



Holly Springs Town Council  
Regular Meeting

**Sept. 2, 2014**

**MINUTES**

The Holly Springs Town Council met in regular session on Tuesday, Sept. 2, 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 all five council members were present as the meeting opened.

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

**Council Members Absent:** None.

**Staff Members Present:** Charles Simmons, Town Manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Linda Harper, deputy town clerk; Jeff Wilson, information technology director; Len Bradley, parks and recreation director; Adam Huffman, assistant parks and recreation director; Mary Hogan, finance director; Gina Clapp, planning and zoning director; Sean Ryan, planner; Leroy Smith, fire chief; Elizabeth Goodson, development review engineer; Kendra Parrish, senior engineer; Tamara Ward, communications specialist and Mark Andrews, public information officer.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Pastor Doug Parlin of South Wake Baptist Church.

**4. Agenda Adjustment:** The Sept. 2, 2014 meeting agenda was adopted with changes, if any, as listed below.

**Motion by:** Sack

**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:

Van Crandall, 4813 Salem Ridge Road -- Mr. Crandall addressed the Council to comment that the North Main Athletic Complex, to him, seems to be outside the scope of what people wanted from the parks and recreation bonds that were approved by voters. Mr. Crandall said he questioned why 40% of the bonds were being used for a new project that seemed to have not even been in place when voters decided on the bonds. (*Note: While the stadium project is in the \$8 million range, only \$1 million was slated to be used from the bonds for only the voter-approved purpose of "buying land for future parks." The remaining funding is coming from user leases and financing. Mr. Crandall is incorrect in stating that 40% of the \$20 million in parks bonds are being used for the North Main Athletic Complex.*)

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

6a. Minutes – The Council approved minutes of the Council's regular meeting held Aug. 19, 2014.

6b. Governor's Highway Safety Program Budget Amendment – The Council adopted an amendment to the FY 2014-15 budget to accept and assign grant funds from the Governor's Highway Safety Program. *A copy of the budget amendment is attached to these minutes.*

6c. Resolution 14-23 -- The Council adopted Resolution 14-23 directing the town clerk to investigate the sufficiency of annexation petition A14-04 and setting a public hearing. *A copy of Resolution 14-23 is attached to these minutes.*

6d. Resolution 14-24 – The Council adopted Resolution 14-24 approving terms for a 2014 limited obligation bond issue to finance a grouping of capital improvements projects. *A copy of Resolution 14-24 is attached to these minutes.*

6e. Northern Lochridge Pump Station - The Council approved the preliminary site plan for the northern Lochridge pump station (14-16-01-PSS.).

6f. Southern Lochridge Pump Station – The Council approved the preliminary site plan for the southern Lochridge pump station (14-16-02-PSS.).

6g. Budget Amendment, \$6,500 – The Council adopted a \$6,500 amendment to the FY 2014-15 budget to cover the acquisition of easements for sidewalk construction. *A copy of the budget amendment is attached to these minutes.*

6h. Discount Tire Extension – The Council approved an extension of the plan approval expiration for Discount Tire.

6i. New Hill Place and Logan's Manor Plan Extensions – The Council approved extensions of various plan approval expirations.

6j. Budget Amendment Report – The Council received monthly report of amendments to the FY 2014-15 budget approved by the town manager. *A copy of the budget amendment report is attached to these minutes.*

6k. Musco Sports Lighting for the North Main Athletic Complex – The Council ratified and entered contract with Musco Sports Lighting for the North Main Athletic Complex to include an extended warranty for a contract amount of \$855,250 as approved on Aug. 19.

**7a. 14-MAS-02, Lochridge Subdivision** - Mr. Ryan said town staff has received a request for a single-family subdivision. The total number of lots proposed is 129 units. The property, which recently was annexed into the Town limits, is located approximately halfway between the proposed Union Ridge Subdivision and the intersection of Avent Ferry Road with New Hill-Holleman Road/Rex Road.

He said the property recently was rezoned to R-10 CU: Residential Conditional Use, with the following conditions

1. Gross residential density will not exceed 1.75 units per acre.
2. The minimum lot size north of Avent Ferry Road will not be less than 12,000 square feet.  
The minimum lot size south of Avent Ferry Road will not be less than 10,000 square feet.
3. The average lot size for the entire project will not be less than 12,000 square feet.
4. Each house shall provide at least a standard two car garage.
5. Vinyl siding shall be prohibited, except for accent elements of the façade, limited to 20% of the total façade area.
6. House foundations shall show at least twelve inches vertically of brick or stone veneer over the entire foundation.

Mr. Ryan said the proposed subdivision consists of 80.2 acres and 129 total dwelling units. These lot types range from 10,000 to 77,000 square feet, with an average lot size of nearly 17,000 square feet. The proposed density is 1.71 units per acre.

Ms. Goodson explained the developer's request for an exception to the town's engineering standards for permission to have a dead-end road longer than 1,000 feet. She also explained that the subdivision would be on both sides of Avent Ferry Road and that the developer has requested a crosswalk across the roadway. She noted word from the North Carolina Department of Transportation that it would not favor a crosswalk unless the speed limit on this portion of Avent Ferry Road is reduced. Even then, she added, NCDOT would only say it would then evaluate the request for a crosswalk.

Councilwoman Lee said her concern is about traffic on Avent Ferry Road and how it and schools will be over-taxed with further development. She said she feels it is important to get NCDOT cooperation to get much-needed improvements to Avent Ferry Road.

**Action:** The Council approved a motion to grant an exception to Engineering Design and Construction Standards Section 3.02-E in association with Subdivision Plan #14-MAS-02 for Lochridge Subdivision to allow the length of a dead-end road to exceed the maximum of 1,000 feet as submitted by Priest, Craven & Associates, Project Number 2014-005.001, dated revised 8/11/2014.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**Action:** The Council approved a motion to approve Preliminary Plan 14-MAS-02 for Lochridge Subdivision as submitted by Priest, Craven & Associates, Project Number 2014-005.001, dated Revised 8/11/2014 with the following conditions:

1. The approval of this plan is contingent on the approval of the Infrastructure Reimbursement Agreement (IRA) by the Town Council. If the Town Council does not approve the IRA, the plan will need to be modified to meet the town's standard requirements with respect to road improvements on Avent Ferry Road.
2. This project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.
3. If any off site water facilities are needed to serve this project and are not completed and accepted by the Town at the time of the approval of this plan, then these facilities must be completed. The Town is not responsible for completion of off-site water facilities, and will not guarantee completion of such facilities by any other party, no plats or building permits will be issued by the Town until all necessary on and off site water infrastructure is completed or included as a part of this project.
4. A fee-in-lieu of upgrade will be required for this project for the downstream Pump Station and Force Main.
5. The following conditions must be addressed with 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. Provide all supporting information for the PCN application with the first construction drawing submittal.
  - c. Thoroughfares, collectors and boulevards will require a calculated pavement design with 1<sup>st</sup> construction drawing submittal. This may result in a pavement cross section bigger than the specified minimum. This will become a condition of plan approval.
  - d. Verify that the Sewer Report has not changed with additional design and survey information. The approved preliminary report included Preliminary Line Sizing, Downstream Evaluation and Pump Station components.
  - e. Provide a revised hydraulic study with field surveyed elevations to demonstrate the Town's Standards are met (especially fire hydrants 9, 14, 17)
  - f. Provide documentation in the form of a recorded plat of any required offsite sewer easements prior to first construction drawing submittal
  - g. A revised preliminary plan detailing the location of Cluster Mailbox Units shall be submitted to the Department of Planning & Zoning for review and approval.

6. The following conditions must be addressed prior to construction drawing approval:
  - a. Approval of Stormwater Management Plan is required prior to issuance of a land disturbance permit or construction drawing approval.
  - b. Payment of the Stormwater Fee-in-Lieu will be required prior to construction drawing approval.
  - c. 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.
  - d. Provide draft covenants which establish Homeowner's Association to cover maintenance of street trees, private drainage easements, stormwater devices, maintenance of the entrance median, etc. HOA covenants shall be recorded with the first plat associated with this subdivision.
  - e. Pump station site must be platted and conveyed by deed to the Town of Holly Springs before pump station final acceptance.
  - f. The following note must be clearly reflected on the plats and construction drawings for the following lots (adjacent lot numbers). Pump station site owned by the Town of Holly Springs may be expanded in the future and there will be routine operation inspections and maintenance on the premises once the pump station is in operation.
7. The approval of this plan will require an exception by the Town Council to the Town's requirements for dead-end roadway length as shown on the Engineering Design and Construction Standards. If the exception is granted this item can be removed however if the exception is not granted, revised plans will be required to meet the dead end road length requirement.
8. Prior to this plan moving forward to Town Council for consideration, provide documentation from NCDOT of the ability to obtain approval and install a pedestrian crossing at the location proposed.

**Motion by:** Dickson

**Second by:** Cobb

**Vote:** Unanimous.

**7b. Avent Ferry Road Speed Limit Reduction** - Ms. Parrish said the Lochridge Subdivision is proposed to be located almost a mile past the Holly Pointe Subdivision on Avent Ferry Road. The current speed limit on Avent Ferry Road at this location is 55 mph.

She said according to the Lochridge plan, there will be lots on the north side of Avent Ferry Road as well as on the south side. A recreation and pool site will be on one side; therefore, residents will need to cross Avent Ferry Road via a pedestrian crossing.

Ms. Parrish said the developer has requested that the speed limit be reduced to 45 mph to provide a safer situation for crossing pedestrians. Staff recommends approval of this speed limit reduction request, and in addition, that high visibility paint striping and advanced signage be a requirement on the site plan.

She said if Town Council approves the speed limit reduction, a request will be forwarded to NCDOT. Implementation will require NCDOT approval.

There was much discussion about general traffic concerns on Avent Ferry Road, especially with adding a pedestrian crosswalk to the mix. In the end, the Council said the question before them to support a request to NCDOT to reduce the speed limit at this location made perfect sense.

**Action:** The Council approved a motion to endorse a speed limit reduction request from 55 mph to 45 mph along Avent Ferry Road from just west of the Lochridge Subdivision toward town to the point where the speed limit is 35 mph.

**Motion by:** Cobb

**Second by:** Sack

**Vote:** Unanimous.

**8. Other Business:** None requiring Council action.

**9. Manager's Report:** None requiring Council action.

**10. Closed Session:** The Council approved a motion to enter Closed Session, pursuant to North Carolina General Statute 143-318.11(a)(3) to discuss with the town attorney a legal matter regarding a variance case brought before the Board of Adjustment.

**Motion by:** Sack

**Second by:** Cobb

**Vote:** Unanimous

***General Account of Closed Session – Sept. 2, 2014.***

In general, the Council received a report from the town attorney on the matter described, and provided him with direction as to how to proceed. Mr. Schifano will be approaching the Board of Adjustment to request on behalf of the Town Council reconsideration of a recent motion approving a variance of the Town's UDO to allow a new one-story building in the village district downtown.

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 Sept. 2, 2014 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, Sept. 16, 2014.

  
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minutes follow and are a part of the official record.

