



**Knightdale Town Council  
Work Session Minutes**

**November 7, 2022, 7:00 p.m.**

**950 Steeple Square Court, Knightdale, North Carolina 27545**

Members Present: Mayor Jessica Day, Mayor Pro Tem Stephen Morgan, Councilor Mark Swan, Councilor Ben McDonald, Councilor Latatious Morris, Councilor Steve Evans

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Town Clerk Heather Smith, Development Services Director Jason Brown, Senior Planner Kevin Lewis, Senior Planner Donna Goodman, Deputy Town Clerk Brittney Hunt

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1. WELCOME

Welcome by Mayor Day at 7:02 p.m.

2. ADOPTION OF AGENDA

**...Motion to adopt the agenda.**

**Motion by Councilor Swan**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

3. DISCUSSION

a. Introduction of Deputy Town Clerk

Town Clerk Heather Smith introduced Brittney Hunt, the new Deputy Town Clerk.

b. Strategic Implementation Plan Update

Town Manager Bill Summers provided background information on the Annual Implementation Plan that outlines capital investments and initiatives that the Town Council will accomplish in a fiscal year.

Mr. Summers identified goals for the Connected and Inclusive focus area that include hosting a local government career fair, local government job shadow day, and Knightdale Future Leaders Academy for high school and college students.

c. River District Kick-Off

Development Services Director Jason Brown introduced Senior Planner Donna Goodman who summarized the geographic boundaries of the proposed Knightdale River District, provided a timeline of events, and highlighted plan elements such as the study area, planning process, transportation, environmental impacts, and recommendations.

Ms. Goodman mentioned key components of the proposed River District, discussed conceptual catalyst sites, and reviewed transportation and land use elements related to the district.

Ms. Goodman provided ideas and imagery for the proposed district and summarized next steps in the process, including stakeholder meetings and in-person and online public outreach.

Ms. Goodman asked for Council input and direction towards policy statements, design guidelines and standards, and future land use.

Council discussed Bus Rapid Transit, walkability, land use, pedestrian lighting, artwork, signage, recreation and amenities, business integration, branded identity, and multi-use paths.

Mr. Brown answered questions from Council in reference to development bordering Knightdale and expectations of recently approved developments.

d. Monthly Development Services Update

Senior Planner Kevin Lewis summarized current and previous residential development, shared updates on the following projects, and answered questions from Council:

- Hodge Road Multi-Family
- Old Faison Road Multi-Family
- Mailman Post Amendment
- S Smithfield and Poole Road
- Sanctuary at Poole
- Clifton Road Residential
- Dement Farms
- Dewitt Parkstone
- Camden Park
- Downtown North
- River Pointe
- Project Hope
- Harper Reserve

Mr. Lewis provided updates on the following projects with construction drawings under review:

- Knightdale Fire Station #4
- Panera Bread
- Haywood Glen Phase 4
- FedEx Site Modifications
- Wake Veterinary Hospital & Urgent Care

#### 4. NON-AGENDA ITEMS

Council commented on truck parking in the community and Assistant Town Manager Dustin Tripp shared that town staff has ordered more signage to address the concerns.

Council inquired about temporary tents at local businesses, noting the rules were relaxed during COVID. Development Services Director Jason Brown indicated that businesses must have a special permit to use temporary tents on-site.

Council proposed the idea of addressing open space and parks at the next Eastern Wake Local Government Association Meeting.

Council reviewed advisory board reappointments and discussed adding cultural arts to the Parks and Recreation Advisory Board.

5. ADJOURNMENT

**...Motion to adjourn at 8:56 p.m.**

**Motion by Councilor Swan**

**Seconded by Councilor Morris**

**Motion Carried Unanimously**

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Heather Smith, Town Clerk

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Jessica Day, Mayor