



Holly Springs Town Council
Regular Meeting

July 1, 2014

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, July 1, 2014 in the Council Chambers of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the mayor and four council members were present as the meeting opened.

Council Members Present: Mayor Sears, Councilmen James Cobb and Hank Dickson and Councilwomen Linda Hunt-Williams and Cheri Lee.

Council Members Absent: Councilman Tim Sack.

Staff Members Present: Charles Simmons, Town Manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Daniel Weeks, senior project manager; Jeff Wilson, information technology director; Len Bradley, parks and recreations director; Gina Clapp, planning and zoning director; Laura Holloman, planner; Leroy Smith, fire chief; Elizabeth Goodson, development review engineer; Stephanie Sudano, engineering director; Erika Phillips, human resources director; and Mark Andrews, public information officer.

2 and 3. The Pledge of Allegiance was recited, and the meeting opened with an invocation by Brian Evans of the Church of Jesus Christ of Latter Day Saints.

4. Agenda Adjustment: The July 1, 2014 meeting agenda was adopted with changes, if any, as listed below.

Motion by: Williams

Second by: Cobb

Vote: Unanimous

Items added to Consent Agenda: None.

Items added to Agenda: None.

Items removed from Consent Agenda: None.

Other changes: None.

5. Public Comment: At this time, an opportunity was provided for members of the audience who had registered to speak to address the Council on any variety of topics not listed on the night's agenda. The following input was recorded:

Chief Smith – Chief Smith reported that a recent fire destroyed a fire station in Carteret County. He said he had planned to surplus some of his department's equipment and asked the Council if it would be amenable to donating the surplus equipment to the department that suffered the fire.

He said he had 14 sections of fire hose and 10 nozzles for which the Holly Springs Fire and Rescue Department has no current or future need.

Direction: The Council directed that the equipment be donated to the fire department in Carteret County, pending ratification of a resolution declaring the property surplus.

6a. Consent Agenda: The Council approved a motion to approve all items on the Consent Agenda. The motion carried following a motion by Councilman Cobb, a second by Councilman Dickson and a unanimous vote. The following actions were affected:

8a. Minutes – The Council approved minutes of the Council's meeting held June 17, 2014.

8b. Wellness Benefit – The Council approved to reinstate a wellness benefit of eight hours of vacation leave for regular employees upon verification of a comprehensive annual physical exam.

8c. Law Enforcement Center Project -- The Council approved to enter a contract with Stewart-Cooper-Newell Architects for \$103,000 for construction administration and bidding of the project for the Law Enforcement Center project, pending Local Government Commission approval of project financing.

8d. Lawn Maintenance Contract – The Council approved to enter into an addendum contract with Greenscape for \$13,260 to add pump station sites to the existing lawn maintenance contract with the Town.

7a. 06-MAS-08-A04 for 12 Oaks Phase 4 - Ms. Holloman said that Twelve Oaks Phase 4 is designated for 22 single-family residential Type D lots (minimum lot size: 12,000 square feet; minimum width: 80 feet; minimum depth: 120 feet.) The smallest lot in Phase 4 is 15,946 square feet, and the largest is 50,197 square feet. There are .8 acres of open space and 12.9 acres in residential lots making the total acreage 13.7 acres for Phase 4.

She said the Twelve Oaks Planned Unit Development consists of 687.35 acres and allows for up to 2,028 total dwelling units. Proposed Phase 4 is comprised of 39 single-family lots (all Type B lots) and no multi-family residential units. The approved PUD plans establishes four single-family lot types: Types A, B, C and D. These lot types range from 4,000 to 12,000 square feet, with Type A's being the smallest and Type D's being the largest.

The proposed amendments are:

- Add an additional 17 lots to the subdivision layout.
- Transition toward a smaller lot type: from a Type D lot (minimum lot size of 12,000 square feet) to a Type B lot (minimum lot size of 7,000 square feet.)
- Revised singular cul-de-sac layout to internal loop road offering central open space to all lots.

She said in addition to meeting all established lot requirements, proposed lots also will have to meet the architectural standards of the Twelve Oaks PUD.

Action: The Council approved a motion to approve Preliminary Plan 06-MAS-08-A01 for Twelve Oaks Phase 4 as submitted by Spaulding & Norris Engineering, Project Number 410-02, dated revised 6/6/2014 with the following conditions:

1. All previous approval conditions for Twelve Oaks PUD and Twelve Oaks Phase 4 Subdivision Plan will apply to this plan as well
2. No fill is permitted in the flood plain for any residential development.
3. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.

Motion by: Cobb

Second by: Williams

Vote: Unanimous.

7b. 14-MAS-01 for Twelve Oaks Phase - Ms. Holloman said that Twelve Oaks, a Planned Unit Development located off of New Hill Road, is requesting the approval of its newest proposed phase, Phase 8. This will be the eighth phase that is being developed, as phases 1, 2, 3A, 4 and 5, 6 and 7 already are approved. Phases 1, 2, and 6 are under construction.

The Twelve Oaks PUD consists of 687.35 acres and allows for up to 2,028 total dwelling units. Proposed Phase 8 is comprised of 122 single-family lots (all Type A lots) and no multi-family residential units. The approved PUD plans establish four single-family lot types: Types A, B, C and D. These lot types range from 4,000 to 12,000 square feet, with Type A's being the smallest and Type D's being the largest.

In addition to meeting all established lot requirements, proposed lots also will have to meet the architectural standards of the Twelve Oaks PUD.

Developer representative Tom Spaulding addressed the Council to describe the ranch house plans that are intended for the smaller lots.

Action: The Council approved a motion to approve Preliminary Plan 14-MAS-01 for Twelve Oaks Phase 8 as submitted by Spaulding & Norris Engineering, Project Number 410-02, dated revised 4/7/2014 with the following conditions:

1. All previous approval conditions for Twelve Oaks PUD will apply to this subdivision plan.
2. A fee-in-lieu of upgrade will be required for this project for the Pump Station and associated Force Main for lots 1066-1086, 1116-1123, 1168-1181, park lot adjacent to lot 1175 and park lot adjacent to lot 1116.
3. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
4. No fill is permitted in the flood plain for any residential development.
5. 1. The following items must be addressed prior to or with the first construction drawing submittal:
 - a. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
 - b. Any offsite right-of-way needed to construct the road improvements must be dedicated for this project prior to construction drawing submittal
 - c. Show the approximate force main location when it is known.
 - d. At the time of construction drawing submittal, a site lighting plan will be required to be submitted to Planning & Zoning for review and approval. Street Trees on all interior streets shall be positioned as to not interfere with any lighting fixtures present or any site distance triangles.
2. Prior to construction drawing approval the following items must be addressed:
 - a. Continue to work with staff on a possible infrastructure reimbursement agreement for this project to possibly include an agreement related to the Force Main located along New Hill Road.
 - b. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.
 - c. Provide draft PCN with all supporting documentation including but not limited to buffer determinations and projected location and impacts to jurisdictional features for the entire project.
 - d. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
 - e. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
 - f. Stormwater sureties are required on this project. A performance surety in the form of a bond, letter of credit or cash is required in the amount of 150% estimated construction cost of the stormwater BMP prior to the preconstruction meeting and a maintenance surety in the form of a cash escrow account in the amount of 35% the actual construction cost of the BMP is required at the end of the performance monitoring period for the project.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous.

4. Other Business: Mayor Sears stressed crosswalk safety.

Councilwomen Williams and Lee asked the status of the pending trespass and tobacco use policies for parks and recreation facilities. Mr. Simmons said staff is preparing ordinances for consideration by the Council on July 15.

Councilwoman Lee asked if a sign could be placed at the turf fields to remind folks that open play is available in the lower field called "The Pit."

9. Manager's Report: Mr. Simmons reported on upcoming events.

10. Closed Session: The Council approved a motion to enter Closed Session, pursuant to North Carolina General Statute 143-318.11(a)(4) to discuss terms of an economic development agreement.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous

General Account of Closed Session – July 1, 2014.

In general, Council received a report from the town attorney on a land swap agreement executed between the Town and Mosaic developers. The agreement, he said, is expiring, and he asked for the Council's direction in how to proceed. The Council then approved a motion to return to open session.

-- ***End of General Account***

11. Adjournment: There being no further business for the evening, the July 1, 2014 meeting of the Holly Springs Town Council was adjourned. The motion was made by Councilman Cobb and seconded by Councilman Dickson.

Respectfully Submitted on Tuesday, July 15, 2014.



notes follow and are a part of the official record.

