



# KNIGHTDALE PLANNING AND ENGINEERING COMMITTEE MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

**October 10, 2016**

The Knightdale Planning and Engineering Committee met at 6:00 p.m. in the Town Hall Conference Room.

TOWN COUNCIL MEMBERS PRESENT: Councilor Tripp

LURB MEMBER LIAISONS PRESENT: George Hess

ABSENT: Mayor Pro Tem Chalk, Chuck Piratzky

STAFF MEMBERS PRESENT: Chris Hills, Development Services Director; Robbie Worrell, Public Works Director; Jennifer Currin, Assistant Development Services Director; Joseph Turner, Development Services Engineer; Jason Brown, Senior Planner Long Range; Donna Tierney, Planning Technician

Meeting called to order by Councilor Tripp at 6:05 p.m.

ITEM I. APPROVAL OF MINUTES

**...Motion by Mr. Hess to approve the minutes of September 12, 2016. Motion seconded by Councilor Tripp and carried unanimously.**

ITEM II. OLD BUSINESS

A. Town Limits Signage Update/Budget Amendment

Senior Planner Jason Brown presented additional town limits signage options and stated staff is looking for feedback on preference. Councilor Tripp suggested staff mock up a sign to see how it could be read at a distance. Mr. Brown stated the signs must adhere to MUTCD standards, and sign and font size would vary depending on the posted road speed.

Councilor Tripp and Mr. Hess agreed on the option with the white top. Since funding has already been identified through the wayfinding sign project, a budget amendment will be coming to Town Council soon.

B. Fawn Ridge Budget Amendment

Development Services Director Chris Hills stated staff has obtained the final Temporary Construction Easement for the Fawn Ridge project and can now bid the work. It will then go to Town Council for a budget amendment and authorization to enter into contract for the work to be completed. The committee briefly discussed the overall town storm water system drainage in relation to the recent rain brought on by Hurricane Matthew.

C. Public Works Facility

Public Works Director Robbie Worrell explained his department has been working to complete an inventory of all equipment to better determine storage needs. Mr. Worrell confirmed that staff has accurate logs reflecting repairs and maintenance. Once the inventory is completed, a more formal plan will be created and presented to the committee. Funding of the new facility will have to go through the CIP process.

ITEM III.

NEW BUSINESS

A. Quarterly ZTA Concepts

Senior Planner Jason Brown presented the proposed UDO text amendments and are summarized as follows: change Technical Review Committee (TRC) to Development Review Committee (DRC), adjust lumens in Chapter 11 to match Duke Energy Progress product types, make various updates based upon Comprehensive Plan amendments, adjust Chapter 17 based upon standard specification manuals update, edit storm water maintenance sinking fund, and edit enforcement appeals.

Assistant Development Services Director Jennifer Currin explained the Town currently requires the developer to pay 100% to a maintenance sinking fund over the useful life of the device; however staff is looking at what other municipalities in Wake County do, and is leaning toward requiring a percentage be paid prior to plat recordation.

Mr. Brown explained staff has received a request to revisit front yard parking. Members agreed the previously proposed plan may create unintentional consequences elsewhere and Councilor Tripp added that looking at the issue from just a parking perspective is not the way to proceed. Junk vehicles and vehicles on blocks were discussed, but ultimately the issue is operational vehicles being parked in yards due to people wanting to be able to get out of driveway without moving other cars.

Mr. Brown also stated the nuisance code will be updated to clarify language and address such issues as storing indoor furniture outside. Lastly, outdated Town Code sections will be edited accordingly.

**...Motion by Mr. Hess to move forward with the text amendments as presented with the caveat to look into front yard parking enforcement options. Motion seconded by Councilor Tripp and carried unanimously.**

B. Knightdale Station Park Roundabout Landscaping Plan

Public Works Director Robbie Worrell explained staff received a request to create a landscape design for the roundabout at Whistle Post Way in Knightdale Station Park. Public Works Grounds Supervisor Jason Eubanks was tasked with the design creation, and was asked to focus on color and versatility. The proposed idea is to have a Bermuda sod ring with anchor plants with seasonal plantings on the inside.

Mr. Worrell estimated the project will cost \$3,200.00. The project was originally budgeted at \$1,000.00 so Public Works is looking for a \$2,000 variance. Councilor Tripp suggested contacting Two Green Thumbs as they may be able to provide seasonal plants and maintenance of the area. Committee members approved of the proposed landscaping plan.

C. Project Information Datasheets (PIDs)

Development Services Engineer Joseph Turner distributed a packet of Project Information Datasheets (PIDs) so that members can review them previous to the Town Council meetings. Mr. Turner requested members please let him know if information is inaccurate or not what members envisioned.

D. Gateway Signage – Old Town

Assistant Development Services Director Jennifer Currin explained that when the 2011 Comprehensive Plan was approved, it included a Gateway Design District Overlay that included priority target areas throughout town, including entrances to Old Town. In order to receive bonus points to meet the Water Allocation Policy (WAP), the applicants of the Robertson Street PRD rezoning have requested to construct gateway landscaping or a structure/signage subject to comprehensive plan consistency and Town Council approval. Ms. Currin further explained the Town wants to identify how the signage should look and ensure they are compatible with the upcoming wayfinding signs.

Committee members discussed the options and agreed option two was the best. Mr. Hess commented that this project needs to fit into the town limit signage discussion so that everything matches.

Since the developer of the Robertson Street PRD wants to proceed and use this to meet the WAP, the Town may negotiate a fee in lieu for the project. Staff will bring the options to OTAC and contact a sign contractor.

ITEM IV. OTHER BUSINESS  
None at this time.

ITEM V. ADJOURNMENT  
**...Motion by Mr. Hess to adjourn at 6:53 p.m. Motion seconded by Councilor Tripp and carried unanimously.**

  
Dustin Tripp, Planning and Engineering Chairman

  
Donna Tierney, Planning Technician