

Jeff Wenzel
Mayor

Pamala Hall
Mayor Pro Tem

Rena Bragg
Councilmember

Greg Hines
Councilmember

Tom Hedrick
Councilmember

Dexter Sholar
Councilmember

Town of Holly Ridge

*Post Office Box 145
Holly Ridge, North Carolina 28445*

*Telephone (910) 329-7081
Fax (910) 329-1593*



Heather Reynolds, CMC
Town Manager

Tracy Martin
Deputy Town Clerk

TOWN OF HOLLY RIDGE PLANNING BOARD MEETING MINUTES October 19th, 2021 6:00 P.M.

Call to Order

The meeting was called to order at 6:00 PM. Members present were John McIver, Toni Hardin, and Dave Mosey. Also present was Nathan Rhue and Marsha-Gray Kircher from the Community Development Department. Applicant representatives Brad Schuler from Paramounte Engineering and Matt Rogers from Evolve Companies, LLC were also in attendance.

Invocation and Pledge of Allegiance

Board paused for a moment of silence. John McIver led the Pledge of Allegiance.

Adoption of Agenda (Additions and/or Deletions)

A motion was made by *Toni Hardin* and seconded by *Dave Mosey* to adopt the agenda as is. *All Agreed.*

Adoption of Minutes

A motion was made by *Toni Hardin* and seconded by *Dave Mosey* to adopt the minutes

from Planning Board Meeting held on September 21st, 2021. *All Agreed.*

New Business

Planned Unit Development Sketch Plan and Phase 1 Preliminary Plat – Evolve Companies, LLC

Presented by Nathan Rhue. Nathan Rhue mentioned that this is the first PUD that the Planning Board will deal with being that the Town has just adopted the Planned Unit Development option for development on properties in Holly Ridge. Nathan Rhue explained that this is a Planned Unit Development proposed by Evolve Companies, LLC, this particular property was just rezoned last month to a Commercial designation. The property is located on US Hwy 17 S and is identified as parcel number 009158 and 060395, an approximate total of 48.62 acres with a Commercial zoning designation.

Nathan Rhue reminds the Planning Board of when they went through the Planned Unit Development amendment for the text that it provided certain items that are required in order to qualify as a Planned Unit Development. Those requirements are:

- Minimum of ten (10) acres – this particular property is 48.62 acres
- Access to major streets – US Hwy 17S direct access
- Density requirements for Commercial not to exceed sixteen (16) units per acre – 8.24 dwellings per acre – Phase 1, 13 buildings
- Minimum fifteen (15) percent of gross acreage for open space to be used by residents – Phase 1 would be at thirty (30) percent, also anticipating utilizing particularly wetlands as open space in future phases
- Commercial development to blend with community – within PUD the Commercial development must be a minimum of ten (10) percent of gross acreage, this project proposes twenty-two (22) percent; must of had at least 4.88 acres but proposing to utilize 11 acres for Commercial development along US Hwy 17
- Commercial parking to be interconnected – proposed with streets and inner connectivity
- Landscaping, sidewalk, lighting, buffering in accordance with Town ordinance/policy – Proposed sidewalks and 20-foot buffering around the area as well as existing buffering of wetlands
- Written statement explaining character of proposed PUD, proposed financing, present ownership, indication of expected development schedule, plat/legal description of total area – submitted in packet of information
- Preliminary plat (sketch plan required for phased development) for review by Planning Board and Town Council - submitted
- Access and circulation to provide for firefighting equipment, deliveries, etc. – there are Hydrants and access points as far as roads are concerned, details will be established prior to permitting
- Underground installation of all utilities – details would be provided prior to any permits issued

Nathan Rhue explained that the preliminary plat was sent to the TRC, technical review committee, which consists of the utility providers; Onwasa for water, Pluris is anticipated to provide wastewater. Additional members of the TRC are the Fire Chief who provided some questions related to turn around, fire flow and buildings required to be sprinkled. Nathan Rhue

mentioned to the Board that these questions would be answered along with the building phase when detailed plans are received for review to ensure compliance with the fire code.

Nathan Rhue explained that Onwasa requirement was for their hydrants and separation; Onwasa has a 500 linear foot, the Town has a residential separation of 500 linear foot and 300 linear foot for commercial. Nathan Rhue mentioned that these are also details that would be met with the building phase and detailed plan submittal. Pluris mentioned that they are working with the applicant to provide a line back to their Sneads Ferry plant or install a package plant unit on site. The preliminary plat does illustrate a section of where they are anticipating for that package unit, if that is the route that they go.

Nathan Rhue explained to the Board that DOT provided that due to this being located on a DOT owned road, it would require a driveway permit, and no medium breaks would be allowed therefore it would be a right in/right out only. DOT would also require full build out with traffic impact analysis to determine if other measures would also be required and submit for any utility encroachments. Nathan Rhue explained that Camp Lejeune was also contacted, and they have stated there are no military impacts with this proposed project. Nathan Rhue mentioned to the Board that all of these would be required before any permits would be issued for the development.

Nathan Rhue mentioned to the Board that in the Town's ordinance related to Planned Unit Developments, the Planning Board, in addition to their recommendation for approval or denial, they also have to base their findings on the following three elements:

- (A) The proposed Planned Unit Development will not adversely affect the orderly development of Holly Ridge as embodied in the Zoning Ordinance and in any Land Use Plan or portion thereof adopted by the Town.

Nathan Rhue explained that it is Staff's opinion that this would not adversely affect the orderly development of Holly Ridge. The property is located off of US Hwy 17, it does provide for opportunity for commercial development along one of the Town's major thoroughfares. Nathan Rhue mentioned that it provides an opportunity for businesses that could bring in jobs, and an opportunity for more housing, affordable housing for citizens now and those in the future.

- (B) The proposed Planned Unit Development will not affect health and safety of residents and/or workers in the area and will not be detrimental to the natural environment or to the use or development of adjacent properties or the general neighborhood.

Nathan Rhue explained that Staff does not believe this would adversely affect health and safety or be detrimental. This property is in close proximity to the existing Industrial Park, and commercial establishments across US Hwy 17, and multi-family units neighboring this particular property.

- (C) The proposed Planned Unit Development will accomplish the development objectives and will meet the standards and performance criteria as outlined.

Nathan Rhue explained that this development would accomplish that, which was explained in the narrative in detail that was submitted explained how it would comply and that if it is developed in accordance to that, that it will accomplish said objectives.

Nathan Rhue stated to the Board that it is Staff's recommendation that this proposal for Planned Unit Development, Phase 1 particularly, that it is approved with the following conditions:

- Fire hydrant separation must comply with Section 6-13(b) requiring they be placed at intervals no more than 300 feet in the commercial area and, in the residential area, at each intersection and intermediately between with spacing not to exceed 500 feet
- Extension of the sidewalks to comply with Section 8-36.9(K) on at least 1 side of the street in new major subdivisions and commercial properties
- Approval of driveway permit from NCDOT
- Approval of water system installation from ONWASA
- Approval of wastewater system from Pluris
- Approval of erosion control and stormwater permits prior to construction

Nathan Rhue mentioned to the Board that the applicants are here and are available to answer any questions that they may have. John McIver asked about the commercial section – would they building those buildings or will be they be built to suit the tenant. Brad Schuler with Paramounte Engineering answered that the exact businesses are not known at this time, so the idea would be that the client would make the lots available – grading, installing the infrastructure, utility ready so when the business is ready, they would be responsible for constructing on the lot and connecting into existing infrastructure. Toni Hardin mentioned that it would be like an out parcel that would sell to a commercial business. Matt Rogers from Evolve Companies, LLC answered that is correct.

Matt Rogers mentioned that they have been approached by several groups that are interested in the commercial section, which they told them that they need to go through some steps first and get approvals from the Town first. Matt Rogers explained that they have a general layout, they know where the main road is coming and going and know where the infrastructure is coming and going. They are open to a built-to-suit model if they can make that work, the route for them is to find users that want to do their own plan and development – they would have a graded site for them and all utilities.

Nathan Rhue asked if they are proposing to subdivide this now or when they get tenants or is it going to be an owner tenant. Toni Hardin mentioned that if they sold the lots, they would have to subdivide to convey each piece. Matt Rogers expressed that they would be open to a land lease option also. Nathan Rhue mentioned that it was not required at this but was curious. Matt Rogers expressed that the subdivision would be the cleanest and easiest way for them and that in most cases clients prefer not to do a land lease, but they are open to either route. Matt Rogers mentioned that it would be easier to go through the approvals first. Brad Schuler mentioned that once they know more about who would be coming on site, and what their needs would be, they could design around that and come back in with that along with the subdivision review.

Toni Hardin asked if phase 1 is approved and they start doing the multi-family and then decide to sell out one of the commercial tracts, do their permitting rights transfer to that person that bought the lot or do they have to go through a new process. Nathan Rhue answered that prior to those being done, they would have to show how that phase is going to be developed – they would still have to go through the PUD process. Toni Hardin stated that she was not sure if they would be married together or separate. Nathan Rhue responded that with these phased developments for the back they have an idea about the road and the number of buildings for one phase, and the front would be another phase which would need another approval prior to

separating lots, putting in utilities etc. Matt Rogers expressed that they would also be a part of that conversation with a tenant coming in prior to approval and cutting up a lot and selling it.

Nathan Rhue explained that the approval for this Planned Unit Development is for Evolve, that is not for another business coming in. The applicant would approach the Town when they have a business that wants to come in, and if it is part of the permitted use, they could come in – but there has to be some sort of a general idea for that phase as to how it is going to be developed, the potential buyers of the property would not have to come through this process. Nathan Rhue explained that you cannot sell property until there is a final plat recorded which means that all the infrastructure is going to be in, all requirements would be met, or it would be bonded per Town ordinance – they it could be sold to whoever and they could develop it for their business as the Planned Unit Development would have already been approved.

Dave Mosey had a question in regard to the Town Council acceptance of the Planned Unit Developments and if there were any time limitations associated with the development of the commercial portion of the property. Nathan Rhue responded that there is not, the only limitations that are provided are those for the preliminary plats which are good for two years. If the applicant did not phase this development and just got approval for all 48 acres, that preliminary plat would only be good for two years, meaning they have two years to get it to final plat approval. Nathan Rhue mentioned that there is an allowance for a one-year extension, but they would have to come back through the Board to do that. This being a phased development, the preliminary is good for two years for the 13 buildings to develop, there is no timeframe for them to come back for the other phases as long as that first phase was submitted.

Dave Mosey has a question in regard to parking, if the applicant had allocated a specific amount of spaces for guest parking. Matt Rogers answered that they are comfortable with parking ratios based on the number of properties they have developed and owned, they typical go with 1.7 per unit, which they feel is adequate for residents and guests. Matt Rogers explained that they try not to over park the buildings as they would rather have green space wherever possible, with 1.7 per unit being plenty of parking as far as their needs as the operator. Brad Schuler stated that Phase 1 has 450 proposed parking spaces per the 1.7 ratio.

Dave Mosey asked Nathan Rhue if there was any discussion amongst the TRC, specifically the fire department in regard to parking. Nathan Rhue answered no that the fire department comments were related to the turnaround, if buildings were sprinkled and if the fire flow was going to be adequate which is for future discussion. Matt Rogers expressed that their buildings are sprinkled and the turnaround requirement would be met. Brad Schuler mentioned that with the phase line there is a dead end so they would do a temporary turnaround; gravel hammerhead or cul-de-sac, once phase 2 starts that would turn into a loop and there is a proposed hammerhead turnaround at the end.

Nathan Rhue mentioned that per the narrative, the applicant is looking for flexibility for parking and height standards; applicant is looking for parking at 1.7 per dwelling – the Town's ordinance requirement for residential is 2 per dwelling unit. Nathan Rhue expressed that this is a great example of the benefit of a Planned Unit Development because it does give flexibility to developers as well as providing some allowances from Boards related to whether some relief can be provided. The applicant is proposing 1.7 parking spaces per unit and asked what the difference would be if they were to go with 2 per unit. Matt Rogers answered that it would be a

difference of 93 spaces which they feel could be used better as non-parked area and still have a successful product.

Matt Rogers mentioned the building height and that their intention is to have 3 story buildings similar to the recent ones built in Surf City behind Harris Teeter. Matt Rogers explained that the mean roof height would be in the range of mid to upper 30's. Nathan Rhue explained to the Board that the maximum roof height per Town ordinance is 40 feet which is defined as the vertical distance measured from the lowest grade to the highest point on the building; but there are allowances for things such as steeples, and chimneys. Matt Rogers explained that the usable living space accessible to the tenant is approximately 30 feet for 3 stories, and they can mess with roof ridges to bring them down where need be, but flat rooves have more of an urban feel and they would like to do a pitched roof here. Nathan Rhue feels that what the applicant is proposing will comply with what the Ordinance allows. Matt Rogers expressed that they would be fine with putting something in writing stating that the maximum living space would be 3 stories if that was required.

Chairman John McIver asked if there were any additional questions or comments from the Board. There were none. Chairman John McIver asked if there were any additional questions or comments from Staff. There were none.

A motion was made by *Toni Hardin* and seconded by *Dave Mosey* to adopt the findings that the proposed Planned Unit Development will not adversely affect the orderly development of Holly Ridge as embodied in the zoning ordinance and any Land Use plan or portion thereof adopted by the Town; that the proposed Planned Unit Development will not affect health and safety of residents and/or workers in the area and will not be detrimental to the natural environment or to the use or development of adjacent properties or the general neighborhood; the proposed Planned Unit Development will accomplish the development objectives and will meet the standards and performance criteria as outlined. *All Agreed.*

A motion was made by *Toni Hardin* and seconded by *Dave Mosey* to recommend approval of the Planned Unit Development Sketch Plan and Phase 1 Preliminary Plat subject to the conditions as contained in the staff report. *All Agreed.*

Persons wishing to address the Board

There were none.

Staff Updates

Nathan Rhue mentioned that last month Town Council approved another member to the Planning Board, she will be an alternate being that she is within Town Limits, and we currently have our three In-Town representations, we still need an ETJ member.

Nathan Rhue mentioned that Circle K is moving along, and slab has just been poured for the main building. The existing spa has received an extension from Circle K to have new location completed. Construction is very busy right now, Home Place subdivision has had all permits issued, The Landings at Stump Sound off Hardison road has had almost all permits issued, and Buckhorn Development has two of their townhome buildings under construction.

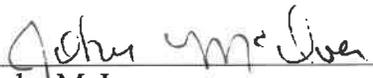
Nathan Rhue also mentioned the Special Use permit granted by the Board of Adjustment for the proposed tap house on Hwy 50 with a family atmosphere. Nathan Rhue also mentioned that the census numbers came back and that we are currently under 4,100 residents – a growth of over 200 percent since last one in 2010. Nathan Rhue expressed that there is a lot of growth with the Town issuing 10-15 Certificate of Occupancies a month for new residential dwellings; Town of Holly Ridge is the second fastest growing place in the state of North Carolina. Nathan Rhue also mentioned to the Board that Crete Concrete in the Industrial Park is currently providing concrete to Circle K, in addition to S&W Concrete. Atlantic Seafood in the Industrial Park is getting close to having the slab poured for their warehouse, the maintenance building is almost completed.

Board Member Questions or Concerns

There were none.

Adjourn

A motion was made by *Toni Hardin* and seconded by *Dave Mosey* to adjourn the meeting at 6:50 PM. *All Agreed.*



John McIver
Chairman



Marsha-Gray Kircher
Community Development Department