



Feb. 20, 2018

## MINUTES

The Holly Springs Town Council met in special session on Tuesday, Feb. 20, 2018 in the Holleman Room of Holly Springs Town Hall, 128 S. Main Street. Mayor Sears presided, calling the meeting to order at 5 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, Dan Berry, Peter Villadsen and Councilwomen Christine Kelly and Cheri Lee.

**Council Members Absent:** None.

**Staff Members Present:** Charles Simmons, town manager; Daniel Weeks, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk, (recording the minutes); Adam Huffman, assistant parks and recreation director; Gina Clapp, director of planning and zoning; Sean Ryan, planner; Melissa Sigmund, principal planner; Kendra Parrish, director of engineering; Elizabeth Goodson, development review engineer; Mary Hogan, finance director; Tamara Ward, communications specialist; and Mark Andrews, public information officer.

**Southern Area Planning Initiative Findings** - Ms. Clapp said the Southern Area Planning Initiative was discussed and authorized to proceed by the Town Council in May 2017 and the consultant team was selected and approved in August 2017. The lead consultant is O'Brien Atkins & Associates with Benchmark Planning leading the land supply analysis.

She said the purpose of this study was to conduct a public evaluation and assessment of the southern area of the Town's Future Land Use Plan and to provide recommendations on potential studies or amendments to consider.

The Southern Area Planning Initiative process included the following:

- Review and assess the study area with Staff, elected and appointed officials, citizens, and other interested parties to determine current development and trends;
- Identify and analyze the issues and needs;
- Evaluate different approaches for future development patterns and determine the most effective plan for the Town of Holly Springs which provides a clear vision and direction for future development;
- Evaluate the current Future Land Use Plan and determine modifications needed to ensure the highest and best use for lands within the study area and that the plan adequately reflects the development goals of Town Staff and Officials;
- Specify the appropriate locations for commercial, multi-family residential (townhomes), and single-family residential;
- Clearly define the expectations of the Town in regards to appearance, quality, infrastructure, density and type of residential development and the transition of land uses;
- Outline practical implementation strategies and address modifications to the Unified Development Ordinance and other Town development ordinances and policies.

She said the Department of Planning & Zoning with Administration, Engineering, Economic Development and Parks & Recreation have been working together in this study.

Mr. Jay Smith from O'Brien Atkins & Associates provided an overview of the study, community engagement and proposed findings/next steps for the Town Council to discuss and provide direction to the staff on moving forward from this study.

*A copy of the report's six findings is attached to the minutes of the Feb. 20 regular meeting minutes as addendum pages.*

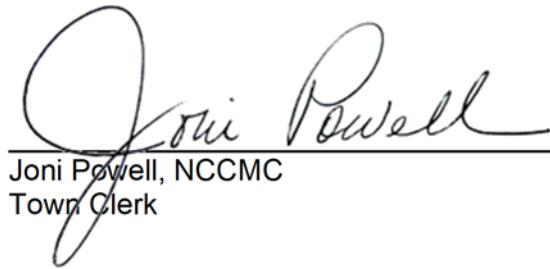
In this special meeting workshop prior to the regular meeting on Feb. 20, the Council heard the same findings. In discussion, Council members maintained the perspective that housing developments in the boundary area should be closer to 2 dwelling units per acre and that the Community Growth Areas could be eliminated or reduced from the Comprehensive Plan in this area.

Another Council observation was that for the Council to favorably consider a higher density, then the development would need to be mixed use.

To approve a rezoning, the Council would be most amenable to a plan that provided parkland dedication, a transportation impact analysis, greenways, tree conservation and as few dwelling units per acre as feasible. The consensus was that the Council's comfort level for density is 2 units per acre.

**13. Adjournment:** There being no further business for the evening, the Feb. 20, 2018 special meeting of the Holly Springs Town Council was adjourned.

Respectfully Submitted on Tuesday, April 3, 2018.

  
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Joni Powell, NCCMC  
Town Clerk

