



Sept. 19, 2017

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, Sept. 19, 2017 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 five council members were present as the meeting opened.

Council Members Present: Mayor Sears, Councilmen Tom O'Brien, James Cobb, Hank Dickson and Peter Villadsen and Councilwoman 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; Adam Huffman, assistant parks and recreation director; Len Bradley, parks and recreation director; Gina Clapp, director of planning and zoning; Matt Beard, planner; Aaron Levitt, senior engineer; Elizabeth Goodson, development review engineer; Dirk Siebenbrodt, project engineer; Mary Hogan, finance director; Leroy Smith, fire chief; Jeff Wilson, information technology director; Irena Krstanovic, economic development director; 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 Rev. Rev. Horace Ferguson, retired.

4. Agenda Adjustment: The Sept. 19, 2017 meeting agenda was adopted with changes as listed below.

Remove from Consent Agenda for Discussion: Item 7f., a budget amendment and design of a traffic signal in the Town Hall Commons project.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

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 comments were recorded:

Christine Kelly, 201 Grigsby Ave. – Ms. Kelly had said in an email that she planned to address the Council on three topics: Tree City USA; Consent Agenda Item 7f.; and her comments made at the Sept. 5 Council meeting.

She, however, opted to use her three or four minutes to recount for the Council a timeline of her interactions with town government since her presentation at the Sept. 5 Council meeting.

Charles Kelly, 201 Grigsby Ave. – Mr. Kelly resumed his wife's timeline of events in her requests for public records. He said her ultimate request is that no transportation improvements be authorized for the downtown area until the Village District Area Plan has been updated and she asks that Councilman Dickson be excused from voting on any matters relating to downtown.

Hilda Liegl, 500 Indian Hill Road – Ms. Liegl asked if there was any schedule for resurfacing of Indian Hill Road. Members of the Council were happy to tell her that the resurfacing of Indian Hill Road was on tonight's agenda.

6a. Public Hearing: 17-DP-06, Exchange at Holly Springs - Mr. Beard said the Town has received a request for a multi-family development project in the Southern Crossroads Master Plan area in the southeast corner of Ralph Stephens Road and S Main Street/Piney Grove-Wilbon Road. The property is 21.57 acres and zoned R-MF-15: Multi-family Residential. The Future Land Use Plan has this property located in the Southern Gateway Regional Center, which is designated as a location for high-density apartments when adjacent to large commercial centers, which is another component of the Southern Crossroads Master Plan.

The project has 11 apartment buildings with 316 multi-family units located throughout the property. A total of 612 parking spaces (surface and garages) are distributed throughout the project. Pedestrian connections are provided throughout the site and connect to a series of nature trails that wrap around the periphery of the site. Sidewalks will be provided on the interior access road but not along Ralph-Stephens Rd, per the developer agreement with the Town. Vehicular access for the site will be provided by two driveways from Ralph-Stephens Rd and the proposed access road that connects Ralph-Stephens Rd to Piney-Grove Wilbon Rd.

A total of 3.24 acres (15% of project area) of private open space is provided and includes a pool, clubhouse, courtyards and nature trails.

The primary building materials include earth-tone colored horizontal cement siding, fiber cement panels, and brick accents. Other design features include: façade modulation, roof gables with gable accents, balconies, brick soldier courses.

Mr. Beard said the Planning Board had reviewed the application and recommends approval.

With that explanation completed, Mayor Sears opened the public hearing. The following input was recorded:

Alison Anderson, 112 Durhan Meadow Dr. – Ms. Anderson spoke in opposition to the plan because of her concerns about an increase in traffic and crime. She said she felt like it would get more dangerous with more traffic. She asked if there would be buffering and no access into her subdivision, Wildwood.

Shannon Watson, 313 Atwood Drive – Ms. Watson echoed Ms. Anderson's comments. She said she was concerned about if there would be Section 8 housing in the apartments; she asked that there be no access into Wildwood; she asked if the Town could rezone the property to not allow apartments, and if not, could more buffering be provided.

Thomas Rhyne, 140 Mystwood – Mr. Rhyne said he believes the buffer on the east side could be strengthened; he asked when is the projected start date; he said he also is concerned about insects from standing water during construction, and he asked if the retention pond was going to be enough to handle runoff of this site.

Ashima Sahni, 316 Atwood Dr. – Ms. Sahni said she is concerned that the turn from Hwy. 55 onto Ralph Stephens will be worse with more traffic. She said she felt it would be unsafe for children with apartments next door.

The mayor asked the applicant to address some of the questions that had been raised.

The applicant said construction is scheduled to start spring of next year; he said a perimeter buffer is drawn in to the plan and there is a 100-foot stream buffer in addition to the buffering being provided; there is no connection to Wildwood subdivision on the plan; and the owner is not contemplating any Section 8 subsidized housing for the apartments. The turn lane from Hwy. 55 to Ralph Stephens Road is not part of the plan. It is off-site, and would be at the direction and discretion of NCDOT.

There being no further input, the public hearing was closed.

Action: The Council approved a motion to approve Development Plan 17-DP-06 for Exchange at Holly Springs as submitted by Civil Design Concepts, PA, Project Number 11671, with the following conditions:

1. All previous approval conditions for *Southern Crossroads Master Plan* apply to this plan as well.
2. An upgrade or fee-in-lieu of upgrade will be required for this project for the *Holly Springs Basil Creek Pump Station*.
3. Please note that this project will be required to meet Town's NPDES Phase II Post Construction Stormwater ordinance.

4. The following items must be addressed prior to or included with the first construction drawing submittal:
 - a. A photometric site lighting plan shall be submitted to and approved by the Department of Planning & Zoning.
 - b. A flood study will be required for this project. Complete HEC-RAS modeling, work maps, hydrology, report and plan sheets are required.
 - c. All modeling, maps, plan sheets and report should be submitted on a CD or flash drive.
 - d. No fill is permitted in the flood plain for any residential development.
 - e. All stormwater modeling must be submitted.
 - f. Homeowner Environmental education packet must be submitted.
 - g. Provide NCDWQ Buffer origin determination.
5. The following items must be addressed prior to construction drawing approval:
 - a. Payment of fee-in-lieu of nitrogen removal must be paid prior to issuance of a land disturbance permit.
 - 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. Approval of the stormwater management plan is required prior to the issuance of a land disturbance permit.

Once sewer service is available to the property, the developer shall submit a voluntary annexation petition pursuant to the Development Agreement.

Motion by: Dickson

Second by: Cobb

Vote: Unanimous

7. Consent Agenda: The Council approved a motion to approve all remaining 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:

7a. Budget Report – The Council received a report of monthly administrative budget amendments approved by the Town Manager. *A copy of the budget amendment report is attached to these minutes.*

7b. Resolution 17-38 – The Council adopted Resolution 17-38 declaring K-9 Oz surplus to the needs of the Town and transferring ownership to his handler, Sgt. Chris Poston. *A copy of Resolution 17-38 is attached to these minutes.*

7c. Resolution 17-39 - The Council adopted Resolution 17-39 declaring equipment surplus to the needs of the Town. *A copy of Resolution 17-39 is attached to these minutes.*

7d. Resolution 17-40 - The Council adopted Resolution 17-40 declaring a vehicle surplus to the needs of the Town. *A copy of Resolution 17-40 is attached to these minutes.*

7e. Main Street Extension Supplemental Contract - The Council approved to award supplemental contract to Fred Smith in the amount of \$114,276.50 in the Main Street Extension project to provide a meter connection to the Town water system as a second water supply for Grove Park Subdivision.

7f. Town Hall Commons Traffic Light - This item was removed from Consent Agenda for discussion during agenda adjustment.

7g. Budget Amendment \$1,300 – The Council adopted an amendment to the FY 2017-18 budget in the amount of \$1,300 to pay for batting cage lights at Ting Park.

7h. Budget Amendment \$26,706.54 – The Council adopted an amendment to the FY 2017-18 budget in the amount of \$26,706.54 to move Firefighters Relief Fund disbursement money into the fire department budget.

7i. Resolution 17-41 – The Council adopted Resolution 17-41 renaming roads in the Main Street Extension project. *A copy of Resolution 17-41 is attached to these minutes.*

7f. Town Hall Commons Traffic Light – Mr. Levitt said this item is for adoption of an amendment to the FY 2017-18 budget in the amount of \$12,000 to use street reserve funds for design of a traffic

signal in the Town Hall Commons project and to award a contract to Kimley-Horn and Associates for the design work.

Mr. Levitt said as part of this public-private project to invest in downtown, the Town hired a traffic consultant to study downtown streets with the addition of 100,000 square feet of retail/office and restaurant space.

The analysis calls for the widening of Avent Ferry Road and the realignment of Rogers Street from K-intersection to a 90-degree intersection as it is extended across Main Street to connect with Avent Ferry Road.

The study concludes that the Ballentine and Main Street intersection would have a service level of F. A signal at that intersection would increase the service level of B in the morning and C in the afternoon, rather than an F.

Typically, Mr. Levitt said, the town would request NCDOT warrants; however, two meetings ago, the Council agreed to ask NCDOT to relinquish this portion of Main Street. It is anticipated that once NCDOT decides to hand over maintenance of Main Street to the Town, the Town can install the signal based on its own analysis.

Ms. Goodson added that the signal will have a lot of subterranean needs, so design now as the other development is occurring is recommended to avoid the Town's having to tear up newly-placed infrastructure in the future.

She said the agenda item is for the design work and not the actual installation. With the design in hand, the signal could be installed at any point in the future, and underground utilities would be protected.

Action: The Council approved a motion to adopt an amendment to the FY 2017-18 budget in the amount of \$12,000 to use street reserve funds for design of a traffic signal in the Town Hall Commons project and to award a contract to Kimley-Horn and Associates for the design work.

Motion by: Villadsen

Second by: Cobb

Vote: The motion carried, following a 4-1 vote. Councilman O'Brien voted against the motion.

8a. 2017 Street Improvement Project – Mr. Siebenbrodt said the 2017 Street Improvement Project was sent out for informal bid. He said the Town received bids and opened them Sept. 14. Design for this project was completed in-house by the Engineering Department.

This project consists of the rehabilitation of two roads or sections of West Ballentine Street (2,200 linear feet) and Indian Hill Road (2,000 linear feet).

Action: The Council approved a motion to award a contract to the lowest responsible bidder, Turner Asphalt Inc., in the amount of \$481,006.01, and to approve funding in the amount of \$505,000 (including 5% contingency) for the 2017 Street Improvement project.

Motion by: Cobb

Second by: Dickson

Vote: Unanimous

8b. 108 N. Main Street Pocket Park Project - Ms. Clapp said staff has been working with Parks & Recreation and Public Works to help improve vacant properties in the downtown Village District along N. Main Street. The first project is a small pocket park located at 108 N. Main Street between David Bryan Law Office and the Main Street Mini-Mart. Pocket parks are small green spaces or plazas and are most often designed as public gathering areas.

Due to limitations with this property and lack of available parking for Americans with Disabilities Act accessibility, we are unable to provide public amenities such as park benches, public art, or other features, Ms. Clapp said. Instead, this pocket park will provide enhanced landscaping which includes grass, a hedge of shrubs along the north and south property boundaries, and crape myrtle trees along the Main Street frontage to continue the street tree theme along this portion of N. Main Street.

She said the purpose of the project is help enhance the appearance of Main Street. As outlined in the Town's Village District Area Plan, appearance is an important part of distinguishing the Village District from other areas of town. Main Street is the face, or front door, of the Village District and therefore should exhibit features that characterize it as an important street in the town. A successful "Main Street" is well-designed...and enhanced by features that blend to create a unique, appealing streetscape. Improving the appearance of this property will compliment the improvements being made on S. Main Street with the Town Hall Commons project for residents and visitors who will be coming to the Village District.

The Town has received a quote from Greenscape, who works with the Town's Parks and Recreation Department on town-wide landscape maintenance, to complete the planting of the trees and shrubs. Parks and Recreation will assist in planting grass seed. The total budget for the project is \$7,567.90, which includes a 10% contingency allowance.

Action: The Council approved a motion to authorize the Town Manager to enter into a contract with Greenscape for landscape material and installation at the 108 N. Main Street pocket park in the total amount not to exceed \$6,367.90.

Motion by: O'Brien

Second by: Villadsen

Vote: Unanimous

9. Other Business: Councilman Dickson addressed the Council to recommend that the Town take initial steps to establish a historic district as described in the Town of Holly Springs VDAP Section 2.6. He said perhaps the study could address some of the other recommendations in the development and design section of the VDAP.

The first step would be to determine cost, staff time, overall time etc., he said. He added that he thinks the VDAP is a solid document, but perhaps we need to add more of the historical element to it, which would also include a focus on champion trees in this district.

10. Manager's Report: None that resulted in Council action.

11. Closed Session: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(4) to discuss an economic development matter involving a new or expanding industry; and pursuant to N.C.G.S. 143-318.11(a)(6) to conduct the town manager's annual performance review.

In closed session, the Council gave direction to the Town's economic development director.

No action was taken in closed session, other than a motion to return to open session. The motion to return to open session was made by Councilman Cobb and seconded by Councilman Dickson. The vote was unanimous.

12. Adjournment: There being no further business for the evening, the Sept. 19, 2017 meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday Oct. 17, 2017.



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