



KNIGHTDALE TOWN COUNCIL MEETING AGENDA

950 Steeple Square Court, Knightdale, North Carolina 27545

January 15, 2020
7:00 p.m.

WELCOME by Mayor Roberson.
INVOCATION by Councilor Swan

ITEM I. ADOPTION OF AGENDA

ITEM II. PRESENTATIONS, RECOGNITIONS, AWARDS

- | | |
|--|------------------------|
| A. Introduction of Code Enforcement Officer/Planner | DS Director |
| B. 2019 Knightdale Appearance Awards | Planning Technician |
| C. Stormwater Program Update | Assistant Town Manager |

ITEM III. PUBLIC COMMENT

The Public Comment Period provides an opportunity for the public to address the Town Council. Anyone may speak on an issue other than a public hearing item during this time of Public Comment. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. Before speaking, please step up to the podium and state your name and address for the record. Speaker comments are limited to three (3) minutes. Speakers should not expect action or deliberation on subject matter brought up during the Public Comment period. Thank you for your consideration of the Town Council, staff and other speakers.

- A. Open to the Public
- B. Report on Citizen Inquiries

ITEM IV. CONSENT AGENDA

All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a Council Member requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

- A. [December 18, 2019 Regular Meeting Minutes](#)
- B. [January 6, 2020 Work Session Minutes](#)
- C. [Dissolution of Finance and Planning & Engineering Committees](#)
[RES #20-01-15-001](#)
- D. [2020 Meeting Schedule Amendment 02](#)
- E. [Position Classification Plan Amendment](#)

ITEM V. JOINT PUBLIC HEARINGS

If you anticipate speaking at tonight's joint public hearing, please print your name and address on the form at the entry table. You must speak from the podium to assure an accurate record of testimony. Before speaking, please state your name and address for the record. Speaker comments are limited to

three (3) minutes and large groups are asked to designate a spokesperson.

[ZMA-9-19 Habitat for Humanity PUD](#)

Planner

ITEM VI. PUBLIC HEARINGS

If you anticipate speaking at tonight's public hearing, print your name and address on the form at the entry table. You must speak from the podium to assure an accurate record of testimony. Before speaking, please state your name and address for the record. Speaker comments are limited to three (3) minutes and large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

ITEM VII. SET PUBLIC HEARINGS

ITEM VIII. OLD BUSINESS

A. [ZMA-7-19 Poplar Creek Village Phase IV PUD](#)

Senior Planner

[ORD #20-01-15-001](#)

B. [ZMA-6-19 The Collection PUD](#)

Senior Planner

[ORD #20-01-15-002](#)

ITEM IX. NEW BUSINESS

A. [Knightdale Station Village Mixed Use Building Elevations](#)

DS Director

B. [Town Hall Renovations](#)

Public Works Director

ITEM X. ADMINISTRATIVE REPORTS

ITEM XI. UPCOMING EVENTS

ITEM XII. ADVISORY REPORTS

A. Public Safety Advisory Report

Councilor McDonald

B. Parks and Recreation Advisory Board

Councilor Young

ITEM XIII. OTHER ITEMS

Other Items is an opportunity for the Council, attorney, or staff to present unscheduled items that need consideration by the Board.

ITEM XIV. CLOSED SESSION

Closed Session pursuant to NC General Statute §143.318-11(a)(3) and §143.318-11(a)(5)

ITEM XV. ADJOURNMENT

FYI: [Development Services Insider](#)



The Town of Knightdale Staff Report

Date: January 15, 2020

To: Mayor and Town Council

From: Aquila Blackwell, Planning
Technician

Subject: 2019 Appearance Award
Recipients

Development Services Director
Signature – CH

PURPOSE: The purpose of this staff report is to recognize the recipients of the 2019 Appearance Awards.

BACKGROUND INFORMATION: One of the duties assigned to the Land Use Review Board (LURB) by Town Council is to serve as the Community Appearance Board. This duty includes the nomination of an annual community Appearance Award recipient(s). The Appearance Award program is intended to recognize beautification efforts across three different categories:

- A new non-residential building or site
- A recently renovated building (residential or commercial)
- A citizen or local organization for their beautification efforts

During the nomination period, staff received nominations and they were presented at the December 9, 2019 Land Use Review Board meeting. LURB members voted to award the 2020 Knightdale Appearance Award to the following recipients in the listed categories:

1. A Recently Renovated Building (Residential or Commercial):
Burn Boot Camp at 706 Money Court

Early in 2019, new owners purchased the vacant Knightdale Seafood & BBQ Restaurant and transformed one suite into Burn Boot Camp, a boutique fitness gym. This project included painting the brick gray, as well as updating the awnings, signage, and landscaping, which helped modernize the building's exterior.



2. A Citizen or Local Organization for their Beautification Efforts:
John Rex Endowment

Over the last several years, the Town has been working to make pedestrian improvements from two different grants received from the John Rex Endowment. One improvement was the pedestrian access to the Farmer's Market at Knightdale Station Park and the other improvement was a Safe Routes to School Action Plan at Hodge Road Elementary School. The improvements were finalized in 2019 and included a pedestrian signal at McKnight Drive and Smithfield Road, flashing beacons across town, splash pad benches, and First Avenue improvements.



APPLICABLE REGULATIONS: Unified Development Ordinance Ch. 14.4.A.4.c

ATTACHMENTS: N/A

RECOMMENDED REPORT ACTION

Receive as information. Mayor Roberson will present the recipients with an acrylic award and certificate of appreciation.



Town of Knightdale

Staff Report Cover Sheet

Title: Approval of Town Council Minutes

Staff: Heather Smith, Town Clerk

Date: January 15, 2020

SUMMARY

- Included for review are minutes from the December 18, 2019 Regular Meeting and the January 6, 2020 Work Session

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence - Knightdale's government is operated with efficiency and transparency by outstanding employees who focus on excellent customer service and open communication.

GENERAL STATUTE REFERENCE(S)

- § 143-318.10(e). All official meetings of public bodies open to the public.

TYPE OF PUBLIC HEARING

- N/A

TYPE OF DECISION/ACTION REQUIRED

- Legislative / Approval

FUNDING SOURCE(S)

- N/A

ATTACHMENT(S)

- December 18, 2019 Minutes
- January 6, 2020 Minutes

STAFF RECOMMENDATION

- Approve the minutes from December 18, 2019 and January 6, 2020



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

December 18, 2019

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor James Roberson, Mayor Pro Tem Jessica Day, Councilors Mark Swan, Stephen Morgan, Ben McDonald and Randy Young.

ABSENT: No one.

Staff Members Present: Town Manager Bill Summers, Assistant Town Managers Dustin Tripp and Suzanne Yeatts, Interim Town Attorney Roger Knight, Development Services Director Chris Hills, Assistant Development Services Director Jason Brown, Senior Planner Kevin Lewis, Planner Donna Tierney, Fire Chief Loren Cone, Police Chief Lawrence Capps, Finance Director Tim Flora, Parks and Recreation Director Chris Wiley, Public Works Director Phillip Bunton, Town Clerk Heather Smith, and Public Information Officer Jonas Silver.

Meeting called to order by Mayor Roberson at 7:01 p.m.

WELCOME
Welcome by Mayor Roberson

INVOCATION
Invocation by Mayor Roberson

ITEM I. ADOPTION OF AGENDA
...Motion by Councilor McDonald to adopt the agenda. Motion seconded by Councilor Swan and carried unanimously.

ITEM II. PRESENTATIONS, RECOGNITIONS, AWARDS
None at this time

ITEM III. PUBLIC COMMENT

A. Open to the Public

Joseph Olivia, 611 Sunland Drive, expressed concerns about safety relating to on-street parking, noting that in his daughter's neighborhood there are often cars parked on both sides of the narrow street leading into her cul-de-sac. Mr. Olivia stated that many times these cars are blocking the fire hydrant and he is concerned that a fire truck would not be able to get through the street in an emergency. Mr. Olivia indicated that he has spoken with the Knightdale Police Department and Fire Department and they are addressing the concerns with homeowners.

B. Report on Citizen Inquiries

Councilor McDonald noted several citizens have inquired about golf cart usage on town streets. This matter was referred to the Public Safety Advisory Board for review and recommendation.

ITEM IV. CONSENT AGENDA

A. December 2, 2019 Regular Meeting Minutes – First Session

...Approve the December 2, 2019 Regular Meeting Minutes – First Session.

B. December 2, 2019 Oath of Office Minutes

...Approve the December 2, 2019 Oath of Office Minutes.

C. December 2, 2019 Regular Meeting Minutes – Second Session

...Approve the December 2, 2019 Regular Meeting Minutes – Second Session.

D. PEG Media Contract Approval

...Adopt the Interlocal Agreement with PEG Media Partners.

E. 2020 Meeting Schedule Amendment 01

...Approve the 2020 Meeting Schedule Amendment 01.

F. 2020 Council Appointments

...Approve the updated 2020 Council Appointments.

...Motion by Councilor Young to adopt the consent agenda.

Motion seconded by Councilor Morgan and carried unanimously.

ITEM V. JOINT PUBLIC HEARINGS

Land Use Review Board Members Present: Chairperson Latatious Morris, Darryl Blevins, Steve Evans, Gentry Lassiter, Bradley Pope, and Tiffanie Meyers.

Land Use Review Board Members Absent: Rita Blackmon and Michael Blake

ZMA-7-19 Poplar Creek Village Phase IV PUD

Public Hearing continued at 7:08 p.m. from November 20, 2019.

Development Services Director Chris Hills presented the project profile on ZMA-7-19 Poplar Creek Village Phase IV. The applicant is requesting to be rezoned from Rural Transition to General Residential 3 – Planned Unit Development with the proposed land use of 50 single-family residential units. Mr. Hills clarified that the proposal is an extension of the Poplar Creek Village subdivision.

Mr. Hills shared the proposed alternative provisions and architectural design standards submitted by the applicant, summarized the areas of concern brought up by residents at the neighborhood meeting, and highlighted the guiding principles of the Comprehensive Plan that are supported by the proposal.

Mr. Hills answered questions from Council about side setbacks, driveways, and maintenance of the pond.

Brendie Vega, 137 South Wilmington Street Raleigh, representing the applicant, indicated that after hearing concerns from residents at the neighborhood meeting, the applicant has added a privacy fence on the northern property line as well as a 10 foot Type A buffer. Ms. Vega also noted that the developer has reserved two lots for future connection to the proposed Phase IV subdivision which will offer a second way in and out of the subdivision.

...Motion by Councilor Young to close the public hearing at 7:28 p.m. and to refer ZMA-7-19 to the January 13, 2020 Land Use Review Board meeting for advisory statement and recommendation. Motion seconded by Mayor Pro Tem Day and carried unanimously.

Mayor Roberson called for a brief recess at 7:29 p.m.

Mayor Roberson called the meeting to order at 7:31 p.m.

ITEM VI. PUBLIC HEARINGS

Debt Issuance for Wake Stone Athletic Park

RES #19-12-18-001

RES #19-12-18-002

Public hearing opened at 7:31 p.m.

Finance Director Tim Flora provided a summary of the Wake Stone Athletic Park project's funding sources, noting that the debt financing approved by Town Council needs to be approved by the Local Government Commission (LGC). Staff reviewed the debt service proposals and recommend moving forward with a 10 year loan at 2.29% interest with BB&T.

**...Motion by Councilor Swan to close the public hearing at 7:35 p.m.
Motion seconded by Councilor Young and carried unanimously.**

...Motion by Councilor Swan to adopt Resolution #19-12-18-001 to authorize the filing of an application for approval of a financing agreement with the North Carolina Local Government Commission. Motion seconded by Councilor McDonald and carried unanimously.

...Motion by Councilor McDonald to adopt Resolution #19-12-18-002 to approve financing terms with Branch, Banking & Trust Company (BB&T) in the amount of \$2 million for the Wake Stone Athletic Park. Motion seconded by Councilor Swan and carried unanimously.

ITEM VII. SET PUBLIC HEARINGS
None at this time.

ITEM VIII. OLD BUSINESS

A. ZMA-4-19 Wendy's
ORD #19-12-18-001

Planner Donna Tierney presented highlights of Zoning Map Amendment-4-19 which was initially presented at the November 20, 2019 Joint Public Hearing. The request is to rezone the property from Neighborhood Mixed Use to Neighborhood Mixed Use Conditional District in order to re-skin the exterior of the building and remodel the interior.

Ms. Tierney reviewed the alternative provisions submitted by the applicant and shared the following advisory statement from the Land Use Review Board:

The proposed Zoning Map Amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan as it addresses several of the guiding principles including encouraging compact development patterns, promoting infill and redevelopment, and fostering economic vitality. It is further consistent with the General Growth Framework and Growth & Conservation Map. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work, and visit.

...Motion by Mayor Pro Tem Day to approve ZMA-4-19 and adopt the recommended advisory statement describing plan consistency and reasonableness of action. Motion seconded by Councilor Young and carried unanimously.

...Motion by Councilor Young to adopt Ordinance #19-12-18-001. Motion seconded by Councilor Morgan and carried unanimously.

B. ZMA-6-19 The Collection PUD
ORD #19-12-18-002

Senior Planner Kevin Lewis presented an update to ZMA-6-19 The Collection. This case was initially presented at the Joint Public Hearing on November 20, 2019. The Land Use Review Board reviewed the case and recommended approval under certain conditions. The applicant has requested a 30 day continuance in order to address the conditions.

...Motion by Councilor Swan to continue ZMA-6-19 to the January 15, 2020 Town Council Meeting. Motion seconded by Councilor Young and carried unanimously.

ITEM IX. NEW BUSINESS

A. CDBG Grant Proposal

Assistant Development Services Director Jason Brown provided an overview of Wake County's Neighborhood Revitalization Program and the proposed Habitat for Humanity Flowers Street Subdivision.

Habitat for Humanity has requested assistance with infrastructure improvements to Flowers Street and Kelly Meadows Road and the Town is seeking grant funds to assist with these improvements. In addition, staff is looking into extending the improvements to allow for walkability to Knightdale Elementary School.

Mr. Brown highlighted different phases of the project, noted the estimated costs to the Town, and identified how this project is consistent with the newly adopted Strategic Plan.

...Motion by Councilor Morgan to authorize the Development Services Department to apply for the Wake County Neighborhood Revitalization Program Grant. Motion seconded by Councilor Swan and carried unanimously.

B. Establish Veterans Memorial Advisory Board

Town Manager Bill Summers shared that the recently appointed Veterans Memorial Recognition Committee has gained positive momentum in identifying candidates for the Veterans Memorial Plaza. Due to this positive

momentum and the important insight provided by the committee, staff feels the need to convert the committee into a permanent advisory board.

Mr. Summers discussed the roles and responsibilities of the proposed board, as well as the recommended membership and meeting schedule.

...Motion by Councilor Young to adopt Ordinance #19-12-18-003 establishing a Veterans Memorial Advisory Board. Motion seconded by Mayor Pro Tem Day and carried unanimously.

- C. Approval of Names for Veterans Memorial
Town Manager Bill Summers reviewed the Veterans Memorial Recognition Policy which outlines eligibility requirements for inscription at the Veterans Memorial Plaza.

Mr. Summers read the names of 40 veterans whose applications have been approved and the Veterans Memorial Recognition Committee recommend for permanent inscription at the Veterans Memorial Plaza.

Army

Chadwick Richardson	Wilford Hocutt
Lester O'Neil Lindley	Robert Lee Pope
Wallace Edward Glover	Raymond Oliver
Donald Patrick Braswell	Patrick Wilder
James Leon Jones	Clarence Wilder
Douglas Eugene Moore	Charles D. Payne
Vernon D. Lucas	Charlie H. Flowers
William Henry Pope	Kenneth L. House
Charles A. Davis	Kenneth Proctor Haswell
Milton Edward Tart	Robert M. Lassiter
Tony Gene Adams	Charles Evans Dean
James E. Pope Sr.	

Navy

Clifton House	Ralph Morris House
Glenn Jeter Joyner	Jasper Grady Douglas
Lewis Meyer King	Ellis Ray Edwards
Linwood Norris Jones	James Marion Edwards
John Bruce Parrish	

Air Force

James R. House	Thomas Howard Wall
Willie Ben Keels	Fred Gilbert Averette
Joseph Paul Mangum	

Marine Corps

Clifton Yates House	John Wesley Dillinger
Lawrence Elmo House	

Councilor McDonald thanked Town Manager Bill Summers and the Veterans Memorial Recognition Committee for their efforts.

...Motion by Councilor Swan to accept the recommended names for inscription at the Veterans Memorial Plaza. Motion seconded by Councilor Young and carried unanimously.

ITEM X. ADMINISTRATIVE REPORTS

None at this time.

ITEM XI. UPCOMING EVENTS

None at this time.

ITEM XII. ADVISORY REPORTS

A. Finance Committee
No report at this time.

B. Planning and Engineering Committee
Councilor Morgan discussed the CDBG grant which Council approved and provided an update on the greenway connection from Mingo Creek to Harper Park.

C. Parks & Recreation Advisory Board
Councilor Young reported that construction at the Mingo Creek playground should be complete by Christmas, youth basketball is underway, and staff is working on a 2020 special events calendar.

ITEM XIII. OTHER ITEMS

Other Items is an opportunity for the Council, attorney, or staff to present unscheduled items that need consideration by the Board.

None at this time.

ITEM XIV. CLOSED SESSION

None at this time.

ITEM XV. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 8:01 p.m. Motion seconded by Mayor Pro Tem Day and carried unanimously.

James A. Roberson, Mayor

Heather M. Smith, Town Clerk



KNIGHTDALE TOWN COUNCIL WORK SESSION MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

January 6, 2020

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor James Roberson, Mayor Pro Tem Jessica Day, Councilors Mark Swan, Randy Young, Stephen Morgan, and Ben McDonald

ABSENT: No one.

Staff Members Present: Town Manager Bill Summers, Assistant Town Managers Dustin Tripp and Suzanne Yeatts, Finance Director Tim Flora, and Town Clerk Heather Smith.

Meeting called to order by Mayor Roberson at 6:56 p.m.

WELCOME

Welcome by Mayor Roberson.

ITEM I. ADOPTION OF AGENDA
...Motion by Councilor Swan to adopt the agenda. Motion seconded by Councilor Young and carried unanimously.

ITEM II. DISCUSSION
Essentials for Knightdale Elected Officials
Mayor Roberson highlighted the importance of customer service, respect and transparency.

Council shared their expectations of one another and staff. Recurring themes from the discussion included open and honest communication, the need for talking points when major events happen, the importance of disseminating information to everyone, and the request for regular updates from Administration staff.

Council members discussed the best ways to communicate amongst themselves and with staff members.

Councilor Morgan suggested evaluating the need for Committees, noting that information shared at committee meetings could be shared during a work session for the entire council to hear.

After discussion, consensus among the Council was to put the dissolution of the Finance Committee and Planning and Engineering Committee on the next regular meeting agenda for a vote.

Town Manager Bill Summers led a discussion on governance and identified eight characteristics of good governance.

Assistant Town Manager Suzanne Yeatts reviewed key stakeholders within the organization and identified their roles and responsibilities.

Assistant Town Manager Dustin Tripp provided a governmental overview, summarizing different types of meetings and decisions, as well as reviewed the Town's current advisory boards, meeting schedule, and public comment rules.

Ms. Yeatts discussed common questions pertaining to quorums, voting obligations, closed sessions, agenda preparation, and budget requests.

ITEM III. ADJOURNMENT

...Motion by Councilor Swan to adjourn at 9:11 p.m. Motion seconded by Councilor McDonald and carried unanimously.

James A. Roberson, Mayor

Heather M. Smith, Town Clerk



Town of Knightdale

Staff Report Cover Sheet

Title: Dissolution of Finance and Planning & Engineering Committees

Staff: Heather Smith, Town Clerk

Date: January 15, 2020

SUMMARY

- Dissolve the Finance and Planning & Engineering Committees to better embrace transparency. Items previously covered in these committee meetings will now be discussed at Town Council meetings. In order to dissolve the two committees, the resolutions that established them need to be repealed.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence - Knightdale's government is operated with efficiency and transparency by outstanding employees who focus on excellent customer service and open communication.

GENERAL STATUTE REFERENCE(S)

- Section 20.58 of the Town's Code of Ordinances gives the Town Council authority to establish and appoint members for temporary and standing committees and boards as needed to help carry out the work of the government.

TYPE OF PUBLIC HEARING

- N/A

TYPE OF DECISION/ACTION REQUIRED

- Legislative / Adoption

FUNDING SOURCE(S)

- N/A

ATTACHMENT(S)

- Resolution #20-01-15-001

STAFF RECOMMENDATION

- Adopt Resolution #20-01-15-001 dissolving the Planning and Engineering and Finance Committees.



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

RESOLUTION #20-01-15-001
A RESOLUTION DISSOLVING THE PLANNING AND ENGINEERING
COMMITTEE AND FINANCE COMMITTEE

WHEREAS, Section 20.58 of the Town's Code of Ordinances gives the Town Council authority to establish and appoint members for temporary and standing committees and boards as needed to help carry out the work of the government.

WHEREAS, On January 24, 2018 the Town Council adopted Resolution #18-01-24-001 creating a Planning and Engineering Committee and Resolution #18-01-24-002 creating a Finance Committee.

WHEREAS, the Town Council has amended its regular meeting schedule to better embrace transparency and contemporary meeting practices and as a result the need for standing committee engagements has been reduced.

NOW, THEREFORE, BE IT RESOLVED that Resolution #18-01-24-001 and #18-01-24-002 are repealed, effectively dissolving the Planning and Engineering and Finance Committees.

This the 15th day of January, 2020.

BY: _____
James A. Roberson, Mayor

ATTEST: _____
Heather M. Smith, Town Clerk



Town of Knightdale

Staff Report Cover Sheet

Title: 2020 Meeting Schedule Amendment 02

Staff: Heather Smith, Town Clerk

Date: January 15, 2020

SUMMARY

- Update the 2020 Meeting Schedule to remove the Finance and Planning & Engineering Committee meeting dates.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence - Knightdale's government is operated with efficiency and transparency by outstanding employees who focus on excellent customer service and open communication.

GENERAL STATUTE REFERENCE(S)

- § 143-318.12. Public notice of official meetings.

TYPE OF PUBLIC HEARING

- N/A

TYPE OF DECISION/ACTION REQUIRED

- Legislative / Adoption

FUNDING SOURCE(S)

- N/A

ATTACHMENT(S)

- 2020 Meeting Schedule Amendment 02

STAFF RECOMMENDATION

- Adopt 2020 Meeting Schedule Amendment 02

2020 Town of Knightdale Meeting Schedule
(Amendment 02)

Town Council	Land Use Review Board	Veterans Memorial Advisory Board
<i>1st Mon. & 3rd Wed. of the month at 7:00 p.m.</i>	<i>2nd Monday of the month at 7:00 p.m.</i>	<i>2nd Monday of the month at 4:00 p.m. (June - Dec)</i>
Monday, January 6, 2020 <i>(Work Session)</i>	<i>3rd Wed of the month at 7:00 p.m. (as needed for Joint Public Hearings)</i>	Monday, June 8, 2020
Wednesday, January 15, 2020	Monday, January 13, 2020	Monday, July 13, 2020
Monday, February 3, 2020 <i>(Work Session)</i>	Wednesday, January 15, 2020	Monday, August 10, 2020
Wednesday, February 19, 2020	Monday, February 10, 2020	Monday, September 14, 2020
Monday, March 2, 2020 <i>(Work Session)</i>	Wednesday, February 19, 2020	Monday, October 12, 2020
Wednesday, March 18, 2020	Monday, March 9, 2020	Monday, November 9, 2020
Monday, April 6, 2020 <i>(Work Session)</i>	Wednesday, March 18, 2020	Monday, December 14, 2020
Wednesday, April 15, 2020	Monday, April 13, 2020	Parks and Recreation Advisory Board
Monday, May 4, 2020 <i>(Work Session)</i>	Wednesday, April 15, 2020	<i>4th Monday of the month at 6:00 p.m.</i>
Wednesday, May 20, 2020	Monday, May 11, 2020	Monday, January 27, 2020
Monday, June 1, 2020 <i>(Work Session)</i>	Wednesday, May 20, 2020	Monday, February 24, 2020
Wednesday, June 17, 2020	Monday, June 8, 2020	Monday, March 23, 2020
Wednesday, July 15, 2020	Wednesday, June 17, 2020	Monday, April 27, 2020
Monday, August 3, 2020 <i>(Work Session)</i>	Monday, July 13, 2020	*Tuesday, May 26, 2020
Wednesday, August 19, 2020	Wednesday, July 15, 2020	Monday, June 22, 2020
*Tuesday, September 8, 2020 <i>(Work Session)</i>	Monday, August 10, 2020	Monday, July 27, 2020
Wednesday, September 16, 2020	Wednesday, August 19, 2020	Monday, August 24, 2020
Monday, October 5, 2020 <i>(Work Session)</i>	Monday, September 14, 2020	Monday, September 28, 2020
Wednesday, October 21, 2020	Wednesday, September 16, 2020	Monday, October 26, 2020
Monday, November 2, 2020 <i>(Work Session)</i>	Monday, October 12, 2020	Monday, November 23, 2020
Wednesday, November 18, 2020	Wednesday, October 21, 2020	Public Safety Advisory Board
Monday, December 7, 2020 <i>(Work Session)</i>	Monday, November 9, 2020	<i>2nd Thursday of every other month at 6:30 p.m.</i>
Wednesday, December 16, 2020	Wednesday, November 18, 2020	Thursday, January 9, 2020
	Monday, December 14, 2020	Thursday, March 12, 2020
	Wednesday, December 16, 2020	Thursday, May 14, 2020
		Thursday, July 9, 2020
		Thursday, September 10, 2020
		Thursday, November 12, 2020
	<i>*Date changes due to holidays/conflicting meeting dates/special meeting</i>	<i>Adopted on _____</i>



The Town of Knightdale Staff Report

Date: January 15, 2020

To: Mayor and Town Council

Assistant Town Manager - SMY

From: Suzanne Yeatts, Assistant Town
Manager

Town Manager - WRS

Subject: Position Classification Plan
Amendments

REPORT: Staff requests the following changes to the Position Classification Plans:

Full-Time Plan:

Fire Department

- Removal of Assistant Fire Chief position
- Removal of Fire Inspector position
- Addition of 2 Battalion Chief positions

Public Works Department

- Removal of 1 Maintenance Worker II position
- Addition of 1 Maintenance Worker I position

Limited Service Plan:

Fire Department

- Removal of Volunteer Coordinator position
- Addition of Data Administrator position
- Addition of Training Chief position

REPORT RECOMMENDED ACTION

Adopt amendment to the Position Classification Plans.

POSITION CLASSIFICATION PLAN
Budget Ordinance 19-06-19-001 Attachment B

Class Title	NCLM Class Code	Number of Positions	Salary Grade	Minimum	Maximum	Exempt Status
ADMINISTRATION						
Town Manager	10040	1	n/a	n/a	n/a	A
Assistant Town Manager – Administration	10070	1	35	104,862	156,125	A
Assistant Town Manager – Operations	10070	1	35	104,862	156,125	A
Public Information Officer	10180	1	23	58,391	86,936	A
Town Clerk	10080	1	20	50,440	75,099	A
		5				
DEVELOPMENT SERVICES						
Development Services Director	10160	1	31	86,270	128,445	E
Assistant Development Services Director		1	25	64,376	95,847	E
Senior Planner	20475	1	23	58,391	86,936	
Planner	20470	1	18	45,751	68,117	
Code Enforcement Officer/Planner	20160	1	17	43,572	64,873	
Planning Technician	20465	1	15	39,521	58,842	
		6				
FINANCE						
Finance Director	10120	1	31	86,270	128,445	E
Finance Officer	20056	1	23	58,391	86,936	A
Business Analyst	20060	1	22	55,611	82,797	A
Accountant	20020	1	21	52,962	78,854	E
Accounting Technician	20040	1	13	35,847	53,371	
Customer Service Clerk	20300	1	11	32,514	48,409	
		6				
FIRE						
Fire Chief	10130	1	33	95,113	141,610	E
Battalion Chief	30085	2	25	64,376	95,847	E
Assistant Fire Chief	30030	1	27	70,975	105,672	E
Fire Captain	30080	3	21	52,962	78,854	
Fire Lieutenant	30120	3	19	48,039	71,523	
Fire Inspector	30110	1	18	45,751	68,117	
Firefighter	30100	<u>6</u>	17	43,572	64,873	

Effective 07/01/2019; Amended 11/20/2019; Amended 01/15/2020

POSITION CLASSIFICATION PLAN
Budget Ordinance 19-06-19-001 Attachment B

15

HUMAN RESOURCES

Assistant Human Resources Director		1	26	67,595	100,640	A
Human Resources Technician	20080	<u>1</u>	17	43,572	64,873	
		2				

PARKS, RECREATION & CULTURAL PROGRAMS

Parks & Recreation Director	10220	1	31	86,270	128,445	E
Recreation Program Supervisor	20520	1	19	48,039	71,523	
Athletic Supervisor	20510	2	18	45,751	68,117	
Recreation Activities Coordinator	20500	1	15	39,521	58,842	
Administrative Assistant – Parks & Rec	20600	<u>1</u>	11	32,514	48,409	
		6				

POLICE

Police Chief	10170	1	33	95,113	141,610	E
Police Division Commander (Captain)	30160	2	27	70,975	105,672	E
Police Shift Commander (Lieutenant)	30270	5	23	58,391	86,936	
Administrative Division Manager		1	22	55,611	82,797	A
Police Shift Supervisor (Sergeant)		5	20	50,440	75,099	
Detective	30210	2	20	50,440	75,099	
Police Officer	30260	19	18	45,751	68,117	
Records Clerk	20610	1	12	34,140	50,830	
Administrative Assistant - Police	30220	<u>1</u>	12	34,140	50,830	
		37				

PUBLIC WORKS

Public Works Director	10210	1	31	86,270	128,445	E
Grounds Maintenance Supervisor	20450	1	21	52,962	78,854	E
Stormwater Technician	20747	1	20	50,440	75,099	
Operations Supervisor	20670	1	19	48,039	71,523	E
Crew Leader	20660	1	18	45,751	68,117	
Maintenance Worker II	20430	6	12	34,140	50,830	
Maintenance Worker I	20420	<u>1</u>	11	32,514	48,409	

12

TOTAL NUMBER OF POSITIONS

89

Effective 07/01/2019; Amended 11/20/2019; Amended 01/15/2020

POSITION CLASSIFICATION PLAN
Budget Ordinance 19-06-19-001 Attachment B

NOTES:

- Starting salary can be up to Step 20 with the Town Manager's approval. Starting salaries over Step 20 require Town Council approval.
- There is no COLA factor included. Performance increases are given in 1% increments for employees exceeding expectations at the discretion of the department director and within the budget amount for performance increases. 2% merit funding is included in the budget.
- Exempt Status is classified as E= Executive, A= Administrative, P= Professional, and C= Computer according to the Fair Labor Standards Act regulations.
- Revisions for FY20 include:
 - Addition of 5 new positions:
 - Stormwater Technician
 - Assistant Fire Chief
 - Fire Inspector
 - Police Officer (pending grant approval)
 - Records Clerk
 - Revisions to previous positions:
 - Senior Planner to Assistant Development Services Director
 - Administrative Services Director to Assistant Town Manager – Administration
 - Assistant Town Manager to Assistant Town Manager – Operations
- 11/20/2019 Amendment: Change title of position in Finance Department from Purchasing Agent to Business Analyst
- 01/15/2020
 - Amendments to Fire Department:
 - Addition of 2 Battalion Chiefs
 - Removal of Assistant Fire Chief
 - Removal of Fire Inspector
 - Amendments to Public Works Department:
 - Removal of 1 Maintenance Worker II
 - Addition of 1 Maintenance Worker I

LIMITED SERVICE POSITION CLASSIFICATION PLAN

Budget Ordinance 19-06-19-001 Attachment C

Department/Title	Pay Grade	Hourly Rate
ADMINISTRATION		
Intern	12	\$11.13
DEVELOPMENT SERVICES		
Intern	12	\$11.13
FINANCE		
Intern	12	\$11.13
FIRE		
Intern	12	\$11.13
Data Administrator	57	\$24.22
Volunteer Coordinator	26	\$15.41
Training Chief	64	\$26.19
Firefighter	29	\$16.28
Fire Inspector – Level I	51	\$22.54
Fire Inspector – Level II	59	\$24.78
Fire Inspector – Level III	64	\$26.19
PARKS, RECREATION & CULTURAL PROGRAMS		
Recreation Assistant	6	\$9.42
Camp Counselor	6	\$9.42
Recreation Assistant Supervisor	10	\$10.56
Bus Driver	14	\$11.70
POLICE		
Intern	12	\$11.13
PUBLIC WORKS		
Maintenance Worker	24	\$14.85

NOTES:

- All positions listed are classified as non-exempt based on the Fair Labor Standards Act.
- Includes 4% Cost of Living Adjustment.
- 11/20/19 Amendment to add Intern position in Police Department
- 01/15/20 Amendment in Fire Department to:
 - add Data Administrator position
 - add Training Chief position
 - remove Volunteer Coordinator position

Effective 07/01/2019; Amended 11/20/2019; Amended 01/15/2020



The Town of Knightdale
Staff Report

Date: January 15, 2020

To: Mayor and Town Council
From: Donna Tierney, Planner
Subject: ZMA-9-19: Habitat for
Humanity Planned Unit
Development Rezoning

Town Manager – WRS
Assistant Town Manager – DT
Development Services Director
Signature – CH

I. PURPOSE:

The purpose of this staff report is to provide an overview of a Zoning Map Amendment request for a Planned Unit Development (PUD) to allow for a major subdivision in accordance with Unified Development Ordinance (UDO) Sections 2.15.C and 15.6.C.

Staff received additional information since the original publication of this staff report. Updates can be found in the following sections: IX. Proposed Master Plan, XI. Proposed Planned Unit Development (on-street parking, Water Allocation Policy, Programmed Open Space, Proposed UDO Exceptions, XVI. Attachments).

II. TYPE OF HEARING:

This is a legislative process that requires Town Council to hold a joint public hearing and receive a recommendation from the Land Use Review Board (LURB) prior to taking action on the application.

III. APPLICABLE STANDARDS:

- Unified Development Ordinance
- KnightdaleNext 2035 Comprehensive Plan
- North Carolina General Statutes § 160A-381

IV. SPECIFIC REQUESTED ACTION:

Staff recommends holding a joint public hearing, and following public comment, to close the public hearing and refer the matter to the LURB for review and recommendation.

V. REQUEST:

Mr. Tom Harrell of Bass, Nixon & Kennedy Inc. submitted an application on behalf of property owner Habitat for Humanity of Wake County, to rezone and develop the vacant parcel at the intersection of Kelley Meadows Road and Flowers Street, identified by the Wake County PIN 1754-51-5410, from Urban Residential 12 (UR12) to Urban Residential-12 with a PUD. The applicant proposes to develop the 2.29 acre site into a 17-lot single-family residential subdivision.

In addition to traditional development approval, Habitat for Humanity has requested financial support in the amount of \$124,306.00 to assist with road infrastructure costs and for land dedication from the Town to build the required stormwater pond. The proposed parcel for the stormwater pond is on the Town owned property to the west of Kelley Meadows Rd. A map of the Town owned parcel can be seen under the Project Setting information in **Section VIII**.

VI. PROJECT PROFILE:

PROPERTY LOCATION:	Kelley Meadows Rd. & Flowers St.
WAKE COUNTY PINs:	1754-51-5410
CURRENT ZONING DISTRICT	Urban Residential 12
PROPOSED ZONING DISTRICT:	Urban Residential-12 (UR-12) Planned Unit Development (PUD)
NAME OF PROJECT:	Meadowview (proposed)
APPLICANT:	Bass, Nixon & Kennedy Inc.
PROPERTY OWNER:	Habitat for Humanity of Wake County
PROPERTY SIZE:	2.29 acres
PROPOSED DENSITY:	7.502 units per acre
CURRENT LAND USE:	Vacant/Undeveloped
PROPOSED LAND USE:	Single Family Residential
PROPOSED OPEN SPACE:	28,283 SF (0.65 acres)

VII. BACKGROUND INFORMATION:

The Planned Unit Development District (PUD) is a re-zoning process which is designed to encourage master planning of development and to coordinate such development so as to manage the impacts of the development on the provision of Town Services and infrastructure. The PUD encourages creativity and innovation in the design of developments, but in return for this flexibility the expectation is for communities to provide exceptional design, character, and quality; provide high quality community amenities; incorporate creative design in the layout of buildings; ensure compatibility with surrounding land uses and neighborhood character; encourage the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers; further the goals of the KnightdaleNext 2035 Comprehensive Plan including the Growth Framework and Growth & Conservation maps; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

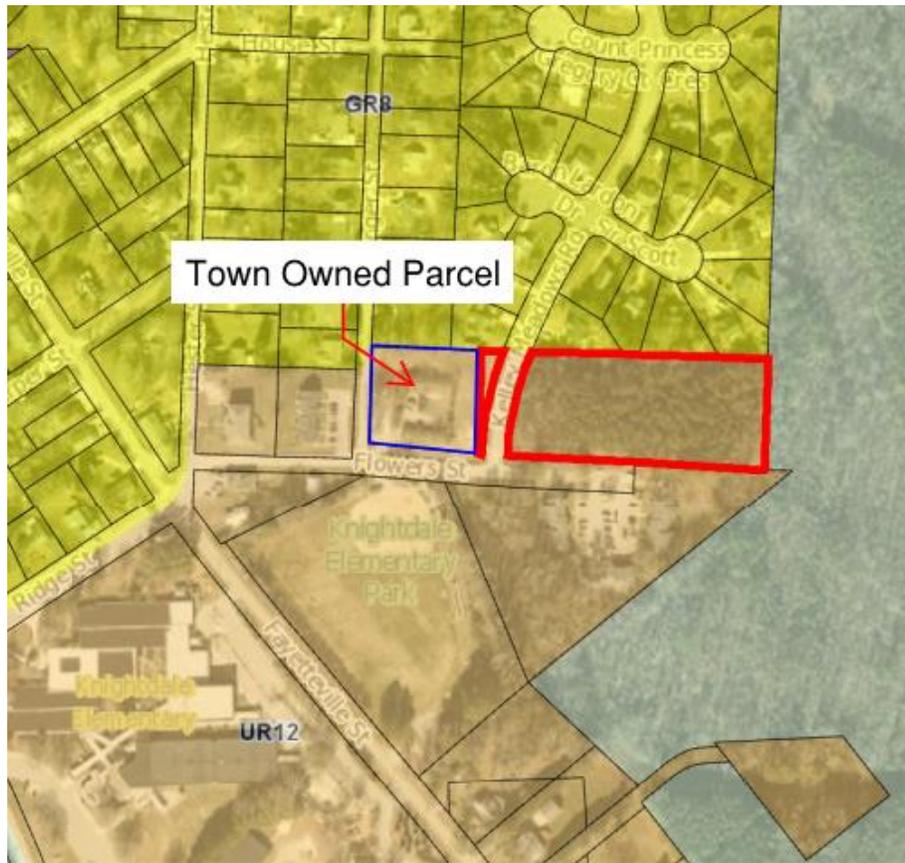
There are several provisions which are required to be addressed by the applicant, including, but not limited to design guidelines and dimensional standards, public facilities, recreational open space, and Comprehensive Plan consistency.

The applicant’s specific exceptions are detailed in **Section XI** of this staff report.

VIII. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:

The proposed rezoning include one (1) parcel, located east of Kelley Meadows Road and north of Flowers Street. The parcel is located within the Town Limits and will not require annexation.

DIRECTION	LAND USE	ZONING
North	Wil Ros Meadows Subdivision	GR8
South	Multi-Family	UR12
East	Vacant	RT
West	Undeveloped	UR12



Zoning map of the subject property and adjacent properties



Aerial view of the subject property and surrounding area



On Flowers Street looking east



On Flowers Street looking north at Kelley Meadows Road

IX. PROPOSED MASTER PLAN:

The applicant submitted a full Master Plan and PUD document in accordance with UDO Section 16.6. As shown on the following site plan, the plan consists of 17 rear loaded 30 ft. wide lots, a privately owned and maintained alley, extension of Flowers Street with sidewalk and on-street parallel parking, and addition of sidewalk along Kelley Meadows Road. Additional amenities include a playground area, mail kiosk with additional visitor parking, and passive open space.

X. LEGISLATIVE CASE PROCEDURES:

A Planned Unit Development rezoning is a legislative public hearing, which requires certain application procedures including having a pre-application meeting with staff, and holding a neighborhood meeting with any property owners within 200 feet of the outer boundaries of the subject development. Staff started working with the development team in April 2018; and since that time, staff has reviewed several preliminary sketch plans and held various project meetings. Below is a timeline of the required elements.

- Pre-application Meeting: November 5, 2019
- Neighborhood Meeting Notices Mailed: November 7, 2019
- Neighborhood Meeting: November 19, 2019

The neighborhood meeting was held at the Knightdale Recreation Center located at 102 Lawson Ridge Road. Three interested neighbors attended the meeting, and inquired about stormwater impacts, yard maintenance, buffers and fencing. No one spoke in opposition to the project. A copy of the mailed notice, list of recipients, and summary of the meeting are attached as part of the application packet.

Additionally, the Town of Knightdale followed public hearing notice requirements as prescribed in the North Carolina state statutes.

- First Class Letters Mailed: December 30, 2019
- Sign Posted On Property: January 3, 2020
- Legal Ad Published in N&O: January 3 & 10, 2020

Following the formal submittal and review of the proposed master plan, the applicant met with the Development Review Committee (DRC) on January 9, 2020 to discuss the technical comments and details associated with the proposed subdivision plan. There were several comments associated with the proposed plan, including the following:

- Location of on-street parking along Flowers Street
- Relocation of water and sewer services out of the private alley
- Landscaping changes including the buffer between the development and existing subdivision to the north
- Activation and improvements of required Open Space

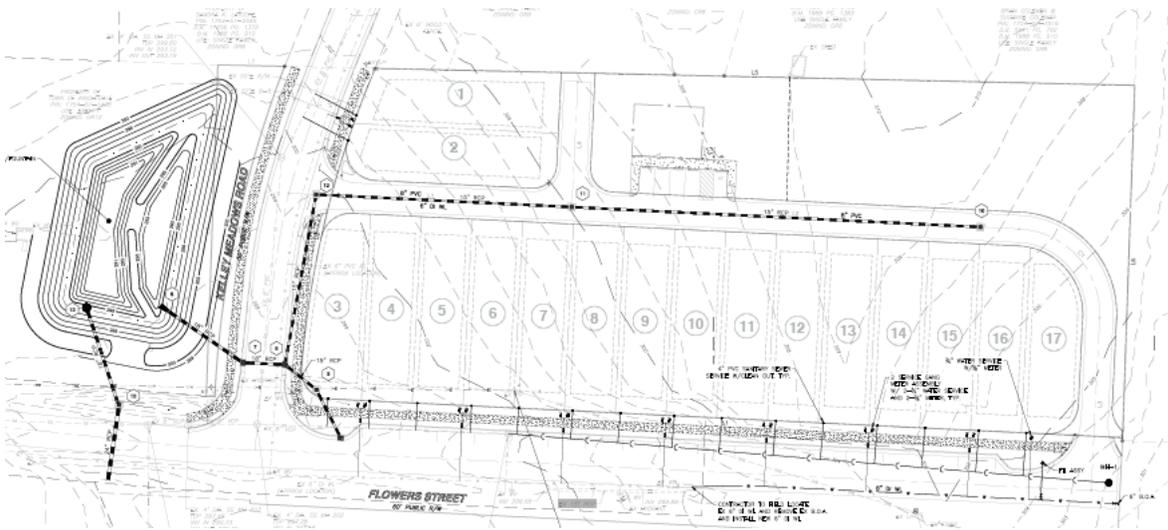
As part of the DRC's approval process, the applicant will need to provide a revised and updated copy of the Master Plan and PUD document. The DRC voted unanimously to **continue** ZMA-9-19 pending the applicant addressing the review comments and Town Council taking action on the PUD rezoning request.

XI. PROPOSED PLANNED UNIT DEVELOPMENT:

In accordance with UDO Section 15.6.C, all standards and requirements of the corresponding General District shall be met. Staff has reviewed the major site elements and found the majority to be in compliance with all requirements of the Urban Residential 12 zoning district and UDO. Major site elements and their compliance statements are listed below.

- A. **Parking:** The applicant is not proposing any deviations from the parking requirements as found in Section 10.3 of the UDO.

B. **Stormwater** – The applicant is not proposing any deviations from the stormwater management of the site as required in UDO Chapter 6. Stormwater will be addressed with a sediment control measure (SCM) in the form of a wet detention basin, located to the west of Kelley Meadows Rd. on the parcel owned by Town of Knightdale.



C. **On-Street Parking:** Denser residential development patterns often require additional on-street parking to serve residents and visitors. On-street parking is proposed along Flowers Street. Town staff is currently working with the applicant to address a sanitary sewer conflict so that parallel parking can run the entire length of the development.

D. **Lighting:** The applicant is not proposing any deviations from the lighting standards as found in UDO Section 11.4.

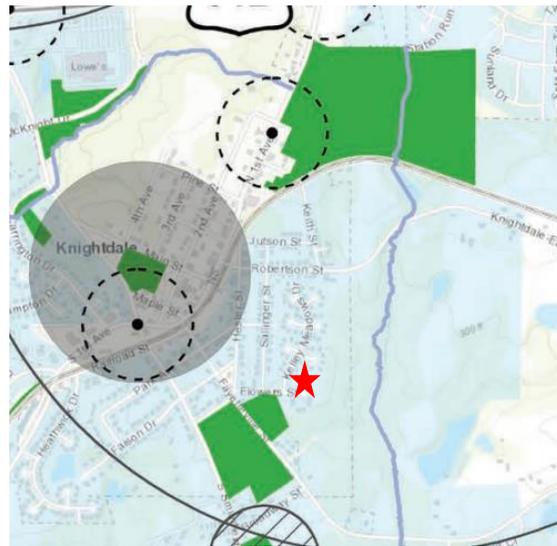
E. **Signage:** All site signage will be reviewed under a separate zoning review; however, the applicant is not proposing any deviations from the standards as found in UDO Section 12 for the UR-12 Zoning District.

F. **Public Utilities/Water Allocation Policy:** The applicant is proposing to connect to public water and sewer. In accordance with UDO Section 16.6.P, the applicant will meet the Town of Knightdale Water Allocation Policy (WAP) requirement of 50 points with the following features:

	Points
Base Points - Major Residential Subdivision	15
Options to Obtain additional 35 points:	
Residential Architectural Standards	15
Development within Old Town District	4
IPEMA Certified Playground Equipment	4
Stormwater Wet Pond with Fountain	4
Provision of On-Street Public Parking	4
Outdoor Display of Public Art	4
<i>Total Proposed Bonus Points:</i>	<i>35</i>
Total Points (50 Points Required)	50

G. Programmed Open Space: In accordance with UDO Section 7.3.A, the development is within ¼ mile of existing publicly dedicated recreational open space (Knightdale Elementary Park) and is therefore granted a 50% reduction in the amount of required open space. According to the applicant's PUD document, they are proposing to keep approximately 20% of the property as undeveloped and set aside for open space. They will provide the required amount of active open space and it will include playground equipment and various other games. They will also provide the required amount of passive open space, which will include picnic tables and benches. Staff is continuing to work with the applicant to determine the specific improvements and programming for both the active and passive open space.

As depicted on the Parks & Open Space map below from the 2035 KnightdaleNext Comprehensive Plan, the proposed development is within ¼ mile to Knightdale Elementary Park, just over ¼ mile from Harper Park, and within 1 mile of Knightdale Station Park.

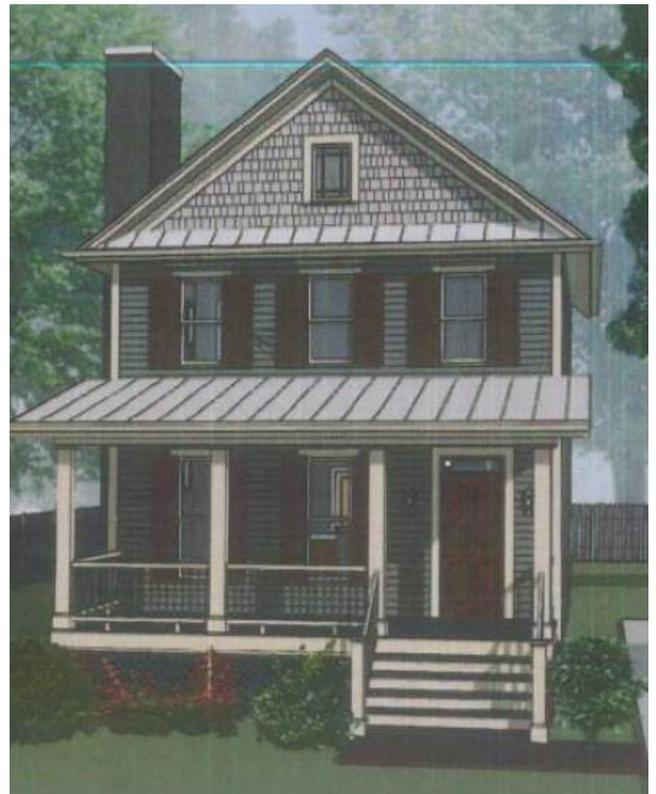


H. Residential Architectural Standards: The applicant has proposed the architectural standards listed below. In addition to the proposed standards, the applicant is agreeing to adhere to the architectural standards in UDO Section 5.7 by including it in their WAP bonus points. The applicant has provided proposed building elevations, which can be found on the next page and also full plans are in the attached PUD document at the end of this staff report.

Single-Family Dwelling Architectural Standards

1. All dwellings are 2-story homes built on 30 ft. wide lots and will have a minimum size of 1,150 square feet.
2. All driveways will be paved surface accessed from a rear alley with space to accommodate two vehicles. Garages are not proposed for this development.
3. At a minimum, all homes shall be raised a minimum of 18” from the finished grade and shall have stem wall or raised slab foundations that shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice. The applicant has proposed crawl spaces with masonry wrapped foundations for all lots.
4. All homes shall have a combination of two or more of the following materials on the front façade above the foundation: stone, brick, lap siding, shake, or board and batten. All siding shall be fiber cement. Vinyl may be used for soffits, fascia, and corner boards.

5. All single-family homes will have a front porch with a minimum depth of six (6) feet. Front porch posts will be at least 6"x6" and extend more than 50% of the façade.
6. Main roof pitches (excluding porches) for 2-story homes shall be at least 7:12. Some dwellings may have hip roof design. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building and shall have a pitch of at least 3:12.
7. There shall be a 12" overhang on every gable roof end and hip roof end.
8. For every linear 30 feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternative to a window or door.



PROPOSED UDO EXCEPTIONS:

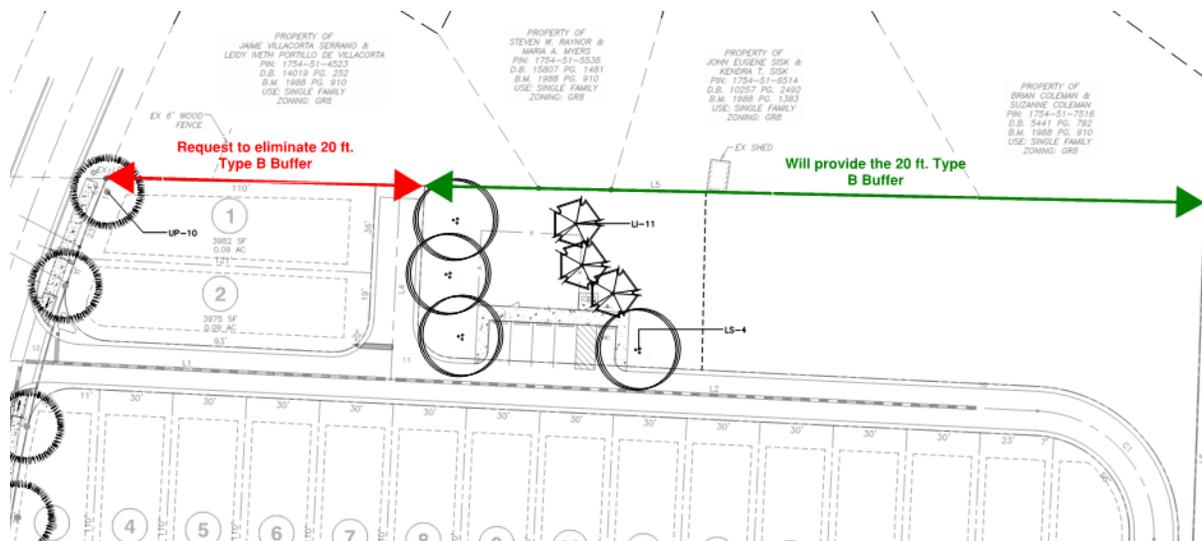
In accordance with UDO Section 15.C.5, a Planned Unit Development rezoning allows the applicant to request exceptions to certain standards identified in the General District (Urban Residential). These requests should be fair and reasonable, and the proposed alternate means of compliance should meet the spirit and intent of the UDO.

A. **Dimensional Requirements:** The applicant is proposing deviations from the dimensional standards as found in UDO Section 2.8.B for the UR-12 zoning district. Proposed deviations are listed below:

- **Required:** Lots less than 80 ft. in width require alley/rear lane access and driveways are required to be at least 35 ft. in length.
- **Requested:** All lots are 30 ft. wide and will be rear-loaded and served by driveways that are a minimum length of 20 ft. rather than the UDO requirement of 35 ft..

B. **Landscaping Buffer:** The applicant is proposing a deviation from the landscaping requirements in UDO Section 8.6.

- **Required:** A 20 ft. Type B Buffer is required between the UR12 and GR8 zoning districts.
- **Requested:** The applicant is asking to eliminate the required landscape buffer along the northern property line, running the length of Lot 1 and across the alley. The buffer will be provided from the alley to the eastern property line.



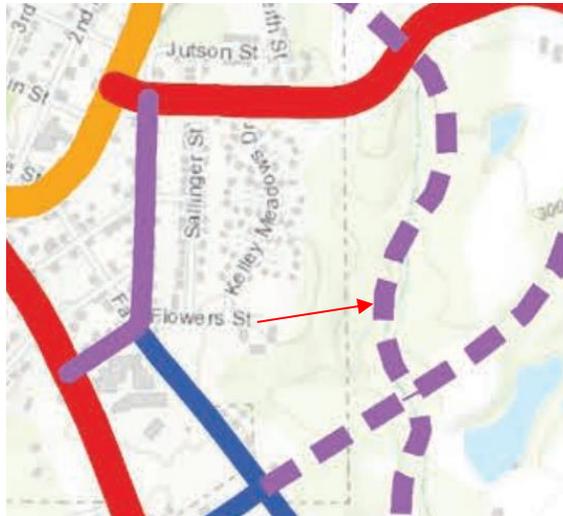
XII. PUD DOCUMENT ANALYSIS

In support of their Master Plan, the applicant submitted a PUD document which includes a vision for their proposed development, statements of plan consistency, architectural design standards, and open space information. As of the date of this staff report, staff is still working with the applicant to revise the PUD document to include additional details and specifics on the project.

XIII. TRANSPORTATION ANALYSIS

According to UDO Section 9.4, a Traffic Impact Analysis (TIA) is required for any “proposed rezoning or Master Plan...if the nature of the proposed rezoning or development is such that the number of trips it can be expected to generate equals or exceeds 150 new peak hour trips.” Based on the limited impact of the proposed subdivision, a TIA was not required and staff did not request any further analysis.

Additionally, the proposed project involves the extension of a Town-maintained street. Flowers Street will be extended the length of the development and include on-street parking, street trees, and sidewalks. The extension of Flowers Street will aid in future connectivity to the proposed north-south Town Maintained Collector as shown on the Street Network Map below.



XIV: COMPREHENSIVE PLAN:

During the drafting of the 2035 KnightdaleNext Comprehensive Plan, it was determined that the document should take a playbook approach that would be based on existing conditions that might change over time. As such, the categories as part of the Growth and Conservation Map were based on particular characteristics that would be likely in 2035. The subject property is designated to be “Mixed-Density Neighborhood” as a placetype.



PLACETYPE CATEGORIES

- | | |
|----------------------------|----------------------------|
| Preserved Open Space | Business Office |
| Rural Living | Light Industrial |
| Recreation Open Space | Heavy Industrial |
| Single Family Neighborhood | Civic & Institutional |
| Mixed-Density Neighborhood | Old Town |
| Multifamily Community | Mixed-Use Center |
| Neighborhood Node | Mixed-Use Center (Suburba |
| Retail | Transit-Oriented Developme |
| | Regional Mixed-Use Center |

The Mixed-Density Neighborhood placetype is defined as follows:

“Mixed-density neighborhoods are formed as subdivisions or communities with a mix of housing types and densities. Homes are oriented to the interior of the site and are typically buffered from surrounding development by transitional uses, preserved open space, or landscaped areas. Lots along the perimeter of a new neighborhood should be sensitive to the density observed along the perimeter of an adjacent neighborhood in terms of size and scale (by providing a transition). Small blocks and a modified grid of streets support a cohesive, well-connected community.

All new mixed-density neighborhoods incorporate a comprehensive network of open space throughout to accommodate small parks, gathering places and community gardens; preserve tree stands; and help reduce stormwater runoff.”

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

North Carolina General Statute 160A-383 requires that **prior to** adoption or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action to be reasonable and in the public interest.

It is staff’s opinion that the proposed Master Plan and PUD request is consistent with the KnightdaleNext 2035 Comprehensive Plan. Due to the small size of the proposal, mixed density cannot be achieved on the parcel itself. However, with apartments, single family, and townhomes immediately surrounding the proposed development, the UR12 zoning designation and the proposed housing type is consistent with the principles noted in the Mixed Density Neighborhood placetype.

The following guiding principle categories are applicable to this request:



INFILL DEVELOPMENT AND REDEVELOPMENT

Promote infill development and redevelopment activities for vacant and under-utilized areas of Knightdale. In doing so, prioritize the transformation of older properties throughout Town that might not be economically-viable in the future (such as declining retail shopping centers).

Infill Development and Redevelopment – The proposed development is located within the Old Town area. It is also an existing vacant parcel situated between two developed parcels.

NATURAL ENVIRONMENT



Promote and expand opportunities for people to experience natural settings in Knightdale and surrounding Wake County, increase their proximity to multiple recreational opportunities, and enjoy a safe and healthy lifestyle. Safeguard the Town's natural resources including lakes, streams, wetlands, woodlands, trails, agricultural lands, tree canopy, and the services they provide. Strive to create interconnected green spaces that conserve these areas, provide recreational linkages, protect water quality and quantity, and celebrate nature as a centerpiece of the Town's identity and sense of place.

Natural Environment – The applicant proposes to leave approximately 0.52 acres (20%) of the property undisturbed and set aside for open space.

COMPACT DEVELOPMENT PATTERNS



Guide future growth into more compact and efficient development patterns that will help manage the timing, location, and magnitude (length and size) of expensive infrastructure investments. Prioritize infill development and redevelopment in identified activity centers over continued green field development patterns, and use public infrastructure investments in the activity centers to encourage and leverage future private investments. Acknowledge that increased densities and intensities, and a mix of residential and nonresidential uses, will be needed in the activity centers to accommodate anticipated Town growth. Activity centers added to the Growth and Conservation Map in the future should reflect orderly and incremental growth patterns away from existing and identified activity centers in the 2035 KnightdaleNext Comprehensive Plan.

Compact Development Patterns – This project provides a transition to a higher density from the larger lots that exist to the north. It is an infill development that improves existing public streets and infrastructure.

PARKS AND RECREATION



Promote and expand opportunities where people can be more involved in an active community lifestyle represented, in part, by the presence of high-quality parks, public spaces and recreation facilities located near where people live and work, and the bicycle and pedestrian connections between them.

Parks and Recreation – The proposed development is located within walking distance of Knightdale Elementary Park. It is also within a short distance to Harper Park and Knightdale Station Park.

GREAT NEIGHBORHOODS AND EXPANDED HOME CHOICES



Promote distinct, safe, and vibrant neighborhoods throughout Knightdale that provide greater access to a range of housing choices people need at different stages of their life, including young adults, families, empty-nesters, retirees, seniors, and people of different income levels. Housing opportunities should include single family homes of all sizes, townhomes, apartments, condominiums, senior living units, live-work units, and accessory dwelling units. New neighborhoods should mix two or more housing choices into one community. Strong neighborhoods and a diverse housing strategy will make Knightdale a more livable community—one where residents can live their entire lives.

Great Neighborhoods and Expanded Home Choices – The proposed development includes 17 rear-loaded single-family dwellings on 30 ft. wide lots. The development is a Habitat for Humanity project which will provide additional affordable housing options.

XV. STAFF RECOMMENDATION:

Staff recommends holding a joint public hearing, and following public comment, to close the public hearing and refer the matter to the Land Use Review Board for review and recommendation.

XVI. ATTACHMENTS:

Application Packet
PUD Document (*revised*)
Neighborhood Meeting Information
Letter Requesting Town Funds & Land
Site Plan (*revised*)

RECOMMENDED ACTION

1. Open the joint public hearing
2. After receiving public comment, close the public hearing.
3. Refer ZMA-9-19 to the February 10, 2020 Land Use Review Board for advisory statement and recommendation.



TOWN OF KNIGHTDALE

DEVELOPMENT SERVICES DEPARTMENT

www.knightdalenc.gov

950 Steeple Square Court
Knightdale, NC 27545
(v) 919.217.2241
(f) 919.217.2249

MASTER PLAN

In accordance with Development Process outlined in Chapter 15 of the Unified Development Ordinance, Master Plan submittals are required for all Site Plans, Major Subdivisions, Special Use Permits, and Conditional Districts. Completed applications shall include all of the submittal requirements included on Page 2 of this package, and must be submitted in accordance with the schedule established by the Development Services Department. Approval of the Master Plan is not an authorization to begin site construction.

PROJECT INFORMATION

PROJECT NAME:	Meadowview Subdivision		
PROJECT ADDRESS:	0 Kelley Meadows Road		
WAKE COUNTY PIN(s):	1754-51-5410		
PROPOSED USE:	Single Family Residential		
PROPOSED SQ. FT.:	N/A	PROPOSED LOTS:	17
ZONING DISTRICT:	UR12	SITE ACRES:	2.29
		DENSITY (DWELLING/ACRE):	7.42
		INSIDE CORPORATE LIMITS:	Yes

CONTACT INFORMATION

APPLICANT:	Bass, Nixon & Kennedy		
ADDRESS:	6310 Chapel Hill Rd., Ste. 250	PHONE:	919-851-4422
	Raleigh, NC 27607	FAX:	919-851-8968

EMAIL: david.dunn@bnkinc.com

SIGNATURE:

PROPERTY OWNER:	Habitat For Humanity		
ADDRESS:	of Wake County, Inc.	PHONE:	919-833-1999
	2940 North Raleigh Blvd.	FAX:	N/A
	Raleigh, NC 27604		

EMAIL: jim.middleton@habitatwake.org

SIGNATURE:

DEVELOPER:	Habitat For Humanity		
ADDRESS:	of Wake County, Inc.	PHONE:	919-833-1999
	2940 North Raleigh Blvd.	FAX:	N/A
	Raleigh, NC 27604		

EMAIL: jim.middleton@habitatwake.org

SIGNATURE:

THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY

CASE NUMBER:

SUBMITTAL DATE:

X-REFERENCE(s):

FILING FEE:

SKETCH PLAN MEETING DATE:



TOWN OF KNIGHTDALE

DEVELOPMENT SERVICES DEPARTMENT

www.knightdalenc.gov

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SUBMITTAL REQUIREMENTS

NO APPLICATION SHALL BE ACCEPTED BY THE LAND USE ADMINSTRATOR UNLESS IT CONTAINS ALL OF THE INFORMATION NECESSARY TO DETERMINE IF THE DEVELOPMENT, IF COMPLETED AS PROPOSED, WILL COMPLY WITH ALL OF THE REQUIREMENTS OF THE UNIFIED DEVELOPMENT ORDINANCE. APPLICATIONS WHICH ARE NOT COMPLETE WILL BE RETURNED TO THE APPLICANT WITH A NOTATION OF DEFICIENCIES.

THE FOLLOWING ARE TO BE SUBMITTED AT THE TIME OF INITIAL SUBMITTAL. FAILURE TO SUBMIT ALL ITEMS WILL RESULT IN DELAY OF YOUR APPLICATION. APPLICATIONS ARE TO BE RECEIVED BY 5 PM ON THE SUBMITTAL DEADLINE DATES ESTABLISHED BY THE DEVELOPMENT SERVICES DEPARTMENT.

- COMPLETED APPLICATION FORM. Application must be signed by the applicant and the property owner.
- PROCESSING FEE: The fees below are for the Master Plan based on the type of permit being requested. Fees are exact and not rounded up. Master Plans that accompany a request for conditional district will require a separate application and filing fee for Zoning Map Amendment (Re-zoning):

	<u>SITE PLAN:</u>	<u>SPECIAL USE PERMIT or</u> <u>CONDITIONAL DISTRICT:</u>
NON-RESIDENTIAL	\$300 plus \$50 per acre	\$600
RESIDENTIAL	\$300 plus \$50 per acre	See Master Plan fee
MODIFICATION		\$600

Master Plan submittals are fully electronic. Please send all documentation electronically.

- Site/civil/landscape plans must be to engineering scale (1" = 20', 1" =50', etc.). Lighting and Landscaping should be included within the Master Plan set, if required. See Page 3 of this application package for data to be included on the Master Plan.
- Please include any proposed or existing deed restrictions or owners association documents.
- MASTER PLANS REQUIRING PUBLIC HEARINGS (SPECIAL USE PERMITS OR CONDITIONAL DISTRICTS):
 - LIST OF PARCEL IDENTIFICATION NUMBERS AND OWNERS (with their mailing addresses) of all parcels adjoining, including across the street from, and within 200 feet, the parcel(s) making up the proposed development site.
 - STAMPED, PRE-ADDRESSED BUSINESS ENVELOPES for the applicant, the property owner and each owner on above list with return address reading: Town of Knightdale Development Services Department, 950 Steeple Square Court, Knightdale, NC 27545.

The Master Plan shall be drawn to the following specifications and must contain or be accompanied by the information listed below. All plans shall be submitted at a scale not less than one (1) inch = 50 feet unless otherwise authorized by the Administrator. No processing or review of a Master Plan will proceed without all of the following information:

- The boundary, as determined by survey, of the area to be developed with all bearings and distances shown and the location within the area, or contiguous to it, of any existing streets, railroad lines, perennial streams, wetlands, easements or other significant features of the tract.
- Scale denoted both graphically and numerically with north arrow.
- A vicinity map at a scale no smaller than one (1) inch equals 1,200 feet showing the location of the subdivision with respect to adjacent streets and properties.



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(f) 919.217.2249

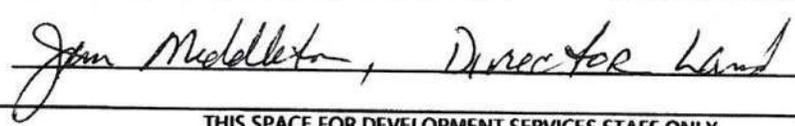
- The location of proposed buildings, parking and loading areas, streets, alleys, easements, lots, parks or other open spaces, site reservations (i.e. school sites), property lines and building setback lines with street dimensions, tentative lot dimensions and the location of any building restriction areas (i.e. flood hazard areas, buffer locations, watershed protection districts, and/or jurisdictional wetlands). Site calculations shall include total acreage of tract, acreage in parks and other non-residential uses, total number and acreage of parcels and the total number of housing units.
- Calculations for required and proposed Recreational Open Space.
- The proposed name of the development; street names; the owner's name and address; the names of adjoining subdivisions or property owners; the name of the Township, county, and state in which the development is located; the date of plan preparation and the zoning classification of the tract to be developed along with those of adjoining properties.
- Corporate limits and extra-territorial jurisdiction boundaries (where applicable).
- Typical cross-sections of proposed streets. Where a proposed street is an extension of an existing street, the profile of the street shall include 300 feet of the existing roadway with a cross-section of the existing street. Where a proposed street within the development abuts a tract of land that adjoins the development and where said street may be expected to extend into said adjoining tract of land, the profile shall be extended to include 300 feet of the said adjoining tract.
- The proposed limits of construction for all proposed development activity.
- A timetable for estimated project completion for each phase proposed.
- Original contours at intervals of not greater than two (2) feet for the entire area to be subdivided and extending into adjoining property for a distance of 300 feet at all points where street rights-of-way connect to the adjoining property and 50 feet at all other points of common project boundaries. Wake County or Town of Knightdale digital topography may be used to satisfy this requirement but should be field-verified to ensure accuracy. This requirement may be waived for developments smaller than one (1) acre or where insufficient topographic changes warrant such information.
- 2-D utility plan showing location of sanitary sewer lines, water distribution lines, storm sewer lines, manholes, clean-outs, fire hydrants, fire lines, valves, underground private utilities, backflow prevention devices showing make and model, meters and pipe sizes. If applicable, also well and septic locations, force mains, and pump stations.
- Supplemental Plans as applicable:
 - Landscape Plan** in accordance with Section 16.8(A)
 - Lighting Plan** in accordance with Section 16.8(B)
 - Traffic Signs & Markings Plan** in accordance with Section 16.8(C)
 - Architectural Plans** in accordance with Section 16.8(D)
 - Stormwater Management Plan** in accordance with Section 16.8(E)
 - Traffic Impact Analysis (if required)** in accordance with Section 16.9
 - Wake County Public Schools - Residential Development Notification Submission** <https://arcg.is/CKbv5>

In addition to the above required information, the following additional information may be required by the Administrator, the Land Use Review Board or the Town Council on a discretionary site-specific basis:

- Environmental Impact Statement, pursuant to Article 113A of the North Carolina General Statutes if: (i) the development exceeds 2 acres in area; and (ii) the Land Use Review Board deems it necessary due to the nature of the land or peculiarities in the proposed design.
- Development Permit and Certification application with supporting documentation as required by the Knightdale Flood Damage Prevention Ordinance in Chapter 6.

PLANNED UNIT DEVELOPMENT APPLICATION

In accordance with Unified Development Ordinance Section 2.16, a Planned Unit Development (PUD) is a type of Planned Development District (PDD) that encourages master planning of development and to manage such development with the impacts of the development on the provision of Town services and infrastructure. Completed applications shall include all of the submittal requirements included on Page 2 of this application and on the corresponding application checklist. Applications must be submitted in accordance with the schedule established by the Development Services Department.

<u>PROJECT INFORMATION</u>			
TYPE OF APPLICATION:	PLANNED UNIT DEVELOPMENT		
PROJECT ADDRESS:	0 Kelly Meadows Road, Knightdale, NC		
WAKE COUNTY PIN(s):	1754515410		
PROPOSED PROJECT NAME:	Meadowview Subdivision		
PROPOSED USE:	Single Family Residential		
PROPOSED SQ. FT.:	1,300 SF each	TOWN LIMITS/ETJ:	Town Limits
CURRENT ZONING DISTRICT:	UR 12	PROPOSED ZONING DISTRICT:	UR 12
PROPOSED LOTS:	17	DENSITY (DWELLING/ACRE):	7.502
<u>CONTACT INFORMATION</u>			
APPLICANT:	Bass, Nixon & Kennedy, Inc.		
ADDRESS:	6310 Chapel Hill Road - Suite 250, Raleigh, NC 27607		
PHONE:	919-851-4422	EMAIL:	david.dunn@bnkinc.com
SIGNATURE:			
PROPERTY OWNER:	Habitat for Humanity of Wake County		
ADDRESS:	2940 North Raleigh Boulevard, Raleigh, NC 27604		
PHONE:	919-833-1999	EMAIL:	jim.middleton@habitatwake.org
SIGNATURE:	 Director Land Acquisition		
DEVELOPER:	Habitat for Humanity of Wake County		
ADDRESS:	2940 North Raleigh Boulevard, Raleigh, NC 27604		
PHONE:	919-833-1999	EMAIL:	jim.middleton@habitatwake.org
SIGNATURE:	 Director Land		
THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY			
CASE NUMBER:	PUD - ____ - ____	SUBMITTAL DATE:	X-REFERENCE(s):
FILING FEE:	SKETCH PLAN MEETING DATE:		

SUBMITTAL REQUIREMENTS

NO APPLICATION SHALL BE ACCEPTED BY THE LAND USE ADMINSTRATOR UNLESS IT CONTAINS ALL OF THE INFORMATION NECESSARY TO DETERMINE IF THE DEVELOPMENT, IF COMPLETED AS PROPOSED, WILL COMPLY WITH ALL OF THE REQUIREMENTS OF THE UNIFIED DEVELOPMENT ORDINANCE. APPLICATIONS WHICH ARE NOT COMPLETE WILL BE RETURNED TO THE APPLICANT WITH A NOTATION OF DEFICIENCIES.

THE FOLLOWING ARE TO BE SUBMITTED AT THE TIME OF INITIAL SUBMITTAL. FAILURE TO SUBMIT ALL ITEMS WILL RESULT IN DELAY OF YOUR APPLICATION. APPLICATIONS ARE TO BE RECEIVED BY 5 PM ON THE SUBMITTAL DEADLINE DATES ESTABLISHED BY THE DEVELOPMENT SERVICES DEPARTMENT.

- **COMPLETED APPLICATION FORM.** Application must be signed by the applicant and the property owner.
- **PROCESSING FEE:** The fees below are based on the type of application being submitted. Fees are exact and not rounded up. Master Plans that accompany a request for conditional district will require a separate application and filing fee for Zoning Map Amendment (Re-zoning). Fee are subject to change July 1 of each year.

	MASTER PLAN:	SPECIAL USE PERMIT or CONDITIONAL DISTRICT:	PLANNED UNIT DEVELOPMENT:	COMMERCIAL SITE PLAN
NON-RESIDENTIAL	\$300 plus \$50 per acre	\$600	\$600	\$250 plus \$50 per acre
RESIDENTIAL	\$300 plus \$50 per acre	See Master Plan fee	\$600	

- All plan submittals are **electronic**. Please send all documentation via email or a file sharing service.
- For additional submittal requirements, refer to the corresponding checklist based on application type.

**PLANNED UNIT DEVELOPMENT
APPLICATION CHECKLIST**

TO BE COMPLETED BY APPLICANT	YES	N/A
PRE-SUBMITTAL REQUIREMENTS		
1. Pre-Application Conference	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Sketch Plan Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Neighborhood Meeting in accordance with UDO Ch.15.3.C	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SUBMITTAL REQUIREMENTS		
1. Completed Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Processing Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Public Hearing Postage Fees	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Wake County Public Schools Residential Development Notification , if applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Traffic Impact Analysis, if applicable	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SUBMITTAL SPECIFICATIONS		
1. Neighborhood Meeting Report: The report must include a list of those persons and organizations contacted about the neighborhood meeting, the date, time, and location of the meeting, a roster of the persons in attendance at the meeting, and a summary of issues discussed at the meeting; including a description of how the applicant proposes to respond to neighborhood concerns or changes made as a result of the meeting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Vision and Intent Statement: (reference UDO Ch. 2.15.C)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Unified Development Ordinance Consistency: Provide a statement of consistency with the UDO. Any variation from the UDO must be explained and alternate means of compliance provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Comprehensive Plan Consistency: Provide a statement of consistency with the adopted KnightdaleNext 2035 Comprehensive Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Design Guidelines: Provide a comprehensive list of proposed design guidelines that demonstrate the project will be appropriate within the context of the surrounding properties and the larger community. This includes architectural elevations representative of the proposed structures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Zoning Designation: Include a request for a zoning designation that matches the proposed density (reference UDO Ch. 2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Boundary & Significant Feature Survey: The boundary, as determined by survey, of the area to be developed with all bearings and distances shown and the location within the area, or contiguous to it, of any existing streets, railroad lines, perennial streams, wetlands, easements or other significant features of the tract	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Scale & North Arrow: Scale denoted both graphically and numerically with north arrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Vicinity Map: A vicinity map at a scale no smaller than 1 inch equals 1,200 feet showing the location of the PUD with respect to adjacent streets and properties	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Site Data: Calculations must include total acreage, acreage in parks and other non-residential uses,	<input checked="" type="checkbox"/>	<input type="checkbox"/>

total number and acreage of parcels, and the total number of housing units		
11. General Layout Map: A map delineating the boundaries of proposed uses and building types. This map should include descriptive conditions indicating the use, density, and building type of each distinct area of the proposed district.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Dimensional Standards: Description of dimensional standards and any modifications to the general use regulations (reference UDO Ch. 2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Transportation: Show all major streets and any collector/arterials required, as well as connectivity to adjacent parcels. Any modifications to street sections or request for modified street sections shall be included (reference: UDO Ch. 9 and Ch. 17)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Recreational Open Space: All open space shall be provided as required in UDO Ch. 7. Any variation shall provide the same area of open space and must be consistent with the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Landscaping: Tree protection and landscaping shall meet the criteria of UDO Ch. 8, except in cases where variations would meet the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Signs: Signs shall meet the criteria of UDO Ch. 12, except in cases where variations would meet the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Public Facilities: PUDs require all necessary infrastructure improvements to provide adequate transportation, water, sewer, and all other infrastructure improvements required by UDO Ch. 17.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. Phasing Plan: This is required if more than one phase is proposed. In mixed-use proposals the non-residential component shall be phased in association with a percentage of the total residential units not to exceed 75%. Phasing must be consistent with the installation of public infrastructure improvements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. Stormwater Management: A generalized stormwater management plan (reference UDO Ch. 6)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL REQUIREMENTS		
1. Water Allocation Policy Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>

See UDO Chapters 2.15 and 16.5 for additional description of all requirements



BASS, NIXON & KENNEDY, INC., CONSULTING ENGINEERS
6310 CHAPEL HILL ROAD, SUITE 250, RALEIGH, NC 27607
919/851-4422 ■ FAX 919/851-8968 BNK@BNKinc.com

KELLEY MEADOWS SUBDIVISION
PLANNED UNIT DEVELOPMENT

A HABITAT FOR HUMANITY DEVELOPMENT
KNIGHTDALE, NORTH CAROLINA
ZMA-9-19

DECEMBER 9, 2019
REVISED: JANUARY 13, 2020

KELLEY MEADOWS SUBDIVISION

Planned Unit Development

Prepared for the Town of Knightdale

Submittal Dates

First Submittal: December 9, 2019

Second Submittal: January 13, 2020

Developer

Habitat for Humanity of Wake County

2420 North Raleigh Blvd.

Raleigh, NC 27604

Bass, Nixon & Kennedy, Inc., Consulting Engineers

6310 Chapel Hill Road, Suite 250

Raleigh, NC 27607

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Request for use of Town Property for Stormwater Control Measure (SCM)

1. VISION AND INTENT

KELLEY MEADOWS PLANNED UNIT DEVELOPMENT MEETS THE STATED VISION AND INTENT OF THE PLANNED UNIT DEVELOPMENT AS FOLLOWS:

The seventeen homes built in Kelley Meadows will meet the architectural design requirements from Chapter 5 of the Knightdale UDO. The 2-story design provides plenty of front façade for a variety of materials, color and texture to the exterior of the units.

Provide high quality community amenities:

Development of Kelley Meadows will result in improvements to the existing Flowers Street by providing curb and gutter, sidewalks, street storm drainage system and enhanced street lighting. Also, a centrally located play area and a large wooded open space will provide common areas for residents to assemble, children to play and residents to enjoy preservation of trees in the open space.

Incorporate creative design in the layout of buildings:

All buildings in Kelley Meadows are located within close proximity to each other on adjacent narrow lots; thus allowing for more open space and common area. A Home Owners Association will maintain all grounds, both private and public and private alleys ensuring quality appearance for all units. Rear loaded access to parking will provide for more privacy in the rear and attractive uninterrupted appearance along building frontage on Flowers Street with a somewhat “urban” appearance.

Ensure compatibility with surrounding land uses and neighborhood character:

Kelley Meadows is a residential detached single family development located in a residential area with a single family residential development adjacent to the north; and a small apartment project across Flowers Street to the south. Knightdale elementary school is located in the neighborhood.

Ensure the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers.

With the development of Kelley Meadows, the neighborhood will become a mixed density area as it is located adjacent to existing residential uses that include a medium lot size single family development on one side and a denser apartment development on the opposite side. Existing streets serve all the developments.

Further the goals of the Comprehensive Plan including the growth framework and growth and conservation map:

Kelley Meadows is located on an existing vacant parcel situated between two developed parcels and a vacant parcel to the east. It will be a natural progression of development in the area as the future development will occur to the east.

Provide greater efficiency in the layout and provisions of roads, utilities, and other infrastructure:

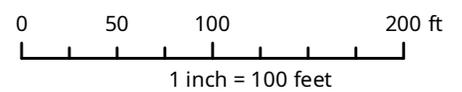
The development of Kelley Meadows will provide for improvements to existing public street and utilities without the necessity of creating new public streets.

2. EXISTING CONDITIONS

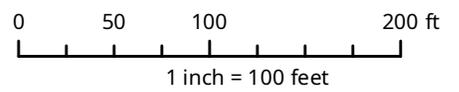
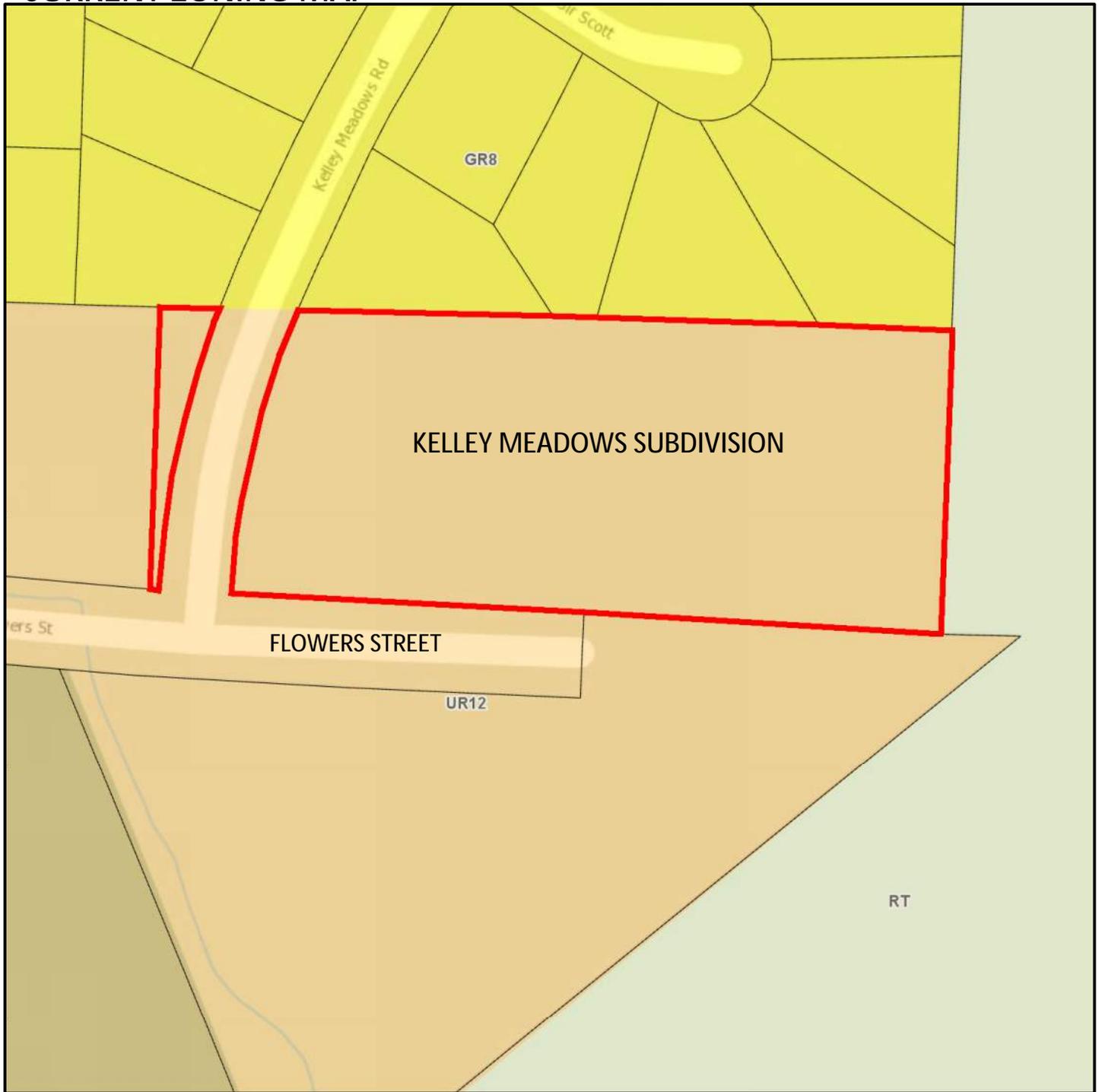
EXISTING CONDITIONS SUMMARY

The Kelley Meadows subdivision is located on the northeast corner of the intersection of Kelly Meadows Road and Flowers Street. The Wake County Property Identification Number (PIN) is 1754-51-5410. The property area is 2.29 acres. Roughly two-thirds of the property slopes to the west and the remaining portion of the property slopes to the east. There are no streams or wetlands located on the property. The site is wooded with small new growth trees.

AERIAL VIEW OF KELLEY MEADOWS SITE



CURRENT ZONING MAP



3. PUD MASTER PLAN

PLANNED UNIT DEVELOPMENT MASTER PLAN

KELLEY MEADOWS is a 17 lot single family subdivision designed to the UR-12 and Planned Unit Development standards of the Town of Knightdale Unified Development Ordinance. It is located at the intersection of Kelley Meadows Street and Flowers Street. The 2-story dwelling units will front along existing Flowers Street and Kelley Meadows. Street improvements will be made to Flowers Street. Parking access will be by an alley along the rear of the units. The developed site will include a small fenced playground with active and passive open space. Kelley Meadows will serve to complement and provide an alternative housing option for the existing neighborhood.

REAR LOADED SINGLE FAMILY DWELLING STANDARDS

Modifications to UDO Standards

In order to reduce the amount of impervious surface on the lots and to increase the developable area, rear loaded single family dwellings will be served by driveways that are a minimum length of 20' rather than the UDO requirement of 35'.

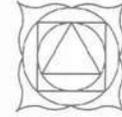
- Minimum lot size 3,210 sq.ft.
- Lot width 30'
- Front setback (min) 10'
- Side set back (min) 3'
- Side setback aggregate (min) 6'
- Rear setback (min) 20' (Measured from centerline of alley)
- Maximum building Height 3 stories
- Minimum driveway length 20'

Proposed exceptions

- Rear loaded driveway minimum length to be 20'
- Exception for 20-foot Type B Buffer along northern property line



Rick Thompson
Architect



www.thompsonplans.com

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P O Box 160
Lake Junaluska, NC
28745

828-734-2553

plan #

1114A

5/6/2003

Size fl 1 600

Size fl 2 567

Size Total 1167

Width 20'-0"

Depth 30'-0"

Porch 6'

Fl 1 ceiling 8'

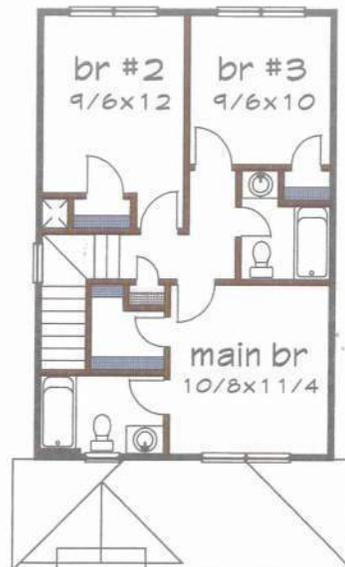
Fl 2 ceiling 8'

Roof pitch 9/12

Height 25'-6"



Floor 1 plan



Floor 2 plan

Please see

PDF single use web site for

PDF unlimited current

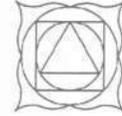
Material list pricing

CAD thank you

Please specify foundation type (crawl standard) Available types - Crawl, Slab or Basement



Rick Thompson
Architect



www.thompsonplans.com

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P O Box 160
Lake Junaluska, NC
28745

828-734-2553

plan #

1209A

9/3/2008

Size fl 1 660

Size fl 2 617

Size Total 1277

Width 22'-0"

Depth 30'-0"

Porch 8'-0"

F1 ceiling 9'

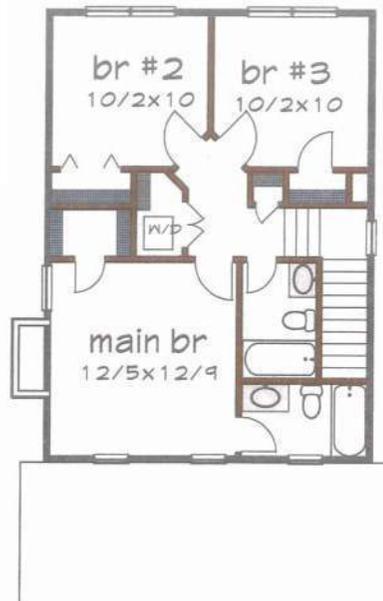
F2 ceiling 8'

Roof pitch 9/12

Height 27'-0"



Floor 1 plan



Floor 2 plan

Please see
PDF single use web site for
PDF unlimited current
Material list pricing
CAD thank you

Please specify foundation type (crawl standard) Available types - Crawl, Slab or Basement

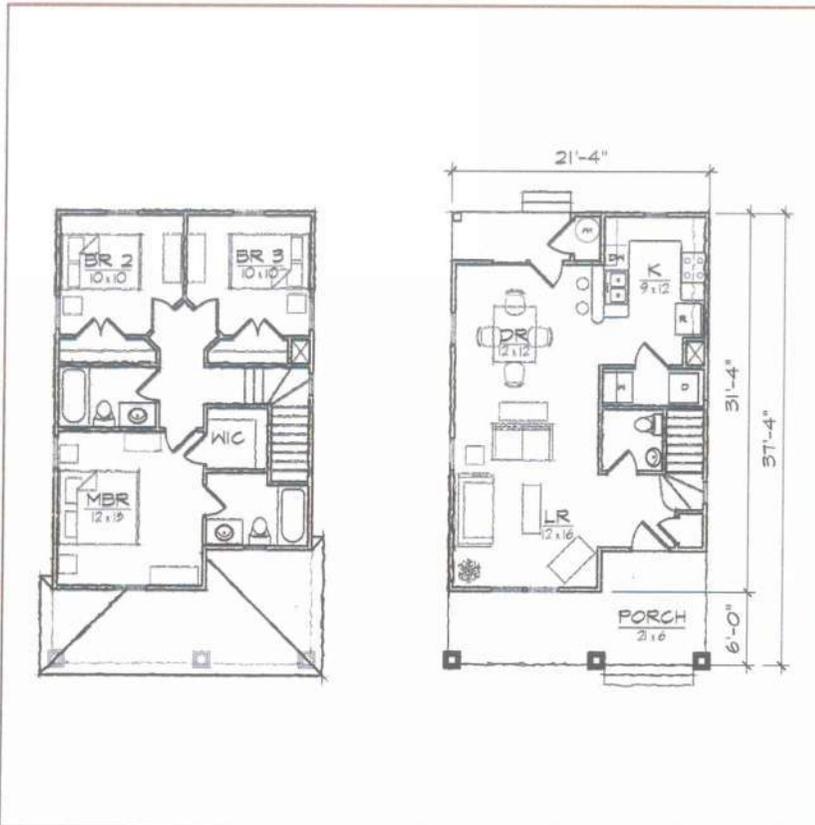
TightLines Designs

creating great places to live



Monique I

square footage.	1190 sq ft
bedrooms.	3
bathrooms.	2.5
stories.	2
width.	21' 4"
depth.	37' 4"
1st floor ceiling height.	9' 0"
2nd floor ceiling height.	8' 0"
roof pitch.	8/12



This two story Queen Anne style house of 1190 square feet features a spacious living and dining room area and a private master bedroom suite with a walk-in closet. This open floor plan includes a total of three bedrooms, two full bathrooms and a powder room, a laundry room and U-shaped kitchen with a breakfast bar and opens to the dining room. The historically inspired exterior offers a main hip roof with a shingle accented front gable, a covered front and rear porch, and exterior storage room. At 21'-4" in width it is ideally suited for a narrow lot.

*Contact us for more information on handicap, basement, garage, foundation, or framing modifications.

4. UDO AND COMPREHENSIVE PLAN CONSISTENCY

UNIFIED DEVELOPMENT ORDINANCE CONSISTENCY

The Kelly Meadows subdivision will consist of 17 single family homes of exceptional design and quality. A community playground will be provided along with an undisturbed open space area of 0.52 acres. The open space area is 22.7% of the development land area. The development is located within an area bordered by existing single-family homes and an apartment complex. The development will be compatible with the surrounding land uses. Each home will be rear loaded single-family dwellings with driveways to accommodate 2 cars for each dwelling. An existing public street will be extended along the length of the development along with a public water main to serve the new development. Parallel street parking will be added along the length of the development to provide additional parking for residence of the Habitat development.

COMPREHENSIVE PLAN CONSISTENCY

The Kelley Meadows subdivision is consistent with the Town's Growth Framework, Growth and Conservation Map and the Guiding Principles in the 2035 Comprehensive Plan.

1. The Kelley Meadows subdivision will provide affordable housing in an existing residential area of the Town. Meadowview will be walking distance to the Old Town district of Knightdale.
2. The Kelley Meadows subdivision will provide a stormwater management facility for the additional stormwater runoff. This will help this area of Town that has had previous issues with stormwater runoff.
3. The Kelley Meadows subdivision is an infill development on a previously undeveloped property. The development is within walking distance to an existing elementary school and recreation facilities.
4. The Kelley Meadows subdivision is a compact development with consistent architectural designs to be visually attractive. All site maintenance for each home will be cared for by the Homeowners Association.
5. The Growth and Conservation Map calls for the area to be "Mixed Density Neighborhood". Because of the limited size of the property a mixed density development is not the most effective use of the property. The proposed Kelley Meadows subdivision site is located between existing single family residential and an existing apartment complex. The proposed Kelley Meadows subdivision homes will be oriented to the interior of the site with rear loaded driveways. An open space area will be provided. Some of the existing trees within the open space will be preserved. Stormwater detention will be provided for this new development. These are the Guiding Principles that are applicable to this development.

5. DESIGN GUIDELINES

SINGLE FAMILY DWELLING ARCHITECTURAL STANDARDS

1. All dwellings are 2-story homes built on lots 30 feet wide with a minimum house size containing 1,150 sq ft.
2. All driveways will be paved surface accessed from rear alley with space for 2 vehicles.
3. All homes shall be raised a minimum of 18" from the finished grade and shall have stem wall and foundations with crawl space. All foundations shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice.
4. All homes shall have a combination of two or more of the following material on the front façade above the foundation: stone, brick, lap siding, shake or board and batten. All siding shall be fiber cement. Vinyl may be used for soffits, fascia, and corner boards.
5. All homes will have a front porch with a minimum depth of six (6) feet. Front porch posts will be a least 6"x6".
6. Main roof pitches (excluding porches) shall be at least 7:12. Some dwelling may have hip roof design. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building and shall have a pitch of at least 3:12.
7. There shall be 12" overhang on every gable roof end and hip roof end.
8. For every 30 linear feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation.

6. RECREATIONAL OPEN SPACE AND AMENITIES

Kelley Meadows subdivision will provide both active and passive recreation areas within the development. Approximately 20% of the property area will remain undeveloped and set aside as open space.

Recreational Open Space Calculations:

(Entire site is within ¼ mile of a public park)

Density: 17 units/2.24 acres = 7.5 units/acre

Bedroom Estimate: Total bedrooms = 17 x 3.5 = 59.5
bedrooms

Open Space Required: 59.5 bedrooms x 275 square feet = 16,363
s.f. (16.9%)

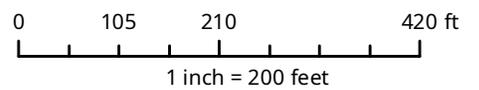
50% Active: 16,363 x 0.50 = 8,182 s.f.

50% Passive: 16,363 x 0.50 = 8,181 s.f.

The active open space area will include a 1,250 SF ground space with play equipment. The remaining active open space will have amenities that meet the criteria for active open space. Such as corn hole game and horseshoe game setups.

The passive open space will have amenities that meet the criteria for passive open space. Such as picnic tables and benches for relaxing.

KELLEY MEADOWS SUBDIVISION PROPERTY - PROXIMITY TO EXISTING PARKS



7. INFRASTRUCTURE

STREETS & SIDEWALKS

Streets and alleys within the Kelley Meadows subdivision are designed to meet the standards of the Town of Knightdale.

- Flowers Street will be extended along the entire frontage of the Kelley Meadows development along with a 5' wide sidewalk. Flowers Street will be widened to provide parallel parking along the frontage of the Kelley Meadows Property.
- Kelley Meadows development will provide a 5' sidewalk on both sides of Kelley Meadows Road along the frontage of the Kelley Meadows development.

STORMWATER

The Kelley Meadows subdivision is located within the Neuse River basin with the site's stormwater runoff draining to Poplar Creek. The proposed development shall be subject to stormwater management requirements found in Chapter 6: Environmental Protection of the Town of Knightdale's Unified Development Ordinance (UDO). Per the regulations of Chapter 6 of the Town of Knightdale's UDO, stormwater runoff provision shall address peak flow mitigation and water quality management. The Developer to make a formal request to the Town of Knightdale to use the Town property for the proposed SCM device.

One above ground stormwater control measure (SCM) is proposed to meet the regulations established in Chapter 6 of the Town of Knightdale's UDO by providing peak flow mitigation and water quality management for the site.

WATER & SEWER

- Water and sanitary sewer within the Kelley Meadows development are designed to meet the standards of the City of Raleigh.
- All sanitary sewer mains within the Kelley Meadows development will be 8" diameter minimum.
- A water system analysis will be submitted at the time of construction drawing submittal to determine watermain sizes within the development.

8. NEIGHBORHOOD MEETING REPORT

KELLEY MEADOWS (HABITAT FOR HUMANITY) NEIGHBORHOOD MEETING

November 19, 2019, 6:30PM

Knightdale Recreation Center, 102 Lawson Ridge Road, Knightdale, NC 27545

A neighborhood meeting was held on November 19, 2019 at 6:30PM at the Knight Recreation Center at 102 Lawson Ridge Road, Knightdale, NC 27545. There were three neighbors in attendance: A neighbor that lives at 102 Sir Scott and a couple that lives at 106 Sir Scott. The neighbors liked the idea of this project being a buffer between them and the existing apartments and asked the following questions about the development:

- **Buffer or Fence:** The neighbors asked if a privacy fence could be installed along the common property line. The applicant indicated they would be willing to install a wooden privacy fence along the developed portion of the property but would prefer to add plants along the portion of the property not being disturbed.
- **Stormwater:** The neighbors asked if their property would be impacted by the development. The applicant indicated the stormwater would be collected and routed to a stormwater pond on the property across Kelly Meadows Drive. The stormwater would not affect their property.
- **Yard Maintenance:** The neighbors asked if each individual owner would be responsible to maintain their yards. The applicant indicated the Homeowners Association would be responsible for all maintenance of the grounds including the private lots

MEADOWVIEW
KNIGHTDALE HABITAT FOR HUMANITY SUBDIVISION
NEIGHBORHOOD INFORMATIONAL MEETING

Tuesday, November 19, 2019

6:30 P.M.

Sign-In Sheet

	<u>Name</u>	<u>Address</u>
1.	JIM MIDDLETON	Habitat
2.	David Dunn	BNK
3.	Tom Harrell	BNK
4.	Steve Roper	102 SN SCOTT
5.	Scott & Suzanne Coleman	106 SIK SCOTT
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

9. ZONING CONDITIONS

SINGLE FAMILY DWELLING ARCHITECTURAL STANDARDS

1. All dwellings are 2-story homes built on lots 30 feet wide with a minimum house size containing 1,150 sq ft.
2. All driveways will be paved surface accessed from rear alley with space for 2 vehicles.
3. All homes shall be raised a minimum of 18" from the finished grade and shall have stem wall and foundations with crawl space. All foundations shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice.
4. All homes shall have a combination of two or more of the following material on the front façade above the foundation: stone, brick, lap siding, shake or board and batten. All siding shall be fiber cement. Vinyl may be used for soffits, fascia, and corner boards.
5. All homes will have a front porch with a minimum depth of six (6) feet. Front porch posts will be a least 6"x6".
6. Main roof pitches (excluding porches) shall be at least 7:12. Some dwelling may have hip roof design. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building and shall have a pitch of at least 3:12.
7. There shall be 12" overhang on every gable roof end and hip roof end.
8. For every 30 linear feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation.

10.

KELLEY MEADOWS SUBDIVISION – KNIGHTDALE, NC **WATER ALLOCATION POLICY WORKSHEET**

This project is a land use of Major Subdivision
Any subdivision of land of five (5) or more lots.
This is worth 15 base points.

Bonus Points

Bonus Point Categories for items over and above the UDO or Standard
Specification Requirements.

Category 2B – Stormwater Wet Pond with Fountain – 4 Points

Category 2B – Provision of on-street public parking – 4 Points

Category 2C – Building/Site Design – House – 15 Points

Category 2C – Development or Redevelopment within Old Town District – 4 Points

Category 3A – Outdoor Display of Public Art – 4 Points

Category 4F – IPEMA Certified Playground Equipment – 4 Points

WATER ALLOCATION POINTS

Base Points = 15

Bonus Points = 35

TOTAL WATER ALLOCATION POINTS = 50



Habitat for Humanity[®]

of Wake County

Serving Wake and Johnston Counties

December 9, 2019

Honorable James Roberson, Mayor
Mr. Bill Summers, Town Manager
Town of Knightdale

RE: Kelley Meadows Subdivision

Dear Sirs,

Habitat for Humanity of Wake County has applied to develop a seventeen-lot single-family subdivision in Knightdale. The location is at the northeast corner of the intersection of Kelley Meadows Drive and Flowers Street.

The proposed engineering for the project provides for a stormwater management pond to be located on a small vacant parcel of land owned by the Town adjacent to the subdivision. Due to the topography and current drainage in the area, this location on Town property is the most favorable area for the stormwater device. The pond will be owned and managed by the Home Owners Association created for the subdivision.

In addition, engineering plans require major improvements to existing Flowers Street that provides access and frontage for most of the homes to be built. There are no public streets to be constructed within the subdivision.

In our efforts to provide new affordable houses for homeowners in Knightdale, Habitat is requesting the following financial support from the Town of Knightdale.

1. Town of Knightdale transfers the small parcel of land for the stormwater device to the Home Owners Association to be created to own and manage the common areas of the subdivision.
2. Town of Knightdale provide funding for the improvement to Flowers Street in the amount of \$124,306.00 per the attached estimate provided and reviewed by the Town Engineering staff.

Habitat greatly appreciates the support the Town of Knightdale has provided in the past and hopes you will favorably consider our requests for the current project.

Sincerely

Bill Ahern
President/CEO

Town of Knightdale
Kelley Meadows Road
Cost Estimate

TIP No.
Route
From
Typical Section

County: **Wake**

CONSTR. COST
\$124,306

Prepared By: **AMT**
Requested By: **Town of Knightdale**

Date: **1/7/2019**
Date

Line Item	Sec No.	Description	Quantity	Unit	Price	Amount
		Flowers Street				\$ -
		Asphalt Concrete Surface Course, Type S9.5A	116	Ton	\$ 75.00	\$ 8,700.00
		Asphalt Concrete Base Course, Type B25.0B	27	Ton	\$ 72.50	\$ 1,957.50
		Aggregate Base Course	304	Ton	\$ 28.00	\$ 8,512.00
		2'-6" Concrete Curb and Gutter	615	LF	\$ 17.50	\$ 10,762.50
		4" Concrete Sidewalk	256	SY	\$ 33.00	\$ 8,448.00
		Concrete Curb Ramps	2	Each	\$ 1,500.00	\$ 3,000.00
		Flowers Street Additional Items				
		<i>Drainage</i>				
		15" RC Pipe Culvert, Class III	480	LF	\$ 55.00	\$ 26,400.00
		Masonry Drainage Structure	4	Each	\$ 2,000.00	\$ 8,000.00
		Frame with Grate & Hood, Std. 840.03	4	Each	\$ 825.00	\$ 3,300.00
		<i>Landscaping</i>				
		Street Trees	9	Each	\$ 200.00	\$ 1,800.00
		<i>Lighting</i>				
		Street Light	2	Each	\$ 1,000.00	\$ 2,000.00
		<i>Pavement Marking & Signage</i>				
		Thermo.Pavement Marking Lines (8", 120 Mils)	40	LF	\$ 3.75	\$ 150.00
		Thermo.Pavement Marking Lines (24", 120 Mils)	12	LF	\$ 10.00	\$ 120.00
		Supports, 3-lb Steel U-Channel	30	LF	\$ 10.00	\$ 300.00
		Sign Erection, Type E (Ground Mounted)	3	Each	\$ 100.00	\$ 300.00
		Kelley Meadows Road Additional Items				
		4" Concrete Sidewalk	112	SY	\$ 33.00	\$ 3,696.00
		Concrete Curb Ramps	2.0	Each	\$ 1,500.00	\$ 3,000.00
		<i>Landscaping</i>				
		Street Trees	4	Each	\$ 200.00	\$ 800.00
		<i>Pavement Marking & Signage</i>				
		Thermo.Pavement Marking Lines (8", 120 Mils)	30	LF	\$ 3.75	\$ 112.50
		Thermo.Pavement Marking Lines (24", 120 Mils)	12	LF	\$ 10.00	\$ 120.00
		Supports, 3-lb Steel U-Channel	30	LF	\$ 10.00	\$ 300.00
		Sign Erection, Type E (Ground Mounted)	3	Each	\$ 100.00	\$ 300.00

Lgth Mi.

Contract Cost	\$ 92,078.50
Construction Engineering and Inspection 15%	\$ 13,811.78
Contingency 20%	\$ 18,415.70
Construction Cost	\$ 124,305.98



BASS, NIXON & KENNEDY, INC.
CONSULTING ENGINEERS
 6310 CHASE HILL ROAD, SUITE 250, RALEIGH, NC 27607
 TELEPHONE: (919)851-4422 FAX: (919)851-8966
 CERTIFICATION NUMBERS: NCBELS (C-0110); NCBOLA (C-0267)

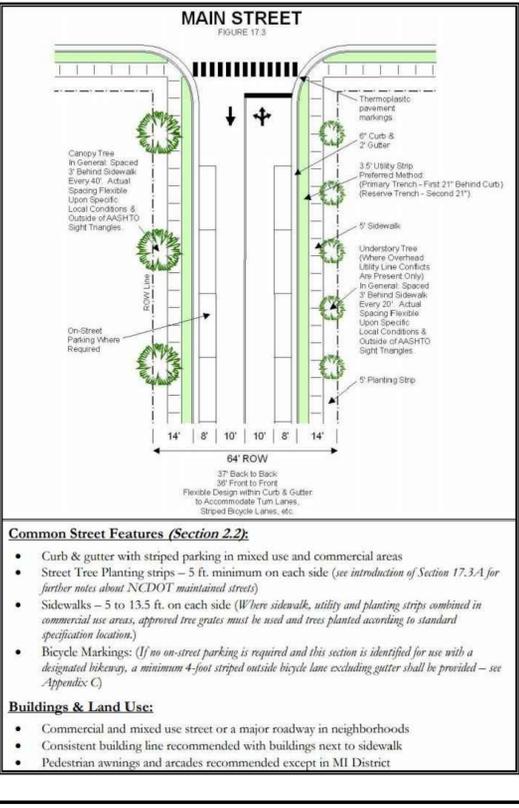
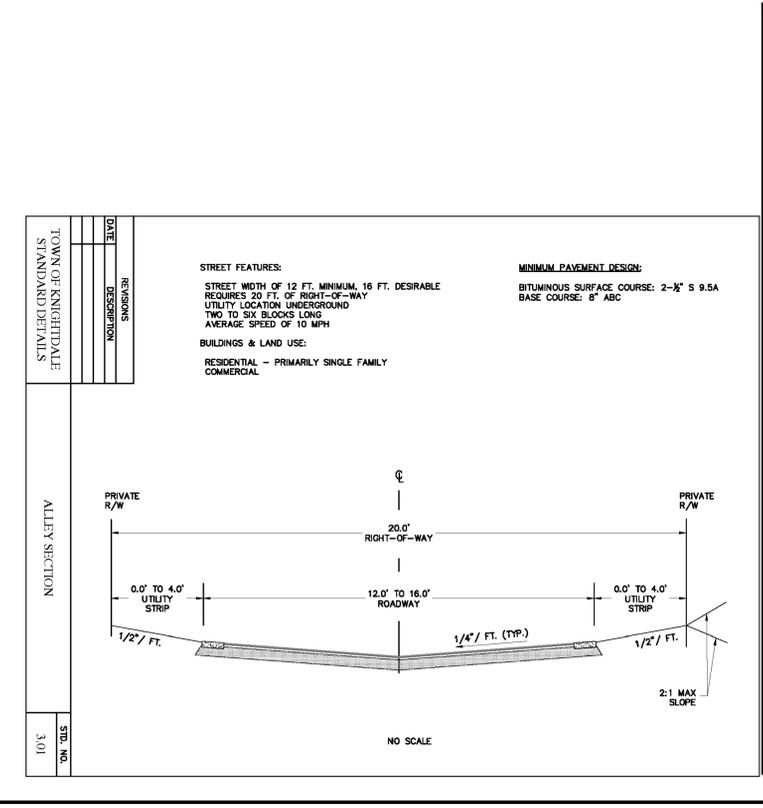
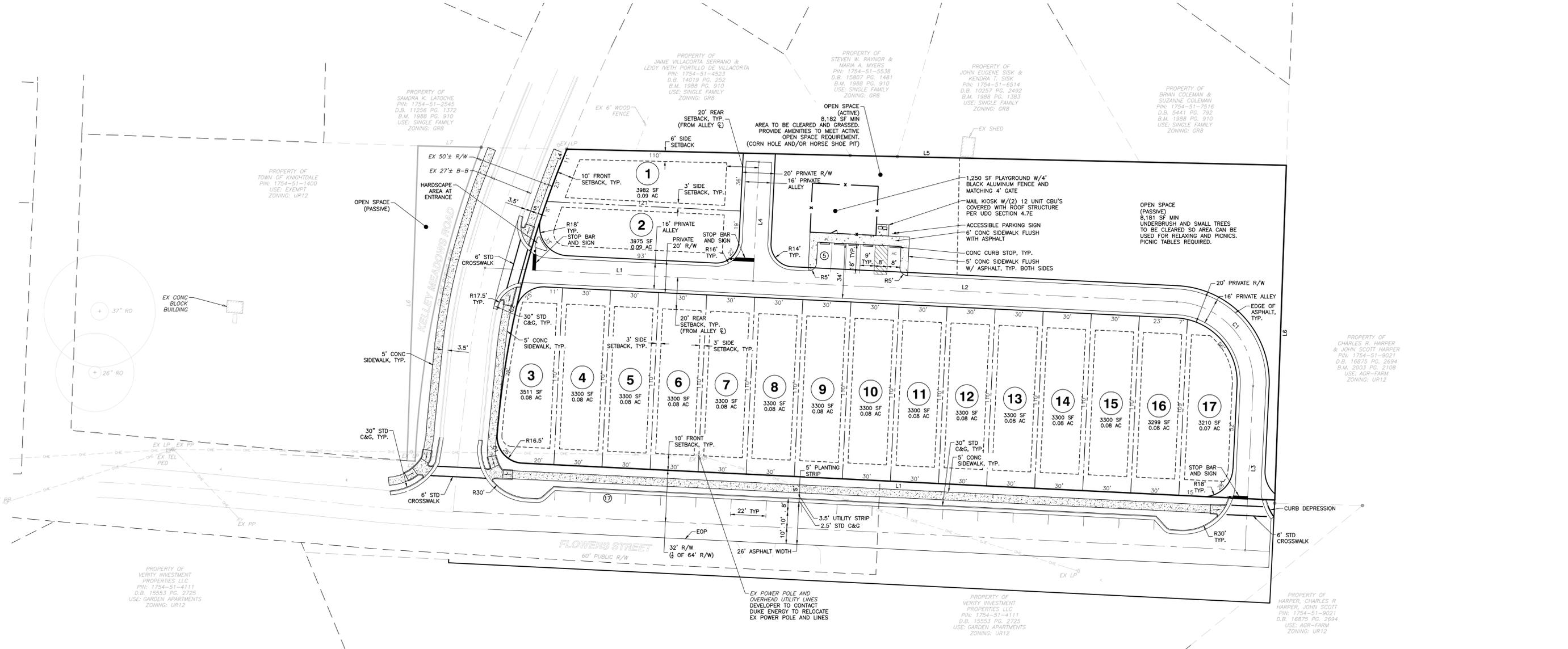
NO.	DATE	DESCRIPTION	BY
1	01-13-2020	TOWN OF KNIGHTDALE COMMENTS	RAB

RAB	DATE	DRAWN BY
03-18-2022	12-08-19	DATE

SITE PLAN
 SCALE: 1" = 30'

KELLEY MEADOWS SUBDIVISION
 0 KELLEY MEADOWS ROAD
 TOWN OF KNIGHTDALE, WAKE COUNTY, NORTH CAROLINA

NOT RELEASED FOR CONSTRUCTION OR BID SOLICITATION

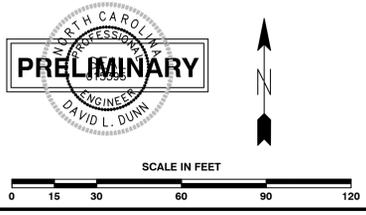
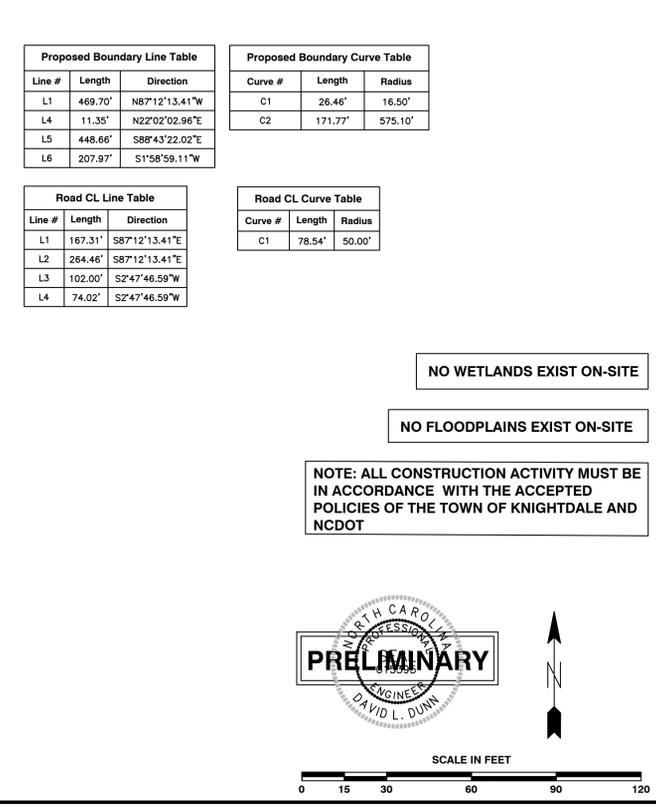


Line #	Length	Direction
L1	469.70'	N87°12'13.41"W
L4	11.35'	N22°02'02.96"E
L5	448.66'	S88°43'22.02"E
L6	207.97'	S1°58'59.11"W

Curve #	Length	Radius
C1	26.46'	16.50'
C2	171.77'	575.10'

Line #	Length	Direction
L1	167.31'	S87°12'13.41"E
L2	264.46'	S87°12'13.41"E
L3	102.00'	S2°47'46.59"W
L4	74.02'	S2°47'46.59"W

Curve #	Length	Radius
C1	78.54'	50.00'



R:\2019\19082 - Knightdale Habitat 5D\CV\103 Preliminary\02 - 19082_Site.dwg, SITE, 1/13/2020 2:49:38 PM, robert burgon



The Town of Knightdale
Staff Report

Date: January 15, 2020

To: Mayor and Town Council

From: Kevin Lewis, Senior Planner –
Current

Subject: ZMA-7-19: Poplar Creek
Village Phase 4 Planned Unit
Development Rezoning

Town Manager – WRS

Assistant Town Manager – DT

Development Services Director
Signature – CH

I. PURPOSE:

The purpose of this staff report is to provide an overview of a Zoning Map Amendment request for a Planned Unit Development (PUD) to allow for a major subdivision in accordance with Sections 2.15.C and 15.6.C of the Unified Development Ordinance (UDO). This is a legislative process that requires Town Council to hold a joint public hearing and receive a recommendation from the Land Use Review Board (LURB) prior to taking action on the application. Items updated in this staff report since the initial version include a Staff Analysis of the proposed Residential Architectural Standards (IX.C), a Staff Analysis of the PUD Document (XII), a written advisory statement from the LURB (XIV), the Joint Public Hearing Summary (XV), and the Staff Recommendation (XVI).

II. TYPE OF HEARING: Legislative

III. APPLICABLE STANDARDS:

- Unified Development Ordinance
- KnightdaleNext 2035 Comprehensive Plan
- North Carolina General Statutes § 160A-381

IV. SPECIFIC REQUESTED ACTION:

At the request of the applicant, Staff recommends a continuation of 30 days, to the February 19, 2020 Town Council meeting, due to pending design considerations.

V. REQUEST:

Mr. Stuart Poulsen of Blackridge Properties, LLC has submitted an application to rezone and develop the vacant parcels west of Clifton Road, identified by the Wake County PIN 1743-82-2816, from Rural Transition (RT) to General Residential-3 (GR-3) with a PUD. The applicant has proposed to develop the 17.49 acre parcel into a 50-lot single-family residential subdivision.

VI. PROJECT PROFILE:

PROPERTY LOCATION:	0 Clifton Road, between existing phase 3 of Poplar Creek and Clifton Road.
WAKE COUNTY PIN:	1743-82-2816
CURRENT ZONING DISTRICT	Rural Transition (RT)
PROPOSED ZONING DISTRICT:	General Residential-3 (GR-3) Planned Unit Development (PUD)
NAME OF PROJECT:	Poplar Creek Village Phase 4
APPLICANT:	Stuart Poulsen of Blackridge Properties
PROPERTY OWNER:	Billy Royce Liles
PROPERTY SIZE:	17.49 acres
PROPOSED DENSITY:	2.8 units per acre
CURRENT LAND USE:	Vacant/Formerly Agricultural
PROPOSED LAND USE:	50 Single-Family Residential Units
PROPOSED OPEN SPACE:	108,029 ft ² /2.59 acres (50,586 ft ² /1.16 acre required)

VII. BACKGROUND INFORMATION:

The Planned Unit Development District (PUD), is a re-zoning process which is designed to encourage master planning of development and to coordinate such development so as to manage the impacts of the development on the provision of Town Services and infrastructure. The PUD encourages creativity and innovation in the design of developments, but in return for this flexibility the expectation is for communities to provide exceptional design, character, and quality; provide high quality community amenities; incorporate creative design in the layout of buildings; ensure compatibility with surrounding land uses and neighborhood character; encourage the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers; further the goals of the KnightdaleNext 2035 Comprehensive Plan including the Growth Framework and Growth & Conservation maps; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

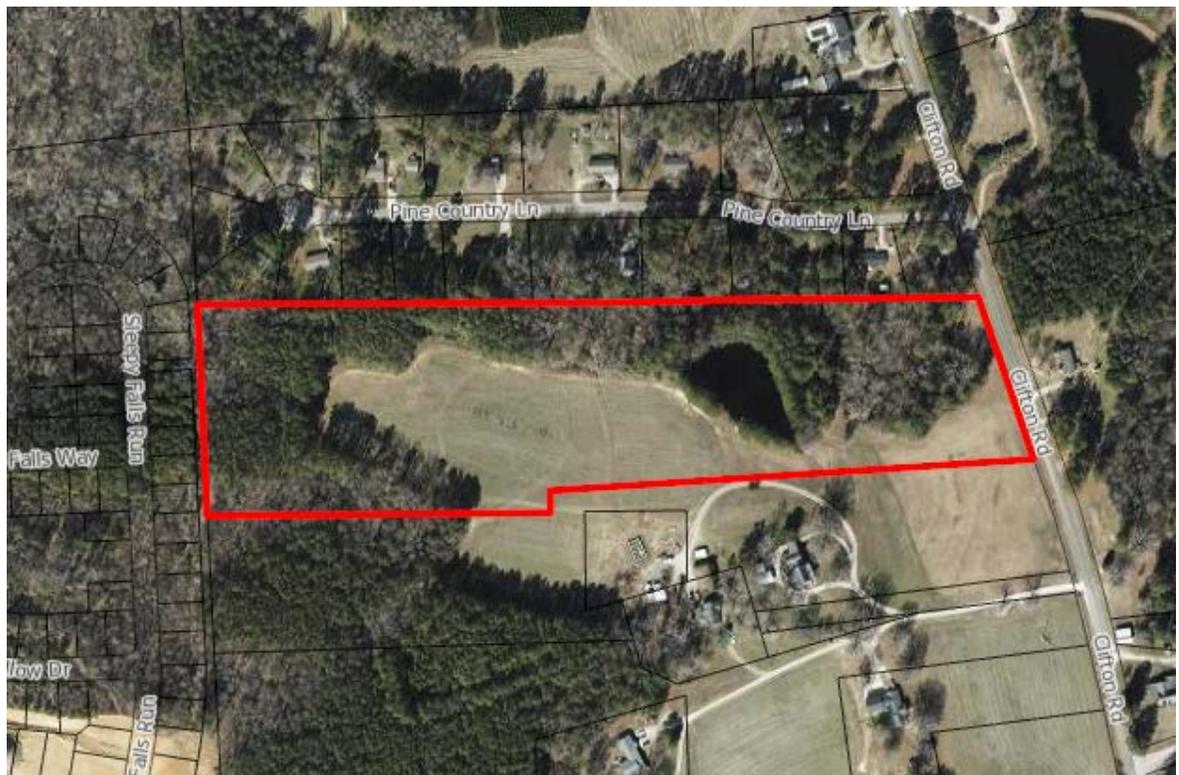
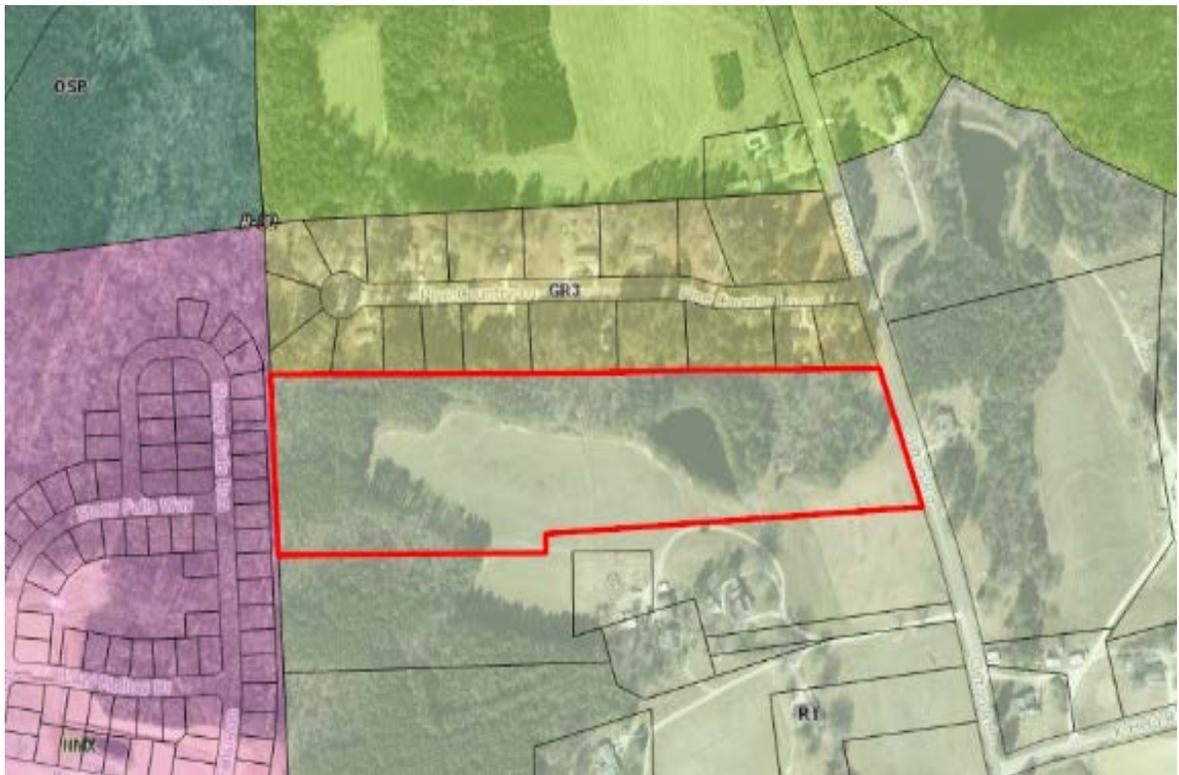
There are several provisions which are required to be addressed by the applicant, including, but not limited to design guidelines and dimensional standards, public facilities, recreational open space, and Comprehensive Plan consistency.

The applicant’s specific exceptions are detailed in **Section XI** of this staff report.

VIII. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:

The proposed rezoning includes one (1) parcel, located directly west of Clifton Road and north of Poole Road. The parcel is located within the Town’s Extra Territorial Jurisdiction and requires annexation into Corporate Limits, if approved.

DIRECTION	LAND USE	ZONING
North	Pine Country Estates Subdivision	GR-3
South	Residential	RT
East	Residential	RT
West	Poplar Creek Ph 1-3	NMX





View from Stony Falls Way within the Existing Poplar Creek Village neighborhood looking east.



View from Clifton Road looking west.

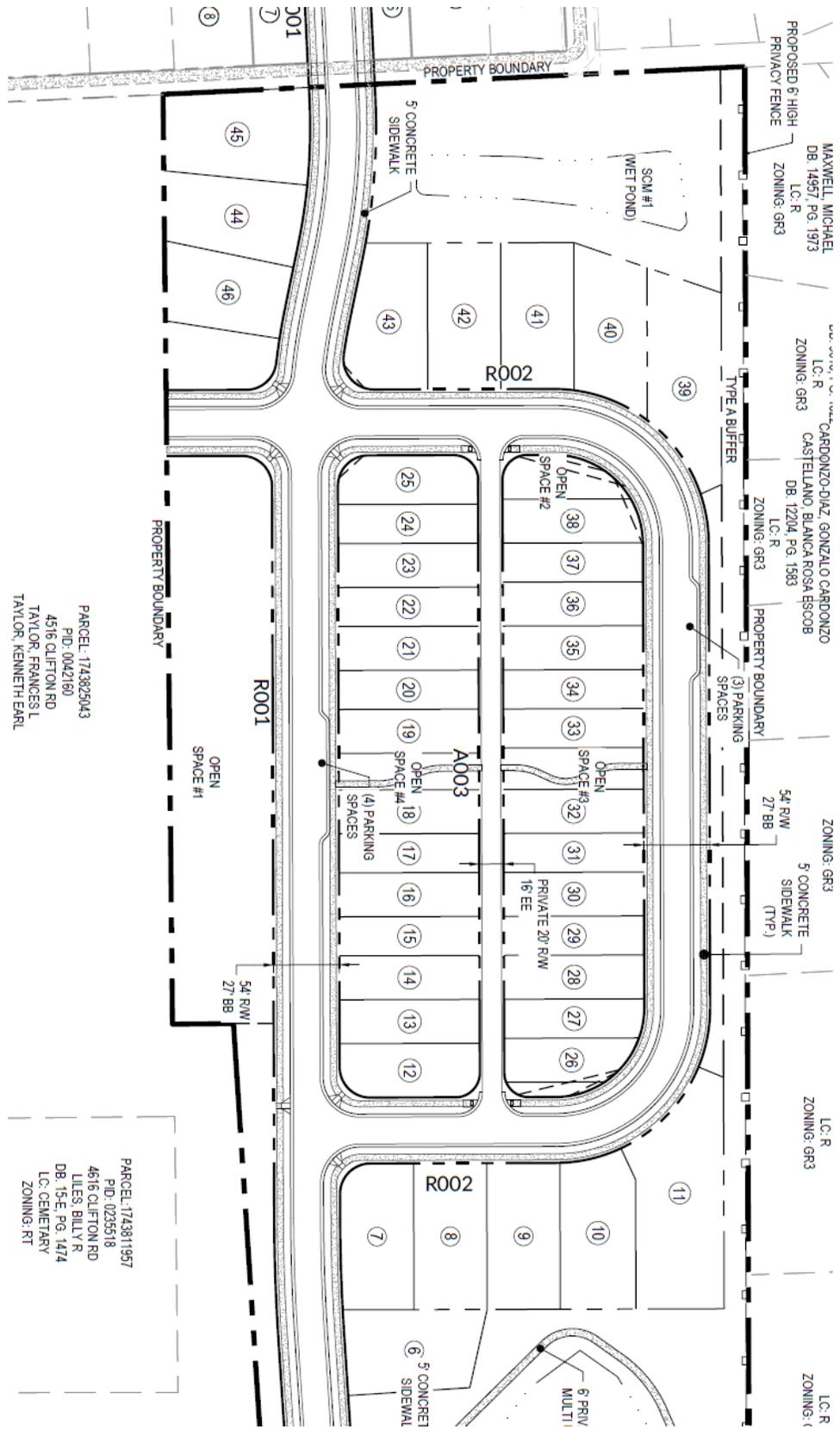
IX. PROPOSED MASTER PLAN:

The applicant has submitted a full Master Plan and PUD Document in accordance Section 16.6 of the UDO. The applicant is proposing an extension of the existing Poplar Creek Village neighborhood with the addition of 50 single-family residential lots, of which 26 will be rear-loaded units 30' in width to be served by a private alley. The remaining 23 are front-loaded units 60' in width. The plan shows the extension of Stony Falls Way eastward to Clifton Road, which will provide residents within Poplar Creek Village with an alternative entry and exit to the neighborhood, in addition to easier access to Old Town and point of interest along Knightdale Blvd. Also included are five-foot wide sidewalks on both sides of each public road, walking trails, street trees, and seven on-street parking spaces. Please see the next page for a copy of the site plan.

LURB Recommended Condition:

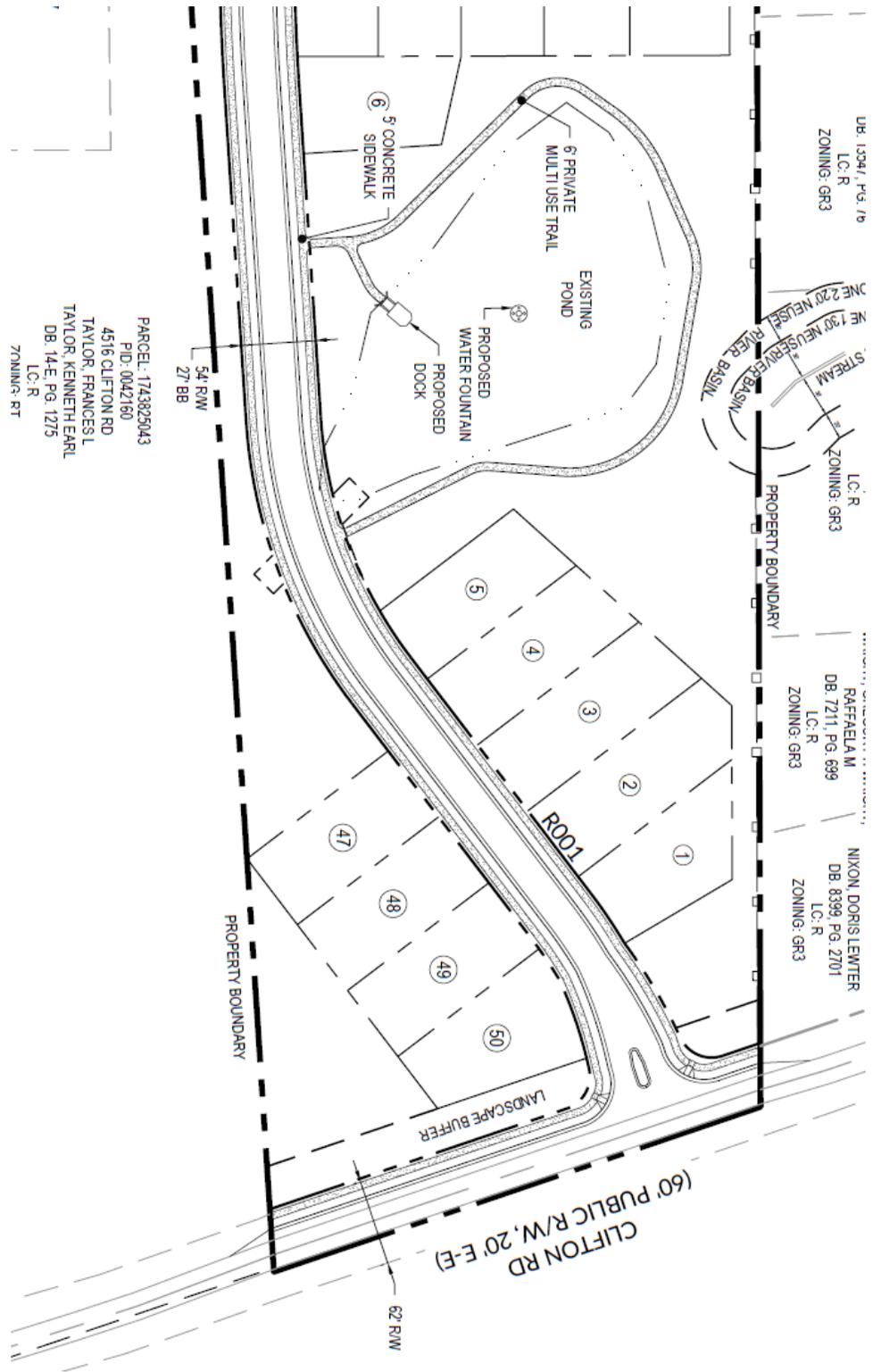
Consolidate on-street parking along "R001" across from lots 12-25.

The applicant has agreed to this condition and will be amending their application to reflect the change.



PARCEL: 1743825043
 PID: 00427160
 4516 CLIFTON RD
 TAYLOR, FRANCES L
 TAYLOR, KENNETH EARL

PARCEL: 1743811957
 PID: 0235518
 4616 CLIFTON RD
 LILES, BILLY R
 DB: 15-E, PG: 14/4
 LC: CEMETARY
 ZONING: RT



X. LEGISLATIVE CASE PROCEDURES:

Staff met with the development team in August 2019 to discuss the potential of a project at this location and worked with them through several preliminary sketch plan details. A Planned Unit Development rezoning is a legislative public hearing, which requires certain application procedures including having a pre-application meeting with staff, and holding a neighborhood meeting with any property owners within 200 feet of the outer boundaries of the subject development. Below is a timeline of the required elements.

- Pre-application meeting: August 27, 2019
- Neighborhood Meeting Notices Mailed: September 18, 2019
- Neighborhood Meeting: October 2, 2019

The neighborhood meeting was held at the Knightdale Recreation Center located at 102 Lawson Ridge Road. Three interested neighbors attended the meeting, and inquired about stormwater impacts, phasing, buffers, traffic, and lot dimensions. No one spoke in opposition to the project. A copy of the mailed notice, list of recipients, and summary of the meeting are attached as part of the application packet.

Additionally, the Town of Knightdale followed public hearing notice requirements as prescribed in the North Carolina state statutes.

- First Class Letters Mailed: November 6, 2019
- Sign Posted On Property: November 8, 2019
- Legal Ad Published in N&O: November 8 & 15, 2019

Following the formal submittal and review of the proposed master plan, the applicant met with the Development Review Committee (DRC) on October 31, 2019 to discuss the technical comments and details associated with the proposed subdivision plan. There were some minor issues associated with the proposed plan, including driveway length, parking, landscaping, elevations, and building materials. The DRC requested that the applicant provide a revised copy of the Master Plan and PUD Document, which is included as part of the enclosed application packet.

The DRC voted unanimously to **continue** the Poplar Creek Phase 4 Planned Unit Development pending the applicant addressing the review comments and Town Council approving the Rezoning request.

XI. PROPOSED PLANNED UNIT DEVELOPMENT:

In accordance with Section 6.5 of the UDO, all standards and requirements of the corresponding General District shall be met. Staff has reviewed the major site elements and found the majority to be in compliance with all requirements of the General Residential-3 zoning district and UDO. Major site elements and their compliance statements are listed below.

- A. **Parking:** Denser residential development patters often require additional on-street parking to serve residents and visitors. Approximately 7 on-street parking spaces are provided throughout the development. Staff will continue to work with the developer to find appropriate locations for additional spaces.
- B. **Public Utilities/Water Allocation Policy:** The applicant is proposing to connect to public water and sewer. In accordance with Section 16.6.P of the UDO, the applicant is proposing to obtain the required 50 points with the following features:

	Points
Base Points - Major Residential Subdivision	15
Options to Obtain additional 35 points:	
Residential Architectural Standards	15
Natural Habitat/Active Open Space > 3 acre	3
Fountain within Existing Pond	4
Dock within Existing Pond	4
10' wide multi-use path > 1,000 LF	2
Provision of On-Street Public Parking	4
Private 6' Trail > 1,000 LF	1
Pool – Existing within Poplar Creek	1
Clubhouse – Existing within Poplar Creek	3
Total Proposed:	52
(50 Points Required)	

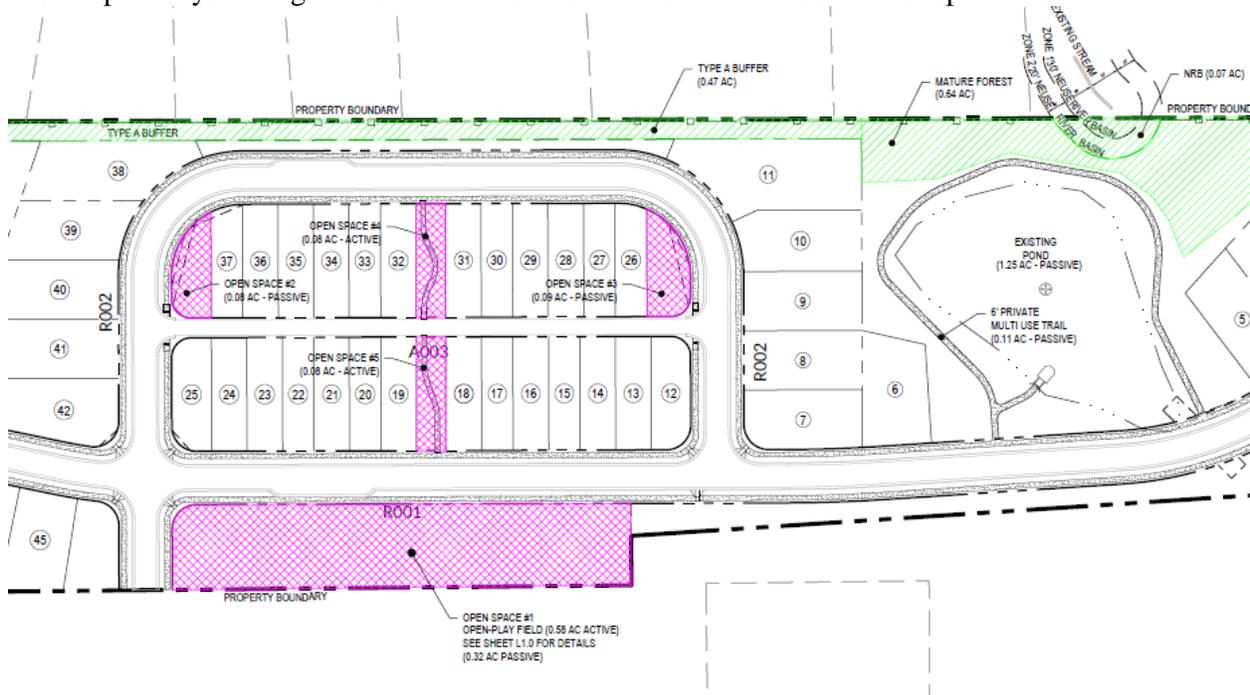
- C. **Residential Architectural Standards:** The proposed alternative architectural standards are listed below. In addition to the proposed standards, the applicant is agreeing to adhere to the architectural standards in Sections 5.4 and 5.7 of the UDO by including it in their WAP bonus point breakdown. The applicant has also included architectural elevations, found in the attached PUD document.
 1. The front elevation of all residential dwellings shall have at least one (1) of the following features: Board and Batten, Shake Siding, or Second Story Porch and at least one (1) of the following features: Gable Window, Dormer(s), Decorative Window Cap/Pediment, Front Door Transom or Sidelight Window. Having two (2) items from the first list in lieu of one from each list will meet this architectural requirement.
 2. Vinyl siding is permitted and shall be a minimum of .045 in in thickness.
 3. Side and rear elevations are not required to have additional materials, and can be 100% vinyl materials.
 4. All pitched roofs shall be profiled by eaves projecting a minimum of 10 inches from the building face which may include gutters.

5. Front-loaded garage doors shall utilize a carriage style or similarly stylistic garage door that is architecturally compatible with the housing style (paneled garage doors are not permitted).
6. The crawlspace of buildings shall be enclosed with brick, stone, or stucco. Slabs shall be covered on all sides with brick, stone or stucco no less than the height equivalent of three (3) courses of brick (eight [8] inches) visible above grade. Areas under porches may be enclosed with lattice.
7. Porches and stoops should be used as a primary architectural element of the building design and be located on the primary façade or other elevation fronting a public right-of-way. Front porches shall be a minimum of 6' in depth on at least 50% of the elevations, but in no case shall the front porch be less than a 5' average with the narrowest portion being 4'.

Staff Analysis

The proposed architectural standards are generally in line with other standard which have been approved by Town Council. In addition, the elevations provided in the PUD document adhere to those approved in phases 1-3 of Poplar Creek Village. Staff believes that this proposal is consistent with the established phases of Poplar Creek Village.

- D. **Open Space:** A number of proposed WAP bonus point items are addressed in the applicants Open Space plan. According to the applicant’s PUD document, passive Open Space will include a multi-use trail and dock surrounding the existing pond, as well as. Active Open Space amenities include a large half acre-plus open-play field and gathering space. Pedestrian pathways through the site allow for resident use and access to these spaces.



- E. **Stormwater Management:** The applicant is not proposing any deviation from the UDO requirements, found in Chapter 6, related to stormwater management of the site, which shall meet town standards.

- F. **Lighting:** The applicant is not proposing any deviations from the lighting standards as found in Section 11.4 of the UDO.
- G. **Signage:** All site signage will be reviewed under a separate zoning review; however, the applicant is not proposing any deviations from the standards as found in UDO Chapter 12 for the GR-3 Zoning District.

PROPOSED UDO EXCEPTIONS:

In accordance with UDO Section 15.5.N, “any section of the UDO that is proposed to be modified shall be included as an additional section of the PDD plan”. The applicant’s exception requests are as follows:

- A. **Dimensional Requirements:** The applicant is proposing deviations from the dimensional standards as found in Section 2.7.B of the UDO for the GR-3 Zoning District. The proposals are highlighted below:
- **Required:** In accordance with UDO section 2.7B, lots less than 80 ft. in width require alley/rear lane access, side setbacks should be 20% of lot width and a minimum of 3 ft., and driveways are required to be at least 35 feet long.
 - **Requested:** Due to site constraints, single-family dwelling units less than 80’ in width will be accessed via a driveway that connects to the fronting public right-of-way. Side setbacks are requested to be 6’ for front-loaded units and 3’ for rear-loaded units instead of 20% of lot width. Additionally, front- and rear-loaded single-family dwellings will be served by driveways that are a minimum length of 25’ and 20’, respectively, rather than the UDO requirement of 35’.
- B. **Mass Grading (Section 6.2.B):**
- **Required:** In accordance with UDO Section 6.2B, the initial clearing and grading is limited in new major subdivisions to “dedicated public rights-of-way and easements to installation of streets, utilities, and other infrastructure”, except for subdivisions or sections of subdivisions lots less than 60’ wide.
 - **Requested:** The ability to mass grade the proposed lots dwellings which are 60’ wide.
- C. **Connectivity Index:**
- **Required:** In accordance with Section 9.5.G of the UDO, the minimum index of links to nodes for proposals in the GR zoning district is 1.4
 - **Requested:** Due to the small size of this proposed development, its lack of cul-de-sacs, and few nodes, the applicant requests an index of 1.14.

D. General Roadway Design Criteria:

- **Required:** Section 17.3.B of the UDO requires roadways classified as “Street” maintain a minimum horizontal centerline radius of 150’ with a design speed of 25 mph.
- **Requested:** Road “R002” serves 10 residences directly and 15 additional residences indirectly via the alley right-of-way. It is proposed to maintain a design speed of 15 mph with a minimum centerline radius of 100’.

XII. PUD DOCUMENT ANALYSIS

The applicant submitted a PUD document to support their Master Plan. The attached document gives the applicant an opportunity to describe the proposed development in more detail. The applicant included a description of their proposed architectural standards, conditions, and detailed open space programming, as seen above. Additionally, the applicant included proposed elevations for both types of housing. The elevations for the front-loaded units are consistent with what has been approved previously, while the elevations for the rear-loaded units meet the spirit and intent of the UDO and Comprehensive Plan, while also continuing the character of phases 1-3. It is staff’s opinion that the document is well written, descriptive, and achieves the goal of promoting the overall vision of their proposed development.

XIII. TRANSPORTATION ANALYSIS

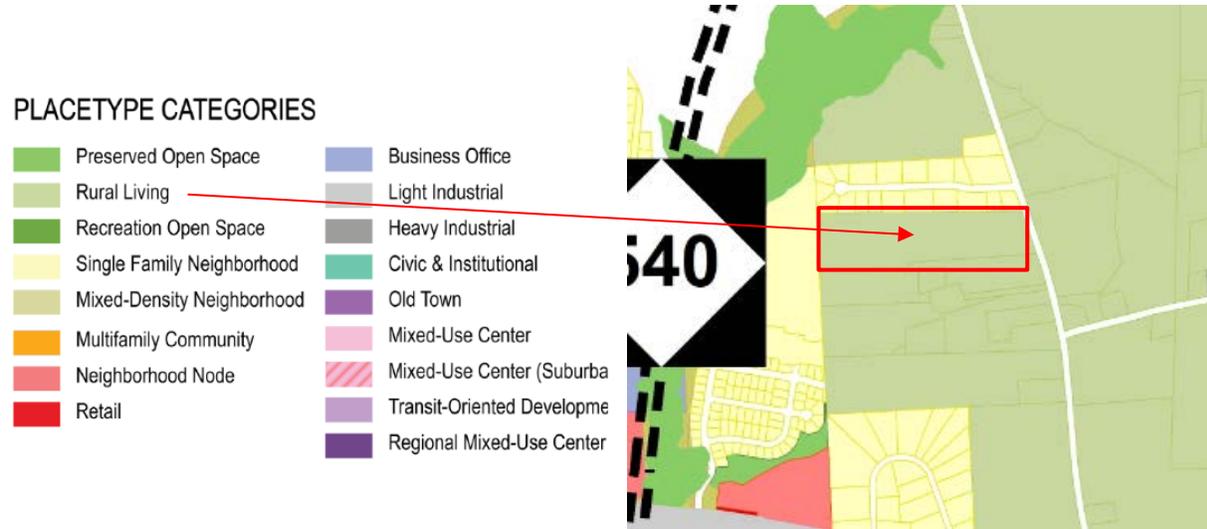
As required by the UDO, a Traffic Impact Analysis (TIA) is required for any “proposed rezoning or Master Plan...if the nature of the proposed rezoning or development is such that the number of trips it can be expected to generate equals or exceeds 150 new peak hour trips (Sec 9.4.B.1)” . Staff requested the applicant conduct an initial Trip Generation report to determine the number of peak hour trips this proposal is expected to generate. That report indicated the weekday AM peak hour trips to be 44 and PM trips to be 58. Based on these numbers, staff did not request any further analysis.

The applicant is also required to conform to the Connectivity Index (9.5.G), which is used “to determine the adequacy of street layout design”, and compares the links (road sections between intersections) and nodes (intersections) of the proposed development. A perfect grid has a Connectivity Index of 2.00. Proposed developments in the GR zoning district are required to have a minimum index of 1.40; Poplar Creek Village Phase 4 has an index of 1.14. As previously noted, due to the small size of this proposed development, its lack of cul-de-sacs, and few nodes, the applicant requests a reduced index of 1.14.

Staff review of the proposed development and supplemental information find a number of transportation improvements which have the potential to improve conditions off-site and provide for safe movement within the neighborhood. The construction of this development provides an alternative ingress and egress point for phases 1-3, which should allow for easier access towards major points of interest in Knightdale, including Old Town and retail along Knightdale Blvd. Pedestrian improvements on-site include sidewalks or multi-use paths on both sides of the proposed roads, with high-visibility crosswalks at all intersections, and connections to the greenway in phases 1-3. On-street parking is provided in tow locations, and staff will work with the developer to add additional spaces.

XIV: COMPREHENSIVE PLAN:

When the 2035 Comprehensive Plan was being drafted, it was determined that the document should take a playbook approach that would be based on existing conditions that might change over time. As such, the categories as part of the Growth and Conservation Map were based on particular characteristics that would be likely in 2035, however those items may evolve over time as conditions change that were not contemplated at the time of adoption. Those changes should be evaluated against the community vision, guiding principles, and Growth Framework Map to determine if they are in the best long-term interests of the Town and all those involved in the process. The subject property is designated to be “Rural Living” as a placetype.



The Rural Living placetype is defined as follows:

“Rural living areas are characterized by large lots, abundant open space, and a high degree of separation between buildings. Homes are scattered throughout the countryside and often integrated into the rural landscape. The lot size and distance between dwelling units decreases with greater development densities. Buildings are generally oriented toward the road and have direct access from private driveways. One or more out-buildings on a property may support farm activities.”

It is staff’s opinion that the proposed Master Plan and PUD is not consistent with the KnightdaleNext 2035 Comprehensive Plan, however it is reasonable based on the previously described playbook approach. Staff believes the continuation of the existing Poplar Creek Village neighborhood, transportation improvements including a secondary access point for residents, and water & sewer infrastructure improvements made by the developer to an unserved portion of the ETJ meets the intent of the Comprehensive Plan’s playbook approach.

The applicant acknowledges that the request is not consistent and therefore is requesting an update to the Growth and Conservation map to modify this area from Rural Living to Single Family Neighborhood, which is consistent as a continuation of the existing Poplar Creek Village neighborhood.

CONSISTENCY WITH THE COMPREHENSIVE PLAN:

North Carolina General Statute 160A-383 requires that **prior to** adoption or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action to be reasonable and in the public interest.

As previously mentioned, it is staff’s opinion that the proposed Master Plan and PUD is not consistent with the KnightdaleNext 2035 Comprehensive Plan; however, staff finds the applicant’s request to amend the map consistent with the Comprehensive Plan guiding principles and believe it is reasonable and in the public interest. The following guiding principle categories would be applicable to this request.

COMPACT DEVELOPMENT PATTERNS



Guide future growth into more compact and efficient development patterns that will help manage the timing, location, and magnitude (length and size) of expensive infrastructure investments. Prioritize infill development and redevelopment in identified activity centers over continued green field development patterns, and use public infrastructure investments in the activity centers to encourage and leverage future private investments. Acknowledge that increased densities and intensities, and a mix of residential and nonresidential uses, will be needed in the activity centers to accommodate anticipated Town growth. Activity centers added to the Growth and Conservation Map in the future should reflect orderly and incremental growth patterns away from existing and identified activity centers in the 2035 KnightdaleNext Comprehensive Plan.

Compact Development Patterns – The proposal offers narrow lot sizes and introduces a new product to the Poplar Creek Village neighborhood in 35’ wide single-family dwellings.

COMMUNITY DESIGN



Celebrate a distinct brand and sense of place that is uniquely Knightdale, while still tapping into the talent and creativity of the people that shape its residents, business owners, property owners, developers, planning and design professionals, etc. to keep things relevant and authentic. Prioritize Town investments in the spaces around, between, and within buildings (the “public realm”) that create a certain vibe, identity, and reputation for Knightdale as a place for pedestrians and active public spaces. Use investments in the public realm—street improvements, public spaces, lighting, landscaping, artwork, etc.—to leverage greater private investment in terms of building use, scale, placement, materials and interactions with the public realm.

Community Design – This phase continues the general design guidelines approved for previous phases, as well as providing amenities and enhanced landscaping.

GREAT NEIGHBORHOODS AND EXPANDED HOME CHOICES



Promote distinct, safe, and vibrant neighborhoods throughout Knightdale that provide greater access to a range of housing choices people need at different stages of their life, including young adults, families, empty-nesters, retirees, seniors, and people of different income levels. Housing opportunities should include single family homes of all sizes, townhomes, apartments, condominiums, senior living units, live-work units, and accessory dwelling units. New neighborhoods should mix two or more housing choices into one community. Strong neighborhoods and a diverse housing strategy will make Knightdale a more livable community—one where residents can live their entire lives.

Great Neighborhoods and Expanded Home Choices – The proposed development will include 23 front-loaded single-family dwellings at 60’ wide, and 27 rear-loaded single-family dwellings at 35’ wide. It will be a continuation of the existing Poplar Creek Village neighborhood, which is nearing full buildout.

COMMUNITY FACILITIES AND SERVICES



Continue to improve quality-of-life for all residents of Knightdale by maintaining and expanding community facilities and services (infrastructure) while ensuring that elected officials are good stewards of Town finances. Plan for, finance, and develop efficient infrastructure capacity to accommodate future growth and stimulate economic development. This includes focusing infrastructure investment in identified growth activity centers and maintaining a strong partnership with Wake County, the Wake County School District, NCDOT, CAMPO, the City of Raleigh Public Utilities Department, Wake Tech and other major universities and institutions of higher learning, and surrounding towns and cities. Do this work while embracing an expanded approach to open governance that includes creative outreach and effectively solicits community involvement, collaborative partnerships, and resource sharing.

Community Facilities and Services – This phase will extend public water and sewer eastward towards Clifton Road, as well as provide an alternative entry and exist to the existing neighborhood.

PROPOSED WRITTEN ADVISORY STATEMENT REGARDING PLAN CONSISTENCY:

“The proposed Zoning Map Amendment is not consistent with the KnightdaleNext 2035 Comprehensive Plan, however it is reasonable as it addresses several of the guiding principles including: encouraging compact development patterns, continuing community design, creating great neighborhoods and expanding home choices, and enhancing community facilities and services. It is inconsistent with the General Growth Framework and Growth & Conservation Map, however reasonable when applying the playbook approach. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work and visit.”

XV. JOINT PUBLIC HEARING SUMMARY:

A Joint Public Hearing was held at the December 18, 2019 Town Council meeting, where staff introduced the case. A representative from the development team also gave a short presentation, however no one from the general public spoke in favor or against the project.

XVI. LAND USE REVIEW BOARD SUMMARY:

The LURB considered this item at their January 13, 2020 meeting. After staff presented an overview of the proposed rezoning request, LURB members asked questions regarding siding materials, architectural standards, elevations, on-street parking, buffer maintenance, street curve radii and speed limits, and mass grading. The LURB then voted unanimously, 6-0, to recommend approval of ZMA-7-19 with staff recommended condition (see below) and forwarded the following advisory statement.

“The proposed Zoning Map Amendment is not consistent with the KnightdaleNext 2035 Comprehensive Plan, however it is reasonable as it addresses several of the guiding principles including: encouraging compact development patterns, continuing community design, creating great neighborhoods and expanding home choices, and enhancing community facilities and services. It is inconsistent with the General Growth Framework and Growth & Conservation Map, however reasonable when applying the playbook approach. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work and visit.”

LURB Recommended Condition:

Consolidate on-street parking along “R001” across from lots 12-25.

The applicant has agreed to this condition and will be amending their application to reflect the change.

XVI. STAFF RECOMMENDATION:

At the request of the applicant, Staff recommends a continuation of 30 days, to the February 19, 2020 Town Council meeting, due to pending design considerations.

XVII. ATTACHMENTS:

Application Packet, PUD Document with Architectural Elevations, Neighborhood Meeting Information, and Ordinance #20-01-15-001.

RECOMMENDED

1. Continue to the February 19, 2020 Town Council meeting.



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

ORDINANCE #20-01-15-001
AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE
OF THE TOWN OF KNIGHTDALE
WHICH INCLUDES THE ZONING DISTRICT MAP

ZMA-7-19 Poplar Creek Village Phase 4 Planned Unit Development

WHEREAS, the Town of Knightdale has received a petition to amend the zoning of the property from Rural Transition (RT) to General Residential-3 Planned Unit Development (GR-3 PUD); and

WHEREAS, the Town Council finds the proposed Zoning Map Amendment is not consistent with the KnightdaleNext 2035 Comprehensive Plan, however it is reasonable as it addresses several of the guiding principles including encouraging compact development patterns, continuing community design, creating great neighborhoods and expanding home choices, and enhancing community facilities and services. It is inconsistent with the General Growth Framework and Growth & Conservation Map, however reasonable when applying the playbook approach. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work and visit;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Knightdale, North Carolina:

SECTION 1: That the Unified Development Ordinance of the Town of Knightdale Code, which includes the Zoning District Map, be amended to rezone approximately 17.49 ± acres located in the Town of Knightdale's Extra Territorial Jurisdiction, west of Clifton Road, and east of Sleepy Falls Run, and identified as Wake County PIN1743-82-2816 from Rural Transition (RT) to General Residential-3 Planned Unit Development (GR-3 PUD) as indicated.

SECTION 2. That the additional conditions contained within the application identified as ZMA-7-19 and PUD document (Exhibit 1), and listed below apply as additional zoning conditions to the parcels of land identified as PIN 1743-82-2816:

1. Single-family dwelling units on lots less than 80 feet in width will be accessed via a driveway that connects to the fronting public right-of-way. Side setbacks for front-loaded units shall be a minimum of 6 feet, and for rear-loaded units a minimum of 3 feet. Additionally, front- and rear-loaded single-family dwellings will be served by driveways that are a minimum length of 25 feet and 20 feet, respectively.
2. Allowance of mass grading the entire site, including lots exceeding the UDO required prohibition on mass grading.
3. Reduction of the Connectivity Index to 1.14.

4. Reduction of design speed of 15 mph with a minimum centerline radius of 100' for road labeled "R002".
5. Consolidate on-street parking along "R001" across from lots 12-25.
6. Architectural Standards
 - a. The front elevation of all residential dwellings shall have at least one (1) of the following features: Board and Batten, Shake Siding, or Second Story Porch and at least one (1) of the following features: Gable Window, Dormer(s), Decorative Window Cap/Pediment, Front Door Transom or Sidelight Window. Having two (2) items from the first list in lieu of one from each list will meet this architectural requirement.
 - b. Vinyl siding is permitted and shall be a minimum of .045 in in thickness.
 - c. Side and rear elevations are not required to have additional materials, and can be 100% vinyl materials.
 - d. All pitched roofs shall be profiled by eaves projecting a minimum of 10 inches from the building face which may include gutters.
 - e. Front-loaded garage doors shall utilize a carriage style or similarly stylistic garage door that is architecturally compatible with the housing style (paneled garage doors are not permitted).
 - f. The crawlspace of buildings shall be enclosed with brick, stone, or stucco. Slabs shall be covered on all sides with brick, stone or stucco no less than the height equivalent of three (3) courses of brick (eight [8] inches) visible above grade. Areas under porches may be enclosed with lattice.
 - g. Porches and stoops should be used as a primary architectural element of the building design and be located on the primary façade or other elevation fronting a public right-of-way. Front porches shall be a minimum of 6' in depth on at least 50% of the elevations, but in no case shall the front porch be less than a 5' average with the narrowest portion being 4'.

SECTION 3. That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

SECTION 4. That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

SECTION 5. That this ordinance has been adopted following a duly advertised public hearing of the Town Council and following review and recommendation by the Land Use Review Board.

SECTION 6. That this ordinance shall be enforced as provided in G.S. 160A-175 or as provided for in the Knightdale Town Code

SECTION 7. That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 15th day of January, 2020

James A. Roberson, Mayor

ATTEST:

Heather M. Smith, Town Clerk

APPROVED AS TO FORM:

Roger Knight, Town Attorney

PLANNED UNIT DEVELOPMENT APPLICATION

In accordance with Unified Development Ordinance Section 2.16, a Planned Unit Development (PUD) is a type of Planned Development District (PDD) that encourages master planning of development and to manage such development with the impacts of the development on the provision of Town services and infrastructure. Completed applications shall include all of the submittal requirements included on Page 2 of this application and on the corresponding application checklist. Applications must be submitted in accordance with the schedule established by the Development Services Department.

PROJECT INFORMATION

TYPE OF APPLICATION:	PLANNED UNIT DEVELOPMENT		
PROJECT ADDRESS:	0 Clifton Road, Knightdale, NC 27545		
WAKE COUNTY PIN(s):	1743822316		
PROPOSED PROJECT NAME:	Poplar Creek Village Phase 4		
PROPOSED USE:	Single-Family Subdivision		
PROPOSED SQ. FT.:		TOWN LIMITS/ETJ:	Knightdale ETJ
CURRENT ZONING DISTRICT:	RT	PROPOSED ZONING DISTRICT:	GR3/PUD
PROPOSED LOTS:	50	DENSITY (DWELLING/ACRE):	2.86

CONTACT INFORMATION

APPLICANT:	Blackridge Properties, LLC		
ADDRESS:	414 Forsyth Street, Raleigh, NC 27609		
PHONE:	019.624.5458	EMAIL:	stuartpoulsen@gmail.com

SIGNATURE: 

PROPERTY OWNER:	Billy Royce Liles		
ADDRESS:	550 Fiddlers Ridge, Pine Knoll Shores, NC 28512		
PHONE:	252-726-0206	EMAIL:	

SIGNATURE: 

DEVELOPER:	Blackridge Properties, LLC		
ADDRESS:	414 Forsyth Street, Raleigh, NC 27609		
PHONE:	919.624.5458	EMAIL:	stuartpoulsen@gmail.com

SIGNATURE: 

THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY

CASE NUMBER:	PUD - _____	SUBMITTAL DATE:	X-REFERENCE(s):
FILING FEE:		SKETCH PLAN MEETING DATE:	



TOWN OF KNIGHTDALE

DEVELOPMENT SERVICES DEPARTMENT

www.knightdalenc.gov

950 Struggle Square Court
Knightdale, NC 27545
(P) 919.217.2243
(F) 919.217.2249

MASTER PLAN

In accordance with Development Process outlined in Chapter 15 of the Unified Development Ordinance, Master Plan submittals are required for all Site Plans, Major Subdivisions, Special Use Permits, and Conditional Districts. Completed applications shall include all of the submittal requirements included on Page 2 of this package, and must be submitted in accordance with the schedule established by the Development Services Department. Approval of the Master Plan is not an authorization to begin site construction.

PROJECT INFORMATION

PROJECT NAME:	Poplar Creek Village Phase 4		
PROJECT ADDRESS:	0 Clifton Road, Knightdale, NC 27545		
WAKE COUNTY PIN(s):	1743822316		
PROPOSED USE:	Single-Family Subdivision		
PROPOSED SQ. FT.:	PROPOSED LOTS:	50	DENSITY (DWELLING/ACRE): 2.86
ZONING DISTRICT:	RT	SITE ACRES: 17.49	INSIDE CORPORATE LIMITS: Yes

CONTACT INFORMATION

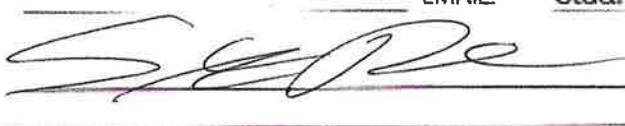
APPLICANT:	Blackridge Properties, LLC	PHONE:	919.624.5458	FAX:	
ADDRESS:	414 Forsyth Street, Raleigh, NC 27609				
		EMAIL:	stuartpoulsen@gmail.com		

SIGNATURE: 

PROPERTY OWNER:	Billy Royce Liles	PHONE:	252-726-0200	FAX:	
ADDRESS:	550 Fiddlers Ridge, Pine Knoll Shores, NC 28512				
		EMAIL:			

SIGNATURE: 

DEVELOPER:	Blackridge Properties, LLC	PHONE:	919.624.5458	FAX:	
ADDRESS:	414 Forsyth Street, Raleigh, NC 27609				
		EMAIL:	stuartpoulsen@gmail.com		

SIGNATURE: 

THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY

CASE NUMBER:	SUBMITTAL DATE:	X-REFERENCE(S):
FILING FEE:	SKETCH PLAN MEETING DATE:	



Poplar Creek Village Phase 4 PUD APPLICATION

12/12/19

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Poplar Creek Village Phase IV Planned Unit Development

Second Submittal: 12/12/2019

Developer

Blackridge Properties, LLC
414 Forsyth Street
Raleigh, NC 27609

Consultant

WithersRavenel
115 MacKenan Drive
Cary, NC 27511

VISION & INTENT

Per Knightdale's UDO Section 2.15.C, the Planned Unit Development District is designed to encourage master planning of development and to coordinate such development so as to manage the impacts of the development on the provision of Town services and infrastructure. The Planned Unit Development encourages creativity and innovation in the design of developments, but in return for this flexibility the expectation is for communities to:

- Provide exceptional design, character, and quality;
- Provide high-quality community amenities;
- Incorporate creative design in the layout of buildings;
- Ensure compatibility with surrounding land uses and neighborhood character;
- Encourage the creation of mixed density neighborhoods, neighborhood nodes, and mixed-use centers;
- Further the goals of the Comprehensive Plan including the growth framework and growth and conservation map;
- Provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

Provide exceptional design, character, and quality:

Homes within Poplar Creek Village Phase IV will be designed to provide distinct, visually appealing housing options. The addition to Poplar Creek Village Phase IV will provide additional high-quality housing options within the Town of Knightdale's corporate limits and will ensure that this area becomes a highly desired neighborhood within the Town, desired for its amenities, location, character and quality.

Provide high-quality community amenities:

Poplar Creek Village Phase IV provides a 6' wide multi-use trail circumnavigating the existing 1.25-acre pond on the site. Additionally, a large dock is proposed overlooking the pond, for residents and guests to enjoy. An open playfield is also provided for more active recreational uses. Additional open spaces are designated as community gathering spots.

Incorporate creative design in the layout of buildings:

While strongly influenced by the desire to create east-west connections from Poplar Creek Village Phase III to Clifton Road, the site still maintains a unique layout of buildings. The desire for preservation of natural resources has clustered some small-lot, rear-loaded single-family homes towards the western portion of the parcel, allowing for the use of a shared alley and the reduction of on-street parking. This design maintains the existing pond that will create a natural, larger-lot appearance of the subdivision at Clifton Road, that will closer resemble the existing subdivision to the north.

Ensure compatibility with surrounding land uses and neighborhood character:

Poplar Creek Village Phase IV is bordered to the north by a residential subdivision within the Town of Knightdale ETJ, the west by Poplar Creek Village Phase III, to the south by a large parcel and to the east by Clifton Road and large parcels. The proposed subdivision layout is consistent with what is found at Poplar Creek Village, and with the larger lots towards the entrance to the neighborhood, it is in keeping with the character of the area.

Encourage the creation of mixed density neighborhoods, neighborhood nodes, and mixed-use centers:

Poplar Creek Village Phase IV is at its core an extension of the previous phases of the project. The overall project design is intended to provide a residential option with a focus on shared community amenities. This design results in a higher density housing product unique to the surrounding area, but still maintains open space, neighborhood amenities, and larger lots at the entrance on Clifton Road.

Further the goals of the Comprehensive Plan including the growth framework and growth and conservation map:

The subject site strays slightly from the Growth Framework and Growth Conservation Map due to the presence of available water/sewer tie-ins that were not present at the time of the Comprehensive Plan adoption. It presently is designed to follow the intentions of both “Rural Living” through its dedication of open space and preservation of natural resources while also being designed more akin to “Single-Family Neighborhood” similar to the adjacent developments, with gathering spaces, uniform housing, and an interior-oriented design.

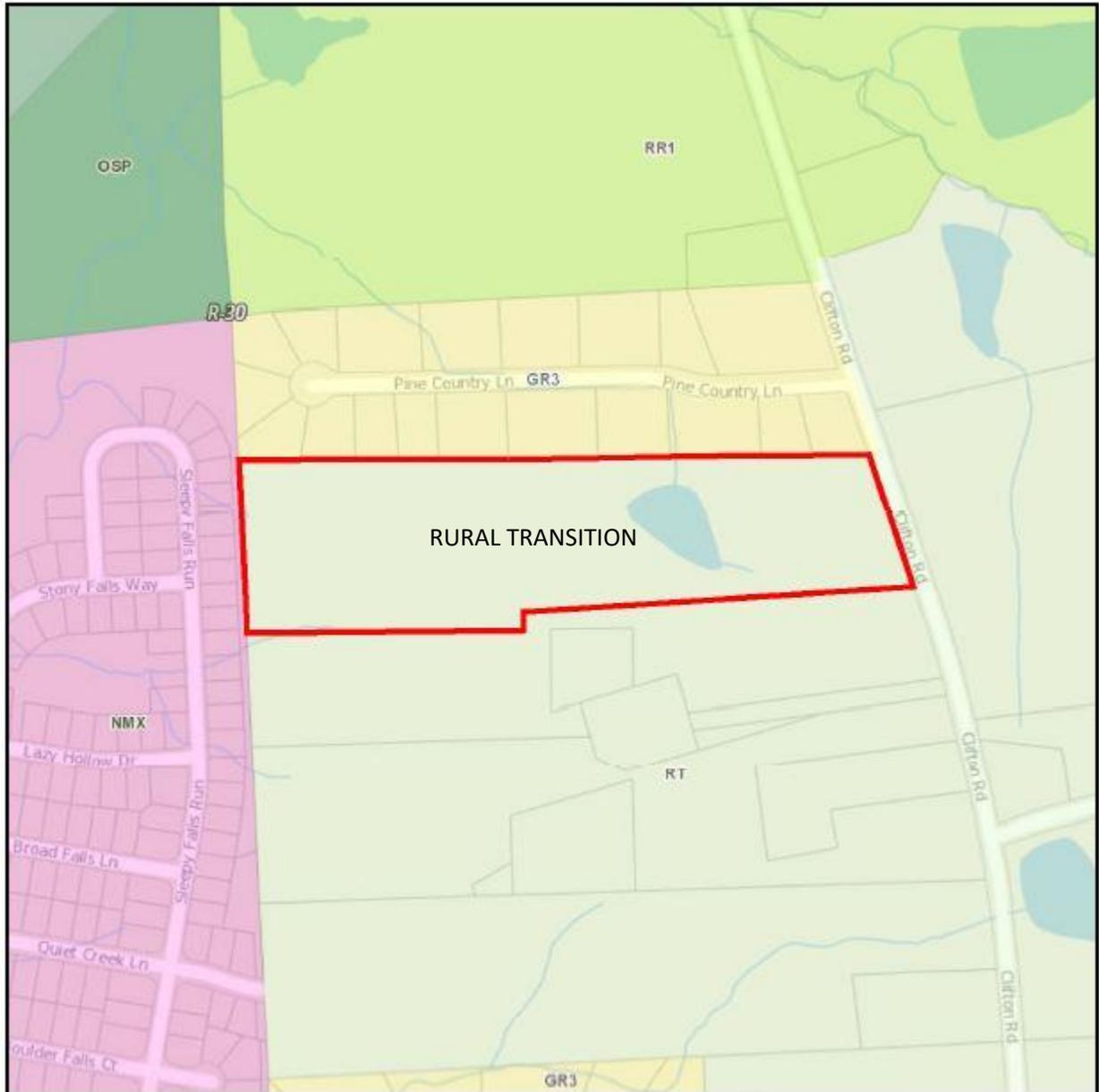
Provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure:

The extension of the current Poplar Creek Village subdivision to the east provides a much-needed connection to Clifton Road, alleviating the limited thoroughfare connections currently within Poplar Creek Village. Two currently platted lots in Poplar Creek Village Phase III are being reserved for road right-of-way to provide connection to Poplar Creek Village Phase IV. The addition of Phase IV also helps manage the Town Services and infrastructure by providing a network of water, sewer, and roadways to Clifton Road and providing availability to adjacent properties.

EXISTING CONDITIONS

The proposed Poplar Creek Phase IV PUD is located on a single parcel (PIN 1743822316) found near the southern jurisdictional limits of the Town of Knightdale. The parcel is comprised of farmland, wooded areas, a large pond (to be preserved), and undeveloped open space. It is bordered to the north by a residential subdivision, to the east by Clifton Road, to the south by a single residential home, and to the west by Poplar Creek Village Phase III. The slope of the parcel generally flows westward with a high point located near the southeastern corner of the parcel.

CURRENT ZONING



VEGETATION



FRONT LOADED SINGLE-FAMILY DWELLINGS

Section 2.6 of the Knightdale Unified Development Ordinance requires that any lot less than 80' in width be accessed via an alley or rear lane. Due to site constraints and the allowance to vary UDO standards through a PUD, it is proposed that the minimum standard be reduced to 60' in order to maintain consistency with the existing phases of Poplar Creek Village. The driveway length is a variation from the UDO at 25' minimum length rather than 35'. Minimum side setbacks have been varied to a minimum of 6' instead of 20% of lot width. As mentioned, these variations are a product of site constraints, as well as the developer's goal of preserving the existing pond and allowing for right-of-way connection through the property.

FRONT LOADED SINGLE-FAMILY DWELLING STANDARDS

- Minimum Lot Size 6,000 sf
- Minimum Lot Width 60'
- Minimum Front Setback 10'
- Minimum Driveway Length 25' from R/W
- Minimum Side Setback 6'
- Minimum Rear Setback 25'
- Maximum Building Height 3 Stories

REAR LOADED SINGLE-FAMILY DWELLINGS

Section 2.6 of the Knightdale Unified Development Ordinance requires that the minimum driveway length for houses be 35'. A deviation is proposed for this requirement in order to establish appropriate standards for rear-loaded driveways. The new requirement would be a minimum standard of 12' from the edge of alley to garage, and 18' from the edge of alley for parking pads. Minimum side setbacks have been varied to a minimum of 3' instead of 20% of lot width. Similarly, minimum rear setbacks have been varied to 10' instead of the UDO standard of 25'. Again, much of the requested variations are to support a product with a functional rear-loaded driveway, as well as the constraints and goals listed for front loaded dwellings.

REAR LOADED SINGLE-FAMILY DWELLING STANDARDS

- Minimum Lot Size 3,500 sf
- Minimum Lot Width 30'
- Front Setback 10'
- Minimum Driveway Length 12' from Edge of Alley to Garage
18' from Edge of Alley for Parking Pad
- Minimum Side Setback 3'
- Minimum Rear Setback 10'
- Maximum Building Height 3 Stories

GENERAL SITE DESIGN MODIFICATIONS

Section 6.2 of the Knightdale Unified Development Ordinance states that lots less than 60' are exempt from the Residential Clearing and Grading Requirements of the section. Per the prior modification request for front loaded single family minimum lot widths to be 60', the proposed subdivision would be considered to have lots less than 60' and thus be exempt from the clearing and grading requirements of Section 6.2.

Section 9.5 of the Knightdale Unified Development Ordinance requires that the minimum Connectivity Index a GR-3 site be 1.4. The intention of this requirement is to provide good interconnectivity of a site and reduce the number of cul-de-sacs. However, smaller projects such as this one are often overburdened by this index due to the external connections counting as "nodes" in the index equation. Based on the intent of the UDO section, the site is performing as it should, establishing no cul-de-sacs and providing interconnectivity through the site, connecting to existing connections, and providing future connection options. The proposed modification would be that the required minimum connectivity index be lowered to 1.14 for this site.

Section 17.3 of the Knightdale Unified Development Ordinance requires that the minimum horizontal centerline radius for a "Street" be 150' with a design speed of 25mph. Due to the nature of Road "R002" being a short loop street that is only designed to support the vehicular access of 10 residences and alley right-of-way frontage for rear-loaded residences, it is proposed that the minimum standards be reduced to a minimum centerline radius of 100' with a design speed of 15mph. This is intended to better serve the character of the development while still maintaining adequate infrastructure for resident safety.

GENERAL SITE DESIGN MODIFIED STANDARDS

- | | |
|-------------------------------------|-------------------------|
| • Clearing and Grading Requirements | Exempt per Section 6.2. |
| • Connectivity Index Ratio (Min.) | 1.14 |
| • Centerline Radius (Road R002) | 100' |
| • Design Speed (Road R002) | 15 mph |

UNIFIED DEVELOPMENT ORDINANCE CONSISTENCY

UNIFIED DEVELOPMENT ORDINANCE CONSISTENCY

The Poplar Creek Village Phase IV has been designed to be consistent with the Knightdale Unified Development Ordinance to the extent practical. Requested modifications to the Unified Development Ordinance have been detailed in the Planned Unit Development Master Plan section, but shall be summarized below. The proposed variations are intended to follow the spirit and intent of the UDO.

FRONT LOADED SINGLE-FAMILY DWELLINGS

Section 2.6 of the Knightdale Unified Development Ordinance requires that any lot less than 80' in width be accessed via an alley or rear lane access. Additionally, the UDO requires that side setbacks be a minimum of 20% of the lot width (to a minimum of 6 feet). Due to site constraints, it is proposed that the minimum lot width standard be reduced to 60' and side setbacks be reduced to a minimum of 6 feet in order to maintain consistency with the existing phases of Poplar Creek Village.

REAR LOADED SINGLE-FAMILY DWELLINGS

Section 2.6 of the Knightdale Unified Development Ordinance requires that the minimum driveway length for houses be 35'. A deviation is proposed for this requirement in order to establish appropriate standards for rear-loaded driveways. The new requirement would be a minimum standard of 12' from the edge of alley to garage, and 18' from the edge of ally for parking pads. Similarly, side and rear setbacks are required by the UDO at 20% of the lot width (to a minimum of 3 feet) and 25 feet respectively. It is proposed that side setbacks be a minimum of 3 feet and rear setbacks be a minimum of 10 feet due to the constraints of the site.

GENERAL SITE DESIGN MODIFICATIONS

Section 6.2 of the Knightdale Unified Development Ordinance states that lots less than 60' are exempt from the Residential Clearing and Grading Requirements of the section. Per the prior modification request for front loaded single, the proposed subdivision would be considered to have lots less than 60' and thus be exempt from the clearing and grading requirements of Section 6.2.

Section 9.5 of the Knightdale Unified Development Ordinance requires that the minimum Connectivity Index a GR-3 site be 1.4. The intention of this requirement is to provide good interconnectivity of a site and reduce the number of cul-de-sacs. However, smaller projects such as this one are often overburdened by this index due to the external connections counting as "nodes" in the index equation. Based on the intent of the UDO section, the site is performing as it should, establishing no cul-de-sacs and providing interconnectivity through the site. The proposed modification would be that the required minimum connectivity index be lowered to 1.14 for this site.

Section 17.3 of the Knightdale Unified Development Ordinance requires that the minimum horizontal centerline radius for a "Street" be 150' with a design speed of 25mph. Due to the nature of Road "R002" being a short loop street that is only designed to support the vehicular access of 10 residences and alley right-of-way frontage for rear-loaded residences, it is proposed that the minimum standards be reduced to a minimum centerline radius of 100' with a design

speed of 15mph. This is intended to better serve the character of the development while still maintaining adequate infrastructure for resident safety.

COMPREHENSIVE PLAN CONSISTENCY

The KnightdaleNext 2035 Comprehensive Plan, provides guidance for future growth of the Town. According to the Growth and Conservation Map found within the KnightdaleNext Comprehensive Plan, the proposed Poplar Creek Village Phase IV is designated as Rural Living. As described in the Comprehensive Plan, Rural Living areas are characterized by large lots, abundant open space, and a high degree of separation between buildings.

The KnightdaleNext *Playbook Approach* gives guidance to when a parcel may be considered for revisions to the Growth & Conservation Map. The approach describes new realities that may support an amendment. Per KnightdaleNext, “Any changes considered to the Map should be evaluated against the community vision, guiding principles, and the Growth Framework Map to determine if they are in the best long-term interests of the Town and its residents, businesses, and property owners.”

COMMUNITY VISION

The vision for Knightdale includes neighborhoods that will feel a sense of connection by traditions, family, roads, greenways, bicycle routes and walkways, and the shared history of Knightdale’s uniqueness. The Poplar Creek Village Phase IV Plan includes the continuation of Poplar Creek Village, which provides a connection to the east by connecting the neighborhood to Clifton Road. The addition of a stub to the south, will ensure that in the future the connected streets, neighborhoods, and pedestrian facilities will continue as growth occurs.

GUIDING PRINCIPLES

The guiding principles for the Town of Knightdale are supported by the extension of Poplar Creek Village Phase IV. The plan proposed encourages:

- *Compact Development Patterns* are achieved by clustering the smaller single-family lots, extending utilities to the east from Poplar Creek Village, it creates an efficient use of Town resources.
- *Community Design* is maintained by the addition of architectural design guidelines that provide a consistent, high-quality design. In addition, the pedestrian facilities, landscaping, and public gathering spaces are incorporated into the community layout.
- *Community Facilities and Services* are expanded with public water, sewer, roads, and pedestrian facilities connecting Poplar Creek Village to the east and providing connections from Clifton Road which improves service time and increases the capacity of future growth.
- *Great Neighborhoods and Expanded Choices* is a guiding principle that this neighborhood embodies. The high-quality of the homes in Poplar Creek Village Phase IV provide two different housing types on two different lot sizes. A rear-

loaded product on small lots, gives residents the urban feel of homes up on the street with porches. The larger lots provide for those who still want to have a yard for their families. Both products mixed into one community provide for expanded choices in a great neighborhood.

GROWTH FRAMEWORK MAP

Poplar Creek Village Phase IV is adjoined on two sides by Single Family Neighborhood uses. The parcel is also adjacent to Target Investment Area for Parks and Open Space according to the Comprehensive Plan.

As previously mentioned in the Vision & Intent section of this document, the site is located between Rural Living and Single-Family Neighborhood land uses. While Rural Living focuses on large, street-facing lots with direct access driveways, the proposed site design for Poplar Creek Village Phase IV is focused more on its compatibility with existing and planned adjacent development. Instead of facing outward, proposed units focus inwards and are interspersed with community amenities more compatible with previous stages of Poplar Creek Village. Despite these differences, the site still strives to achieve the spirit of the comprehensive plan by functioning as a key link to the overall connectivity of the area while preserving what is important to a more rural character of the Town of Knightdale.

While the parcel is currently designated for Rural Living, the requested change to a Mixed-Density Neighborhood is reasonable and in the public interest as it continues to meet the community vision, guiding principles, growth framework map of the KnightdaleNext 2035 Comprehensive Plan.

ARCHITECTURAL DESIGN GUIDELINES

The attached elevations (Appendix A) are a condition of the rezoning and shall be permitted with the following additional architectural conditions as guidance. Any variations of the approved elevations shall be reviewed by the Development Services Director to ensure compliance with the requirements of the approved Planned Unit Development.

1. The front elevation of all residential dwellings shall have at least one (1) of the following features: Board and Batten, Shake Siding, or Second Story Porch and at least one (1) of the following features: Gable Window, Dormer(s), Decorative Window Cap/Pediment, Front Door Transom or Sidelight Window. Having two (2) items from the first list in lieu of one from each list will meet this architectural requirement.
2. Vinyl siding is permitted and shall be a minimum of .045 in in thickness.
3. Side and rear elevations are not required to have additional materials, and can be 100% vinyl materials.
4. All pitched roofs shall be profiled by eaves projecting a minimum of 10 inches from the building face which may include gutters.
5. Front-loaded garage doors shall utilize a carriage style or similarly stylistic garage door that is architecturally compatible with the housing style (paneled garage doors are not permitted).
6. The crawlspace of buildings shall be enclosed with brick, stone, or stucco. Slabs shall be covered on all sides with brick, stone or stucco no less than the height equivalent of three (3) courses of brick (eight [8] inches) visible above grade. Areas under porches may be enclosed with lattice. Areas under manufactured homes in mobile home parks existing at the time of adoption of this ordinance may be enclosed with skirting that matches the existing structure.
7. Porches and stoops should be used as a primary architectural element of the building design and be located on the primary façade or other elevation fronting a public right-of-way. Front porches shall be a minimum of 6' in depth on at least 50% of the elevations, but in no case shall the front porch be less than a 5' average with the narrowest portion being 4'.
8. The maximum height for any elevation shall not exceed 45' as measured by the Knightdale UDO.

RECREATIONAL OPEN SPACE & AMENITIES

Poplar Creek Village Phase IV will provide residents and guests with both passive and active recreational opportunities. The site design boasts a total recreational open space that is over 115% greater than what the Town of Knightdale Unified Development requires. Passive recreational opportunities will include a multi-use trail and a dock programmed at the preserved pond, as well as two open spaces that can serve as flexible gathering spots for neighborhood events.

OPEN SPACE STANDARDS

Total Recreation Open Space Required	50,530 sf	1.16 ac	
Active Recreation Space Required	25,265 sf	0.58 ac	(50% of Required Min.)
Active Recreation Space Provided	32,234 sf	0.74 ac	
Passive Recreation Space Required	25,265 sf	0.58 ac	(Remaining %)
Passive Recreation Space Provided	76,666 sf	1.76 ac	
Total Recreation Open Space Provided	108,900 sf	2.50 ac	

Additionally, a large open-play field is located at the southern portion of the site. This field, comprised of over one-half acre of land, will serve as multi-purpose venue for activities such as frisbee, soccer, tag, etc. It is intended to be minimally programmed in order to meet the flexible needs of future residents and guests. Additional pedestrian pathways through the center of the site will provide enjoyable greenspace for residents.

INFRASTRUCTURE

STREETS & SIDEWALKS

Streets and alleys within Poplar Creek Village Phase IV are designed to meet the standards of the Town of Knightdale, with exception to the variation requests made previously in this document.

Road "001" is classified as a Local Street and has a 25-mph speed limit. It is designed to connect Poplar Creek Village Phase III through the site and towards Clifton Road. It contains 4 parking spaces parallel to the road and 5' sidewalks on each side.

Road "002" is classified as a Local Street and has a 15-mph speed limit per the requested variation from the UDO. It is designed to allow for the vehicular access of 10 residences as well as the alley right-of-way frontage for the rear-loaded residences. It contains 3 parking spaces parallel to the road and includes 5' sidewalk on each side.

Alley "003" is classified as a Private Alley and has a 10-mph speed limit. It is designed to provide access for the 27-rear loaded single-family dwellings proposed for the site.

STORMWATER

Poplar Creek Village Phase IV is located within the Neuse River basin with the site's stormwater runoff draining into the Neuse River. The proposed development shall be subject to stormwater management requirements found in Chapter 6: Environmental Protection of the Town of Knightdale's Unified Development Ordinance. Per regulations established in Chapter 6 of the UDO, stormwater runoff provisions shall address peak flow mitigation and water quality management.

Above ground stormwater control measures (SCMs) are proposed to meet regulations established Chapter 6 of the Town of Knightdale's UDO by providing peak flow mitigation and water quality management for the site.

WATER & SEWER

Water and sewer within Poplar Creek Village Phase IV are designed to meet the standards of the City of Raleigh.

All water mains within the development will have an 8" diameter minimum.

All sewer mains within the development will have an 8" diameter minimum.

MASS GRADING

Per the previously mentioned development variance, we request exception to the Clearing and Grading requirements of Section 6.2 based on the design variance of lots less than 60' wide. In any case where a lot width is greater than 60' because of an irregular lot configuration, a variation to the mass grading ordinance is requested.

ZONING CONDITIONS:

ZONING DESIGNATION

Base Zoning: General Residential 3 (GR3)

Permitted Uses:

- Dwelling-Single Family

ZONING CONDITIONS

- A privacy fence will be provided along the northern property line where there is no conflict with environmental features as shown on the plan for Poplar Creek Village Phase IV.
- For lots less than 60 feet wide, alley/rear lane access to all off-street parking areas is required. For lots 60 feet wide or greater, access to off-street parking is permitted from the fronting street or rear lane/alley.

NEIGHBORHOOD MEETING REPORT



Poplar Creek Phase 4 – Clifton Road/ PUD Rezoning with Subdivision Plan

Neighborhood Meeting Minutes 10/2/19

Neighbor requests:

- Privacy fence/buffer behind lots that back up to neighborhood near Clifton Road?
 - Proposed timeline for construction?
 - Tree cutting process? Will they just fall and disrupt close by properties? Don't want to disrupt house foundations.
 - Will there be rock blasting?
 - Stream that runs through property? Can we alleviate impacts downstream?
 - Neighbor wants gravity sewer. Troy?
-
1. Introductions – Brendie & Brad
 2. Brendie
 - a. process of rezoning
 - b. PUD/GR3
 - c. conditional zoning
 - d. schedule – public hearing, LURB, town council
 3. Brad addresses earlier question
 - a. Tree removal concerns, can't answer that at the time, but will talk to developer/builder to find out their process.
 - b. Stream floods the property
 - i. stream regulations and building process for "softer" dirt
 - ii. town has regulations for stormwater and to not create additional problems downstream
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 - d. Keep ponds
 - e. Buffer & trees are requested, any tree removal should be done carefully
 - f. Lot sizes and products and prices, 2000-2500 sf, traditional 2200-3200 SF, poplar creek in low 300s
 - g. Phase IV of Poplar Creek – curb&gutter, sewer, connection to greenway trail, extend water main to Clifton, sewer extends to natural basin, where to stub sewer, turn lane on Clifton Rd, discuss NCDOT meeting, not anticipating sewer but not confirmed
 - h. Catching stormwater runoff? Will need to conform to standards
 - i. Traffic anticipation to Clifton Road? – no traffic study, trip generation study for Clifton
 - i. Worries about more traffic and the continued cut throughs that will now come out on
 - j. Street lights? Yes.

1



- k. Trespassing? Current quiet area. Hopefully there will be more of a police presence since it will be in Town limits
- l. Will there be anything in the pocket park? Open play field, playground? Benches.
- m. Fenced yards? HOA of Poplar Creek guidelines
- n. Accurate surveying, please make sure surveyors stay on correct lines.

Open discussion:

Concern with drainage and flooding

Earthquake in 2011 caused foundation damage, would like to ensure that construction or tree removal does not cause additional foundation damage.

Would like to see a privacy fence for lots near Clifton Road

Do not like the sound of kids, this project will be disruptive to the peaceful environment they now enjoy.

Concerned about the wildlife and where they will go.

APPENDIX A: ARCHITECTURAL ELEVATIONS

<u>Plan</u>	<u>Elevations</u>	
Alexandria II	A, C	
Covington II	A, B, C	
Downey	B, C	
Hopewell II	A, C	
Jamison	A*, B, C	*with brick or stone
Langford	C	
Palmer	A, B, C	
Richardson	B, C	
Roland	A, C	
Victor	A, B, C	
Warwick	B, C, D, E, F	with enclosed 3 rd bay garage
Webster	C, F	
Worthing	A, B, C	
Yates	A, B, C	



Alexandria II A



Alexandria II C



Covington II A



Covington II B



Covington II C



Downey B



Downey C



Hopewell II A



Hopewell II C



Jamison A (with
brick or stone)



Jamison B



Jamison C



Langford C



Palmer A



Palmer B



Palmer C



Richardson B



Richardson C



Roland A



Roland C



Victor A



Victor B



Victor C



Warwick B (enclosed
3rd bay garage)



Warwick C (enclosed 3rd bay garage)



Warwick D (enclosed
3rd bay garage)



Warwick E (enclosed 3rd bay garage)



Warwick F (enclosed
3rd bay garage)



Webster C



Webster F



Worthing A



Worthing B



Worthing C



Yates A



Yates B



Yates C



September 18, 2019

Dear Knightdale Area Property Owner:

The purpose of this letter is to notify you of our client's intent to file an application for a Planned Unit Development Conditional District Rezoning and Master Subdivision Plan with the Town of Knightdale for property located adjacent to, or in close proximity to, property shown in your ownership by Wake County tax records. Per Town of Knightdale standards, a Neighborhood Meeting will be held to provide information to area residents about the nature of the proposal. A representative of the applicant will be present to explain their application, answer questions, and solicit comments.

Meeting Date: October 2, 2019
Meeting Time: 6:30 pm
Meeting Location: Knightdale Recreation Center, Room 404
102 Lawson Ridge Road Knightdale, NC 27545
Types of Applications: Conditional Rezoning with Subdivision Master Plan

Parcel/Pin #: 1743822316
Addresses: 0 Clifton Road, Knightdale, NC 27545

Description of project/proposal: Proposed annexation into Knightdale's corporate limits and proposed rezoning of site from Wake County residential zoning to Knightdale GR3/ PUD Conditional Zoning with a Master Subdivision Plan.

At a minimum, the following will be available for your inspection at the Neighborhood Meeting:

1. A copy of the project application.
2. A map at a scale that is appropriate to the project and shows neighboring properties and roads.
3. A map, drawing, or other depiction of the proposed subdivision.

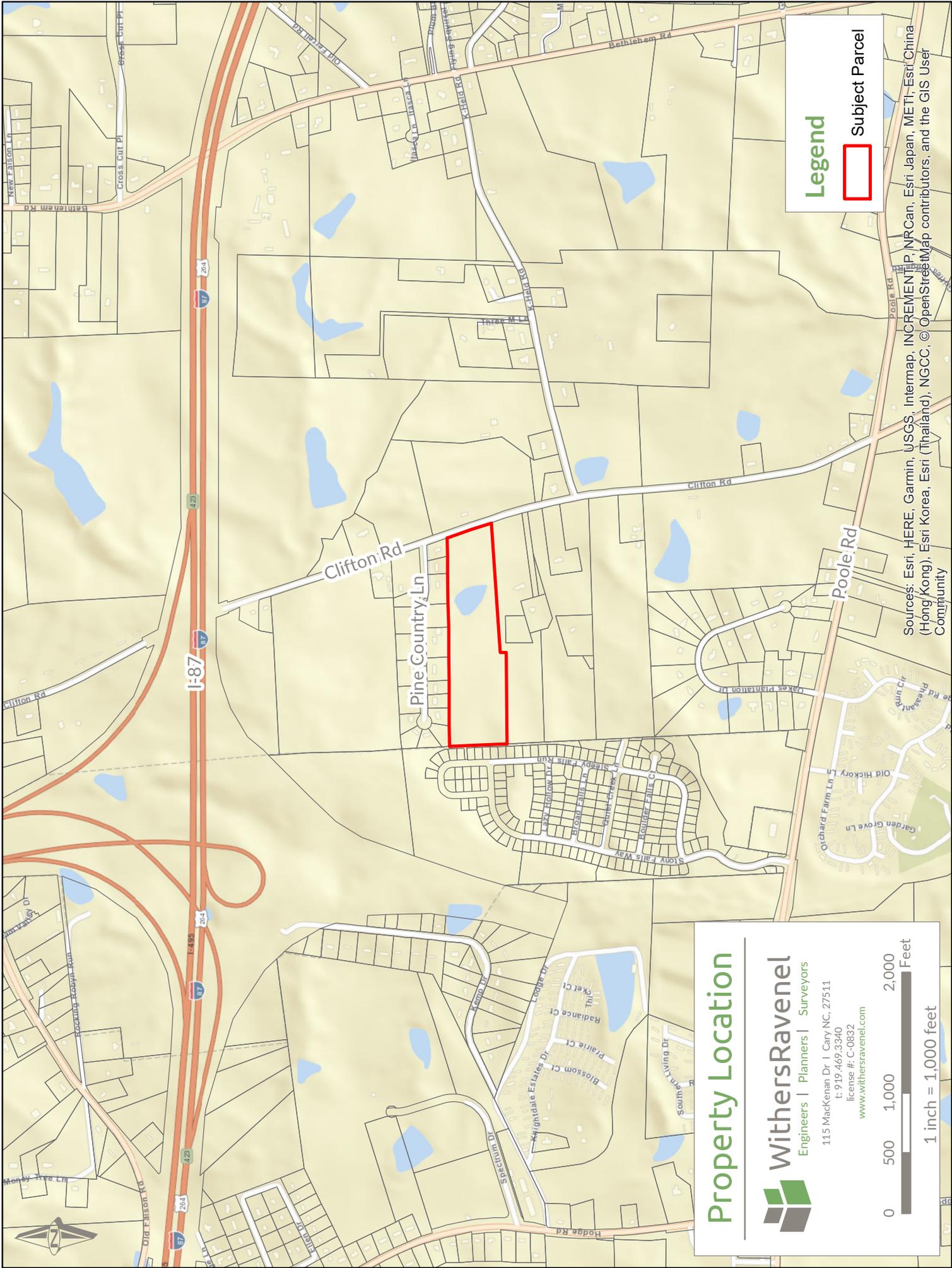
A map is enclosed with this letter showing the location of the property that is subject to this application for rezoning.

If you have any questions prior to or after this meeting, you may contact us at 919-535-5212 or at bvega@withersravenel.com. You may also contact the Town of Knightdale Development Services Department at 919-217-2244.

Sincerely,

Brendie Vega
WithersRavenel

Cc: Town of Knightdale Development Services Department



Property Location

WithersRavenel
 Engineers | Planners | Surveyors
 115 MacKenan Dr | Cary, NC, 27511
 t: 919.469.3340
 license #: C-0832
 www.withersravenel.com

0 500 1,000 2,000 Feet
 1 inch = 1,000 feet

Legend

Subject Parcel

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community

Poplar Creek Phase 4 – Clifton Road/ PUD Rezoning with Subdivision Plan

Neighborhood Meeting Minutes 10/2/19

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 - i. Worries about more traffic and the continued cut throughs that will now come out on
- j. Street lights? Yes.



WithersRavenel

Our People. Your Success.

- k. Trespassing? Current quiet area. Hopefully there will be more of a police presence since it will be in Town limits
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Concerned about the wildlife and where they will go.

POPLAR CREEK PHASE 4 NEIGHBORHOOD NOTICE OF MEETING
MAILING LIST

PIN	Owner	Owner 2	Mail Address 1	Mail Address 2	Site Address
n/a	Daniel Rauh		424 Gallimore Dairy Road Ste. C	Greensboro NC 27409	n/a
n/a	Chris Hills, ACP, CZO	Development Services Director, Town of Knightdale	950 Steeple Square Ct.	Knightdale NC 27545	n/a
1743617995	POPLAR CREEK VILLAGE COMMUNITY ASSC INC	CHARLESTON MGT CORP	PO BOX 97243	RALEIGH NC 27624-7243	0 SLEEPY FALLS RUN
1743629296	MATIVO, PATRICK K BERGAN, PRUDENCE		4722 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5139	4722 SLEEPY FALLS RUN
1743629392	DAVIS, RYAN BRADLEY DAVIS, TAMARA G		4720 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5139	4720 SLEEPY FALLS RUN
1743629399	CLAYTON PROPERTIES GROUP INC		441 WESTERN LN	IRMO SC 29063-9230	4718 SLEEPY FALLS RUN
1743711873	CIL, SOAI BONDING, RUIJUN		4811 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5140	4811 SLEEPY FALLS RUN
1743711970	WELLS, SIMONE GUEVARA-MCLEOD, MATTHEW		4809 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5140	4809 SLEEPY FALLS RUN
1743720014	BUKASE, KALONGA KAYEMBE, BIBICHE MULANGA		4804 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5140	4804 SLEEPY FALLS RUN
1743720122	VILLAGREZ, BENITO ANGEL		4502 STONY FALLS WAY	KNIGHTDALE NC 27545-5141	4502 STONY FALLS WAY
1743720694	COLLINS, PHYLLIS M COLLINS, TYRONE L		4711 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5139	4711 SLEEPY FALLS RUN
1743721445	BROWN, WILLIAM R JR BROWN, GWENDOLYN JACKSON		4717 SLEEPY FALLS RUN	KNIGHTDALE NC 27545-5139	4717 SLEEPY FALLS RUN
1743722752	SAULT, CAROLYN		120 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	120 PINE COUNTRY LN
1743723622	MAXWELL, MICHAEL B		119 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	119 PINE COUNTRY LN
1743724662	MOLINA, SALVADOR MOLINA, MARIA GUEVARA		117 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	117 PINE COUNTRY LN
1743725684	CARDONZO-DIAZ, GONZALO CARDONZO CASTELLANO, BLANCA ROSA ESCOB		115 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	115 PINE COUNTRY LN
1743727604	BIRCH, HOWARD REGINALD III		113 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	113 PINE COUNTRY LN
1743728644	KEETER, JOHN		111 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	111 PINE COUNTRY LN
1743811957	HARRIS, NORMA L LILES, BILLY R		4616 CLIFTON RD	KNIGHTDALE NC 27545-9132	0 CLIFTON RD
1743813811	TAYLOR, KENNETH GREY TAYLOR, BONNIE S		4524 CLIFTON RD	KNIGHTDALE NC 27545-9130	4524 CLIFTON RD
1743820675	SHORNOCK, JEFFREY J		109 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	109 PINE COUNTRY LN
1743822316	LILES, BILLY ROYCE		550 FIDDLERS RDG	PINE KNOLL SHORES NC 28512-7000	0 CLIFTON RD
1743822685	AQUA NORTH CAROLINA INC		202 MACKENAN DR	CARY NC 27511-6447	0 PINE COUNTRY LN
1743825043	TAYLOR, FRANCES L TAYLOR, KENNETH EARL		4516 CLIFTON RD	KNIGHTDALE NC 27545-9130	4516 CLIFTON RD
1743825614	TEUSCHER, RICHARD DALE		105 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	105 PINE COUNTRY LN
1743827605	WRIGHT, GREGORY H WRIGHT, RAFFAELA M		103 PINE COUNTRY LN	KNIGHTDALE NC 27545-9764	103 PINE COUNTRY LN
1743828644	NIXON, DORIS LEWTER		4500 CLIFTON RD	KNIGHTDALE NC 27545-9130	4500 CLIFTON RD
1743922906	EARLY, TROY O EARLY, RHONDA B		4425 CLIFTON RD	KNIGHTDALE NC 27545-9129	4449 CLIFTON RD



The Town of Knightdale
Staff Report

Date: January 15, 2020

To: Mayor and Town Council

From: Kevin Lewis, Senior Planner –
Current

Subject: ZMA-6-19: The Collection
Planned Unit Development
Rezoning

Town Manager – WRS

Assistant Town Manager – DT

Development Services Director
Signature – CH

I. PURPOSE:

The purpose of this staff report is to provide an overview of a Zoning Map Amendment request for a Planned Unit Development (PUD) to allow for a major subdivision in accordance with Sections 2.15.C and 15.6.C of the Unified Development Ordinance (UDO). Items updated in this staff report since the initial version include a Staff Analysis of the proposed Residential Architectural Standards (IX.C), a Staff Analysis of the PUD Document (XII), recommended conditions (XIV), the Joint Public Hearing Summary (XV), a written advisory statement from the LURB (XVI), and the Staff Recommendation (XVII).

II. TYPE OF HEARING: Legislative

III. APPLICABLE STANDARDS:

- Unified Development Ordinance
- KnightdaleNext 2035 Comprehensive Plan
- North Carolina General Statutes § 160A-381

IV. SPECIFIC REQUESTED ACTION:

Since the previous Town Council meeting, the applicant has made significant improvements to the application and supporting materials. The applicant has agreed to the conditions recommended by Staff and LURB, however Staff recommends continuing this case (ZMA-6-19) to the February 19, 2020 Town Council meeting to allow the applicant time to further amend their application.

V. REQUEST:

Mr. Brad Rhinehalt, PE of McAdams Company has submitted an application on behalf of property developer Michael Foley of MF Development LLC, to rezone and develop the vacant parcels between Keith and Robertson Streets, identified by the Wake County PINs 1754-63-5524, 1754-53-9404, 1754-53-7747, 1754-53-9814, and 1754-63-0926, from Rural Transition (RT) to General Residential-8 (GR-8) with a PUD. The applicant has proposed to develop the 28.13 acre collection of parcels into a 92-lot single-family and townhome residential subdivision.

VI. PROJECT PROFILE:

PROPERTY LOCATION:	Five parcels between Keith and Robertson Streets
WAKE COUNTY PINs:	1754-63-5524, 1754-53-9404, 1754-53-7747, 1754-53-9814, and 1754-63-0926
CURRENT ZONING DISTRICT	Rural Transition (RT)
PROPOSED ZONING DISTRICT:	General Residential-8 (GR-8) Planned Unit Development (PUD)
NAME OF PROJECT:	The Collection
APPLICANT:	Brad Rhinehalt, PE of McAdams Company
PROPERTY OWNER:	Eugene and Wayne Harper
PROPERTY SIZE:	28.13 acres
PROPOSED DENSITY:	3.27 units per acre
CURRENT LAND USE:	Vacant/Formerly Agricultural
PROPOSED LAND USE:	Single Family Residential
PROPOSED OPEN SPACE:	456,946 ft ² /10.48 acres (74,620 ft ² /1.71 acres)

VII. BACKGROUND INFORMATION:

The Planned Unit Development District (PUD) is a re-zoning process which is designed to encourage master planning of development and to coordinate such development so as to manage the impacts of the development on the provision of Town Services and infrastructure. The PUD encourages creativity and innovation in the design of developments, but in return for this flexibility the expectation is for communities to provide exceptional design, character, and quality; provide high quality community amenities; incorporate creative design in the layout of buildings; ensure compatibility with surrounding land uses and neighborhood character; encourage the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers; further the goals of the KnightdaleNext 2035 Comprehensive Plan including the Growth Framework and Growth & Conservation maps; and provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.

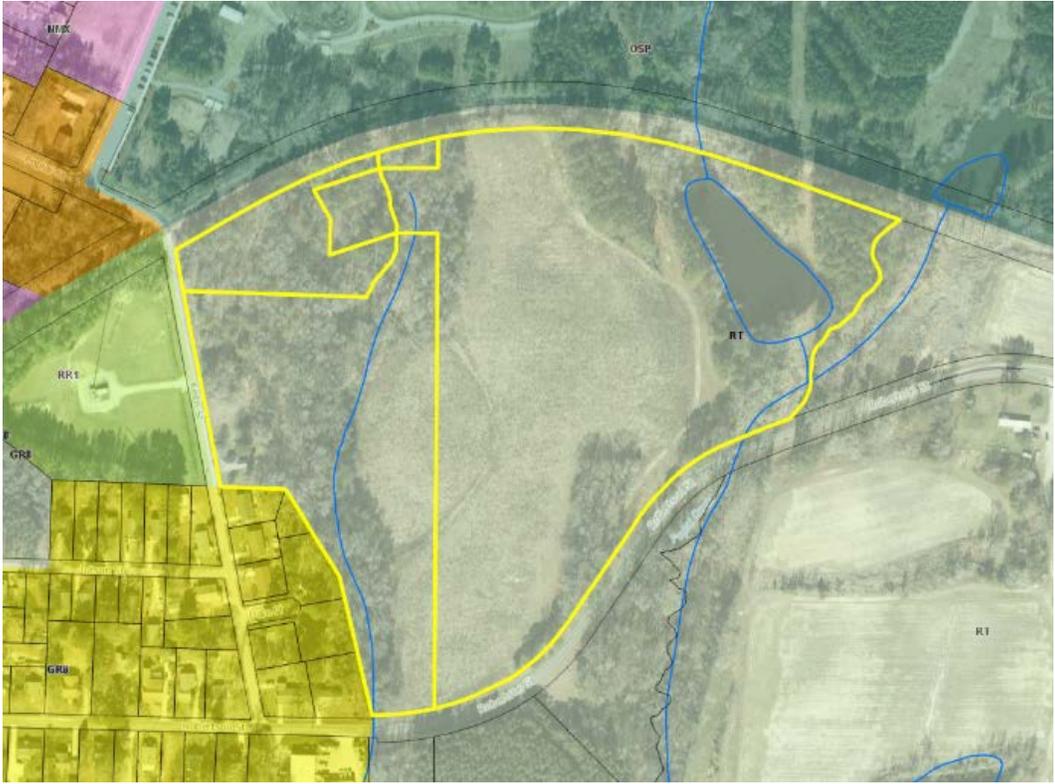
There are several provisions which are required to be addressed by the applicant, including, but not limited to design guidelines and dimensional standards, public facilities, recreational open space, and Comprehensive Plan consistency.

The applicant’s specific exceptions are detailed in **Section XI** of this staff report.

VIII. PROJECT SETTING – SURROUNDING ZONING DISTRICTS AND LAND USES:

The proposed rezoning includes five (5) parcels, located at the east of Keith Road and northwest of Robertson Road. The parcels are located within the Town’s Extra Territorial Jurisdiction and require annexation.

DIRECTION	LAND USE	ZONING
North	Knightdale Station Park	OSP
South	Vacant	RT
East	Vacant	RT
West	Single Family Residential	RR-1 & GR-8





View from Keith Street looking south.

IX. PROPOSED MASTER PLAN:

The applicant has submitted a full Master Plan and PUD Document in accordance Section 16.6 of the UDO. The applicant is proposing a new 92 lot subdivision consisting of 13 front-loaded single-family dwellings measuring 60' wide, 44 rear-loaded single-family units with a 35' width, and 35 townhouses. As shown on the following site plan, Street "A" will be built by the developer as a Town Maintained Collector, and important connection required by the KnightdaleNext Street Network map. Additional amenities include a multi-use path to be incorporated into the Town's greenway system and shown on the KnightdaleNext Trails & Greenway map, a centrally located pocket park with active and passive components, sidewalks throughout, and ample on- and off-street parking.

X. LEGISLATIVE CASE PROCEDURES:

Staff met with the development team in July 2019 to discuss the potential of a project at this location and worked with them through several preliminary sketch plan details. A Planned Unit Development rezoning is a legislative public hearing, which requires certain application procedures including having a pre-application meeting with staff, and holding a neighborhood meeting with any property owners within 200 feet of the outer boundaries of the subject development. Below is a timeline of the required elements.

- Pre-application Meeting: July 10, 2019
- Neighborhood Meeting Notices Mailed: August 16, 2019
- Neighborhood Meeting: August 27, 2019

The neighborhood meeting was held at the Knightdale Recreation Center located at 102 Lawson Ridge Road. Three interested neighbors attended the meeting, and inquired about stormwater impacts, phasing, buffers, traffic, and lot dimensions. No one spoke in opposition to the project. A copy of the mailed notice, list of recipients, and summary of the meeting are attached as part of the application packet.

Additionally, the Town of Knightdale followed public hearing notice requirements as prescribed in the North Carolina state statutes.

- First Class Letters Mailed: November 6, 2019
- Sign Posted On Property: November 8, 2019
- Legal Ad Published in N&O: November 8 & 15, 2019

Following the formal submittal and review of the proposed master plan, the applicant met with the Development Review Committee (DRC) on October 31, 2019 to discuss the technical comments and details associated with the proposed subdivision plan. There were some minor issues associated with the proposed plan, including the alignment of the proposed connector road, driveway length, parking, and landscaping. The DRC requested that the applicant provide a revised copy of the Master Plan and PUD Document, which is included as part of the enclosed application packet.

The DRC voted unanimously to **continue** The Collection Planned Unit Development pending the applicant addressing the review comments and Town Council approving the Rezoning request.

XI. PROPOSED PLANNED UNIT DEVELOPMENT:

In accordance with Section 15.6.C of the UDO, all standards and requirements of the corresponding General District shall be met. Staff has reviewed the major site elements and found the majority to be in compliance with all requirements of the Highway Business zoning district and UDO. Major site elements and their compliance statements are listed below.

- A. Parking:** The applicant is not proposing any deviations from the parking requirements as found in Section 10.3 of the UDO.
- B. Public Utilities/Water Allocation Policy:** The applicant is proposing to connect to public water and sewer. In accordance with Section 16.5.P of the UDO, the applicant is proposing to obtain the required 50 points with the following features:

	Points
Base Points - Major Residential Subdivision	15
Options to Obtain additional 35 points:	
Residential Architectural Standards	15
Outdoor Display of Public Art	4
IPEMA Certified Playground Equipment	4
Stormwater Wetland	5
Provision of On-Street Public Parking	4
10' Wide Multi-Use Path	2
Signage or Striping Improvements	1
Total Proposed:	50
(50 Points Required)	

C. **Residential Architectural Standards:** The proposed architectural standards are listed below. In addition to the proposed standards, the applicant is agreeing to adhere to the architectural standards in Section 5.7 and 5.8 of the UDO by including it in their WAP bonus point breakdown. Attached you will find the applicants PUD Document, containing building elevations.

Single-Family Dwelling Architectural Standards

1. Single-family 2-story homes built on lots at least 60-feet wide will have a minimum of 2,000 square feet and 1-story homes on such lots will be a minimum of 1,600 square feet. Lots that are at least 60-feet wide will have front-loaded two car garages.
2. Single-family homes built on lots less than 60-square feet will have a minimum of 1,450 square feet and have alley-loaded two car garages with the exceptions that a maximum of 15% of such homes may be a minimum of 1,450 square feet.
3. All single-family homes shall be raised from the finished grade a minimum of 18” and shall have stem wall or raised slab foundations that shall be covered on all sides with brick, stone, or stucco. Areas under porches may be enclosed with lattice.
4. All single-family homes with a crawl space will be wrapped in brick or stone on all sides,
5. All single-family homes will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may only be used for soffits, fascia, and corner boards.
6. All single-family homes will have a front porch with a minimum depth of five (5) feet. Front porch posts will be at least 6”x6”.
7. Main roof pitches (excluding porches) for 2-story homes shall be at least 7:12.
8. There shall be a 12” overhang on every gable roof end,
9. Main roof pitches for 1-story and 1.5-story homes will be at least 6:12.
10. Garages for lots that are at least 60-feet wide will not protrude more than six (6) feet from the front porch or stoop and all garage doors shall over window inserts and hardware.

11. For every linear 30 feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternative to a window or door.
12. Garages will not exceed 45% of the front façade width or will be split into two bays.

Townhouse Architectural Standards

1. All townhouse units will have alley-loaded two car garages.
2. All townhouse units shall be raised from the finished grade a minimum of 18” and have stem wall or raised slab foundations that shall be covered on all sides with brick, stone, or stucco. Areas under porches may be enclosed with lattice.
3. All townhouse units will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may be used for soffits, fascias, and corner boards.
4. Usable front porches shall be at least five (5) feet deep and extend more than 30% of the primary façade.
5. All townhouse units shall provide detailed design elements using at least one (1) of the features from each of the four categories below:
 - Entrance
 - Recessed entry with 6” minimum width door trim
 - Covered porch with 6” minimum width pillars/posts/columns
 - Building Offset
 - Façade offset
 - Roofline offset
 - Roof
 - Dormer
 - Gable
 - Cupola/Tower/Chimney
 - Decorative cornice of roof line (flat roof only)

And at least two (2) of the following elements:

- Façade
 - Bay window
 - Balcony
 - Porch
 - Shutters
 - Window trim with 4” minimum width
 - Patterned finish (scales, shakes, wainscoting, brick, or stone)
6. There shall be a 12” overhang on every gable roof end.
 7. Townhouse building walls shall be wood clapboard, cement fiber board or shingle, wood board and batten, brick, or stone.

8. Main roofs on townhouse buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. Monoptich roofs shall have a pitch of at least 3:12.
9. For every second and third story of the side elevations, there shall be a minimum of three windows added to the side elevation. Any siding break on the side of the home such as a fireplace or wall offset can be used as an alternate to a window. On the ground floor there shall be at minimum of one window on the side elevations.
10. The second and third stories of the rear elevation shall have either a balcony and door(s) or windows making up a minimum of 25% of the length of the rear elevation. The percentage is measured as the horizontal plane (lineal feet) containing a balcony and door(s) or windows divided by the total horizontal plane length.
11. No two townhome units in a building shall have the same exterior paint color scheme.
12. All townhomes shall be three (3) stories.

Staff Analysis

The proposed architectural standards are generally in line with other standards which have been approved by Town Council. A number of items were suggested by Town Staff as conditions for approval. These items were recommended conditions by the LURB. The applicant has agreed to these conditions, seen below, and incorporated them into the above standards.

1. No more than 15% of single-family homes built on lots less than 60-feet wide will have a will have a minimum of 1,450 square feet.
2. All driveways shall be a minimum of 20-feet in length.
3. All townhomes shall be a minimum 3-stories in height.

D. **Programmed Open Space:** A number of proposed WAP bonus point items are addressed in the applicants Open Space plan, seen programmed below:



E. **Stormwater – Wetlands:** Wetlands exist on-site, according to analysis from NCDEQ, the applicant proposes to maintain and enhance wetland areas to protect the natural environment. The applicant is not proposing any deviation from the UDO requirements, found in Chapter 6, related to storm water management of the site, which shall meet town standards.

F. **On-Street Parking:** Denser residential development patterns often require additional on-street parking to serve residents and visitors. Approximately 20 on-street parking spaces are provided on proposed collector.

- G. **Stormwater Management:** The applicant is not proposing any deviation from the UDO requirements, found in Chapter 6, related to stormwater management of the site.
- H. **Lighting:** The applicant is not proposing any deviations from the lighting standards as found in Section 11.4 of the UDO.
- I. **Signage:** All site signage will be reviewed under a separate zoning review; however, the applicant is not proposing any deviations from the standards as found in UDO Section 12 for the GR-8 Zoning District.

PROPOSED UDO EXCEPTIONS:

In accordance with UDO Section 15.C.5, Planned Unit Development rezonings allow the applicant to request exceptions to certain standards identified in the General District (General Residential). These requests should be fair and reasonable, and the proposed alternate means of compliance should meet the spirit and intent of the UDO. The applicant's exception requests are as follows:

A. **Permitted Building Type Ratio:**

- **Required:** In accordance with UDO Section 2.7.B, the maximum number of Townhouse buildings in a GR development shall not exceed 30% of the total number of units.
- **Requested:** Townhomes within the proposal will comprise 38.8% of the total number of dwelling units.

B. **Dimensional Requirements:** The applicant is proposing deviations from the dimensional standards as found in Section 2.7.B of the UDO for the GR-8 Zoning District. The proposals are highlighted below:

- **Required:** In accordance with UDO section 2.7B, lots less than 80 ft. in width require alley/rear lane access, and driveways are required to be at least 35 feet long.
- **Requested:** Due to site constraints, single-family dwelling units on lots 60 feet in width will be accessed via a driveway that connects to the fronting public right-of-way. Additionally, front- and rear-loaded single-family dwellings will be served by driveways that are a minimum length of 20' rather than the UDO requirement of 35'.

C. **Mass Grading** (Section 6.2.B):

- **Required:** In accordance with UDO Section 6.2B, the initial clearing and grading is limited in new major subdivisions to “dedicated public rights-of-way and easements to installation of streets, utilities, and other infrastructure”, except for subdivisions or sections of subdivisions lots less than 60’ wide.
- **Requested:** The ability to mass grade the proposed 13 front-loaded single-family dwellings which are 60’ wide.

D. **Architectural Variations:**

- **Required:** Changes to the approved architectural standards above would need to be reviewed and approved by Town Council.
- **Requested:** The staff may approve minor architectural variations of the specific requirements listed above provided that such minor variations meet the overall intent of these architectural standards and conform to the Comprehensive Plan and other adopted plans of the Town.

XII. PUD DOCUMENT ANALYSIS

The applicant submitted a PUD document to support their Master Plan. The attached document gives the applicant an opportunity to describe the proposed development in more detail. The applicant included a description of their proposed architectural standards, conditions, and detailed open space programming, as seen above. It is staff’s opinion that the document is well written, descriptive, and achieves the goal of promoting the overall vision of their proposed development.

XIII. TRANSPORTATION ANALYSIS

As required by the UDO, a Traffic Impact Analysis (TIA) is required for any “proposed rezoning or Master Plan...if the nature of the proposed rezoning or development is such that the number of trips it can be expected to generate equals or exceeds 150 new peak hour trips (Sec 9.4.B.1)”. Staff requested the applicant conduct an initial Trip Generation report to determine the number of peak hour trips this proposal is expected to generate. That report indicated the weekday AM peak hour trips to be 61 and PM trips to be 80. Based on these numbers, staff did not request any further analysis.

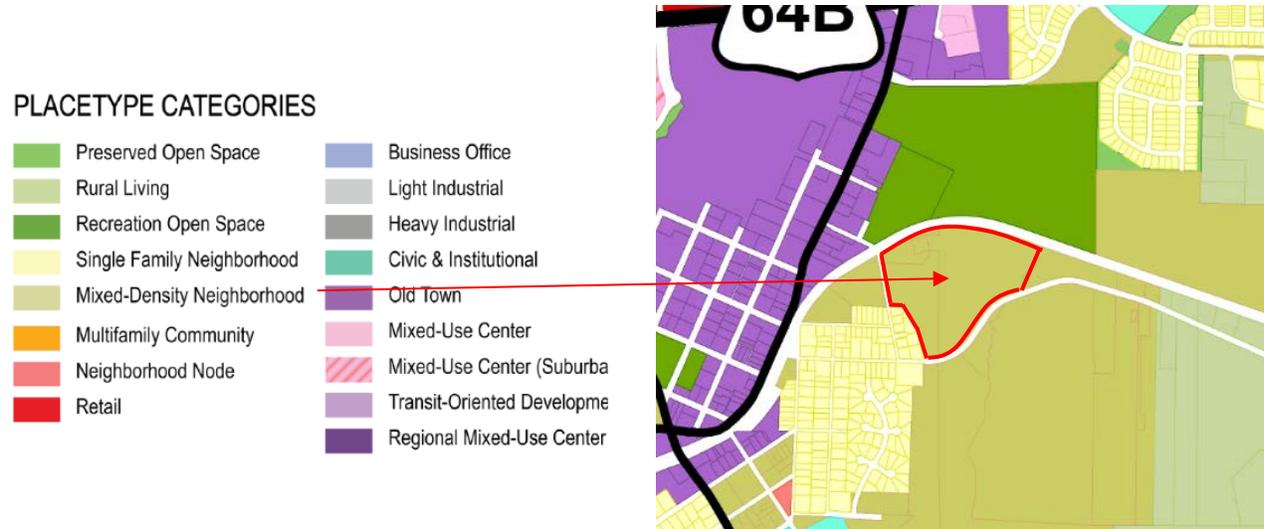
The applicant is also required to conform to the Connectivity Index (9.5.G), which is used “to determine the adequacy of street layout design”, and compares the links (road sections between intersections) and nodes (intersections) of the proposed development. A perfect grid has a Connectivity Index of 2.00. Proposed developments in the GR zoning district are required to have a minimum index of 1.40; The Collection has an index of 1.42.

Staff review of the proposed development and supplemental information find a number of transportation improvements which have the potential to improve conditions off-site and provide for safe movement within the neighborhood. The developer shows turn lanes on Robertson Road which shall feed into the neighborhood, reducing the risk for those traveling past and to the development. Pedestrian improvements on-site include sidewalks or multi-use paths on both sides of the proposed roads, with high-visibility crosswalks at all intersections. On-street parking along the proposed

collector road (Street “A”) will also aid in improving pedestrian safety by reducing speed and creating a buffer between traffic and those using the sidewalk.

XIV: COMPREHENSIVE PLAN:

When the 2035 Comprehensive Plan was being drafted, it was determined that the document should take a playbook approach that would be based on existing conditions that might change over time. As such, the categories as part of the growth and conservation map were based on particular characteristics that would be likely in 2035. The subject property is designated to be “Mixed-Density Neighborhood” as a placetype.



The Mixed-Density Neighborhood placetype is defined as follows:

“Mixed-density neighborhoods are formed as subdivisions or communities with a mix of housing types and densities. Homes are oriented to the interior of the site and are typically buffered from surrounding development by transitional uses, preserved open space, or landscaped areas. Lots along the perimeter of a new neighborhood should be sensitive to the density observed along the perimeter of an adjacent neighborhood in terms of size and scale (by providing a transition). Small blocks and a modified grid of streets support a cohesive, well-connected community.

All new mixed-density neighborhoods incorporate a comprehensive network of open space throughout to accommodate small parks, gathering places and community gardens; preserve tree stands; and help reduce stormwater runoff.”

Other elements of the proposal that address the items included in the Comprehensive Plan include:

Construction of a Town-Maintained Collector (labeled Street “A” on site plan) to include on-street parking, street trees, and pedestrian connectivity through the site, as shown on the **Street Network** map.



Construction of a 10’ wide Multi-Use Path along Keith Street and Street “A” as shown on the **Trails & Greenway** map.



CONSISTENCY WITH THE COMPREHENSIVE PLAN:

North Carolina General Statute 160A-383 requires that **prior to** adoption or rejecting any zoning amendment, the governing board shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action to be reasonable and in the public interest.

It is staff's opinion that, should the staff recommended conditions be approved, the proposed Master Plan and PUD is consistent with the KnightdaleNext 2035 Comprehensive Plan, and the following guiding principle categories would be applicable to this request.



INFILL DEVELOPMENT AND REDEVELOPMENT

Promote infill development and redevelopment activities for vacant and under-utilized areas of Knightdale. In doing so, prioritize the transformation of older properties throughout Town that might not be economically-viable in the future (such as declining retail shopping centers).

Infill Development and Redevelopment – The proposed development is located less than 500' from Old Town and adjacent to Knightdale Station Park. It is within a Target Investment Area shown on the Growth Framework map.



NATURAL ENVIRONMENT

Promote and expand opportunities for people to experience natural settings in Knightdale and surrounding Wake County, increase their proximity to multiple recreational opportunities, and enjoy a safe and healthy lifestyle. Safeguard the Town's natural resources including lakes, streams, wetlands, woodlands, trails, agricultural lands, tree canopy, and the services they provide. Strive to create interconnected green spaces that conserve these areas, provide recreational linkages, protect water quality and quantity, and celebrate nature as a centerpiece of the Town's identity and sense of place.

Natural Environment – To meet the requirements of UDO Chapter 6, the applicant proposes to protect wetlands, ponds, and other environmental features unique to the site.



COMPACT DEVELOPMENT PATTERNS

Guide future growth into more compact and efficient development patterns that will help manage the timing, location, and magnitude (length and size) of expensive infrastructure investments. Prioritize infill development and redevelopment in identified activity centers over continued green field development patterns, and use public infrastructure investments in the activity centers to encourage and leverage future private investments. Acknowledge that increased densities and intensities, and a mix of residential and nonresidential uses, will be needed in the activity centers to accommodate anticipated Town growth. Activity centers added to the Growth and Conservation Map in the future should reflect orderly and incremental growth patterns away from existing and identified activity centers in the 2035 KnightdaleNext Comprehensive Plan.

Compact Development Patterns – The site is oriented inward, with larger lots acting as a buffer between existing development and the compact interior of the site.

GREAT NEIGHBORHOODS AND EXPANDED HOME CHOICES



Promote distinct, safe, and vibrant neighborhoods throughout Knightdale that provide greater access to a range of housing choices people need at different stages of their life, including young adults, families, empty-nesters, retirees, seniors, and people of different income levels. Housing opportunities should include single family homes of all sizes, townhomes, apartments, condominiums, senior living units, live-work units, and accessory dwelling units. New neighborhoods should mix two or more housing choices into one community. Strong neighborhoods and a diverse housing strategy will make Knightdale a more livable community—one where residents can live their entire lives.

Great Neighborhoods and Expanded Home Choices – The proposed development will include 13 front-loaded single-family dwellings at 60’ wide, 42 rear-loaded single-family dwellings at 35’ wide, and 35 townhouse units. Additionally, the centrally located open space area is programmed with different features for all prospective residents.

PARKS AND RECREATION



Promote and expand opportunities where people can be more involved in an active community lifestyle represented, in part, by the presence of high-quality parks, public spaces and recreation facilities located near where people live and work, and the bicycle and pedestrian connections between them.

Parks and Recreation – The proposed development is located within walking distance of Knightdale Station Park.

XV. JOINT PUBLIC HEARING SUMMARY:

A Joint Public Hearing was held at the November 20 Town Council meeting, where staff introduced the case. A representative from the development team also gave a short presentation, however no one from the general public spoke in favor or against the project. There were no questions from Town Council or LURB members for staff or the development team.

XVI. LAND USE REVIEW BOARD SUMMARY:

The LURB considered this item at its December 9, 2019 meeting. After staff presented an overview of the proposed rezoning request, LURB members asked questions regarding driveway length and elevations. The LURB then voted unanimously, 5-0, to recommend approval of ZMA-6-19 with staff recommended conditions (seen below) and forwarded the following advisory statement.

“The proposed Zoning Map Amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan as it addresses several of the guiding principles including encouraging infill development & redevelopment, providing great neighborhoods & expanded home choices, supporting parks & recreation, promoting compact development patterns, and sustaining the natural environment. It is further consistent with the General Growth Framework, Growth & Conservation, Street Network, and Trails & Greenway Maps. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work, and visit.”

Staff Recommended Conditions:

1. No more than 15% of single-family homes built on lots less than 60-feet wide will have a will have a minimum of 1,450 square feet. The applicant has agreed to this condition.
2. All driveways shall be a minimum of 20-feet in length. The applicant has agreed to this condition.
3. All townhomes shall be a minimum 3-stories in height. The applicant has agreed to this condition.

XVI. STAFF RECOMMENDATION:

Since the previous Town Council meeting, the applicant has made significant improvements to the application and supporting materials. The applicant has agreed to the conditions recommended by Staff and LURB, however Staff recommends continuing this case (ZMA-6-19) to the February 19, 2020 Town Council meeting to allow the applicant time to further amend their application.

XVII. ATTACHMENTS:

Application Packet, PUD Document (including Neighborhood Meeting Information), and Neighborhood Meeting Mailing Notification.

RECOMMENDED ACTION

1. Motion to continue ZMA-6-19 to the February 19, 2020 Town Council meeting.



TOWN OF KNIGHTDALE

950 Steeple Square Court
Knightdale, NC 27545
KnightdaleNC.gov

ORDINANCE #20-01-15-002
AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE
OF THE TOWN OF KNIGHTDALE
WHICH INCLUDES THE ZONING DISTRICT MAP

ZMA-6-19 The Collection Planned Unit Development

WHEREAS, the Town of Knightdale has received a petition to amend the zoning of the property from Rural Transition (RT) to General Residneital-8 Planned Unit Development (GR-8 PUD); and

WHEREAS, the Town Council finds the proposed Zoning Map Amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan as it addresses several of the guiding principles including encouraging infill development & redevelopment, providing great neighborhoods & expanded home choices, supporting parks & recreation, promoting compact development patterns, and sustaining the natural environment. It is further consistent with the General Growth Framework, Growth & Conservation, Street Network, and Trails & Greenway Maps. The request is also reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people desire to live, work, and visit;

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Knightdale, North Carolina:

SECTION 1: That the Unified Development Ordinance of the Town of Knightdale Code, which includes the Zoning District Map, be amended to rezone approximately 28.13 ± acres located within the Town of Knightdale's Corporate Limits and Extra Territorial Jurisdiction located east of Keith Street, and north of Robertson Street, and identified as Wake County PINs 1754-63-5524, 1754-53-9404, 1754-53-7747, 1754-53-9814, and 1754-63-0926 from Rural Transition (RT) to General Residnetial-8 Planned Unit Development (GR-8 PUD) as indicated.

SECTION 2. That the additional conditions contained within the application identified as ZMA-6-19 and PUD document (Exhibit 1), and listed below apply as additional zoning conditions to the parcels of land identified as PINs 1754-63-5524, 1754-53-9404, 1754-53-7747, 1754-53-9814, and 1754-63-0926:

1. Townhomes within the proposal will comprise 38.8% of the total number of dwelling units.
2. Single-family dwelling units on lots 60 feet in width will be accessed via a driveway that connects to the fronting public right-of-way. Additionally, front- and rear-loaded single-family dwellings will be served by driveways that are a minimum length of 20' rather than the UDO requirement of 35".
3. Allowance of mass grading the entire site, including lots exceeding the UDO required prohibition on mass grading.

4. All townhomes shall be a minimum 3-stories in height.
5. Single-Family Dwelling Architectural Standards
 - a. Single-family 2-story homes built on lots at least 60-feet wide will have a minimum of 2,000 square feet and 1-story homes on such lots will be a minimum of 1,600 square feet. Lots that are at least 60-feet wide will have front-loaded two car garages.
 - b. Single-family homes built on lots less than 60-square feet will have a minimum of 1,450 square feet and have alley-loaded two car garages with the exceptions that a maximum of 15% of such homes may be a minimum of 1,450 square feet.
 - c. All single-family homes shall be raised from the finished grade a minimum of 18” and shall have stem wall or raised slab foundations that shall be covered on all sides with brick, stone, or stucco. Areas under porches may be enclosed with lattice.
 - d. All single-family homes with a crawl space will be wrapped in brick or stone on all sides,
 - e. All single-family homes will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may only be used for soffits, fascia, and corner boards.
 - f. All single-family homes will have a front porch with a minimum depth of five (5) feet. Front porch posts will be at least 6”x6”.
 - g. Main roof pitches (excluding porches) for 2-story homes shall be at least 7:12.
 - h. There shall be a 12” overhang on every gable roof end,
 - i. Main roof pitches for 1-story and 1.5-story homes will be at least 6:12.
 - j. Garages for lots that are at least 60-feet wide will not protrude more than six (6) feet from the front porch or stoop and all garage doors shall have window inserts and hardware.
 - k. For every linear 30 feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternative to a window or door.
 - l. Garages will not exceed 45% of the front façade width or will be split into two bays.
6. Townhouse Architectural Standards
 - a. All townhouse units will have alley-loaded two car garages.
 - b. All townhouse units shall be raised from the finished grade a minimum of 18” and have stem wall or raised slab foundations that shall be covered on all sides with brick, stone, or stucco. Areas under porches may be enclosed with lattice.
 - c. All townhouse units will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may be used for soffits, fascias, and corner boards.
 - d. Usable front porches shall be at least five (5) feet deep and extend more than 30% of the primary façade.
 - e. All townhouse units shall provide detailed design elements using at least one (1) of the features from each of the four categories below:
 - o Entrance:
 - Recessed entry with 6” minimum width door trim

- Covered porch with 6” minimum width pillars/posts/columns
- Building Offset:
 - Façade offset
 - Roofline offset
- Roof:
 - Dormer
 - Gable
 - Cupola/Tower/Chimney
 - Decorative cornice of roof line (flat roof only)

And at least two (2) of the following elements:

- Front Façade:
 - Bay window
 - Balcony
 - Porch
 - Shutters
 - Window trim with 4” minimum width
 - Patterned finish (scales, shakes, wainscoting, brick, or stone)
- f. There shall be a 12” overhang on every gable roof end.
- g. Townhouse building walls shall be wood clapboard, cement fiber board or shingle, wood board and batten, brick, or stone.
- h. Main roofs on townhouse buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. Monopitch roofs shall have a pitch of at least 3:12.
- i. For every second and third story of the side elevations, there shall be a minimum of three windows added to the side elevation. Any siding break on the side of the home such as a fireplace or wall offset can be used as an alternate to a window. On the ground floor there shall be at minimum of one window on the side elevations.
- j. The second and third stories of the rear elevation shall have either a balcony and door(s) or windows making up a minimum of 25% of the length of the rear elevation. The percentage is measured as the horizontal plane (lineal feet) containing a balcony and door(s) or windows divided by the total horizontal plane length.
- k. No two townhome units in a building shall have the same exterior paint color scheme.
- l. All townhomes shall be three (3) stories.

SECTION 3. That all laws and clauses of law in conflict herewith are hereby repealed to the extent of said conflict.

SECTION 4. That if this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions of this ordinance which can be given separate effect and to the end the provisions of this ordinance are declared to be severable.

SECTION 5. That this ordinance has been adopted following a duly advertised public hearing of the Town Council and following review and recommendation by the Land Use Review Board.

SECTION 6. That this ordinance shall be enforced as provided in G.S. 160A-175 or as provided for in the Knightdale Town Code

SECTION 7. That this ordinance shall become effective upon its adoption by Town Council.

Adopted this 15th day of January, 2020

James A. Roberson, Mayor

ATTEST:

Heather M. Smith, Town Clerk

APPROVED AS TO FORM:

Roger Knight, Town Attorney



TOWN OF KNIGHTDALE
DEVELOPMENT SERVICES DEPARTMENT

www.knightdalenc.gov

950 Steeple Square Court
Knightdale, NC 27545
(v) 919.217.2243
(f) 919.217.2249

MASTER PLAN

In accordance with Development Process outlined in Chapter 15 of the Unified Development Ordinance, Master Plan submittals are required for all Site Plans, Major Subdivisions, Special Use Permits, and Conditional Districts. Completed applications shall include all of the submittal requirements included on Page 2 of this package, and must be submitted in accordance with the schedule established by the Development Services Department. Approval of the Master Plan is not an authorization to begin site construction.

PROJECT INFORMATION			
PROJECT NAME:	The Collection		
PROJECT ADDRESS:	0, 610, & 614 Keith Street, 0 Ferril Street, 0 Knightdale Eagle Rock Road		
WAKE COUNTY PIN(s):	1754537747, 1754539404, 1754539814, 1754630926, 1754635524		
PROPOSED USE:	Single-Family and Townhome Residential		
PROPOSED SQ. FT.:	PROPOSED LOTS:	90	DENSITY (DWELLING/ACRE): 3.19
ZONING DISTRICT:	GR8 (PUD)	SITE ACRES: 28.13	INSIDE CORPORATE LIMITS: Partially
CONTACT INFORMATION			
APPLICANT:	Brad Rhinehalt, PE - McAdams	PHONE: 919-361-5000	FAX:
ADDRESS:	2905 Meridian Parkway Durham NC 27713		
		EMAIL: rhinehalt@mcadamsco.com	
SIGNATURE:	_____		
PROPERTY OWNER:	Eugene Harper	PHONE:	FAX:
ADDRESS:	4113 Brewster Drive Raleigh NC 27606		
		EMAIL:	
SIGNATURE:	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small>  <small>FAPCB05AFE6C497</small> </div> 10/7/2019 07:16 AM EDT		
DEVELOPER:	Michael Foley	PHONE: (919) 251-5501	FAX: (877) 530-1919
ADDRESS:	5448 Apex Parkway #196 Apex, NC 27502		
		EMAIL: mike@humabuilt.com	
SIGNATURE:	_____		
THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY			
CASE NUMBER:	ZMA-_____-19	SUBMITTAL DATE:	10/14/19
FILING FEE:	\$2,521.35 Receipt #153564	SKETCH PLAN MEETING DATE:	
		X-REFERENCE(s):	



TOWN OF KNIGHTDALE

DEVELOPMENT SERVICES DEPARTMENT

www.knightdalenc.gov

950 Steeple Square Court
Knightdale, NC 27545
(vi) 919.217.2243
(f) 919.217.2249

SUBMITTAL REQUIREMENTS

NO APPLICATION SHALL BE ACCEPTED BY THE LAND USE ADMINISTRATOR UNLESS IT CONTAINS ALL OF THE INFORMATION NECESSARY TO DETERMINE IF THE DEVELOPMENT, IF COMPLETED AS PROPOSED, WILL COMPLY WITH ALL OF THE REQUIREMENTS OF THE UNIFIED DEVELOPMENT ORDINANCE. APPLICATIONS WHICH ARE NOT COMPLETE WILL BE RETURNED TO THE APPLICANT WITH A NOTATION OF DEFICIENCIES.

THE FOLLOWING ARE TO BE SUBMITTED AT THE TIME OF INITIAL SUBMITTAL. FAILURE TO SUBMIT ALL ITEMS WILL RESULT IN DELAY OF YOUR APPLICATION. APPLICATIONS ARE TO BE RECEIVED BY 5 PM ON THE SUBMITTAL DEADLINE DATES ESTABLISHED BY THE DEVELOPMENT SERVICES DEPARTMENT.

- COMPLETED APPLICATION FORM. Application must be signed by the applicant and the property owner.
- PROCESSING FEE: The fees below are for the Master Plan based on the type of permit being requested. Fees are exact and not rounded up. Master Plans that accompany a request for conditional district will require a separate application and filing fee for Zoning Map Amendment (Re-zoning):

	<u>SITE PLAN:</u>	<u>SPECIAL USE PERMIT or CONDITIONAL DISTRICT:</u>
NON-RESIDENTIAL	\$300 plus \$50 per acre	\$600
RESIDENTIAL	\$300 plus \$50 per acre	See Master Plan fee
MODIFICATION		\$600

Master Plan submittals are fully electronic. Please send all documentation electronically.

- Site/civil/landscape plans must be to engineering scale (1" = 20', 1" = 50', etc.). Lighting and Landscaping should be included within the Master Plan set, if required. See Page 3 of this application package for data to be included on the Master Plan.
- Please include any proposed or existing deed restrictions or owners association documents.
- MASTER PLANS REQUIRING PUBLIC HEARINGS (SPECIAL USE PERMITS OR CONDITIONAL DISTRICTS):
 - LIST OF PARCEL IDENTIFICATION NUMBERS AND OWNERS (with their mailing addresses) of all parcels adjoining, including across the street from, and within 200 feet, the parcel(s) making up the proposed development site.
 - STAMPED, PRE-ADDRESSED BUSINESS ENVELOPES for the applicant, the property owner and each owner on above list with return address reading: Town of Knightdale Development Services Department, 950 Steeple Square Court, Knightdale, NC 27545.

The Master Plan shall be drawn to the following specifications and must contain or be accompanied by the information listed below. All plans shall be submitted at a scale not less than one (1) inch = 50 feet unless otherwise authorized by the Administrator. No processing or review of a Master Plan will proceed without all of the following information:

- The boundary, as determined by survey, of the area to be developed with all bearings and distances shown and the location within the area, or contiguous to it, of any existing streets, railroad lines, perennial streams, wetlands, easements or other significant features of the tract.
- Scale denoted both graphically and numerically with north arrow.
- A vicinity map at a scale no smaller than one (1) inch equals 1,200 feet showing the location of the subdivision with respect to adjacent streets and properties.



TOWN OF KNIGHTDALE

DEVELOPMENT SERVICES DEPARTMENT

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Knightdale, NC 27545
(vi) 919,217,2243
(fi) 919,217,2249

- The location of proposed buildings, parking and loading areas, streets, alleys, easements, lots, parks or other open spaces, site reservations (i.e. school sites), property lines and building setback lines with street dimensions, tentative lot dimensions and the location of any building restriction areas (i.e. flood hazard areas, buffer locations, watershed protection districts, and/or jurisdictional wetlands). Site calculations shall include total acreage of tract, acreage in parks and other non-residential uses, total number and acreage of parcels and the total number of housing units.
- Calculations for required and proposed Recreational Open Space.
- The proposed name of the development; street names; the owner's name and address; the names of adjoining subdivisions or property owners; the name of the Township, county, and state in which the development is located; the date of plan preparation and the zoning classification of the tract to be developed along with those of adjoining properties.
- Corporate limits and extra-territorial jurisdiction boundaries (where applicable).
- Typical cross-sections of proposed streets. Where a proposed street is an extension of an existing street, the profile of the street shall include 300 feet of the existing roadway with a cross-section of the existing street. Where a proposed street within the development abuts a tract of land that adjoins the development and where said street may be expected to extend into said adjoining tract of land, the profile shall be extended to include 300 feet of the said adjoining tract.
- The proposed limits of construction for all proposed development activity.
- A timetable for estimated project completion for each phase proposed.
- Original contours at intervals of not greater than two (2) feet for the entire area to be subdivided and extending into adjoining property for a distance of 300 feet at all points where street rights-of-way connect to the adjoining property and 50 feet at all other points of common project boundaries. Wake County or Town of Knightdale digital topography may be used to satisfy this requirement but should be field-verified to ensure accuracy. This requirement may be waived for developments smaller than one (1) acre or where insufficient topographic changes warrant such information.
- 2-D utility plan showing location of sanitary sewer lines, water distribution lines, storm sewer lines, manholes, clean-outs, fire hydrants, fire lines, valves, underground private utilities, backflow prevention devices showing make and model, meters and pipe sizes. If applicable, also well and septic locations, force mains, and pump stations.
- Supplemental Plans as applicable:
 - **Landscape Plan** in accordance with Section 16.8(A)
 - **Lighting Plan** in accordance with Section 16.8(B)
 - **Traffic Signs & Markings Plan** in accordance with Section 16.8(C)
 - **Architectural Plans** in accordance with Section 16.8(D)
 - **Stormwater Management Plan** in accordance with Section 16.8(E)
 - **Traffic Impact Analysis (if required)** in accordance with Section 16.9
 - **Wake County Public Schools - Residential Development Notification Submission** <https://arcg.is/CKbv5>

In addition to the above required information, the following additional information may be required by the Administrator, the Land Use Review Board or the Town Council on a discretionary site-specific basis:

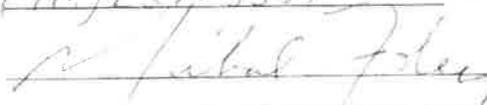
- Environmental Impact Statement, pursuant to Article 113A of the North Carolina General Statutes if: (i) the development exceeds 2 acres in area; and (ii) the Land Use Review Board deems it necessary due to the nature of the land or peculiarities in the proposed design.
- Development Permit and Certification application with supporting documentation as required by the Knightdale Flood Damage Prevention Ordinance in Chapter 6.



Town of Knightdale 950 Steeple Square Ct.
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PLANNED UNIT DEVELOPMENT APPLICATION

In accordance with Unified Development Ordinance Section 2.16, a Planned Unit Development (PUD) is a type of Planned Development District (PDD) that encourages master planning of development and to manage such development with the impacts of the development on the provision of Town services and infrastructure. Completed applications shall include all of the submittal requirements included on Page 2 of this application and on the corresponding application checklist. Applications must be submitted in accordance with the schedule established by the Development Services Department.

<u>PROJECT INFORMATION</u>			
TYPE OF APPLICATION:	PLANNED UNIT DEVELOPMENT		
PROJECT ADDRESS:	o, 610 & 614 Keith Street, o Ferrell Street, o Knightdale Eagle Rock Road		
WAKE COUNTY PIN(s):	1754537747, 1754539404, 1754539814, 1754630926, 1754635524		
PROPOSED PROJECT NAME:	The Collection		
PROPOSED USE:	Single-Family and Townhome Residential		
PROPOSED SQ. FT.:	N/A	TOWN LIMITS/ETJ:	Both
CURRENT ZONING DISTRICT:	RT	PROPOSED ZONING DISTRICT:	GR8 (PUD)
PROPOSED LOTS:	55 SF, 35 TH	DENSITY (DWELLING/ACRE):	3.19
<u>CONTACT INFORMATION</u>			
APPLICANT:	Charlie Yokley, AICP – McAdams		
ADDRESS:	2905 Meridian Parkway Durham NC 27713		
PHONE:	919-361-5000	EMAIL:	yokley@mcadamsco.com
SIGNATURE:	_____		
PROPERTY OWNER:	Eugene Harper		
ADDRESS:	4113 Brewster Drive Raleigh NC 27606		
PHONE:	_____	EMAIL:	_____
SIGNATURE:			10/7/2019 07:16 AM EDT
DEVELOPER:	Michael Foley		
ADDRESS:	5416 Apex Parkway, #196 Apex, NC 27502		
PHONE:	(919) 951-5561	EMAIL:	mike@turnerbooth.com
SIGNATURE:			
THIS SPACE FOR DEVELOPMENT SERVICES STAFF ONLY			
CASE NUMBER:	PUD - ____ - ____	SUBMITTAL DATE:	10/14/19
FILING FEE:	Receipt #153564 \$2,521.35	SKETCH PLAN MEETING DATE:	
		X-REFERENCE(s):	



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SUBMITTAL REQUIREMENTS

NO APPLICATION SHALL BE ACCEPTED BY THE LAND USE ADMINSTRATOR UNLESS IT CONTAINS ALL OF THE INFORMATION NECESSARY TO DETERMINE IF THE DEVELOPMENT, IF COMPLETED AS PROPOSED, WILL COMPLY WITH ALL OF THE REQUIREMENTS OF THE UNIFIED DEVELOPMENT ORDINANCE. APPLICATIONS WHICH ARE NOT COMPLETE WILL BE RETURNED TO THE APPLICANT WITH A NOTATION OF DEFICIENCIES.

THE FOLLOWING ARE TO BE SUBMITTED AT THE TIME OF INITIAL SUBMITTAL. FAILURE TO SUBMIT ALL ITEMS WILL RESULT IN DELAY OF YOUR APPLICATION. APPLICATIONS ARE TO BE RECEIVED BY 5 PM ON THE SUBMITTAL DEADLINE DATES ESTABLISHED BY THE DEVELOPMENT SERVICES DEPARTMENT.

- **COMPLETED APPLICATION FORM.** Application must be signed by the applicant and the property owner.
- **PROCESSING FEE:** The fees below are based on the type of application being submitted. Fees are exact and not rounded up. Master Plans that accompany a request for conditional district will require a separate application and filing fee for Zoning Map Amendment (Re-zoning). Fee are subject to change July 1 of each year.

	MASTER PLAN:	SPECIAL USE PERMIT or CONDITIONAL DISTRICT:	PLANNED UNIT DEVELOPMENT:	COMMERCIAL SITE PLAN
NON- RESIDENTIAL	\$300 plus \$50 per acre	\$600	\$600	\$250 plus \$50 per acre
RESIDENTIAL	\$300 plus \$50 per acre	See Master Plan fee	\$600	

- All plan submittals are **electronic**. Please send all documentation via email or a file sharing service.
- For additional submittal requirements, refer to the corresponding checklist based on application type.



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**PLANNED UNIT DEVELOPMENT
APPLICATION CHECKLIST**

TO BE COMPLETED BY APPLICANT	YES	N/A
PRE-SUBMITTAL REQUIREMENTS		
1. Pre-Application Conference	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Sketch Plan Approval	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Neighborhood Meeting in accordance with UDO Ch.15.3.C	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SUBMITTAL REQUIREMENTS		
1. Completed Application	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Processing Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Public Hearing Postage Fees	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Wake County Public Schools Residential Development Notification, if applicable <i>Done ONLINE</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Traffic Impact Analysis, if applicable <i>Trip Gen Attached</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SUBMITTAL SPECIFICATIONS		
1. Neighborhood Meeting Report: The report must include a list of those persons and organizations contacted about the neighborhood meeting, the date, time, and location of the meeting, a roster of the persons in attendance at the meeting, and a summary of issues discussed at the meeting; including a description of how the applicant proposes to respond to neighborhood concerns or changes made as a result of the meeting.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Vision and Intent Statement: (reference UDO Ch. 2.15.C)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Unified Development Ordinance Consistency: Provide a statement of consistency with the UDO. Any variation from the UDO must be explained and alternate means of compliance provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Comprehensive Plan Consistency: Provide a statement of consistency with the adopted KnightdaleNext 2035 Comprehensive Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Design Guidelines: Provide a comprehensive list of proposed design guidelines that demonstrate the project will be appropriate within the context of the surrounding properties and the larger community. This includes architectural elevations representative of the proposed structures.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Zoning Designation: Include a request for a zoning designation that matches the proposed density (reference UDO Ch. 2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Boundary & Significant Feature Survey: The boundary, as determined by survey, of the area to be developed with all bearings and distances shown and the location within the area, or contiguous to it, of any existing streets, railroad lines, perennial streams, wetlands, easements or other significant features of the tract	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Scale & North Arrow: Scale denoted both graphically and numerically with north arrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Vicinity Map: A vicinity map at a scale no smaller than 1 inch equals 1,200 feet showing the location of the PUD with respect to adjacent streets and properties	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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10. Site Data: Calculations must Include total acreage, acreage in parks and other non-residential uses, total number and acreage of parcels, and the total number of housing units	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. General Layout Map: A map delineating the boundaries of proposed uses and building types. This map should include descriptive conditions indicating the use, density, and building type of each distinct area of the proposed district.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Dimensional Standards: Description of dimensional standards and any modifications to the general use regulations (reference UDO Ch. 2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Transportation: Show all major streets and any collector/arterials required, as well as connectivity to adjacent parcels. Any modifications to street sections or request for modified street sections shall be included (reference: UDO Ch. 9 and Ch. 17)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Recreational Open Space: All open space shall be provided as required in UDO Ch. 7. Any variation shall provide the same area of open space and must be consistent with the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Landscaping: Tree protection and landscaping shall meet the criteria of UDO Ch. 8, except in cases where variations would meet the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Signs: Signs shall meet the criteria of UDO Ch. 12, except in cases where variations would meet the general spirit and intent of the UDO.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Public Facilities: PUDs require all necessary infrastructure improvements to provide adequate transportation, water, sewer, and all other infrastructure improvements required by UDO Ch. 17.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18. Phasing Plan: This is required if more than one phase is proposed. In mixed-use proposals the non-residential component shall be phased in association with a percentage of the total residential units not to exceed 75%. Phasing must be consistent with the installation of public infrastructure improvements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Stormwater Management: A generalized stormwater management plan (reference UDO Ch. 6)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL REQUIREMENTS		
1. Water Allocation Policy Compliance	<input checked="" type="checkbox"/>	<input type="checkbox"/>

See UDO Chapters 2.15 and 16.5 for additional description of all requirements



THE COLLECTION

Planned Unit Development

Town of Knightdale

Draft Plan I Case #ZMA-6-19

October 14th, 2019

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- Townhouse Architectural Standards

THE COLLECTION

Planned Unit Development
Prepared for The Town of Knightdale

Submittal Dates

First Submittal: October 14, 2019
Second Submittal: November 6, 2019

Developer

MF Development, LLC
5448 Apex Peakway
Apex NC 27502

McAdams Company, Design Lead

2905 Meridian Parkway
Durham NC 27113



MCADAMS





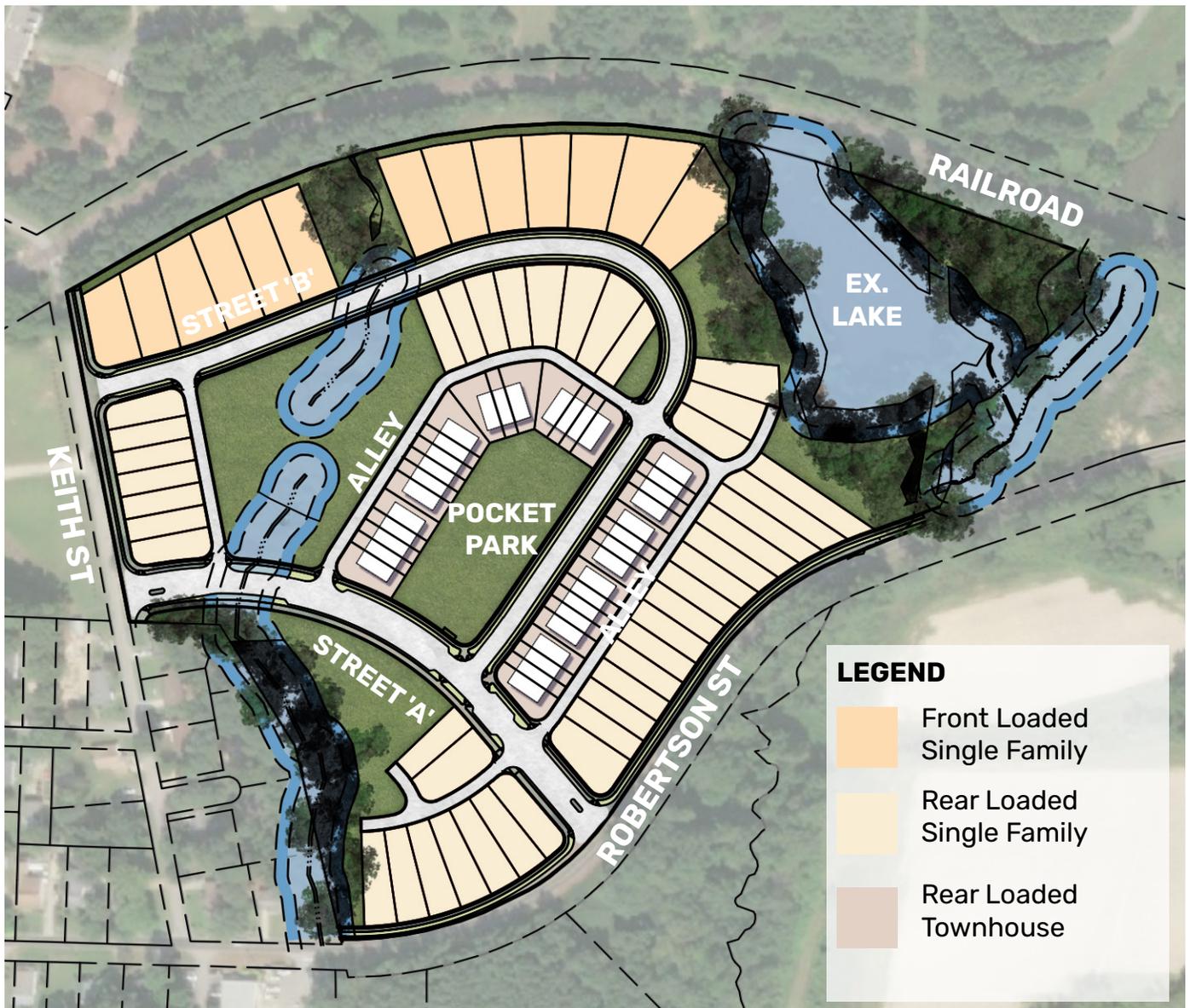
1

VISION + INTENT

VISION + INTENT

As stated in §2.15.C of the Knightdale Unified Development Ordinance, the Planned Unit Development District is designed to encourage master planning of development to coordinate such development so as to manage the impacts of the development on the provision of Town Services and infrastructure. The Planned unit Development encourages creativity and innovation in the design of development, but in return for this flexibility the expectation is for communities to:

- 5 Provide exceptional design, character, and quality;
- 5 Provide high quality community amenities;
- 5 Incorporate creative design in the layout of buildings;
- 5 Ensure compatibility with surrounding land uses and neighborhood character;
- 5 Ensure the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers;
- 5 Further the goals of the Comprehensive Plan including the growth framework and growth and conservation map;
- 5 Provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure.



THE COLLECTION PLANNED UNIT DEVELOPMENT MEETS THE STATED VISION AND INTENT OF THE PLANNED UNIT DEVELOPMENT:

Provide exceptional design, character, and quality:

Homes within The Collection will meet the architectural design requirements from Chapter 5 of the Knightdale UDO. The design of The Collection is focused on the built environment, creating interesting places and spaces, and the interaction between the public and private realms which, collectively, will create a subdivision with exceptional character.

Provide high quality community amenities:

The Collection is focused around a central pocket park that is designed to accommodate multiple uses and users. The pocket park will provide walking trails and other amenities but is designed to be a flexible space for a variety of activities and functions. This pocket park will serve as a central gathering area for residents, provide space for outdoor play and sports, and will be planted with enhanced landscaping to create a natural open space for the general enjoyment of all users.

Incorporate creative design in the layout of buildings:

The Collection is laid out in such a way that all buildings, no matter the specific type or size, are located within close proximity to one another and avoids a pod set-up that segregates different types of homes. This design will create a compact and cohesive development.

Ensure compatibility with surrounding land uses and neighborhood character:

The Collection is a residential development located in a residential area and is compatible with the surrounding land uses. The Collection will be a valuable addition to the Town of Knightdale, especially with its proximity to the Knightdale Station Park.

Ensure the creation of mixed density neighborhoods, neighborhood nodes, and mixed use centers:

The Collection is a mixed density neighborhood with a mix of lots sizes and housing types. Given the proximity to the Knightdale Station Park, The Collection will be a large part of completing the neighborhood in this area.

Further the goals of the Comprehensive Plan including the growth framework and growth and conservation map:

The parcels on which the Collection is located are designated as Mixed-Density Neighborhood per the KnightdaleNext 2035 Comprehensive Plan. The Collection is designed to meet the standards of a Mixed-Density Neighborhood:

- 5 The homes are oriented to the interior of the site;
- 5 The development is buffered from surrounding land uses to create proper transitions;
- 5 Within The Collection, streets create a modified grid street network and small blocks to create a cohesive, well-connected community.

Provide greater efficiency in the layout and provision of roads, utilities, and other infrastructure:

The Collection is designed to be compact and efficient, and is laid out in such a way that no space is wasted or underutilized.



2

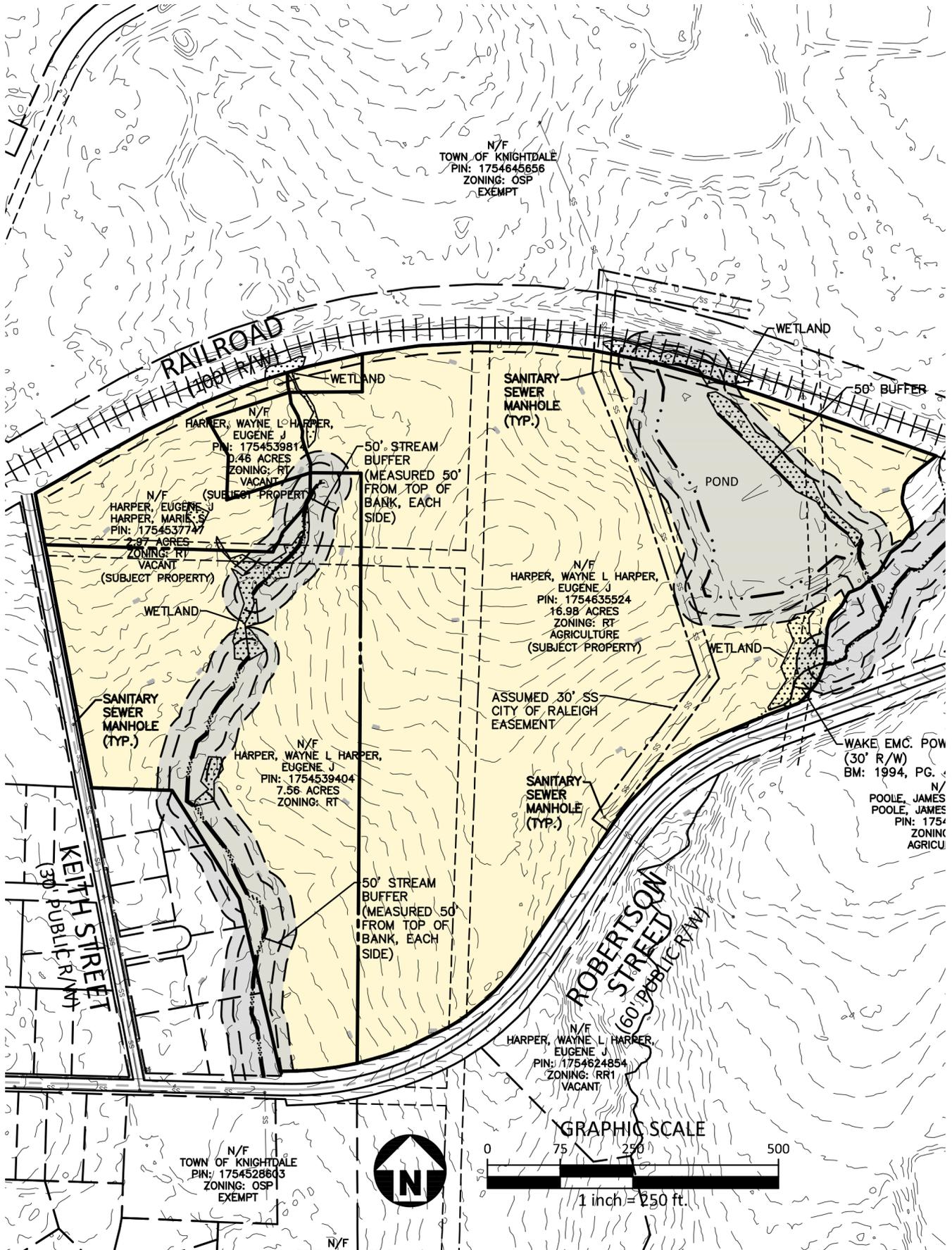
EXISTING CONDITIONS

EXISTING CONDITIONS SUMMARY

The Collection is located on 5 parcels in the eastern quadrant of the intersection of Keith Street and Robertson Street. The 5 parcels are identified with the following Wake County Property Identification Numbers: 1754537747, 1754539404, 1754539814, 1754630926, 1754635524. The parcels that comprise the Collection slope east and west from the center, which is the high point of the development. There are streams, ponds, and wetlands located within the boundaries of The Collection, all of which will be preserved during development. Stands of trees are located around the perimeter of the parcels to be developed, but most of the area was previously cleared for agricultural uses.

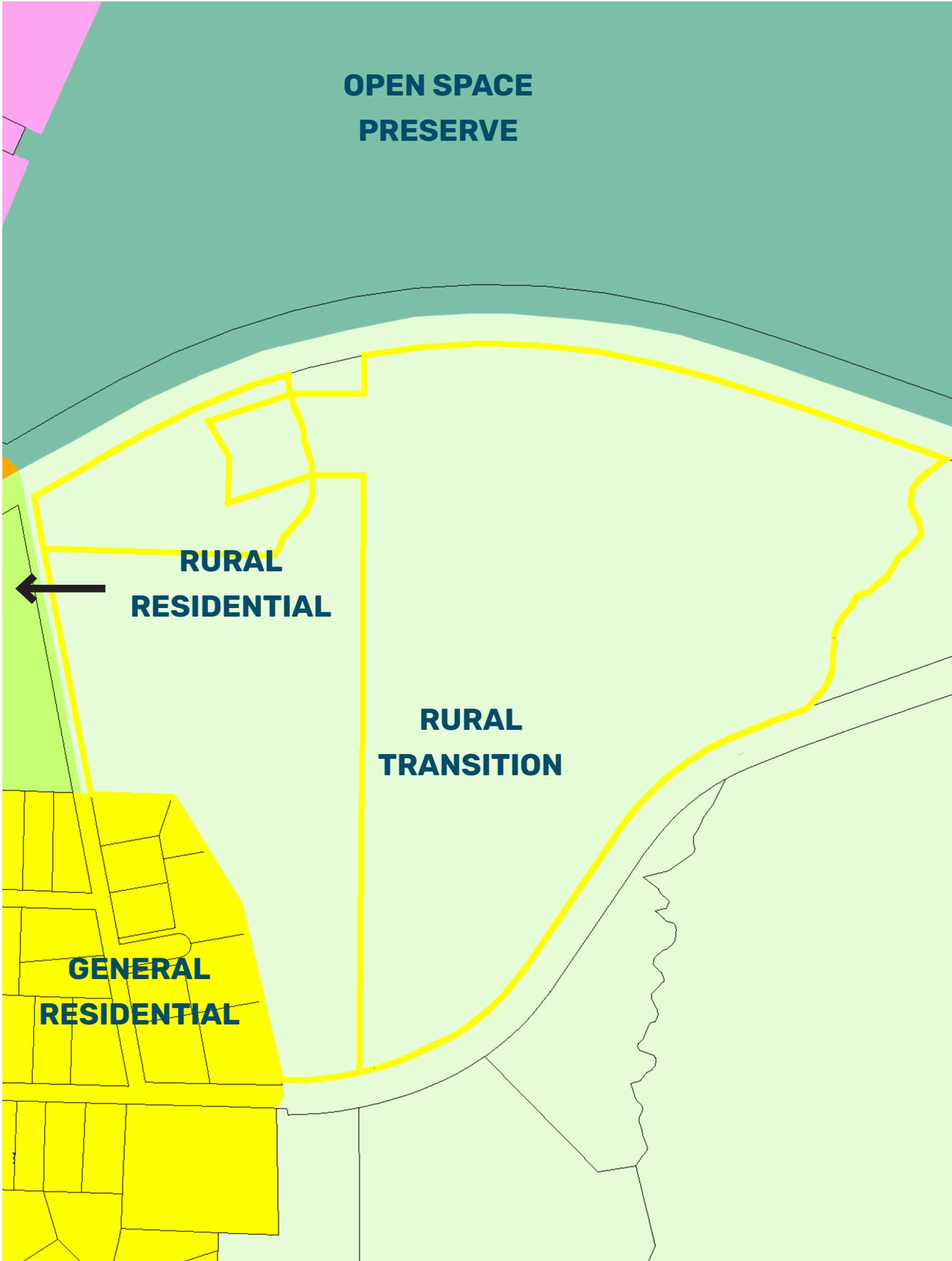
EXISTING CONDITIONS

EXISTING
CONDITIONS



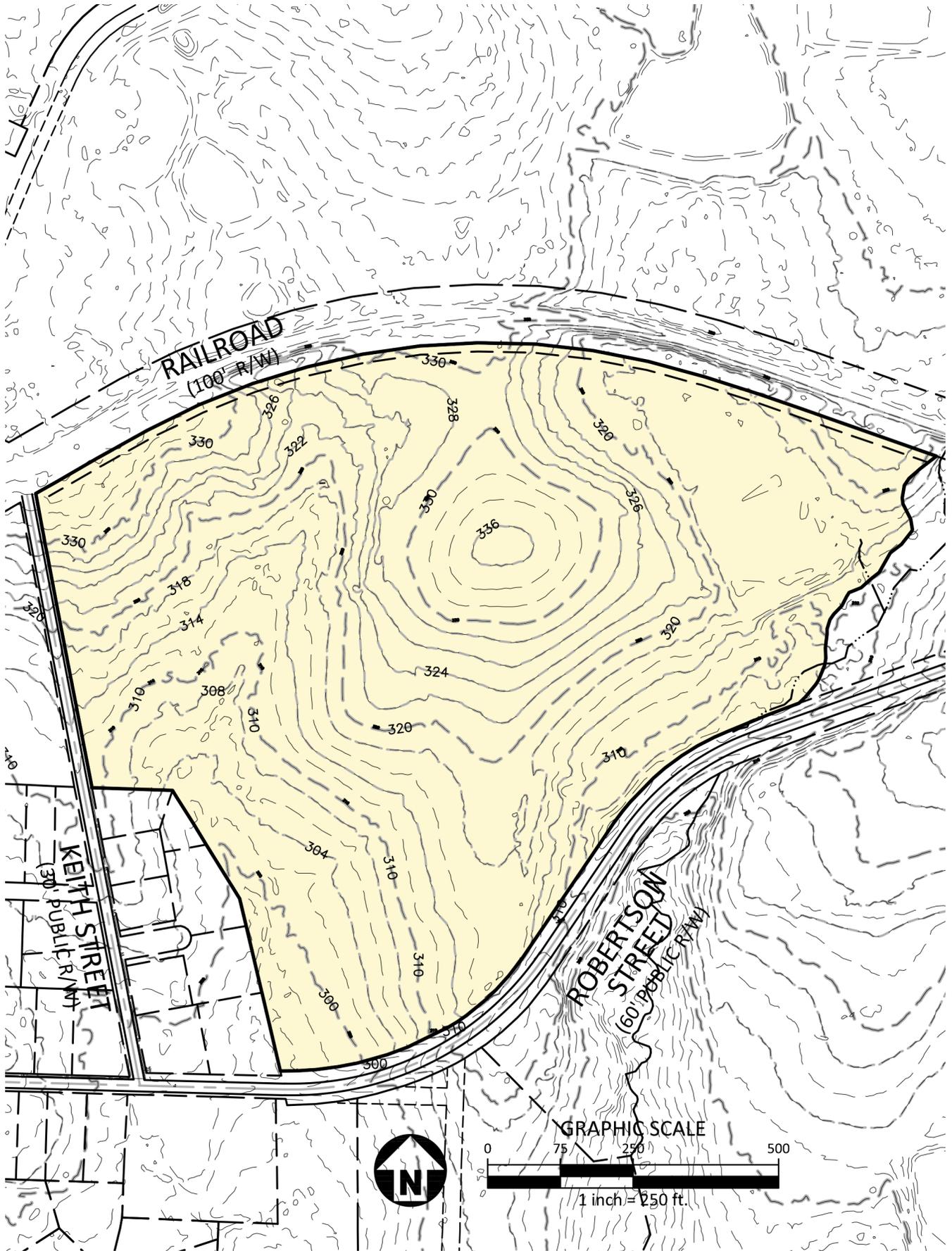
CURRENT ZONING MAP

EXISTING
CONDITIONS



TOPOGRAPHY + BOUNDARY

EXISTING
CONDITIONS

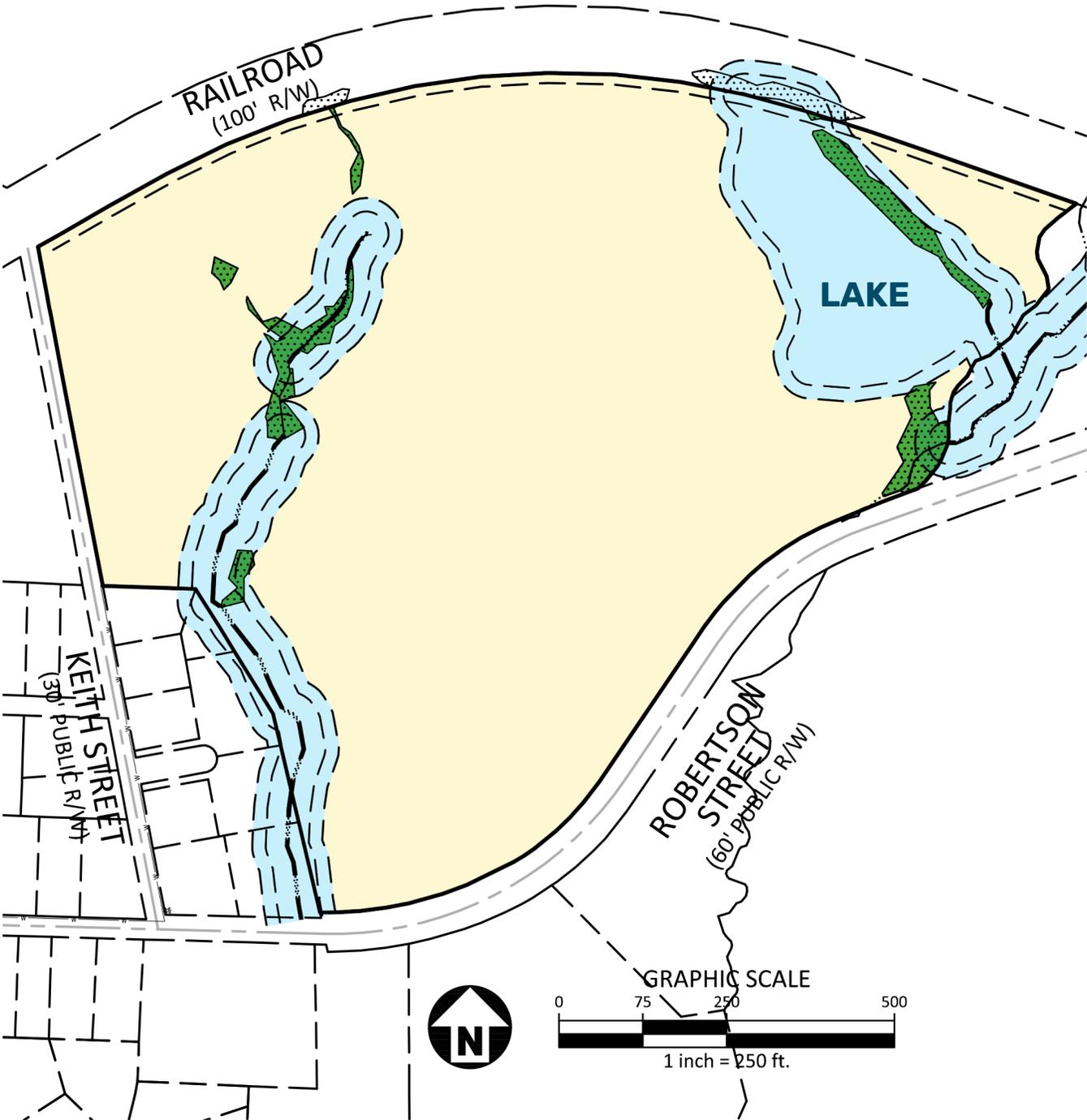


HYDROLOGY

 **STREAM**

 **WETLAND**

EXISTING
CONDITIONS



VEGETATION

EXISTING
CONDITIONS





3

PUD MASTER PLAN

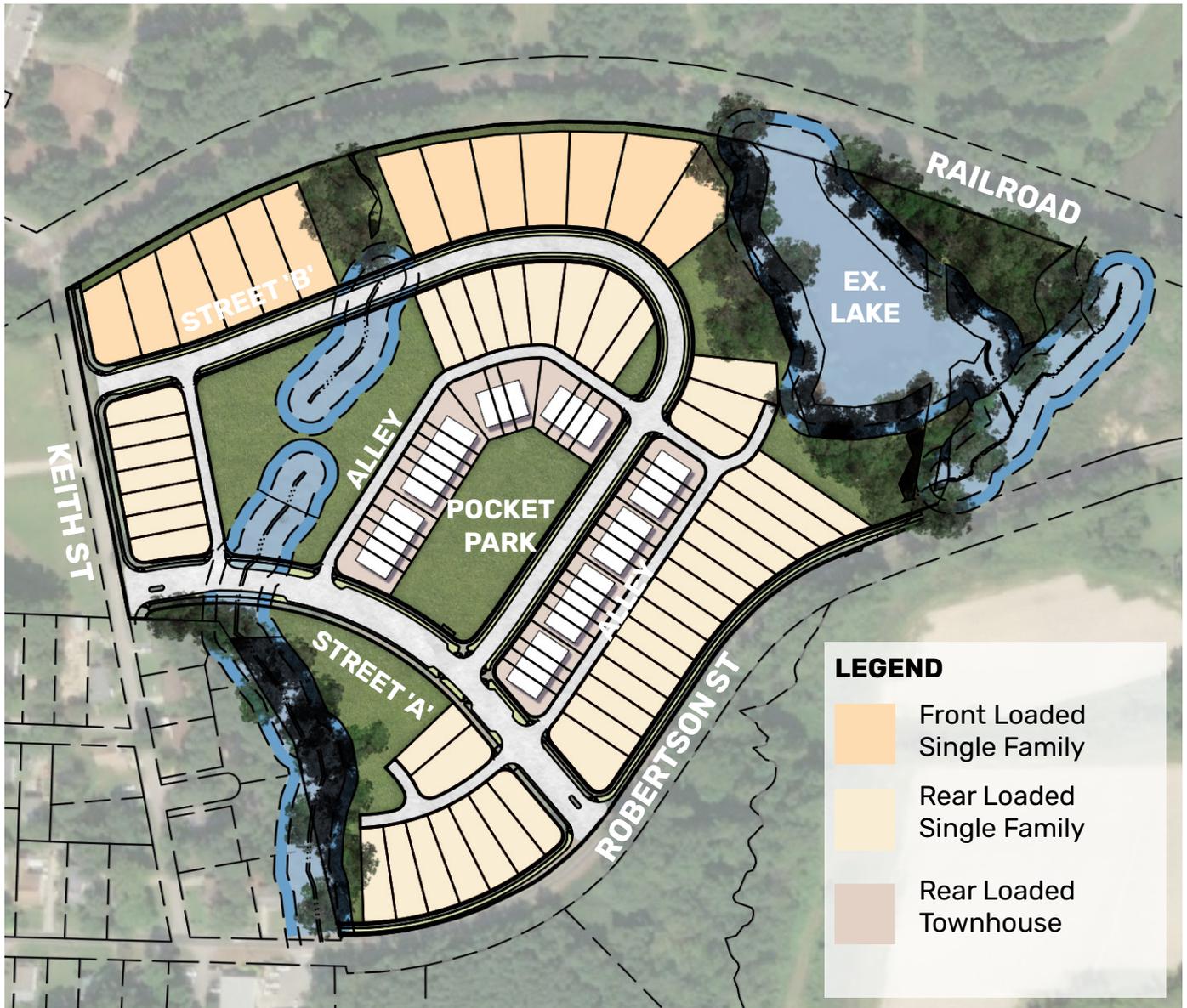
PLANNED UNIT DEVELOPMENT MASTER PLAN

DEVELOPMENT DETAILS

The Collection is a 90-lot residential subdivision designed to the GR8 and Planned Unit Development standards of the Town of Knightdale Unified Development Ordinance. The Collection will provide a variety of housing choices for future residents as well as a well-designed and multi-functional central amenity. The Collection is located across railroad right-of-way from the Knightdale Station Park and is designed to compliment what will be a central gathering area for Knightdale citizens.

DEVELOPMENT MIX

	Number of units	Percentage of development
5 Front-loaded single family dwellings	13	14.13%
5 Rear-loaded single-family dwellings	44	47.80%
5 Townhouses	35	38.04%



FRONT LOADED SINGLE-FAMILY DWELLINGS

MODIFICATIONS TO UDO STANDARDS

§2.7 of the Knightdale Unified Development Ordinance requires that any lot less than 80’ in width be accessed via an alley or rear lane access. Due to site constraints, these dwelling units will be accessed via a driveway that connects to the fronting public right-of-way. To ensure that the homes are of high-quality and add to the vitality of The Collection and Knightdale as a whole, the applicant has offered enhanced architectural standards as a condition of the zoning approval.

To create an interesting streetscape and encourage interaction between the public and private realm, front-loaded single-family dwellings in The Collection will be served by driveways that are a minimum length of 18’ rather than the UDO requirement of 35’.

FRONT LOADED SINGLE FAMILY DWELLING STANDARDS

5	Minimum lot size	7,500 sf
5	Lot width	60'
5	Front setback (minimum)	10'
5	Minimum driveway length	18'
5	Side setback	5' Minimum; 20% lot width aggregate (maximum)
5	Rear setback (minimum)	25'
5	Maximum building height	3 stories



Images are illustrative in nature and subject to change based on review and approval by the Land Use Administrator.

REAR LOADED SINGLE-FAMILY DWELLINGS

MODIFICATIONS TO UDO STANDARDS

In an effort to reduce the amount of impervious surface on the lots, and to increase the developable area on each parcel, rear-loaded single-family dwellings in The Collection will be served by driveways that are a minimum length of 18' rather than the UDO requirement of 35'.

REAR LOADED SINGLE FAMILY DWELLING STANDARDS

5	Minimum lot size	4,500 sf
5	Lot width	35'
5	Front setback (min)	10'
5	Minimum driveway length	18'
5	Side setback (min)	3 1/2' Minimum; 7' aggregate
5	Rear setback (min)	25'
5	Maximum building height	3 stories
5	Minimum driveway length	20' from centerline of rear lane / alley



Images are illustrative in nature and subject to change based on review and approval by the Land Use Administrator.

TOWNHOUSES

MODIFICATIONS TO UDO STANDARDS

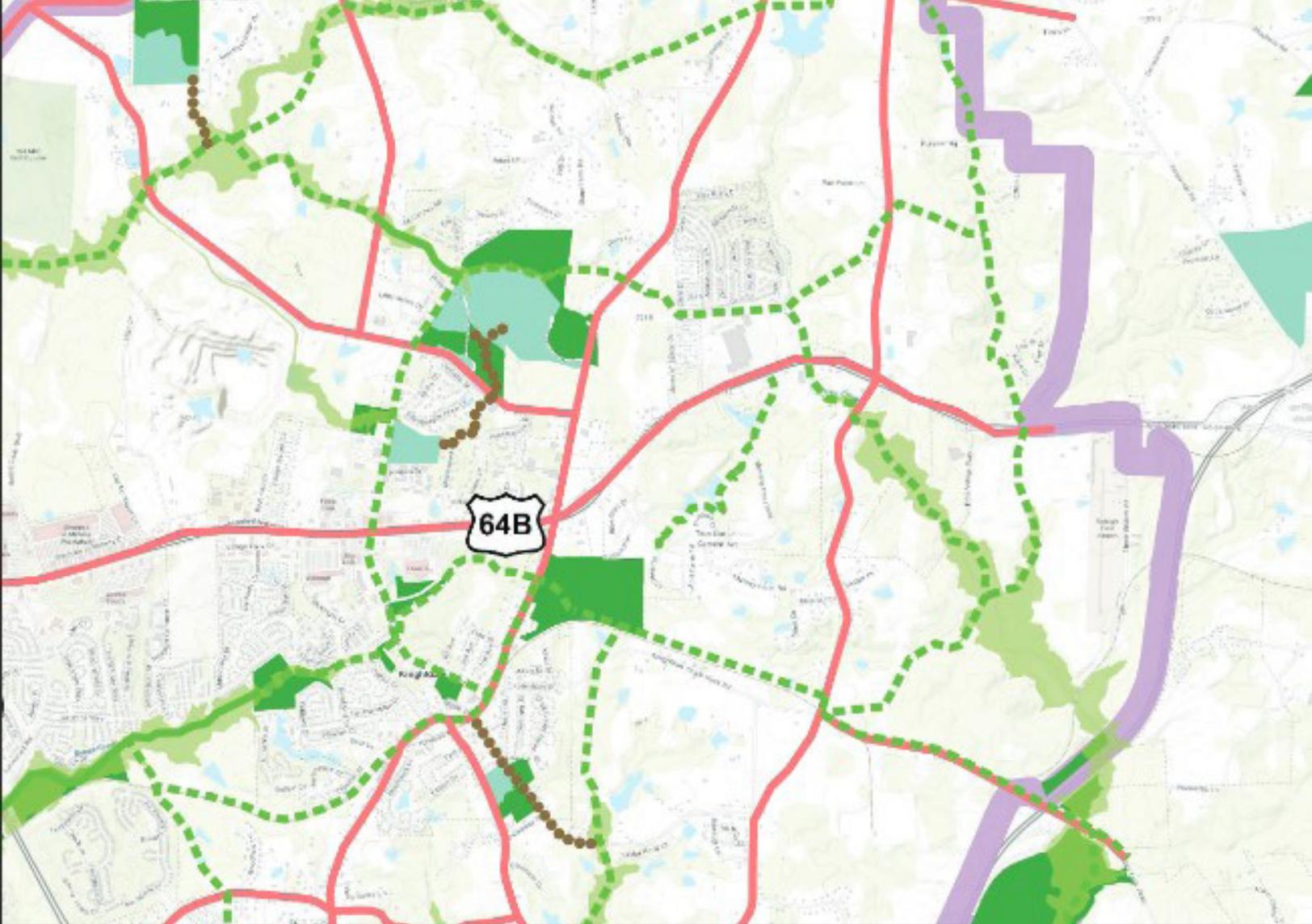
§2.7.B of the Knightdale Unified Development Ordinance limits the maximum number of townhouse units in GR districts to 30% of the total number of dwelling units. Townhouses within The Collection will comprise 38.8% of the total number of dwelling units. To ensure that townhouses are high-quality construction, the applicant has offered enhanced architectural standards as part of the zoning approval. Additionally, all townhouses are located around the central pocket park, which will frame the pocket park with structures to create a more interesting space, and allow for informal monitoring of the amenity.

TOWNHOUSE DWELLING STANDARDS

5	Front setback (min)	0'
5	Front setback (max)	25'
5	Minimum building separation	10'
5	Rear setback from rear lane /alley(min)	15'
5	Maximum building height	3 stories



Images are illustrative in nature and subject to change based on review and approval by the Land Use Administrator.



4

UDO + COMPREHENSIVE PLAN CONSISTENCY

UNIFIED DEVELOPMENT ORDINANCE CONSISTENCY

The Collection has been designed to meet the requirements of the Unified Development Ordinance where practical and achievable. There are some instances where, due to site constraints, it is not possible to meet the specific requirement of the Ordinance. In those instances, the applicant is proposing design alternatives that will meet the intent of the Ordinance. The requested modifications to the requirements of the UDO, and the proposed alternative methods of compliance, are listed below.

MODIFICATIONS FOR FRONT LOADED SINGLE-FAMILY DWELLINGS (60' WIDE LOTS)

§2.7 of the Knightdale Unified Development Ordinance requires that any lot less than 80' in width be accessed via an alley or rear lane access. Due to site constraints, these dwelling units will be accessed via a driveway that connects to the fronting public right-of-way. To ensure that the homes are of high-quality and add to the vitality of The Collection and Knightdale as a whole, the applicant has offered enhanced architectural standards as a condition of the zoning approval.

To create an interesting streetscape and encourage interaction between the public and private realm, front-loaded single-family dwellings in The Collection will be served by driveways that are a minimum length of 20' rather than the UDO requirement of 35'.

MODIFICATIONS TO REAR LOADED SINGLE-FAMILY DWELLINGS (35' WIDE LOTS)

In an effort to reduce the amount of impervious surface on the lots, and to increase the developable area on each parcel, rear-loaded single-family dwellings in The Collection will be served by driveways that are a minimum length of 18' rather than the UDO requirement of 35'.

MODIFICATIONS TO TOWNHOUSE DWELLINGS

§2.7.B of the Knightdale Unified Development Ordinance limits the maximum number of townhouse units in GR districts to 30% of the total number of dwelling units. Townhouses within The Collection will comprise 38.8% of the total number of dwelling units. To ensure that townhouses are high-quality construction, the applicant has offered enhanced architectural standards as part of the zoning approval. Additionally, all townhouses are located around the central pocket park, which will frame the pocket park with structures to create a more interesting space and allow for informal monitoring of the amenity.

MASS GRADING

According to section 6.2 B 3a., we respectively request to mass grade the few 60' lots included in the project due to the fact that they need to be graded as part of the internal roadway construction, are adjacent to the railroad which has already been graded, and are interdependent with the overall compact development.

KNIGHTDALENEXT 2035 COMPREHENSIVE PLAN CONSISTENCY

The Collection is consistent with the Growth Framework Map, Growth and Conservation Map, and the following Guiding Principles in the KnightdaleNext 2035 Comprehensive Plan (“KCP”):

1. **Great Neighborhoods and Expanded Home Choices:** This principle aims to promote vibrant neighborhoods that “provide greater access to a range of housing choices people need at different stages of their life.” (KCP p. 17). This principle also notes that “new neighborhoods should mix two or more housing choices into one community.” (KCP p. 17). The Collection provides a mix of single family and townhome products that will yield a strong neighborhood that “will make Knightdale a more livable community—one where residents can live their entire lives.” (KCP p. 17).

The Growth and Conservation Map designates this site as being Mixed Density Neighborhood, which contains “a mix of housing types and densities.” (KCP p. 53) In Mixed Density Neighborhoods, “homes are oriented to the interior of the site and are typically buffered from surrounding development by transitional uses, preserved open space, or landscaped areas.” (KCP p. 53). All new mixed-density neighborhoods should “incorporate a comprehensive network of open space throughout to accommodate small parks, gathering places and community gardens; preserve tree stands; and help reduce stormwater runoff.” (KCP p 53). Consistent with this concept, The Collection has housing units and a community gathering space oriented to the center, small blocks, and a modified grid of streets to support a cohesive, well-connected community.

2. **Natural Environment:** This guiding principle aims to “promote and expand opportunities for people to experience natural settings in Knightdale,” and to “safeguard the Town’s natural resources including streams, wetlands, . . . tree canopy, and the services they provide.” (KCP p. 14). The site contains streams, ponds, and wetlands, which will all be preserved.

3. **Infill Development and Redevelopment:** This guiding principle aims to promote infill development for “vacant and under-utilized areas of Knightdale.” (KCP p. 15). The Growth Framework Map designates this site as a “Target Investment Area,” which is defined as “land within the current Town limits as well as closely surrounding land in the current ETJ that has existing or relatively easy potential access to both sewer and water.” (KCP p. 43). Infill development and residential development with increased density are encouraged in this area to accommodate anticipated Town growth. (KCP p. 43).

4. **Parks and Recreation:** This principle aims to “promote and expand opportunities where people can be more involved in an active community lifestyle represented, in part, by the presence of high quality parks, public spaces and recreation facilities located near where people live.” (KCP p. 15) Placing a residential community here will attract more people to the Knightdale Station Park on foot based on its proximity.

5. **Compact Development Patterns:** This principle aims to “guide future growth into more compact and efficient development patterns to manage the timing, location, and magnitude of expensive infrastructure improvements.” (KCP p. 16) The applicant made use of the site’s unique shape to create a layout of single family homes along the outer parts of the site, townhomes toward the center of the site, and a centrally located recreational space that creates a visually attractive and inviting residential community.



5

DESIGN GUIDELINES

SINGLE-FAMILY DWELLING ARCHITECTURAL STANDARDS

1. Single-family 2-story homes built on lots at least 60-feet wide will have a minimum of 2,000 square feet and 1-story homes on such lots will be a minimum of 1,600 square feet. Lots that are at least 60-feet wide will have front-loaded garages.
2. Single-family homes built on lots less than 60-feet will have a minimum of 1,450 square feet and have alley-loaded garages.
3. All single-family homes shall be raised from the finished grade a minimum of 18" and shall have stem wall or raised slab foundations that shall be covered on all sides with brick or stone. Areas under porches may be enclosed with lattice.
4. All single-family homes with a crawl space will be wrapped in brick, or stone on all sides.
5. All single-family homes will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may only be used for soffits, fascia, and corner boards.
6. All single-family homes will have a front porch with a minimum depth of five (5) feet. Front porch posts will be at least 6"x6".
7. Main roof pitches (excluding porches) for 2-story homes shall be at least 7:12.
8. There shall be a 12" overhang on every gable roof end.
9. Main roof pitches for 1-story and 1.5 story homes will be at least 6:12.
10. Garages for lots that are at least 60-feet wide will not protrude more than six (6) feet from the front porch or stoop and all garages doors shall have window inserts and hardware.
11. For every 30 linear feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternate to a window or door.
12. Garages will not exceed 45% of the front facade width or will be split into two bays.

TOWNHOUSE ARCHITECTURAL STANDARDS

1. All townhouse units will have alley loaded garages.
2. All townhouse units shall be raised from the finished grade a minimum of 18" and have stem wall or raised slab foundations that shall be covered on all sides with brick, or stone. Areas under porches may be enclosed with lattice.
3. All townhouse units will have a combination of two or more of the following materials on the front façade (not counting the foundation): stone, brick, lap siding, fiber cement siding, shake or board and batten. All siding will be fiber cement. Vinyl may only be used for soffits, fascia, and corner boards.
4. Usable front porches shall be at least five (5) feet deep and extend more than 30% of the primary façade.
5. All townhouse buildings shall provide detailed design elements using at least one (1) of the features from each of the four categories below:

Entrance

- 5 Recessed Entry with 6" minimum width door trim
- 5 Covered Porch with 6" minimum width Pillars/Posts/Columns

Building Offset

- 5 Façade off set
- 5 Roof line off set

Façade

- 5 Bay window
- 5 Balcony
- 5 Window Trim with 4" minimum width
- 5 Patterned finish (scales, shakes, wainscoting, brick, or stone)

Roof

- 5 Dormer
 - 5 Gable
 - 5 Cupola/Tower/Chimney
 - 5 Decorative cornice of roof line (flat roofs only)
 - 5
6. There shall be a 12" overhang on every gable roof end.
 7. Townhouse building walls shall be wood clapboard, cement fiber board or shingle, wood board and batten, brick, stone, or stucco.
 8. Main roofs on townhouse buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. Monopitch roofs shall have a pitch of at least 3:12.

*Administrator Approval of Minor Variances. The Staff may approve minor variances to the Specific Requirements listed above provided that such minor variance meet the overall intent of these Architectural Standards and conform to the Comprehensive Plan and other adopted plans of the Town.



6

RECREATIONAL OPEN SPACE + AMENITIES

RECREATIONAL OPEN SPACE AND AMENITIES

The Collection will provide both active and passive recreation areas within the development. Within the Collection, approximately 34% of the total land area will remain undeveloped and set aside as open space and passive recreation areas. These areas will not be programmed but will give areas for the enjoyment of residents and provide areas for spontaneous outdoor activities.

Open Space Standards

5	Total recreation open space required:	74,620 sf	1.71 Acres
5	Active recreation space required:	37,310 sf	.85 Acres
5	Active recreation space provided:	49,228 sf	1.13 Acres
5	Passive recreation space required:	37,310 sf	.85 Acres
5	Passive recreation space provided:	407,718 sf	9.35 Acres

A large central park will be located in the center of the Collection. This central park is adjacent to, and surrounded by, townhomes. This arrangement will allow ease of access for those residents and give this space a true sense of being part of the community. Each townhome will have a direct pedestrian connection to the pedestrian paths within the park. The pocket park is envisioned as a gathering area for residents and is minimally programmed to allow residents to use the space for whatever activity they desire. Grills and outdoor seating will be provided, and landscaping will be installed to give this park a true sense of place.

5 PUBLIC ART

Public Art will be integrated into The Collection, subject to approval by the Town of Knightdale Technical Review Committee. Public Art will be located within the collection to add visual interest to open spaces, recreation areas, or entrances.

THE COLLECTION AT KNIGHTDALE STATION

THE BACKYARD GREEN - AMENITY DIAGRAM



REC. OPEN SPACE
+ AMENITIES



SCALE: 1" = 30'

LEGEND

- - - - PROPOSED 4' RESIDENT ACCESS WALKWAY
- PROPOSED 6' WALKWAY
- SIDEWALK

RECREATIONAL PROGRAMMING

- (A) Outdoor Seating
- (B) BBQ Grills + Seating
- (C) Lawn Games
- (D) Flexible Lawn Area
- (E) Enhanced Plantings
- (F) Playground/ Tot Lot
- (G) Fire Pit



7

INFRASTRUCTURE

STREETS + SIDEWALKS

Streets and alleys within The Collection are designed to meet the standards of the Town of Knightdale.

- 5 Street A is designed as the main collector movement within The Collection and includes on-street parallel parking, sidewalk, and a 10' multi-use path on the south side of the street.
- 5 Robertson Street will be widened to meet the standards of the Knightdale Transportation Plan. A 10' wide multi-use path will also be constructed on the north side of Robertson Street and a 5' sidewalk will be constructed on the south side.
- 5 Keith Street will be widened to meet the standards of the Knightdale Transportation plan. A 10' multi-use path will also be constructed on the east side of Keith Street and a 5' sidewalk will be constructed on the west side.
- 5 All remaining streets and alleys within the development will be constructed to Town of Knightdale standards.

STORMWATER

The Collection is located within the Neuse River basin with the site's stormwater runoff draining into Poplar Creek. According to the N.C. Department of Environmental Quality NC Surface Water Classifications website, Poplar Creek [Stream Index #27-35] is classified as C;NSW at this location. The proposed development shall be subject to stormwater management requirements found in Chapter 6: Environmental Protection of the Town of Knightdale's Unified Development Ordinance (UDO). Per regulations established in Chapter 6 of the Town of Knightdale's UDO, stormwater runoff provisions shall address peak flow mitigation and water quality management.

Three above ground stormwater control measures (SCMs) are proposed to meet regulations established Chapter 6 of the Town of Knightdale's UDO by providing peak flow mitigation and water quality management for the site. Additionally, these SCMs will be utilized to reduce Total Nitrogen (TN) export to a maximum of 6.00 lbs/ac/yr for residential development before buydown is allowed. The nitrogen buydown option will be utilized to further mitigate nitrogen loading and meet the required 3.6 lbs/ac/yr loading rate.

WATER + SEWER

- 5 Water and sewer within The Collection are designed to meet the standards of the City of Raleigh.
- 5 All sewer mains within the development will have an 8" diameter minimum.
- 5 A water system analysis will be submitted at time of construction drawing submittal to determine watermain sizes within the development.
- 5

MASS GRADING

According to section 6.2 B 3a., we respectfully request to mass grade the few 60' lots included in the project due to the fact that they need to be graded as part of the internal roadway construction, are adjacent to the railroad which has already been graded, and are interdependent with the overall compact development.



8

NEIGHBORHOOD MEETING REPORT

COLLECTION AT KNIGHTDALE NEIGHBORHOOD MEETING

August 27, 2019, 6:30pm

Knightdale Recreation Center, 102 Lawson Ridge Rd, Knightdale, NC 27545

A neighborhood meeting was held on August 27, 2019 at 6:30pm at the Knightdale Recreation Center at 102 Lawson Ridge Rd, Knightdale, NC 27545. There were three neighbors in attendance: a couple who own two houses at 605 Keith Street and 129 Jutson St, and a third neighbor who lives at 602 Keith St. The neighbors indicated that they were excited about the project and asked the following questions about the development:

- 5 **Stormwater:** The neighbors asked how stormwater would be controlled. The applicant indicated that several stormwater mechanisms would be in place on the site to ensure the development does not increase runoff onto adjacent properties.
- 5 **Sidewalks:** The neighbors asked if sidewalks would be included. The applicant indicated that sidewalks would be installed along Keith Street.
- 5 **Pond:** The neighbors asked if there were any plans for the pond on the site. The applicant noted that the pond would be left on site and buffered.
- 5 **Buffer:** The neighbor who lives at 602 Keith St asked how much buffer would be provided along the southwestern boundary line. The applicant indicated that there would be a stream buffer of a little over 50 feet along the southwestern boundary line because of the creek. Also, there are no plans to disturb the vegetation beyond the boundaries of the site.
- 5 **Traffic:** The neighbors asked whether a traffic study would be performed. The applicant indicated that a trip generation study would be performed to determine whether a Traffic Impact Analysis is required, though one is not likely required given that the development is relatively small with only 89 dwelling units.
- 5 **Community Gathering Space:** Regarding the community gathering space in the center of the development, the neighbors indicated that they prefer not to see basketball courts, which would likely attract a great deal of visitors to the area. The applicant noted that there are no plans to build a basketball court in the community gathering space.



9

ZONING CONDITIONS

SINGLE-FAMILY DWELLING ARCHITECTURAL STANDARDS

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11. For every 30 linear feet (or fraction) of continuous side elevation, there shall be one window or door added to the side elevation. Any siding break on the side of the home such as a fireplace, porch, wall offset can be used as an alternate to a window or door.
12. Garages will not exceed 45% of the front facade width or will be split into two bays.

TOWNHOUSE ARCHITECTURAL STANDARDS

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- 5 Façade off set
- 5 Roof line off set

Façade

- 5 Bay window
- 5 Balcony
- 5 Window Trim with 4" minimum width
- 5 Patterned finish (scales, shakes, wainscoting, brick, or stone)

Roof

- 5 Dormer
- 5 Gable
- 5 Cupola/Tower/Chimney
- 5 Decorative cornice of roof line (flat roofs only)

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7. Townhouse building walls shall be wood clapboard, cement fiber board or shingle, wood board and batten, brick, stone, or stucco.
8. Main roofs on townhouse buildings shall have a pitch between 6:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. Monopitch roofs shall have a pitch of at least 3:12.

GENERAL DEVELOPMENT CONDITIONS

1. Administrator Approval of Minor Variances. The Staff may approve minor variances to the Specific Requirements listed above provided that such minor variance meet the overall intent of these Architectural Standards and conform to the Comprehensive Plan and other adopted plans of the Town.
2. The developer is granted an exception from the UDO Section 6.2.B with the ability to grade the site outside of the proposed right-of-way for the 60' wide single-family residential lots.

August____, 2019

Re: 614 Keith Street Notice of Neighborhood Meeting

Neighboring Property Owners:

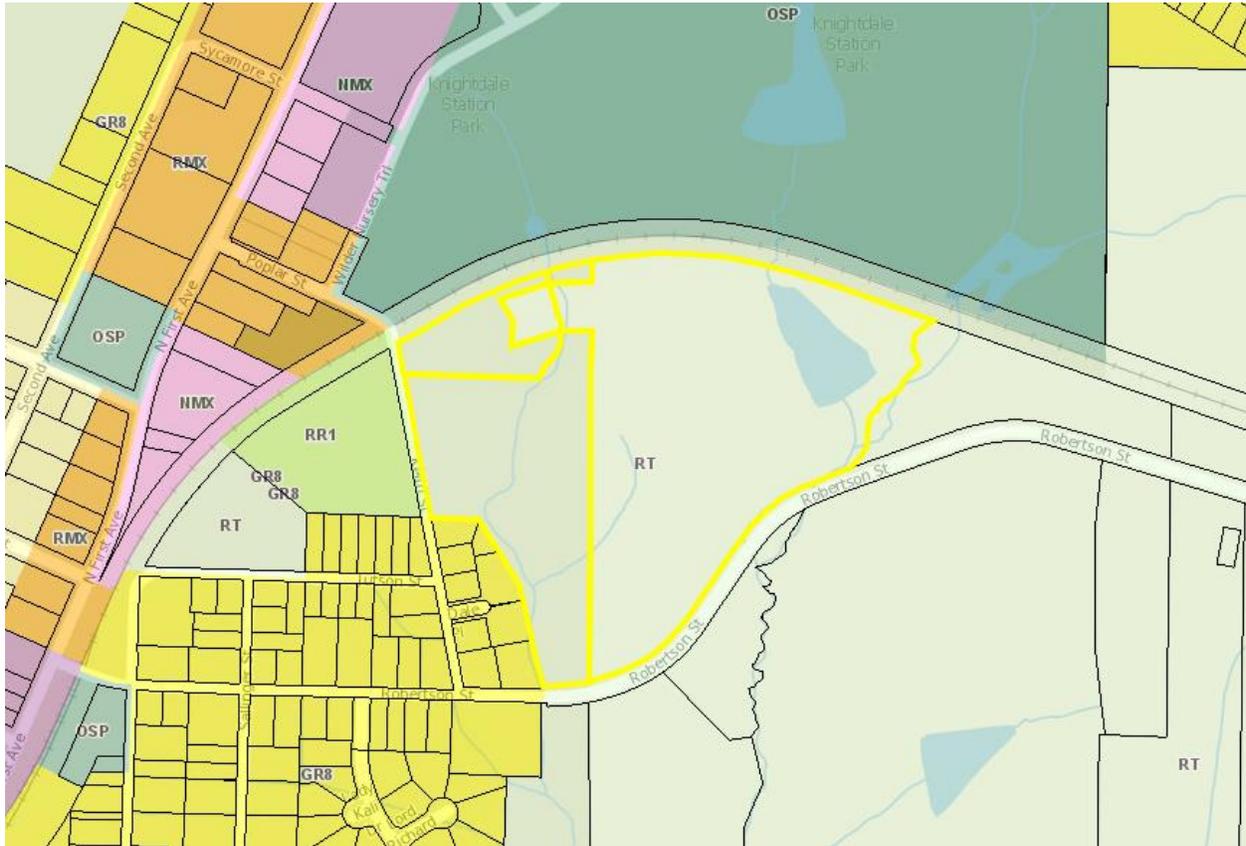
A neighborhood meeting will be held at 6:30pm p.m. on Tuesday, August 27, 2019 in rooms 404 and 406 of the Knightdale Recreation Center located at 102 Lawson Ridge Rd, Knightdale, NC 27545. The purpose of the meeting is to discuss an upcoming application to rezone property made up of five parcels, located at 614 Keith St, Knightdale, NC (“the Site”). The parcels have PIN#:s: 1754539404, 1754537747, 1754539814, 1754630926, and 1754635524. Attached is a vicinity map outlining the location of the Site. The Site is currently zoned Rural Transition (RT). We propose to rezone the Site to a Planned Unit Development (PUD) district. The applicant will describe the nature of this rezoning request and field any questions from the public. The Town of Knightdale requires a neighborhood meeting involving the property owners within 200 feet of the area requested for rezoning prior to the submittal of any rezoning application. Any landowner who is interested in learning more about this project is invited to attend.

If you have any questions please contact Bahati Mutisya at 919-835-4686 or via email at bahatimutisya@parkerpoe.com. You may also contact the Town of Knightdale Department of Development Services at 919-217-2244, or visit the Town’s web portal at <https://www.knightdalenc.gov/departments/development-services>.

Thank you,

Bahati Mutisya

614 Keith St Vicinity Map





The Town of Knightdale

Staff Report

Date: January 15, 2020

To: Mayor and Town Council

From: Chris Hills, Development
Services Director

Subject: Knightdale Station Village
Architectural Approval

Department Director Signature – CH

Assistant Town Manager Signature – DT

Town Manager Signature – WRS

STAFF REPORT

PURPOSE/SPECIFIC REQUESTED ACTION: To approve the Building Architectural Concept for the Knightdale Station Village mixed-use building for the property identified as PIN 1754-54-4686 located at Knightdale Station Park.

BACKGROUND INFORMATION: In July of 2018, the Town Council selected Knightdale Station Village, LLC (KSV), led by Mr. Robert Cameron and Mr. Jerry Gower, to be the Development Partner for the Knightdale Station Village project. Since that time, KSV has been actively working with Staff on design standards for the proposed mixed-use building. As required by the Public/Private Partnership Agreement, the Town Council must approve the architectural design of the proposed building.

APPLICABLE REGULATIONS & ORDINANCES: NA

STAFF ANALYSIS: Mr. Tony Johnson, on behalf of KSV, has submitted elevations for approval that reflect the direction given by the Town to date. Included in the submittal are multiple color schemes showing different color combinations. The specific color of the brick can be chosen at a later date and KSV is asking the Town Council to review and approve the proposed general building design at this time.

STAFF RECOMMENDATION: Staff recommends that the Town Council approve the proposed elevations and direct KSV to proceed with final building design.

ATTACHMENTS: Building Design, Color Schemes

RECOMMENDED ACTION

Staff recommends that the Town Council approve the proposed elevations and direct KSV to proceed with final building design.









Town of Knightdale

Staff Report Cover Sheet

Title: First Floor Renovations

Staff: Phillip Bunton, Public Works Director

Date: January 15, 2020

SUMMARY

- Provide an overview of the planned First Floor Renovations at Town Hall and request authorization to enter into contract for construction.

STRATEGIC PLAN PRIORITY AREA(S)

- Organizational Excellence – Knightdale’s government is operated efficiently and transparently by outstanding employees who focus on excellent customer service and open communication.
- Sustainable – Knightdale promotes the stewardship of its environment, the resiliency of its resources, and the maintenance of a financially sustainable government.

GENERAL STATUTE REFERENCE(S)

- N/A

TYPE OF PUBLIC HEARING

- N/A

TYPE OF DECISION/ACTION REQUIRED

- Legislative / Authorization

FUNDING SOURCE(S)

- This item was funded in the FY20 Budget

ATTACHMENT(S)

- Staff Report
- Floor Plan
- Elevation

STAFF RECOMMENDATION

- Authorize the Town Manager to enter into a contract, up to the budgeted amount, \$260,600.00, pending verification of bid.



Town of Knightdale

Staff Report

Title: First Floor Renovations

Staff: Phillip Bunton, Public Works Director

Date: January, 15, 2020

Director Signature: PB

Asst. Town Manger Signature: DT

Town Manager Signature: WRS

BACKGROUND INFORMATION

Knightdale's current Town Hall was built in 1996 when the Town's population was approximately 2,700 residents. It underwent a minor renovation in 2013. As the Town and number of staff continue to grow, it is imperative that we maximize the use of existing facilities. With the relocation of the Parks & Recreation Department to Harper Park, we have the opportunity to realize additional space on the First Floor of Town Hall. Approved in the FY20 budget process, this renovation will allow the creation of a new Human Resources Suite, including additional office space, secured file storage room, and additional conference room. The Finance Department will see adjustments to their Suite to maximize efficient use of space. Included in this renovation will be ADA accessibility improvements and security upgrades for the first floor of the building.

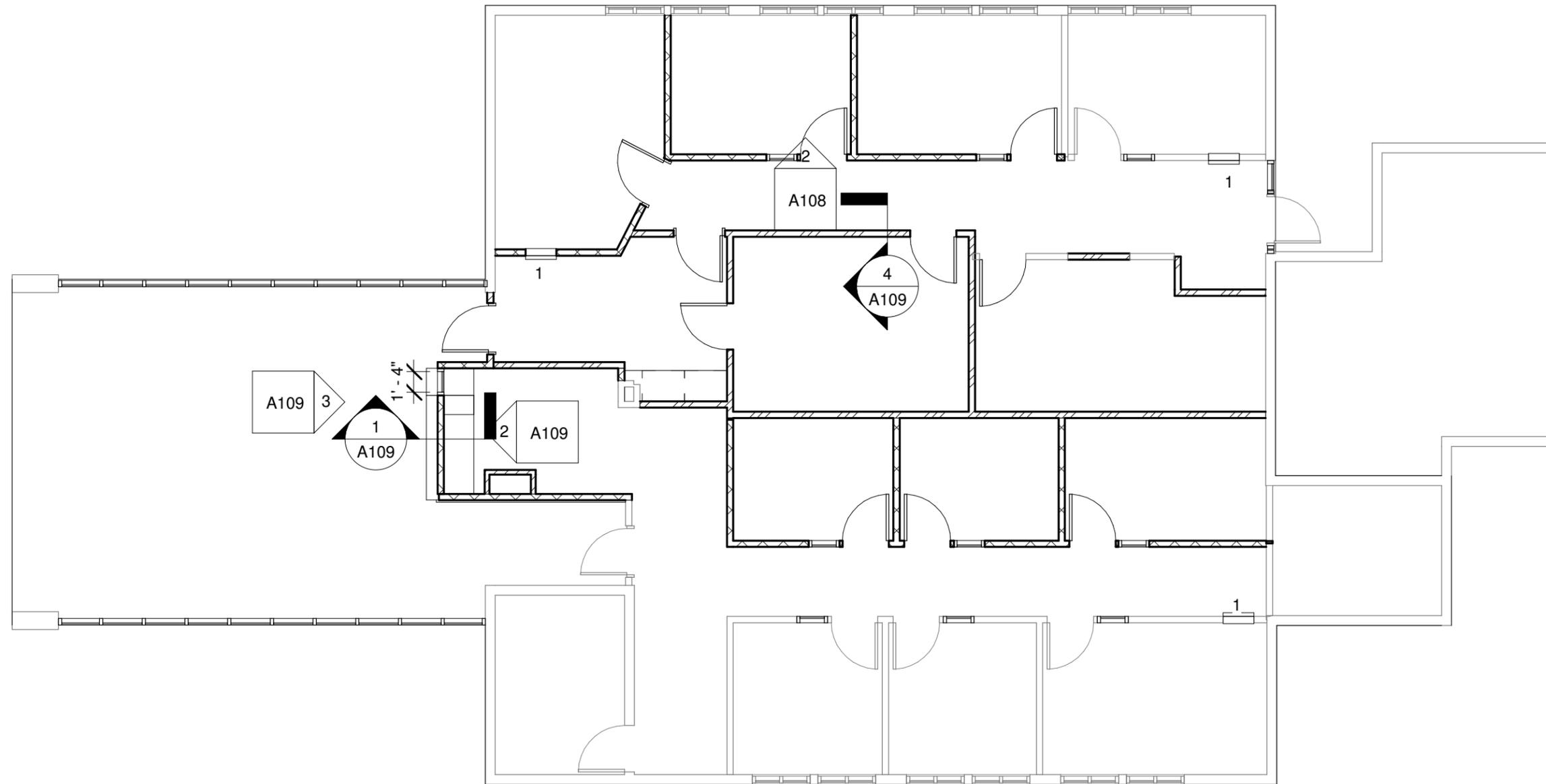
STAFF ANALYSIS

This renovation will maximize operational space on the First Floor and is the beginning of a series of planned improvements for Town Hall. Bids will be received January 24th at 2pm. In order for work to begin in early February, staff needs authorization to enter into the contract immediately following the bid opening.

RECOMMENDED ACTION

Authorize the Town Manager to enter into a contract for the First Floor Renovations, not to exceed Two hundred sixty thousand and six hundred dollars (\$260,600.00).

1. FIRE EXTINGUISHER



-  3-5/8" METAL STUD FRAME TO DECK
SOUND BATT INSULATION
(1) LAYER 5/8" GYP EACH SIDE
-  3-5/8" METAL STUD FRAME TO 10' AFF
SOUND BATT INSULATION
(1) LAYER 5/8" GYP EACH SIDE
-  2-1/2" METAL STUD FRAME TO DECK
SOUND BATT INSULATION
(1) LAYER 5/8" GYP EACH SIDE

 WALL SCHEDULE
1/4" = 1'-0"

① Ground Floor - NEW CONSTRUCTION
1/8" = 1'-0"



TOWN OF KNIGHTDALE
Town Hall CAD

No.	Description	Date
1	REV1 CHANGES	191001
2	REV2 CHANGES	191023
3	REV3 CHANGES	191024
4	REV4 CHANGES	191031
5	REV5 CHANGES	191209

NEW CONSTRUCTION		A103
Project number	504-027	
Date	191217	
Drawn by	JKP	
Checked by	JKP	
Scale As indicated		



① Entrance Camera



② Inside Reception Office



TOWN OF KNIGHTDALE
Town Hall CAD

No.	Description	Date

3D PERSPECTIVE VIEWS		
Project number	504-027	A107
Date	191217	
Drawn by	JKP	
Checked by	Checker	
Scale		



UPCOMING EVENTS & MEETINGS

FEBRUARY 10

Land Use Review Board

7:00 pm

FEBRUARY 19

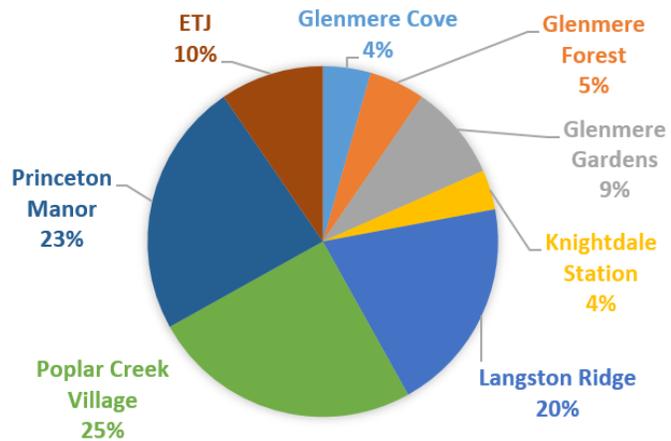
Town Council

7:00 pm

BUILDING PERMIT UPDATE

The Development Services Department issued 136 single family residential building permits in 2019 and the average improvement value of new homes increased to \$227,162. The pie chart below shows the breakdown of permits by subdivision.

BUILDING PERMITS BY SUBDIVISION



Both Princeton Manor and Langston Ridge are on their final phases and are close to build-out; however, Development Services staff expects the number of permits to increase next year as new subdivisions are now starting construction on new homes, such as the Haywood Glen subdivision.

Development Services also saw two apartment complex projects finish in 2019. Both Parkstone at Knightdale Apartments and Cottages at Knightdale Station received certificate of occupancies for all their buildings in 2019.

The Town also saw several new businesses open in 2019, including Sheetz Gas Station, Honor Yoga, Eaton Corporation, Francini Marble & Granite, Rainbow, Wake Med Urgent Care, and Burn Boot Camp.



Most Affordable Place to Live in NC

-SmartAsset.com 2015-2017

Top 10 Fastest Growing Community in NC

-US Census Bureau

BUILDING PERMITS (TOWN LIMITS)	Dec.	YTD
Single Family Dwellings (SFD)	11	127 - \$28,024,617
Average Construction Value	\$261,192	\$202,366
Residential Additions	9	80 - \$1,835,520
Commercial	4	65 \$20,466,714
Certificates of Occupancy (SFD)	11	150
Mechanical Permits	25	398
DEVELOPMENT REVIEW	Dec.	YTD
Zoning Compliance		
Without Site Plan	3	44
With Site Plan	1	10
Misc. Map Recording (Minor Subdivision, Recombination, etc.)	4	15
Major Subdivision Lots Recorded (Town Limits)		
Lots	65	119
Fees	\$54,667	\$322,511
QUASI-JUDICIAL PROCEEDINGS	Dec.	YTD
Variances	1	2
Appeals	0	0
LEGISLATIVE CASES	Dec.	YTD
Zoning Text Amendment	0	4
Zoning Map Amendment	1	4

CENSUS 2020

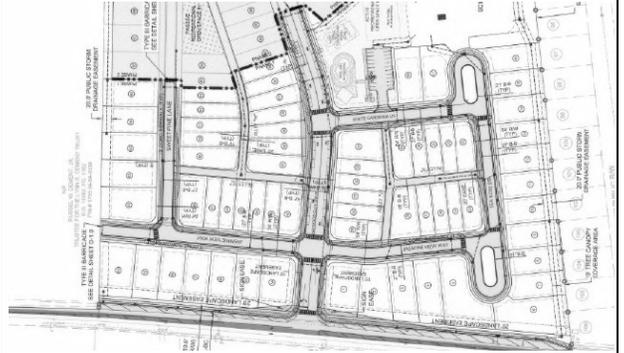
Census Day is April 1, 2020 and it is important that you are counted! By April 2020, households will receive an invitation to participate in the census to help shape the Town and County. Census results help determine funding, Congress seats, and legislative boundaries.



If you have any questions, please visit the census [website](#).

BUILDING BRIEFS

- Terramor Homes submitted several building permits for new single family homes in the new Haywood Glen subdivision. Phase I will consist of 65 lots.



- The medical office shell building located at 1101 Great Falls Court has now gone vertical and steel beams have been installed.



- A building permit was issued for Eastgate 540 Building 5, a 280,000 square-foot shell warehouse located at 360 Spectrum Drive.



Staff

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