



**October 2, 2012**

## **MINUTES**

The Holly Springs Town Council met in regular session on Tuesday, Oct. 2, 2012 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 and Councilmen James Cobb, Chet VanFossen and Tim Sack and Councilwomen Linda Hunt Williams and Cheri Lee.

**Council Members Absent:** none.

**Staff Members Present:** Carl Dean, town manager; Chuck Simmons, assistant town manager; John Schifano, town attorney; Joni Powell, town clerk (recording the minutes); Linda Harper, deputy town clerk; Gina Clapp, director of planning and zoning; Laura Holloman, planner I; Mark Zawadski, planner I; Jeff Wilson, information technology director; Stephanie Sudano, director of engineering; Elizabeth Goodson, development review engineer; Darin Eyster and Aaron Levitt of the engineering department; Jenny Mizelle, director of economic development; Leroy Smith, fire chief; members of the fire department; Beth Trautz, planning technician; Niki Litts, communication specialist; Luncie McNeil, public works director; Sean Byrd, public utilities director; Drew Holland, budget manager; and Len Bradley, director of parks and recreation.

**2 and 3.** The Pledge of Allegiance was recited, and the meeting opened with an invocation by Mr. McNeil.

**4. Agenda Adjustment:** The Oct. 2, 2012 meeting agenda was adopted with changes, if any, as listed below.

**Motion By:** Sack

**Second By:** Cobb

**Vote:** Unanimous

**Items added to Agenda as New Business:** None.

**Items removed from Agenda:** Items 7d. and 7e. as petitions were withdrawn by the applicant.

**Items removed from the 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: None.

**6a. Novartis Facility Update** - Mr. Chris McDonald, Novartis representative, addressed the Town Council with an update on the facility. Topics included current employment, new government contracts, expansion plans and other relevant information.

**Action:** No Action.

**6b. Community Planning Month** - Mrs. Capp said the Town of Holly Springs Department of Planning and Zoning has endorsed the World Town Planning Day and National Community Planning Month programs for the past 12 years in recognition of the efforts of the Town of Holly Springs to

protect and enhance the quality of life for residents through proactive planning.

She said the Department of Planning and Zoning is the lead department for the initial review and coordination of all new development projects in Town. The department is responsible for addressing and street naming, zoning enforcement, zoning permits, certain building permit reviews, site inspections for final Unified Development Ordinance compliance prior to occupancy of new buildings, updating the UDO, updating the Vision Holly Springs comprehensive plan, participating in interdepartmental projects including engineering projects, parks and recreation projects, street trees, street name blade installation and inspection, departmental Web pages and so much more. In addition, the department is the manager of the town's farmers market which is just completing its sixth season.

Mrs. Clapp said this year, all four planners on staff now are members of the American Institute of Certified Planners. Mr. Zawadski and Mrs. Holloman both were eligible to sit for their exams this spring and successfully passed.

**Action:** None.

7a. Public Hearing: Special Exception Use Petition, 12-SEU-03 - Mrs. Holloman said Jones Park currently is under-utilized with regard to providing a rapidly-growing community with adequate recreation activities on-site. In response and as part of the Parks Bond referendum passed by voters last November, the Town's parks and recreation department is proposing some improvements to the park.

Mr. Bradley said a playground would be added as well as a pavilion and disc golf course. The improvements do not warrant a development plan process; however, the improvements would be required to go through Unified Development Ordinance permit process as well as obtaining all necessary building permits prior to construction.

With that explanation completed, Mayor Sears opened the public hearing to accept sworn testimony. The following testimony was recorded under oath administered by the Deputy Town Clerk: None.

There being no testimony, the public hearing was closed.

**Action #1:** The Council approved a motion to make and accept the findings of fact to be recorded in the minutes for Special Exception Use Petition #12-SEU-03 for Jones Park improvements to allow for a public park in the R-10: Residential District for the property located at 405 School Days Lane, Wake County PIN 0659049836, as submitted by the Town of Holly Springs.  
Special Exception Use Findings of Fact:

A special exception use may only be granted upon the presentation of sufficient evidence to enable a written determination that:

- a. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;
- b. The proposed use will not injure or adversely affect the adjacent area;
- c. The proposed use will be consistent with the character of the district, land uses authorized therein, and the Town of Holly Springs Comprehensive Plan;
- d. The proposed use shall conform to all development standards of the applicable district (unless a waiver of such development standards is requested as part of the special exception use petition and approved as set forth above, in which case the proposed use shall conform to the terms and conditions of such waiver).
- e. Access drives or driveways are or will be sufficient in size and properly located to: ensure automotive and pedestrian safety and convenience, traffic flow as set forth in Section 7.09 - Pedestrian Circulation and Vehicular Area Design; and, control and access in case of fire or other emergency;
- f. Off-street parking areas, off-street loading areas, trash enclosures, trash pick-up and removal, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;
- g. The lot, building or structure proposed for the use has adequate restroom facilities, cooking facilities, safety equipment (smoke alarms, floatation devices, etc.), or any other service or equipment necessary to provide for the needs of those persons whom may work at, visit or own

- property nearby to the proposed use;
- h. Utilities, schools, fire, police and other necessary public and private facilities and services will be adequate to handle the needs of the proposed use;
- i. The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts; and,
- j. The type, size, and intensity of the proposed use (including but not limited to such considerations as the hours of operation and numbers of people who are likely to utilize or be attracted to the use) will not have significant adverse impacts on adjoining properties or the neighborhood.

**Motion By:** VanFossen

**Second By:** Cobb

**Vote:** Unanimous

*A copy of Special Exception Use Petition 12-SEU-03 addressing the findings of fact is attached to these minutes.*

**Action #2:** Having made the necessary findings of fact, the Council approved a motion to approve Special Exception Use Petition #12-SEU-03 for Jones Park improvements to allow for the property to be used as a public park in the R-10: Residential District for the property located at 405 School Days Lane, Wake County PIN 0659049836, as submitted by the Town of Holly Springs.

**Motion By:** VanFossen

**Second By:** Cobb

**Vote:** Unanimous

7b. Public Hearing: Special Exception Use Petition, 12-SEU-04 - Mrs. Holloman said at the heart of Holly Springs' parks and recreation programs is Womble Park. Known for its state-of-the-art baseball facilities, Womble Park still could benefit from improvements, made possible by the Parks Bond referendum passed by voters last November.

Mr. Bradley said the proposed improvements include: installing artificial turf and lighting for soccer fields, adding a restroom/shelter facility, expanding the western parking lot, as well as exploring the possibility of adding tennis courts.

These improvements will require a development plan approval process. If the lighting exceeds maximum light levels as stated in the Unified Development Ordinance, a waiver must be approved by Town Council.

With that explanation completed, Mayor Sears opened the public hearing to accept sworn testimony. The following testimony was recorded under oath administered by the Deputy Town Clerk: None.

There being no testimony, the public hearing was closed.

**Action #1:** The Council approved a motion to make and accept the findings of fact to be recorded in the minutes for Special Exception Use Petition #12-SEU-04 for Womble Park improvements to allow for a public park in the R-10: Residential District for the property located at 1201 Grigsby Avenue, Wake County PIN 0658194574.

Special Exception Use Findings of Fact:

A special exception use may only be granted upon the presentation of sufficient evidence to enable a written determination that:

- k. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;
- l. The proposed use will not injure or adversely affect the adjacent area;
- m. The proposed use will be consistent with the character of the district, land uses authorized therein, and the Town of Holly Springs Comprehensive Plan;
- n. The proposed use shall conform to all development standards of the applicable district (unless a waiver of such development standards is requested as part of the special exception use petition and approved as set forth above, in which case the proposed use shall conform to the terms and conditions of such waiver).
- o. Access drives or driveways are or will be sufficient in size and properly located to: ensure automotive and pedestrian safety and convenience, traffic flow as set forth in Section 7.09 -

Pedestrian Circulation and Vehicular Area Design; and, control and access in case of fire or other emergency;

- p. Off-street parking areas, off-street loading areas, trash enclosures, trash pick-up and removal, and other service areas are located so as to be safe, convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties and properties in the general neighborhood;
- q. The lot, building or structure proposed for the use has adequate restroom facilities, cooking facilities, safety equipment (smoke alarms, floatation devices, etc.), or any other service or equipment necessary to provide for the needs of those persons whom may work at, visit or own property nearby to the proposed use;
- r. Utilities, schools, fire, police and other necessary public and private facilities and services will be adequate to handle the needs of the proposed use;
- s. The location and arrangement of the use on the site, screening, buffering, landscaping, and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impacts; and,
- t. The type, size, and intensity of the proposed use (including but not limited to such considerations as the hours of operation and numbers of people who are likely to utilize or be attracted to the use) will not have significant adverse impacts on adjoining properties or the neighborhood.

**Motion By:** Cobb

**Second By:** Williams

**Vote:** Unanimous

*A copy of Special Exception Use Petition 12-SEU-04 addressing the findings of fact is attached to these minutes.*

**Action #2:** Having made the necessary findings of fact, the Council approved a motion to approve Special Exception Use Petition #12-SEU-04 for Womble Park Improvements to allow for the property to be used for a public park in the R-10: Residential District for the property located at 1201 Grigsby Avenue, Wake County PIN 0658194574, as submitted by the Town of Holly Springs.

**Motion By:** Williams

**Second By:** Cobb

**Vote:** Unanimous

**7c. Public Hearing: Ordinance 12-08, Unified Development Ordinance 12-UDO-02 - Mrs. Clapp** said the proposed amendments to Unified Development Ordinance Section 3.05 Community Business District would modify and add certain governmental and public facilities to the permitted uses as well as clarify the intent of the outdoor operations regulations.

With that explanation completed, Mayor Sears opened the public hearing. The following comments were recorded: None.

There being no comments, the public hearing was closed.

**Action #1:** The Council approved a motion to accept the following statements as true: "The requested UDO Text Amendment is consistent with the Vision Holly Springs Comprehensive Plan's *Executive Summary* in regard to "Adopting and Implementing the Plan" and the Objectives for *Section 3 Parks, Recreation, and Open Space*. *The proposed UDO Amendments allow for and clarify regulations for public park and recreation facilities.*"

**Motion By:** Cobb

**Second By:** Williams

**Vote:** Unanimous

**Action #2:** The Council approved a motion to adopt Ordinance 12-08 adopting and enacting UDO text amendment #12-UDO-02 to modify the text of UDO Section 3.05 Community Business District as submitted by the Town of Holly Springs.

**Motion By:** Cobb

**Second By:** Williams

**Vote:** Unanimous

*A copy of Ordinance 12-08 is attached to these minutes.*

**7d. Public Hearing: Rezoning Petition 12-REZ-06** - This item was removed during agenda adjustment.

**7e. Public Hearing: Special Exception Use Petition, 12-SEU-05** - This item was removed during agenda adjustment.

**8. 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:

7a. Minutes - The Council approved minutes of the Council's regular meeting held Sept. 18, 2012.

7b. Resolution 12-25 - The Council adopted Resolution 12-25 declaring property surplus to the needs of the Town. *A copy of Resolution 12-25 is attached to these minutes.*

7c. P-040, Addressing / Street Naming - The Council adopted Policy Statement P-040, "Addressing / Street Naming."

7d. Resolution 12-26 - The Council adopted Resolution 12-26 certifying the 2012 Zoning Map. *A copy of Resolution 12-26 is attached to these minutes.*

7e. Reclassification of Job Positions - The Council approved reclassification of three positions in the finance department due to reorganization of responsibilities and positions.

7f. Administrative Rule FN-10, Fiscal Policy Guidelines - The Council adopted Administrative Rule FN-10, "Fiscal Policy Guidelines."

7g. Resolution 12-27 - The Council adopted Resolution 12-27 authorizing the sale of bonds. *A copy of Resolution 12-27 is attached to these minutes.*

7h. Mims Stormwater Device Project - The Council awarded a contract to Alta Planning and Design in the amount of \$4,000, including contingency, and adopted budget amendments for the Mims stormwater device project. *A copy of the budget amendment is attached to these minutes.*

7i. Avent Ferry Road Culvert Design - The Council awarded a contract to Withers and Ravenel in the amount of \$5,500, including contingency, for culvert design and adopted budget amendments to cover the cost. *Copies of the budget amendment is attached to these minutes.*

7j. Mims Property Environmental Assessment - The Council awarded a contract to Withers and Ravenel in the amount of \$21,000, including contingency, for environmental assessment of the Mims property and adopted budget amendments to cover the cost. *Copies of the budget amendments are attached to these minutes.*

**9a. Towne Center, 08-DP-11-A03, Master Sign Plan** - Mr. Zawadski said as tenants begin to sign leases for the Holly Springs Towne Center (formerly known as New Hill Place,) and sign permits are requested, the developer has determined that a few modifications are needed in the shopping center's master sign plan, originally approved with the center's development plan in 2008. These changes would be needed on Building B to increase its visibility from G.B. Alford Highway; this building is set back furthest from the highway.

The developer requests an increase in the allowable signage area on the front façade of Building B. In doing so, they would reduce the allowable signage on the rear façade from the allowable three percent to one percent. Overall, the total combined sign surface area would not be increased for the building.

Mr. Zawadski said an additional waiver is requested to increase the size of the letters on Building B from the allowed 48 inches to 60 inches. This waiver is requested to go along with the increase in size of the overall sign from the five percent to seven percent. Several of the tenants locating in this building have odd-sized letters within their registered font/logo, and the increase would be needed to accommodate them. This change is requested only for Anchor and Junior Anchor tenants in Building B. All other sizing requirements set forth in the Unified Development Ordinance would not be amended.

A third waiver is a request to increase the size of the Target logo on the Target building tower from the allowable five percent to eight percent. The tower was not part of the building design when the original master sign plan was approved. Aesthetically, a five-foot wide logo would not be

proportional to the tower size. The increase in size of the logo is accommodated by restricting the percent of allowable signage on the rear façade on this building from the allowable three percent to two percent.

Mrs. Clapp explained that for each waiver request, the same findings of fact are to be made, and Council discussion will determine whether the findings of fact for the waiver of regulations have been adequately satisfied. The petitioner's responses to the required findings were enclosed in your packets for review and reference when making this determination.

In each case, a waiver of regulations may be granted only upon the presentation of sufficient evidence to enable a written determination that:

1. The proposed signs are harmonious with the buildings and sites they occupy;
2. The proposed signs will not create a hazard to motorists or pedestrians resulting from the sign location, size or configuration;
3. The proposed signs will not increase the total combined sign surface area allowed for the front sign zone, interior sign zone and building signs on the lot, out lot, integrated center, business park, industrial park, subdivision or building served by the proposed signs;
4. The proposed signs will result in an overall pattern of signs for the lot, out lot, integrated center, business park, industrial park, subdivision or building which is equivalent or superior to that achievable under the applicable regulations;
5. The proposed signs will be compatible with and will enhance the use or value of area properties;
6. The proposed signs are consistent with the intent of the Comprehensive Plan; and
7. The proposed signs are consistent with the intent and purpose of the UDO.

**Action:** The Council approved a motion to approve all Actions #1- #7 as stated below:

**Motion By:** VanFossen

**Second By:** Cobb

**Vote:** Unanimous

**Action #1:** To make and accept the findings of fact to be recorded in the minutes for a waiver of regulations of UDO 7.03 E., 4., c., 1. Maximum Sign Surface Area of Wall Signs, Front Façade, to allow the increase in the area of signage on Building B (main inline building at the rear of the site) from the allowed five percent to seven percent in association with Development Plan Amendment Petition #08-DP-11-A03.

*A copy of findings of facts addressing the findings of fact is attached to these minutes.*

**Action #2:** Having made the necessary findings of fact, the Council approved a motion to grant a waiver of regulations of UDO 7.03 E., 4., c., 1. Maximum Sign Surface Area of Wall Signs, Front Façade, to allow an increase in the area of signage on Building B (main inline building at the rear of the site) from the allowed five percent to seven percent in association with Development Plan Amendment Petition #08-DP-11-A03 for Holly Springs Towne Center as submitted by Cline Design, dated received Sept. 4, 2012.

**Action #3:** To make and accept the findings of fact to be recorded in the minutes for a waiver of regulations of UDO 7.03 E., 4., c., 4. Maximum Size of Letters or Logos to allow the size of the signage on Building B (main inline building at the rear of the site) for Anchors and Jr. Anchors from the allowed 48 inches to 60 inches in association with Development Plan Amendment Petition #08-DP-11-A03.

**Action #4:** Having made the necessary findings of fact, the Council approved a motion to grant a waiver of regulations of UDO 7.03 E., 4., c., 4. maximum size of letters or logos to allow the size of the signage on Building B (main inline building at the rear of the site) for Anchors and Jr. Anchors from the allowed 48 inches to 60 inches in association with Development Plan Amendment Petition #08-DP-11-A03 for Holly Springs Towne Center as submitted by Cline Design, dated received Sept. 4, 2012.

**Action #5:** To make and accept the findings of fact to be recorded in the minutes for a waiver of regulations of UDO 7.03 E., 4., c., 4. maximum size of letters or logos to allow the size of the signage on the front elevation tower (Target Building) from an allowable five feet to eight feet in association with Development Plan Amendment Petition #08-DP-11-A03.

**Action #6:** Having made the necessary findings of fact, the Council approved a motion to grant a waiver of regulations of UDO 7.03 E., 4., c., 4. maximum size of letters or logos to allow the size of the signage on the front elevation tower (Target Building) from an allowable five feet to eight feet in association with Development Plan Amendment Petition #08-DP-11-A03 as submitted by Cline Design, dated received September 4, 2012.

**Action #7:** To approve the Master Sign Plan Major Amendment for Development Plan #08-DP-11-A03 for Holly Springs Towne Center as submitted by Cline Design, dated received Sept. 4, 2012 with the following condition:

1. All previous approval conditions for *Holly Springs Towne Center (New Hill Place)* will apply to this plan.

At this time, Mr. David George provided an update for the project. The name of the shopping center has changed to Holly Springs Towne Center. He reported that Target will open in March 2013, and some of the bigger anchor tenants in the shopping center include Michael's, Dick's Sporting Goods, Petco and Marshall's.

**9b. Mosaic on Main, 12-DP-05** - Mr. Zawadski said the Town has received a request for an integrated center development project at the intersection of N. Main Street and W. Earp Street in the Village District Area. The project is 2.79 acres in size and zoned TV: Town Village. This project would be the first new private development to be constructed since 2003.

The project includes two non-residential buildings. Both buildings include two stories of finished floor area and Building 1 also includes a third story rooftop deck for a total of 45,688 square feet of building area. A total of 173 off-street and on-street parking spaces along W. Earp Street and Avent Ferry Road are distributed throughout the project. Pedestrian connections are provided throughout the interior of the site as well as along all adjacent public streets. The main vehicular access for the site is provided by a driveway located off of Main Street and a second access point is provided off of Avent Ferry Road.

A variety of developed open space is provided throughout the project and includes amenities such as: decorative streetscape that includes street furniture, landscaping, street trees along N. Main Street, W. Earp Street, and Avent Ferry Road. Additional open space is provided interior to the project that includes a large plaza, pedestrian trails, and landscaped garden in the northwest corner of the project.

The primary building materials include two shades of natural colored brick, glass, and EIFS trim and roofline cap. Other design features include: building base, body, and cap, façade modulation, roofline variation, decorative columns, metal and fabric awnings, and decorative brick patterns.

A focal point is required to be located on the southwest corner of Main and Earp Streets in accordance with the Village District Area Plan. This feature may be designed in a variety of different forms such as public art, plaza, public space, water feature, etc. The applicant has proposed to provide the focal point in the form of public art that is integrated into the façade of the building at the corner of the intersection. A detailed design has not been submitted for this element at this time, but will be required prior to installation (See condition of approval 6a.).

Mr. Zawadski said the single alternate means of compliance request requires two motions for findings of fact and then for the alternate means itself. Then, a motion is required to approve the overall development plan. The petitioner's responses to the required findings were enclosed in Council packets.

Alternate Means of Compliance Findings of Fact: Alternate means of compliance may be granted only upon the presentation of sufficient evidence to enable a written determination that

1. The proposed development represents the use of (*building materials*, colors, textures,

- building architecture, roof features, façade modulation, building orientation, signs, landscaping, lighting or open space*) which will result in a development pattern which is equivalent to or superior to that achievable under the applicable regulations;
2. The proposed development will be compatible with and will enhance the *use* or value of area properties;
  3. The proposed development is consistent with the intent of the *Comprehensive Plan*; and,
  4. The proposed development is consistent with the intent and purpose of this UDO.

**Action #1:** The Council approved a motion to make and accept the findings of fact to be recorded in the minutes for alternate means of compliance of architectural regulations of UDO Section 3.03, C, 1. b. (2)(g) Architectural and Site Design Requirements to allow for an alternate roof treatment in association with Development Petition #12-DP-05 for Mosaic on Main.

**Motion By:** Sack

**Second By:** Williams

**Vote:** Unanimous

**Action #2:** Having made the necessary findings of fact, the Council approved a motion to approve the request for an alternate means of compliance of architectural regulations of UDO Section 3.03, C, 1. b. (2)(g) Architectural and Site Design Requirements to allow for an alternate roof treatment in association with Development Petition #12-DP-05 for Mosaic on Main.

**Motion By:** Cobb

**Second By:** Williams

**Vote:** Unanimous

**Action #3:** The Council approved a motion to approve Development Plan #12-DP-05 for Mosaic on Main as prepared by Bateman Civil Survey Company, Project Number 120132, dated Revised Sept. 10, 2012 and the Master Sign Plan submitted by ColorGraphic stamp date received Sept. 14, 2012 with the following conditions:

1. This project will be required to meet the Town of Holly Springs NPDES Ph. II Post Construction Stormwater Ordinance.
2. The power pole at the corner of Earp and Main Streets is in conflict with this site plan will need to be removed with this project.
3. The following items are to be addressed prior to the first construction drawing submittal for this project:
  - a. Provide completed Industrial Waste survey short form.
  - b. Final Bound Copies of the engineer's sealed Water System Hydraulic Report.
4. The following items are to be addressed with the first construction drawing submittal for this project:
  - a. All items listed on the Stormwater Submittal Checklist, Form #16003, must be included with the first construction drawing submittal.
  - b. The Town of Holly Springs will be replacing the existing culvert under Avent Ferry Rd. The proposed site plan will need to incorporate this into the design once it is complete. It will be the responsibility of the developer to provide a design that links the town's design to the proposed site. This will be required with the 1st construction drawing submittal.
  - c. A copy of the PCN with all supporting documentation including but not limited to buffer determinations and projected location and impacts to jurisdictional features for the entire project must be submitted with the first set of construction drawings for this project.
  - d. Include street cross section detail for Main Street showing sidewalk.
  - e. Show the existing on site fire hydrant to be relocated.
  - f. Revise plans to show fire line separate from potable water services.
5. The following items are to be addressed prior to construction drawing approval for this project:
  - a. Approval of Town of Holly Springs Regional 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. All off-site easement is required prior to construction drawing approval.
  - d. All environmental permits must be obtained prior to construction drawing approval and/or issuance of a land disturbance permit for the entire project.
6. The following are required to be completed prior to issuance of a building permit:
- a. For Phase 1 Building:
    - i. Detailed design specifications for the required focal point at the intersection of Main and Earp Streets are required to be submitted to the Department of Planning and Zoning for review and the Town Council for approval in accordance with the Village District Area Plan.
    - ii. Revised Plans are to be submitted to and approved by the Department of Planning & Zoning that indicate the required Bicycle Racks as specified in UDO Section 7.04 Off-Street Parking Regulations.
    - iii. Provide calculations for the dynamic domestic water pressure for the project including losses through the building.
  - b. For Phase 2 Building:
    - i. Prior to submitting a request for the building permit, detailed building elevations are required to be submitted to the Department of Planning and Zoning for review and approval subject to the design being consistent with the design for Phase 1. If not, the elevations will require review and approval by the Town Council.
    - ii. Provide calculations for the dynamic domestic water pressure for the project including losses through the building.

**Motion By:** Williams

**Second By:** Cobb

**Vote:** Unanimous

**9c. 2012 Street Improvements Project Change Order #1** - Ms. Sudano said the Town Council approved award of the contract for the 2012 Street Improvements Project last month. Bids received were very good, and so additional streets have been identified for addition to the project up to the previously budgeted amount for this annual project. This change order work is associated with additional repairs to multiple streets (resurfacing, patching and curb and gutter), ranked in order by greatest need. Approximate quantities include 12,510 square yards of resurfacing and 2,372 square yards of patching. All Town streets are ranked annually by condition and the worst streets (streets most in need of repair) are included in the project.

**Action:** The Council approved a motion to award contract Change Order 1 for the 2012 Street Improvements project in the amount of \$182,134.50; and to adopt a budget amendment in the amount of \$200,000, including contingency.

**Motion By:** Cobb

**Second By:** Sack

**Vote:** Unanimous

*A copy of the budget amendment is attached to these minutes.*

**10. Other Business:** Councilman Sack said he was looking forward to a pedestrian crossing at Linkland, and he commended the public works department for sidewalk and sewer system odor control work that has been done in the past few weeks.

**11. Manager's Report:** Mr. Dean said the fire department will be moving into Fire Station No. 2 in the next few days, and he reported that an asphalt path had been completed along Avent Ferry Road.

**12. Closed Session:** none.



**13. Adjournment:** There being no further business for the evening, the Oct. 2, 2012 meeting of the Holly Springs Town Council was adjourned following a motion by Councilman VanFossen, a second by Councilman Cobb and a unanimous vote.

Respectfully Submitted on Tuesday, Oct. 16, 2012.

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1 these minutes follow and are a part of the official record.