



**Knightdale Town Council Minutes**

**February 15, 2023, 7:00 p.m.**

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

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

Members Absent: Councilor Latatious Morris

Staff Present: Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Communications and Marketing Manager Terrence Dove, Development Services Director Jason Brown, Police Chief Lawrence Capps, Fire Chief Loren Cone, Public Works Director Phillip Bunton, Senior Planners Kevin Lewis and Gideon Smith, Town Attorney Roger Knight, Finance Director Mark Stephens, Recreation Supervisor Andrew Wilkins, Deputy Town Clerk Brittney Hunt

---

1. WELCOME

Welcome by Mayor Day at 7:01 p.m.

2. INVOCATION

Invocation led by Councilor Morgan.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Neuse River Middle School's Volleyball Team.

4. ADOPTION OF AGENDA

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

**Motion by Councilor Evans**

**Seconded by Councilor Swan**

**Motion carried unanimously.**

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. New Employee Introductions

Development Services Director Jason Brown introduced Senior Planner Gideon Smith.

b. 2023 Special Events Update

Recreation Supervisor Andrew Wilkins provided an update on 2023 Special Events.

Mr. Wilkins explained that the previous K-Fest event will be divided into two separate events in 2023: the African American Festival and the Arts and Education Festival.

c. PAFR Presentation

Finance Director Mark Stephens presented the Popular Annual Financial Report for fiscal year 2022.

6. PUBLIC COMMENT

a. Open to the Public

Tracey Maxwell, 4402 Aubaun Way, expressed concerns about the future Hodge Road Fire Station.

b. Report on Citizen Inquiries

Councilor Morgan expressed concerns of trash along roadways and inquired about strategies to help keep the area clean.

Mayor Pro Tem McDonald commented on bicycle parking at Mingo Creek Park.

7. CONSENT AGENDA

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

**Motion by Mayor Pro Tem McDonald**

**Seconded by Councilor Swan**

**Motion carried unanimously.**

a. January 18, 2023 Regular Meeting Minutes

**...Approve the January 18, 2023 Regular Meeting Minutes.**

b. January 19, 2023 Joint Public Hearing Minutes

**...Approve the January 19, 2023 Joint Public Hearing Minutes.**

c. February 6, 2023 Work Session Minutes

**...Approve the February 6, 2023 Work Session Minutes.**

d. Budget Amendment #2023-07

**...Motion to adopt Budget Amendment #2023-07.**

e. Budget Amendment #2023-08

**...Motion to adopt Budget Amendment #2023-08.**

f. Budget Amendment #2023-09

**...Motion to adopt Budget Amendment #2023-09.**

g. Budget Amendment #2023-10

**...Motion to adopt Budget Amendment #2023-10.**

h. Position Classification Plan Amendment

**...Motion to adopt Position Classification Plan Amendment 4.**

i. Law Enforcement Center Capital Project Ordinance

**..Motion to adopt Project Ordinance #23-02-15-001, Reimbursement Resolution #23-02-15-01, and Budget Amendment #2023-11 for funding engineering and design cost on Law Enforcement Center.**

j. Advisory Board Appointments

**...Appoint Angele Dixon to the Land Use Review Board for a term expiring on 02/28/25.**

**...Reappoint Chris Parker and Ron Cole to the Land Use Review Board for terms expiring on 02/28/25.**

**...Reappoint Tammy Richards and Pete Mangum to the Veterans Memorial Advisory Board for terms expiring 02/28/25.**

**...Appoint Saiyid Hasnain to the Community Policing Advisory Board for a term expiring on 02/28/25.**

**...Reappoint Adrian Dixon to the Community Policing Advisory Board for a term expiring on 02/28/25.**

**...Reappoint Rita Blackmon to the Parks and Recreation Advisory Board for a term expiring on 02/28/25.**

**...Reappoint Sonya Bird, Willie Rose, and Pat Estes to the Fire Service Advisory Board for terms expiring 02/28/25.**

k. 2023 Lowe's Community Grant

**...Motion to approve the application for the Lowe's Hometown 2023 Grant for \$300,000 for the Panther Rock Park project.**

## 8. PUBLIC HEARINGS

a. ZMA-16-21 Knightdale Gateway Utility Allocation Agreement

Public Hearing opened at 7:27 p.m.

Senior Planner Kevin Lewis reviewed ZMA-16-21, a request to rezone 54.14 acres located at 5901 Farmwell Road in order to develop 510,995 square feet of manufacturing and industrial space. Mr. Lewis noted the rezoning request was approved in August 2022.

Mr. Lewis provided an overview of the Utility Allocation Agreement (UAA), discussed Water Allocation Policy compliance, summarized construction phasing and terms, and indicated that all zoning conditions from ZMA-16-21, such as permissible uses, architectural standards, and site design, carry forward in the UAA.

**...Motion to close the public hearing at 7:31 p.m., approve the Utility Allocation Agreement, and adopt Ordinance #23-02-15-002.**

**Motion by Councilor Swan  
Seconded by Mayor Pro Tem McDonald**

**Motion carried unanimously.**

9. SET PUBLIC HEARINGS

a. AN-1-23 Elevate Riverview

Development Services Director Jason Brown shared a voluntary annexation petition for 28.852 acres located at 0 Poole Road. The property is proposed to be developed as a multi-family development of 394 units.

**...Motion to direct the Town Clerk to investigate the sufficiency of the petition, adopt Resolution # 23-02-15-002, and set the public hearing for March 15, 2023.**

**Motion by Councilor Evans  
Seconded by Councilor Morgan**

**Motion carried unanimously.**

10. OLD BUSINESS

a. ZMA-17-22 Hinton Oaks Industrial Park Expansion

Development Services Director Jason Brown presented ZMA-17-22, a request to rezone 59.54 acres located at Hinton Oaks Boulevard from Mining and Quarrying (MQ) to Manufacturing and Industrial Conditional District (MI-CD) for 344,000 square foot warehouses and 319 parking spaces.

Mr. Brown reviewed the vicinity map, site profile, surrounding area land uses, project timeline, current conditions, and recent master plan updates.

Mr. Brown provided a site plan analysis, highlighting additional use standards, landscaping, parking, public gathering spaces, and pedestrian connectivity.

Mr. Brown shared an overview of conditional district rezoning requirements and summarized the proposal's consistency with the town's Comprehensive Plan and Strategic Plan.

Mr. Brown noted the Land Use Review Board recommended approval of the proposal submitting the following advisory statement:

*"The proposed Zoning Map Amendment is consistent with the KnightdaleNext 2035 Comprehensive Plan as it supports the economic vitality of Knightdale.*

*Further, it is consistent with the General Growth Framework Map as a Target Investment Area. The proposal is consistent with the Growth & Conservation Map's designation as a "Heavy Industrial" Place Type. The request is reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play."*

**...Motion to approve ZMA-17-22, adopt the recommended advisory statement describing plan consistency and reasonableness of action, and adopt Ordinance #23-02-15-003.**

**Motion by Mayor Pro Tem McDonald  
Seconded by Councilor Morgan**

**Motion carried unanimously.**

b. ZMA-15-21 Dewitt Parkstone

Senior Planner Kevin Lewis presented ZMA-15-21, a request to rezone 14.09 acres located at 901 Parkstone Towne Boulevard from Highway Business-Conditional District to Neighborhood Mixed-Use Planned Unit Development for development of 290 multi-family units, 29,200 square feet of retail space, and a 124-room hotel.

Mr. Lewis reviewed the vicinity map, site profile, surrounding area land uses, project timeline, current conditions, and recent master plan updates.

Mr. Lewis shared an overview of conditional district rezoning requirements, discussed the site development allowances requested by the applicant, and summarized the proposal's consistency with the town's Comprehensive Plan, Strategic Plan, and Parks and Recreation Master Plan.

Mr. Lewis noted the Land Use Review Board recommended approval of the proposal submitting 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 such as increasing economic vitality and prioritizing infill development through compact development patterns. Further, it is consistent with the General Growth Framework Map as a Target Investment Area and the Growth & Conservation Map's designation as a "Mixed Use Center". The request is reasonable and in the*

*public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play."*

Widewaters Group Developer Brian Long, 10800 Sikes Place Suite 225 Charlotte, answered questions from Council in reference to crosswalk, traffic calming, public art, and EV Charging Stations.

Mr. Long agreed to the four voluntary conditions added.

**...Motion to approve ZMA-15-21, adopt the recommended advisory statement describing plan consistency and reasonableness of action, and adopt Ordinance #23-02-15-004 with the 4 additional voluntary conditions as follows:**

- **Main street streetscape elements in front of building #5**
- **Traffic calming measures**
- **Two EV Charging Devices in parking lot**
- **Public art on both sides of Parkstone Boulevard corners**

**Motion by Councilor Morgan**

**Seconded by Councilor Swan**

**Motion carried unanimously.**

c. ZMA-5-22 Clifton Road PUD

Senior Planner Kevin Lewis presented ZMA-5-22, a request to rezone 32.05 acres located at Clifton Road from Rural Residential-1 (RR1) to General Residential-3 Planned Unit Development (GR3-PUD) for development of 93 single-family lots.

Mr. Lewis reviewed the vicinity map, site profile, surrounding area land uses, project timeline, and summarized recent updates to the master plan.

Mr. Lewis provided a site plan analysis, highlighting landscaping, buffers, open spaces, and parking, summarized the transportation analysis, discussed water allocation policy compliance, and reviewed planned unit development rezoning processes.

Mr. Lewis discussed the site development allowances requested by the applicant and the proposal's consistency with the town's Comprehensive Plan, Strategic Plan, and Parks and Recreation Master Plan.

Mr. Lewis indicated the Land Use Review Board unanimously recommended denial of the proposal forwarding the following advisory statement:

*"The proposed Zoning Map Amendment is inconsistent with the KnightdaleNext 2035 Comprehensive Plan's future land use designation as a Rural Living place type, however reasonable when applying the Comprehensive Plan's Playbook Approach. The proposal addresses several of the guiding principles such as protecting the natural environment, extending the pedestrian transportation network in keeping with the Sidepaths & Greenways Plan, and providing diverse home types. The request is reasonable and in the public interest as it aids in developing a vibrant, sustainable, and safe community design in which people not only desire to visit, but to also live, work, and play."*

Mr. Lewis stated the applicant agreed to the following changes: Greenway connectivity, Clifton Road sidewalk connectivity, reduction of mass grading request, added standards to promote sustainability, and relocated open spaces.

Council commented on police response to citizens and Comprehensive Plan inconsistency.

**...Motion to deny ZMA-5-22 and adopt the Land Use Review Board recommended advisory statement describing plan consistency and reasonableness of action.**

**Motion by Councilor Swan  
Seconded by Mayor Pro Tem McDonald**

**Motion carried unanimously.**

## 11. NEW BUSINESS

### a. Design & Engineering Contract for Police Facility

Police Chief Lawrence Capps reviewed the project timeline for the Police Headquarters design and introduced Davis Kane Architects, PA Jimmy Edwards.

Mr. Edwards provided an overview of the company, discussed previous projects, and the importance of HUB participation.

**...Motion to authorize the Town Manager to enter into a design contract with Davis Kane for the Police Headquarters Project in the amount of \$552,475, pending legal counsel review.**

**Motion by Councilor Swan  
Seconded by Mayor Pro Tem McDonald**

**Motion carried unanimously**

12. ADVISORY REPORTS

Councilor Morgan noted the Land Use Review Board's discussion regarding the importance of updating the Comprehensive Plan.

13. CLOSED SESSION

14. ADJOURNMENT

**...Motion to adjourn at 8:48 p.m.**

**Motion by Councilor Swan  
Seconded by Councilor Evans**

**Motion carried unanimously.**

---

Heather Smith, Town Clerk

---

Jessica Day, Mayor