

Thank you for attending the General Inquiry meeting on March 19, 2025. Below is a recap of the meeting and important steps to move forward.

Meeting Recap –

The proposed project at 0 Cass Holt Rd.

Land Use Planning Comments, Conor Ryan, Planner

- [Future Land Use](#)
 - Mixed Residential Neighborhood
 - Designation calls for several housing types, including single dwelling detached, single dwelling attached, and multi-dwelling.
 - Per the Comprehensive Plan, on-street parking must be provided (UDO also requires 10% additional parking for attached dwellings per UDO Table 6.4-A).
 - Per the Comprehensive Plan, the subdivision must be very walkable, with sidewalks, bike facilities, paths and trails providing pedestrian connectivity.
 - Per the Comprehensive Plan, where garages face the street, they should be set back significantly from the facade of the building.
- Current Zoning
 - RR – Rural Residential
 - Minimum lot size – 2 acres
- Uses
 - Mix of single-family attached and detached homes per Comprehensive Plan
- Potential Districts
 - NR – CD
 - Maximum gross density – 8 units/acre
 - Minimum 10%, maximum 50% attached dwelling allocation
 - NCR – CD
 - Maximum gross density – 12 units/acre
 - Minimum 10%, maximum 100% attached dwelling allocation
 - Further development standards found in UDO [Table 2.2.1-A](#)
- Maps
 - [Zoning](#)
 - [Future Land Use](#)

Engineering Comments, Nate Leshner, Development Reviewer Engineer

- Please see attached.

Stormwater Comments, Julie Turner, Development Plan Reviewer

- This site is within the Cape Fear River Basin which requires stream 30' buffers.

- A stream determination/delineation by the State to identify any jurisdictional streams or features on site is required.
- Any time there is a drainage area greater than 20 acres. A preliminary flood study is required with the development plan and a full study is required with the construction drawings.
- This property is in the drainage basin for an existing flood study. You will need to verify that there is not an increase in the proposed flows from the site and what was included in the flood study. The existing flood study would need to be updated if there is an increase in proposed flow from the site.
- All federal and state permits required for impacts to lakes and natural watercourses, riparian buffers, wetlands and floodplain must be provided to the town prior to plan approval and issuance of the land disturbance permit.
- No fill in a floodplain for residential development.
- Where impoundments exist on (or upstream off-site) development projects and are intended to remain; developers shall retain a consultant engineer to supply an engineering report on the impoundment. [Special Study Geotechnical Requirements for Dams | Form 16027](#)= Due at CDs
- 20,000sf of land disturbance triggers an erosion control plan
- NPDES permit requirements with 1 acre of disturbance:
 - Responsible for on-site detention
 - Provide Peak attenuation for 1 yr storm
 - Treatment of Nitrogen and TSS
- [Natural Resource Inventory \(NRI\) Form 16001](#) is required prior to Sketch Plan meeting.

Moving Forward –

1. Special Study Scoping Meetings
 - a. Scoping meetings are required to occur prior to Sketch Plan (pre-submittal) meeting.
 - b. E-mail a copy of the attached scoping forms to dsintake@hollyspringsnc.gov for review. Once reviewed, you will be contacted to schedule a scoping meeting by Teams if needed.
2. Neighborhood Meeting
 - a. The neighborhood meeting is required to occur prior to your submittal. The requirements for this meeting can be seen in section 11.5 of the [UDO](#).
 - b. The Neighborhood Meeting shall take place no more than 12 weeks prior to the application date and can be virtual.
 - c. A copy of the Neighborhood Meeting Notice must be sent to **Conor Ryan** prior to mailing for review and approval along with a copy of the mailing list.
3. Sketch Plan Meeting
 - a. This meeting will occur when your plans are substantially (80-90%) complete and offers you a chance to discuss any major red flags that may delay your submittal or be large topics on first review

comments. This meeting will not cover every comment that could appear on first review.

- b. You must complete your scoping meetings before scheduling a Sketch Plan (pre-submittal) meeting.
- 4. Official Submittal of the Application
 - a. After the above steps are complete, you can make your official submittal.
 - b. For a successful submittal, please review the guidelines found here: <https://www.hollyspringsnc.us/1859/Digital-Submittals> and contact dsintake@hollyspringsnc.gov for questions.
 - c. You will need a [Portal](#) account to access your project and pay fees. Financially responsible parties must register for a Portal account and be linked to the project.
 - d. Preliminary plan reviews must be submitted concurrently to be deemed a complete submittal.

Please let us know if you have any questions,

Mackenzie Fretz | Development Review Coordinator

Town of Holly Springs Development Services

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