



Knightsdale Town Council Minutes

November 20, 2024, 7:00 p.m.

950 Steeple Square Court, Knightdale, North Carolina 27545

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

Staff Present: Town Attorney Roger Knight, Town Manager Bill Summers, Assistant Town Manager Dustin Tripp, Assistant Town Manager Suzanne Yeatts, Town Clerk Heather Smith, Development Services Director Jason Brown, Police Chief Lawrence Capps, Finance Director Mark Stephens, Public Works Director Phillip Bunton, Parks and Recreation Director JP Lefever, Human Resources Director Marcey Bell, Community Relations Director Rachel Morris, Fire Chief Loren Cone, Communications and Marketing Manager Terrence Dove, Senior Planner Gideon Smith, Deputy Police Chief Orlando Soto, Police Lieutenant Steven Williams, Police Officer Juan Quintanilla, and Maintenance Workers Amelia Fay and Matthew Magee.

1. WELCOME

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

2. INVOCATION

Invocation led by Mayor Day.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Knightdale High School Key Club Member Kirmina Girgis.

4. ADOPTION OF AGENDA

...Motion to adopt the agenda.

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

Motion Carried Unanimously

5. PRESENTATIONS, RECOGNITIONS, AWARDS

a. Introduction of Maintenance Workers

Public Works Director Phillip Bunton introduced Amelia Fay and Matthew Magee, the town's new Maintenance Workers.

b. Introduction and Oath of Police Officer

Police Chief Lawrence Capps introduced Juan Quintanilla, the town's new Police Officer, and Mayor Day administered the oath of office.

c. Recognition of Mayor's Academy Participants

Mayor Day recognized participants of the 2024 Knightdale Mayor's Academy and thanked them for their participation.

d. Small Business Saturday Proclamation

Mayor Day proclaimed Saturday, November 30, 2024 as Small Business Saturday in the town of Knightdale and encouraged residents to support small businesses and merchants.

6. PUBLIC COMMENT

a. Open to the Public

Jacob van Kretschmar, 111 Rock Hound Road, expressed support of the town's efforts to address the impacts of climate change with the future development of a sustainability plan. He shared that he was grateful for Council's adoption of the 2021 Resolution to Support a Transition to Clean Energy, and noted that inflation reduction act funds are now available to local governments.

Town Clerk Heather Smith shared written comments from the following individuals:

- Ryan Draper - 3732 Ramsey Creek Drive
- Jacob van Kretschmar - 111 Rock Hound Road

The full comments are attached as Exhibit A.

b. Report on Citizen Inquiries

None at this time.

7. CONSENT AGENDA

...Motion to adopt the consent agenda.

Motion by Mayor Pro Tem Morris

Seconded by Councilor Evans

Motion Carried Unanimously

a. October 7, 2024 Work Session Minutes

...Motion to approve the October 7, 2024 Work Session minutes.

b. October 16, 2024 Town Council Minutes

...Motion to approve the October 16, 2024 Town Council meeting minutes.

c. October 17, 2024 Joint Public Hearing Minutes

...Motion to approve the October 17, 2024 Joint Public Hearing minutes.

d. October 26, 2024 Council Retreat Minutes

...Motion to approve the October 26, 2024 Council Retreat minutes.

e. November 4, 2024 Work Session Minutes

...Motion to approve the November 4, 2024 Work Session minutes.

f. Code of Ordinance Text Amendments

...Motion to adopt Ordinance #24-11-20-001 amending the Town of Knightdale Code of Ordinances.

g. Council Policy Update - Council Meeting

...Motion to adopt changes to the Council Meeting Policy as recommended.

h. Council Policy Update - Use of Council Chamber

...Motion to adopt changes to the Use of Town Hall Council Chambers Policy as recommended.

i. Meeting Schedule Amendment 05

...Motion to adopt the 2024 Meeting Schedule Amendment 05.

j. Council Policy Update - Disposal of Personal Property

...Motion to adopt changes to the Disposal of Personal Property Policy as recommended.

- k. Law Enforcement Center Capital Project Ordinance Amendment
...Motion to adopt Ordinance #24-11-20-002 amending the Law Enforcement Center Capital Project Ordinance.
- l. Preliminary Findings Resolution - Limited Obligation Bonds
...Motion to adopt Resolution #24-11-20-001
- m. Standard Specifications and Design Manual Adoption
...Motion to adopt the Standard Specifications and Details Manual, 2024 Edition, and Resolution #24-11-20-002.

8. PUBLIC HEARINGS

- a. ZMA-2-22 Harper Preserve Development Agreement

Public hearing opened at 7:22 p.m.

Development Services Director Jason Brown presented ZMA-2-22, a rezoning request approved in May 2023 to rezone 94 acres for the development of 231 residential lots and 2.3 acres of commercial space.

Mr. Brown reviewed the master plan, project timeline, water allocation policy compliance, and proposed phasing and term, indicating the development will be completed in three phases over the course of seven years.

Mr. Brown shared that all zoning conditions from ZMA-2-22, such as site development allowances, architectural standards, site design, and commercial use standards, will carry forward in the proposed Development Agreement.

Mr. Brown noted that a temporary construction easement (TCE) needs to be granted across town-owned land in order for the developer to complete transportation improvements. The TCE shall expire at the end of the construction phase and will become a public right of way dedicated to the town.

Mike Chalk, 801 Fayetteville Street, requested a planted buffer be placed between his property and the proposed stormwater pond, as well as on Rainier Lake Drive.

Zack Clade, 1032 Fayetteville Street, expressed concerns regarding buffers, grading, stormwater, and water runoff as a result of the first phase of construction.

Walker Abbott, 301 Fayetteville Street Suite 1400, Raleigh, NC representing the applicant, indicated she was available to answer questions.

Mark Einsenbies, 1526 Greenwood Street, Raleigh, NC, applicant, noted that he appreciated the comments and concerns from citizens, but indicated that due to

how far they are into the process, it would be difficult to make changes now. He referenced buffers that are already indicated in the plans, offered to explore enhanced landscaping, and stated that he is willing to have additional conversations with staff to explore options.

...Motion to close the public hearing at 7:35 p.m., approve the Harper Preserve Development Agreement, and adopt Ordinance #24-11-20-003.

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

Motion Carried Unanimously

9. SET PUBLIC HEARINGS

10. OLD BUSINESS

a. ZMA-4-24 16 Main Street/Edward Jones

Senior Planner Gideon Smith presented ZMA-4-24, a request to rezone 1.59 acres located at 16 Main Street from General Residential Low-Density (GR3) to Town Center – Conditional District (TC-CD) in order to develop a 1,345 square foot Edward Jones Branch Office.

Mr. Smith reviewed the vicinity map, site profile, zoning and surrounding area land uses, project timeline, proposed master plan, and joint public hearing comments.

Mr. Smith discussed the proposal's consistency with the KnightdaleNext V.2 Comprehensive Plan and the Comprehensive Parks and Recreation Master Plan and shared that the Land Use Review Board unanimously recommended approval of ZMA-4-24, forwarding the following advisory statement:

"The proposed Zoning Map Amendment is consistent with the KnightdaleNext V.2 2035 Comprehensive Plan as it addresses several of the guiding principles such as embracing and promoting the elements of an inclusive, livable Town, exercising planned and orderly growth strategies through infill development, and continuing to enhance Knightdale's economic vitality. Further, it is consistent with the Intentional Growth Areas Map and the Urban Small Town Framework Map, as well as the Future Place Type Map's designation as an "Old Town & Downtown" 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-4-24, adopt the recommended advisory statement describing plan consistency and reasonableness of action, and adopt Ordinance #24-11-20-004.

**Motion by Councilor Evans
Seconded by Councilor McDonald**

Motion Carried Unanimously

11. NEW BUSINESS

12. ADVISORY BOARD/COMMITTEE REPORTS

Councilor Morgan requested that Council members pass along any questions they have for CAMPO to Development Services prior to the presentation at the December Work Session.

Mayor Pro Tem Morris shared that the Parks and Recreation Advisory Board members are currently working on rental fee agreements. She also highlighted upcoming events such as the Tree Lighting and Christmas Parade.

Mayor Day noted that the Community Relations Advisory Board met recently and heard updates from the Police and Community Relations departments.

13. CLOSED SESSION

14. ADJOURNMENT

...Motion to adjourn at 7:46 p.m.

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

Motion Carried Unanimously

Heather Smith, Town Clerk

Jessica Day, Mayor

Exhibit A

Public Comment

(November 20, 2024)

Knightdale Public Comment

For Public Hearing or General Public Comment

All comments submitted will be shared with the Town Council and included in the official record of the meeting. If you choose to submit public comment, please remember the following rules:

- Public Comment, including comments submitted in written form, is limited to three minutes.
- Comments should be addressed to the Board as a whole, not to an individual member.
- Large groups are asked to designate a spokesperson.
- Only one submission per person will be accepted. If multiple entries are received from the same individual, only the final submission will be included in the record.
- Written public comments will be accepted up to 24 hours prior to the meeting date.

Thank you for your participation.

Name

Ryan Draper

Address

3732 Ramsey Creek Drive, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

November 20, 2024

Public Comment Subject

General Public Comment

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

No position stated - Concerned or Neutral

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

The organization Urban3 based out of Asheville NC provides data driven visualizations into municipal taxation and budgeting that I feel could be helpful in identifying priorities in development and zoning, while also ensuring that different areas are taxed equitably. If Knightdale or Wake County hasn't done a kind of analysis like Urban3 provides, I would strongly recommend giving them a call. On 10/17/24 I actually drove out with my wife and friend to see Joe Minicozzi, the head of Urban3, speak at UNCG where he provided a very insightful and entertaining look at how properties are assessed and valued and the pitfalls that are often associated with that topic. When I spoke directly with him, he recommended I share this video <https://youtu.be/7Nw6qyyrTeI?si=OHH9nVyOwoNIB3y6> by NotJustBikes that highlights the work his team at Urban3 does. I also took video of the talk at UNCG I would be happy to link to the Town Council if anyone is interested, although the sound quality and field of view may be a little lacking at times.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at

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- Written public comments will be accepted up to 24 hours prior to the meeting date.

Thank you for your participation.

Name

Jacob van Kretschmar

Address

111 Rock Hound Road, Knightdale, North Carolina 27545

Phone Number

[REDACTED]

Email

[REDACTED]

Meeting Date

November 20, 2024

Public Comment Subject

General Public Comment

Please indicate if you are in favor, in opposition, or do not have a stated position and have a concern or neutral statement.

In favor

Permission to use phone number or email for contact

I agree to allow the Town of Knightdale to use this phone number or email to contact me on this subject.

If commenting on a Public Hearing item, please list specific reasons why you are in favor or opposed to the item.

As a Knightdale resident confronting the impacts of climate change, I support development of a formal Town sustainability plan that incorporates resident input. The Town now has an opportunity to apply for Inflation Reduction Act (IRA) funds for climate change mitigation, adaptation, and environmental justice programs.

If you have questions or concerns with this form, please contact Knightdale Town Clerk, Heather Smith at 919-217-2225 or email Heather.Smith@KnightdaleNC.gov