Town of Holly Springs
PLANNING BOARD MEETING MINUTES
Tuesday March 25, 2025 - 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 **March 25, 2025.** At 7:00 p.m. after determining a quorum was present, Chair Madoni called the meeting to order.

Staff Members Present:
Chris Hills, Director of Development Services
Cheryl Caines, Senior Planner
Grayson Taylor, Planner III
Catherine Jacobs, Engineering Manager
Jay Osbourne, Asst. Town Attorney
Nikki St. Pierre, Board Clerk

The Board completed roll call.

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

Members Absent:

The Board recited the Pledge of Allegiance, and the meeting opened with an invocation by Mr. Cuccurullo

Agenda Item #5: Planning Board Organization

Chair and Vice Chairperson

Motion:
Motion to elect Rick Madoni as Chair and Thomas Urquhart as Vice Chair.

Motion by: Mr. Prizer
Second by: Ms. Holder
Action: The Planning Board vote in favor of the motion (9-0)

Land Use Advisory Committee (LUAC) Representatives

Motion:
Motion to elect Joseph Cuccurullo as Primary and Josh Prizer as alternate.

Motion by: Mr. Urquhart
Second by: Mr. Bess
Action: The Planning Board vote in favor of the motion (9-0)

Tree Advisory Committee (TAC) Representatives

Motion:
Motion to elect Joanna Holder as Primary and Sara Kempin as alternate.

Motion by: Mr. Cuccurullo

Second by: Mr. Prizer
Action: The Planning Board vote in favor of the motion (9-0)

2035 Wake Transit Plan Update Stakeholder Appointment

Motion:
Motion to elect Rick Madoni to serve on the 2035 Wake Transit Plan Update Stakeholder Advisory Committee.

Motion by: Mr. Urquhart
Second by: Mr. Holder
Action: The Planning Board vote in favor of the motion (9-0)

Agenda Item #6: Agenda Adjustment

There was no agenda adjustment.

Agenda Item #7: Minutes

a. *February 25, 2025, Minutes*

Motion:
Motion to approve February 25, 2025, Minutes.

Motion by: Mr. Prizer
Second by: Mr. Urquhart
Action: The Planning Board vote in favor of the motion (9-0)

Agenda Item #8: Town Council Representative

a. Planning Board Representation for Town Council
   - April 15: Roger Bess
   - May 20: Joanna Holder

Agenda Item #9: Public Comment Period

No speakers signed up to approach the Board

Agenda Item #10: Zone Map Change Petition

a. ***4500 Old Holly Springs Apex Road (24-REZ-02) – Rezoning***
Conditional Zoning District for 17.4 acres from HI Heavy Industrial to CB-CD Community Business

Mr. Taylor presents the Staff report to the Board

Ms. Jacobs continues to present the Staff report to the Board, focusing on Public Utilities and Roadways.

Applicant / Speaker:	**Legal**
Laura Holloman	Jason Barron
McAdams Co.	MorningStar
621 Hillsborough St	421 Fayetteville St., Suite 530
Raleigh, NC 27603	Raleigh, NC 27601

Mr. Kessler asks the applicant if they have met with Thales Academy. And was there any feedback?
Ms. Holloman confirmed Thales Academy was invited to the neighborhood meeting but chose not to attend.

Mr. Cuccurullo confirms there are approximately 298 units for rent. And asks about the breakdown of the units (ie how many bedrooms etc)?
Ms. Holloman confirms there are up to 298 rental units, but the breakdown of the units (ie size, and layout) will not be decided until the Development Plan. The applicant envisions, studio, 1 BdRm, 2BdRm & possibly 3BdRm units.

Mr. Cuccurullo asks the applicant if they have any foresight of how the gas station will fit in with the community? And if this is the best location for a gas station?
Ms. Holloman explains that Holly Springs has strict design criteria requirements for the development of a gas station.

Mr. Cuccurullo asks Staff to discuss the sewer outfall concern.
Ms. Jacobs confirms the sewer study rated the project at a higher density and improvements were needed downstream, which means the problem needs to be fixed. Explaining that Holly Springs does not require the developer to solely fix the problem but instead asks what is something that can reasonably be done; Holly Springs was not able to have this conversation with the developer.

Ms. Holloman explains that there were conversations with the Town, and the sewer study did result in higher density. The Engineer did resubmit their study, based on Staff comments and the study was "approved."
Ms. Jacobs explains traditionally studies are not approved until the Development petition is approved by Town Council.

Mr. Barron confirmed the study was performed in 2018. At the time, the study met the required criteria.

Mr. Prizer asks the applicant to show parking design for the units.
Ms. Holloman confirms they will meet the minimum parking requirements, and shows the design of parking spaces

Ms. Holder asks about the recommendation to deny on page 22 of the Staff report. She asks the applicant if they agree with the Staff recommendation or not?
Mr. Barron explains the proposed project is not at Development Plan yet. The applicant understands evidence is required when the development plan is brought to the Planning Board and Town Council to show that the Development plan is following the Towns Comprehensive Plan.

Mr. Urquhart, the applicant, is asking council to deviate from the WRMP, please explain.
Ms. Holloman and Mr. Barron confirm they have every intention to fully satisfy the Water Resource Management Policy.

Mr. Crandall, is the 2018 Sewer study still valid today?
Ms. Jacobs confirms the report has been updated.

Mr. Crandall asks about the Hot Spot study at New Hill, Grand Hill and OHSA Rd, was the Hot Spot included in their study?
Ms. Jacobs confirms yes; the Traffic study included the Hot Spot study however we do not require any road improvements since the development is not directly related to the location of the Hot Spot. The applicant has agreed to a proportionate FIL.
Mr. Crandall, asks for clarification in how we get to the Road Improvements at OHSA & HS New Hill Rd intersection?

Nate Bouquin, Traffic Engineer for McAdams, explains the Traffic study and the Road improvements of future
Ms. Jacobs confirms the Road Improvements are development driven.

Mr. Crandall asks about the proposed fuel pump canopy and if we need a gas station.
Mr. Barron explains the need for a gas station in this location. The design of the gas station is accessible and convenient.

Mr. Bess asks what the difference is between the two different renderings.
Mr. Barron confirms one rendering shows apartments and another rendering shows the apartments with commercial on the first floor.

Ms. Kempin inquires about the buildout timeline?
Mr. Barron confirms approximately 2 years before ground break. The Gas station and apartments will move independently of each other.

Ms. Kempin asks about the sidewalk on Holly Springs New Hill and if the plan is to have it continue to Thales?
Ms. Holloman confirms this is the plan with the Medical Office Building.

Ms. Kempin asks the applicant if they could discuss the Staff concerns and how they plan to rectify them or not.
Mr. Barron and the Team believe they have addressed a number of Staff concerns. Confirming that the fifth criteria for a quasi-judicial approval is to demonstrate compliance with the comprehensive plan. The applicant understands the proposed development must be in compliance to reach an approval from Council.

Mr. Madoni what parcels are remaining and the requirements for Grand Hill Town Center to build out?
Ms. Jacobs confirms of the remaining requirements of the Town Center is to satisfy the Hot Spot Road Improvement.
Mr. Hills confirms the Grand Hill Town Center Developers Agreement allowed for the build out to take this long.

Mr. Prizer asks if Staff knows how many units are in each of the neighboring developments (Andora and Holly Springs Place?
Mr. Hills confirms about 250-300 units each.

Mr. Urquhart asks about the reclaim water extension
Ms. Jacobs confirms the applicant is now compliant. The applicant has provided revised plans that include the reclaim extension.

Mr. Cuccurullo asks Staff about the FIL(s) rather than the suggested Road Improvements.
Ms. Jacobs explains the FIL process. Explaining the fees are collected and held until the improvements are completed by the effected parties, then reimbursed.

The Board discusses.

Motion:

Staff Recommended Plan Consistency Statement

The requested Zoning Map Amendment from HI – Heavy Industrial, NR – Neighborhood Residential, and CB-CD – Community Business Conditional Zoning District to CB-CD – Community Business Conditional Zoning District is inconsistent with the Vision Holly Springs Comprehensive Plan and not reasonable nor in the public interest as the proposed Conditional Zoning District does not meet the building, site, and street network expectations for a Mixed-Use Center and does not comply with the Town's adopted ordinances.

Motion by: Mr. Bess
Second by: Mr. Prizer
Action: The Planning Board voted in favor of the motion (8-1).

Ms. Holder explains her nay vote: given the increases in business and the housing cost, that this would be the area for this type of development.

Motion:

Motion to recommend that the Town Council deny Zoning Map Amendment Petition #24-REZ-02 to change the zoning of 20.24 acres of Wake County PINs #0649361536, 0649353581, and 0649352730 from HI – Heavy Industrial, NR – Neighborhood Residential, and CB-CD – Community Business Conditional Zoning District to CB-CD – Community Business Conditional Zoning District, as submitted by Laura Holloman of McAdams, and to forward the Planning Board Action Report, with the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Motion by: Mr. Crandall
Second by: Mr. Urquhart
Action: The Planning Board voted in favor of the motion (8-1).

Ms. Holder explains her nay vote: given the increases in business and the housing cost, that this would be the area for this type of development.

Agenda Item #11: UDO Text Amendments

a. Semi-Annual UDO Text Amendments 25-UDO-01

Mr. Bess asks Staff how many projects will still be using the old UDO?
Ms. Caines confirms approximately 25 projects are in the pipeline, if approved new projects going forward will follow the UDO text amendment.

Mr. Bess asks about the Park FIL process
Mr. Hills explains the FIL is structured to not be the easy option; it is a substantial investment.

Mr. Crandall asks Staff if the UDO Text Amendments presented related to public art.
Ms. Caines confirms the UDO Text Amendments are not related to public art.

Mr. Urquhart asks for clarification on "Park Improvements or FIL" statement
Ms. Plummer discusses Park Improvements statement

Motion:

Staff Recommended Plan Consistency Statement

The proposed Unified Development Ordinance (UDO) amendments provide the Town of Holly Springs with the necessary policies and development standards to implement Vision Holly Springs. Specifically, the proposed UDO implements the character-based land use approaches outlined in Section 1: Land Use & Character Plan and provides opportunities for more mixed-use activity centers throughout Holly Springs, provides context sensitive infill opportunities, and provides increased opportunities to diversify home & neighborhood choices in the community. The proposed UDO amendments also implement the goals and policies of Section 2: Comprehensive Transportation Plan, by providing the standards needed to implement the Town's transportation infrastructure needs and Section 3: Parks, Recreation and Greenways Master Plan by providing the standards to implements the Town's Parks and Recreation needs. Finally, the proposed UDO text amendments provide the tools necessary for staff and the development community to implement the goals and objectives stated in the Plan.

Motion by: Mr. Prizer
Second by: Mr. Urquhart
Action: The Planning Board voted in favor of the motion (9-0)

Additional Motion:
Motion to ask Council to refrain from refining UDOs related to Public Art

Motion by: Mr Crandall
Second by: Mr Prizer
Action: The Planning Board voted in favor of the motion (8-1).

Ms. Holder abstains she does not feel one way or another.

Motion:
Motion to recommend that the Town Council approve Unified Development Ordinance (UDO) Text Amendment 25-UDO-01 to modify the Unified Development Ordinance as submitted by the Town of Holly Springs, and to forward the Planning Board Action Report, to include the adopted Plan Consistency Statement and Recommendation, to the Town Council.

Motion by: Mr. Prizer
Second by: Mr. Cuccurullo

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

Agenda Item #12: Historical Markers

Ms. Caines presents to the Planning Board

Motion:
Motion to approve the requested marker for **Cape Fear & Southern / Durham & Northern Railroad.**

Motion by: Mr. Cuccurullo
Second by: Mr. Kessler
Action: The Planning Board voted in favor of the motion (9-0).

Motion:
Motion to deny the requested marker for **237 Raleigh Street**.

Motion by: Mr. Cuccurullo
Second by: Ms. Holder
Action: The Planning Board voted in favor of the motion (9-0).

Agenda Item #13: Committee Reports

a. *Committee Reports*

LUAC (Roger Bess / Josh Prizer)

i. Last meeting: March 4. 2025 – 1100 Piney Grove Wilbon
Next meeting: Canceled

Tree Advisory Committee (Joanna Holder / Joseph Cuccurullo)

ii. Arbor Day Tree Planting: March 22, 2025
Next meeting: April 14, 2025
Applications Due: April 7, 2025

Transit Advisory Committee (Rick Madoni)

iii. Last meeting: March 5, 2025
Next meeting: May, 2025

b. *Town Council Official Action Overviews*

i. 24-DP-07 Pine Springs Upper School – APPROVED
ii. 24-REZ-03 Graham Wood Rezoning – APPROVED
iii. 24-REZ-04 Evans Property Rezoning - APPROVED

c. *Development Services Report*

none

d. *Other Business*

none

Agenda Item #11: Adjournment

Motion:
Motion to adjourn.

Motion by: Mr. Prizer
Second by: Ms. Holder
Action: The Planning Board voted in favor of the motion (9-0)
Time: 9:15pm

Nikki St. Pierre
Nikki St. Pierre
Planning Board Clerk