveling public.

The Planning Board voted in favor of the motion (7 - 2)

Those voting against the motion:

- Mr. Urquhart: Inadequate information and lack of compelling legal reason
- Mr. Crandall: Inadequate information and potential distractive driving issues

Recommend **approval** of Unified Development Ordinance (UDO) Text Amendment 24-UDO-03 to modify the Unified Development Ordinance as submitted by the Town of Holly Springs with the following modification:



- Outdoor Advertising Signs shall only be permitted in the HI district

The Planning Board voted in favor of the motion (5 - 4)

Those voting against the motion:

- Mr. Bess: No rational to differentiate between to the two districts
- Mr. Urquhart: Inadequate information, lack of reason for the change, danger of damaging the aesthetics of the Town
- Mr. Crandall: Inadequate information, lack of reason for the change, danger of damaging the aesthetics of the Town, potential distractive driving
- Mr. Carpico: Inadequate information

Town Council Consideration & Action

Legislative Public Hearing

Prior to the Legislative Public Hearing:

- Published notice was made twice in the News & Observer.

Town Council Decision Type: 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.

Potential Unified Development Ordinance (UDO) Text Amendment Petition Motion

Adopt Ordinance #24-14 to adopt the statement of compatibility and approve Unified Development Ordinance (UDO) Text Amendment.



Ordinance No. 24-14

Date Submitted: May 21, 2024

Date Adopted: May 21, 2024

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

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

WHEREAS, the Town of Holly Springs Town Council has maintained and updated *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* by adopting *Section 1: Land Use & Character Plan* in 2019; *Section 3: Parks, Recreation and Greenways Master Plan* in 2021; *Section 2: Comprehensive Transportation Plan* in 2022; *Section 1: Land Use & Character Plan Appendix E: Downtown Area Plan* in 2023; and *Section 1: Land Use & Character Plan Appendix F: Northeast Gateway Master Plan* in 2022, and

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

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

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

WHEREAS, the Holly Springs Town Council finds that the proposed UDO amendments are consistent with the *Vision Holly Springs: Town of Holly Springs Comprehensive Plan* as follows: The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs the necessary policies and development standards to implement *Vision Holly Springs*. Specifically, the proposed UDO text amendment implements the character-based land use approach outlined in *Section 1: Land Use & Character Plan* which identifies that, in order to protect the character and authenticity of the Town, the community should focus on identifying, preserving, and perpetuating desirable development patterns, while making deliberate changes to areas that do not meet the community's expectations for character. The proposed allowable zoning districts for Outdoor Advertising Signs are high intensity commercial and industrial zoning districts that are most compatible with Outdoor Advertising Signs and the standards on the location, size, design features, and spacing of such signs are reasonable and in the public interest to limit the impacts of Outdoor Advertising Signs on the community. The proposed UDO Amendment is reasonable and in the public interest since it allows for the commercial use of private property adjacent to roads and highways for Outdoor Advertising, while maintaining the Town's ability to control and regulate such signs, in accordance with the community's expectations for character. The UDO text amendment will promote the safety, health, welfare and

convenience and enjoyment of travel on and protection of the public investment in highways within the State and Town, prevent unreasonable distraction of operators of motor vehicles and prevent interference with the effectiveness of traffic regulations and promote safety on the highways, attract tourists and promote the prosperity, economic well-being and general welfare of the State and Town, preserve and enhance the natural scenic beauty of the highways and areas in the vicinity of the State highways, promote the reasonable, orderly and effective display of such signs, displays and devices, and secure the right of validly permitted outdoor advertising to be clearly viewed by the traveling public; and,

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

Part 1: Chapter 3 Uses, Table 3.2-A Table of Permitted Uses; Other Uses.

Add text as indicated in **bold** creating a new use category “Other Uses” and specific use “Outdoor Advertising Sign” as a Permitted Use with Additional Standards (PS) as follows:

	RESIDENTIAL USE DISTRICTS					COMMERCIAL & MIXED-USE DISTRICTS				EMPLOYMENT / CAMPUS USE DISTRICTS				ADDITIONAL STANDARDS
DISTRICTS	RR	SR	NR	NCR	MXR	NMX	DMX	RMX	CB	SP (CD ONLY)	IVMX	BRT	HI (CD ONLY)	
Other Uses														3.3.10
Outdoor Advertising Sign	--	--	--	--	--	--	--	CD	--	--	--	--	PS	
KEY: P - Permitted Use; PS - Permitted Use with Additional Standards; A - Accessory Use; SUP - Special Use Permit; CD - Conditional Zoning District Only														

Part 2: Section 3.3.10; Additional Use Provisions and Special Use Permit Standards; Other Uses – Additional Use Provisions.

Add text as indicated in **bold** to add Additional Standards (PS) for Outdoor Advertising Signs, as follows:

3.3.10 Other Uses – Additional Use Provisions.

A. Outdoor Advertising Sign.

1. Purpose and Intent. The purpose of this section is to establish regulations for Outdoor Advertising Signs that contain off-premise advertising and noncommercial messages to reduce visual clutter, reduce distractions for motorists, and reduce conflicts with traffic control signs. These regulations are designed to:

- a. Present and perpetuate uncluttered and natural views for the enjoyment and environmental enrichment of the citizens of Holly Springs, as well as visitors, in a manner that complies with the mandates of N.C.G.S. § 136-127, et. seq.
- b. Promote economic prosperity, civic pride, quality of life, and the general welfare of citizens.
- c. Enhance the aesthetic values of the Town.
- d. Protect property values.
- e. Promote safety of motorists.

2. Regulations. Outdoor Advertising Signs shall comply with the Sign regulations of Chapter 9 in unless otherwise modified by this Section.

- a. **Location Limitations.** Outdoor Advertising Signs shall only be permitted within 150' of the Right-of-Way along and facing US 1 and NC 540.
- b. **Maximum Number.** A maximum of 1 Outdoor Advertising Sign is permitted per lot.
- c. **Sign Type and Dimensional Regulations.** Outdoor Advertising Signs shall comply Table 3.3.10-A - Sign Regulations: Outdoor Advertising Signs.

TABLE 3.3.10-A – SIGN REGULATIONS: OUTDOOR ADVERTISING SIGNS							
Use Type	Use	Sign Type	Sign Regulations				
			Maximum Number	Sign Zone	Maximum Sign Surface Area (sf)	Maximum Height (ft)	Materials

Other Uses	Outdoor Advertising Signs	Freestanding (Single-Faced)	1	Front, shall not be located within required Setback	24	6	Ornamental metal, stone, brick, masonry, or other permanent material
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3. Additional Limitations.

a. Prohibited Features.

- i. Moving, rotating, fluttering, blinking, and flashing elements.
- ii. Animation, video, audio, and pyrotechnic components.
- iii. Automatic changeable face Outdoor Advertising Signs.
- iv. Elements or messages delivered to personal electronic devices in the vicinity of the sign or structure.

b. Spacing. The distance between Outdoor Advertising Signs shall be measured from the nearest point of the Outdoor Advertising Sign as projected to the centerline of the Street upon which the Outdoor Advertising Sign is intended to be viewed to the nearest point of the other Outdoor Advertising Sign as measured to its closest centerline point along the same Street

- i. There shall be at least 2,500 linear feet between Outdoor Advertising Signs on the same side of the Street.
- ii. There shall be at least 1,000 linear feet from any other Outdoor Advertising Sign on the opposite side of the Street.
- ii. There shall be at least 20 linear feet between an Outdoor Advertising Sign Structure and an existing Building.

c. Historic District. No Outdoor Advertising Sign shall be located directly across the Street from, or within, a historic district.

Part 3: Definitions

Add text as indicated in **bold** to add definition for Outdoor Advertising Signs, as follows:

Sign, Outdoor Advertising. Any structure erected with the intent of directing attention to or promoting a business, product, service, event, or activity that is not sold, produced, manufactured, furnished, or conducted at the Lot upon which the Sign is located. Outdoor Advertising Signs may be static or electronic. Also known as a billboard or a

permanent off-premise advertising sign. An Outdoor Advertising Sign is also intended to be consistent with NCGS 136-128.

Part 4: REPEAL OF CONFLICTING ORDINANCES

All ordinances or parts of the UDO of the Town of Holly Springs conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

Part 5: SEVERABILITY

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

Part 6: INCLUSION IN CODE

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

Part 7: EFFECTIVE DATE

The provisions of this ordinance shall become effective May 21, 2024 in accordance with the laws of the State of North Carolina.

Adopted this, the 21st day of May 2024.

Town of Holly Springs by

Sean Mayefskie, Mayor

ATTEST:

Linda McKinney, Town Clerk





Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 23.

Public Hearings

Title: Economic Development Agreement (EDA) with Fujifilm Diosynth Biotechnologies

Strategic Priority Area: Growth Management & Economic Vitality

Staff Resource: Daniel Weeks, Asst. Town Manager

Action(s):

- Continue Public Hearing to June 4, 2024, Town Council Agenda as final details of the Economic Development Agreement (EDA) are still being determined and defer action on the EDA until the June 4, 2024 Council business meeting.

Explanation:

- On April 11, 2024, North Carolina Governor Roy Cooper announced the expansion of Fujifilm Diosynth Biotechnologies (FDB) in Holly Springs, known as Project Aura.
- Project Aura has an anticipated company investment of \$1.2 billion and 680 new jobs, bringing the total anticipated investment and job creation for FDB Phase 1 and Phase 2 to \$3.2 billion and 1,400 new jobs by 2031.
- This agenda item is for Town Council to consider an Economic Development Agreement (EDA) between the Town of Holly Springs and FDB, which formally establishes the obligations of each party.
- In consideration of an EDA, the Town recognizes that a project will bring direct and indirect benefits to the Town, including but not limited to, job creation, increase in *ad valorem* tax base, economic diversification, and economic stimulus to the local economy. With such, the Town offers economic development incentives to induce a company to locate their project at a site.
- Furthermore, the company fully intends to establish an important presence in the Town by employing a large number of employees and making a substantial investment in the project and in training and development of those employees.
- Key benefits to the community include:
 - Job growth in our community with an emphasis on hiring local
 - \$10 million dedicated future property taxes to be used to fund critical transportation investments in Holly Springs
 - Planned new "southern access road" to be built to ease congestion on Green Oaks Parkway
 - New opportunities for small businesses to grow and increase revenue
 - More transportation enhancements planned within a mile of the facility
- Final terms of the EDA will be shared in the June 4th Council business agenda.

Background:

Town Council Business Meeting
May 21, 2024

- On March 18, 2021 FDB originally announced its selection of Holly Springs as the location for its new large-scale cell culture production site in the United States.
- Phase 1 consisted of a company investment of \$2 billion and the creation of 725 high paying jobs.
- Project Aura is Phase 2 of the FDB facility.

Funding Source(s):

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 24.

Public Hearings

Title: Fiscal Year 2024-25 Budget Public Hearing

Strategic Priority Area: Organizational Excellence

Growth Management & Economic Vitality

Vibrant Community

Community Safety

Staff Resource: Corey Petersohn, Finance

Action(s):

Open / close public hearing to receive input from the public on the Fiscal Year 2024-2025 Recommended Operating Budget and Community Investment Plan.

Explanation:

- Per NCGS 159-12(B), before adopting the budget ordinance, the board shall hold a public hearing at which time any persons who wish to be heard on the budget may appear.
- The recommended operating budget totals \$104,322,693 and includes the following key recommendations:
 1. Investing in police and fire staffing levels and retention to maintain Holly Springs' reputation as one of the safest communities in the state
 2. Funding voter-approved 2023 Park Bond projects
 3. Adding financial and staffing capacity for new transportation infrastructure and a future Fire Station #4 in the northeast area
 4. Enhancing Parks and Recreational programming quality and ability to meet increased participant demand
 5. Beginning execution of the new Downtown Area Plan vision
 6. Adjusting the property tax rate following the recent Wake County property revaluation from 42.16 cents to 34.35 cents per \$100 property valuation. Under the revised rate, the average home value in Holly Springs will pay \$165/month in property taxes, or \$33 more per month than the prior year.
 7. Reducing solid waste user fees by \$2.09/month
 8. Continuing implementation of the water and wastewater user rate adjustments to secure the Town's future water supply and safe treatment capacity with the typical home water/sewer bill increasing by \$11.25 per month

Background:

- The Town Manager presented the recommended budget to the Mayor and Council on May 14, 2023.
- North Carolina General Statute requires that the Town Council adopt a new, annual fiscal year budget by July 1.

- Next steps include a budget workshop on May 28 at 6pm at the Law Enforcement Center.
- The anticipated budget adoption is scheduled for consideration at the June 4, 2024 7 pm Council Meeting at Town Hall.

Funding Source(s):

N/A

Attachment(s):

None



Holly Springs Town Council

Town Council Meeting Agenda Cover Sheet

Agenda Item#: 25.

New Business

Title: Committee and Board Appointments

Strategic Priority Area: Vibrant Community

Staff Resource: Linda McKinney, Town Clerk

Action(s):

1. Appoint three people to the Holly Springs Parks and Recreation Advisory Committee for three-year terms from July 1, 2024 to June 30, 2027.
2. Appoint two people to the Tree Advisory Committee for three-year terms ending June 30, 2027.
3. Appoint one person as Junior Member of the Tree Advisory Committee for a one-year term ending June 30, 2025.

Explanation:

- The Parks and Recreation Advisory Committee (PRAC) has three full-term vacancies that need to be filled due to terms expiring June 30, 2027.
- The Tree Advisory Committee (TAC) has two openings for three-year terms ending June 30, 2027, and one opening for a Junior Member for a term ending June 30, 2025.
- After advertising on the Town's website, through social media and other means, the Clerk's office received 15 applications for the PRAC, and 1 application for Junior Member of the Tree Advisory Committee.
- Five applicants for PRAC indicated that they would like to be considered for the Tree Advisory Committee if not appointed to PRAC.
- Town Council is asked to review the applications for the vacancies and, at the Council's discretion, appoint new members to the PRAC and TAC.

Background:

- The Parks and Recreation Advisory Committee (PRAC) was created to advise the Council and serve as a liaison between town officials and the citizens of Holly Springs and the surrounding area on issues relative to parks and recreation.
- The (PRAC) serves at the pleasure of the Town Council, and consists of nine members, appointed by Council to three-year terms.
- The Tree Advisory Committee (TAC) was created in November of 2018 to provide guidance and feedback to Council in maintaining the Tree City USA standards, Street Tree Replacement Program and other tree-related activities;
- The TAC consists of five members appointed by Council to three-year terms and one junior member serving a one-year term.

Funding Source(s):

N/A

Attachment(s):

1. Applicant Spreadsheet 2024 PRAC & TAC Combined
2. Map of PRAC_TAC Applicants_2024
3. Combined applications PRAC & TAC

PRAC Applicants			
#	NAME	Address	Subdivision / Neighborhood
Consider for PRAC only. Not interested in Tree Advisory Committee			
1	Jodi Cary	300 Sycamore Ridge Ln.	Holly Glen
3	Candice Page	105 Atwood Dr.	Wildwood
4	Andrea Hardwick	308 Gadsbury Dr.	Garrison
6	Pablo Overton	309 Cahors Trl	Holly Pointe
9	William Hill	6032 Adcock Rd	n/a
10	William Ulmer	504 Quaker Meadows Court	12 Oaks
11	Eric Dean	113 Apple Drupe Way	Windcrest
13	Eric Lindbeck	112 Tonks Trail	Holly Pointe
14	Daniel Fenton	108 Synandra Lane	12 Oaks
15	Vikas Gupta	100 Tayberry Ct.	Bridgeberry

PRAC Applicants			
#	NAME	Address	Subdivision / Neighborhood
Consider for PRAC as 1st choice and TAC as 2nd choice			
2	Gio Mantovani	300 Addison Pond Dr.	Addison Pond
5	Amber Sauer	128 Market Cross Court	12 Oaks
7	Stacey Burns	696 Skymont Dr.	Sunset Ridge North
8	Jason Roberson	109 Ashland Hill Dr.	Mills at Avent Ferry
12	Jessie Booth	209 Tigers Eye Way	Stonemont

TAC Jr. Member applicant			
#	NAME	Address	Subdivision / Neighborhood
J1	Rebekah Faulkner	208 Adelaide Rd.	Remington

CURRENT PRAC MEMBERS CONTINUING ON			
	Name	Address	Subdivision/Neighborhood
A	Jason Guetgemann	100 Malmedy Dr.	Arbor Creek
B	Susan Smith	237 Kingsport Rd.	Sunset Ridge North
C	Sarah Larson	112 Volta Pl.	Oak Hall
D	H Val Atkinson	229 Kenmont Dr.	Senset Ridge South
E	Melinda Walker	209 Hartshorn Ct.	Ballenridge
F	Craig Kessler	308 Midden Way	Rhamkatte Village

CURRENT TAC MEMBERS CONTINUING ON			
	Name	Address	Subdivision / Neighborhood
I	Marissa Parker	505 Sandy Point Way	Windward Point
II	Geralyn Williams	148 Morgan Ridge Rd.	Morgan Park
III	Eric Dean	113 Apple Drupe Way	Windcrest
IV	Russell Lichtenstein	212 Somerset Farm Dr.	Somerset Farm

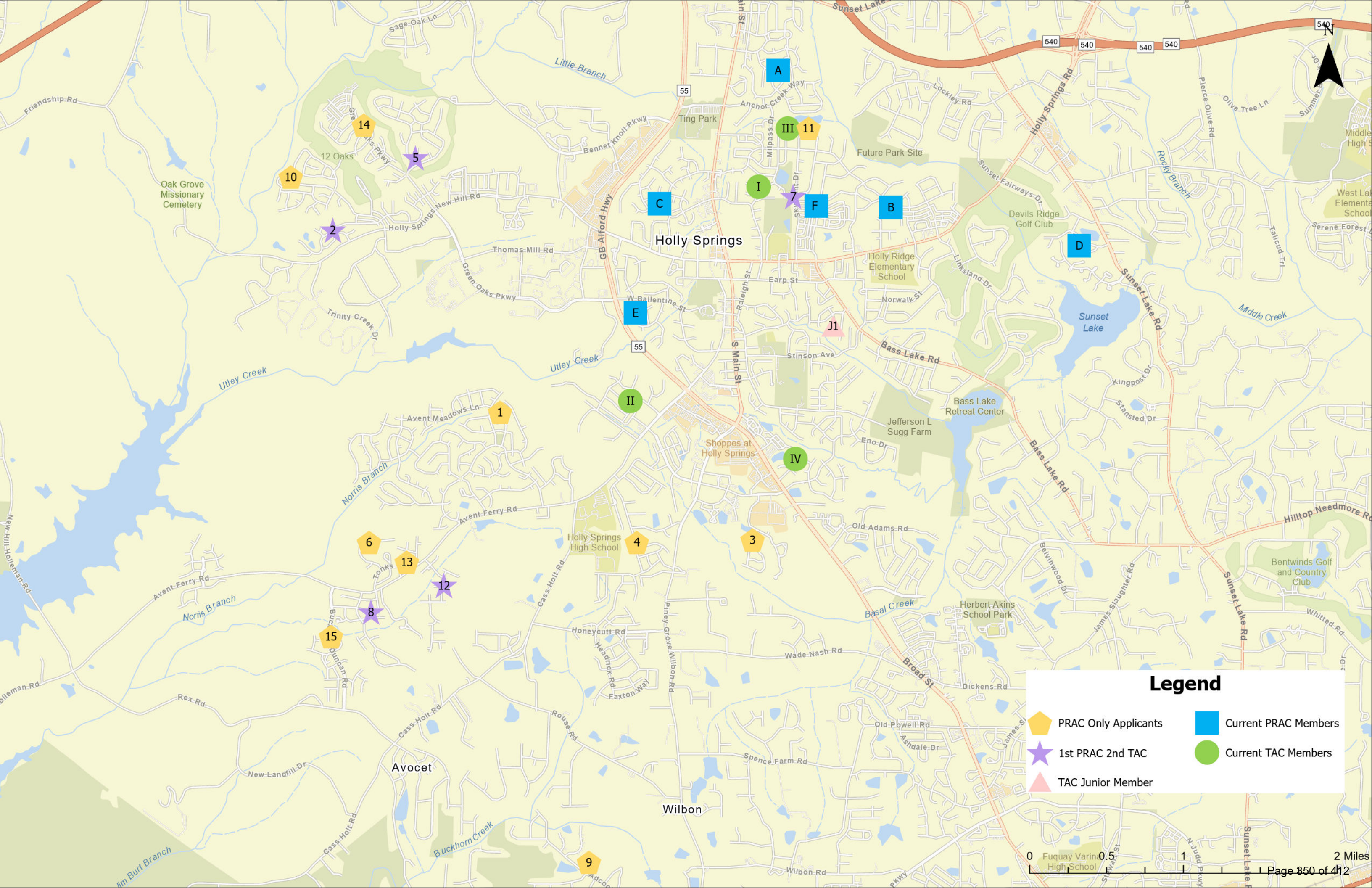
TL / ETJ mittee	INCUMBENT	TAC as 2nd choice
TL	Yes	No
TL	No	No
TL	No	
TL	No	
ETJ	No	
TL	No	
TL	No	
TL	No	No
TL	No	
TL	No	

TL / ETJ	INCUMBENT	TAC as 2nd choice
TL	No	Yes
TL	No	Yes
TL	No	Yes
TL	No	Yes
TL	No	Yes

TL / ETJ	INCUMBENT
TL	No

Term ends
2025
2025
2025
2026
2026
2026

TL/ETJ	Term ends
TL	2025
TL	2025
TL	2025
TL	2026



Legend

 PRAC Only Applicants

 1st PRAC 2nd TAC

 TAC Junior Member

 Current PRAC Members

 Current TAC Members

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☐ New applicant, never served on the Committee

☒ Current member, reapplying for a second term

First Name *

Jodi

Last Name *

Carey

Email *

Jodi.carey1110@gmail.com

Address *

Street Address

300 Sycamore Ridge Lane

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

Wake

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

6.5 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Holly Glen

Home/Cell Phone *

914.522.2309

Work Phone *

914.522.2309

Current Employer *

Self Employed; Affiliated with Coldwell Banker Howard Perry & Walston

Job Title/Occupation *

Realtor

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Jodi Carey Resume 2024.pdf

58.55KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

I have enjoyed the time I've been involved with the Parks and Recreation Advisory Committee. I would appreciate the opportunity to serve another term to see projects to completion, such as the park on Cass Holt Road.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I am a current member of the Parks and Recreation Advisory Committee. I serve as the secretary, taking minutes at the monthly meetings. I attend events as a representative of PRAC, and utilize social media to promote public input sessions and receive feedback for the committee.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The committee provides ideas and feedback to the Parks and Recreation Department. I would like to continue having input for the new park on Cass Holt Road, as well as other projects currently in planning.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☒ Yes

☐ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *

Jodi Carey

Date *

2/2/2024

Time *

6:28:47 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

I am currently on the committee, so Julie Tew emailed about my term expiring and completing a new application, if another term is desired.

EDUCATION

Masters of Science in Elementary Education	May 2003
Long Island University Rockland Graduate Campus, Orangeburg, NY	
Bachelor of Science Business Administration	January 2000
St. Thomas Aquinas College, Sparkill, NY	
★ Delta Mu Delta - National Business Honor Society	
★ Alpha Sigma Lambda - National Honor Society for Continuing Education & Lifelong Learning	

LICENSURE

North Carolina Real Estate License	10/2018
North Carolina Certification in Elementary Education	6/28/16 - 6/30/19
Grades K-6; Pre-K Add-on	
New York State Certification in Elementary Education	Permanent Cert. issued 2003
Pre-K and Grades K-6	

EXPERIENCE

Coldwell Banker Howard Perry and Walston	08/2018 - present
Real Estate Agent / Mentor / Office Technology Support Build relationships with clients buying or selling property	
Wake County Public School System	2016 - 2018
Hortons Creek Elementary School, Cary, North Carolina	08/2017 - 08/2018
Grade K, 2 Classroom Teacher	
Mills Park Elementary School, Cary, North Carolina	08/2016 - 06/2017
Grade 5 English Language Arts and Social Studies	
EVAAS: Met expected growth in reading with an index of 1.46	2017
Students scored in the top 25% in Wake County and North Carolina	
North Rockland Central School District	2003 - 2016
James A. Farley Elementary School, Stony Point, New York	09/2012 - 06/2016
Grade 5 English Language Arts and Science	
Haverstraw Middle School, Haverstraw, New York	10/2003 - 06/2012
Grades 5 & 6 English Language Arts, Reading, Science & Mathematics	

SKILLS AND ABILITIES

- ❖ Educate clients on real estate market condition using appropriate market data
- ❖ Advise and negotiate on behalf of clients
- ❖ Communicate with agents, loan officers and attorneys to get transactions to closing
- ❖ Create a classroom environment of respect, while fostering a positive climate for learning, equity and excellence
- ❖ Implement opportunities for students to collaborate and build relationships, while utilizing critical thinking skills
- ❖ Use a variety of formative and summative assessments to drive instruction
- ❖ Utilize Google Applications for Educators for instruction, distribute assignments, track progress and and provide feedback
- ❖ Demonstrate an appreciation for diversity within the classroom and community
- ❖ Collaborate with grade level colleagues to plan instruction aligned with the Common Core Learning Standards
- ❖ Consult with Special Education, ESL, and intervention teachers to determine the best methods of providing differentiated and sheltered instruction to students with IEP's, 504's or tiered intervention
- ❖ Provide training and mentorship to student teachers assigned to my supervision

TECHNOLOGY

Technology Specialist - assist agents with use of the tools and technology available
Proficient in using Zoom for client meetings and trainings
Level 1 Google Certified Educator
Pilot Program Chromebook Integration in the Classroom

VOLUNTEER

Town of Holly Springs Parks & Recreation Advisory Committee Secretary
Agent Council Member for Coldwell Banker Howard Perry & Walston, Holly Springs
HPW Foundation - fundraising and awareness
Town of Fuquay Varina Parks & Recreation Volleyball Coach
Holly Grove Middle School PTSA
Triangle Beagle Rescue - Foster

Linda McKinney

From: Jodi Carey <jodi.carey1110@gmail.com>
Sent: Wednesday, April 3, 2024 10:39 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Thank you for reaching out Linda, but I have been serving on the PRAC, so I would prefer to continue in that role. I hope you find someone willing to switch to Tree Advisory. ~ Jodi Carey

On Wed, Apr 3, 2024 at 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC

Town Clerk

Town of Holly Springs

PO Box 8 | 128 S Main Street | Holly Springs, NC 27540

Office: (919) 557-3900 | www.hollyspringsnc.gov

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Gio

Last Name *

Mantovani

Email *

giomantovani85@gmail.com

Address *

Street Address

300 Addison Pond Drive

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

4 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Addison Pond

Home/Cell Phone *

2016975013

Work Phone *

2016975013

Current Employer *

JLL

Job Title/Occupation *

Senior Director, Performance Management

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

I love this town and love the direction that things are headed in. It is an extremely exciting time to be a resident here and I would love the opportunity to help shape and grow the future of this town.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I am currently on the Audit committee for Oakview Elementary. We meet once a month, the first Thursday of the month, usually at 10:00am. I have also coached my kids baseball and soccer teams for the last 2 years.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

I see this committee as being responsible for helping to communicate and influence the future developments of Holly Springs Park and Rec. I understand we are not the ones solely making decisions, but we are here to listen to the community and help shape the future.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

2/3/2024

Time *

1:45:33 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Flyer at the Hunt Center.

Linda McKinney

From: Giovanni Mantovani <giomantovani85@gmail.com>
Sent: Wednesday, April 3, 2024 10:59 AM
To: Linda McKinney
Cc: Aaron Prichard; LeeAnn Plumer
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Good morning, Linda.

Sure, I would be happy to be on the TAC committee as a second choice. PRAC is my first choice, but ultimately I want to serve at the end of the day.

Gio.

On Wed, Apr 3, 2024 at 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Candice

Last Name *

Page

Email *

candiceadrienne@gmail.com

Address *

Street Address

105 Atwood Drive

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

Usa

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

8

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Wildwood

Home/Cell Phone *

984-234-1864

Work Phone *

9194576091

Current Employer *

GlaxoSmithKline

Job Title/Occupation *

REGULATORY MANAGER

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

I coach basketball 10U girls for the town, my kids participate in basketball and soccer, we use the greenways almost daily. I love to be outside, but Wildwood is landlocked and we can't easily/ safely walk to parks/rec. I want to fond wants to spread out accessibility to all residents and not just a few sections.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I am a Girl Scouts leader and a town volunteer basketball coach.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

To upkeep existing parks and rec and modify, where needed, as the town grows.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

2/7/2024

Time *

9:45:46 AM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Facebook

Linda McKinney

From: Candice Page <candiceadrienne@gmail.com>
Sent: Wednesday, April 3, 2024 11:10 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee
Attachments: image002.jpg

Hi, I only care about sports. I am a coach with the kids rec for the town.

On Wed, Apr 3, 2024, 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

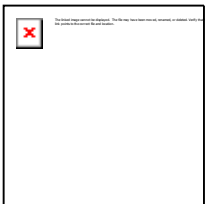
Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC

Town Clerk

Town of Holly Springs

PO Box 8 | 128 S Main Street | Holly Springs, NC 27540

Office: (919) 557-3900 | www.hollyspringsnc.gov

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Andrea

Last Name *

Hardwick

Email *

tahardwick@verizon.net

Address *

Street Address

308 Gadsbury Dr

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

us

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

7 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Garrison

Home/Cell Phone *

410-245-4950

Work Phone *

410-245-4950

Current Employer *

IBM Corp

Job Title/Occupation *

Global Procurement Policy Lead

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

Have enjoyed being a community member for the past 7 years. With all of the growth the community continues to see, continuing to grow activities and park options for all to enjoy will continue to make Holly Springs a place where many will want to live, work and play.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I have been on a contracts committee for a HOA. I've also served as an elections official at a local precinct for several elections to aid voters through the process.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

By attending several parks and rec meetings, I understand the cadence, duties and mission of this committee. With the recent approval of the Cass Holt, excited to see the project get underway after all of the months of planning and support of the community and provide input as needed and help be a liaison between the community and the town council.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☒ Yes ☐ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

2/8/2024

Time *

9:01:08 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Parks and Rec meeting and website

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Amber

Last Name *

Sauer

Email *

sauer.amberj@gmail.com

Address *

Street Address

128 Market Cross Court

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

23 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

12 Oaks

Home/Cell Phone *

9195234469

Work Phone *

9195234469

Current Employer *

Caidya

Job Title/Occupation *

Human Resources/ Program Managment

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Amber Sauer resume s.docx

58.85KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

Parks and Rec programs and facilities are the glue that keeps communities together. They are the places and situations where we get to meet our neighbors and see each other as human. They are where multiple generations and backgrounds connect over common interests. As Holly Springs grows, it's essential to have robust programming that reflects the community and the spirit of that community.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

Carolina Tiger Rescue- Fundraising committee and public education board
Holly Springs Food Cupboard Garden- Garden volunteer
Dress for Success- Career coach
Wake County SPCA- Public Outreach Board

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The Advisory Board provides the Town staff with ideas/ recommendations on future programs, facilities and greenways based on data and community response. PRAC members also assist with programs and events.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☒ Yes ☐ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

2/9/2024

Time *

4:56:18 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Annie Drees, Town Council Member

AMBER SAUER

Raleigh, NC · 919-523-4469

Sauer.amberj@gmail.com · <https://www.linkedin.com/in/ambersauer/>

I thrive in ambiguity and the fuzzy spaces that come with an organization's growth and change. My entire career has centered around delivering bottom line results while building/ scaling Talent programs at key inflection points for organizations such as booms in headcount, organizational changes, M&A activities, expansion of product line or expansion into new markets. While I have served enterprise wide in my career, my particular focus areas have been Sales, Technology and Operations.

EXPERIENCE

APRIL 2022-PRESENT

SR. DIRECTOR, LEARNING AND DEVELOPMENT

- Build and scaled the Global L&D function for this Clinical Trials Organization
- Conducted needs assessment, design, develop and managed programs and conducted program evaluation
- Created career pathing and core competencies for all roles
- Built and implemented Leadership Learning program
- Built and managed operational curricula
- Built and managed Cultural learning curricula and Global Culture Committee

OCTOBER 2021-PRESENT

FOUNDER, THE L&D STARTUP

Consultant helping clients to start and scale their L&D functions at key business inflection points.

MARCH 2021-OCTOBER 2021

VP, GLOBAL LEARNING AND DEVELOPMENT, BANDWIDTH

- Built and scaled the Global L&D function for Technology company
- Created career pathing and development for Sales and Technology business units
- Created and implemented a culture-first leadership integration program
- Redesigned and deployed team and programs to operate as remote on global scale
- Redesigned program to align with strategy and targeted learning curriculum
- Developed lead and lag metrics for function

JANUARY 2017-MARCH 2021

SR. DIRECTOR, LEARNING AND ORGANIZATIONAL DEVELOPMENT, TRIALCARD

- Built and implemented L&D and OD strategy for this Pharma peripheral company
- Created and implemented organizational design solutions in Sales, Project Management and Technology
- Developed lead/ lag measures and dashboard for the function
- In partnership with the Executive team, designed and implemented company wide competency models

- Designed and implemented Leadership Development program which resulted in 80% success rate of leaders and 50% reduction in leader turnover
- Designed and implemented Program Manager onboarding program and change intervention resulting in 40% OE gains Over 18 months
- Designed and implemented career pathing and performance system which raised performance ratings in keystone roles and reduced external turnover for Sales, Technology and Operations
- Designed and implemented Sales onboarding and integration program which reduced recent hire turnover by 60% over 12 months
- Designed and implemented employee experience interventions which raised employee sat scores by 30%
- Designed and implemented talent identification and pipeline management program at all levels of the organization which increased internal hire rate by 22% over 18 months.
- Responsible for organizational design/ change efforts including M&A activities

JANUARY 2008- JANUARY 2017

DIRECTOR, LEARNING AND ORGANIZATIONAL DEVELOPMENT, RHO, INC.

- Founded Learning and OD function for this Clinical Trials company
- Founded Talent Analytics strategy resulting in 70% reduction in Talent Acquisition's fill time metric
- Increased organizational capacity 45% in keystone roles through talent pipeline management and other OD interventions
- In partnership with the Executive Team, designed and implemented competency models
- Founded E-learning strategy resulting in 82% reduction of business loss due to 'employee qualification'
- Created career pathing and employee experience program in Sales and Technology areas which increased employee retention by 50% over 6 months
- Founded Early Career program resulting in 25% reduction in Talent Acquisition expenditure
- Responsible for Organizational Design and Change management
- Created and implemented Leadership Identification and Development program
- Created and implemented Clinical career path and learning program

FEBRUARY 2006-JANUARY 2008

MANAGER, TALENT DEVELOPMENT PROGRAMS, GSK

- Developed, implemented and managed multiple learning and performance programs for the global R&D division of this pharmaceutical company
- Designed and ran PMO for drug design and development learning simulations
- Developed and hosted the annual global science symposium
- Developed and managed the Top 75 Summit succession planning program
- Designed and managed Leadership Development and onboarding program

EDUCATION

M.ED. IN TRAINING AND DEVELOPMENT, NORTH CAROLINA STATE UNIVERSITY

B.A. IN HUMAN RESOURCE MANAGEMENT, PEACE COLLEGE



TOP CERTIFICATIONS

- Board Certified Coach (BCC)
- SHRM-CP
- Six Sigma Green Belt
- ATD Master Facilitator
- Strengths Finders Certified Coach
- Ken Blanchard Certified Facilitator
- CPTM
- PROSCI Change Management

Linda McKinney

From: Amber Sauer <sauer.amberj@gmail.com>
Sent: Wednesday, April 3, 2024 10:34 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Linda- Thank you for reaching out. Yes, while the PRAC is my first choice, I would be delighted to serve on the Tree Committee if not chosen for PRAC.

Kind Regards,
Amber Sauer

On Wed, Apr 3, 2024 at 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC

Town Clerk

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Pablo

Last Name *

Overton

Email *

pablo.overton@gmail.com

Address *

Street Address

309 Cahors Trl

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

USA

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

Less than a year

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Holly Pointe

Home/Cell Phone *

7323068827

Work Phone *

7323068827

Current Employer *

Analog Devices Inc

Job Title/Occupation *

Data Engineer

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

I'm eager to join the Parks and Recreation Committee to contribute to our community's well-being. With a passion for parks, collaborative spirit, and commitment to sustainability, I aim to ensure our spaces are vibrant and inclusive. Excited to engage with residents and shape a bright future for our town's recreation. Thank you for considering me.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

Though I don't have prior formal experience, I bring enthusiasm, a willingness to learn, and a dedication to contributing positively to the Parks and Recreation Committee. I look forward to the opportunity to collaborate and make a difference in our community's recreational endeavors.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The Parks and Recreation Committee is instrumental in maintaining, expanding, and enhancing our community's recreational spaces. I envision our committee's role to include:

1. Ensuring accessibility for all.
2. Promoting sustainability practices.
3. Facilitating community engagement.
4. Supporting programs for youth and families.

I am eager to collaborate with the committee and the community to achieve these goals and contribute to our town's recreational vitality.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes ☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

2/15/2024

Time *

8:50:11 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Site

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Stacey

Last Name *

Burns

Email *

staceyburns167@gmail.com

Address *

Street Address

696 Skymont Drive

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

5 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Sunset Ridge North

Home/Cell Phone *

7605055225

Work Phone *

7605055225

Current Employer *

Self Employed

Job Title/Occupation *

Education and Community Engagement

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Stacey_Burns_Resume2024.pdf

58.28KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

My family has felt at home from the moment we moved to Holly Springs. The Parks and Rec Department made sure of that and I am endlessly grateful to live in a community where the town is so actively working for its residents. Since we moved to Holly Springs we have attended countless events, info sessions, volunteer opportunities, and community engagement activities put on by the Holly Springs Parks and Recreation Department. I am consistently impressed with not only the events themselves, but how open to feedback and community engagement the department is. I have watched their events evolve and grown to accommodate our growing and diverse population. It has been wonderful to experience in real time. I want to be a part of helping Holly Springs Parks and Recreation continue to grow with that strong community-outreach focus. I also understand the importance of having strong community ambassadors promoting our town events to get the word out and I want to be a part of strengthening and expanding the communication pathway between the residents and Parks and Recreation.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

- I am currently the District 5 School Board Advisory Council representative for WCPSS
- I have been in a leadership role of our schools' PTO/PTA boards since 2014.
- I've been in at several leadership roles with the Democratic Party since 2016.
- I served on the School Board Representative on the Citizen's Oversight Committee for the City of San Marcos, CA from 2010-2014

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The responsibility of the Parks and Recreation Advisory Committee is to be a bridge of communication and engagement to the residents of Holly Springs. It is very clear to me, as a resident, that the HS Parks and Recreation Department is dedicated to caring for and engaging our town the very best possible ways. It is the job of this Advisory Council to help ensure that this goal is successful through input and collaboration. I hope to use my background in Community Engagement and Event Planning to give the Department as much feedback from the community as possible. On the other side of this communication flow I want to help them with event outreach and drive community excitement about upcoming projects and events being put on by the town.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes ☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *

Stacey L. Burns

Date *

2/20/2024

Time *

11:08:02 AM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Through the town website.

STACEY BURNS

ABOUT ME

I am an educator with a passion for community engagement. After focusing on local charitable efforts for years I'm now looking for ways to utilize my skills in event planning and volunteer coordinating with a team that is working to make a positive impact on the community.

CONTACT INFO



Phone

760.505.5225



Email

staceyburns167@gmail.com



Address

696 Skymont Drive
Holly Springs, NC

EDUCATION

Bachelor Of Human Sciences & Services
University of Rhode Island
1996-2000

MY SKILLS/EXPERIENCE

- Event Planning
- Project Management
- Graphic Design
- Community Engagement
- Team Building

MY REFERENCE

Elaine Okal
RVC WCDP

703.785.2099
emokal24@gmail.com

Jen Coyle

HSES PTA/ VP of Programs

757.869.1633
jen.i.coyle@gmail.com

WORK EXPERIENCE

Board Member - PTA

2014-

Holly Springs ES, La Mirada ES, Holly Ridge MS

VP of Programs/Engagement

2015-18, 2021-current

Vice President of Fundraising

2021-current

President (PTO)

2014-2018

- Implemented safety and inclusion initiatives on campus (incl: Weekend Nutritional Program, Alumni college scholarship program, and Good Samaritan Program)
- Educated and engaged with community.
- Facilitated inclusion trainings for staff and community
- Project Lead on both small and large scale fundraising and community engagement events (from 25-800 attendees)
- Ensured adherence to 501C3 nonprofit guidelines in our efforts to support the school community.
- Build and supported a team of over 50 fundraising more than \$75k for the school.

Coordinator - Democratic Party

2016- current

Wake County Democrats

2021-current

San Marcos Democrats

2016-2019

- Led a team of elected officers and over a hundred volunteers through seven years of election cycles.
- Created Graphics for printed and social media & apparel.
- Plan, Budget, and executed fundraisers and events. (from 10-500 attendees)
- Facilitated key trainings for Area and County Team Members and the community at large.

Center Director - ECE

2004-2010

La Petite Academy

2007-2010

Kindercare

2004-2007

- Oversaw all daily operation, budget, and P&L monitoring for a large scale Preschool/After School Care Center providing education and care for approx. 200 families.
- Led a team of 30 Teachers and Staff. Including hiring, interviews, PIP processes, Mandated and enrichment trainings, etc.
- Maintained all Employment and Educational files in accordance with our state guidelines.

Lead Teacher/Site Supervisor

2000-2004

Glendale Unified School Program

- Planned and implemented a Transitional Kindergarten Curriculum for 32 ECE students.
- Maintained files in compliance with state funding for the 100 families enrolled in our program.
- Attended all IEPs for our students enrolled as well as representing as an advocate when they aged out of our program.
- Led as Union Representative for our Elementary School.

Linda McKinney

From: Stacey Burns <staceyburns167@gmail.com>
Sent: Friday, April 5, 2024 11:07 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Hi Linda,

Thank you so much for reaching out. While the Parks and Recreation Advisory Council is my first choice, I'd be happy to serve on the Tree Advisory Committee. Have a great weekend!

Stacey Burns

On Wed, Apr 3, 2024 at 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC

Town Clerk

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

William

Last Name *

Hill

Email *

whill959@gmail.com

Address *

Street Address

6032 Adcock rd

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

Nc

Country

Wake

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

5 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Na

Home/Cell Phone *

9197450432

Work Phone *

9196539000

Current Employer *

Cardinal Charter Academy

Job Title/Occupation *

Special education teacher

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

William Hill - Professional Resume.docx

18.79KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

Because I work with kids all day and I have my own nonprofit mentoring program Called Boys 2 Men of Wake County, Inc.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I'm the founder of a nonprofit mentorship, I volunteer at HS spring Fling, 4th of July Celebration,

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

Community engagement, and participation. I will like to provide a activities for all of Holly Springs

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

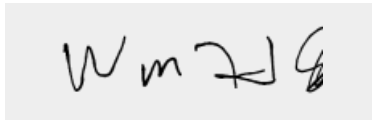
☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

3/1/2024

Time *

12:27:28 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Newsletter

QUALIFICATION SUMMARY

An exceptional listener and communicator who effectively conveys information verbally and in writing, creating connections between and with a diverse group of students, faculty, staff, administrators, and community members. Personable professional whose strengths include cultural sensitivity and an ability to build rapport with a diverse workforce in multicultural settings. Progressive, collaborative management, and leadership style creating a creative and positive educational learning community. Ability to deliver quality analytic reports on a timely basis with knowledge of Microsoft software and computer programs.

Core Competencies Gained through Educational and Teaching Experience:

- Open-ended questioning
- Guidance Curriculum
- Individual Planning
- Responsive Services
- Systems Support
- Multiple Intelligences
- IEP Meeting Facilitation
- Individual and Group Counseling
- Critical Thinking
- Assessment tools
- Performance Assessment
- MTSS, 504 and FBA-BIP
- Remediation
- Cognitive Behavioral Therapy
- Organization and Prioritization
- Psychoeducation

PROFESSIONAL EXPERIENCE**Autism Support and Behavioral Support Teacher, Holly Ridge Middle School** 2019 - 2021

- Assessed the behavioral and academic needs of students on the AST/BST caseload.
- Planned, organized, supported, and consulted with teachers regarding educational needs related to a student's IEP, and identify plans for alternative learning modes to support instruction of special needs students.
- Initiated, organized, and conducted IEP meetings for students on the AST/BST caseload.
- Monitor and manage the student's special education folder (progress monitoring, data collection, special education paperwork, etc).
- Provide social/behavioral/emotional support by creating an instructional plan that supports the teaching of social skills and replacement behaviors to students on the AST/BST caseload.
- Participate in grade-level core PLT meetings to the maximum extent possible to ensure familiarity with grade-level expectations of students on your caseload.
- Provide academic recovery as needed in the AST/BST-CA to students on the AST/BST caseload.
- Create a classroom environment that best supports the behavioral and academic needs of students.
- Provide students with opportunities for stabilization through crisis management techniques

Transition Training Facilitator, Wake County Public School 2016 – 2019

- Assisted with development of Community Based Vocational Training and paid employment site options.
- Developed and maintained system relationships with training site managers, supervisors, and employees.
- Developed job task analyses and individualized job training plans for use with students
- Provided supervised training for students on job sites

Behavioral Support Teacher Assistant (In-School Suspension), Holly Springs High School 2013 – 2016

- Coordinated and designed systematic procedures that result in lasting positive changes in individual student behaviors.
- Attended individual student's IEP meetings and write appropriate behavioral goals/objectives.
- Supported the Behavior Analyst in training staff regarding behavior assessments.
- Assisted staff in implementing behavioral intervention plans.
- Conducted follow-ups on behavior plan implementation.
- Worked with staff in developing data collection systems, and monitor data collection to ensure the success of the behavior plan.

- Monitored timely revisions to the behavior plan.
- Supported the Behavior Analyst in assessments as needed.
- Provided supervision of the in-school suspension room and related assignments.
- Worked closely and communicate effectively with the Assistant Principal and the attendance secretary regarding students assigned to in-school suspension.
- Maintained an orderly, safe environment conducive to learning. Assist with the necessary paperwork and record keeping for students sent to the in-school suspension room.

ADDITIONAL WORK HISTORY

Associate Professional/AP-Intensive In-Home, Heartfelt Alternatives	2014 – 2015
Youth Counselor, Edgecombe Youth Development Center	2008 – 2010
Supply Coordinator, Shaw University	2007 – 2008

EDUCATION & CERTIFICATIONS

Bachelor of Arts Degree in Sociology and Criminal Justice, Shaw University (2007)

Post Baccalaureate Teacher Certification, NC Teach SPED GC, East Carolina University, 2020

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

William

Last Name *

Ulmer

Email *

wm.ulmer3@gmail.com

Address *

Street Address

504 Quaker Meadows Court

Address Line 2

504 Quaker Meadows Court

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

5 Years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

12 Oaks

Home/Cell Phone *

9198898356

Work Phone *

9198898356

Current Employer *

FanDuel

Job Title/Occupation *

Contingent Labor Program Manager

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

W.Ulmer.Resume (10.02.2023).pdf

203.52KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee.*

I grew up in Raleigh, NC and was positively impacted by the Parks and Recreation opportunities that were provided me and since I began coaching my Daughter in Soccer through Holly Springs Parks and Recreation it has brought back these wonderful feelings of joy that I want to tap into. As a very active individual with an active family, we often take advantage of the experiences the Holly Springs Parks and Recreation has to offer and I want to be part of that growing within our community. As a growing and thriving community, Parks and recreation opportunities are so important to the fundamental wellbeing of our community. My hope is that I can help contribute to the feelings of joy that an individual or family can achieve by taking advantage of all that Holly Springs has to offer.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings.*

I do not have any experience serving on board or committees for municipal governments but I would love this to be my first opportunity to participate in serving on a board for Holly Springs.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed?*

I have a strong motto that we live by within my household and I live by in my professional/personal life, "Leave it better than you found it". And that is what I want to accomplish. I want to help with the growth of this amazing community we have through serving the interest of all that live in it and one of the best ways is through the access to parks and recreation opportunities. I believe the responsibilities of someone in this position is to listen to the needs and wants of an active community like ours and to find unique and efficient ways to address those needs in a way that actively contributes to the wellbeing of our community.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed?*

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy?*

☐ Yes ☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned.*



Date*

3/1/2024

Time*

2:29:16 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Town Email.

WILLIAM J. ULMER, III

Wm.ulmer3@gmail.com

(919)889-8356

504 Quaker Meadows Ct.
Holly Springs, NC 27540

QUALIFICATIONS SUMMARY

SIA Certified Contingent Workforce Professional with strong communication and interpersonal skills. Self-motivated, driven team player with proven ability to meet and exceed goals while maintaining and developing relationships with management and key stakeholders across all levels. History of providing efficient and cost effective workforce and staffing solutions while maintaining alignment with strategic business goals.

- Contingent Workforce Program Development
- Contingent Workforce program Management.
- VMS and MSP relationship management.
- Vendor/Supplier Procurement and Management
- Talent and Performance Management
- Workforce Analytics
- Workforce Planning
- Talent Acquisition
- Capacity and Succession Planning
- Talent Development
- Change Management
- Resource/Demand Forecasting
- Talent Integration
- Human Capital Strategy

EDUCATION

East Carolina University, Greenville, North Carolina

Bachelor of Science Business Administration, Finance 2009

Awards/Recognitions

Staffing Industry Analysts

Contingent Workforce Program Game Changer, 2023

CERTIFICATIONS

Staffing Industry Analysts

Certified Contingent Workforce Professional, 2019

Human Capital Institute

Strategic Workforce Planning, 2016

WORK EXPERIENCE

Epic Games, Cary, NC

2021-2023

Sr. Contingent Workforce Program Manager

- Brought in to own the design, development, and strategic road map of Epic Games first generation Contingent Worker Program.
- Subject matter expert on Contingent Labor Policy, Strategy and Fulfillment for Epic Games Strategic Procurement Department.
- Owned the development and design of Contingent Labor Policy, Workforce Engagement types and categories, Supplier engagement strategies and Independent Contractor (IC/1099) evaluation and compliance.
- Cultivated relationships across key business units and stakeholders to drive adoption into a Contingent Labor Program Strategy that addressed key pain points within the business focusing on Worker Visibility, Cost Visibility and Legal/Business Risk Mitigation.
- Lead and crafted all RFI and RFP efforts for partner selection.
- Successfully managed the implementation of VNDLY (VMS) and Monument Consulting (MSP) under budget and under project timeline.
- Purpose built the program to consolidate all Contingent Labor onboarding into one centralized location in order to leverage data analytic capabilities of the VMS tool to provide a deep understanding and view in to Epic Game's expansive (10K + workers) global contingent worker population

WILLIAM J. ULMER, III

Wm.ulmer3@gmail.com

(919)889-8356

504 Quaker Meadows Ct.

Holly Springs, NC 27540

Waste Management, Raleigh, NC

2019- 2021

Program Manager, Contingent Labor

- Program Management of \$200+ Million in spend across 500+ sites in 49 States and Canada with an average contractor headcount of 4,000+ per week.
- Responsible for strategy, management and fulfillment of all Contingent Labor solutions within Waste Management's portfolio.
- Manage all strategic projects and initiatives to drive stronger engagement and utilization of contingent labor from Waste Management Field Operations.
- Manage all strategic cost savings projects and initiatives within the Contingent Labor Program.
- Subject Matter Expert on Contingent Labor Policy, Strategy and Fulfillment for Waste Management Organizational and Talent Delivery Executive Team.
- Point of contact for all Waste Management Field operations regarding any and all Contingent Labor questions, policies, and strategy.
- Recognized for enhanced delivery strategy and fulfillment of contingent labor for the Waste Management Phoenix Open in 2020. The strategy put in place lead to the most successful contingent labor utilization for the Waste Management Phoenix Open in title sponsorship history.
- Responsible for relationship and management of both MSP and VMS partners.
- Work closely with MSP and VMS Partners in the roll out and delivery of strategic initiatives and projects to our 85+ suppliers in support of Waste Managements Contingent Labor Program.
- Spearheaded RFP efforts to enhance and optimize MSP and VMS capabilities. Driving to award of next gen MSP partner of Q2 2020.
- Identified key areas of improvement that must be actioned on by Waste Management in order to maintain a more robust and compliant Contingent Labor Platform.

NETAPP, Durham, NC

2017- 2019

Program Manager, Alternative Workforce and Residency Staffing

- Responsible for planning, leading and managing the daily operations and project portfolio centered around the fulfillment of contract staffing requests for a \$25+ Million line of business.
- Responsible for supporting operations and initiatives that ensure the contract staffing needs for NetApp Professional Services are fully met.
- Serve as the focal point between NetApp Professional Services, Human Resources, Managed Service Provider and Staffing Suppliers.
- Work closely with Senior Professional Services leadership to develop yearly forecast and identify areas of improvement for residency fulfillment.
- Lead a team that actively supports the Professional Services leaders with the full lifecycle management of contract resources.
- Provide strategic rate guidance on all requisitions allowing for a significant gain in year over year margin on all contract residencies.
 - Implementation of new rate guidance is delivering a 35% average profit margin on all contract residency.
- Implementation of new fulfillment strategy leading to a 10-day average reduction in requisition fulfillments.
- Drive strategic initiatives to enhance workflows to improve efficiencies and cost savings.
- Analyze metrics to ensure operational SLAs are being met.
- Closely work with our Managed Service provider to measure, review, and manage staffing supplier performance.
- Ensuring all HR and corporate compliance objectives are met through the program.

WILLIAM J. ULMER, III

Wm.ulmer3@gmail.com

(919)889-8356

504 Quaker Meadows Ct.
Holly Springs, NC 27540

PAREXEL, Durham, NC

2016-2017

Resource Planner- Clinical Operations Leaders

- Responsible for planning, allocation and forecasting for all 250+ Clinical Operations Leaders with in North America, Latin America, South America and Canada.
- Use 'Resource Optimization Framework' and provide in-depth analysis of resourcing to drive optimal resourcing decisions.
- Maintain macro-level understanding of awarded work, potential new business, resource demand for the next 3-6 months, resource supply and challenges within the scope of the role
- Evaluate specific resource needs for proposals/bid defense meetings and awarded studies.
- Work with study teams to develop resource fulfillment plans for proposals/bid defense meetings and all awarded work.
- Responsible for strategic identification and assignment of team members for proposals/bid defense meetings, newly awarded projects and for changes of team members on awarded projects.
- Develop, prepare, and distribute resourcing projection reports.
- Utilization of resource management tool to identify inconsistencies between resourcing hours and actual billed hours.
- Lead strategic initiatives to assist in the continuous development of resource planning tools and databases.
- Facilitate Change Management on all optimization and performance measures within Clinical Operations Leaders resourcing.
- Identify and track key performance metrics relating to project management resourcing.
- Engage with senior management to influence resource related decisions and challenge assumptions.
- Daily in depth utilization of Project View, Spotfire and Assyst.

NNE Pharmaplan, Morrisville, NC

2014-2016

Vendor Manager- Contingent Workforce Solutions

- Development, Procurement and Management of contingent workforce vendor solutions by establishing vendor guidelines, service expectations and preferred contingent workforce vendor program
- Act as sole point of communication to all contingent workforce vendors through full life cycle of requisition fulfillment (Requisition Delivery, candidate submittals, candidate interviews and onboarding).
- Increased profit margin and eclipsed revenue target on all contingent labor by negotiating terms of service, pricing and fees with preferred contingent workforce vendors while ensuring the continuation and enhancement of services.
- Increased requisition fulfillment to 48 hours by implementation of new workforce solutions and organizational guidelines.
- Utilize forecasting on all projects to coordinate staffing needs and identify positions of interest and emphasis imperative to client project success.
- Lead workforce planning and resource management implementation to provide analysis of Internal FTE's to forecast capacity, future demands and identify gaps leading to an increase of utilization across all business units.
- Work directly with sales team to identify potential opportunities to increase exposure and headcount through utilization of contingent workforce solution at global and strategic accounts.
- Provide strategic rate guidance to properly align sales with NNE Pharmaplan rate schedule directly resulting in dramatic increase in Revenue and Profit Margin.
- Continuously improve and provide guidance for all talent acquisition and fulfillment strategies to better align recruitment efforts to workforce needs.
- Develop and maintain relevant systems, guidelines, policies, and templates to support effective and efficient resource and contingent workforce program management to meet program objectives, increase organizational efficiency and increase profits; document key business and operational processes.
- Implementation of new resource and contingent workforce program which played major role in NNE Pharmaplan eclipsing 2015 yearly profit targets by mid-2015.

WILLIAM J. ULMER, III

Wm.ulmer3@gmail.com

(919)889-8356

504 Quaker Meadows Ct.
Holly Springs, NC 27540

The Select Group, Raleigh, NC

2013- 2014

Technical Recruiter- National Accounts

- Source and screen talent for IT and advanced technical industries.
- Supported large key accounts with a focus on overall business development and growth of The Select Group.
- Participate in requisition gathering to determine needs and requests of major accounts.
- Develop and maintain a network of 100+ individuals in key focus markets and skill sets.
- Coordinate and develop weekly recruiter training to assist in the development and growth of entry-level recruiters.
- Mentored new hires to assist in the overall development of a start up department.
- Successfully placed multiple individuals in contract and permanent positions for companies such as Lowes, Quintiles, Accenture, Hewlett Packard, etc.

Aerotek, Raleigh, NC

2010-2013

Professional Account Recruiting Manager

- Source and screen talent for manufacturing and engineering industry.
- Maintained network of 300+ individuals in multiple skill sets.
- Utilized skill set and market knowledge to successfully place 500+ individuals over a 3 year span.
- Responsible for business development and candidate fulfillment of specific large accounts.
- Participated in rate negotiations and client development to help build managed accounts while maintaining superior customer service.
- 8 time quarter contest winner
- 2012 and 2013 year end contest winner.

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Jessie

Last Name *

Booth

Email *

jessie.brandy16@gmail.com

Address *

Street Address

209 Tigers Eye Way

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

US

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

5

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Stonemont

Home/Cell Phone *

9193581233

Work Phone *

9193581233

Current Employer *

Cisco Systems

Job Title/Occupation *

Sales

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

I've been a servant of my community for some years now, whether through my experience in the NC Army National Guard or through community involvement campaigns. I would like to use my experience to support our Holly Springs community as a whole while also helping to create safe environments for our children and residents.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

Army National Guard
Alston Ridge Landscape Committee
Holly Springs Citizens Academy

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

Being the voice of Holly Springs citizens while crafting positive interaction to create a fostering environment for our community. I hope to be a positive resource providing valuable input that will benefit Holly Springs citizens for years to come.

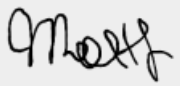
Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes ☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

3/8/2024

Time *

3:30:12 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Holly Springs Citizen Academy

Linda McKinney

From: Jessie - Brandy <jessie.brandy16@gmail.com>
Sent: Wednesday, April 3, 2024 10:41 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Hi Linda,

Thank you for the message. I'm willing to serve on the Tree Advisory Committee as a second choice. Thank you for the consideration.

Jessie Booth

On Apr 3, 2024, at 10:31 AM, Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants than there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,

<image001.jpg>

*Linda C. McKinney, NCCMC
Town Clerk*

Town of Holly Springs
PO Box 8 | 128 S Main Street | Holly Springs, NC 27540
Office: (919) 557-3900 | www.hollyspringsnc.gov
[Facebook](#) | [Twitter](#) | [Instagram](#) | [Nextdoor](#)

<image002.jpg>

Warning: This email is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

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Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Jason

Last Name *

Roberson

Email *

jason.s.roberson@gmail.com

Address *

Street Address

109 Ashland Hill Drive

Address Line 2

109 Ashland Hill Drive

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

5

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Millis at Avent Ferry

Home/Cell Phone *

7575375416

Work Phone *

7575375416

Current Employer *

Cisco

Job Title/Occupation *

High Touch Operations Manager

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Roberson Resume-SPM.docx

21.65KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee.*

2/26/2024

Dear City Council:

With great interest, I am writing to apply for Parks & Recreation Advisory Committee position. Through my history serving as a leader within both governmental and civilian organizations, I have developed extensive skills in business leadership, strategic planning, and program development/evaluation. I hope to apply that experience in evaluating and making recommendations on the best interest of the City of Holly Springs residents as the city continues to grow and will need to continue to expand the services and opportunities for residents to take advantage of the Parks and Recreation.

My background in service delivery and governmental affairs, including my 20-year career in the United States Navy, consists of diverse, rich experiences leading people and implementing business growth and training initiatives that fuel goals, objectives, and the organization's mission. I have developed a passion for Parks and Recreation since earning my degree in the field as undergraduate.

My resume illustrates my progressive experience working in across various organizational roles, but I wanted to share a few accomplishments that have led to skills and knowledge I will apply to this role:

- Earning my Eagle Scout and finding ways to give back to the community where I live.
- During my time in the United States Navy, I served as a Contractor Officer Representative for 4 contracts valued over \$50M; supported Department of Defense operational program support and certified as a Level I Defense Acquisition Workforce Initiative Act Program Manager

Ultimately, I enjoy advising on and leading the development of policies, procedures/plans, and data-backed programs that meet the needs and achieve the desired resident focused goals. Consistent across all of my work is ensuring both the program and organization is engaging in strategic thinking, planning, and decision-making in alignment with its mission, values, and relevant laws and regulations.

I would appreciate the opportunity to further discuss with you how my expertise and background will contribute to the continued success of the City of Holly Springs. Please feel free to contact me directly via phone or email. Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,

Jason Roberson

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings.*

None

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed?*

Please see my letter above.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed?*

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy?*

☒ Yes

☐ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned.*

Jason Roberson

Date *

2/26/2024

Time *

10:21:01 AM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

JASON ROBERSON, PMP, MBA, TS-SCI

Holly Springs, NC | 757.537.5416 | jason.s.roberson@gail.com | LinkedIn.com/in/jason-roberson

Highly Accomplished, Enthusiastic & Flexible Program/Project Manager that gets things done. Has held a Top Secret Clearance, with 10+ years of experience in Financial Management, Contracting & Training. Expertise includes Program Management, Strategic Planning and Problem Solving, Maintenance and Modernization, Employee Development and Quality Assurance. Accomplished measurable results while leading up to 200+ personnel in dynamic environments. Possess a comprehensive background in developing & implementing strategies that supported maintenance, environmental compliance, engineering systems, operational testing & evaluation derived from conducting domestic & global operations. Knowledgeable in personnel management, procurement, logistics & energy management. Career supported by MBA.

PROFESSIONAL EXPERIENCE

Customer Support Engineer (TAC) Enterprise Stripe (SDWAN) | CISCO SYSTEMS, INC **2021 - Present**

Accelerated quickly within the organization for my work ethic and follow through on cases.

- Actively worked to resolve worldwide customer technical issues on SDWAN as a technical consulting engineer, collaborating with cross functional teams to resolve 10 tickets each week
- Effectively diagnosed customer issues by documenting current status, problem description, and action plan in Cisco internal systems resulting in ability to accurately analyze errors and outages
- Followed strict company policies and procedures in issue escalation and providing proactive services to ensure ongoing service delivery and customer satisfaction rates of 98%

Senior Naval Science Instructor | ALAMANCE BURLINGTON SCHOOL SYSTEM **2019 - 2021**

Filled an educational gap by serving as an educational professional at Western Alamance High School. Oversaw the 100 person ROTC unit and worked to improve program performance by following the rules, regulations and procedures decided by Naval Service Training Command and the school or school district.

- Managed the unit's administrative, financial, and supply functions, in addition to coaching the drill athletic programs, resulting in a 40-person award winning Drill Team, finishing 10 out of 60 units in North and South Carolina, receiving Distinguished Unit Awards for all three years
- Developed proactive services to improve performance of students via academic strategy meetings to diagnose and document students' academic progress in order to maintain accurate student counseling and academic records

Operational Planner | MAGAERO CORPORATION **2018 - 2019**

Planned and resourced over 300 operations in a one year period by facilitating cyber military operations, and development and implementation training programs across the United States.

- Engaged 6-member international team in tactical influence operations, coordinating strategy meetings and allocating resources to improve 15 tactical missions with effects planning for ongoing Special Forces operations
- Demonstrated business and technical expertise via conducting over 100 unit training operations in a six month period to change the dynamics on the battlefield

Commander | UNITED STATES NAVY **1998 - 2018**

Served in the United States Navy for 20 year career. Held many job titles throughout active duty service including: Project Manager, Damage Control Engineer, Budget Analyst and Program Manager for the MIP Budget, Human Resource Manager, Control Systems Officer, and Operational Manager. Also assisted various military installations as the Fire Control Officer, Electrical Safety Program manager, and Scheduling Officer for 45 units

- Served as a Contractor Officer Representative for 4 contracts valued over \$50M; supported Department of Defense operational program support and certified as a Level I Defense Acquisition Workforce Initiative Act Program Manager
- Coordinated the relocation of a 20 person Secured Compartmental Information Facility (SCIF) satellite office within the National Capital Region; oversaw the \$4M construction & managed the set up & installation of multiple IT systems, saved the government over \$2 Million Dollars in recapitalization

EDUCATION

MBA, Finance and Financial Management Services, Naval Postgraduate School

Master of Science, Criminal Justice, Troy University

Bachelor of Science, Parks, Recreation & Leisure Studies, East Carolina University

TECHNICAL SKILLS

Microsoft Office Suite, Executive Leadership, Strategic Analysis, Government Financial Databases, Budget Management, Windows Operating Systems, Mac Operating Systems, Quality Assurance, Employee Development

CERTIFICATIONS AND TRAINING

Project Management Professional, PMI Institute, Expires September 2025

CCNA, Cisco, Expires May 2024

Level I Defense Acquisition Workforce Initiative Act Program Manager, Defense Acquisition University

Joint Professional Military Education Phase I Training

Operational Risk Management Supervisor Training

Quality Assurance Officer Training

Contractor Officer Representative Training

Afloat Safety Officer Program Training

Linda McKinney

From: Jason Roberson <jason.s.roberson@gmail.com>
Sent: Wednesday, April 3, 2024 10:36 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: Parks and Recreation Advisory Committee / Tree Advisory Committee

Good Morning Linda,
I will serve in either capacity if given the opportunity.

V/R
Jason

On Wed, Apr 3, 2024 at 10:31 AM Linda McKinney <linda.mckinney@hollyspringsnc.gov> wrote:

Good morning,

Thank you for your willingness to serve Holly Springs by applying for a position on the Parks and Recreation Advisory Committee. We have had a great response with many more applicants that there are open positions. I'm writing to ask if you would consider serving on the Tree Advisory Committee if you are not selected for the Parks and Recreation Advisory Committee. I have attached the application brochure for Tree Advisory Committee to give you more information about what they do. You can also check the website for more information: <https://www.hollyspringsnc.gov/1636/Tree-Advisory-Committee>

If you are willing to be considered for the Tree Advisory Committee, please respond to this email and let me know and I will let Council know that your first choice is PRAC, but you are willing to serve on TAC as a second choice.

Thank you for being an engaged citizen who is willing to donate your time for the town.

Regards,



Linda C. McKinney, NCCMC
Town Clerk

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Eric

Last Name *

Dean

Email *

ehdean@outlook.com

Address *

Street Address

113 Apple Drupe Way

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

North Carolina

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

3 years, but grew up near the border in Apex. Spent my childhood in Holly Springs

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Windcrest

Home/Cell Phone *

919-889-0092

Work Phone *

919-268-1760

Current Employer *

DPR Construction

Job Title/Occupation *

Preconstruction Manager

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Eric Dean TOHS Resume.pdf

131.54KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee.*

I am interested in serving on the Parks & Recreation Advisory Committee because I believe in the importance of preserving and enhancing our community's green spaces and recreational opportunities. Aligning with the passion, I have three key driving factors:

1. As a resident of Holly Springs and having grown up using the parks facilities and greenways, I have a genuine love of the parks, green spaces, and recreational facilities. I want to use my skill set and experience to contribute to these amenities for the benefit of our community.
2. As a former camp counselor and now program director for a summer camp of 13 years, I have a genuine passion for helping shape the "3rd spaces" available for the children in our town. Having helped produce programs to enrich children's ability to grow, learn, and "just be kids" is a key skillset I can contribute to the town.
3. As a construction manager with expertise in sustainable construction methods, I also believe I can contribute by ensuring our parks and future recreational facilities are planned with both cost effectiveness in mind and sustainable methods to maximize the available green space while balancing community needs.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings.*

I currently serve on the Tree Advisory Committee for the Town of Holly Springs, and am familiar with how committees interact with municipal governments.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed?*

Having had attended some meetings such as the Eagles Landing park art review meeting, I see the parks & rec committee having a few key responsibilities:

1. Policy review and development – the committee actively participates in the development and review of policies and plans related to parks, recreational facilities, and programs. We review existing policies, plans, and programs, propose improvements, and recommend new initiatives that align with community needs.
2. Budget and Funding Advocacy – the committee reviews the budget proposed by the town council and actively works with the town staff to help optimize the dollars spent to ensure the most efficient way to spend taxpayer dollars.
3. Community Engagement and outreach – the committee actively posts on Town social media and works with local home associations, parent teacher groups, and other communities to bring awareness about amenities and programs available to residents.
4. Environmental stewardship – the committee also promotes sustainable practices to ensure green spaces, greenways, and parks are protected and reducing waste while promoting eco-friendly design for new construction.

If appointed, I aspire to ensure our parks and recreation programs and amenities include the following:

1. Inclusivity: ensuring our parks and programs cater to all demographics, including children, senior, and individuals with disabilities.
2. Creative programming: ensuring our programs are modern and fresh so that all individuals recognize that Holly Springs parks and recs are the most enjoyable and a great way to spend time
3. Youth Involvement: Encouraging not only youth participation in activities, but also opportunities for leadership in recreational activities.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed?*

☐ Yes ☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy?*

☒ Yes ☐ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned.*

Eric H Dean

Date *

3/7/2024

Time *

7:09:01 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Email & Councilwoman Annie Drees

Eric Dean, PMP

Project Manager/Program Director

113 Apple Drupe Way, Holly Springs, NC | (919) 889-0092 | ehdean@outlook.com | linkedin.com/in/ehdean

Summary

I am a North Carolina native and proud resident of Holly Springs with a passion for improving the lives of people within my community. I am a Construction Project Manager with 8 years of experience. In addition, I plan and direct programs for a residential summer camp. Versed in contract negotiations, project estimating, design management, safety regulations, and site management, I would be a valuable addition to the Parks and Recreation committee.

Volunteer Experience

TREE ADVISORY COMMITTEE MEMBER | TOWN OF HOLLY SPRINGS - HOLLY SPRINGS, NC | JUNE 2023 – PRESENT

- Regularly attend meetings and advise the town on trees to plant for residents to replace diseased street trees.
- Active volunteer at TAC-related activities, such as Hollyfest, Winterfest tree decorating, & Tree pruning seminar.
- Assist the town in planning annual Arbor Day event and Creek Week event.

PROGRAM DIRECTOR | CAMP LUCK – CHARLOTTE, NC | AUGUST 2011 – PRESENT

- Develop and implement programs for residential summer camp for children with congenital heart disease ages 6 – 13.
- Mentor and supervise staff of camp counselors, program staff, and support staff.
- Ensure that all campers and staff are physically and emotionally safe at camp.

TREASURER | WINDCREST HOMEOWNER'S ASSOCIATION – HOLLY SPRINGS, NC | MAY 2022 - PRESENT

- Prepare and manage yearly budget for Windcrest community.
- Manage projects and subcontractors for improvements across the community.
- Started a subcommittee for community engagement events, and allocated funds for 4-6 events annually.
- Improved community safety by proposing traffic studies and implementing improvements.

Professional Experience

PRECONSTRUCTION MANAGER | DPR CONSTRUCTION – RESEARCH TRIANGLE PARK, NC | DEC 2020 – PRESENT

- Plan projects for Life Science, Advanced Tech, & Healthcare industries.
- Hire, schedule, and supervise subcontractors; develop and enforce company policies, procedures, and project safety regulations.

Education

BACHELOR OF SCIENCE | DECEMBER 2015 | UNIVERSITY OF NORTH CAROLINA - CHAPEL HILL | CHAPEL HILL, NC

- Major: Biology | Chemistry

Certifications

PROJECT MANAGEMENT PROFESSIONAL (PMP) | NOVEMBER 2020 | PROJECT MANAGEMENT INSTITUTE

Project Portfolio

PROJECT LIGHTYEAR | CGMP WAREHOUSE | \$47,000,000 | DURHAM, NC

- 48,000gsf cGMP Warehouse with 6,800sf cold storage
- Greenfield Site
- Design-Build
- Net Zero Energy & Zero Fossil Fuels on Campus
- Adaptable Re-use of existing wooden structure
- Geothermal & Solar PV

GENESUITES CATALYST BIOCAMPUS | CGMP MANUFACTURING | \$140,000,000 | HOLLY SPRINGS, NC

- Two 106,400gsf Cell-Gene Therapy Manufacturing build out
- Modular Suit construction with central utilities
- Tenant Improvement Site
- Central Utility Buildings
- Design-Build

CONFIDENTIAL CLIENT | DPF VIVARIUM | \$61,000,000 | CHRISTIANSBURG, VA

- 50,000gsf designated pathogen free (DPF) vivarium
- Greenfield Site
- Schedule-based project with phased GMP approach
- EPCM

CONFIDENTIAL CLIENT | SIC WAFER FAB | \$98,000,000 | GREENSBORO, NC

- 127,300gsf wafer fab
- Tenant Improvement Site
- Schedule-based project with focus on phased project delivery
- EPCM

CONFIDENTIAL CLIENT | PHARMA MANUFACTURING | \$129,000,000 | DURHAM, NC

- 89,6000gsf pre-filled syringe (PFS) line expansion to existing facility
- Tenant Improvement Site, along with 12 acres of site improvements
- Schedule-based project with focus on minimizing impact to existing operations
- EPCM

TARDIS SUITE 2603 | CGMP MANUFACTURING | \$2,100,000 | MORRISVILLE, NC

- 1,200gsf cGMP manufacturing space in heart of operating facility
- Tenant Improvement with operational facility
- Design-Build
- EPCM

SBP SPEC LAB PHASE 2 | SPEC LAB | \$4,000,000 | MORRISVILLE, NC

- 25,000gsf spec lab build out for developer
- Tenant Improvement, retrofit existing office space to lab space
- Budget conscious with aggressive schedule

VANDERBILT UNIVERSITY RESIDENCE & EVENT CENTER | HIGHER EDUCATION | \$50,500,000 | NASHVILLE, TN

- 24,000 gsf adaptive re-use of existing structures
- Chancellor residence, event space, courtyard, and parking deck
- Challenging site in the heart of university with active structures nearby

CRYSTAL GROWTH EXPANSION PHASE 2 | WAFER FAB | \$760,000 | DURHAM, NC

- 6,800 gsf build out for crystal growers
- Process piping scope only, equipment install
- Operational facility, coordinated shutdown

Computer Skills

- Microsoft Office Suite (Excel, Word, Project, Teams)
- Viewpoint Vista (Project Management & Accounting)
- Bluebeam (Plan development and Drafting)
- Agtek Earthworks (Sitework & Earthwork modeling and calculation)

Additional Skills

- Fluent in Mandarin Chinese
- Good oral and written communication skills
- Ability to develop and acquire new skills quickly
- Good time management skills
- Adept with current and emerging software

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Eric

Last Name *

Lindbeck

Email *

lindbeck@ix.netcom.com

Address *

Street Address

112 Tonks Trail

Address Line 2

City

Holly Springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

USA

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

18 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Holly Pointe

Home/Cell Phone *

919.557.4465

Work Phone *

919.802.4276

Current Employer *

Optiv

Job Title/Occupation *

Cybersecurity Solutions Advisor

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Lindbeck_CV_2024-03.doc

79KB

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

My family and I have been long time residents of Holly Springs and make use of Parks & Rec services frequently. Parks & Rec is one of the key reasons that we enjoy living in Holly Springs, so I would like to have a hand in maintaining the high quality that we have come to enjoy.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I have been on the Board of The Sword Conservatory (a 501(c)(3) non-profit based in Holly Springs) since it was founded in 2016, serving as Secretary. I was also Treasurer for the first few years of its existence, as well as one of the founders. I regularly volunteer teaching educational programs.

Through my employer, I volunteer regularly at the Food Bank of Central & Eastern North Carolina.

Prior to moving to Holly Springs, I volunteered at The Merchant's House Museum in New York, NY.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The committee serves as the voice of the citizens of Holly Springs to advise Parks & Recreation and the Town council. I hope to provide input in particular regarding the classes offered by Parks & Rec.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☒ Yes

☐ No

Please explain the potential conflict of interest. *

There could be a perception of conflict of interest arising from my involvement with The Sword Conservatory, which delivers the swordfighting classes offered by Parks & Recreation. I personally teach two of the classes. However, The Sword Conservatory does not pay any of its volunteers, instructors, or Board members, so I have no financial interest here.

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *

Eric S. Lindbeck

Date *

3/17/2024

Time *

1:03:04 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Town newsletter

Eric S. Lindbeck

112 Tonks Trail, Holly Springs, NC 27540
(919) 802-4276 E-mail: Lindbeck@ix.netcom.com

SUMMARY

I have a broad and deep understanding of the managed services business, formed from holding positions across technical sales, product management, process development, operations management, compliance, and training. I enjoy driving managed services sales efforts, creating new services, and continuously improving existing ones.

I have particular strengths in:

- Making the complex simple in order to enable understanding and focus productive action.
- Bridging the gaps between groups. I.e. "speaking the language of" clients, sales, engineering, management, finance, legal, product development, marketing, suppliers, and service delivery.

SKILLS

- Product Development and Product Management
 - Feature road-mapping
 - Price Modeling
 - Sales Strategy
 - Sales Enablement: Legal / Service Level alignment, collateral creation, SOW templates, price calculators
 - Rollout to Sales Executives
 - Rollout to Sales Engineers
 - Rollout to Service Support Teams
 - Rollout to Partner Sales Channels
 - Specific managed services include
 - Disaster Recovery Service
 - Backup as a Service
 - IT Infrastructure Management Services
 - Cloud Hosting
- Service Delivery Process Architecture
 - Apply principles from ITIL, COBIT, SIAM, and DevOps to create and improve service delivery processes and documentation
 - Service Operating Models
 - Service Reference Architectures
 - Process and RACI diagramming
- Pre-sales Engineering
 - Supported up to 50 sales executives covering the entire continental United States
 - Account strategy development
 - Mentoring of sales executives
 - Prioritization of workload to maximize profit
 - Customers served include: State/Local Government, Education, Corporate
 - Comfortable speaking with C-level customers
 - Driving all phases of sales from initial qualification to deployment
 - Maintain focus and progress on top opportunities
 - Coordination of internal and OEM resources
 - Specific solution experience includes:
 - Managed Services
 - Professional Services
 - Datacenter Hosting
 - Staffing Services
 - IT Solutions: servers, storage, networking, cloud, security, data protection
- Environmental / Cultural
 - SAFe / Agile
 - DevOps
 - Collaborate with teammates across: Australia, South Africa, India, Canada, United Kingdom, Germany

ACHIEVEMENTS

- 2023 President's Club based on \$9.9 million achievement against quota of \$6.5 million.
- 2022H1: 110% achievement of \$1.8 million gross margin quota.
- President's Club: 2010, 2012
- Was part of the team which transformed NTT from a traditional siloed waterfall product development shop into a SAFe/Agile workplace.
- Organically grew managed services business by 20% per year (excluding new client acquisitions) while maintaining gross margin of 30%.
- Increased customer engagement and win ratios by reducing the average service proposal turn-around time from multiple days to less than one.

EMPLOYMENT EXPERIENCE

Client Solutions Advisor

December **2022** to Present

Optiv Raleigh, NC

- Engage with customers to understand their cybersecurity needs.
- Drive solution development.
- Maintain customer satisfaction.

Field Solutions Engineer

May **2020** to December 2022

SHI Raleigh, NC

- Engage with customers to understand their IT environment, issues, and needs.
- Lead team of technology specialists to create IT solutions to solve customer problems.
- Support regional sales executives to create account strategies, develop customer relationships, uncover sales opportunities, and engage partners.

Senior Services Architect

January **2016** to March **2020**

NTT (formerly **Dimension Data**), Raleigh, NC

- Apply good practices from sources such as ITIL, COBIT, SIAM, and DevOps to design the structures which the Global Managed Services organization uses to deliver service to its customers.
- Leverage strong writing and diagramming skills to articulate service delivery structures in documentation.
- Collaborate with colleagues and internal customers globally to explain service architectures and solicit feedback.
- Operate as part of a global team under SAFe (Scaled Agile), while utilizing DevOps principles for documentation release control.

Solutions Architect, Managed Services

October **2012** to December **2015**

Datalink (via acquisition of **StraTech**), Cary, NC

- Serve as subject matter expert on all Datalink Managed Services, supporting the national sales organization.
- Assist sales executives with all aspects of the sales process, throughout the sales cycle.
- Convert capital-based solutions to operational expenses.
- Develop and deliver training programs to the sales and engineering teams on Managed Services products.
- Serve as primary point of contact and relationship manager for key partner organizations (suppliers and resellers)

Practice Manager / Sales Engineer, Managed Services

October **2007** to October **2012**

StraTech (formerly **Consonus Technologies**, via name change), Cary, NC

- Administer day-to-day operations for the Managed Services and Datacenter Hosting lines of business
 - Product lines include: Cloud-Based Backup, System Management Services, Physical and Virtual Hosting.
 - Drive new product development, evolution of existing products, sales strategy, and product pricing.
 - Reduce business risk through review and re-writes of product descriptions, Service Level Agreements (SLAs), and contract language.
 - Advise executive management and corporate counsel on Managed Services topics.
 - Coordinate with Finance team to improve product billing process.
 - Coordinate and support sales efforts between product suppliers, internal sales, and channel resellers.
- Serve as subject matter expert on multiple cloud, Managed Service, SaaS, and datacenter hosting products in support of the internal sales organization and outside channel resellers.

Manager, Quality & Compliance
Arsenal Digital Solutions, Cary, NC
Audit & Compliance

July 2006 to May 2007

- Manage audit activity internally and coordinate with external auditors on SAS-70 audits.
- Generate recommendations to senior management on how to address audit findings.
- Assist Security Manager with security and risk management assessments.

Business Process Improvement

- Increase management understanding of operational performance through the of metrics and reporting.
- Lead regular reviews of performance metrics with management and drive remediation of problematic processes.

Quality Assurance

- Lead daily operational status meetings.
- Increase technical proficiency of personnel through the development and delivery of targeted training programs.
- Change Manager: coordinate with customers and partners regarding planned changes.
- Train new hires on software, the service delivery infrastructure, and support processes.

Manager, Level 2 Support

August 2005 to June 2006

Arsenal Digital Solutions, Cary, NC

- Oversee 24x7 worldwide service delivery to customers at 20+ domestic and 10+ international sites.
- Manage and mentor a geographically-dispersed team of approximately 10 technicians.
- Perform project management of various small to mid-sized projects, particularly: product enhancement rollouts, root cause analyses, and audits.
- Interface with partners, customers, vendors, and internal support teams to ensure quality customer service and timely issue resolution.

Senior Storage Consultant / Technical Account Manager

November 2003 to August 2005

Arsenal Digital Solutions, New York, NY

- Provide technical account management to top customers in the northeast US (\$300k/month recurring revenue).
- Advise customers in the purchase, implementation and optimization of backup services.
- Advise customers on disaster recovery considerations.
- Ensure quality customer service and timely issue resolution.
- Support Sales and Partner Management teams to improve customer retention and revenue.

Storage Engineer

April 2002 to September 2003

Novus Consulting Group, New York, NY

- Deploy, upgrade, and administer EMC storage hardware and software.
- Document customer environments.

Data Storage Administrator

July 1999 to April 2002

SCT Corporation, Malvern, PA

- Administer corporate backup and storage environments.

Microcomputer Specialist

January 1998 to July 1999

SCT Corporation, Malvern, PA

- Provide first-tier network and PC/laptop support for local and remote employees.
- Provide Y2K issue documentation and correction.

Adjunct Professor of Education

February 1998 to June 1999

Albright College, Reading, PA

- Develop and deliver computer literacy courses within the Education department.

Administrative Computer Support Specialist

June 1996 to January 1998

Albright College, Reading, PA

- Support PC and Macintosh systems for faculty, administration, and student computer facilities.
- Assist in the administration of the college accounting and record-keeping system.
- Manage and train staff of 25 student computer consultants.

VOLUNTEER EXPERIENCE

Co-Founder, Treasurer, Secretary, Conduct Officer, Instructor
The Sword Conservatory, Inc., Holly Springs, NC

July 2016 to Present

The Sword Conservatory, Inc., is a 501(c)(3) educational non-profit incorporated in North Carolina. Until late 2019, I ran the business side of the organization single-handedly, taking lead on the initial formation activities, accounting, tax reporting, risk management, vendor management, legal/contracts, strategic planning, marketing, personnel, fundraising, and compliance. Since late 2019, I have been focused on the Secretary and Conduct Officer roles in supporting the organization's business operations. I also volunteer weekly to teach Medieval swordfighting classes (for kids and adults), assist as needed in our historical fencing (Renaissance through 18th century), sport fencing, and armored Medieval classes. I also develop and deliver workshops, seminars, demonstrations and specialty classes for museums, schools, festivals, and civic groups.

CERTIFICATIONS

- ITIL Foundations Certified
- APMG International SIAM 1 Foundation
- Scaled Agile SAFe 4 Practitioner
- Scaled Agile SAFe 4 DevOps Practitioner
- Amazon Web Services – Certified Cloud Practitioner
- HPE GreenLake – Configuring GreenLake Solutions
- Dell/EMC VxRail Xpert Assessment
- Nutanix Certified Sales Representative: Level 1
- Rubrik Technical Associate
- Rubrik Technical Professional
- Veeam Certified Sales Professional
- Veeam Certified Sales Technical Professional

EDUCATION / TRAINING / ARTICLES / PRESENTATIONS

- Training: HPE GreenLake
- Training: DevOps Foundation
- Training: SIAM
- Training: Polestar ITIL Simulation
- Training: Dimension Data Train the Trainer
- Training: SAFe Agile Foundation
- Training: FranklinCovey Qualifying Opportunities
- Presenter: Truth in Backup Seminar, Seattle November 2013. "Three Lessons from the Past: What Medieval Combat Can Teach us About Data Backup Best Practices"
- Article: Quoted in Processor.com, February 24, 2012. "Six Quick Tips: Data Protection Basics"
- Training: Association of Corporate Counsel: Contracts 101 for Non-Lawyers
- Training: ITIL Foundations Boot Camp
- Training: Personnel and Service Management
- Education: BS, Albright College 1997: Computer Science / Spanish

Linda McKinney

From: Eric S. Lindbeck <lindbeck@ix.netcom.com>
Sent: Thursday, April 4, 2024 9:04 AM
To: Linda McKinney
Subject: --[EXTERNAL]--Re: FW: Parks and Recreation Advisory Committee / Tree Advisory Committee

Hi Linda! Thanks for reaching out and thanks for suggesting the Tree Committee. I'm happy to hear that there's been a lot of interest in the Parks & Rec Committee, but that's where my interest lies. If I'm not selected, I'll try again next time.

Thank you!

Eric L.

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

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Daniel

Last Name *

Fenton

Email *

daniel.fenton@me.com

Address *

Street Address

108 Synandra Ln

Address Line 2

City

Holly springs

Postal / Zip Code

27540

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

9 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Twelve Oaks

Home/Cell Phone *

6142605437

Work Phone *

6142605437

Current Employer *

North Carolina Department of Health and Human Services

Job Title/Occupation *

Program Manager

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

This volunteer opportunity offers the benefit of helping to shape the future growth of our community. Our Parks and Recreation facilities are a big part of the community culture and will undergo a great deal of change over the next three years and onward. My situation would allow me to represent several unique groups of citizens: the local running community that I actively participate in, the Twelve oaks community and other areas West of the bypass, and grandparents that actively utilize parks and youth facilities.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I'm currently fortunate to be taking part in the first Citizen's Academy in Holly Springs. In the past I have been an active volunteer in leadership roles with Toastmasters International and the Project Management Institute.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

The primary responsibility of the committee is acting as the liaison between citizens and the town government. My goal would be to help increase the representation of the groups mentioned already.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *

Daniel Fenton

Date *

3/22/2024

Time *

11:44:16 AM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

In the Thursday 21-March Citizen's Academy meeting at Ting Park it was mentioned.

Application to Serve on Parks & Recreation Advisory Committee



Applicant Information

Please select one: *

☒ New applicant, never served on the Committee

☐ Current member, reapplying for a second term

First Name *

Vikas

Last Name *

Gupta

Email *

vguptabiz@gmail.com

Address *

Street Address

100 Tayberry Ct

Address Line 2

City

Holly Springs

Postal / Zip Code

27540-4942

State / Province / Region

NC

Country

United States

I reside within the *

☒ Corporate limits of Holly Springs

☐ Extraterritorial jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs? *

3 years

Subdivision *

If you do not reside within a subdivision, please enter N/A.

Bridgeberry

Home/Cell Phone *

9192085954

Work Phone *

9192085954

Current Employer *

MetLife

Job Title/Occupation *

Director/Principal Architect

Experience and Qualifications

Upload a resume or other supplemental documents (optional):

Please provide a brief overview about why you are interested in serving (or continuing to serve) on the Parks & Recreation Advisory Committee. *

Volunteering allows me to convey my gratitude and a token of Thanks to give back to the community. I feel like the seat at this committee would give me a chance to get a better insight of plans, policies and challenges of the Town to meet Parks and Recreation requirements and expectations of the residents. I will learn and share the knowledge with the residents around my neighborhood, family and friends while serving as a liaison between Town and residents. I believe it would help me to be a better and informed citizen who can help the community while serving this committee.

List any current or past volunteer activities including experience you have serving on boards or committees related to municipal governments. If you're a current member (applying for a 2nd term) please list out your involvement on the Committee during your 1st term beyond attending monthly meetings. *

I'm a proud member of the esteemed Holly Springs Citizen Academy (2024). I had served my HOA as VP and Treasurer for almost 5 years before moving to Holly Springs in 2021. Also, I'm a founding member of my current subdivision Landscaping, Budget and Social committees to be a liaison between the builder owned HOA board and residents.

What do you see as the responsibilities of this committee and what do you hope to accomplish if appointed? *

This committee serves as a bridge between the Town council and the residents. It helps to maintain a balance between the Town plans, policies and challenges to provide the Parks and Recreation facilities to the residents. The committee members help council members by sharing unbiased feedback and needs of the residents. Also, they get a chance to learn about the expansion projects, budgets and process of decision making by the Town for the betterment of the community.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed? *

☐ Yes

☒ No

Have you taken the opportunity to attend any committee meetings prior to the notice of this vacancy? *

☐ Yes

☒ No

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge. I also understand that I will be required to be available to attend meetings of the committee as assigned. *



Date *

3/31/2024

Time *

9:14:39 PM

This information, along with other material, may be used by the Town Council in making appointments. And, in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

This application is subject to disclosure under the North Carolina Public Records Law (NCGS 132-1).

How did you find out about these opportunities?

Holly Springs Citizen Academy - Park and Recreation Orientation



Town of Holly Springs

Tree Advisory Committee Application

For Office Use only:

Appointed Date: _____ Term Expires: _____

Applicant Name: Rebekah Faulkner E-Mail Address: gymnastmarm@gmail.com

Address: 208 Adelaide Rd Holly Springs, NC Zip: 27540

I reside within the ☒ Corporate Limits of Holly Springs ☐ Extraterritorial Jurisdiction (ETJ) of Holly Springs

How long have you lived in Holly Springs: 17 years Name of Neighborhood: Remington

Home/Cell Phone: (919) 770-8350 Work Phone: (_____) N/A

Current Employer: N/A Job Title/Occupation: N/A

☒ Jr. Member Applicant

Advanced placement

List any education, work/experience or qualifications you have relevant to the Tree Advisory Committee specifically in regard to urban forestry, trees, or landscape.

I took AP Environmental Science at Holly Springs High School.
Mr. Bowen took us around campus showing good + bad places for trees.
Growing up I took many ~~vari~~ wildlife education classes at
Bass Lake. I also took Honors Biology.

List any current or past volunteer activities in which you are/were involved.

I ~~volunteered~~ volunteered at the library for 2 years helping run elementary
programs. I volunteer at it with my school's National Honor Society
and Readers Outreach Club. This includes going to elementary schools to
help younger ones fall in love with reading, ~~also~~ making cards for the elderly,
gardening, and running concessions.

What do you see as the responsibilities of this Committee and what do you hope to accomplish if appointed?

My main goal would be to ^{make sure} our town has plenty of
trees, with all the new development happening. I want to make
sure they are planted in areas where they can thrive, and
keep the city looking ~~so~~ beautiful.

Do you have any personal or business interest(s) that could create a conflict of interest (either real or perceived) if you are appointed?

☒ No ☐ Yes If yes, please explain:

Have you taken the opportunity to attend any previous Committee meetings prior to the notice of this vacancy?

☒ No ☐ Yes

By submission of this application, I certify that all of the information contained herein is true to the best of my knowledge, and I understand that this application shall be active for two years. I also understand that I will be required to be available to attend meetings of the Committee as assigned.

Rebekah Faulkner
Signature of Applicant

03/10/2024
Date

* Please note, original signature is required in order to be considered. This information along with other material may be used by the Town Council in making appointments and in the event you are appointed, it may be used as a basis for a news release to identify you to the community.

How did you find out about these opportunities? Michael Bowen (APES teacher HSHS)