

Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday April 23, 2024 - 7:00 p.m.

Agenda Item #1, 2, 3 & 4:

The Planning Board of the Town of Holly Springs met for their regularly scheduled meeting on **April 23, 2024**. At 7:00 p.m. after determining a quorum was present, **Rick Madoni** called the meeting to order.

Staff Members Present: Sean Ryan, Planning Manager
 Cheryl Caines, Senior Planner
 Catherine Jacobs, Engineering Manager
 Nikki St. Pierre, Board Clerk

The Board completed roll call.

Members Present: Rick Madoni, *Chair*
 Thomas Urquhart, *Vice-Chair*
 Roger Bess, *ETJ*
 Ernie Carpico
 Van Crandall
 Joseph Cuccurullo
 Joanna Holder
 Sara Kempin
 Josh Prizer

Members Absent: None

The Board recited the pledge of Allegiance and the meeting opened with an invocation by Mr. Carpico.

Agenda Item #5: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #6: Minutes

a. *March 26, 2024 Minutes*

Motion:

Motion to approve the March 26, 2024 Minutes.

Motion by: Mr. Urquhart

Second by: Mr. Carpico

Action: The Planning Board vote in favor of the motion (9-0)

Agenda Item #7: Town Council Representative

- a. Planning Board Representation for Town Council
- May 21, 2024 – Joe Cuccurullo
 - June 4, 2024 – Josh Prizer
 - June 18, 2024 – Thomas Urquhart

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Public Comment Period

Mr. Vincent Faszio
3814 Ironwood Drive
Franklinton, NC

Presents to the Planning Board regarding billboards in the Town of Holly Springs.

Agenda Item #9:

- a. Holly Springs Operations Campus (23-REZ-07) - Zone Map Change**
- b. Holly Springs Operations Campus (23-DP-12) – Development Plan**

Ms. Caines, Planning presents the Staff report to the Board
Ms. Jacobs, Engineering continues to present the Staff report to the Board
Mr. Beard, Parks & Rec presents to the Board

Board asks about the Utley Creek Greenway Ph 2 and the pedestrian improvement.

Mr. Prizer asks about the access road and the timeline of when it will be constructed.
Staff confirms this is handled with coordination with DOT, approximately late 2025.

Applicant / Speaker:

Zak Pierce
CLH Design
400 Regency Forest Dr., suite 120
Cary, NC 27158

Owner/Developer: Town of Holly Springs

Kimberly Keyes, Utilities & Infrastructure
Matt Beard, Parks & Rec

Ms. Keyes, TOHS Utilities & Infrastructure presents a background to the Ops Campus, while the Design Engineer, CLH presents to the Board.

Mr. Prizer asks about the proposed Yard waste section. Who will it serve and what are the hours of the machinery? Ms. Keyes confirms the Yard waste section will be resident use and CLH confirms the machinery will likely be during the week and day,

Mr. Prizer asks how many Departments and people are expected to be in the building?
Ms. Keyes explains employees from Town Hall, VOC and Public Works (Business Park) will move to the Ops Campus, the move will free up space within Town Hall, end rent payments to VOC and Public Works in the Business Park has yet to be determined.

Mr. Cuccurullo questions about the longevity of this build-out.
Ms. Keyes confirms this is a 20 year build out. A phase 2 will include a 2nd floor of the Admin Bldg. for future growth of the Town.

Ms. Holder what is the intent for the Residential Yard Waste center of the plan?
CLH confirms the Yard Waste center will be for heavy loads that Town pick up cannot handle.

Ms. Holder asks why this project requires conditional zoning?
Also extends a concern for the Tree canopy.

Ms. Caines revisits the Conditional District Design Goals slide for review with the Board

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The Planning Board discuss with Staff Conditional Zoning District (CZD) and its minimum requirements within the UDO.

Mr. Ryan explains the CZD is in the UDO to allow flexibility for the Town to achieve its goal as well as the Development to allow for continued growth.

Mr. Cuccurullo confirms the parcel to the southwest of the property line is unlikely to be developed. The Northwest is owned by Seqirus, but is in the Business Park and may be developed in the future.

Ms. Kempin asks if CLH thought about the subdivision nearby and the noise impact the Campus may cause. Ms. Kempin also inquires about the cemetery.

Ms. Caines confirms the subdivision is about a ¼ miles from the campus and is closer to GB Alfred than the site. CLH confirms no construction will be done in the cemetery.

Mr. Prizer brings to the Planning Board some concern over the additional traffic in the area and lack of a signal. A recommendation for Town Council will be to sell the land (Public Works) as Ph 2 is considered in a future build out.

Ms. Holders recommendation for Town Council is to think about the tree canopy and the impact it may have.

Motion:

Motion to adopt the Plan Consistency Statement, as noted in the presentation

Motion by: Mr. Urquhart

Second by: Mr. Prizer

Action: The Planning Board voted in favor of the motion (9-0).

Motion:

Motion that the Planning Board recommend the Town Council **approve Zone Map Change Petition 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 District, thereby amending the Future Land Use Map to Business & Industrial 23-CPA-05.

Motion by: Mr. Carpico

Second by: Mr. Bess

Action: The Planning Board voted in favor of the motion (9-0).

Motion:

Motion that the Planning Board recommend the Town Council **approve Development Plan 23-DP-12** for Holly Springs Operations Campus as submitted by CLH Design, dated 03/14/24, with the conditions in the Staff report.

Motion by: Mr. Urquhart

Second by: Ms. Kempin

Action: The Planning Board voted in favor of the motion (9-0).

Agenda Item #10: UDO Text Amendment(s)

a. Outdoor Advertising UDO Amendment

Mr. Ryan presents Staff report to the Planning Board

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Mr. Crandall asks about the size recommendations of the size of the signs.
Mr. Ryan confirms the size of the sign can only be 24 sq. ft (approx. 4x6).

Mr. Crandall asks if Apex and Cary includes Billboards in their Ordinance.
Mr. Ryan confirms Apex and Cary ordinance prohibits all billboards.

The Planning Board hold discussion, there is confusion as to why this is being asked.

Motion:
Motion to adopt the Plan Consistency Statement, as noted in the presentation

Motion: Mr. Prizer
Second by: Mr. Cuccurullo
Action: The Planning Board voted in favor of the motion (7-2)

Mr. Urquhart – Inadequate information, lacking compelling legal reason = no change
Mr. Crandall – inadequate information; Potential distractive driving issues

Motion:
Motion to recommend that the Town Council **approve Unified Development Ordinance (UDO) Text Amendment 24-UDO-03** to modify the Unified Development Ordinance **not as** submitted by the Town of Holly Spring, to amend the ordinance to only apply to the H1 district **only**.

Motion by: Ms. Holder
Second by: Mr. Prizer
Action: The Planning Board voted in favor of the motion (5-4)

Mr. Bess - No rational to differentiate between to the two districts
Mr. Urquhart - Lack of information, lack of reason for the change, danger of damaging the aesthetics of the Town
Mr. Crandall – Agree with Mr. Urquhart, potential distractive driving
Mr. Carpico – Not enough information

Agenda Item #11: Other Business

a. Town Council Official Action Overview

- Eagle's Landing Park Rezoning – Approved
- Eagle's Landing park Dev Plan – Approved

b. Committee Reports

LUAC – Roger Bess / Josh Prizer

- Last meeting – April 2
CANCELLED
- Next meeting – May 7
CANCELLED

TAC – Joanna Holder / Joseph Cuccurullo

- Last meeting – April 8
- Next meeting – April 8

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- Arbor Day Tree Planting – April 27

c. Development Services Report

- Board Training
 - Chapel Hill – May 15, 2024 1:00pm to 4:30pm (in-person)
 - Chapel Hill – May 16, 2024 from 1:00pm to 4:30pm (online)

d. Other Business

Agenda Item #12: Adjournment

Motion:

Motion to adjourn

Motion by: Mr. Prizer

Second by: Mr. Carpico

Action: The Planning Board voted in favor of the Motion (9-0)

Time: 845p



Nikki St. Pierre
Planning Board Clerk